CITY OF GLENDORA
CITY COUNCIL, SUCCESSOR AGENCY AND HOUSING AUTHORITY

AGENDA

Tuesday, July 8, 2025

6:00 PM CLOSED SESSION
7:00 PM BUSINESS SESSION
CITY HALL COUNCIL CHAMBER, 116 E. FOOTHILL BOULEVARD, GLENDORA

As a courtesy to others attending this meeting, please turn off or place in silent mode all cell phones and other communication devices while in the Council Chamber. Thank you.

MAYOR/CHAIR
David Fredendall, District 2

MAYOR PRO TEM/VICE-CHAIR
Michael Allawos, District 1

COUNCIL/COMMISSIONERS
Karen Davis, District 4
Shaunna Elias, District 3
Mendell Thompson, District 5

GUIDE TO PUBLIC MEETINGS

PARTICIPATING IN PUBLIC MEETING

MEETING MATERIALS

CALL TO ORDER

ROLL CALL

CLOSED SESSION

1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

A closed session will be held, pursuant to Government Code § 54956.8, to enable the City Council to give direction to its negotiator(s) City Manager Adam Raymond, City Attorney Danny Aleshire, Assistant City Manager Moises Lopez, and Community Development Director Jeff Kugel regarding certain real property Lot Adjacent to Nelson's Drugstore (APN: 8638-015-011; Approx. 6,000 Sq. Ft.). The City's real property negotiator will seek direction from the City Council regarding this property.

2. THREAT TO PUBLIC FACILITIES

A closed session will be held, pursuant to Government Code §54957, regarding a possible threat to public facilities.

INVOCATION AND PLEDGE OF ALLEGIANCE

In permitting a nonsectarian invocation, the City does not intend to proselytize, advance, or disparage any faith or belief. Neither the City nor the City Council endorses any particular belief or form of invocation.

REORDERING OF AND ADDITIONS TO THE AGENDA

PUBLIC COMMENT

Three (3) Minute speaking time limit, speaking once, unless upon motion, such time is extended by the legislative body.

Any person may request to address a legislative body during a public meeting. Speakers are limited to three (3) minutes, speaking once, on both on- and off- agenda items, unless, upon motion, such time is extended by the legislative body. Such statements shall only be allowed during the Public Comment portion of the agenda. If there are any public hearings scheduled, individuals will be given an additional opportunity to comment under said items. Speakers are not permitted to yield their time to another speaker. Public comment is limited to 30 minutes at each meeting, with the ability to extend if the legislative body so chooses by majority vote.

To ensure that the public is able to participate, the City may provide a variety of ways in which the public can submit their comment: in person, email, phone call, mail and any other method which may become available. Methods of participation may be subject to change during other such times when a State of Emergency, Health Order or State Executive Order limits in-person participation.

3. Public Comments Received

MEMBER STATEMENTS/REPORTS

CITY MANAGER AND CITY ATTORNEY STATEMENTS

SPECIAL ITEMS

4. A Proclamation Proclaiming July as Parks and Recreation month

5. Recognition of the Glendora Community Emergency Response Team (CERT) from the California Emergency Services Association for their assistance during the Eaton Fire

6. Police Department Quarterly Update

7. National Night Out

CONSENT CALENDAR

Items on the Consent Calendar will be enacted by one motion without individual discussion. There will be no separate discussion of these items unless a member of the governing body requests specific item(s) be removed from the Consent Calendar for separate action. Items removed from the Consent Calendar will be considered after the Consent Calendar is approved. Anyone wishing to address a Consent Calendar item should do so during the Public Comment Period.

8. Affirm minutes from the June 10, 2025 Special City Council meeting, June 10, 2025 City Council, Successor Agency, Housing and Public Financing Authority meeting, and June 24, 2025 City Council, Successor Agency and Housing Authority meeting

Recommended Action for the City Council, Successor Agency, Housing and Public Financing Authority:

— 1. Affirm minutes as presented.

9. Review and Affirm Disbursements for June 2025 in the Amount of $6,070,136.96

Recommended Action for the City Council and Successor Agency:

— 1. Review and affirm disbursements for June 2025 in the amount of $6,070,136.96.

10. Second Reading and Adoption of Ordinance No. 2094 Updating the City's Fire Hazard Severity Zone Maps

Recommend Action for the City Council:

— 1. Adopt on second reading Ordinance No 2094 entitled, “AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GLENDORA ADOPTING THE OFFICIAL FIRE HAZARD SEVERITY ZONE MAP PREPARED BY THE CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION AND THE OFFICE OF THE STATE FIRE MARSHAL FOR LOCAL RESPONSIBILITY AREAS WITHIN THE CITY, PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTIONS 51175-51189.”

NEW BUSINESS

11. Adopt the Glendora Station Area Vision Plan (PLN22-0059)

Recommended Action for the City Council:

— 1. Adopt a finding of Statutory Exemption pursuant to Title 14 of the California Code of Regulations (CCR), Section 15262 Feasibility and Planning Studies of the California Environmental Quality Act (CEQA) Guidelines; and

— 2. Adopt a Resolution entitled “A RESOLUTION OF THE CITY COUNCIL ADOPTING THE GLENDORA STATION AREA VISION PLAN.”

12. Exclusive Right to Negotiate Agreement (ENA) with Mercy Housing Related to the Disposition and Development of 1762 Dale Road

Recommended Action for the City Council:

— 1. Approve the Exclusive Right to Negotiate Agreement (ENA).

13. Award the agreement for contract services with Yunex, LLC for traffic signal maintenance for a three-Year term with an option to extend the term for three additional one-year periods for an amount not to exceed Nine Hundred Fifty Thousand Dollars ($950,000) annually during the Term or any Extended Term

Recommended Action for the City Council:

— 1. Award an Agreement for Contract Services with Yunex, LLC for Traffic Signal Maintenance in an amount not to exceed Nine Hundred Fifty Thousand Dollars ($950,000) annually during the Term or any Extended Term;

— 2. Authorized a ten percent (10%) contingency in the amount of $95,000 annually; and

— 3. Authorize the City Manager to execute the Agreement.

14. Memorandum of Understanding between the City of Glendora and Glendora Police Management Association (GPMA) for the three-year term of July 1, 2025, through June 30, 2028

Recommend Action for the City Council:

— 1. Waive full reading, read by title only and adopt a City Council Resolution entitled, “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENDORA, CALIFORNIA, APPROVING A 2025-2028 MEMORANDUM OF UNDERSTANDING (MOU) WITH THE GLENDORA POLICE MANAGEMENT ASSOCIATION;" and

— 2. Authorize the City Manager to execute the agreement and any and all non-substantive changes to the Memorandum of Understanding.

MEMBER/STAFF CLOSING COMMENTS

ADJOURNMENT

Date Posted: July 3, 2025

JULY 8, 2025 MEETING

of the

City Council, Successor Agency and Housing Authority

Re: Public Comments:

INFORMATION RECEIVED

Attached:

1) Index of Public Comment received

Index of Correspondence Received:

Date Received	Agenda Item	From	Email /Phone
6/26/2025	#2 – Public Comment	Ian Jameson	ianjamesonhitch@gmail.com
7/1/2025	#2 – Public Comment	John Kachirisky	gallpres24@gmail.com

From: Ian <ianjamesonhitch@gmail.com>
Sent: Thursday, June 26, 2025 6:18 AM
Subject: Public comment for next city council meeting

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

To whom it may concern:

Mel Tillekeratne of the local 501(c)(3) The Shower of Hope is by leaps and bounds the most abusive organizer I've ever worked with. He delights in demeaning people for having intellectual disabilities and engages in extreme emotional abuse. "Sadistic narcissist" is an apt description. Any government agency which contracts with this disturbed bully exposes itself to overwhelming liability to disability-harassment lawsuits and extreme reputational damage. I cannot overstate how horrified and sickened I am by his behavior. He is in dire need of a really good therapist.

Ian Jameson

From: John Kachirisky <gallpres24@gmail.com>
Sent: Tuesday, July 1, 2025 4:30 PM
To: Public Comment <publiccomment@ci.glendora.ca.us>
Cc: David Fredendall <dfredendall@cityofglendora.gov>; Michael Allawos <MAllawos@cityofglendora.gov>; Shaunna Elias <SElias@cityofglendora.gov>; Karen Davis <KDavis@cityofglendora.gov>; Mendell Thompson <mthompson@cityofglendora.gov>; City Clerk Outside E-Mail <city_clerk@cityofglendora.gov>
Subject: Glendora American LL Public Comment

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon, Honorable Mayor Fredendall and Councilmembers,

My name is John Kachirisky, and I am writing to you on behalf of the Glendora American Little League. I have served as President of the Little League since 2020 and have been a board member for over a decade. During this period, GALL has dedicated numerous volunteer hours to maintaining the facilities, including the installation of artificial turf on three fields, repaving, tree planting, graffiti removal, and facility painting, among other improvements. Also it has raised and donated plenty of money to the facilities that should be considered as in-kind donations.

I had the opportunity to attend and speak at the joint City Council meeting with the Glendora School Board, which was held at the city library, a year or so ago. I commend the collaborative efforts of the city and the school district in developing a joint use agreement.
However, I find it troubling that the agreement was specifically tailored to GALL rather than encompassing all youth programs operating within the city and school district facilities. Furthermore, there is a league that has been operating for years with its non-profit status suspended by the State of California. I have previously brought this matter to the attention of both city and school staff, yet no action has been taken.

The agreement provided stipulates that GALL pay $15 per child, a payment GALL has remitted, despite the city's failure to fulfill its obligation to remove trash from the receptacles. Additionally, on May 28th, we received an email from the City, accompanied by pictures, requesting that GALL repair fencing at the batting cages. While GALL volunteers have invested countless hours in facility repairs, I find it concerning that the city is highlighting discrepancies and reassigning repair responsibilities to the Little League.

I have attached the language from the agreement below.

FACILITY USE AGREEMENT BY AND BETWEEN GLENDORA UNIFIED SCHOOL DISTRICT ,CITY OF GLENDORA, AND GLENDORA AMERICAN LITTLE LEAGUE, INC.
Page 1.

This FACILITY USE AGREEMENT (“Agreement”), is made and entered into on _____ day of _____, 2025 (Effective Date), by and between Glendora Unified School District (“District”), a public school district duly organized and existing under the laws of the state of California, the City of Glendora (“City”), a general law city duly organized and existing under the constitution and laws of the state of California, and the Glendora American Little League, Inc. (“League”), **a nonprofit corporation duly organized and registered under the laws of the**

state of California. The District, City, and League may be referred to herein individually as a “Party” or collectively as the “Parties.”

Page16 (CITY RESPONSIBILITIES)
2. Minor repairs and maintenance of the infield areas.
5. Porter service for trash removal. This includes the emptying of trash receptacles daily. Supplies or additional receptacles will be added on an as needed basis subject to the approval of the City.

We appreciate you taking the time to consider our concerns and anticipate an ongoing partnership with the city, contributing to the continued success of the community as the "Pride of the Foothills."

Respectfully,
John Kachirisky
President
Glendora American Little League

STAFF REPORT

TO:	**Mayor and Council Members**	**DATE:**	**July 8, 2025**
FROM:	**City Clerk**	**DISTRICT(S):**	**Citywide, Not Applicable**
SUBJECT:	**A Proclamation Proclaiming July as Parks and Recreation month**		

RECOMMENDATION
Not Applicable.

STRATEGIC FOCUS AREAS
Not Applicable

EXECUTIVE SUMMARY
Not Applicable.

LEGISLATIVE HISTORY / PREVIOUS ACTIONS
Not Applicable.

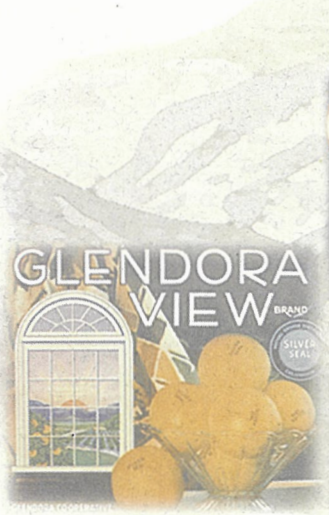
DISCUSSION
Not Applicable.

FISCAL IMPACT
Not Applicable.

ENVIRONMENTAL DETERMINATION
Not Applicable.

Attachments

A. Proclamation.pdf



Proclamation

The City of Glendora

State of California

WHEREAS, *Parks and Recreation programs in Glendora promote physical, emotional, and mental health and wellness through organized and self-directed fitness, play, and recreational activity; and*

WHEREAS, *the City of Glendora creates memorable experiences for residents through a wide range of programs, including youth sports and enrichment activities, teen centers and initiatives, senior activity centers, adult fitness, enrichment programs, free community events, and more; and*

WHEREAS, *Glendora's parks and recreation areas foster community and social cohesiveness by providing safe, welcoming spaces for residents to gather peacefully, model compassion, promote equity, build social networks, and ensure all people in Glendora have access to these benefits; and*

WHEREAS, *Parks and Recreation in Glendora supports lifelong human development and provides endless learning opportunities that nurture the social, intellectual, physical, and emotional growth of people of all ages and abilities; and*

WHEREAS, *Parks and Recreation enhances Glendora's safe, vibrant, and attractive character by offering positive alternatives, improving quality of life, and strengthening the overall well-being of the community.*

NOW, THEREFORE, *we, the City Council of the City of Glendora, do hereby proclaim the month of July 2025 as*

"Parks and Recreation Month"

in the City of Glendora. Let us take this opportunity to recognize and celebrate the vital role that parks, recreational facilities, programs, and services play in enhancing the health, wellness, and safety of all Glendorans.

IN WITNESS WHEREOF, *I have hereunto set my hand and caused the Seal of the City of Glendora to be affixed this 7th day of July 2025.*

City of Glendora

David Fredendall

David Fredendall, Mayor

Michael Allawos, Mayor Pro Tem
Karen Davis, Council Member
Mendell Thompson, Council Member
Shaunna Elias, Council Member

STAFF REPORT

TO:	**Mayor and Council Members**	**DATE:**	**July 8, 2025**
FROM:	**Police Department**	**DISTRICT(S):**	**Not Applicable**
SUBJECT:	**Police Department Quarterly Update**		

RECOMMENDATION
Not Applicable.

STRATEGIC FOCUS AREAS
Not Applicable

EXECUTIVE SUMMARY
Not Applicable.

LEGISLATIVE HISTORY / PREVIOUS ACTIONS
Not Applicable.

DISCUSSION
Not Applicable.

FISCAL IMPACT
Not Applicable.

ENVIRONMENTAL DETERMINATION
Not Applicable.

Attachments

A. Presentation.pdf

GLENDORA POLICE DEPARTMENT

QUARTERLY UPDATE

CITY COUNCIL MEETING

JULY 8, 2025

JULIE LINGER, BUSINESS SERVICES MANAGER

CITY EMERGENCY PREPARATION

- Emergency Operation Center (EOC) exercises/trainings twice a year.
- Evacuation drills.
- September Emergency Preparedness month
- Local Hazard Mitigation Plan currently being reviewed by the state.

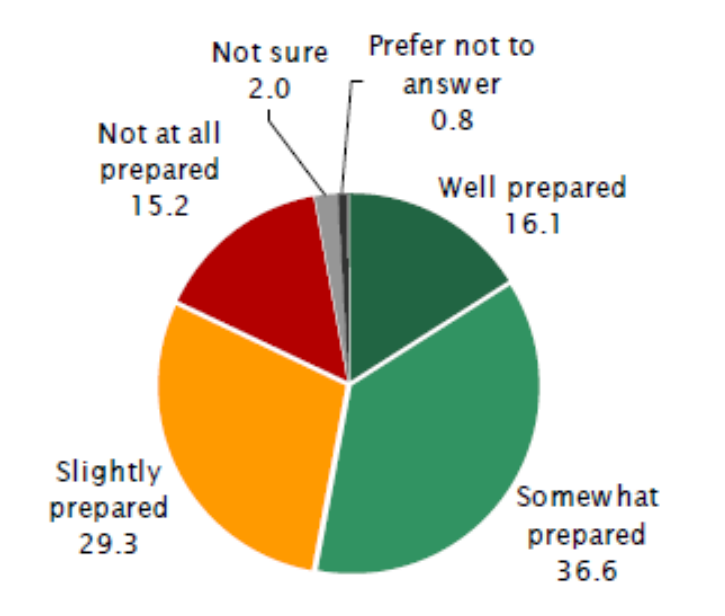
REGIONAL COLLABORATION

- Los Angeles County Office of Emergency Management
- Los Angeles County Fire
- San Gabriel Valley Council of Government
- Foothill Communities

COMMUNITY ENGAGEMENT PROGRAMS

- Annual Basic Community Emergency Response Team (CERT) course.
- Community meetings
- City events
- City partnerships

GLENDORA COMMUNITY SURVEY



HOW PREPARED WOULD YOU SAY YOUR HOUSEHOLD IS TO BE SELF-SUFFICIENT IN THE EVENT OF A WILDFIRE, NATURAL DISASTER, OR OTHER CITY-WIDE EMERGENCY?

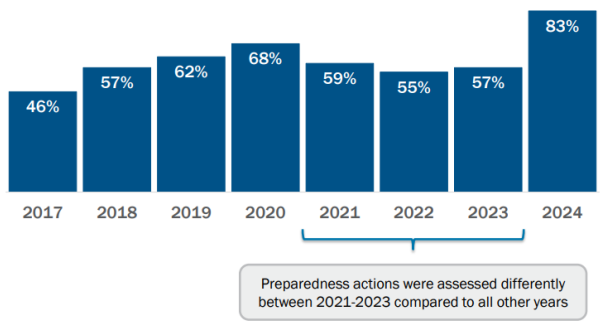
WOULD YOU SAY YOU ARE WELL PREPARED, SOMEWHAT PREPARED, SLIGHTLY PREPARED, OR NOT AT ALL?

NATIONAL SURVEY VS. LOCAL SURVEY

2024 FEMA Household Survey

Taking Action to Prepare for Disasters

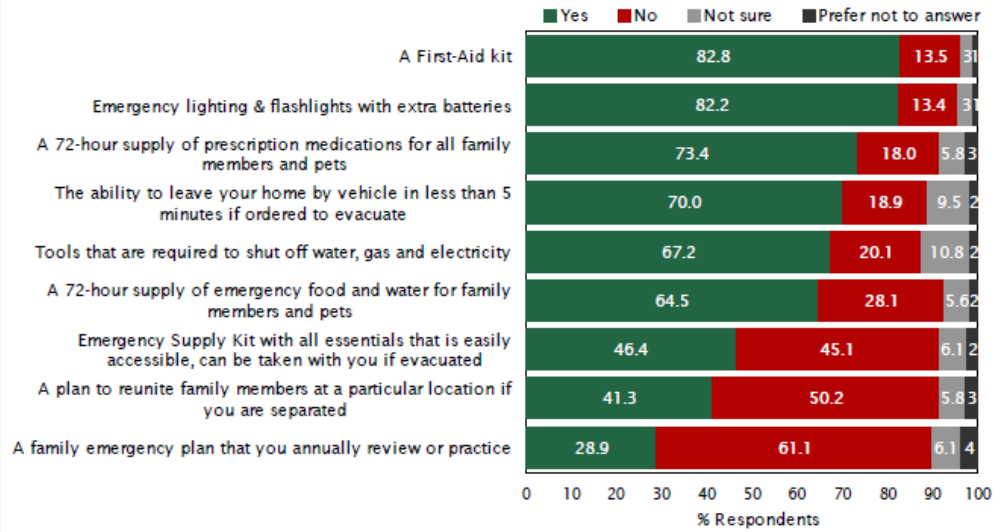
The Percentage of Respondents Who Reported Taking at Least Three Preparedness Actions



- In 2024, 83% of respondents reported having taken **at least three** preparedness actions, compared to 57% of respondents in 2023.
- This increase may reflect differences in the survey instrument, the influence of the COVID-19 pandemic on preparedness actions and/or other factors.

FEMA

2025 Glendora Community Survey

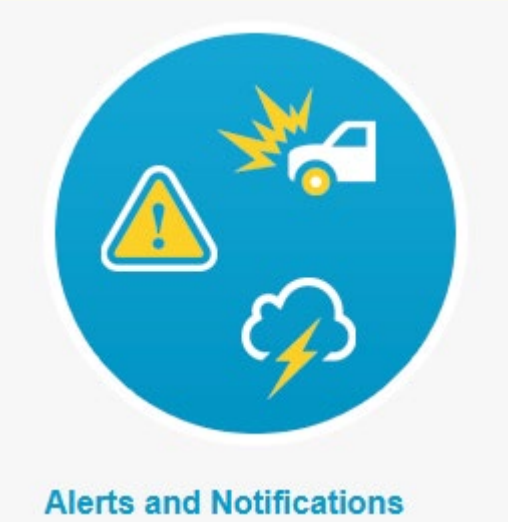


Alert and Warning System

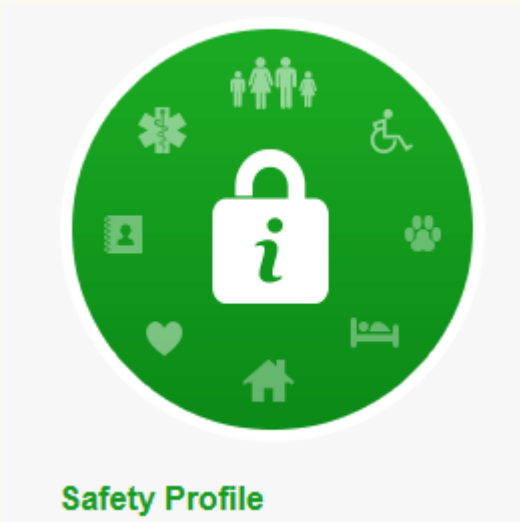
Year	Users
Pre March 2024	Approximately 22,000
March 2024	32,737
After 1st Eaton Fire message	+1,000
Current	38,740

Text “Glendora” to 67283.

OUTREACH FOCUS



Alerts and Notifications



Safety Profile

Access & Functional Needs

Evacuation Zones

*We currently only have 28 resident registered who state they have no transportation or mobility limitations.

PREPARE TODAY

Sign up for emergency alerts

Know your evacuation zone

Gather emergency supplies

Meet your neighbors

COMMITMENT TO PREPARE GLENDORA

- Continue City EOC training and exercise.
- Continued public outreach and education.
- Continue to foster partnerships with stakeholders.
- Open for questions and further discussion.

STAFF REPORT

TO:	**Mayor and Council Members**	**DATE:**	**July 8, 2025**
FROM:	**Police Department**	**DISTRICT(S):**	**Citywide**
SUBJECT:	**National Night Out**		

RECOMMENDATION
Not Applicable.

STRATEGIC FOCUS AREAS
Not Applicable

EXECUTIVE SUMMARY
Not Applicable.

LEGISLATIVE HISTORY / PREVIOUS ACTIONS
Not Applicable.

DISCUSSION
Not Applicable.

FISCAL IMPACT
Not Applicable.

ENVIRONMENTAL DETERMINATION
Not Applicable.

Attachments

A. Presentation.pdf

2025

NATIONAL NIGHT Out®

POLICE • COMMUNITY PARTNERSHIPS

Friday, August 8th
5:30 - 7:30pm

Finkbiner Park

Chief Mike Randazzo

* Movie in the Park immediately following

STAFF REPORT

TO:	**Mayor and Council Members**	**DATE:**	**July 8, 2025**
FROM:	**City Clerk**	**DISTRICT(S):**	**Not Applicable**

SUBJECT: **Affirm minutes from the June 10, 2025 Special City Council meeting, June 10, 2025 City Council, Successor Agency, Housing and Public Financing Authority meeting, and June 24, 2025 City Council, Successor Agency and Housing Authority meeting**

RECOMMENDATION

That the City Council, Successor Agency, Housing and Public Financing Authority:

1. Affirm minutes as presented.

STRATEGIC FOCUS AREAS

Not Applicable

EXECUTIVE SUMMARY

This staff report requests affirmation of the minutes from previous meetings. The minutes have been prepared and reviewed in accordance with City procedures and transparency requirements. Affirming these minutes ensures the accuracy and integrity of the official record. Staff recommends approval to maintain proper documentation and compliance with meeting protocols.

LEGISLATIVE HISTORY / PREVIOUS ACTIONS

Not Applicable.

DISCUSSION

Pursuant to the City's standard practices and the Brown Act, meeting action minutes are reviewed and affirmed by the legislative bodies to ensure transparency and accuracy in government proceedings. The action minutes for the June 10, 2025 and June 24, 2025 meetings were compiled based on staff notes and official recordings. No requests for revisions or amendments have been received to date.

By affirming minutes, legislative bodies acknowledge their accuracy and preserve them as an official record of the meeting. If any corrections or amendments are desired, they can be addressed before final affirmation.

FISCAL IMPACT

There is no fiscal impact associated with this action.

ENVIRONMENTAL DETERMINATION

There are no environmental impacts associated with this action.

Prepared By	Roxanne Breceda, Deputy City Clerk / Records Manager
Concurs With	Not Applicable
Reviewed By	Kathleen R. Sessman, City Clerk/Communications Director
Certified to Availability of Funds	Not Applicable
Approved By	Adam Raymond, City Manager

Legal Review	Not Applicable
CEQA Review	Not Applicable

ATTACHMENTS:

A. June 10, 2025 Special City Council Meeting Minutes
B. June 10, 2025 Regular Joint Meeting Minutes
C. June 24, 2025 Regular Joint Meeting Minutes

Attachments

A. June 10, 2025 Special City Council Meeting Minutes.pdf

B. June 10, 2025 Regular Joint Meeting Minutes.pdf

C. June 24, 2025 Regular Joint Meeting Minutes.pdf

City of Glendora Minutes
Special Meeting

Tuesday, June 10, 2025
City Hall Council Chamber
116 E. Foothill Boulevard
Virtually via Zoom ID# 9329247224

CALL TO ORDER
The City Council meeting was called to order at 4:05 PM.

ROLL CALL
Members Present: Karen Davis, Shaunna Elias, Mendell L. Thompson, Mayor Pro Tem Michael Allawos, Mayor David Fredendall

Members Absent: None

Staff Present: City Manager Adam Raymond, City Attorney Danny Aleshire, Assistant City Manager Moises Lopez, City Clerk/Communications Director Kathleen Sessman, Media Specialist Craig Gill, Senior Media Specialist Greg Morton, City Clerk Specialist Lorena Cordova, and Deputy City Clerk/Records Manager Roxanne Breceda

PUBLIC COMMENT
1. Public Comments received

   There was no one wishing to provide public comment.

SPECIAL ITEMS
2. Conduct Interviews and Appoint Applicants to Fill Vacancies on City Council Appointed Boards of Library Trustees (BLT), Planning Commission and Water Commission that Expires on June 30, 2025

Under separate cover, a revised Attachment D and E providing an updated interview schedule, and one additional application. was posted, distributed to the City Council and made available to the public.

The City Council conducted interviews with the applicants. During the interview process for the Board of Library Trustees, Mayor Fredendall announced that Teri Merrick was unable to attend the meeting to participate in the interviews; however, expressed continued interest in being considered for appointment to the Board of Library Trustees. The City Council conducted interviews and utilized the formal balloting process.

Nominations were as follows:

	Water Commission					Vote for One (1)	
		Davis	Elias	Thompson	Allawos	Fredendall	Results
Ballot 1	Chan, Lok Sze Jenny						0
	Nakano, Justin	1		1		1	3
	Baron, Michael						0
	Offen, Diana						0
	Hernandez, Emily		1		1		2
						Total Ballots	5

The City Council appointed Justin Nakano to serve the Water Commission, Office No. 3 for the term of July 1, 2025 – June 30, 2029.

Ballot 1	Planning Commission					Vote for One (1)	
		Davis	Elias	Thompson	Allawos	Fredendall	Results
	Jarvie, Wendy		1			1	**2**
	Djajich, Michael	1			1		**2**
	Jimenez, Luis Miguel			1			**1**
						Total Ballots	**5**

A majority vote was not received by any applicant, so a second ballot was distributed and the applicants receiving the highest number of votes, Wendy Jarvie and Michael Djajich advanced to second round. The following nominations were recorded.

Ballot 2	Planning Commission					Vote for One (1)	
		Davis	Elias	Thompson	Allawos	Fredendall	Results
	Jarvie, Wendy		1	1		1	**3**
	Djajich, Michael	1			1		**2**
						Total Ballots	**5**

The City Council appointed Wendy Jarvie to serve the Planning Commission, Office No. 5 for the term of July 1, 2025 – June 30, 2029.

Ballot 1	Board of Library Trustees					Vote for Two (2)	
		Davis	Elias	Thompson	Allawos	Fredendall	Results
	Ferguson, Adrienne					1	**1**
	Garza-Maloney, Esther						**0**
	Hall, Deborah	1	1	1	1	1	**5**
	Long, Lisa		1	1	1		**3**
	Malcom, Lisa	1					**1**
	Mason, Marsha						**0**
	Merrick, Teri						**0**
	Rosales, Nick						**0**
	Sullivan, James						**0**
	Villeneuve, Anna						**0**
	Walls-Sandell, Carol						**0**
						Total Ballots	**10**

The City Council appointed Deborah Hall for the Board of Library Trustees, Office No. 4 and Lisa Long for the Board of Library Trustees, Office No. 5, for the term of July 1, 2025 – June 30, 2028. At the request of Mayor Fredendall, his ballot was reviewed, and a correction to the tallied recorded vote was made; final appointments were confirmed.

ADJOURNMENT
Meeting was adjourned at 6:21 PM.

Kathleen R. Sessman, MMC
City Clerk/Communications Director

Minutes were affirmed on _____.

City of Glendora Minutes
Regular Meeting

Tuesday, June 10, 2025
City Hall Council Chamber
116 E. Foothill Boulevard
Virtually via Zoom ID# 9329247224

The City Council also serves as members of the Board of Directors of the Successor Agency of the Community Redevelopment Agency, Housing Authority and Public Financing Authority, which are concurrently convening this evening.

CALL TO ORDER
The City Council, Successor Agency, Housing and Public Financing Authority meeting was called to order at 7:00 PM.

ROLL CALL
Members Present: Karen Davis, Shaunna Elias, Mendell L. Thompson, Mayor Pro Tem/Vice-Chair Michael Allawos, Mayor/Chair David Fredendall

Members Absent: None

Staff Present: City Manager/Executive Director Adam Raymond, City/Agency Attorney Danny Aleshire, Assistant City Manager Moises Lopez, Chief of Police Mike Randazzo, Deputy City Manager Marie Ricci, Finance Director/City Treasurer Kyle Johnson, Community Development Director Jeff Kugel, Public Works Director William Wittkopf, Library Director Janet Stone, Recreation and Human Services Director John Aguirre, City Clerk/Agency Secretary/Communications Director Kathleen Sessman, Assistant Public Works Director Valerie Velasquez-Santoya, Assistant Director of Human Resources Rita Wendling, Senior Planner Yalini Siva, City Planner Mark Carnahan, Human Resources Analyst Jaclyn Brown, Media Specialist Craig Gill, Senior Media Specialist Greg Morton, and Deputy City Clerk/Records Manager Roxanne Breceda

INVOCATION AND PLEDGE OF ALLEGIANCE
The Invocation was given by Pastor Abigail Gains of Vineyard Church Glendora.

The Pledge of Allegiance was led by Bob Moore.

REORDERING OF AND ADDITIONS TO THE AGENDA
There were no requests received.

PUBLIC COMMENT
1. Public Comments received

   Comment was received from Bob Moore.

COMMISSIONER STATEMENTS/REPORTS

Council Member/Commissioner Thompson commented on the Gold Line dedication held on June 5, 2025; recognized the Glendora High School baseball team for winning the California Interscholastic Federation (CIF) championship; and expressed appreciation to the Police Department and others who have honored and celebrated the life of Louie Pompei.

Council Member/Commissioner Elias encouraged residents to be mindful of children out of school for the summer, as they are out playing and to pay attention to your driving; commented on attending the local graduation ceremonies and memorials for Officer Pompei; and reported attending the 4th Annual Glendora Pride in the Foothills 2025 event.

Council Member/Commissioner Davis thanked Council Member/Commissioner Elias and Mayor/Chair Fredendall for attending the 4th Annual Glendora Pride of the Foothills 2025 event, and reaffirmed that Glendora is a safe place for youth; addressed public comment on Senate Bill (SB54) that it is the law and Glendorans can feel safe in their city; and reported attending the League of California Cities (LCC) quarterly meeting with Insurance Commissioner Ricardo Lara present as well, commenting on California Insurance program new laws and incentives for people in fire zones; and commented on the police vehicles in Glendora having Louie Pompei's badge number of "115" and an "E," indicating it was funded by Measure E.

Mayor Pro Tem/Vice-Chair Allawos announced the upcoming launch of the Council of Government Wildfire Safety Home Assessment Program available online in the fall to provide free home assessments and fire safety resources; commented on the Louie Pompei event and thanked the Police Chief Randazzo for his involvement.

Mayor/Chair Fredendall commented and reported on the recent community events and celebrations, including graduation ceremonies; and wished all the fathers a Happy Father's Day.

DIRECTOR/STAFF LIAISON AND ATTORNEY STATEMENTS
City/Agency Attorney Aleshire addressed public comment on Senate Bill (SB54), stating that the City of Glendora is a general law city and is subject to the California Values Act.

PUBLIC HEARING
2. Public Hearing for Tentative Tract Map and Development Plan Review for 46 townhomes located at 631 – 657 East Arrow Highway (Project File No. PLN24-0032; Applicant: Melia Homes, Inc.; Property Owner: Vincenza Rago Family Trust)

Item title was read into the record, and the Public Hearing was declared opened. Applicant Vice President Chad Brown provided a report. Public Testimony was received from Matthew Shortle. Deputy City Clerk/Records Manager Breceda clarified the recommended action on the PowerPoint as the title of the Resolution recommended for adoption. Public Testimony and Public Hearing were closed.

Following a lengthy discussion on affordability and availability of units; Homeowners Association (HOA) fees, maintenance, and safety monitoring responsibilities; unit design and amenities; addressing public testimony on operational impacts to adjacent businesses; parking design and compliance; support of architectural articulation and design appeal; and development zoning and code requirements, a motion was made by Mayor Pro Tem Allawos, seconded by Council Member Thompson, that the City Council 1. Adopt a Categorical Exemption pursuant to the California Environmental Quality Act (CEQA) for the project; and 2. Adopt **Resolution CC 2025-16** entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENDORA, CALIFORNIA APPROVING TENTATIVE TRACT MAP NO. 84607 FOR SUBDIVISION OF LAND TO CREATE 46 RESIDENTIAL CONDOMINIUM UNITS AND DEVELOPMENT PLAN REVIEW FOR THE CONSTRUCTION OF THE TOWNHOMES ON CERTAIN PROPERTY LOCATED AT 631-657 EAST ARROW HIGHWAY, GLENDORA, CALIFORNIA (PROJECT FILE NO. PLN24-0032; APPLICANT: MELIA HOMES, INC.;

PROPERTY OWNER: VINCENZA RAGO FAMILY TRUST)". Motion carried 5 - 0 as follows: AYES: Davis, Elias, Thompson, Allawos, and Fredendall; NOES: None; ABSENT: None; ABSTAIN: None.

3. Public Hearing to Consider a Resolution Establishing and Amending the Master Schedule of Fees for Service for the Fiscal Year 2025-26

Item title was read into the record, and the Public Hearing was declared opened. There was no one wishing to provide testimony. Public Testimony and Public Hearing were closed.

Following brief discussion on water billing paper fee, support and day camp fees, passport fees, and Carry Concealed Weapons (CCW) permit fees. A motion was by Mayor Pro Tem Allawos, seconded by Council Member Thompson, that the City Council 1. Adopt **Resolution CC 2025-17** entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENDORA, ESTABLISHING THE MASTER SCHEDULE OF FEES FOR SERVICE AND AMENDING CITYWIDE FEES FOR COST OF SERVICE FOR FISCAL YEAR 2025-26." Motion carried 5 – 0 as follows: AYES: Davis, Elias, Thompson, Allawos, and Fredendall; NOES: None; ABSENT: None; ABSTAIN: None.

4. Public Hearing to Consider Resolutions Adopting the Two-Year Budget of the City of Glendora for Fiscal Years 2025-26 and 2026-27, Adopting the Investment Policy for Fiscal Year 2025-26, Delegating Investment Authority, Establishing Job Classes, and Determining and Establishing the GANN Appropriations Limit for Fiscal Year 2025-26

Item title was read into the record, and the Public Hearing was declared opened. There was no one wishing to provide testimony. Public Testimony and Public Hearing were closed.

A motion was made by Council Member/Commissioner Thompson, seconded by Mayor Pro Tem/Vice-Chair Allawos, that the City Council, Housing Authority, Finance Authority, Successor Agency 1. Adopt **Resolution CC 2025-18, SA CC 2025-18, FN 2025-01, HA 2025-02** entitled, "A JOINT RESOLUTION OF THE CITY COUNCIL, SUCCESSOR AGENCY, HOUSING AUTHORITY AND FINANCE AUTHORITY OF THE CITY OF GLENDORA ADOPTING THE BUDGET FOR THE CITY OF GLENDORA FOR FISCAL YEAR BEGINNING JULY 1, 2025, AND ENDING JUNE 30, 2026, AND ADOPTING THE TENTATIVE BUDGET PLAN FOR FISCAL YEAR BEGINNING JULY 1, 2026, AND ENDING JUNE 30, 2027;" 2. Adopt **Resolution CC 2025-19** entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENDORA DETERMINING AND ESTABLISHING GANN APPROPRIATIONS LIMIT FOR THE FISCAL YEAR 2025-26 IN ACCORDANCE WITH ARTICLE XIIIB OF THE CALIFORNIA CONSTITUTIONS AND GOVERNMENT CODE SECTION 4910;" 3. Adopt **Resolution CC 2025-20, SA 2025-20** entitled, "A RESOLUTION OF THE CITY COUNCIL AND SUCCESSOR AGENCY, OF THE CITY OF GLENDORA ADOPTING THE ANNUAL STATEMENT OF INVESTMENT POLICY FOR THE FISCAL YEAR BEGINNING JULY 1, 2025, AND ENDING JUNE 30, 2026;" 4. Adopt **Resolution CC 2025-21, SA 2025-21**, entitled, "A RESOLUTION OF THE CITY COUNCIL AND SUCCESSOR AGENCY OF THE CITY OF GLENDORA DELEGATING INVESTMENT AUTHORITY TO THE CITY TREASURER;" and 5. Adopt City Council **Resolution CC 2025-22** entitled, "A RESOLUTION OF THE CITY COUNCIL APPROVING AN AMENDMENT TO THE AUTHORIZED POSITION CONTROL LISTING AND THE CLASSIFICATION AND COMPENSATION PLAN FOR THE CITY OF GLENDORA." Motion carried 5 – 0 as follows: AYES: Davis, Elias, Thompson, Allawos, and Fredendall; NOES: None; ABSENT: None; ABSTAIN: None.

CONSENT CALENDAR

A motion was made by Council Member/Commissioner Davis, seconded by Council Member/Commissioner Thompson, to approve Consent Calendar Items # 5 - 8 as presented, affirming the actions appropriate to each item and noting that item # 9 was pulled and will be conducted separately. Motion carried 5 - 0 as follows: AYES: Davis, Elias, Thompson, Allawos and Fredendall; NOES: None; ABSENT: None; ABSTAIN: None.

5. Affirm minutes from the City Council, Successor Agency and Housing Authority May 27, 2025 and City Council, Successor Agency, Housing and Public Financing Authority June 3, 2025 meetings

The City Council, Successor Agency, Housing and Public Financing Authority affirmed minutes as presented.

6. Review and Affirm Disbursements for May 2025 in the amount of $5,699,817.39

The City Council and Successor Agency reviewed and affirmed disbursements for May 2025 in the amount of $5,699,817.39.

7. Award an Agreement to G.M. Sager Construction Co., Inc., for Asphalt Paving Maintenance and Repairs in the amount of $73,801

The City Council 1. Awarded an Agreement to G.M. Sager Construction Co., Inc., for asphalt paving maintenance and repairs in the amount of $73,801; and 2. Authorized the City Manager or his designee to execute the Agreement with G.M. Sager Construction Co., Inc., including minimal and/or non-substantive changes.

8. Consideration of a Resolution Adopting Projects for the Road Maintenance and Rehabilitation Account for Fiscal Year 2025-26

The City Council adopted **Resolution CC 2025-23** entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENDORA ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2025-26 FUNDED BY SB 1 (THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017)."

9. Acquisition of Vehicles for Police Department

Item pulled for separate discussion on vehicle fleet maintenance and production process; and update given.

A motion was made by Council Member Davis, seconded by Mayor Pro Tem Allawos, that the City Council 1. Approved the acquisition of four (4) 2025 Ford Police Interceptor Utility Explorers from National Auto Fleet Group, including taxes and fees, in the amount of $271,618.04. Motion carried 5 - 0 as follows: AYES: Davis, Elias, Thompson, Allawos and Fredendall; NOES: None; ABSENT: None; ABSTAIN: None.

NEW BUSINESS

10. Approval of Amendment No. 2 to the Public Works Agreement between West Coast Arborists, Inc. and the City of Glendora dated June 22, 2021 for Tree Trimming and Tree Maintenance Services in an Amount Not to Exceed $741,490 for FY 2025/26

A motion was made by Council Member Thompson, seconded by Council Member Allawos, that the City Council, 1. Approve Amendment No. 2 to the Agreement between West Coast Arborists and the City of Glendora dated June 22, 2021, for Tree Trimming and Tree Maintenance Services, increasing the authorized annual expenditure by an amount not to exceed $741,490 for FY 2025/26, increasing the cumulative amount of the agreement to $3,163,980, and extending the term of the agreement through June 30, 2026; and 2. Authorize City Manager to execute Amendment No. 2. Motion carried 5 – 0 as follows: AYES: Davis, Elias, Thompson, Allawos, and Fredendall; NOES: None; ABSENT: None; ABSTAIN: None.

11. Memorandum of Understanding between the City of Glendora and Glendora Police Officer Association (GPOA) for the three-year term of July 1, 2025, through June 30, 2028

A motion was made by Council Member Davis, and seconded by Mayor Pro Tem Allawos, that the City Council 1. Adopt **Resolution CC 2025-24** entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENDORA APPROVING A 2025-2028 MEMORANDUM OF UNDERSTANDING (MOU) WITH THE GLENDORA POLICE OFFICERS ASSOCIATION;" and 2. Authorize the City Manager to execute the agreement and any and all non-substantive changes to the draft Memorandum of Understanding. Motion carried 5 – 0 as follows: AYES: Davis, Elias, Thompson, Allawos, and Fredendall; NOES: None; ABSENT: None; ABSTAIN: None.

COMMISSION/STAFF CLOSING COMMENTS
There were no statements or reports given.

ADJOURNMENT
Meeting adjourned at 8:50 PM.

Kathleen R. Sessman, MMC
City Clerk/Communications Director

Minutes were affirmed on _____.

City of Glendora Minutes
Regular Meeting

Tuesday, June 24, 2025
City Hall Council Chamber
116 E. Foothill Boulevard
Virtually via Zoom ID# 9329247224

The City Council also serves as members of the Board of Directors of the Successor Agency of the former Community Redevelopment Agency and Housing Authority, which are concurrently convening this evening.

CALL TO ORDER

The City Council, Successor Agency, and Housing Authority meeting was called to order at 5:01 PM.

ROLL CALL

Members Present: Karen Davis, Shaunna Elias, Mendell L. Thompson, Mayor Pro Tem/Vice-Chair Michael Allawos, Mayor/Chair David Fredendall

Members Absent: None

Staff Present: City Manager/Executive Director Adam Raymond, City/Agency Danny Aleshire, Assistant City Manager Moises Lopez, Deputy City Manager Marie Ricci, Chief of Police Mike Randazzo, Public Works Director William Wittkopf, Finance Director/City Treasurer Kyle Johnson, Community Development Director Jeff Kugel, Recreation and Human Services Director John Aguirre, Information Technology Director Sam Robbin, Library Director Janet Stone, , Captain Shelly Gold, Support Services Supervisor Marc Archibald, Assistant Director – Human Resources Rita Wendling, Economic Development and Housing Manager Tiffany Chew, Recreation Manager Annie Warner, Senior Management Analyst Kelsey Fay, Human Resources Analyst Jaclyn Brown, Media Specialist Craig Gill, Senior Media Specialist Greg Morton, City Clerk Specialist Lorena Cordova, and Deputy City Clerk/Records Manager Roxanne Breceda

CLOSED SESSION

Closed Session titles were read into the record. There was no one wishing to provide comment.

City Manager Raymond requested to add one additional case to agenda item no. 2. A motion was made by Council Member Davis, seconded by Council Member Thompson. Seeing there were no objections, additional case was added for discussion.

The meeting convened into Closed Session at 5:05 PM.

1. CONFERENCE WITH LABOR NEGOTIATOR A closed session will be held, pursuant to Government Code §54957.6 to conduct labor negotiations. City Manager Adam Raymond, City Attorney Danny Aleshire, Assistant City Manager Moises Lopez, Deputy City Manager Marie Ricci, Chief of Police Mike Randazzo, and Assistant Director - Human Resources Rita Wendling and Human Resource Analyst Jaclyn Brown. Employee Organizations: Glendora Police Managers Association (GPMA), and American Federation of State, County & Municipal Employees (AFSCME)

2. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION A closed session will be held, pursuant to Government Code §54956.9(d)(4), because the city is considering whether to initiate litigation in two cases.

3. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
A closed session will be held, pursuant to Government Code § 54956.9(d)(2) and (e)(1) because there is a significant exposure to litigation in one (1) but which the City believes are not yet known to a potential plaintiff or plaintiffs, which facts and circumstances need not be disclosed.

4. CONFERENCE WITH REAL PROPERTY NEGOTIATORS A closed session will be held, pursuant to Government Code 54956.8, enable the City Council and Housing Authority to give direction to its negotiator(s) City Manager Adam Raymond, City Attorney Danny Aleshire, Assistant City Manager Moises Lopez, and Community Development Director Jeff Kugel regarding that certain real property 1762 Dale Road, APN 8631-013-023. The City's real property negotiator will seek direction from the City Council regarding Exclusive Negotiating Agreement.

Closed Session adjourned at 6:50 PM and the meeting reconvened into Open Session at 7:00 PM with all members present. City Attorney Aleshire reported the following actions: #1 - #4 A privileged and confidential briefing and discussions were held. No reportable actions were taken.

INVOCATION AND PLEDGE OF ALLEGIANCE
The Invocation was given by Reverend Susan Scranton of Grace Episcopal Church.

The Pledge of Allegiance was led by Information Technology Director Robbin.

REORDERING OF AND ADDITIONS TO THE AGENDA
There were no requests received.

PUBLIC COMMENT
1. Public Comments received

Mayor Fredendall announced public comment for Agenda Item No. 17 would be held separately.

There was no one wishing to provide comment at this time.

COMMISSIONER STATEMENTS/REPORTS
Council Member/Commissioner Elias reported attending an All-Star League game and extended well wishes to the players for their upcoming games.

Council Member/Commissioner Thompson announced the arrival of summertime and encouraged residents to help ensure a burn-free season; and reminded families to keep a close watch on children around pools.

Council Member/Commissioner Davis thanked staff for organizing the Concerts in the Park; and in light of current global events, encouraged the community to come together, support one another, and foster unity at community events.

Mayor Pro Tem/Vice-Chair Allawos reported that the Council of Governments Executive Board will hold its final meeting this Thursday, and City Manager Raymond will serve on the Executive

Committee; and announced that the last City Council meeting before the summer recess will be held on July 8, 2025, with meetings resuming on August 26, 2025.

Mayor/Chair Fredendall announced the Glendora Rotary Club's Annual Field of Heroes event on July 4, 2025, at Gladstone Park—additional details are available on the Rotary website at rotaryofglendora.org, and ceremony on July 5, 2025 at City Hall; and reminded residents to enjoy fireworks safely in neighboring cities, as fireworks are not permitted in Glendora.

DIRECTOR/STAFF LIAISON AND ATTORNEY STATEMENTS
There were no statements or reports given.

PUBLIC HEARINGS

6. A Public Hearing to Consider a Resolution Approving the Issuance of Bonds for the Purpose of Financing and/or Refinancing Certain Revenue Bonds for Emanate Health and Affiliates

Item title was read into the record and the Public Hearing was declared opened. There was no one wishing to provide testimony. Public Testimony and Public Hearing were declared closed.

City Council discussion included support for Route 66 improvements and completion of projects; availability of batting cages; plans for an additional hospital building and the occupation and use of hospital facilities; issuance of bonds; and the planning process.

Following discussion, a motion was made by Mayor Pro Tem Allawos, seconded by Council Member Thompson, that the City Council 1. Adopt **Resolution CC 2025-25** entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENDORA APPROVING THE ISSUANCE OF THE CALIFORNIA STATEWIDE COMMUNITIES DEVELOPMENT AUTHORITY REVENUE BONDS (EMANATE HEALTH) SERIES 2025 IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED $90,000,000 FOR THE PURPOSE OF FINANCING AND/OR REFINANCING THE ACQUISITION, CONSTRUCTION, EQUIPPING, IMPROVEMENT, RENOVATION, REHABILITATION AND/OR REMODELING (INCLUDING BY REIMBURSING EXPENDITURES MADE FOR SUCH PURPOSES) OF HOSPITAL, HEALTH CARE AND RELATED FACILITIES AND CERTAIN OTHER MATTERS RELATING THERETO." Motion carried 5 – 0 as follows: AYES: Davis, Elias, Thompson, Allawos, Fredendall; NOES: None; ABSENT: None; ABSTAIN: None.

7. A Public Hearing to consider adopting Resolutions approving the Engineer's Report and confirming a diagram and assessment for the City of Glendora Landscape Maintenance District Number 1 for Fiscal year 2025/26

Item title was read into the record and the Public Hearing was declared opened. There was no one wishing to provide testimony. Public Testimony and Public Hearing were declared closed.

City Council discussion included landscape improvements.

Following discussion, a motion was made by Mayor Pro Tem Allawos, seconded by Council Member Thompson, that the City Council 1. Adopt **Resolution CC 2025-26** entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENDORA APPROVING THE ENGINEER'S REPORT FILED WITH RESPECT TO THE FISCAL YEAR 2025-26 LEVY OF THE ASSESSMENT IN CONNECTION WITH CITY OF GLENDORA LANDSCAPE

MAINTENANCE DISTRICT NO. 1"; and 2. Adopt **Resolution CC 2025-27** entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENDORA CONFIRMING THE DIAGRAM AND ASSESSMENT FOR THE CITY OF GLENDORA LANDSCAPE MAINTENANCE DISTRICT NO. 1 FOR FISCAL YEAR 2025-26." Motion carried 5 – 0 as follows: AYES: Davis, Elias, Thompson, Allawos, Fredendall; NOES: None; ABSENT: None; ABSTAIN: None.

8. A Public Hearing to consider adopting Resolutions approving the Engineer's Report and confirming a diagram and assessment for the City of Glendora Streetlight Maintenance District Number 1 for Fiscal Year 2025/26

Item title was read into the record and the Public Hearing was declared opened. There was no one wishing to provide testimony. Public Testimony and Public Hearing were declared closed.

City Council discussion included streetlight maintenance costs; potential impacts on the Consumer Price Index (CPI) and the Price Volatility Index (PVI); and considerations related to Proposition 218.

Following discussion, a motion was made by Council Member Thompson, seconded by Council Member Davis, that the City Council 1. Adopt **Resolution CC 2025-28** entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENDORA APPROVING THE ENGINEER'S REPORT FILED WITH RESPECT TO THE FISCAL YEAR 2025-26 LEVY OF THE ASSESSMENT IN CONNECTION WITH CITY OF GLENDORA STREETLIGHT MAINTENANCE DISTRICT NO. 1"; and 2. Adopt **Resolution CC 2025-29** entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENDORA CONFIRMING THE DIAGRAM AND ASSESSMENT FOR THE CITY OF GLENDORA STREETLIGHT MAINTENANCE DISTRICT NO. 1 FOR FISCAL YEAR 2025-26."

CONSENT CALENDAR

A motion was made by Council Member/Commissioner Davis, seconded by Mayor Pro Tem/Vice-Chair Allawos, to approve Consent Calendar Items #9 - #15 as presented, affirming the actions appropriate to each item. Motion carried 5 – 0 as follows: AYES: Davis, Elias, Thompson, Allawos, Fredendall; NOES: None; ABSENT: None; ABSTAIN: None.

9. City of Glendora and Glendora Successor Agency Investment Report for May 2025

The City Council and Successor Agency received and filed the monthly Investment Activity Report for May 2025.

10. Authorize Reallocation of Previously Approved State Homeland Security Program Sub-recipient Agreement for Grant Year 2021 Funds to Meridian Vehicle Barriers

The City Council 1. Authorized the Reallocation of the Previously Approved Funds for the 2021 State Homeland Security Program Subrecipient Agreement with County of Los Angeles for $72,000 from Flock ALPR cameras to Meridian vehicle barriers; and 2. Authorized the Purchase of 3 vehicle barriers and development equipment from Meridian Rapid Defense Group based in Pasadena, CA for $72,000, including taxes and fees.

11. Approval of the State Homeland Security Program (SHSP) Subrecipient Agreement for Grant Year 2023 with the County of Los Angeles, and Authorization to Enter into

Agreements with Flock Group, Inc. and Axon Enterprise, Inc. for the Acquisition and Development of Additional Stationary and Mobile Automated License Plate Reader (ALPR) Systems

The City Council 1. Approved the 2023 State Homeland Security Program Subrecipient Agreement with County of Los Angeles; 2. Approved a two-year agreement with Flock Group, Inc., for the use of eleven (11) additional automated license plate readers in the amount of $71,050; 3. Approved a 31-month agreement with Axon Enterprise, Inc., for the expansion of our existing Fleet 3 cameras, activating the existing automated license plate readers technology in eighteen (18) patrol vehicles in the amount of $33,278.94; and 4. Approved an increase in estimate revenues and a supplemental appropriation in the FY2024-25 Midcycle Budget from Grants Fund 280 in the amount of $100,000.

12. Authorize the transition of City Cellphone services from Verizon Wireless to T-Mobile

The City Council authorized the Information Technology to transition the City's cellphone service provider from Verizon Wireless to T-Mobile, utilizing already budgeted funds.

13. Approve expenditure in the amount of $86,113.70 for the replacement of the engine in Water Division vehicle No. 304, Kenworth T880 Vactor hydro-excavator

The City Council approved the expenditure of $86,113.70 for the replacement of the engine in Water Division Vehicle No. 304 (Kenworth T880 Vactor hydro-excavator).

14. Approval of Amendment No. 3 to the Agreement for Contractual Services between CSG Consultants, Inc. and the City of Glendora Dated July 13, 2021 for Building Plan Review and Inspection Services

The City Council 1. Approved an Amendment No. 3 to the Contract Services Agreement with CSG Consultants, Inc. extending the contract term by one year and increasing the contract amount by $385,000; and 2. Authorized the City Manager to execute the agreement.

15. Award Professional Contract Services Agreement to JMDiaz, Inc. (JMD) in an amount not to exceed $221,000 for services related to providing professional engineering and land development services

The City Council 1. Awarded Professional Contract Services Agreement to JMDiaz, Inc. (JMD) in an amount not to exceed $221,000 for services related to providing professional engineering and land development services; and 2. Authorized the City Manager to execute.

UNFINISHED BUSINESS

16. Approval of a Facility Use Agreement between the City of Glendora, Glendora Unified School District and Glendora American Little League

A motion was made by Mayor Pro Tem Allawos, seconded by Council Member Thompson, that the City Council 1. Approve the Facility Use Agreement between the City of Glendora, Glendora Unified School District and Glendora American Little League; and 2. Authorize the City Manager or his designee to execute the agreement, including making non-substantive changes. Motion

carried 5 – 0 as follows: AYES: Davis, Elias, Thompson, Allawos, Fredendall; NOES: None; ABSENT: None; ABSTAIN: None.

17. City Facility Capital Needs Update, Funding Options, and Election Timelines

Public Comment was received from Steven Mateer.

Following lengthy discussion, a motion was made by Mayor Pro Tem Allawos, seconded by Council Member Thompson, that the City Council 1. Receive and file the report and 2. Provide staff with direction to return to Council no later than the last Council meeting in December with a refined capital needs assessment and various property assessments scenarios. Motion carried 5 – 0 as follows: AYES: Davis, Elias, Thompson, Allawos, Fredendall; NOES: None; ABSENT: None; ABSTAIN: None.

NEW BUSINESS

18. Short Range Transit Plan

Following brief discussion, a motion was made by Mayor Pro Tem Allawos, seconded by Council Member Thompson, that the City Council 1. Authorize staff to proceed with the phase implementation of the Short Range Transit Plan, including service redesign, capital improvements, and technology upgrades, contingent upon the acquisition of necessary fleet and infrastructure resources; 2. Direct staff to identify and pursue grant funding and other financial opportunities at the local, regional, state, and federal levels to support implementation, including vehicle procurement, bus stop enhancements, and technology systems; 3. Authorize staff to initiate procurement planning for transit vehicles, bus stop amenities, and related capital improvements, subject to available funding; and 4. Authorize staff to make necessary adjustments to the new routes as needed based on ongoing ridership trends and community feedback. Motion carried 5 – 0 as follows: AYES: Davis, Elias, Thompson, Allawos, Fredendall; NOES: None; ABSENT: None; ABSTAIN: None.

19. First Reading and Introduction of an Ordinance Updating the City's Fire Hazard Severity Zone Map

A motion was made by Mayor Pro Tem Allawos, seconded by Council Member Thompson, that the City Council, introduce for first reading **Ordinance 2094** entitled, "AN ORDINANCE OF THE CITY OF GLENDORA OF THE CITY OF GLENDORA ADOPTING THE OFFICIAL FIRE HAZARD SEVERITY ZONE MAP PREPARED BY THE CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION AND THE OFFICE OF THE STATE OF FIRE MARSHAL FOR LOCAL RESPONBILITY AREAS WITHIN THE CITY, PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTIONS 51175-51189." Motion carried 5 – 0 as follows: AYES: Davis, Elias, Thompson, Allawos, Fredendall; NOES: None; ABSENT: None; ABSTAIN: None.

COMMISSION/STAFF CLOSING COMMENTS

Council Member/Commissioner Thompson announced to attend the Community Awards event that will honor student athletes, eagle scouts, and community members, will take place on Wednesday evening.

ADJOURNMENT
Meeting adjourned at 9:12 PM.

Kathleen R. Sessman, MMC
City Clerk/Communications Director

Minutes were affirmed on _____.

STAFF REPORT

TO: Mayor and Council Members **DATE:** July 8, 2025

FROM: Finance **DISTRICT(S):** Citywide

SUBJECT: Review and Affirm Disbursements for June 2025 in the Amount of $6,070,136.96

RECOMMENDATION

That the City Council and Successor Agency:

1. Review and affirm disbursements for June 2025 in the amount of $6,070,136.96.

STRATEGIC FOCUS AREAS

Goal 2: Maintain Financial Stability and Sustainability (MFSS)

EXECUTIVE SUMMARY

For June 2025 the City disbursed the following amounts through accounts payable and payroll.

Month	A/P	Payroll	Total
June 2025	$4,424,898.34		$4,424,898.34
06/13/2025		$717,587.86	$717,587.86
06/27/2025		$927,650.76	$927,650.76
Total	**$4,424,898.34**	**$1,645,238.62**	**$6,070,136.96**

LEGISLATIVE HISTORY / PREVIOUS ACTIONS

Pursuant to the Glendora Municipal Code Section 2.20.030 Departmental Reports, the Finance Department shall provide a comprehensive report on disbursements, at least on a quarterly basis.

DISCUSSION

Notable disbursements in the month of June include:

Name	Amount	Description
Big Ben Construction	$593,311.63	Various Water Main Line Repairs
Gentry Brothers	$352,787.68	Bennett Ave Water & Street Improvements
Copp Contracting	$344,622.15	CDBG-Funded Grind and Overlay
J De Sigio Construction Inc.	$314,803.50	Oak Park Road Emergency Project
Transportation Concepts	$209,553.49	Transit Operations and Maintenance
Stephen Doreck Equipment	$142,937.50	Mauna Loa, East of Glendora Water & Street

FISCAL IMPACT

There is no impact associated with the recommendation of this report.

ENVIRONMENTAL DETERMINATION

Not Applicable.

Prepared By	George Perez-Sosa, Accounting Technician
Concurs With	Not Applicable
Reviewed By	Marie Ricci, Deputy City Manager
Certified to Availability of Funds	Marie Ricci, Deputy City Manager
Approved By	Adam Raymond, City Manager
Legal Review	Not Applicable
CEQA Review	Not Applicable

ATTACHMENTS:

A. Warrant Register – June 2025

Attachments

A. Warrant Register - June 2025.pdf

CITY OF GLENDORA

CITY COUNCIL MEETING **7/8/2025**

WARRANT REGISTER - JUNE 2025			$4,424,898.34
PAYROLL EFT	6/13/2025	$	717,587.86
	6/27/2025	$	927,650.76
TOTAL			**$6,070,136.96**

PREPARED BY: George Perez

Marie Rizi

REVIEWED BY
Deputy City Manager

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3449	EFT	6/6/2025	6765	A&P COMPLIANCE TESTING, INC.	55470530	59100	250014	11992	ENVIRONMENTAL AND ECOLOGICAL SERVICES	$425.00
										$425.00
3450	EFT	6/6/2025	287	CWF INC	10190810	58100	250458	76731	Culture Fest A-1 Rentals	$11,303.12
										$11,303.12
3451	EFT	6/6/2025	4163	ADVANTEC CONSULTING ENGINEERS INC.	30170550	59100	250343	9803-0305-01-05	DESIGN SERVICES FOR CITWIDE ENG & TRAFFIC SURVEY	$34,835.00
										$34,835.00
3452	EFT	6/6/2025	1339	AFLAC	92000000	20108		INV000832039	AFLAC Group May Bill 2025	$3,179.64
										$3,179.64
3453	EFT	6/6/2025	6958	ALOHAT	10150300	51110	250409	1593370	custom baseball hats - Order #7505490	$5,842.06
										$5,842.06
3454	EFT	6/6/2025	5620	ALTA PLANNING & DESIGN INC	30100990	70000	250121	304.0002024.158-8	ROADSIDE, GROUNDS, RECREATIONAL AND PARK AREA SERV	$5,787.50
										$5,787.50
3455	EFT	6/6/2025	1166	AGI ACADEMY	10190820	58300		AGI CAAD (LF) WS25S3	INSTRUCTOR PAYMENT AGI LF WS25 S3	$187.60
	EFT	6/6/2025	1166	AGI ACADEMY	10190810	58300		W25-AGI.4	Instructor Payment WSP25 - Session 2	$375.20
										$562.80
3456	EFT	6/6/2025	180	AQUA-METRIC SALES COMPANY	50170610	53540	250315	INV0108256	PUBLIC WORKS AND RELATED SERVICES	$8,078.10
										$8,078.10
3457	EFT	6/6/2025	6998	BILLET BARN & CORRAL INC	10150310	51200	250487	May 23 2025	Roofed Canine Kennel	$3,170.75
										$3,170.75
3458	EFT	6/6/2025	2568	BURRO CANYON SHOOTING PARK	10150300	59100		3505	Range Fees - 5/1/25	$30.00
										$30.00
3459	EFT	6/6/2025	6831	CLEAN SWEEP SUPPLY CO., INC	10190810	56100		630566	Legion Janitorial Supplies	$175.96
										$175.96

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3460	EFT	6/6/2025	843	NANCY K. BOHL INC	10150300	59100		INV104550	Employee Support Services - April 2025	$1,120.00
										$1,120.00
3461	EFT	6/6/2025	3762	DONNA COUPLAND	10190820	58300		WS25-DC-CLD-B&1-S3	INSTRUCTOR PAYMENT COUNTRY LINE B&1 LF WS S3	$604.80
										$604.80
3462	EFT	6/6/2025	6741	DAN LAYNE	10190820	58300		DL B&M WS25 S2	INSTRUCTOR PAYMENT - B&M LF WS25 S2	$655.20
	EFT	6/6/2025	6741	DAN LAYNE	10190820	58300		DL TC WS25 S2	INSTRUCTOR PAYMENT - TC LF WS25 S2	$1,008.00
										$1,663.20
3463	EFT	6/6/2025	2209	DOCU-TRUST	10190800	51110		0055891	OFFSITE DOCUMENT STORAGE AND DESTRUCTION JUNE 2025	$68.73
										$68.73
3464	EFT	6/6/2025	6541	FIRE RISK MANAGEMENT SERVICES	92000000	20109		103.06.2025	FRMS Health June Bill 2025	$72,720.00
										$72,720.00
3465	EFT	6/6/2025	781	GENTRY BROTHERS INC.	25600990	70000	923351	RETENTIONREV	CONSTRUCTION OF BENNETT AVE WATER & STREET	$193,305.96
	EFT	6/6/2025	781	GENTRY BROTHERS INC.	25600990	70000	923351	RETENTIONREV	CONSTRUCTION OF BENNETT AVE WATER & STREET	$13,290.57
	EFT	6/6/2025	781	GENTRY BROTHERS INC.	50200990	70000	923351	RETENTIONREV	CONSTRUCTION OF BENNETT AVE WATER & STREET	$9,910.66
	EFT	6/6/2025	781	GENTRY BROTHERS INC.	23400990	70000	923375	RETENTIONREV(2)	CIP 1341-1345 WATER & STREET IMPROVEMENT	$13,602.31
	EFT	6/6/2025	781	GENTRY BROTHERS INC.	50200990	70000	923375	RETENTIONREV(2)	CIP 1341-1345 WATER & STREET IMPROVEMENT	$94,749.24
	EFT	6/6/2025	781	GENTRY BROTHERS INC.	50200990	70000	923375	RETENTIONREV(2)	CIP 1341-1345 WATER & STREET IMPROVEMENT	$27,928.94
										$352,787.68
3466	EFT	6/6/2025	6923	FIVESTAR RUBBER STAMP ETC., INC	10120100	51780		74976	MEDAL OF MERIT ENGRAVING	$57.23
										$57.23

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3467	EFT	6/6/2025	902	GRAINGER	55470530	51500		9494956049	LITHIUM JUMPSTARTER	($444.97)
	EFT	6/6/2025	902	GRAINGER	55470530	51500		9495701097	JUMP STARTER CABLE	$549.70
	EFT	6/6/2025	902	GRAINGER	50170640	59100		9520251662	WATER DIV - COMBO WRENCHES	$175.24
	EFT	6/6/2025	902	GRAINGER	50170640	59100		9523257179	WATER DIV - WRENCHES & GAUGES	$202.74
										$482.71
3468	EFT	6/6/2025	4229	HIGH SPEED PLUMBING, INC.	10170560	56101		12664	HYDRO JET MAIN DRAIN CITY HALL RESTROOM	$1,300.00
										$1,300.00
3469	EFT	6/6/2025	6990	INFINITE CREATIVE ENTERPRISES	28050310	55600	250484	273250	Massage Chair - Sales Order#167647	$4,558.50
										$4,558.50
3470	EFT	6/6/2025	6500	LA CHRISTMAS LIGHT INSTALLERS INC	10160420	58500	250446	1058-2	BUS PLAZA LIGHT INSTALLATION	$10,059.56
										$10,059.56
3471	EFT	6/6/2025	6773	LOS ANGELES CITY CLEANING INC.	10160430	59100	240229	7335	JANITORIAL SERVICES FOR MEDA AVE AND BUS PLAZA	$1,650.00
										$1,650.00
3472	EFT	6/6/2025	5635	MUNICIPAL DENTAL POOL	92000000	20110		21031.06.25	Delta Dental June Bill 2025	$12,093.10
										$12,093.10
3473	EFT	6/6/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10190820	51110		419827125001	LF OFFICE SUPPLIES - PAPER	$65.71
	EFT	6/6/2025	6892	ODP BUSINESS SOLUTIONS, LLC	23160430	51200		424685197001	TRANSPORTATION OFFICE SUPPLIES	$235.10
	EFT	6/6/2025	6892	ODP BUSINESS SOLUTIONS, LLC	23160430	51200		424695452001	TRANSPORTATION OFFICE SUPPLIES	$16.78
										$317.59
3474	EFT	6/6/2025	6318	PARKHOUSE TIRE INC.	55470530	51500	250476	1011031532	TIRES AND TUBES (INCL. RECAPPED/RETREADED TIRES)	$1,397.81
	EFT	6/6/2025	6318	PARKHOUSE TIRE INC.	55470530	51500	250476	1011031832	TIRES AND TUBES (INCL. RECAPPED/RETREADED TIRES)	$1,358.52
										$2,756.33

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3475	EFT	6/6/2025	3719	GRAFIX SYSTEMS	55470530	59100		33763	40 REFLECTIVE BLACK "GLENDORA" 11.75" X 30"	$1,772.00
										$1,772.00
3476	EFT	6/6/2025	2560	RIGHT OF WAY, INC.	10190810	58100		73889	Culture Fest K-rails for street closure	$880.00
										$880.00
3477	EFT	6/6/2025	6483	TONY'S AUTO REPAIR	55470530	59100		1064-A	VEH 9 WELDING JOB	$695.00
	EFT	6/6/2025	6483	TONY'S AUTO REPAIR	55470530	59100		1126	VEH 750 OIL CHANGE AND TIRES	$248.54
	EFT	6/6/2025	6483	TONY'S AUTO REPAIR	55470530	59100		1127	VEH 747 OIL CHANGE AND FILTERS	$169.34
	EFT	6/6/2025	6483	TONY'S AUTO REPAIR	55470530	59100		1128	VEH 156 OIL CHANGE	$97.46
	EFT	6/6/2025	6483	TONY'S AUTO REPAIR	55470530	59100		1129	VEH 767 OIL CHANGE FILTER AND TIRE ROTATION	$163.86
	EFT	6/6/2025	6483	TONY'S AUTO REPAIR	55470530	59100		1130	VEH 802 OIL CHANGE	$108.54
	EFT	6/6/2025	6483	TONY'S AUTO REPAIR	55470530	59100		1131	VEH 757 BRAKE ROTORS, PADS, CYLINDER 8 WIRING	$861.06
										$2,343.80
3478	EFT	6/6/2025	5665	STITCHMANIA INC	55470530	51200		7277	PRINTING TOTAL 48 AT 5.54 EACH	$294.50
										$294.50
3479	EFT	6/6/2025	6780	TRANSTECH ENGINEERS, INC	30170550	59100	250387	20252038	GLENDORA ENGINEERING COUNTER	$31,190.00
	EFT	6/6/2025	6780	TRANSTECH ENGINEERS, INC	50270550	59100	240230	20252733	LITTLE DALTON WASH METAL BEAM GUARD RAIL PROJECT	$5,387.50
	EFT	6/6/2025	6780	TRANSTECH ENGINEERS, INC	30170550	59100	250387	20252734	GLENDORA ENGINEERING COUNTER	$34,440.00
	EFT	6/6/2025	6780	TRANSTECH ENGINEERS, INC	30170550	59100	250387	20252745	LONE HILL STREET REHAB CMCI	$5,350.00
	EFT	6/6/2025	6780	TRANSTECH ENGINEERS, INC	30170550	59100	250387	20252746	LA FETRA STAIR REPLACEMENT	$9,102.06
										$85,469.56

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3480	EFT	6/6/2025	6942	TRUCKVAULT INC	55470530	72350	250402	281629	COMMAND CENTER BOXES FOR POLICE VEHICLES (2)	$5,767.96
										$5,767.96
3481	EFT	6/6/2025	2753	TRUE NORTH RESEARCH INC.	10120100	59100	250417	3063	DESIGN AND CONDUCT SURVEYS	$28,460.00
										$28,460.00
3482	EFT	6/6/2025	2584	ULINE	10170560	51500		192575311	office glasses	$47.54
										$47.54
3483	EFT	6/6/2025	751	UNITED RENTALS (NORTH AMERICA)	10190830	56100		248233182-001	Gym Sound Boards	$167.33
										$167.33
3484	EFT	6/6/2025	6939	UNIVERSITY OF LA VERNE	10160420	58500	250439	I25001SBDC	CONSULTING SERVICES	$10,000.00
										$10,000.00
3485	EFT	6/6/2025	2324	WALTERS WHOLESALE ELECTRIC CO	10170560	56101		S127888274.001	ELECTRICAL SUPPLIES	$1,680.20
	EFT	6/6/2025	2324	WALTERS WHOLESALE ELECTRIC CO	10170560	56101		S127912292.001	ELECTRICAL PARTS	$441.89
	EFT	6/6/2025	2324	WALTERS WHOLESALE ELECTRIC CO	10170560	56101		S127912292.002	ELECTRICAL PARTS	$21.87
	EFT	6/6/2025	2324	WALTERS WHOLESALE ELECTRIC CO	10170560	56101		S127915987.001	ELECTRICAL PARTS	$307.30
	EFT	6/6/2025	2324	WALTERS WHOLESALE ELECTRIC CO	10170560	56101		S127915987.002	ELECTRICAL PARTS	$35.25
	EFT	6/6/2025	2324	WALTERS WHOLESALE ELECTRIC CO	10170560	56101		S127922662.001	ELECTRICAL SUPPLIES	$161.51
										$2,648.02
3486	EFT	6/6/2025	6241	Y TIRE PERFORMANCE LLC	55470530	51500		58013	MICHELIN DEFENDER LTX M/S	$300.32
	EFT	6/6/2025	6241	Y TIRE PERFORMANCE LLC	55470530	51500		58466	GOODYEAR EAGLE RS A POLICE TIRES	$1,194.90
	EFT	6/6/2025	6241	Y TIRE PERFORMANCE LLC	55470530	51500		58476	2024 FORD POLICE INTERCEPTOR WHEEL ALIGNMENT	$109.00
	EFT	6/6/2025	6241	Y TIRE PERFORMANCE LLC	55470530	51500		58478	GOODYEAR EAGLE ENFORCER	$574.98
										$2,179.20

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3487	EFT	6/6/2025	159	YWCA	10190820	59100	250276	LF YWCA APRIL 2025	NUTRITION PROGRAM APRIL 2025	$500.00
										$500.00
3488	EFT	6/13/2025	1442	ADLERHORST INTERNATIONAL LLC	10150300	51200	250486	123175	Dual Purpose Police Service Dog	$13,588.59
	EFT	6/13/2025	1442	ADLERHORST INTERNATIONAL LLC	10150310	51210	250486	123175	Dual Purpose Police Service Dog	$6,311.16
										$19,899.75
3489	EFT	6/13/2025	1339	AFLAC	92000000	20108		170094	AFLAC INDV Bill May 2025	$2,117.82
										$2,117.82
3490	EFT	6/13/2025	435	AKM CONSULTING ENGINEERS	50170640	59100		0012961	506 E Juanita Fire Flow Analysis - July 2024	$812.00
	EFT	6/13/2025	435	AKM CONSULTING ENGINEERS	50170640	59100		0013015	Fire Flow Analysis 928 W. Milton Drive	$812.00
	EFT	6/13/2025	435	AKM CONSULTING ENGINEERS	50170640	59100		0013383	532 E Whitcomp Ave Fire Flow Analysis - March 2025	$812.00
	EFT	6/13/2025	435	AKM CONSULTING ENGINEERS	50170640	59100		0013384	723-745 E Route 66 Fire Fire Flow Analysis	$812.00
	EFT	6/13/2025	435	AKM CONSULTING ENGINEERS	50170640	59100		0013385	850 E Cypress Ave Fire Flow Analysis	$812.00
	EFT	6/13/2025	435	AKM CONSULTING ENGINEERS	50170640	59100		0013386	821 Sierra Madre Ave Fire Flow Analysis	$812.00
										$4,872.00
3491	EFT	6/13/2025	2706	ALL CITY MANAGEMENT SERVICES INC	10550340	59100	250168	101222	Crossing Guard Services - April 27 - May 10, 2025	$15,606.50
										$15,606.50
3492	EFT	6/13/2025	7	ALTA-FOODCRAFT INC.	10120100	51750		12524621	COFFEE SUPPLIES	$494.55
										$494.55
3493	EFT	6/13/2025	5194	CHARTER COMMUNICATIONS HOLDINGS,LLC	22315050	57060		188628501060125	Monthly Cable Bill	$173.88
										$173.88
3494	EFT	6/13/2025	5194	CHARTER COMMUNICATIONS HOLDINGS,LLC	55330150	57055		187847801051425	PD CABLE	$291.36

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3494	EFT	6/13/2025	5194	CHARTER COMMUNICATIONS HOLDINGS,LLC	55330150	57055		188628701060125	INTERNET FOR LIBRARY	$1,699.00
	EFT	6/13/2025	5194	CHARTER COMMUNICATIONS HOLDINGS,LLC	55330150	57055		188628801052125	PD INTERNET	$335.35
	EFT	6/13/2025	5194	CHARTER COMMUNICATIONS HOLDINGS,LLC	55330150	57055		213493001060125	CITY HALL INTERNET	$1,219.99
										$3,545.70
3495	EFT	6/13/2025	6831	CLEAN SWEEP SUPPLY CO., INC	10170560	56101		630568	restroom supplies	$485.83
										$485.83
3496	EFT	6/13/2025	3320	COPP CONTRACTING, INC.	28500990	70000	250398	1 REV	CDBG-FUNDED GRIND AND OVERLAY,PLAN NO 1394	$344,622.15
										$344,622.15
3497	EFT	6/13/2025	3465	CSG CONSULTANTS INC	10160410	59100	250205	B250524	CONSULTING SERVICES - APRIL	$17,805.34
										$17,805.34
3498	EFT	6/13/2025	2209	DOCU-TRUST	10140200	59100	250114	0055892	DOCUMENT RETENTION	$21.71
	EFT	6/13/2025	2209	DOCU-TRUST	50140200	59100	250114	0055892	DOCUMENT RETENTION	$9.31
										$31.02
3499	EFT	6/13/2025	3184	DUNN-EDWARDS CORPORATION	10170560	51400		2160A32608	paint supplies	$96.55
										$96.55
3500	EFT	6/13/2025	6894	E&M CONSULTING, INC.	10160420	55320		C18531	2026 CHAMBER COMMUNITY AD	$1,106.95
										$1,106.95
3501	EFT	6/13/2025	6960	EXP U.S. SERVICES INC.	23400990	70000	250410	153077	CONSULTING SVCS GLENDORA AVE WATER & STREET PROJ	$644.50
	EFT	6/13/2025	6960	EXP U.S. SERVICES INC.	50200990	70000	250410	153077	CONSULTING SVCS GLENDORA AVE WATER & STREET PROJ	$5,000.00
										$5,644.50

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3502	EFT	6/13/2025	2413	SOUTHLAND SPORTS OFFICIALS	10190810	58300		SU25-SS.1	Instructor Payment SU25 - Summer AB	$2,971.50
										$2,971.50
3503	EFT	6/13/2025	2528	GLENDORA AFTER STROKE CENTER	10190820	59100	250079	2507	LA FETRA - AFTER STROKE MAY 2025	$833.33
										$833.33
3504	EFT	6/13/2025	11	GLENDORA CHAMBER OF COMMERCE	10160420	59600	250101	21427203	JUNE BID Management	$4,166.66
										$4,166.66
3505	EFT	6/13/2025	11	GLENDORA CHAMBER OF COMMERCE	20460460	57220		MAY 2025	BID FEES FROM 05/01/2025 - 05/31/2025	$7,337.00
										$7,337.00
3506	EFT	6/13/2025	902	GRAINGER	10170560	56101		9513556606	BABY CHANGING STATIONS	$479.81
	EFT	6/13/2025	902	GRAINGER	50170640	59100		9530902866	WATER DIV SUPPLIES	$491.60
										$971.41
3507	EFT	6/13/2025	716	HACH COMPANY	50170640	53510		14243923	WATER DIV. SAMPLE VIALS	$339.45
	EFT	6/13/2025	716	HACH COMPANY	50170640	53510		14477449 - FREIGHT	FREIGHT CHARGES ONLY	$30.10
										$369.55
3508	EFT	6/13/2025	3324	MICHELLE HARRINGTON	10190810	58300		W25-MH.4	Instructor Paymnet WSP25 Session 2 2/2	$794.82
										$794.82
3509	EFT	6/13/2025	407	HDL COREN & CONE	10140200	59100	250288	SIN049740	CONTRACT SERVICES PROPERTY TAX	$3,578.44
	EFT	6/13/2025	407	HDL COREN & CONE	10160910	59100	250288	SIN049740	CONTRACT SERVICES PROPERTY TAX	$1,192.81
										$4,771.25
3510	EFT	6/13/2025	1444	J DE SIGIO CONSTRUCTION INC.	50200990	70000	250513	2452-1	Oak Park Road Emergency Project	$314,803.50
										$314,803.50
3511	EFT	6/13/2025	6227	JEFF JENKINS SERVICE TECHNICIAN	50170640	59100	250273	2155	CLOR-TECH MAINTENANCE	$14,922.58
										$14,922.58

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3512	EFT	6/13/2025	4184	JMD	10160400	45100	250202	021(25-089)	CONSULTING SERVICES - APRIL	$17,767.59
	EFT	6/13/2025	4184	JMD	22260400	59100	250202	021(25-089)	CONSULTING SERVICES - APRIL	$4,441.89
										$22,209.48
3513	EFT	6/13/2025	6398	LA - C.A.D.A.	22890820	58600	250144	City of Glendora #37	LA CADA Homeless Services - May 2025	$20,833.33
										$20,833.33
3514	EFT	6/13/2025	256	LANCE, SOLL & LUNGHARD	10140200	45100	240111	68721	PROFESSIONAL SVCS - TEMP IN LIEU OF	$21,188.75
	EFT	6/13/2025	256	LANCE, SOLL & LUNGHARD	50140200	45100	240111	68721	PROFESSIONAL SVCS - TEMP IN LIEU OF	$21,188.75
	EFT	6/13/2025	256	LANCE, SOLL & LUNGHARD	10140200	45100	240111	69034	PROFESSIONAL SVCS - TEMP IN LIEU OF	$13,361.25
	EFT	6/13/2025	256	LANCE, SOLL & LUNGHARD	50140200	45100	240111	69034	PROFESSIONAL SVCS - TEMP IN LIEU OF	$13,361.25
										$69,100.00
3515	EFT	6/13/2025	3742	LOS ANGELES PARTYWORKS INC	10190810	58100	250515	204435	Kid Palooza Jumpers and Rides	$10,000.00
										$10,000.00
3516	EFT	6/13/2025	4473	MC DONALD ELECTRIC INC	50170640	59100		18569	WATER DIV SUPPLY REPLACE / SETUP	$2,283.65
										$2,283.65
3517	EFT	6/13/2025	409	MERRIMAC ENERGY GROUP	55470530	51650	250010	2239551	FUEL, OIL, GREASE AND LUBRICANTS	$29,311.83
										$29,311.83
3518	EFT	6/13/2025	2989	EMERGENCY RESPONSE CRIME SCENE CLEANING	10150300	56200		T2025-260	5/19/25 - vehicle#2	$350.00
										$350.00
3519	EFT	6/13/2025	2763	MOBILE SCREENING SOLUTIONS INC	10140250	55130		13495	Pre-employment Prescreening	$209.09
										$209.09
3520	EFT	6/13/2025	6739	NELSON CHAVEZ	28090840	72000	250342	LF Final Payment	LA FETRA HISTORIC KITCHEN REMODEL-Final Payment	$4,662.50
										$4,662.50
3521	EFT	6/13/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10140200	51110		420909229001	STORAGE BOX, THERMAL ROLL, PAPER	$50.84

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3521	EFT	6/13/2025	6892	ODP BUSINESS SOLUTIONS, LLC	50140200	51110		420909229001	STORAGE BOX, THERMAL ROLL, PAPER	$50.83
										$101.67
3522	EFT	6/13/2025	2114	PLACEWORKS	28060400	59100	240282	COG-11.0 - 7	GLENDORA STATION AREA VISION PLAN - APRIL	$25,519.64
										$25,519.64
3523	EFT	6/13/2025	5987	PRESCREEN SOLUTIONS, INC	10140250	55316		13433	New Hire Background Prescreening	$254.04
										$254.04
3524	EFT	6/13/2025	1150	PRO PRINTING INC.	21680720	55320		58422	Summer Discovery Bingo Cards and Flyer	$635.43
										$635.43
3525	EFT	6/13/2025	5189	ELSER PLUMBING	10170560	56101		19313	CHEMICAL PIPING REPAIR LIBRARY	$1,720.00
										$1,720.00
3526	EFT	6/13/2025	6285	SDI PRESENCE LLC	55330150	59100	250008	19100	SDI Professional Services	$43,677.15
										$43,677.15
3527	EFT	6/13/2025	986	SECTRAN SECURITY, INC.	10140200	59100	250155	25050607	ARMORED CAR SERVICES - MAY 2025	$91.57
	EFT	6/13/2025	986	SECTRAN SECURITY, INC.	50140200	59100	250155	25050607	ARMORED CAR SERVICES - MAY 2025	$213.64
										$305.21
3528	EFT	6/13/2025	996	DS SERVICES OF AMERICA, INC.	10120100	51750		05E8710345837	DRINKING WATER	$96.49
	EFT	6/13/2025	996	DS SERVICES OF AMERICA, INC.	10140200	51110		05E8710345837	DRINKING WATER	$54.17
	EFT	6/13/2025	996	DS SERVICES OF AMERICA, INC.	10150300	51750		05E8710345837	DRINKING WATER	$170.91
	EFT	6/13/2025	996	DS SERVICES OF AMERICA, INC.	10170500	51750		05E8710345837	DRINKING WATER	$114.47
	EFT	6/13/2025	996	DS SERVICES OF AMERICA, INC.	10170580	51750		05E8710345837	DRINKING WATER	$71.43
	EFT	6/13/2025	996	DS SERVICES OF AMERICA, INC.	10180700	51400		05E8710345837	DRINKING WATER	$109.57
	EFT	6/13/2025	996	DS SERVICES OF AMERICA, INC.	10190800	51750		05E8710345837	DRINKING WATER	$64.14
	EFT	6/13/2025	996	DS SERVICES OF AMERICA, INC.	10190820	51750		05E8710345837	DRINKING WATER	$122.14
	EFT	6/13/2025	996	DS SERVICES OF AMERICA, INC.	23160430	51200		05E8710345837	DRINKING WATER	$87.25

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3528	EFT	6/13/2025	996	DS SERVICES OF AMERICA, INC.	50140200	51110		05E8710345837	DRINKING WATER	$54.15
										$944.72
3529	EFT	6/13/2025	786	SPORTS FACILITIES GROUP, INC.	10190830	56100	250500	A18737	12 Step Inspection for Baskets at Teen Center	$1,000.00
	EFT	6/13/2025	786	SPORTS FACILITIES GROUP, INC.	10190830	58230	250500	A18737	12 Step Inspection for Baskets at Teen Center	$2,400.00
										$3,400.00
3530	EFT	6/13/2025	1723	SPRAGUES READY MIX	25570520	56600		274318	SIDEWALK REPAIR ON 235 N LONEHILL	$1,959.72
										$1,959.72
3531	EFT	6/13/2025	347	THREE VALLEYS MUNICIPAL WATER	50170620	66010		6731	MWD SUPPLEMENTAL FUNDING	$378.00
										$378.00
3532	EFT	6/13/2025	6590	TRUSTMARK VOLUNTARY BENEFIT ADMIN	92000000	20108		00989406152025	Trustmark June Bill 2025	$1,833.38
										$1,833.38
3533	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	30100990	70000	250298	025-508956	FINANCE SOFTWARE UPDATE - EPL TRAVEL	$6,639.42
	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	50200990	70000	250298	025-508956	FINANCE SOFTWARE UPDATE - EPL TRAVEL	$5,432.26
	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	30100990	70000	250298	025-509902	FINANCE SOFTWARE UPDATE - EPL TRAVEL	$2,514.40
	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	50200990	70000	250298	025-509902	FINANCE SOFTWARE UPDATE - EPL TRAVEL	$2,057.23
	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	30100990	70000	250298	025-512187	FINANCE SOFTWARE UPDATE	$1,098.90
	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	50200990	70000	250298	025-512187	FINANCE SOFTWARE UPDATE	$899.10
	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	30100990	70000	250298	025-512875	FINANCE SOFTWARE UPDATE	$1,294.43
	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	50200990	70000	250298	025-512875	FINANCE SOFTWARE UPDATE	$1,059.07
	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	30100990	70000	250298	025-513342	FINANCE SOFTWARE UPDATE	$45.75
	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	30100990	70000	250298	025-513342	FINANCE SOFTWARE UPDATE	$686.84
	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	50200990	70000	250298	025-513342	FINANCE SOFTWARE UPDATE	$37.44
	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	50200990	70000	250298	025-513342	FINANCE SOFTWARE UPDATE	$561.97

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3533	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	30100990	70000	250298	045-517517	FINANCE SOFTWARE UPDATE	$792.00
	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	50200990	70000	250298	045-517517	FINANCE SOFTWARE UPDATE	$648.00
	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	30100990	70000	250298	045-518341	FINANCE SOFTWARE UPDATE	$4,840.00
	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	50200990	70000	250298	045-518341	FINANCE SOFTWARE UPDATE	$3,960.00
	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	30100990	70000	250298	045-518530	FINANCE SOFTWARE UPDATE	$396.00
	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	50200990	70000	250298	045-518530	FINANCE SOFTWARE UPDATE	$324.00
	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	30100990	70000	250298	045-518764	FINANCE SOFTWARE UPDATE	$440.00
	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	50200990	70000	250298	045-518764	FINANCE SOFTWARE UPDATE	$360.00
	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	30100990	70000	250298	045-521339	FINANCE SOFTWARE UPDATE	$2,376.00
	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	50200990	70000	250298	045-521339	FINANCE SOFTWARE UPDATE	$1,944.00
	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	30100990	70000	250298	045-522595	FINANCE SOFTWARE UPDATE - ERP	$3,069.00
	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	50200990	70000	250298	045-522595	FINANCE SOFTWARE UPDATE - ERP	$2,511.00
	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	30100990	70000	250298	045-522975	FINANCE SOFTWARE UPDATE - ERP	$770.00
	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	50200990	70000	250298	045-522975	FINANCE SOFTWARE UPDATE - ERP	$630.00
	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	30100990	70000	250298	045-523534	FINANCE SOFTWARE UPDATE - ERP	$868.35
	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	50200990	70000	250298	045-523534	FINANCE SOFTWARE UPDATE - ERP	$710.46
	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	30100990	70000	250298	045-523751	FINANCE SOFTWARE UPDATE - EPL	$880.00
	EFT	6/13/2025	3621	TYLER TECHNOLOGIES INC	50200990	70000	250298	045-523751	FINANCE SOFTWARE UPDATE - EPL	$720.00
										$48,565.62
3534	EFT	6/13/2025	2584	ULINE	10190800	54008		193065327	Trails Racks	$1,944.47
	EFT	6/13/2025	2584	ULINE	10170560	56101		193132274	SHELVING	$146.49
										$2,090.96
3535	EFT	6/13/2025	1651	UNITED MAINTENANCE SYSTEMS	10190810	56100	250036	16017	La Fetra & Legion Cleaning - May	$500.00
	EFT	6/13/2025	1651	UNITED MAINTENANCE SYSTEMS	10190820	56100	250036	16017	La Fetra & Legion Cleaning - May	$625.00
										$1,125.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3536	EFT	6/13/2025	543	TAS	10160420	55320		27336	OPEN REWARDS DECALS AD	$321.18
										$321.18
3537	EFT	6/13/2025	2474	WATERWISE CONSULTING INC.	50170620	66010	250349	8628	CONSULTING SERVICES	$8,038.00
										$8,038.00
3538	EFT	6/13/2025	232	WEST COAST ARBORISTS, INC.	10170580	59150	250143	227968	CITY WIDE TREE MAINTENANCE	$2,791.85
	EFT	6/13/2025	232	WEST COAST ARBORISTS, INC.	10170580	59150	250143	228729	CITY WIDE TREE MAINTENANCE	$3,433.30
	EFT	6/13/2025	232	WEST COAST ARBORISTS, INC.	10170580	59150	250143	228729-A	CITY WIDE TREE MAINTENANCE	$3,764.50
										$9,989.65
3539	EFT	6/13/2025	124	WESTERN WATER WORKS SUPPLY CO.	50170640	53530	250492	1269675-00	PRODUCTION - AIR COMBINATION VALVES FOR EMERGENCY	$2,498.74
	EFT	6/13/2025	124	WESTERN WATER WORKS SUPPLY CO.	50170640	53530	250492	1269886-01	PRODUCTION - AIR COMBINATION VALVES FOR EMERGENCY	$3,298.92
										$5,797.66
3540	EFT	6/17/2025	105	AFSCME DISTRICT COUNCIL 36	92000000	20104		23109	Payroll Run 1 - Warrant 250608 AFSCME DUES	$1,375.00
										$1,375.00
3541	EFT	6/17/2025	6825	DANA SIMPSON	92000000	20105		23119	Payroll Run 1 - Warrant 250608 GARNISHMENT SPOUSAL	$100.00
										$100.00
3542	EFT	6/17/2025	104	GLENDORA CITY EMPLOYEE ASSOCIATION	92000000	20104		23108	Payroll Run 1 - Warrant 250608 City Employee Assoc	$690.00
										$690.00
3543	EFT	6/17/2025	107	GLENDORA MANAGEMENT ASSOCIATION	92000000	20104		23110	Payroll Run 1 - Warrant 250608 GMA DUES	$510.00
										$510.00
3544	EFT	6/17/2025	109	GLENDORA POLICE MANAGEMENT	92000000	20104		23112	Payroll Run 1 - Warrant 250608 PMA DUES	$613.50
										$613.50

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3545	EFT	6/17/2025	6115	MIDAMERICA ADMIN&RETIRE SOLUTIONS	92000000	20103		23117	Payroll Run 1 - Warrant 250608 MIDAMERICA RETIRE	$4,741.58
										$4,741.58
3546	EFT	6/17/2025	6115	MIDAMERICA ADMIN&RETIRE SOLUTIONS	92000000	20101		23118	Payroll Run 1 - Warrant 250608 MIDAMERICA HRA	$500.00
										$500.00
3547	EFT	6/17/2025	108	POLICE ASSOCIATION	92000000	20104		23111	Payroll Run 1 - Warrant 250608 POA DUES	$3,965.00
										$3,965.00
3548	EFT	6/17/2025	6929	STERLING HEALTH SERVICES, INC	92000000	20101		23120	Payroll Run 1 - Warrant 250608 STERLING HEALTH HSA	$361.01
										$361.01
3549	EFT	6/20/2025	6415	88844MOTOR	55470530	59100	250464	13114	EQUIPMENT MAINTENANCE AND REPAIR SERVICES FOR AUTO	$1,945.04
	EFT	6/20/2025	6415	88844MOTOR	55470530	59100	250464	13116	EQUIPMENT MAINTENANCE AND REPAIR SERVICES FOR AUTO	$597.72
	EFT	6/20/2025	6415	88844MOTOR	55470530	59100	250464	13123	EQUIPMENT MAINTENANCE AND REPAIR SERVICES FOR AUTO	$755.51
										$3,298.27
3550	EFT	6/20/2025	6765	A&P COMPLIANCE TESTING, INC.	55470530	59100	250014	12121	ENVIRONMENTAL AND ECOLOGICAL SERVICES	$275.00
	EFT	6/20/2025	6765	A&P COMPLIANCE TESTING, INC.	55470530	59100	250014	12122	ENVIRONMENTAL AND ECOLOGICAL SERVICES	$275.00
										$550.00
3551	EFT	6/20/2025	2706	ALL CITY MANAGEMENT SERVICES INC	10550340	59100	250168	102002	Crossing Guard Services - May 25 - June 7, 2025	$6,242.60
										$6,242.60
3552	EFT	6/20/2025	6700	ALLSTATES MAILING SERVICES, INC	50170620	55340		48962	2024 CCR Report Post Cards	$2,366.57
										$2,366.57
3553	EFT	6/20/2025	5620	ALTA PLANNING & DESIGN INC	23000990	70000	9220598	304.0002022.046-31	LEGACY - URBAN TRAILS DESIGN CONTRACT	$497.38

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3553	EFT	6/20/2025	5620	ALTA PLANNING & DESIGN INC	23300990	70000	9220598	304.0002022.046-31	LEGACY - URBAN TRAILS DESIGN CONTRACT	$578.94
	EFT	6/20/2025	5620	ALTA PLANNING & DESIGN INC	23400990	70000	9220598	304.0002022.046-31	LEGACY - URBAN TRAILS DESIGN CONTRACT	$2,063.57
	EFT	6/20/2025	5620	ALTA PLANNING & DESIGN INC	23000990	70000	9220598	304.0002022.046-32	LEGACY - URBAN TRAILS DESIGN CONTRACT	$305.41
	EFT	6/20/2025	5620	ALTA PLANNING & DESIGN INC	23300990	70000	9220598	304.0002022.046-32	LEGACY - URBAN TRAILS DESIGN CONTRACT	$355.49
	EFT	6/20/2025	5620	ALTA PLANNING & DESIGN INC	23400990	70000	9220598	304.0002022.046-32	LEGACY - URBAN TRAILS DESIGN CONTRACT	$1,267.10
										$5,067.89
3554	EFT	6/20/2025	6823	ANN MARIE VERNER	10190810	58300		W25-WSF.3	Instructor Payment WSP25 Session 3	$177.00
										$177.00
3555	EFT	6/20/2025	1452	UNISHIELD	10170500	51110		20-004919	FIRST AID CABINETS - PW & ENG / CITY HALL	$123.60
										$123.60
3556	EFT	6/20/2025	5433	AVALON COLLISION CENTERS INC	55470530	59100	250074	31755	EQUIPMENT MAINTENANCE AND REPAIR SERVICES FOR AUTO	$4,529.50
	EFT	6/20/2025	5433	AVALON COLLISION CENTERS INC	55470530	59100	250074	31846	EQUIPMENT MAINTENANCE AND REPAIR SERVICES FOR AUTO	$6,995.49
										$11,524.99
3557	EFT	6/20/2025	6016	AVALON TRANSPORTATION LLC	23190800	58240		47088	TRANSPORTATION FOR DAY TRIP ON 5/28/25	$1,800.00
										$1,800.00
3558	EFT	6/20/2025	5167	AZTECH ELEVATOR COMPANY	10170560	56101		AZ19912	MONTHLY SERVICE	$145.00
										$145.00
3559	EFT	6/20/2025	3516	BIG BEN CONSTRUCTION	50200990	70000	250523	2503-02	BIG BEN LONE HILL WATERMAIN RELINING PROJECT 2025	$23,961.85
	EFT	6/20/2025	3516	BIG BEN CONSTRUCTION	50200990	70000	250523	GL-2025-001	BIG BEN LONE HILL WATERMAIN RELINING PROJECT 2025	$513,500.00
										$537,461.85
3560	EFT	6/20/2025	4642	BLACK AND WHITE EMERGENCY VEHICLES	55470530	59100	250039	5880	EQUIPMENT MAINTENANCE AND REPAIR SERVICES FOR AUTO	$600.00
										$600.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3561	EFT	6/20/2025	6829	BRADY INDUSTRIES OF CALIFORNIA LLC, A BRADYPLUS CO	10190820	56100	250078	10220852	LA FETRA - BRADY INDUSTRIES (JANITORIAL SUPPLIES)	$538.75
										$538.75
3562	EFT	6/20/2025	6840	CASCIO CREATIVE CO.	10140200	59100	250119	CG-2025-8	DESIGN OF FORMS	$0.00
	EFT	6/20/2025	6840	CASCIO CREATIVE CO.	10140250	59100	250119	CG-2025-8	DESIGN OF FORMS	$140.00
	EFT	6/20/2025	6840	CASCIO CREATIVE CO.	50140200	59100	250119	CG-2025-8	DESIGN OF FORMS	$0.00
	EFT	6/20/2025	6840	CASCIO CREATIVE CO.	50140250	59100	250119	CG-2025-8	DESIGN OF FORMS	$140.00
										$280.00
3563	EFT	6/20/2025	5194	CHARTER COMMUNICATIONS HOLDINGS,LLC	10170520	51200		188625301050725	CORP YARD CABLE SERVICE	$193.02
										$193.02
3564	EFT	6/20/2025	6831	CLEAN SWEEP SUPPLY CO., INC	10170560	59100		630570	WATER DIV CLEANING SUPPLIES - MAY 2025	$228.71
										$228.71
3565	EFT	6/20/2025	2083	COLLEY AUTO CARS INC	55470530	51500	250017	353424	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$29.13
										$29.13
3566	EFT	6/20/2025	2083	COLLEY AUTO CARS INC	55470530	51500	250017	353453	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$208.47
	EFT	6/20/2025	2083	COLLEY AUTO CARS INC	55470530	51500		354028	PARTS FOR TRUCK 783	$36.29
	EFT	6/20/2025	2083	COLLEY AUTO CARS INC	55470530	51500		354043	PARTS FOR TRUCK 29	$26.27
	EFT	6/20/2025	2083	COLLEY AUTO CARS INC	55470530	51500		354186	THROTTLE BODY FOR TRUCK 757	$420.56
	EFT	6/20/2025	2083	COLLEY AUTO CARS INC	55470530	51500		354371	POLICE STOCK PARTS	$769.58
	EFT	6/20/2025	2083	COLLEY AUTO CARS INC	55470530	51500		354392	STOCK PARTS FOR POLICE VEHICLES	$30.36
										$1,491.53

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3567	EFT	6/20/2025	313	COMMERCIAL DOOR METAL SYSTEMS INC.	10170560	56101		60710	door hardware	$1,038.28
										$1,038.28
3568	EFT	6/20/2025	6715	CONVERGINT TECHNOLOGIES LLC	30100990	70000	250157	CM00057352	CITYWIDE SECURITY ASSESSMNT & INSTAL PROJ - POMPEI	($231.81)
	EFT	6/20/2025	6715	CONVERGINT TECHNOLOGIES LLC	30100990	70000	250157	IN00345305	SOUTH HILLS EAST SECURITY SYSTEM	$5,673.38
	EFT	6/20/2025	6715	CONVERGINT TECHNOLOGIES LLC	30100990	70000	250157	IN00345457	COG EAGLE RIDGE PUMP SECURITY	$5,417.13
										$10,858.70
3569	EFT	6/20/2025	2517	CWE	25070570	59100	250013	F25268	TO#652406003- AS-NEEDED NPDES PROGRAM	$11,414.48
										$11,414.48
3570	EFT	6/20/2025	6972	DISABILITY ACCESS CONSULTANTS, LLC	30100990	70000	250475	25-102	DAC-ADA SELF-EVALUATION AND TRANSITION PLAN	$23,712.64
	EFT	6/20/2025	6972	DISABILITY ACCESS CONSULTANTS, LLC	50200990	70000	250475	25-102	DAC-ADA SELF-EVALUATION AND TRANSITION PLAN	$4,727.36
										$28,440.00
3571	EFT	6/20/2025	3947	GLENDORA AQUATICS INC	10190810	58300		SU25-GAS.1	Instructor Payment SU25 - Session 1 Private & Semi	$4,335.00
										$4,335.00
3572	EFT	6/20/2025	6923	FIVESTAR RUBBER STAMP ETC., INC	50170600	51110		74905	WATER DIV - NAME SIGN	$29.91
	EFT	6/20/2025	6923	FIVESTAR RUBBER STAMP ETC., INC	10190820	51500		74907	BADGES FOR LF VOLUNTEERS	$54.82
										$84.73
3573	EFT	6/20/2025	902	GRAINGER	10170560	56101		9516960318	FILTER DRINKING FOUNTIAN	$282.72
	EFT	6/20/2025	902	GRAINGER	55470530	51500		9517373586	RV REAR VIEW CAMERA KIT/ MILDEW REMOVER	$583.97
	EFT	6/20/2025	902	GRAINGER	10170560	56101		9520461071	WATER VALVE	$185.21
	EFT	6/20/2025	902	GRAINGER	50170640	59100		9530532234	WATER DIV. REPLAIR CLAMP	$529.78
										$1,581.68

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3574	EFT	6/20/2025	6499	HD SUPPLY, INC.	50170640	53530		INV00701521	WATER DIV - WIRES, CABLES TIES, GAUGES	$267.48
	EFT	6/20/2025	6499	HD SUPPLY, INC.	50170640	53560		INV00701879	WATER DIV - SEALING TAPE & CABLE TIES	$57.43
										$324.91
3575	EFT	6/20/2025	6926	HUBBELL LENOIR CITY	50170610	53540	250176	445151105	WATER METER PARTS	$4,967.72
										$4,967.72
3576	EFT	6/20/2025	6849	IMEG CONSULTANTS CORP.	30100990	70000	250139	24005214.01-1	GEOTECHNICAL/GEOLOGICAL SERVICES	$43,120.00
										$43,120.00
3577	EFT	6/20/2025	5947	INFOSEND, INC.	50140200	55320	250156	287755	UTILITY BILLING - MAY PRINTING	$830.73
	EFT	6/20/2025	5947	INFOSEND, INC.	50140200	55340	250156	287755	UTILITY BILLING - MAY PRINTING	$0.00
	EFT	6/20/2025	5947	INFOSEND, INC.	50140200	59100	250156	287755	UTILITY BILLING - MAY PRINTING	$0.00
	EFT	6/20/2025	5947	INFOSEND, INC.	50140200	55320	250156	287756	UTILITY BILLING - MAY POSTAGE	$0.00
	EFT	6/20/2025	5947	INFOSEND, INC.	50140200	55340	250156	287756	UTILITY BILLING - MAY POSTAGE	$2,556.97
	EFT	6/20/2025	5947	INFOSEND, INC.	50140200	59100	250156	287756	UTILITY BILLING - MAY POSTAGE	$0.00
										$3,387.70
3578	EFT	6/20/2025	1888	INTER-CON SECURITY SYSTEMS INC.	10190810	58100		BD0515870	Security for Culture Fest	$890.59
										$890.59
3579	EFT	6/20/2025	1882	JOE A. GONSALVES & SON	10120100	59100	250070	162497	LEGAL SERVICES MONTHLY	$3,500.00
										$3,500.00
3580	EFT	6/20/2025	1198	JOHNNY ALLEN TENNIS ACADEMY	10190810	58300		SU25-JAT.1	Instructor Payment SU25 - Session 1	$2,216.90
	EFT	6/20/2025	1198	JOHNNY ALLEN TENNIS ACADEMY	10190810	58300		SU25-JAT.2	Instructor Payment SU25 - One Day Tennis Camp	$289.10
										$2,506.00
3581	EFT	6/20/2025	2548	LA VERNE POWER EQUIPMENT INC	10170580	51500		475055	Chainsaws and tree maintenance equipment	$2,423.46
										$2,423.46

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3582	EFT	6/20/2025	1989	LDV, INC.	55470530	51500		203876	MODULE AND CABLES FOR P.D COMMAND POST	$691.50
										$691.50
3583	EFT	6/20/2025	366	LIGHTNING OIL CO., INC.	55470530	59100		41421	CLEAN OUT CLARIFIER AT STREET YARD	$1,635.00
										$1,635.00
3584	EFT	6/20/2025	7010	M & J PAUL ENTERPRISES INC.	21680720	51200		072625	Summer Discover Challenge - Tidepools	$1,995.00
										$1,995.00
3585	EFT	6/20/2025	1286	MARIPOSA LANDSCAPES, INC.	10190800	54008	250530	114211	Weed Abatement for Wilderness Area Trails	$15,235.00
	EFT	6/20/2025	1286	MARIPOSA LANDSCAPES, INC.	10190800	54008	250531	114239	Castor Bean, Tree of Heaven, Tabacco Tree Removal	$5,000.00
										$20,235.00
3586	EFT	6/20/2025	4720	KIMBALL MIDWEST	55470530	51500		103031789	SHOP SUPPLIES	$452.92
										$452.92
3587	EFT	6/20/2025	1183	MOTOROLA SOLUTIONS INC.	55330150	59110	250498	1411183440	VIGILANT COMMERCIAL DATA SUBSCRIPTION RENEWAL	$7,070.00
										$7,070.00
3588	EFT	6/20/2025	6927	MRC SMART TECHNOLOGY SOLUTIONS	55330150	51560	250504	IN4823514	QUARTERLY PRINTER USAGE	$7,885.95
										$7,885.95
3589	EFT	6/20/2025	6807	NAVIANT, INC	10115030	59100	240271	00153832	CONSULTING SERVICES	$642.50
										$642.50
3590	EFT	6/20/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10160400	51110		420004711001	GLUESTICKS AND TISSUES - PLANNING	$72.56
	EFT	6/20/2025	6892	ODP BUSINESS SOLUTIONS, LLC	50170600	51110		424990820001	WATER DIV. OFFICE SUPPLIES	$109.38
	EFT	6/20/2025	6892	ODP BUSINESS SOLUTIONS, LLC	50170600	51110		424990821001	WATER DIV. OFFICE FRIDGE	$173.09
										$355.03

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3591	EFT	6/20/2025	1810	OVERDRIVE, INC.	21680730	51300	250175	01148DA25166218	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$152.98
	EFT	6/20/2025	1810	OVERDRIVE, INC.	21680730	51300	250175	01148SV25173560	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$8.97
										$161.95
3592	EFT	6/20/2025	1138	PINPOINT INDUSTRIES, INC.	10120100	55320		11275	CMO DRESS SHIRTS - BRAND STANDARD	$313.12
	EFT	6/20/2025	1138	PINPOINT INDUSTRIES, INC.	10115030	55320		11357	Dept Envelopes	$401.40
	EFT	6/20/2025	1138	PINPOINT INDUSTRIES, INC.	10190830	51110		11361	Summer Shirts and Hats	$787.22
	EFT	6/20/2025	1138	PINPOINT INDUSTRIES, INC.	10190830	55320		11361	Summer Shirts and Hats	$390.00
	EFT	6/20/2025	1138	PINPOINT INDUSTRIES, INC.	10190830	59200		11361	Summer Shirts and Hats	$360.00
	EFT	6/20/2025	1138	PINPOINT INDUSTRIES, INC.	10190800	54008		11368	Trails Council Table Covers	$434.01
	EFT	6/20/2025	1138	PINPOINT INDUSTRIES, INC.	10190830	55320		11369	Table Covers	$460.89
										$3,146.64
3593	EFT	6/20/2025	2114	PLACEWORKS	22260400	59100	923471	COG-10.0 - 6	LEGACY - OBJECTIVE DESIGN STANDARDS - MAY	$5,876.25
	EFT	6/20/2025	2114	PLACEWORKS	28060400	59100	240282	COG-11.0 - 8	GLENDORA STATION AREA VISION PLAN - MAY	$12,263.46
										$18,139.71
3594	EFT	6/20/2025	4559	WATER VISIONS II INC.	55470530	51500		50936	HOT WATER LANDA TRAILER DIAGNOSE AND REPAIR	$357.07
										$357.07
3595	EFT	6/20/2025	3719	GRAFIX SYSTEMS	55470530	59100		33835	DECALS FOR POLICE UNIT 4	$1,354.48
	EFT	6/20/2025	3719	GRAFIX SYSTEMS	55470530	59100		33858	DECALS FOR POLICE UNIT 20	$1,354.48
										$2,708.96
3596	EFT	6/20/2025	2560	RIGHT OF WAY, INC.	25570520	56600		73900	DELINEATORS RENTAL FOR 5K RUN	$500.00
										$500.00
3597	EFT	6/20/2025	6483	TONY'S AUTO REPAIR	55470530	59100		1132	VEHICLE 24 OIL CHANGE, FILTERS, BRAKES	$667.40

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3597	EFT	6/20/2025	6483	TONY'S AUTO REPAIR	55470530	59100		1133	SPARK PLUGS, LEAK DETECT PUMP, OIL, FILTER, BATTRY	$1,339.61
	EFT	6/20/2025	6483	TONY'S AUTO REPAIR	55470530	59100		1134	#22 OIL CHANGE, FILTERS, BRAKES, OXYGEN SENSOR	$1,366.13
										$3,373.14
3598	EFT	6/20/2025	1702	SANDERS LOCK & KEY, INC.	10170560	56101		SC00871003	RE-KEY LOCK	$60.00
										$60.00
3599	EFT	6/20/2025	3954	THE SAUCE CREATIVE SERVICES	10190800	54008		7661	Big Dalton Wilderness Area Map	$1,264.39
										$1,264.39
3600	EFT	6/20/2025	5671	SPECIAL T WATER SYSTEMS INC	50170640	53510		247121	WATER SOFTENER RENTAL	$125.00
										$125.00
3601	EFT	6/20/2025	3498	STERICYCLE, INC.	10170500	59100		8011053918	REGULAR SHREDDING SERVICE CITY HALL PUBLIC WORKS	$102.93
										$102.93
3602	EFT	6/20/2025	347	THREE VALLEYS MUNICIPAL WATER	50170640	53100		6718	INV 6718 - APRIL 30, 2025	$45,196.40
										$45,196.40
3603	EFT	6/20/2025	6942	TRUCKVAULT INC	55470530	72350	250402	288292	COMMAND CENTER BOXES FOR POLICE VEHICLES (2)	$5,572.96
										$5,572.96
3604	EFT	6/20/2025	3621	TYLER TECHNOLOGIES INC	30100990	70000	250298	025-514172	FINANCE SOFTWARE UPDATE - EPL	$2,295.56
	EFT	6/20/2025	3621	TYLER TECHNOLOGIES INC	50200990	70000	250298	025-514172	FINANCE SOFTWARE UPDATE - EPL	$1,878.19
	EFT	6/20/2025	3621	TYLER TECHNOLOGIES INC	55330150	59110	250153	045-514424	SUBSCRIPTION	$68,417.25
	EFT	6/20/2025	3621	TYLER TECHNOLOGIES INC	30100990	70000	250298	045-524249	FINANCE SOFTWARE UPDATE - ERP TRAVEL	$4,912.59
	EFT	6/20/2025	3621	TYLER TECHNOLOGIES INC	50200990	70000	250298	045-524249	FINANCE SOFTWARE UPDATE - ERP TRAVEL	$4,019.40
	EFT	6/20/2025	3621	TYLER TECHNOLOGIES INC	30100990	70000	250298	045-524410	FINANCE SOFTWARE UPDATE	$440.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3604	EFT	6/20/2025	3621	TYLER TECHNOLOGIES INC	50200990	70000	250298	045-524410	FINANCE SOFTWARE UPDATE	$360.00
										$82,322.99
3605	EFT	6/20/2025	543	TAS	10170570	51200		27286	New booth canopy with updated logo during outreach	$719.88
										$719.88
3606	EFT	6/20/2025	2324	WALTERS WHOLESALE ELECTRIC CO	10170560	56101		S127896335.001	ELECTRICAL SUPPLIES	$2,304.75
	EFT	6/20/2025	2324	WALTERS WHOLESALE ELECTRIC CO	10170560	56101		S127987587.001	ELECTRICAL SUPPLIES	$943.94
										$3,248.69
3607	EFT	6/20/2025	232	WEST COAST ARBORISTS, INC.	10170580	59150	250143	228728-A	CITY WIDE TREE MAINTENANCE	$6,749.20
	EFT	6/20/2025	232	WEST COAST ARBORISTS, INC.	10170580	59150	250143	228730	PLANT 15 GALLON TREE	$186.10
	EFT	6/20/2025	232	WEST COAST ARBORISTS, INC.	10170580	59150	250143	228731	24-25 TREE WATERING	$2,485.35
										$9,420.65
3608	EFT	6/20/2025	6256	WILLDAN ENGINEERING	10160400	59100	240288	00714479	WILLDAN ENGINEERING - MARCH	$11,040.00
										$11,040.00
3609	EFT	6/20/2025	159	YWCA	10190820	59100	250276	YWCA LF MAY 2025	LA FETRA - YWCA IN HOUSE SERVICES MAY 2025	$500.00
										$500.00
3610	EFT	6/27/2025	6999	10K SUPPLY LLC	50170640	51200	250521	465814	PADLOCKS FOR RESERVOIR SITES 2025	$3,982.57
										$3,982.57
3611	EFT	6/27/2025	3402	4IMPRINT, INC.	10140250	55316	250488	13878343	GIFTS - City Blankets	$5,345.17
										$5,345.17
3612	EFT	6/27/2025	6415	88844MOTOR	55470530	59100	250464	13154	EQUIPMENT MAINTENANCE AND REPAIR SERVICES FOR AUTO	$4,460.58
	EFT	6/27/2025	6415	88844MOTOR	55470530	59100	250464	13163	EQUIPMENT MAINTENANCE AND REPAIR SERVICES FOR AUTO	$2,996.07
	EFT	6/27/2025	6415	88844MOTOR	55470530	59100		13174	REAPIRS ON 772	$2,433.99

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3612	EFT	6/27/2025	6415	88844MOTOR	55470530	59100		13177	REPAIRS ON 782	$2,499.63
										$12,390.27
3613	EFT	6/27/2025	287	CWF INC	10190810	58100		78418	Kid Palooza Stage	$1,591.30
										$1,591.30
3614	EFT	6/27/2025	167	AARDVARK	10150310	51200	250379	INV2500279	FSET Ballistic Vest - Bodoh	$4,552.60
	EFT	6/27/2025	167	AARDVARK	27550310	51200	250501	S02862	FSET radio headsets	$10,811.68
										$15,364.28
3615	EFT	6/27/2025	1442	ADLERHORST INTERNATIONAL LLC	10150310	51210		123293	Tariff Fee - K9 Biba	$900.00
										$900.00
3616	EFT	6/27/2025	6091	ADOPT A HWY LITTER REMOVAL SVC, LLC	10120100	59100	250028	299712	Adopt-A-Highway	$3,303.00
										$3,303.00
3617	EFT	6/27/2025	2706	ALL CITY MANAGEMENT SERVICES INC	10550340	59100	250168	101486	Crossing Guard Services - May 11 - May 24, 2025	$15,606.50
										$15,606.50
3618	EFT	6/27/2025	7	ALTA-FOODCRAFT INC.	10120100	59100		12526866	COFFEE MACHINE MONTHLY SERVICE	$35.00
	EFT	6/27/2025	7	ALTA-FOODCRAFT INC.	10120100	51750		12528759	COFFEE SUPPLIES	$404.36
	EFT	6/27/2025	7	ALTA-FOODCRAFT INC.	10120100	51750		12529922	COFFEE SUPPLIES	$153.39
										$592.75
3619	EFT	6/27/2025	318	ANIMAL PEST MANAGEMENT SERVICES	10170560	59100		739750	AFTER HOUR TREATMENT	$575.00
	EFT	6/27/2025	318	ANIMAL PEST MANAGEMENT SERVICES	10170560	59100		740162	GROUND SQUIRREL CONTROL	$225.00
	EFT	6/27/2025	318	ANIMAL PEST MANAGEMENT SERVICES	10170560	59100		740778	pest control	$530.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3619	EFT	6/27/2025	318	ANIMAL PEST MANAGEMENT SERVICES	10170560	59100		740912	PEST CONTROL	$475.00
										$1,805.00
3620	EFT	6/27/2025	1452	UNISHIELD	10170500	51110		20-005138	FIRST AID CABINET SUPPLIES - PW & ENG	$119.17
	EFT	6/27/2025	1452	UNISHIELD	10170560	59100		20-005139	first aid supplies	$226.21
										$345.38
3621	EFT	6/27/2025	117	ATHENS SERVICES	10170560	59100		19505178	LIBRARRY PLAZA WASH	$200.00
										$200.00
3622	EFT	6/27/2025	5167	AZTECH ELEVATOR COMPANY	10170560	59100		AZ19972	ELEVATOR SERVICE	$1,155.00
										$1,155.00
3623	EFT	6/27/2025	6469	BAKER & TAYLOR, LLC	10180730	51300	250195	2039100370	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$73.74
	EFT	6/27/2025	6469	BAKER & TAYLOR, LLC	10180710	51200		2039100371	DIVISION SUPPLIES	$8.80
										$82.54
3624	EFT	6/27/2025	3516	BIG BEN CONSTRUCTION	50170630	59100	250090	2403-07	456 SYCAMORE AVE - 9/14/2024	$4,473.17
	EFT	6/27/2025	3516	BIG BEN CONSTRUCTION	50170630	59100	250090	2403-08	420 MYRITE AVE - 9/17/2024	$5,184.39
	EFT	6/27/2025	3516	BIG BEN CONSTRUCTION	50170630	59100	250090	2403-09	LEODORA AVE 10/10/24	$9,180.06
	EFT	6/27/2025	3516	BIG BEN CONSTRUCTION	50170630	59100	250090	2403-10	1155 E. RTE 66 - 10/25/2024	$9,932.84
	EFT	6/27/2025	3516	BIG BEN CONSTRUCTION	50170630	59100	250090	2403-11	450 SYCAMORE AVE - 11/6/2024	$5,963.05
	EFT	6/27/2025	3516	BIG BEN CONSTRUCTION	50170630	59100	250090	2403-12	1019 E DALTON AVE - 11/6/2024	$5,963.05
										$40,696.56
3625	EFT	6/27/2025	4642	BLACK AND WHITE EMERGENCY VEHICLES	55470530	59100	250039	5893	EQUIPMENT MAINTENANCE AND REPAIR SERVICES FOR AUTO	$800.00
										$800.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3626	EFT	6/27/2025	113	BRODART COMPANY	10180730	51300		B6992337	CONTENT FOR THE PUBLIC	$148.49
										$148.49
3627	EFT	6/27/2025	2568	BURRO CANYON SHOOTING PARK	10150310	59100		3525	Range Fees 05 14 2025	$20.00
										$20.00
3628	EFT	6/27/2025	573	CDW GOVERNMENT, INC.	55330150	51500	250483	AD9F11X	iPAD PRO 12.9" 256GB	$8,610.93
	EFT	6/27/2025	573	CDW GOVERNMENT, INC.	55330150	51500	250483	AE3134Q	iPAD PRO 12.9" 256GB	($4,305.46)
										$4,305.47
3629	EFT	6/27/2025	594	CLINICAL LAB OF SAN BERNARDINO	50170640	59100	250043	2500542-GLE01	STATE MANDATED WATER TESTING SERVICES	$1,270.50
	EFT	6/27/2025	594	CLINICAL LAB OF SAN BERNARDINO	50170640	59100	250043	2500881-GLE01	STATE MANDATED WATER TESTING SERVICES	$1,336.50
										$2,607.00
3630	EFT	6/27/2025	2083	COLLEY AUTO CARS INC	55470530	72390	250524	250274	REPLACEMENT OF 791	$30,498.10
										$30,498.10
3631	EFT	6/27/2025	313	COMMERCIAL DOOR METAL SYSTEMS INC.	10170560	56101		60801	DOOR HARDWARE.	$574.20
										$574.20
3632	EFT	6/27/2025	6969	COMPLETE PAPERLESS SOLUTIONS, LLC	30100990	70000	250445	4477	CONSULTING SERVICES	$9,925.61
	EFT	6/27/2025	6969	COMPLETE PAPERLESS SOLUTIONS, LLC	30100990	70000	250445	4478	CONSULTING SERVICES	$8,891.86
										$18,817.47
3633	EFT	6/27/2025	6715	CONVERGINT TECHNOLOGIES LLC	30100990	70000	250157	IN00345214	COG HICREST RESERVOIR SECURITY SYSTEM	$5,861.26
	EFT	6/27/2025	6715	CONVERGINT TECHNOLOGIES LLC	30100990	70000	250157	IN00345345	COG COUNTRY CLUB SECURITY SYSTEM	$6,157.59
	EFT	6/27/2025	6715	CONVERGINT TECHNOLOGIES LLC	30100990	70000	250157	IN00345379	COG 7MG RESERVOIR SO. SECURITY	$5,650.88
	EFT	6/27/2025	6715	CONVERGINT TECHNOLOGIES LLC	30100990	70000	250157	IN00345400	COG 3MG RESERVOIR SECURITY SYSTEM	$5,440.51
	EFT	6/27/2025	6715	CONVERGINT TECHNOLOGIES LLC	30100990	70000	250157	IN00345419	COG WELL 11 SECURITY SYSTEM	$5,417.23

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3633	EFT	6/27/2025	6715	CONVERGINT TECHNOLOGIES LLC	30100990	70000	250157	IN00345451	COG WELL 5 SECURITY SYSTEM - INSTALL	$5,172.13
	EFT	6/27/2025	6715	CONVERGINT TECHNOLOGIES LLC	30100990	70000	250157	IN00345459	COG EAGLE RIDGE HYDRO SECURITY	$5,736.76
	EFT	6/27/2025	6715	CONVERGINT TECHNOLOGIES LLC	30100990	70000	250157	IN00348472	CITYWIDE SECURITY ASSESSMENT & INSTALLATION PROJ	$46,854.39
										$86,290.75
3634	EFT	6/27/2025	596	CPS HR CONSULTING	10140250	55316		TR-INV006093	Office Assistant Recruitment Testing	$1,228.00
										$1,228.00
3635	EFT	6/27/2025	2517	CWE	25070570	59100	250013	F25329	TO#652406003- AS-NEEDED NPDES PROGRAM	$6,866.25
	EFT	6/27/2025	2517	CWE	25070570	59100	250491	F25330-1	TO# 572506017 FOR NPDES CONSTRUCTION SUPPORT	$1,568.00
										$8,434.25
3636	EFT	6/27/2025	6287	CYNTHIA ESTRADA HAEBE	10350340	51200		25-0237	April 2025 Analytic Services	$2,055.90
	EFT	6/27/2025	6287	CYNTHIA ESTRADA HAEBE	10350340	56200		25-024	March 2025 Analytics Services	$1,659.90
										$3,715.80
3637	EFT	6/27/2025	191	DELL MARKETING L.P.	55330150	51500	250526	10820164848	DELL LAPTOPS, DESKTOPS, AND DOCKING STATIONS	$1,847.83
	EFT	6/27/2025	191	DELL MARKETING L.P.	55330150	72030	250526	10820164848	DELL LAPTOPS, DESKTOPS, AND DOCKING STATIONS	$14,593.07
	EFT	6/27/2025	191	DELL MARKETING L.P.	55330150	51500		10820466305	DELL PRO 14 32GB FOR S. CARRILLO	$1,656.38
										$18,097.28
3638	EFT	6/27/2025	6547	DRAW TAP GIS, LLC	55300990	70000	250200	2025GDR-0014	GIS Professional Services FY25	$4,380.00
										$4,380.00
3639	EFT	6/27/2025	3184	DUNN-EDWARDS CORPORATION	10170560	56101		2160A33130	PAINT SUPPLIES	$51.42
	EFT	6/27/2025	3184	DUNN-EDWARDS CORPORATION	10170560	56101		2160A33297	PAINTING SUPPLIES	$76.42
										$127.84
3640	EFT	6/27/2025	233	DURHAM SCHOOL SERVICES, L.P.	23190800	58240	5	100007740	Dirt Camp Transportation - June 9	$1,036.04

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3640	EFT	6/27/2025	233	DURHAM SCHOOL SERVICES, L.P.	23190800	58240	5	100007776	Dirt Camp Transportation - 6.10.25	$1,036.04
	EFT	6/27/2025	233	DURHAM SCHOOL SERVICES, L.P.	23190800	58240	5	100007818	Dirt Camp Transportation - 6.11.25	$1,036.04
	EFT	6/27/2025	233	DURHAM SCHOOL SERVICES, L.P.	23190800	58240	5	100007905	Dirt Camp Transportation - 6.12.25	$1,036.04
	EFT	6/27/2025	233	DURHAM SCHOOL SERVICES, L.P.	23190800	58240	5	100007906	Dirt Camp Transportation - 6.13.25	$1,036.04
	EFT	6/27/2025	233	DURHAM SCHOOL SERVICES, L.P.	23190800	58240	5	100007933	Dirt Camp Transportation - 6.16.25	$1,036.04
	EFT	6/27/2025	233	DURHAM SCHOOL SERVICES, L.P.	23190800	58240	5	100007972	Dirt Camp Bussing 6/17/25	$1,036.04
	EFT	6/27/2025	233	DURHAM SCHOOL SERVICES, L.P.	23190800	58240	5	100008031	Dirt Camp Bussing 6/18/25	$1,036.04
	EFT	6/27/2025	233	DURHAM SCHOOL SERVICES, L.P.	23190800	58240	5	100008081	Dirt Camp Bussing 6.20.25	$1,036.04
	EFT	6/27/2025	233	DURHAM SCHOOL SERVICES, L.P.	23190800	58240	5	100008090	Dirt Camp Bussing 6/19/25	$1,036.04
										$10,360.40
3641	EFT	6/27/2025	65	GALE/CENGAGE LEARNING	10180730	51300		999100557808	CONTENT FOR THE PUBLIC	$62.27
										$62.27
3642	EFT	6/27/2025	3947	GLENDORA AQUATICS INC	10190810	58300		SU25-GAS.2	Instructor Payment SU25 Group Swim Session 1	$14,160.00
										$14,160.00
3643	EFT	6/27/2025	11	GLENDORA CHAMBER OF COMMERCE	10160420	59600	250040	21427202	City Contract	$2,083.34
										$2,083.34
3644	EFT	6/27/2025	6923	FIVESTAR RUBBER STAMP ETC., INC	10150300	51110		75000	Acrylic Police Awards	$2,114.49
										$2,114.49
3645	EFT	6/27/2025	902	GRAINGER	25570520	51200		9523491430	WORKING GLOVES	$147.56
	EFT	6/27/2025	902	GRAINGER	10170560	56101		9529783053	tools	$38.69
	EFT	6/27/2025	902	GRAINGER	50170640	59100		9530532242	WATER DIV. REPAIR CLAMPS	$1,129.07
	EFT	6/27/2025	902	GRAINGER	50170640	59100		9530532259	WATER DIV. SUPPLIES	$1,658.07
	EFT	6/27/2025	902	GRAINGER	50170640	59100		9534510756	WATER DIV. SUPPLIES	$81.71
	EFT	6/27/2025	902	GRAINGER	55470530	51500		9535968904	REAR VIEW CAMERA FOR 754	$148.34
	EFT	6/27/2025	902	GRAINGER	55470530	51500		9536812929	KNEELING PADS	$59.92

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3645	EFT	6/27/2025	902	GRAINGER	55470530	51500		9536812945	SHOP SUPPLIES	$100.28
	EFT	6/27/2025	902	GRAINGER	50170640	59100		9537318454	WATER DIV. SUPPLIES	$136.01
	EFT	6/27/2025	902	GRAINGER	55470530	51500		9542155941	penlight	$44.54
	EFT	6/27/2025	902	GRAINGER	55470530	51200		9542155958	SAFTEY GLASSES	$52.49
	EFT	6/27/2025	902	GRAINGER	10170560	56101		9545253792	ELECTRICAL BOX	$100.76
	EFT	6/27/2025	902	GRAINGER	50170640	59100		9545897648	TRANSMISSION SUPPLIES	$51.26
	EFT	6/27/2025	902	GRAINGER	10170560	56101		9546653529	ball field lights	$957.68
	EFT	6/27/2025	902	GRAINGER	50170640	59100		9546917536	DISTRIBUTION SUPPLIES	$595.36
										$5,301.74
3646	EFT	6/27/2025	6724	GREEN MEDIA CREATIONS, INC.	50170620	66010	250348	1918	CONSULTING SERVICES	$1,350.00
	EFT	6/27/2025	6724	GREEN MEDIA CREATIONS, INC.	50170620	66010	250348	1919	Water Efficient Landscape Workshops June 2025	$2,054.57
										$3,404.57
3647	EFT	6/27/2025	509	PUBLIC SAFETY CENTER	27550310	51200	250519	S0565248	Gas Masks	$10,214.66
										$10,214.66
3648	EFT	6/27/2025	14	H & L CHARTER CO., INC.	23190800	58240	250030	31851	TRANSPORTATION FOR DAY TRIP ON 06/18/2025	$2,025.50
										$2,025.50
3649	EFT	6/27/2025	3324	MICHELLE HARRINGTON	10190810	58300		SU25-MH.1	Instructor Payment SU25 Half Payment 1/2	$1,973.30
										$1,973.30
3650	EFT	6/27/2025	3697	IDS GROUP INC.	30100990	70000	250294	22X021.02-7	GLENDORA CORP YARD IMPROVEMENTS	$42,410.20
										$42,410.20
3651	EFT	6/27/2025	1446	IMS REFRIGERATION INC.	10190820	56100		57252	La Fetra Ice Storage Machin Maintenance Inspection	$165.00
										$165.00
3652	EFT	6/27/2025	5947	INFOSEND, INC.	50200990	70000	250529	287150	UTILITY BILLING RESIDENT LETTER MAILER	$9,649.32
	EFT	6/27/2025	5947	INFOSEND, INC.	50140200	55320	250156	288635	UTILITY BILLING	$0.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3652	EFT	6/27/2025	5947	INFOSEND, INC.	50140200	55340	250156	288635	UTILITY BILLING	$0.00
	EFT	6/27/2025	5947	INFOSEND, INC.	50140200	59100	250156	288635	UTILITY BILLING	$2,390.96
										$12,040.28
3653	EFT	6/27/2025	163	INLAND VALLEY HUMANE SOCIETY &	10150380	32507	250174	MAY 2025	ANIMAL CARE CONTROL - MAY 2025	($9,855.00)
	EFT	6/27/2025	163	INLAND VALLEY HUMANE SOCIETY &	10150380	59135	250174	MAY 2025	ANIMAL CARE CONTROL - MAY 2025	$37,553.67
										$27,698.67
3654	EFT	6/27/2025	1888	INTER-CON SECURITY SYSTEMS INC.	10150310	59100	250167	BD0515866	Parking Enforcement - May 2025	$23,158.17
										$23,158.17
3655	EFT	6/27/2025	1197	JANWAY COMPANY USA, INC.	21680720	51200	250544	252706	Summer Discovery prizes: drawstring bags	$3,955.00
										$3,955.00
3656	EFT	6/27/2025	6566	JPW COMMUNICATIONS, INC	55330150	59100	250453	3648	COMMUNICATIONS AND MEDIA RELATED SERVICES	$7,036.25
	EFT	6/27/2025	6566	JPW COMMUNICATIONS, INC	10180700	59100	250459	3649	COMMUNICATIONS AND MEDIA RELATED SERVICES	$2,698.75
										$9,735.00
3657	EFT	6/27/2025	6409	KANOPY	21680730	51300	250116	455519 - PPU	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$272.00
										$272.00
3658	EFT	6/27/2025	5691	KEENAN & ASSOCIATES	55330150	59110	250098	322587	BENEFIT BRIDGE	$1,250.00
										$1,250.00
3659	EFT	6/27/2025	2186	REGIONAL TAP SERVICE CENTER	23160430	58250	250154	GLENDORA 06152025	TAP SALES REIMBURSEMENTS	$188.12
										$188.12
3660	EFT	6/27/2025	2548	LA VERNE POWER EQUIPMENT INC	55470530	51500		477249	FUEL PRIMER	$8.83
	EFT	6/27/2025	2548	LA VERNE POWER EQUIPMENT INC	10170580	51500		477695	Power tool equipment: chainsaws and blower	$1,016.50
										$1,025.33

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3661	EFT	6/27/2025	6714	LARISSA M JONES	23100990	70000	250540	INV0945-JL	FLOOR AT TRANSPORTATION - 50% DEPOSIT	$24,306.84
										$24,306.84
3662	EFT	6/27/2025	1496	LAW ENFORCEMENT MEDICAL	10150330	59100		18534	On Call Blood Draws - 05/23/2025	$980.00
										$980.00
3663	EFT	6/27/2025	366	LIGHTNING OIL CO., INC.	55470530	59100		40233	HAZARDOUS WASTE DISPOSAL	$500.00
	EFT	6/27/2025	366	LIGHTNING OIL CO., INC.	55470530	59100		40268	CLEAN OUT CLARIFIER AT CITY YARD	$1,785.00
	EFT	6/27/2025	366	LIGHTNING OIL CO., INC.	10170560	59100	250539	40978	ENVIRONMENTAL AND ECOLOGICAL SERVICES	$4,862.50
										$7,147.50
3664	EFT	6/27/2025	6745	MALISSA J. APODACA INC.	10190810	58300		SU25-MA.1	Instructor Payment SU25 Princess Camp	$4,014.50
										$4,014.50
3665	EFT	6/27/2025	1286	MARIPOSA LANDSCAPES, INC.	10170580	59100	250145	113315	WEED ABATE SIERRA MADRE/BARRANCA, TRIMMING MISC	$1,389.00
	EFT	6/27/2025	1286	MARIPOSA LANDSCAPES, INC.	10170580	59100	250145	113316	BROKEN VACUUM BREAKER AT MEDIAN 42 OFF ROUTE 66	$3,180.00
	EFT	6/27/2025	1286	MARIPOSA LANDSCAPES, INC.	10570580	59100	250145	113961	SCHOOL DISTRICT LANDSCAPE MAINTENANCE MAY 2025	$31,883.75
	EFT	6/27/2025	1286	MARIPOSA LANDSCAPES, INC.	10170580	59100	250145	114179	FINKBINER PARK NEW VALVE AND SPRINKLERS	$4,419.00
	EFT	6/27/2025	1286	MARIPOSA LANDSCAPES, INC.	10170580	59100	250145	114180	FINKBINER E/O TENNIS COURT ADD TWO ROTORS	$690.00
	EFT	6/27/2025	1286	MARIPOSA LANDSCAPES, INC.	10170580	59100	250145	114210	REPLACE DAMAGED FITTINGS ROUTE 66 AND VECINO	$1,050.33
	EFT	6/27/2025	1286	MARIPOSA LANDSCAPES, INC.	10170580	59100	250145	114212	WATER POTS IN VILLAGE TWICE A MONTH	$281.00
	EFT	6/27/2025	1286	MARIPOSA LANDSCAPES, INC.	10170580	59100	250145	114213	WEED ABATEMENT - 4 AREAS	$4,187.00
	EFT	6/27/2025	1286	MARIPOSA LANDSCAPES, INC.	10170580	59100	250145	114214	REPAIR LEAKING 1" VACUUM BREAKER 66 & PASADENA	$965.00
	EFT	6/27/2025	1286	MARIPOSA LANDSCAPES, INC.	10170580	59100	250145	114215	WEED ABATEMENT PER CONTRACT	$43,762.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3665	EFT	6/27/2025	1286	MARIPOSA LANDSCAPES, INC.	10170580	59100	250145	114240	CLEARANCE OF CASTOR BEEN, TREE OF HEAVEN & TABACCO	$986.00
	EFT	6/27/2025	1286	MARIPOSA LANDSCAPES, INC.	10170580	59100	250145	114297	DEAD BRANCHES AT OPEN SPACE HILL WILDWOOD RNCH RD	$2,912.00
	EFT	6/27/2025	1286	MARIPOSA LANDSCAPES, INC.	10170580	59100	250145	114298	WEED ABATEMENT CORNER OF SM AND GMR	$703.00
										$96,408.08
3666	EFT	6/27/2025	4720	KIMBALL MIDWEST	55470530	51500		103122380	SHOP SUPPIES	$445.60
										$445.60
3667	EFT	6/27/2025	5712	MIDWEST TAPE LLC	21680730	51300	250151	507257561	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$2,389.03
										$2,389.03
3668	EFT	6/27/2025	2989	EMERGENCY RESPONSE CRIME SCENE CLEANING	10150300	51110		T2025-280	5/24/25 - Vehicle#6 Blood	$650.00
	EFT	6/27/2025	2989	EMERGENCY RESPONSE CRIME SCENE CLEANING	10350340	51200		T2025-303	6/12/25 - Lice Cleanup - Vehicle, booking, Cells	$2,350.00
										$3,000.00
3669	EFT	6/27/2025	4444	KIDZ LOVE SOCCER	10190810	58300		W25-KLS.2	Instructor Payment WSP25 Session 2	$6,047.30
										$6,047.30
3670	EFT	6/27/2025	513	OCLC INC.	10180700	59100	250516	1000431759	LIBRARY AND SUBSCRIPTION SERVICES (INCLUDES RESEAR	$4,420.00
	EFT	6/27/2025	513	OCLC INC.	21680730	51300	250113	1000434529	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$231.49
	EFT	6/27/2025	513	OCLC INC.	21680730	51300	250113	1000434649	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$255.89
										$4,907.38
3671	EFT	6/27/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10190820	51110		419374955001	OFFICE SUPPLIES FOR LFC	$89.12
	EFT	6/27/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10190820	51110		419375493001	OFFICE SUPPLIES FOR LFC	$332.00
	EFT	6/27/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10190820	51110		419375503001	OFFICE SUPPLIES FOR LFC	$46.79

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3671	EFT	6/27/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10190820	51110		419375507001	OFFICE SUPPLIES FOR LFC	$73.67
	EFT	6/27/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10190820	51110		419375512001	OFFICE SUPPLIES FOR LFC	$67.99
	EFT	6/27/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10150360	51110		425155223001	folders, pens, duster	$62.79
	EFT	6/27/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10150360	51110		425156219001	folders, mesh book end	$68.29
	EFT	6/27/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10190820	51110		425400485001	OFFICE SUPPLIES FOR LFC	$22.75
	EFT	6/27/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10190800	51110	250037	426611858001	OFFICE SUPPLIES, GENERAL	$81.18
										$844.58
3672	EFT	6/27/2025	1810	OVERDRIVE, INC.	21680730	51300	250175	01148CO25162722	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$841.15
	EFT	6/27/2025	1810	OVERDRIVE, INC.	21680730	51300	250175	01148SV25173321	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$1.99
	EFT	6/27/2025	1810	OVERDRIVE, INC.	21680730	51300	250175	01148SV25173466	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$2.99
										$846.13
3673	EFT	6/27/2025	1138	PINPOINT INDUSTRIES, INC.	10160400	55320		11356	ENVELOPES	$246.87
	EFT	6/27/2025	1138	PINPOINT INDUSTRIES, INC.	10190810	41430		11378	Dirt Camp Staff Hats	$540.42
										$787.29
3674	EFT	6/27/2025	6320	LEGALSHIELD	92000000	20108		302517.06.2025	Legal Shield June Bill 2025	$661.05
										$661.05
3675	EFT	6/27/2025	1150	PRO PRINTING INC.	21680720	55320		58445	Summer Discovery Challenge Bingo Cards	$321.18
	EFT	6/27/2025	1150	PRO PRINTING INC.	10180700	55320		58484	Night on the Plaza 25th Anniversary Bookmarks	$110.75
										$431.93
3676	EFT	6/27/2025	6935	PROACTIVE WORK HEALTH MEDICAL CENTER72	10140250	55130		026198	New Hire Pre Employment Medical	$170.00
										$170.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3677	EFT	6/27/2025	2560	RIGHT OF WAY, INC.	25570520	56600		73991	CROSSWALK SIGNS FOR FOOTHILL AND MINNESOTA	$322.60
	EFT	6/27/2025	2560	RIGHT OF WAY, INC.	25570520	56600	250021	74019	PUBLIC WORKS AND RELATED SERVICES	$5,732.90
	EFT	6/27/2025	2560	RIGHT OF WAY, INC.	25570520	56600	250021	74108	PUBLIC WORKS AND RELATED SERVICES	$4,253.03
										$10,308.53
3678	EFT	6/27/2025	6483	TONY'S AUTO REPAIR	55470530	59100		1135	VEHICLE 771 AC SERVICE	$233.43
	EFT	6/27/2025	6483	TONY'S AUTO REPAIR	55470530	59100		1136	VEHICLE 768 OIL CHANGE, FILTER, BRAKES	$984.98
	EFT	6/27/2025	6483	TONY'S AUTO REPAIR	55470530	59100		1137	VEHICLE 788 OIL CHANGE, BRAKES, TIRES	$695.69
										$1,914.10
3679	EFT	6/27/2025	2229	SAN DIEGO POLICE EQUIPMENT CO INC	10150300	51200		662376	Bulletproof Vest - Kingan	$652.87
	EFT	6/27/2025	2229	SAN DIEGO POLICE EQUIPMENT CO INC	28050300	51511		662376	Bulletproof Vest - Kingan	$652.88
										$1,305.75
3680	EFT	6/27/2025	1702	SANDERS LOCK & KEY, INC.	10170560	56101		SC00871077	KEY COPIES	$26.25
	EFT	6/27/2025	1702	SANDERS LOCK & KEY, INC.	10170560	56101		SC00871122	KEY COPIES	$26.41
										$52.66
3681	EFT	6/27/2025	3954	THE SAUCE CREATIVE SERVICES	50170620	55340		7680	WATER DIV CCR 2024 BOOKLETS	$717.25
	EFT	6/27/2025	3954	THE SAUCE CREATIVE SERVICES	10190810	55320		7682	Movies In the Park Overlays	$243.26
										$960.51
3682	EFT	6/27/2025	6285	SDI PRESENCE LLC	55330150	59100	250008	19365	SDI Professional Services	$43,677.15
										$43,677.15
3683	EFT	6/27/2025	986	SECTRAN SECURITY, INC.	10140200	59100	250155	25060608	ARMORED CAR SERVICES	$91.56
	EFT	6/27/2025	986	SECTRAN SECURITY, INC.	50140200	59100	250155	25060608	ARMORED CAR SERVICES	$213.65
										$305.21

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3684	EFT	6/27/2025	370	R&R CUSTOM SIGNS	23160430	55320		230244	LETTERING FOR TRANSPORTATION/REC ADMIN BUILDING	$661.01
	EFT	6/27/2025	370	R&R CUSTOM SIGNS	10190810	55320		230254	MOVIES IN THE PARK BANNER	$481.76
										$1,142.77
3685	EFT	6/27/2025	370	R&R CUSTOM SIGNS	25570520	56600		230242	INSTALLED BONNIE COVE MAST ARM SIGN	$475.00
	EFT	6/27/2025	370	R&R CUSTOM SIGNS	10190800	59100	250535	230247	LETTERING: LEGION, TEEN, YOUTH CNTR, LIBERTY HOUSE	$2,644.02
										$3,119.02
3686	EFT	6/27/2025	1723	SPRAGUES READY MIX	25570520	56600		274608	SIDEWALK REPAIR ON BARRANCA	$1,556.87
	EFT	6/27/2025	1723	SPRAGUES READY MIX	25570520	56600		274826	SIDEWALK REPAIR 1004 MULLAGHBOY RD	$1,820.73
										$3,377.60
3687	EFT	6/27/2025	6875	SPRINGSTEAD & ASSOCIATES	10160420	59100	250208	JUNE 2025	CONSULTING SERVICES	$4,150.00
										$4,150.00
3688	EFT	6/27/2025	7011	ST GEORGE'S MEDICAL CLINIC	10140250	55130		152992PCAM	New Hire Pre Employment Medical	$990.00
										$990.00
3689	EFT	6/27/2025	3498	STERICYCLE, INC.	10150370	51200		8010820000	May and June 2025 services	$109.81
										$109.81
3690	EFT	6/27/2025	6929	STERLING HEALTH SERVICES, INC	92000000	20101		865598	Sterling admin Fees	$101.50
										$101.50
3691	EFT	6/27/2025	347	THREE VALLEYS MUNICIPAL WATER	50170640	53100		6734	PURCHASED WATER	$20,819.51
	EFT	6/27/2025	347	THREE VALLEYS MUNICIPAL WATER	50170640	53100		6747	WEATHER BASED CONTROLLER	$58.00
										$20,877.51
3692	EFT	6/27/2025	2903	PLAY-WELL TEKNOLOGIES	10190810	58300		SU25-PWT.1	Instructor Payment SU25 STEM Discovery	$1,617.00
										$1,617.00
3693	EFT	6/27/2025	1638	HAAKER EQUIPMENT COMPANY	50170630	51500		INV9877	WATER DIV. GASKET & MALE DISCONNECT	$193.01
										$193.01

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3694	EFT	6/27/2025	2584	ULINE	10190810	56100		193402827	Legion Table Dolly	$558.48
	EFT	6/27/2025	2584	ULINE	10170560	56101		193607737	batteries	$534.09
										$1,092.57
3695	EFT	6/27/2025	751	UNITED RENTALS (NORTH AMERICA)	10190810	58100		249378039-001	Dirt Camp Restrooms Damages Repairs	$491.39
										$491.39
3696	EFT	6/27/2025	1210	VERONICA TAM & ASSOCIATES, INC	28560440	59100	250177	3641	CDBG Consultant - Professional Services	$1,575.00
	EFT	6/27/2025	1210	VERONICA TAM & ASSOCIATES, INC	22960490	59100	250215	3642	CONSULTING SERVICES	$1,365.00
										$2,940.00
3697	EFT	6/27/2025	543	TAS	10350340	51200		26920	Police Patches - e18648	$650.48
	EFT	6/27/2025	543	TAS	50170600	51110		27384	Water Div. Uniforms	$455.82
	EFT	6/27/2025	543	TAS	50170620	66010		27384	Water Div. Uniforms	$446.83
	EFT	6/27/2025	543	TAS	21680720	59200		27462	Summer Discovery volunteers shirts	$415.31
	EFT	6/27/2025	543	TAS	10180730	51200		27517	Coroplast signs	$235.35
										$2,203.79
3698	EFT	6/27/2025	2324	WALTERS WHOLESALE ELECTRIC CO	10170560	56101		S127987587.002	ELECTRICAL SUPPLIES	$72.33
										$72.33
3699	EFT	6/27/2025	232	WEST COAST ARBORISTS, INC.	10170580	59150	250143	1-11194	CITY WIDE TREE MAINTENANCE	$1,551.00
	EFT	6/27/2025	232	WEST COAST ARBORISTS, INC.	10170580	59150	250143	229840	CITY WIDE TREE MAINTENANCE	$1,331.75
	EFT	6/27/2025	232	WEST COAST ARBORISTS, INC.	10170580	59150	250143	229844	CITY WIDE TREE MAINTENANCE	$3,221.75
	EFT	6/27/2025	232	WEST COAST ARBORISTS, INC.	10170580	59150	250143	230378	CITY WIDE TREE MAINTENANCE	$483.90
										$6,588.40
3700	EFT	6/27/2025	3751	PCI	25570520	59100	250011	12385C-06	PUBLIC WORKS AND RELATED SERVICES	$4,500.00
										$4,500.00
3701	EFT	6/27/2025	6256	WILLDAN ENGINEERING	10160400	59100	240288	00714516	WILLDAN ENGINEERING - APRIL	$7,728.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3701	EFT	6/27/2025	6256	WILLDAN ENGINEERING	10160400	59100	240288	00714559	WILLDAN ENGINEERING - MAY	$7,728.00
										$15,456.00
3702	EFT	6/27/2025	1524	XEROX CORPORATION	55330150	51560		40586634	USAGE FEE	$24.70
										$24.70
119011	Printed	6/6/2025	3516	BIG BEN CONSTRUCTION	50170630	59100	250090	2503-01	FY 24-25 EMERGENCY MAINLINE REPAIRS	$7,939.01
	Printed	6/6/2025	3516	BIG BEN CONSTRUCTION	50170630	59100	250090	2503-04	FY 24-25 EMERGENCY MAINLINE REPAIRS	$7,214.21
										$15,153.22
119012	Printed	6/6/2025	522	BONITA UNIFIED SCHOOL DISTRICT	10170580	59100		8644-032-909	REC. IMPROVEMENT & MAINTENANCE DISTRICT BILL	$2.98
										$2.98
119013	Printed	6/6/2025	2553	HOLLIDAY ROCK CO., INC.	25570520	56600		1764245	Concrete 129 S Wabash	$1,984.15
										$1,984.15
119014	Printed	6/6/2025	115	COUNTY OF LOS ANGELES	10150370	51750	250228	252954BL	Inmate Meal Service - April 2025	$446.88
										$446.88
119015	Printed	6/6/2025	115	COUNTY OF LOS ANGELES	10190820	56100		IN1457575	LA COUNTY DPH PERMIT - LFC SENIOR MEALS	$361.00
										$361.00
119016	Printed	6/6/2025	6101	CONCENTRA MEDICAL CENTERS	10140250	59100		86801554	DOT Physical	$270.00
										$270.00
119017	Printed	6/6/2025	999999	ONE TIME VENDOR	10190800	34903		2001343.011	Legion Rental Deposit Refund 5.23.25	$300.00
										$300.00
119018	Printed	6/6/2025	999999	ONE TIME VENDOR	10160400	36603		PLN24-0050	PERMIT REFUND	$1,042.00
										$1,042.00
119019	Printed	6/6/2025	999999	ONE TIME VENDOR	10190800	34903		2001345.011	Legion Rental Refund 5.31.25	$1,210.00
										$1,210.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
119020	Printed	6/6/2025	999999	ONE TIME VENDOR	10190800	34903		2001344.011	Legion Rental Deposit Refund - Cancellation 9/27	$300.00
										$300.00
119021	Printed	6/6/2025	6402	RTS 85 INC.	10190810	58100	250494	Agreement	Kid Palooza Carnival Rides	$20,500.00
										$20,500.00
119022	Printed	6/6/2025	5289	PARTY XTREME	10190810	58100		5618	Kid Palooza- Laser Tag	$600.00
										$600.00
119023	Printed	6/6/2025	1399	SCMAF-SAN GABRIEL VALLEY	10190810	57410	250064	121879	Insurance for Dirt Camp June FY24.25	$2,245.00
	Printed	6/6/2025	1399	SCMAF-SAN GABRIEL VALLEY	10190810	57410	250064	121885	Insurance Fees for Coed Pickleball League SU25	$237.50
										$2,482.50
119024	Printed	6/6/2025	212	PECK ROAD GRAVEL	25570520	56600		878986	Spoils dump	$380.00
	Printed	6/6/2025	212	PECK ROAD GRAVEL	25570520	56600		878998	Spoils dump	$220.00
										$600.00
119025	Printed	6/6/2025	213	SOUTHERN CALIFORNIA EDISON	10170500	57120		700043404110 05.25	ELECTRIC UTILITY / MAY	$64.65
	Printed	6/6/2025	213	SOUTHERN CALIFORNIA EDISON	10170580	57100		700171323464 05.25	ELECTRIC UTILITY / MAY	$64.99
	Printed	6/6/2025	213	SOUTHERN CALIFORNIA EDISON	10170500	57120		700204872330 05.25	ELECTRIC UTILITY / MAY	$39.06
	Printed	6/6/2025	213	SOUTHERN CALIFORNIA EDISON	10170500	57120		700311071869 05.25	ELECTRIC UTILITY / MAY	$35.40
	Printed	6/6/2025	213	SOUTHERN CALIFORNIA EDISON	10170580	57100		700544079108 05.25	ELECTRIC UTILITY / MAY	$465.36
	Printed	6/6/2025	213	SOUTHERN CALIFORNIA EDISON	25570580	57100		700544079108 05.25	ELECTRIC UTILITY / MAY	$465.36
	Printed	6/6/2025	213	SOUTHERN CALIFORNIA EDISON	10170580	57100		700576803975 05.25	ELECTRIC UTILITY / MAY	$14.71
										$1,149.53
119026	Printed	6/6/2025	24	STANDARD INSURANCE COMPANY	92000000	20111		160759462.06.25	Standard June Bill 2025	$2,551.44
										$2,551.44
119027	Printed	6/6/2025	1083	STATE CONTROLLER'S OFFICE	10150350	51200		FTB-00008043	CITY185 - SCO & FTB payments	$201.84
										$201.84

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
119028	Printed	6/6/2025	6213	DISCOUNT TIRE/AMERICA'S TIRE	55470530	51500		1625604	2020 FORD RANGER	$300.53
										$300.53
119029	Printed	6/6/2025	6268	SIGNARAMA-COVINA	21680720	55320		33278	Summer Discovery Banner	$268.65
										$268.65
119030	Printed	6/6/2025	2165	TRANSPORTATION CONCEPTS	23160430	59145	250102	513-0325	TRANSIT OPERATIONS AND MAINTENANCE	$69,551.66
	Printed	6/6/2025	2165	TRANSPORTATION CONCEPTS	23160430	59145	250102	513-0425	TRANSIT OPERATIONS AND MAINTENANCE	$70,737.35
										$140,289.01
119031	Printed	6/6/2025	6963	UP UP AND AWAY FACE PAINT LLC	10190810	58100		376	Kid Palooza- Face Painting	$425.00
										$425.00
119032	Printed	6/13/2025	3631	COST RECOVERY SYSTEMS, INC.	10140200	59100	250433	2025-12	ANNUAL STATE MANDATE CLAIM PREP SVCS	$8,000.00
										$8,000.00
119033	Printed	6/13/2025	2553	HOLLIDAY ROCK CO., INC.	25570520	56600		1765872	STREET REPAIR ON PUMA CANYON	$680.98
	Printed	6/13/2025	2553	HOLLIDAY ROCK CO., INC.	25570520	56600		1766214	ASPHALT REPAIR ON PUMA CANYON	$632.49
										$1,313.47
119034	Printed	6/13/2025	3000	O'REILLY AUTO PARTS	55470530	51500	250018	3123-111261	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$87.86
	Printed	6/13/2025	3000	O'REILLY AUTO PARTS	55470530	51500	250018	3123-111462	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$21.91
	Printed	6/13/2025	3000	O'REILLY AUTO PARTS	55470530	51500	250018	3123-114422	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$52.61
	Printed	6/13/2025	3000	O'REILLY AUTO PARTS	55470530	51500	250018	3123-114439	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$8.51
	Printed	6/13/2025	3000	O'REILLY AUTO PARTS	55470530	51500	250018	3123-117327	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$65.44
	Printed	6/13/2025	3000	O'REILLY AUTO PARTS	55470530	51500	250018	3123-117332	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$12.08

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
119034	Printed	6/13/2025	3000	O'REILLY AUTO PARTS	55470530	51500	250018	3123-117363	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$38.31
										$286.72
119035	Printed	6/13/2025	6101	CONCENTRA MEDICAL CENTERS	10140250	59100		86874394	Employee DOT Physical	$270.00
										$270.00
119036	Printed	6/13/2025	999999	ONE TIME VENDOR	50170620	66010		1011SFarberAve	Conservation Rebate - Pool Cover	$125.00
										$125.00
119037	Printed	6/13/2025	999999	ONE TIME VENDOR	10190800	34005		2011716.001	BIG DALTON SECURITY DEPOSIT REFUND	$100.00
										$100.00
119038	Printed	6/13/2025	999999	ONE TIME VENDOR	50170620	66010		452NPennsylvaniaAve	Conservation Rebate - Dishwasher	$175.00
										$175.00
119039	Printed	6/13/2025	999999	ONE TIME VENDOR	10190800	34904		2000990.004	RENTAL REFUND 05-31-2025	$300.00
										$300.00
119040	Printed	6/13/2025	999999	ONE TIME VENDOR	10190800	34904		2000991.004	RENTAL REFUND 06-01-2025	$425.00
										$425.00
119041	Printed	6/13/2025	999999	ONE TIME VENDOR	50170620	66010		418LupinLn	Conservation Rebate - Pool Cover	$116.04
										$116.04
119042	Printed	6/13/2025	999999	ONE TIME VENDOR	10190810	36902		2011710.001	REFUND OF CREDIT ON ACCOUNT	$314.00
										$314.00
119043	Printed	6/13/2025	5658	BUCKNAM INFRASTRUCTURE GROUP INC	30100990	70000	250369	367-02.03	ENGINEERING SERVICES FOR PAVEMENT MANAGEMENT PLAN	$22,236.23
										$22,236.23
119044	Printed	6/13/2025	1097	SAN GABRIEL VALLEY ECONOMIC	10120100	55600		01496	REGISTRATION - REGIONAL LEADERSHIP ACADEMY	$500.00
										$500.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
119045	Printed	6/13/2025	25	SOCALGAS	10190810	57150		010 818 4100 7 05.25	GAS SERVICE / MAY	$256.99
	Printed	6/13/2025	25	SOCALGAS	10150300	57150		082 218 3000 6 05.25	GAS SERVICE / MAY	$103.83
	Printed	6/13/2025	25	SOCALGAS	10180700	57150		082 218 3000 6 05.25	GAS SERVICE / MAY	$390.42
	Printed	6/13/2025	25	SOCALGAS	10180740	57150		082 218 3000 6 05.25	GAS SERVICE / MAY	$24.92
	Printed	6/13/2025	25	SOCALGAS	10150300	57150		084 318 3000 2 05.25	GAS SERVICE / MAY	$4,779.62
	Printed	6/13/2025	25	SOCALGAS	10190810	57150		090 618 4900 7 05.25	GAS SERVICE / MAY	$26.27
	Printed	6/13/2025	25	SOCALGAS	10190810	57150		172 518 4900 0 05.25	GAS SERVICE / MAY	$93.39
										$5,675.44
119046	Printed	6/13/2025	213	SOUTHERN CALIFORNIA EDISON	50170640	53150		700373809853 05.25	ELECTRIC UTILITY / MAY	$1,332.79
	Printed	6/13/2025	213	SOUTHERN CALIFORNIA EDISON	20170520	57110		700382717584 05.25	ELECTRIC UTILITY / MAY	$35,347.72
	Printed	6/13/2025	213	SOUTHERN CALIFORNIA EDISON	25570520	57110		700382717584 05.25	ELECTRIC UTILITY / MAY	$8,836.93
										$45,517.44
119047	Printed	6/13/2025	3712	SOUTHERN CALIFORNIA OVERHEAD	10190820	56100		52385	LFC PARTITION DOOR SERVICE	$1,150.00
										$1,150.00
119048	Printed	6/13/2025	6929	STERLING HEALTH SERVICES, INC	92000000	20101		867595	FSA Funding Contribution	$41,976.08
										$41,976.08
119049	Printed	6/13/2025	2189	T-MOBILE USA, INC.	55330150	57051		998091690 APR/MAR 25	CELLPHONE FOR SRO AND TABLETS APR AND MAY	$1,195.10
										$1,195.10
119050	Printed	6/13/2025	886	UNIFIRST CORPORATION	50170630	51200		L100709	WATER DIV - FIRST AIDE SUPPLIES	$214.68
										$214.68
119051	Printed	6/13/2025	179	VULCAN MATERIALS COMPANY	50170630	59100	250060	3482181	RELIANCE STONE - MAY 23, 2025	$2,559.81
										$2,559.81
119052	Printed	6/17/2025	798	FRANCHISE TAX BOARD	92000000	20105		23114	Payroll Run 1 - Warrant 250608 FTB GARNISHMENT	$50.00
										$50.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
119053	Printed	6/20/2025	339	AMERICAN WATER WORKS ASSOCIATION	50170600	55400		SO221210	MEMBERSHIP UES AMERICAN WATER WORKS ASSOCIATION	$5,020.00
										$5,020.00
119054	Printed	6/20/2025	84	JIM SEARING	10190830	58100		Band Agreement 1	Concerts in the Park- Week 1	$1,200.00
										$1,200.00
119055	Printed	6/20/2025	4674	AUTOZONE STORES INC	55470530	51500	250016	03674273398	BATTERY RETURNS	($1,493.61)
	Printed	6/20/2025	4674	AUTOZONE STORES INC	55470530	51500	250016	03674359727	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$868.24
	Printed	6/20/2025	4674	AUTOZONE STORES INC	55470530	51500	250016	03674359763	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$191.94
	Printed	6/20/2025	4674	AUTOZONE STORES INC	55470530	51500	250016	03674371755	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$219.06
	Printed	6/20/2025	4674	AUTOZONE STORES INC	55470530	51500	250016	03674375268	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$349.94
	Printed	6/20/2025	4674	AUTOZONE STORES INC	55470530	51500	250016	03674376044	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$316.74
										$452.31
119056	Printed	6/20/2025	292	AZUSA LIGHT & WATER	50170640	53150		016-0837.300 MAY2025	ELECTRIC CHARGES	$7,389.17
	Printed	6/20/2025	292	AZUSA LIGHT & WATER	50170640	53150		016-6043.300 JUNE 25	PUMPING CHARGES	$74,094.04
										$81,483.21
119057	Printed	6/20/2025	702	CHARTER OAK UNIFIED SCHOOL	23000990	70000	250508	FILE 4635.006	CHARTER OAK EASEMENT	$10,860.50
										$10,860.50
119058	Printed	6/20/2025	127	CINTAS CORPORATION	23160430	51200	250061	5266544002	CINTAS MONTHLY SUPPLIES	$128.59
										$128.59
119059	Printed	6/20/2025	2509	DFM ASSOCIATES	10115040	55320		2025 Electiosn Code	2025 Elections Code Book	$178.31
										$178.31

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
119060	Printed	6/20/2025	6587	DOORKING INC	50170600	59100		2520193	Water Yard Front Gate Phone Access	$45.95
										$45.95
119061	Printed	6/20/2025	644	MORIEL UPHOLSTERY	10190820	56100	250479	MORIEL UPHOLSTERY LF	REUPHOLSTERY LF LOUNGE	$4,762.88
										$4,762.88
119062	Printed	6/20/2025	6832	G.M. SAGER CONSTRUCTION CO., INC	50170630	59100	250522	44417	Residential Driveway Restoration 309 N. Lone Hill	$42,500.00
										$42,500.00
119063	Printed	6/20/2025	5330	NAPA AUTO PARTS	55470530	51500	250019	869900	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	($173.88)
	Printed	6/20/2025	5330	NAPA AUTO PARTS	55470530	51500	250019	877229	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$303.40
	Printed	6/20/2025	5330	NAPA AUTO PARTS	55470530	51500	250019	877807	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$20.32
	Printed	6/20/2025	5330	NAPA AUTO PARTS	55470530	51500	250019	878010	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$88.56
	Printed	6/20/2025	5330	NAPA AUTO PARTS	55470530	51500	250019	880517	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$1,305.62
	Printed	6/20/2025	5330	NAPA AUTO PARTS	55470530	51500	250019	880818	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$3,876.25
										$5,420.27
119064	Printed	6/20/2025	3750	GINO MUNOZ PRODUCTIONS	23160430	51200		Sound Agreement 2	Concerts in the Park- Week 2 Sound	$600.00
										$600.00
119065	Printed	6/20/2025	1085	RAYMOND MICHAEL HEBEL	23160430	51200		Band Agreement 2	Concerts in the Park- Week 2	$1,600.00
										$1,600.00
119066	Printed	6/20/2025	2553	HOLLIDAY ROCK CO., INC.	25570520	56600		1768008	POTHOLES	$368.51
	Printed	6/20/2025	2553	HOLLIDAY ROCK CO., INC.	25570520	56600		1768508	ASPHALT FOR POTHOLES	$196.11

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
119066	Printed	6/20/2025	2553	HOLLIDAY ROCK CO., INC.	25570520	56600		1769116	WATER PATCH REPAIR ON OAKLAND DR	$535.52
										$1,100.14
119067	Printed	6/20/2025	595	IWORQ SYSTEMS INC.	25570520	56600		212202	iWorQ SYSTEMS INTERNET SOFTWARE JULY25-JUN26	$2,400.00
										$2,400.00
119068	Printed	6/20/2025	115	COUNTY OF LOS ANGELES	23300990	70000	240279	RE-PW-25051205792	CSR271369-LONEHILL & GLENDORA MRKT CAMERA & BACKUP	$311.34
	Printed	6/20/2025	115	COUNTY OF LOS ANGELES	25570520	56400	250272	RE-PW-25051205835	CSR 272310 INSTALL VDS TO REPLACE GRID SMART VDS	$2,194.92
	Printed	6/20/2025	115	COUNTY OF LOS ANGELES	25570520	56400	250233	RE-PW-25051206113	CITYWIDE TRAFFIC SIGNAL REPAIRS; MAINT; UPGRADES	$448.33
	Printed	6/20/2025	115	COUNTY OF LOS ANGELES	25570520	56400	250233	RE-PW-25051206159	CITYWIDE TRAFFIC SIGNAL REPAIRS; MAINT; UPGRADES	$26,716.74
										$29,671.33
119069	Printed	6/20/2025	6017	M-TECHS PRINTER REPAIR INC	10190800	51110		41918	HP PLOTTER SERVICE	$225.00
										$225.00
119070	Printed	6/20/2025	6740	MCA DIRECT LLC	10115040	59100		2025040	Election's Consultant	$1,457.66
										$1,457.66
119071	Printed	6/20/2025	3000	O'REILLY AUTO PARTS	55470530	51500	250018	3123-116584	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$44.00
										$44.00
119072	Printed	6/20/2025	999999	ONE TIME VENDOR	50100000	22751		902169000-04	UB REFUND	$43.31
										$43.31
119073	Printed	6/20/2025	999999	ONE TIME VENDOR	50100000	22751		312067000-05	UB REFUND	$81.43
										$81.43

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
119074	Printed	6/20/2025	999999	ONE TIME VENDOR	50100000	22751		121001200-01	UB REFUND	$19.52
										$19.52
119075	Printed	6/20/2025	999999	ONE TIME VENDOR	50100000	22751		641220000-02	UB REFUND	$90.14
										$90.14
119076	Printed	6/20/2025	999999	ONE TIME VENDOR	50170620	66010		1011SFarberAve2	Conservation Rebate - Dishwasher	$175.00
										$175.00
119077	Printed	6/20/2025	999999	ONE TIME VENDOR	10190800	34903		2001349.011	Legion Rental 6.14.25 Deposit Refund	$300.00
										$300.00
119078	Printed	6/20/2025	999999	ONE TIME VENDOR	10190800	34903		2001347.011	Legion Rental 6.7.25 Deposit Refund	$300.00
										$300.00
119079	Printed	6/20/2025	999999	ONE TIME VENDOR	50100000	22751		312194900-08	UB REFUND	$81.12
										$81.12
119080	Printed	6/20/2025	999999	ONE TIME VENDOR	50100000	22751		951001350-13	UB REFUND	$1,452.63
										$1,452.63
119081	Printed	6/20/2025	999999	ONE TIME VENDOR	50100000	22751		842147000-01	UB REFUND	$28.30
										$28.30
119082	Printed	6/20/2025	999999	ONE TIME VENDOR	10160410	32601		B25-0460	PERMIT REFUND	$272.22
	Printed	6/20/2025	999999	ONE TIME VENDOR	22160410	36602		B25-0460	PERMIT REFUND	$33.01
	Printed	6/20/2025	999999	ONE TIME VENDOR	22260400	36607		B25-0460	PERMIT REFUND	$30.47
										$335.70
119083	Printed	6/20/2025	999999	ONE TIME VENDOR	10160410	32601		B25-0342	PERMIT REFUND	$182.82
	Printed	6/20/2025	999999	ONE TIME VENDOR	10160410	35201		B25-0342	PERMIT REFUND	$23.77
	Printed	6/20/2025	999999	ONE TIME VENDOR	22260400	36607		B25-0342	PERMIT REFUND	$21.94
										$228.53

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
119084	Printed	6/20/2025	999999	ONE TIME VENDOR	50100000	22751		582145000-00	UB REFUND	$9.42
										$9.42
119085	Printed	6/20/2025	999999	ONE TIME VENDOR	50100000	22751		951106100-13	UB REFUND	$884.72
										$884.72
119086	Printed	6/20/2025	999999	ONE TIME VENDOR	50100000	22751		303065000-00	UB REFUND	$87.12
										$87.12
119087	Printed	6/20/2025	999999	ONE TIME VENDOR	10190800	34903		2001346.011	Legion Building Rental Security Deposit 5.30.25	$300.00
										$300.00
119088	Printed	6/20/2025	999999	ONE TIME VENDOR	10150380	32502		Receipt 461	parking permit refund	$15.00
										$15.00
119089	Printed	6/20/2025	999999	ONE TIME VENDOR	50100000	22751		562014000-03	UB REFUND	$48.99
										$48.99
119090	Printed	6/20/2025	999999	ONE TIME VENDOR	10400000	22701		WMP24-0067	PERMIT REFUND	$8,656.89
										$8,656.89
119091	Printed	6/20/2025	999999	ONE TIME VENDOR	50100000	22751		121001300-01	UB REFUND	$19.52
										$19.52
119092	Printed	6/20/2025	999999	ONE TIME VENDOR	50100000	22751		301169000-13	UB REFUND	$97.28
										$97.28
119093	Printed	6/20/2025	999999	ONE TIME VENDOR	10160400	36603		PLN24-0051	PLN24-0051; REFUND	$400.00
										$400.00
119094	Printed	6/20/2025	999999	ONE TIME VENDOR	10190800	34904		2000992.004	RENTAL REFUND 06-07-2025	$300.00
										$300.00
119095	Printed	6/20/2025	999999	ONE TIME VENDOR	50100000	22751		312212600-03	UB REFUND	$133.59
										$133.59

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
119096	Printed	6/20/2025	999999	ONE TIME VENDOR	50100000	22751		124072000-03	UB REFUND	$16.39
										$16.39
119097	Printed	6/20/2025	999999	ONE TIME VENDOR	50100000	22751		551068000-04	UB REFUND	$100.55
										$100.55
119098	Printed	6/20/2025	999999	ONE TIME VENDOR	50100000	22751		124076000-03	UB REFUND	$35.10
										$35.10
119099	Printed	6/20/2025	999999	ONE TIME VENDOR	10180710	36801		20CA	Refund for lost book Anglelina and Henry 7431566	$22.96
										$22.96
119100	Printed	6/20/2025	999999	ONE TIME VENDOR	50100000	22751		311032000-03	UB REFUND	$141.82
										$141.82
119101	Printed	6/20/2025	2784	SEQUOIA PACIFIC SOLAR I, LLC	24090830	57100		37395255	SOLAR SERVICE / MAY 2025	$1,255.20
										$1,255.20
119102	Printed	6/20/2025	3677	PITNEY BOWES GLOBAL	10115030	51500		1027548643	Invoice# 1027548643 - Supplies	$238.98
										$238.98
119103	Printed	6/20/2025	250	POSTMASTER - PERMIT 92	50170600	59100		CHECK REQUEST FORM	PERMIT 92 - CCR 2024	$4,854.11
										$4,854.11
119104	Printed	6/20/2025	6966	RSG, INC.	10160400	59100	250495	13229	ANNEXATION SERVICES	$390.00
	Printed	6/20/2025	6966	RSG, INC.	10160400	59100	250495	13339	ANNEXATION SERVICES	$2,727.50
	Printed	6/20/2025	6966	RSG, INC.	10160400	59100	250495	13430	ANNEXATION SERVICES	$1,375.00
										$4,492.50
119105	Printed	6/20/2025	773	SCHOLASTIC LIBRARY INC.	21680720	51200	250502	71984028	Summer Discovery children's books	$6,277.15
										$6,277.15

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
119106	Printed	6/20/2025	212	PECK ROAD GRAVEL	25570520	56600		879079	SPOILS DUMP	$220.00
	Printed	6/20/2025	212	PECK ROAD GRAVEL	25570520	56600		879088	SPOILS DUMP	$220.00
										$440.00
119107	Printed	6/20/2025	25	SOCALGAS	10190830	57150		027 896 7096 1 05.25	GAS SERVICE / MAY	$4.29
	Printed	6/20/2025	25	SOCALGAS	23160430	57150		067 577 0039 5 05.25	GAS SERVICE / MAY	$82.81
										$87.10
119108	Printed	6/20/2025	1966	SOUTHEAST CONSTRUCTION	25570520	56600		2504-191692	SUPPLIES	$132.43
	Printed	6/20/2025	1966	SOUTHEAST CONSTRUCTION	25570520	56600		2504-194723	CONCRETE BAGS	$849.89
	Printed	6/20/2025	1966	SOUTHEAST CONSTRUCTION	25570520	56600		2505-207183	TOPSOIL	$212.99
										$1,195.31
119109	Printed	6/20/2025	213	SOUTHERN CALIFORNIA EDISON	10170500	57120		700012556591 05.25	ELECTRIC UTILITY / MAY	$94.74
	Printed	6/20/2025	213	SOUTHERN CALIFORNIA EDISON	10170500	57120		700044746144 05.25	ELECTRIC UTILITY / MAY	$90.96
	Printed	6/20/2025	213	SOUTHERN CALIFORNIA EDISON	10170580	57100		700044813337.1 05.25	ELECTRIC UTILITY / MAY	$17.17
	Printed	6/20/2025	213	SOUTHERN CALIFORNIA EDISON	10170580	57100		700105419240 05.25	ELECTRIC UTILITY / MAY	$2,704.06
	Printed	6/20/2025	213	SOUTHERN CALIFORNIA EDISON	23160430	57100		700186875190 05.25	ELECTRIC UTILITY / MAY	$195.52
	Printed	6/20/2025	213	SOUTHERN CALIFORNIA EDISON	23160430	57100		700188418302 05.25	ELECTRIC UTILITY / MAY	$1,939.82
	Printed	6/20/2025	213	SOUTHERN CALIFORNIA EDISON	10170500	57120		700434430409 05.25	ELECTRIC UTILITY / MAY	$71.57
	Printed	6/20/2025	213	SOUTHERN CALIFORNIA EDISON	50170630	57100		700483790372 05.25	ELECTRIC UTILITY / MAY	$14.67
	Printed	6/20/2025	213	SOUTHERN CALIFORNIA EDISON	50170640	53150		700485998740 05.25	ELECTRIC UTILITY / MAY	$19.66
	Printed	6/20/2025	213	SOUTHERN CALIFORNIA EDISON	10170580	57100		700544149331 05.25	ELECTRIC UTILITY / MAY	$5,712.45
	Printed	6/20/2025	213	SOUTHERN CALIFORNIA EDISON	20370580	54001		700544149331 05.25	ELECTRIC UTILITY / MAY	$16.23
	Printed	6/20/2025	213	SOUTHERN CALIFORNIA EDISON	20370580	54002		700544149331 05.25	ELECTRIC UTILITY / MAY	$15.79
	Printed	6/20/2025	213	SOUTHERN CALIFORNIA EDISON	20370580	54004		700544149331 05.25	ELECTRIC UTILITY / MAY	$15.79
	Printed	6/20/2025	213	SOUTHERN CALIFORNIA EDISON	10170500	57120		700544160142 05.25	ELECTRIC UTILITY / MAY	$3,094.53
	Printed	6/20/2025	213	SOUTHERN CALIFORNIA EDISON	50170640	53150		700576818830 05.25	ELECTRIC UTILITY / MAY	$14.83

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
119109	Printed	6/20/2025	213	SOUTHERN CALIFORNIA EDISON	10170500	57120		700597856211 05.25	ELECTRIC UTILITY / MAY	$83.17
	Printed	6/20/2025	213	SOUTHERN CALIFORNIA EDISON	10170580	57100		700603290736 05.25	ELECTRIC UTILITY / MAY	$14.72
										$14,115.68
119110	Printed	6/20/2025	2279	STEPHEN DORECK EQUIPMENT	50200990	70000	923306	2022-15-04	LEGACY-MAUNA LOA, EAST OF GLENDORA WATER & STREET	$142,937.50
										$142,937.50
119111	Printed	6/20/2025	4259	U.S. BANK	45060910	55450		7764430	TRUSTEE FEE - 2006 SUB LIEN TAB	$1,275.00
										$1,275.00
119112	Printed	6/20/2025	4340	VALUED ENGINEERING INC	10190800	59100	250421	0542501-01	ENGINEERING SERVICES, PROFESSIONAL	$6,960.00
										$6,960.00
119113	Printed	6/27/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55200		96007	ATTORNEY INVOICE - GENERAL MONTHLY RETAINER	$20,436.00
	Printed	6/27/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55200		96008	ATTORNEY INVOICE - SPECIAL PROJECTS	$15,178.20
	Printed	6/27/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55200		96009	ATTORNEY INVOICE - LITIGATION	$1,142.40
	Printed	6/27/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55206		96010	ATTORNEY INVOICE - PLANNING	$12,262.20
	Printed	6/27/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55209		96011	ATTORNEY INVOICE - PUBLIC WORKS - ENGINEERING	$6,500.80
	Printed	6/27/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55205		96012	ATTORNEY INVOICE - POLICE	$1,604.80
	Printed	6/27/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55207		96013	ATTORNEY INVOICE - CODE ENFORCEMENT	$907.90
	Printed	6/27/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55207		96014	ATTORNEY INVOICE - CODE ENFORCEMENT - 1717 S. GLEN	$475.00
	Printed	6/27/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55207		96021	ATTORNEY FEES - CODE ENFORCEMENT - 531-555 E. ARRO	$4,721.45
										$63,228.75
119114	Printed	6/27/2025	4674	AUTOZONE STORES INC	55470530	51500	250016	03674352451	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$168.57
										$168.57

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
119115	Printed	6/27/2025	6479	CALIF PROFESSIONAL ENGINEERING, INC	23300990	70000	92400305	25-3452RET	LEGACY-GRAND AND BENNETT T.S. MODIFICATION, P#1351	$15,114.84
										$15,114.84
119116	Printed	6/27/2025	127	CINTAS CORPORATION	23160430	51200	250061	5271925206	CINTAS MONTHLY SUPPLIES	$93.33
	Printed	6/27/2025	127	CINTAS CORPORATION	23160430	51200	250061	5277200102	CINTAS MONTHLY SUPPLIES	$146.98
										$240.31
119117	Printed	6/27/2025	4412	CALIFORNIA YOUTH SPIRIT GROUP	10190810	58300		W25-CYSC.2	Instructor Payment WSP25 Session 2	$2,268.00
										$2,268.00
119118	Printed	6/27/2025	3727	CRAFCO INC	25570520	56600		9403459360	ASPHALT COLD MIX BAGS	$897.08
										$897.08
119119	Printed	6/27/2025	3398	DUDEK	10170580	59100	250111	202503732	URBAN FORSTRY UPDATE RELATED TO MUNICIPAL CODES	$8,710.95
										$8,710.95
119120	Printed	6/27/2025	1279	EWING IRRIGATION PRODUCTS, INC.	10170580	51500		25770932	Irrigation supplies for parks	$57.52
										$57.52
119121	Printed	6/27/2025	2553	HOLLIDAY ROCK CO., INC.	25570520	56600		1774167	ASPHALT REPAIR	$804.89
	Printed	6/27/2025	2553	HOLLIDAY ROCK CO., INC.	25570520	56600		1774311	ASPHALT REPAIR	$487.03
	Printed	6/27/2025	2553	HOLLIDAY ROCK CO., INC.	25570520	56600		1775258	ASPHALT REPAIRS	$390.06
										$1,681.98
119122	Printed	6/27/2025	170	INNOVATIVE PRINTING CONCEPTS INC.	10150300	55340	250533	23176	Parking Citations	$3,003.63
	Printed	6/27/2025	170	INNOVATIVE PRINTING CONCEPTS INC.	10150300	56200	250533	23176	Parking Citations	$1,032.35
										$4,035.98

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
119123	Printed	6/27/2025	5509	JCB SOUTHERN CALIFORNIA LLC	55470530	59100		W02547	REPAIRS TO STREETS 104 LOADER	$1,120.85
										$1,120.85
119124	Printed	6/27/2025	206	LEAGUE OF CALIFORNIA CITIES	10120100	55400		4369	DIVISION DUES FOR 7/1/25 - 6/30/26	$1,412.25
										$1,412.25
119125	Printed	6/27/2025	115	COUNTY OF LOS ANGELES	25570520	56400	240209	RE-PW-25060906457	CSR#272021 LA COUNTY STAFF FOR SUPPORT SERVICES	$1,651.19
	Printed	6/27/2025	115	COUNTY OF LOS ANGELES	25570520	56400	250100	RE-PW-25060906476	INSTALL OF ITERIS VDC;BBS;ECONOLITE CONTROLLER	$442.98
	Printed	6/27/2025	115	COUNTY OF LOS ANGELES	25570520	56400	250233	RE-PW-25060906488	CITYWIDE TRAFFIC SIGNAL REPAIRS; MAINT; UPGRADES	$475.38
	Printed	6/27/2025	115	COUNTY OF LOS ANGELES	25570520	56400	250233	RE-PW-25060906778	CITYWIDE TRAFFIC SIGNAL REPAIRS; MAINT; UPGRADES	$1,214.46
	Printed	6/27/2025	115	COUNTY OF LOS ANGELES	25570520	56400	250233	RE-PW-25060906826	CITYWIDE TRAFFIC SIGNAL REPAIRS; MAINT; UPGRADES	$19,488.24
										$23,272.25
119126	Printed	6/27/2025	409	MERRIMAC ENERGY GROUP	55470530	51650	250010	2240085	FUEL, OIL, GREASE AND LUBRICANTS	$27,007.95
										$27,007.95
119127	Printed	6/27/2025	999999	ONE TIME VENDOR	50170620	66010		2057CumberlandRd	Conservation Rebate - Pool Cover	$125.00
										$125.00
119128	Printed	6/27/2025	999999	ONE TIME VENDOR	50170620	66010		412WPrimrosePl2	Conservation Rebate - Pool Cover	$125.00
										$125.00
119129	Printed	6/27/2025	999999	ONE TIME VENDOR	10190810	36902		2011761.001	REFUND OF CREDIT ON ACCOUNT	$52.00
										$52.00
119130	Printed	6/27/2025	999999	ONE TIME VENDOR	10190810	36902		2011763.001	REFUND OF CREDIT ON ACCOUNT	$52.00
										$52.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
119131	Printed	6/27/2025	999999	ONE TIME VENDOR	50170620	66010		1134ENorthridgeAve	Conservation Rebate - Pool Cover	$125.00
										$125.00
119132	Printed	6/27/2025	999999	ONE TIME VENDOR	50170620	66010		1110KregmontDr	Conservation Rebate - Dishwasher	$175.00
										$175.00
119133	Printed	6/27/2025	999999	ONE TIME VENDOR	10190810	36901		2011433.0012	EARTH DAY VENDOR SECURITY DEPOSIT REFUND	$50.00
										$50.00
119134	Printed	6/27/2025	3566	POLLARD WATER	50170630	53520		0289375	WATER DIV. FLOW RATE SUPPLIES	$166.39
	Printed	6/27/2025	3566	POLLARD WATER	50170630	53520		0289793	WATER DIV. SPECIAL HYD SLING	$434.22
										$600.61
119135	Printed	6/27/2025	867	QUINN COMPANY	55470530	59100		WO370178114	tRANSPORT AND TRANSPORT PREP	$1,500.00
										$1,500.00
119136	Printed	6/27/2025	5260	SCHOLASTIC INC	21680720	51200		72128458	Summer Discovery: prizes - books	$377.94
										$377.94
119137	Printed	6/27/2025	1074	SHRED-IT USA	10140200	59100		8011053920	SHREDDING SVCS	$60.38
	Printed	6/27/2025	1074	SHRED-IT USA	50140200	59100		8011053920	SHREDDING SVCS	$60.38
										$120.76
119138	Printed	6/27/2025	212	PECK ROAD GRAVEL	25570520	56600		878962	SPOILS DUMP	$160.00
	Printed	6/27/2025	212	PECK ROAD GRAVEL	25570520	56600		879111	SPOILS DUMP	$220.00
	Printed	6/27/2025	212	PECK ROAD GRAVEL	25570520	56600		879193	SPOILS DUMP	$720.00
										$1,100.00
119139	Printed	6/27/2025	25	SOCALGAS	10170560	57150		157 870 5340 2 05.25	GAS SERVICE / MAY	$69.38
	Printed	6/27/2025	25	SOCALGAS	50170560	57150		157 870 5340 2 05.25	GAS SERVICE / MAY	$21.91
										$91.29

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
119140	Printed	6/27/2025	213	SOUTHERN CALIFORNIA EDISON	10170580	57100		700027810752 06.25	ELECTRIC UTILITY / JUN	$29.00
	Printed	6/27/2025	213	SOUTHERN CALIFORNIA EDISON	25570520	57100		700171869593 05.25	ELECTRIC UTILITY / MAY	$137.75
	Printed	6/27/2025	213	SOUTHERN CALIFORNIA EDISON	10170500	57120		700245529575 06.25	ELECTRIC UTILITY / JUN	$79.55
	Printed	6/27/2025	213	SOUTHERN CALIFORNIA EDISON	10170500	57120		700393730926 06.25	ELECTRIC UTILITY / JUN	$53.28
	Printed	6/27/2025	213	SOUTHERN CALIFORNIA EDISON	10170500	57120		700471587368 06.25	ELECTRIC UTILITY / JUN	$124.79
	Printed	6/27/2025	213	SOUTHERN CALIFORNIA EDISON	25570520	57110		700483746320 05.25	ELECTRIC UTILITY / MAY	$14.04
	Printed	6/27/2025	213	SOUTHERN CALIFORNIA EDISON	24090830	57100		700486170108 06.25	ELECTRIC UTILITY / JUN	$4,373.37
	Printed	6/27/2025	213	SOUTHERN CALIFORNIA EDISON	50170640	53150		700544140843 05.25	ELECTRIC UTILITY / MAY	$38,566.97
	Printed	6/27/2025	213	SOUTHERN CALIFORNIA EDISON	10170580	57100		700707832888 06.25	ELECTRIC UTILITY / JUN	$14.94
	Printed	6/27/2025	213	SOUTHERN CALIFORNIA EDISON	23160430	57100		700880058917.1 05.25	ELECTRIC UTILITY / MAY	$1,501.17
										$44,894.86
119141	Printed	6/27/2025	348	SUBURBAN WATER SYSTEMS	10170580	56500		181004396452	Irrigation service for Baseline median landscape	$121.44
										$121.44
119142	Printed	6/27/2025	2579	THOMPSON PLUMBING SUPPLY	10170560	56101		660592	PLUMBING SUPPLIES	$2,226.87
										$2,226.87
119143	Printed	6/27/2025	3552	TOP BILLING ENTERTAINMENT	10190810	58300		SU25-TBE.1	Instructor Payment SU25 Session 1 Adventure Camp	$750.00
	Printed	6/27/2025	3552	TOP BILLING ENTERTAINMENT	10190810	58300		W25-TBE.3	Instructor Payment WSP25 Session 2	$3,228.75
										$3,978.75
119144	Printed	6/27/2025	2165	TRANSPORTATION CONCEPTS	23160430	59145	250102	513-0525	TRANSIT OPERATIONS AND MAINTENANCE	$69,264.48
										$69,264.48
119145	Printed	6/27/2025	3860	TRANSUNION RISK & ALTERNATIVE	10150330	59100		2677112-202505-1	May 2025 Search Services	$192.00
										$192.00
119146	Printed	6/27/2025	886	UNIFIRST CORPORATION	10190800	51110		E075344	CRP Training for Rec and HS Dept	$400.00
	Printed	6/27/2025	886	UNIFIRST CORPORATION	10190820	55600		E075344	CRP Training for Rec and HS Dept	$400.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
119146	Printed	6/27/2025	886	UNIFIRST CORPORATION	10190830	51110		E075344	CRP Training for Rec and HS Dept	$1,300.00
	Printed	6/27/2025	886	UNIFIRST CORPORATION	10190830	56100		E075344	CRP Training for Rec and HS Dept	$1,183.50
										$3,283.50
119147	Printed	6/27/2025	63	UNITED SITE SERVICES OF CA, INC.	10170560	59100		114-14077576	RESTROOM SERVICE	$104.65
										$104.65
119148	Printed	6/27/2025	26	VERIZON CALIFORNIA	55470530	51520	250009	605000069627	AUTOMOTIVE SHOP AND RELATED EQUIPMENT AND SUPPLIES	$1,970.80
										$1,970.80
119149	Printed	6/27/2025	179	VULCAN MATERIALS COMPANY	25570520	56600		3642907	ASPHALT REPAIRS	$585.82
	Printed	6/27/2025	179	VULCAN MATERIALS COMPANY	25570520	56600		3643405	STREET ASPHALT REPAIR	$818.49
	Printed	6/27/2025	179	VULCAN MATERIALS COMPANY	50170630	59100		3665677	RELIANCE STONE - JUNE 16, 2025	$2,167.99
										$3,572.30
Total										**$4,424,898.34**

Note: The payments above may include the following types: wire, automatic clearing house (ACH), electronic funds transfer (EFT) and paper check.

Fund	Fund Title	Amount
101	GENERAL FUND	$674,109.17
103	MEASURES E/Z	$6,716.28
104	TRUST	$8,656.89
105	GUSD JUA	$69,339.35
201	STREET LIGHTING ASSESSMT	$35,347.72
203	LANDSCAPE ASSESSMENT	$47.81
204	GLENDORA VILLAGE BUS DIST	$7,337.00
216	LIBRARY FOUNDATION	$18,402.15
221	PERMIT FILE MAINTENANCE	$33.01
222	GENERAL PLAN MAINTENANCE	$10,370.55
223	PEG CABLE TV	$173.88
228	AFFORDABLE HOUSING	$20,833.33
229	GLENDORA HSG. AUTHORITY	$1,365.00
230	TRANS DEVELOP ACT	$11,663.29
231	PROP A TRANSIT	$255,522.71
233	MEASURE R TRANSPT. 2009	$16,360.61
234	MEASURE M	$17,577.48
240	MEASURE A/PARKS	$5,628.57
250	MEASURE W	$19,848.73
255	STATE GAS TAX	$97,471.17
256	ROAD MAINTENANCE REPAIR	$206,596.53
275	SUPPL LAW ENF SVCE (COPS)	$21,026.34
280	GRANTS	$47,656.98
285	COMMUNITY DEV BLOCK GRANT	$346,197.15
301	CAPITAL PROJECTS	$402,509.79

Fund	Fund Title	Amount
450	RDA SUCCESOR AGENCY	$1,275.00
501	WATER OPERATIONS	$416,617.50
502	WATER CAPITAL PROJECTS	$1,180,667.99
553	TECHNOLOGY	$210,562.00
554	FLEET MANAGEMENT	$164,844.26
920	PAYROLL DISBURSEMENT	$150,140.10
Total		**$4,424,898.34**

STAFF REPORT

TO:	**Mayor and Council Members**	**DATE:**	**July 8, 2025**
FROM:	**Community Development**	**DISTRICT(S):**	**Not Applicable**

SUBJECT: **Second Reading and Adoption of Ordinance No. 2094 Updating the City's Fire Hazard Severity Zone Maps**

RECOMMENDATION

That the City Council"

1. Adopt on second reading Ordinance No. 2094 entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GLENDORA ADOPTING THE OFFICIAL FIRE HAZARD SEVERITY ZONE MAP PREPARED BY THE CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION AND THE OFFICE OF THE STATE FIRE MARSHAL FOR LOCAL RESPONSIBILITY AREAS WITHIN THE CITY, PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTIONS 51175-51189."

STRATEGIC FOCUS AREAS

Not Applicable

EXECUTIVE SUMMARY

In February 2025, the California Department of Forestry and Fire Protection (CAL FIRE) began releasing updated maps identifying Fire Hazard Severity Zones (FHSZ) throughout the State. On March 24, 2025, CAL FIRE released updated maps for FHSZ covering Los Angeles County including the City of Glendora. Government Code Sections 51175 through 51189 mandate that the City adopt the updated FHSZ maps within 120 days of their release.

LEGISLATIVE HISTORY / PREVIOUS ACTIONS

Due to an increase in severe and destructive fires, the State of California began identifying and adopting FHSZ maps in 1985. The maps are updated periodically. State law requires that local agencies adopt the current FHSZ maps by ordinance. The local agency may adopt additional areas but cannot exclude areas identified in the current FHSZ.

On March 25, 2025, to satisfy the requirements of Government Code 51178.5, the City posted the updated FHSZ maps and presented a report to the City Council on the same day at their regular meeting. The updated FHSZ maps add over 1,000 acres designated as “very high” fire hazard, with the greatest acreage added by designating the South Hills a part of the FHSZ.

DISCUSSION

On June 24, 2025, the City Council introduced for first reading Ordinance No. 2094 to adopt the current FHSZ map for the City of Glendora. Upon second reading on July 8, the Ordinance will become effective on August 8, 2025.

FISCAL IMPACT

There is no fiscal impact associated with the ordinance.

ENVIRONMENTAL DETERMINATION

This Ordinance is exempt from the California Environmental Quality Act (CEQA) under Section 15061(b)(3) of the CEQA Guidelines, which provides that CEQA only applies to projects that have the potential for causing a significant effect on the environment. The Ordinance is associated with a requirement of State law and is limited to the adoption of FHSZ maps.

Prepared By	Jeff Kugel, Community Development Director
Concurs With	Not Applicable
Reviewed By	Jeff Kugel, Community Development Director
Certified to Availability of Funds	Kyle Johnson, Finance Director/City Treasurer
Approved By	Adam Raymond, City Manager
Legal Review	Danny Aleshire, City Attorney
CEQA Review	Not Applicable

ATTACHMENTS:

A. Ordinance

Attachments

A. Ordinance.pdf

ORDINANCE NO. 2094

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GLENDORA ADOPTING THE OFFICIAL FIRE HAZARD SEVERITY ZONE MAP PREPARED BY THE CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION AND THE OFFICE OF THE STATE FIRE MARSHAL FOR LOCAL RESPONSIBILITY AREAS WITHIN THE CITY, PURSUANT TO GOVERNMENT CODE SECTIONS 51175-51189

THE CITY COUNCIL
City of Glendora, California

WHEREAS, the California Department of Forestry and Fire Protection has, pursuant to Government Code §§ 51175 through 51189 and Public Resources Code § 4201 through § 4204, conducted a review and update of the Fire Hazard Severity Zone maps for jurisdictions throughout the State of California; and,

WHEREAS, these updated maps are intended to reflect current scientific data, fire behavior modeling, vegetation conditions, and topography; and

WHEREAS, Government Code §51179 requires each city to post the map on its website, answer questions on the map, and to adopt, by ordinance, the updated Fire Hazard Severity Zone map for their jurisdiction within 120 days of receiving the proposed map; and

WHEREAS, the updated Fire Hazard Severity Zone map was made available to the public for review and comment as required Government Code §51178.5. The map was posted on the City of Glendora website on March 25, 2025, and the City Council of Glendora received a presentation on the subject during the Council meeting held on March 25, 2025; and

WHEREAS, adoption of the updated Fire Hazard Severity Zone map attached hereto as Exhibit "A" will support the enhanced fire planning, building code application, public awareness, and emergency preparedness within areas of elevated fire risk.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GLENDORA, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. The City Council hereby adopts the Fire Hazard Severity Zone map as recommended by the California Department of Forestry and Fire Protection pursuant to Government Code section 51178 as shown on Exhibit "A".

SECTION 2. This Ordinance is exempt from the California Environmental Quality Act (CEQA) under Section 15061(b)(3) of the CEQA Guidelines, which provides that CEQA only applies to projects that have the potential for causing a significant effect on the environment.

SECTION 3. Severability clause: If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held to be invalid or unenforceable by a court of competent jurisdiction, the remaining portions of this Ordinance shall nonetheless remain in full

force and effect. The City Council hereby declares that it would have adopted this Ordinance irrespective of the invalidity of any particular portion thereof.

SECTION 4. Repealer Clause: If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held to be invalid or unenforceable by a court of competent jurisdiction, the remaining portions of this Ordinance shall nonetheless remain in full force and effect.

SECTION 5. Effective Date: The Mayor shall sign this Ordinance and the City Clerk shall attest and certify to the passage and adoption thereof and cause same to be published at least once in the San Gabriel Valley Examiner, a weekly newspaper of general circulation, published in the City of Glendora, which newspaper is hereby designated for that purpose (per Govt. Code § 40806). This Ordinance shall be effective on the thirtieth (30th) day after its adoption by the City Council.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Glendora this ___ day of ____, 2025.

BY: _____
David Fredendall
Mayor

APPROVED AS TO FORM:
Aleshire & Wynder, LLP

_____
DANNY ALESHIRE
City Attorney

CERTIFICATION

I, do hereby certify that the foregoing Ordinance was introduced for first reading on the 24th day of June, 2025. Thereafter, said Ordinance was duly approved and adopted at a regular meeting of the City Council on the _____ day of _____, 20__, by the following roll call vote:

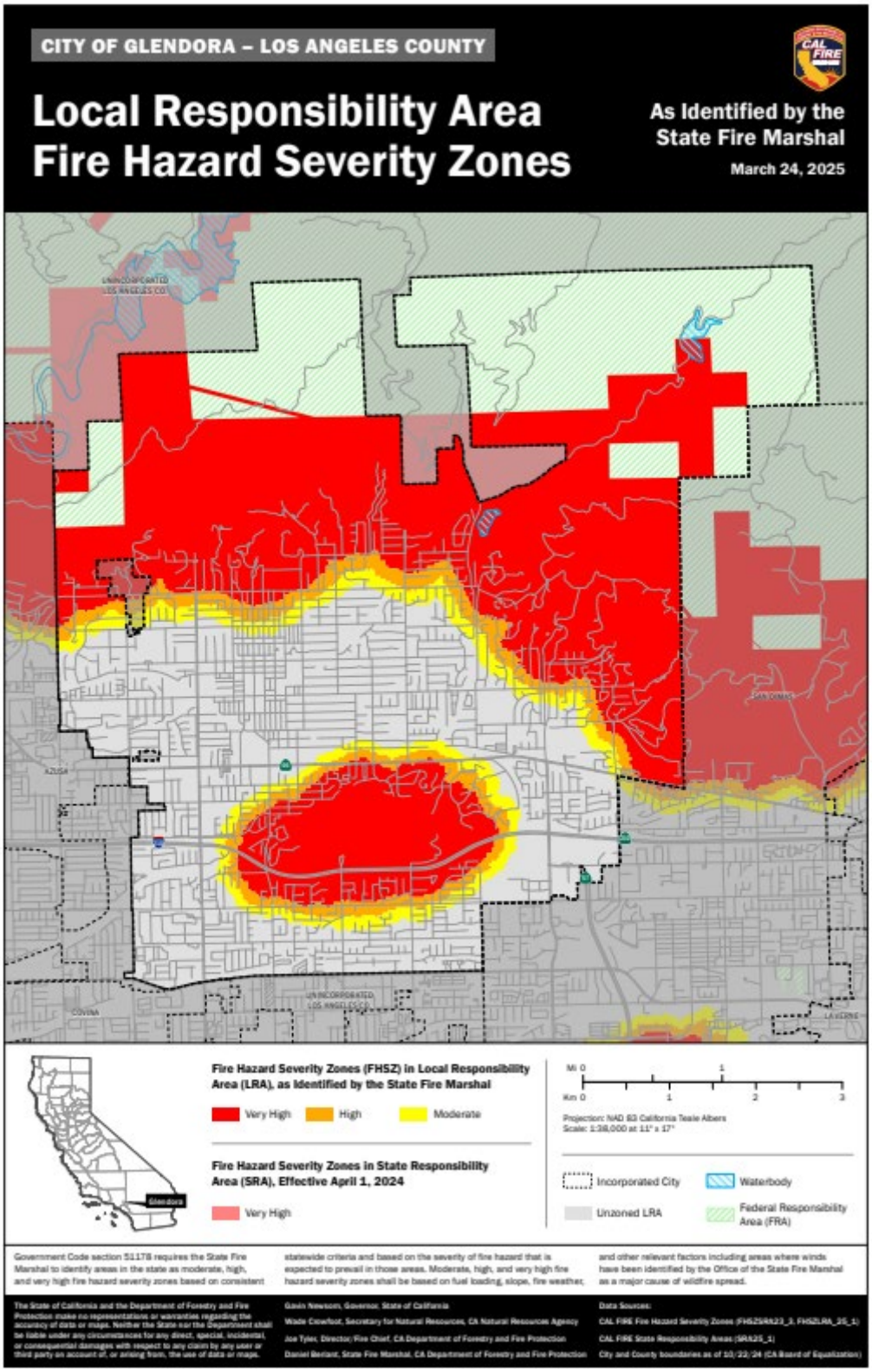
AYES: MEMBERS:
NOES: MEMBERS:
ABSENT: MEMBERS:
ABSTAIN: MEMBERS:

I further certify that said Ordinance was published as required by law in a newspaper of general circulation in the City of Glendora, California on the _____.

Dated:

_____
KATHLEEN R. SESSMAN
City Clerk/Communications Director

EXHIBIT A


CITY OF GLENDORA – LOS ANGELES COUNTY
Local Responsibility Area
Fire Hazard Severity Zones
As Identified by the
State Fire Marshal
March 24, 2025
Fire Hazard Severity Zones (FHSZ) in Local Responsibility Area (LRA), as Identified by the State Fire Marshal
Very High
High
Moderate
Fire Hazard Severity Zones in State Responsibility Area (SRA), Effective April 1, 2024
Very High
Glendora
Mi 0 1
Km 0 1 2 3
Projection: NAD 83 California Teale Albers
Scale: 1:38,000 at 11" x 17"
Incorporated City
Waterbody
Unzoned LRA
Federal Responsibility Area (FRA)
Government Code section 51178 requires the State Fire Marshal to identify areas in the state as moderate, high, and very high fire hazard severity zones based on consistent statewide criteria and based on the severity of fire hazard that is expected to prevail in those areas. Moderate, high, and very high fire hazard severity zones shall be based on fuel loading, slope, fire weather, and other relevant factors including areas where winds have been identified by the Office of the State Fire Marshal as a major cause of wildfire spread.
The State of California and the Department of Forestry and Fire Protection make no representations or warranties regarding the accuracy of data or maps. Neither the State nor the Department shall be liable under any circumstances for any direct, special, incidental, or consequential damages with respect to any claim by any user or third party on account of, or arising from, the use of data or maps.
Gavin Newsom, Governor, State of California
Wade Crowfoot, Secretary for Natural Resources, CA Natural Resources Agency
Joe Tyler, Director, Fire Chief, CA Department of Forestry and Fire Protection
Daniel Berlant, State Fire Marshal, CA Department of Forestry and Fire Protection
Data Sources:
CAL FIRE Fire Hazard Severity Zones (FHSZSRA23_3, FHSZLRA_25_1)
CAL FIRE State Responsibility Areas (SRA25_1)
City and County boundaries as of 10/22/24 (CA Board of Equalization)

STAFF REPORT

TO:	**Mayor and Council Members**	**DATE:**	**July 8, 2025**
FROM:	**Community Development**	**DISTRICT(S):**	**Citywide**

SUBJECT: Adopt the Glendora Station Area Vision Plan (PLN22-0059)

RECOMMENDATION

That the City Council:

1. Adopt a finding of Statutory Exemption pursuant to Title 14 of the California Code of Regulations (CCR), Section 15262 Feasibility and Planning Studies of the California Environmental Quality Act (CEQA) Guidelines; and
2. Adopt a Resolution entitled "A RESOLUTION OF THE CITY COUNCIL ADOPTING THE GLENDORA STATION AREA VISION PLAN."

STRATEGIC FOCUS AREAS

Goal 1: Implement Strategic Economic Development (ISED)

OBJECTIVE 4: Create a Vision and Development Plan for the Village/Gold Line area.

OBJECTIVE 5: Sixth Cycle Housing Element follow-up.

EXECUTIVE SUMMARY

The Glendora Station Area Vision Plan (Vision Plan) aligns with the City Council's 2023-2025 Strategic Plan, specifically Goal 1: Strategic Economic Development, Objective 4: Create a Vision and Development Plan for the Village/Gold Line Area. To support this initiative, the City secured $200,000 from the Los Angeles County Metropolitan Transportation Authority's (Metro) Communities Technical Assistance Program (TOC TAP), along with a $20,000 local match in staff time, bringing the total project cost to $220,000. The plan provides technical assistance to foster community consensus on preferred development scenarios and recommended code changes within a half-mile radius of the Glendora Metro Station. In 2024, the City awarded a planning contract to PlaceWorks, who collaborated with the City to prepare the Vision Plan. Additionally, the Vision Plan supports Metro's policy goals of engaging organizations, distributing transit benefits equitably, and capturing the value generated by transit.

The Station Area Vision Plan recognizes a range of land planning policies, programs, and capital projects that the City has adopted or is preparing including the City's General Plan and Housing Element, Route 66 Specific Plan, People Movement Project, and Objective Design Standards. In addition, the Plan will support the City's compliance with State mandates under the Housing Element Law.

The Glendora Station area, including the Village, is set to undergo significant transportation and mobility improvements, which will drive future development activity. The half-mile radius around the Glendora Metro Station is particularly crucial for meeting the City's Housing Element RHNA goals, with potential for up to 1,283 residential units in mixed-use or all-residential developments. To proactively guide this growth, the City is developing a consensus-driven Vision Plan. This plan will define the desired type of development, inform future updates to the General Plan, and serve as the foundation for necessary regulatory and code adjustments. The Vision Plan, shaped by extensive public engagement, outlines development scenarios, urban design strategies, and regulatory needs to create a pedestrian- and transit-friendly environment while addressing Glendora's housing needs.

To gather input throughout the planning process, the project team conducted a variety of engagement activities. These included one-on-one meetings with stakeholders, a public in-person open house, two virtual open houses, digital outreach through the project website, online surveys, engagement at the City's Earth Day events, and Planning Commission study sessions.

The Station Area Vision plan is organized into five chapters:

1. Introduction: Provides an overview of the project, introduces the study area, and summarizes outreach and engagement efforts.
2. Vision: Presents a high-level vision for future development in the station area.
3. Development Scenarios: Provides background on focus area selection. Explores potential development scenarios for selected focus areas.
4. Public Realm Improvements: Identifies recommended improvements to enhance the public realm experience in the Vision Plan area.
5. Implementation: Provides guidance and next steps for executing the Vision Plan.

The plan is accompanied by an appendix, which dives deeper into the technical analysis that informed the development of the Vision Plan.

The Vision Plan identifies the regulatory adjustments required to realize the vision; however, the Vision Plan is not a rezoning or regulatory document and does not obligate the City to implement the recommended regulatory adjustments. Implementation of the Station Area vision is described further in Chapter 5, Implementation.

Pursuant to Title 14 of the California Code of Regulations (CCR), Section 15262 the Vision Plan would be statutorily exempt from the California Environmental Quality Act (CEQA). Future actions or projects facilitated by the Vision Plan would be subject to CEQA and reviewed on a case-by-case basis.

LEGISLATIVE HISTORY / PREVIOUS ACTIONS

The Station Area Vision Plan recognizes a range of land planning policies, programs, and capital projects that the City has adopted. In addition, the Station Area Vision Plan will support the City's compliance with State mandates under the Housing Element Law.

General Plan and Housing Element

State law requires every city in California to maintain a General Plan to guide the long-term physical, social, and economic growth of the community. In 2007, the City of Glendora completed a comprehensive update to the General Plan, known as "Community Plan 2025". The update was a community-driven process that identified strategic goals and priorities pertaining to new development and the quality of life in Glendora. The General Plan includes seven mandatory elements, or chapters, as required by State law: Land Use, Housing, Circulation, Open Space and Recreation, Safety, Conservation, and Noise. It also includes two optional elements: Air Quality and Historic Preservation. The Housing Element is updated every eight years on a schedule that is mandated by State law. The City Council adopted an updated Housing Element for the period covering 2021-2029 in December 2022. The Housing Element includes the City's strategy and adopted policies to comply with the Regional Housing Needs Assessment (RHNA).

Under the RHNA process, Southern California Association of Governments (SCAG) is given a housing needs determination by the State of California and allocates units to each jurisdiction within the region. Development of the SCAG region housing unit allocation for the 6th RHNA Cycle began in 2019. SCAG adopted a RHNA Final Allocation for the region in 2021. The RHNA is the State's projection of additional housing units needed to accommodate projected household growth at all income levels. Each locality's RHNA is segmented into four income categories of very low, low, moderate, and above moderate income. Glendora's citywide 6th Cycle RHNA allocation is 2,276 units. The adopted housing element identifies 60 separate sites (some composed of multiple properties) which were designated as RHNA housing sites to demonstrate how the total RHNA units could be accomplished. Within half-mile of the Glendora station there are 10 sites (see Figure 1), which combined will be 1,283 units based on current zoning. Many of these sites have existed in past RHNA cycles, dating back to the early 2000s. Additionally, sites 41 and 12, sit just outside the ½ mile radius but are included in the station area boundary (at Glendora and Bennett). The two sites would produce 10 units at 80% of maximum density; pursuant to State law, housing sites must be developed at a minimum density that is no less than 80% of the maximum density.

Route 66 Specific Plan

The City adopted the Route 66 Corridor Specific Plan in 2003, which has been updated a number of times, most recently in 2023. The Route 66 Corridor Specific Plan establishes a comprehensive policy and regulatory guidance document for all properties within the Route 66 Corridor Specific Plan project area. The area surrounding the future Metro Station is planned to provide a mix of higher density residential and commercial development that reinforces pedestrian activity and transit utilization. The Route 66 Corridor Specific Plan is a community-based plan, developed with extensive input by policy makers, business owners and property owners. The policy and regulatory elements of the specific plan are reflective of public consultation with business and property owners, developers, appointed and elected officials, staff, and the general public.

People Movement Project

The Planning Division is also heading up the People Movement Project, which envisions a viable active transportation network spanning over 10 miles of bicycle and pedestrian facilities throughout the City. The People Movement Project contains two components: completion of the Urban Trail System and First/Last Mile Improvements. The Urban Trail System component is construction of roughly eight miles of Class I bicycle and pedestrian facilities along three flood control channels. The First/Last Mile improvements are strategic improvements aimed at making access to the new Metro A Line station intuitive and safe. Key elements include the City's first protected bicycle lanes, curb extensions, and a protected intersection, also known as a Dutch intersection, which would be the first of its kind in Los Angeles County.

Objective Design Standards

Government Code §65913.4 requires cities to establish objective design standards for qualifying residential development types. PlaceWorks was selected to prepare objective design standards for residential, commercial, and mixed-use development for zoning and specific area plans. Objective design standards provide clear expectations on architectural design, massing, and site layout for residents, property owners, developers, and staff and officials administering, interpreting design standards. This is an ongoing, complex project involving an analysis of Glendora's existing Municipal/Zoning Code and Specific Area Plans to identify areas that need to be changed to be objective and to follow State housing law, and, where possible, consolidation of related codes. The final product will be repealing and replacing the Zoning Code's current Appendix 21.B Design Guidelines in its entirety, with a new section, Appendix 21.B Design Standards.

Glendora Station Area Vision Plan

In November 2022, the City applied for a TOC TAP grant from Metro to create the Glendora Station Area Vision Plan. The plan will build community consensus towards a preferred development scenario, make code recommendations, and provide model design standards in the form of a vision plan to accommodate housing in the area within the half-mile radius around the Glendora Metro Station area. Metro awarded Glendora $200,000 in 2023 to create the plan. Though not intended to be regulatory in nature, this plan is an important tool in tying these past and ongoing legislative actions and projects together and articulating a vision and development guidebook in one document.

Planning Commission Regular Meeting

The Glendora Station Area Vision Plan is scheduled to be presented to the Glendora Planning Commission on July 1, 2025, for a recommendation on adoption via resolution to the City Council. As the City Council meeting is scheduled one week later, and the Council packet must be finalized in advance, any updates on the Planning Commission's discussion and action will be provided verbally at the Council meeting. A video recording of the Planning Commission meeting will also be made available on the City's YouTube channel.

DISCUSSION

The Glendora Station area, including the Village, is set to undergo significant transportation and mobility improvements, which will drive future development activity. The half-mile radius around the Glendora Metro Station is particularly crucial for meeting the city's Housing Element RHNA goals, with potential for up to 1,283 residential units (Table 1) and mixed-use developments. Many of these sites have existed for multiple RHNA cycles over the past two decades. To proactively guide this growth, the City is developing a consensus-driven Vision Plan. This plan will define the desired type of development, inform future updates to the General Plan, and serve as the foundation for necessary regulatory and code adjustments. The Vision Plan, shaped by extensive public engagement, outlines development scenarios, urban design strategies, and regulatory needs to create a pedestrian-and-transit-friendly environment while addressing Glendora's housing needs.

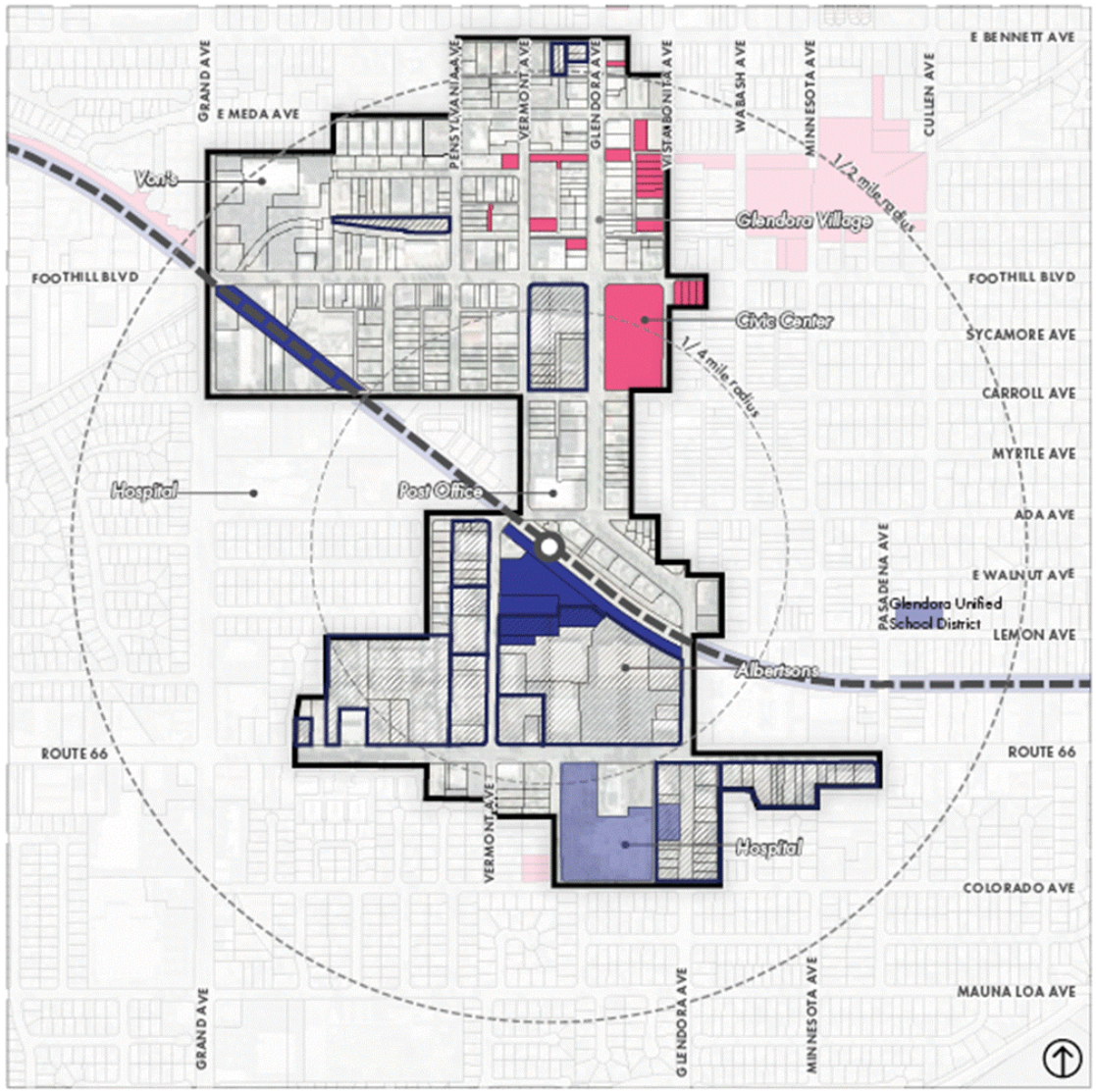
Table 1: RHNA Sites Within ½ Mile of Glendora Station

Site #	RHNA Units
4	274
7	123
9	48
32	425
33	51
34	53
35	71
39	24
48	95
56	119
Total	**1,283**

The Plan articulates an urban design concept for the Station Area that creates an attractive, diverse, and vibrant neighborhood with a mix of medium-and-high-density residential uses within walking and biking distance to the future Glendora Station. New development provides adequate housing that will meet the needs of the 2021-2029 Housing Element and is focused around key activity nodes and key corridors within the station area. The vision framework preserves cultural assets such as Glendora Village, the Civic Center, and existing residential uses, encourages development in focused areas that are compatible to the scale and character of surrounding neighborhoods, and provides attractive and lively public realms along key streets connecting to the station.

FIGURE 1-4: HOUSING ELEMENT SITES

Source: City of Glendora, 2024; PlaceWorks, 2024



- Station Area Plan Boundary
- Metro A Line (Gold) Route & Station
- 2021-2029 Glendora Housing Element Sites

Parcel Ownership

- City of Glendora
- Metro Gold Line Foothill Extension Construction Authority
- Key Institutions

Station Area RHNA Unit Expectations 1,290

Citywide RHNA Unit Expectations 2,276

PUBLIC ENGAGEMENT

To gather input throughout the planning process, the project team conducted a variety of engagement activities. These included one-on-one meetings with stakeholders, a public in-person open house, two virtual open houses, digital outreach through the project website, online surveys, engagement at the City's Earth Day events, and Planning Commission study sessions.

The first community open house was held on October 1, 2024, at the Bidwell Forum from 12:00 to 3:00 p.m. The goal of the open house was to introduce community members to the Station Area Vision Plan and gather initial feedback on community sentiment regarding potential development around the Glendora Station. The event followed an 'open house' format, with presentation boards displayed around the room for participants to review and interact with. The open house was promoted through several city channels, including the City's Instagram and Facebook pages, e-blasts to the City's listserv, and a flyer mailed to over 400 property owners within the station area plan boundary. Approximately 33 community members attended the event. Additionally, an online survey was available from October 1 to December 31, 2024, to mirror the activities conducted at the open house and provide an alternative participation opportunity for those unable to attend in person. The online survey received input from 50 community members.

A Planning Commission study session was held on October 1, 2024. The planning commission study session introduced the plan to the planning commission, provided an overview of existing conditions analysis, and solicited feedback on location of focus areas and potential development types.

A second community open house was held virtually on April 28th, 2025, from 6:00 to 8:00 p.m. and on April 29th, 2025, from 10:00 a.m. to 12:00 p.m. The purpose of the open house was to provide an overview of the draft Glendora Station Area Vision Plan, provide a forum for questions, and to direct community members and stakeholders to the project website and survey form to provide comments to the Plan. The open houses included a brief presentation of the project and draft plan, a demonstration of the website interface and how to provide comments, and a question-and-answer section. Both open houses presented the same content at alternative time slots to provide multiple opportunities for community members to attend. Recordings of both open house meetings were also made accessible on the project website. Similar to Open House #1, the virtual open house was promoted through the City's Instagram, e-blasts to the City's listserv, promoted at the City's Earth Day 2025 event, and flyers mailed to property owners and business owners. An online comment form for the draft Station Plan was made available on the project website from April 23rd, 2025, to May 18th, 2025. Approximately 35 community members attended virtual open houses.

Furthermore, a dedicated project website was created to provide project updates, resources, and ways to participate throughout the plan process. The project website included an overview of the project, a 'how to participate' page, and a resources page that included project work products. The website was shared at every outreach touch point to promote awareness of the plan and to keep community members informed and engaged throughout the plan process. The website had approximately 275 unique visitors.

STATION AREA VISION PLAN OVERVIEW

The plan is organized into five chapters:

1. Introduction: Provides an overview of the project, introduces the study area, and summarizes outreach and engagement efforts.
2. Vision: Presents a high-level vision for future development in the station area.
3. Development Scenarios: Provides background on focus area selection. Explores potential development scenarios for selected focus areas.
4. Public Realm Improvements: Identifies recommended improvements to enhance the public realm experience in the Vision Plan area.
5. Implementation: Provides guidance and next steps for executing the Vision Plan.

The plan is accompanied by an appendix, which dives deeper into the technical analysis that informed the development of the Vision Plan. The appendix includes:

A. RHNA Capacity Analysis: Reviews potential development opportunities on the 2021–2029 Housing Element Inventory Sites.
B. Case Studies: Offers a summary of recent development around nearby Metro A Line (Gold) stations.
C. Market Analysis: Provides a market analysis for potential development within the station area.
D. Existing Conditions: Presents maps, diagrams, and accompanying narrative to establish a clear understanding of the current urban environment.
E. Development Opportunity: Builds on the existing conditions analysis, highlighting potential development opportunities in the station area.

IMPLEMENTATION ACTIONS

The Vision Plan is an illustration of City aspirations, outlines a development vision through various scenarios, and provides a description of goals for how growth and development may occur around the Glendora station over the next 20+ years. The Vision Plan identifies the regulatory adjustments required to realize the vision; however, the Vision Plan is not a rezoning or regulatory document that does not obligate the City to implement the recommended regulatory adjustments. Implementation of the Vision Plan may be carried out through preparation and adoption of a General Plan update, a Glendora Station Specific Plan, Station Area land use and zoning amendments. These implementation pathways are further described in Chapter 5, Implementation of the vision Plan.

FISCAL IMPACT
This plan was prepared under a reimbursable funding agreement with LA Metro as follows:

Use of Funds	Source of Funds	Amount
Glendora Station Vision Plan	Grant Fund: 28060400-59100	$179,977
Contingency (10%)	Grant Fund: 28060400-59100	$17,998
	Total Appropriation Requested	**$197,975**

Additionally, there was $20,000 local match commitment for staff time.

The vision plan is nonregulatory, therefore, there is no other fiscal impact considered with the recommended action.

ENVIRONMENTAL DETERMINATION
The Vision Plan is a feasibility and planning study for possible future actions and does not result in a legally binding effect on later activities. Therefore, pursuant to Title 14 of the California Code of Regulations (CCR), Section 15262 Feasibility and Planning Studies, the Vision Plan would be statutorily exempt from the California Environmental Quality Act (CEQA) (Authority cited: Section 21083, Public Resources Code; Reference: Sections 21102 and 21150, Public Resources Code). Future actions or projects facilitated by the Vision Plan would be subject to CEQA and reviewed on a case-by-case basis.

Prepared By	Hans Friedel, AICP, Principal Planner
Concurs With	Select, Planning Commission
Reviewed By	Jeff Kugel, Community Development Director
Certified to Availability of Funds	Kyle Johnson, Finance Director/City Treasurer
Approved By	Adam Raymond, City Manager
Legal Review	Danny Aleshire, City Attorney
CEQA Review	Not Applicable

ATTACHMENTS:

A. Resolution
B. Station Area Vision Plan
C. Station Area Vision Plan Appendices
D. Presentation

Attachments

A. Resolution.pdf

B. Station Area Vision Plan.pdf

C. Station Area Vision Plan Appendices.pdf

D. Presentation.pdf

RESOLUTION CC 2025-___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENDORA ADOPTING THE GLENDORA STATION AREA VISION PLAN

THE CITY COUNCIL
City of Glendora, California

WHEREAS, the Glendora Station area - including the Village - is receiving significant transportation and mobility investments and is expected to attract new development; and the half-mile radius around the new Los Angeles County Metropolitan Transportation Authority (Metro) light rail station is a critical area for meeting Glendora's Housing Element RHNA goals, with the potential to accommodate over 1,000 residential units; and

WHEREAS, the Glendora Station is an important gateway to the Village, Glendora's historic downtown; and

WHEREAS, the City Council's 2023-2025 Strategic Plan includes Goal 1: Implement Strategic Economic Development, with Objective 4 focused on creating a vision and development plan for the Village/Gold Line Area; and

WHEREAS, in 2022, the City applied for and, in February 2023, was awarded $200,000 from the Metro Communities Technical Assistance Program (TOC TAP) to develop a vision plan focused on housing production in the area around the station; funding for the plan also includes a local match of $20,000 in City staff time; and

WHEREAS, the City entered into a funding agreement with Metro to complete the Glendora Area Station Vision Plan for an area within ½ mile of the Glendora Gold Line Station; and

WHEREAS, On March 26, 2024, the City contracted with PlaceWorks, Inc. for professional planning consulting services to assist the City in completing the plan; and

WHEREAS, the Vision Plan will help establish a foundation for future long-range planning and regulatory zoning changes for the area around Glendora Station.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GLENDORA, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The City Council has reviewed, approved, and hereby adopts the attached exhibit titled Glendora Station Vision Plan, which outlines a development vision for the study area surrounding the Glendora Metro Station.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Glendora this ___ day of _____, 2025.

BY: _____
DAVID FREDENDALL
Mayor

APPROVED AS TO FORM:
Aleshire & Wynder, LLP

_____
DANNY ALESHIRE
City Attorney

CERTIFICATION

I, do hereby certify that the foregoing Resolution was duly adopted by the City Council of the City of Glendora at a regular meeting held on the ___ day of _____, 2025, by the following vote:

AYES: MEMBERS:
NOES: MEMBERS:
ABSENT: MEMBERS:
ABSTAIN: MEMBERS:

Dated:

_____
KATHLEEN R. SESSMAN
City Clerk/Communications Director

Glendora Station Area Vision Plan

FINAL: JUNE 2025

Glendora Station Area Vision Plan

ACKNOWLEDGMENTS

City Council

David Fredendall, District 2, Mayor
Michael Allawos, District 1, Mayor Pro Tem
Shaunna Elias, District 3
Karen K. Davis, District 4
Mendell Thompson, District 5

Planning Commission

Brian Faber, Chair
Timothy Cremins, Vice Chair
Kurt Norwood
Mark Davis
Paulette Koss

City Of Glendora, California

Adam Raymond, City Manager
Jeff Kugel, Community Development Director
Mark Carnahan, City Planner
Hans Friedel, AICP, Project Manager
Yalini Siva, Senior Planner
Elizabeth Loera, Project Administration
Krystin Gates, Transportation Division

Prepared by

PLACEWORKS

Funded by

Metro

Note
This document is intended to be viewed as a two-page spread with a single cover and back page.

Objective Design Standards
This Station Area Vision Plan was developed in conjunction with the Citywide Objective Design Standards.

CONTENTS

1 **Introduction**

Provides an overview of the project, introduces the study area, and summarizes outreach and engagement efforts.

2 **Vision**

Presents a high-level vision for future development in the station area.

3 **Development Scenarios**

Provides background on focus area selection.
Explores potential development scenarios for selected focus areas.

4 **Public Realm Improvements**

Identifies recommended improvements to enhance the public realm experience in the Vision Plan area.

5 **Implementation**

Provides guidance and next steps for executing the Vision Plan.

Appendices

A. RHNA Capacity Analysis. Reviews potential development opportunities on the 2021–2029 Housing Element Inventory Sites.

B. Case Studies. Offers a summary of recent development around nearby Metro A Line (Gold) stations.

C. Market Analysis. Provides a market analysis for potential development within the station area.

D. Existing Conditions. Presents maps, diagrams, and accompanying narrative to establish a clear understanding of the current urban environment.

E. Development Opportunity. Builds on the existing conditions analysis, highlighting potential development opportunities in the station area.

MERCANTILE COLLECTIVE
THE FEMALE MADE MARKET

EXECUTIVE SUMMARY

Overview

The LA Metro Glendora Station, a once-in-a-generation rail transit opportunity, is set to begin operations in 2025, linking the city to Los Angeles and the broader region via the Metro A Line (Gold). In addition, Glendora's 2021–2029 Housing Element, certified by the State in 2023, commits the city to a series of actions aimed at streamlining housing production for all economic segments. Within a half-mile of the station, the Housing Element identifies 10 sites for potential residential development, set to accommodate around 45% of the city's projected housing demand of around 1,000 residential units.

45% **The station area can accommodate up to 45% of the City's projected housing demand.**

The Glendora Station Area Vision Plan (Vision Plan) is a comprehensive land use development strategy for the area within a half-mile radius of the Glendora Station. Aiming to leverage the transit and mobility enhancements surrounding the station, the plan outlines a development vision through various scenarios and identifies the regulatory adjustments required to realize these scenarios. The Vision Plan also establishes an urban design framework that promotes a pedestrian- and transit-friendly environment while addressing the City's housing needs. This vision was shaped through an extensive public engagement process, including meetings with property owners, stakeholders, Metro staff, and Glendora's Planning Commission and City Council.

EXECUTIVE SUMMARY

What is a Vision Plan?

The Vision Plan is:

- **An illustration of City aspirations**
- **Outlines a development vision through various scenarios**
- **Identifies the regulatory adjustments required to realize these scenarios**
- **A description of goals for how growth and development may occur around the Glendora station over the next 20-plus years**

The Vision Plan is not:

- **A rezoning**
- **A regulatory document**
- **A development project or proposal**
- **An approval of any building, development, or project**

What Does the Vision Plan Include?

The plan is organized into five chapters:

1. **Introduction:** Provides an overview of the project, introduces the study area, and summarizes outreach and engagement efforts.
2. **Vision:** Presents a high-level vision for future development in the station area.
3. **Development Scenarios:** Provides background on focus area selection. Explores potential development scenarios for selected focus areas.
4. **Public Realm Improvements:** Identifies recommended improvements to enhance the public realm experience in the Vision Plan area.
5. **Implementation:** Provides guidance and next steps for executing the Vision Plan.

The plan is accompanied by an appendix, which dives deeper into the technical analysis that informed the development of the Vision Plan. The appendix includes:

A. **RHNA Capacity Analysis:** Reviews potential development opportunities on the 2021–2029 Housing Element Inventory Sites.
B. **Case Studies:** Offers a summary of recent development around nearby Metro A Line (Gold) stations.
C. **Market Analysis:** Provides a market analysis for potential development within the station area.
D. **Existing Conditions:** Presents maps, diagrams, and accompanying narrative to establish a clear understanding of the current urban environment.
E. **Development Opportunity:** Builds on the existing conditions analysis, highlighting potential development opportunities in the station area.

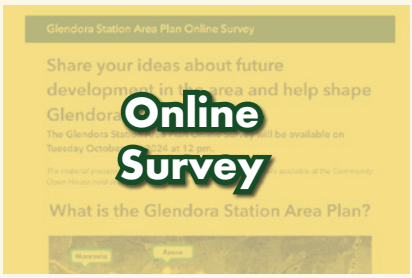
How is the Vision Plan Funded?

The project is funded by Metro's Transit Oriented Communities Technical Assistance Program (TOC TAP) and the City of Glendora.

Through the expansion of Metro and new funding sources (Measure M), Metro launched the Transit Oriented Communities Technical Assistance Program. The program focused on finding and strengthening synergies between transit and the surrounding streets, public spaces, and developments to support an expanding transit network.

Metro supports local jurisdictions to develop and adopt transit-supportive policies and programs to leverage the value of transit investments and increase ridership. As a part of this program, funding was made available for jurisdictions to prepare for the expansion of Metro. This plan aligns with Metro's objectives and incorporates key elements from Metro's Transit Supportive Toolkit.

What were the outreach touch points with the community?

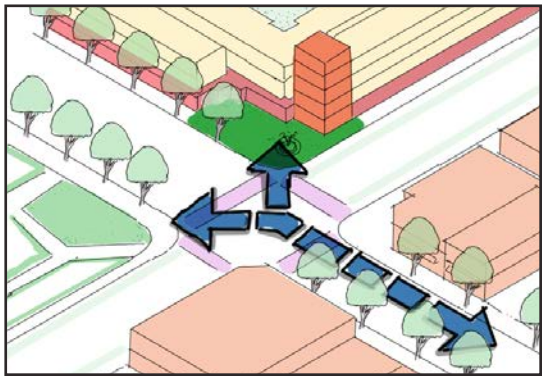


TRANSIT ORIENTED DEVELOPMENT PRINCIPLES

The Glendora Station Area Vision Plan is guided by transit oriented development design principles described on these pages.

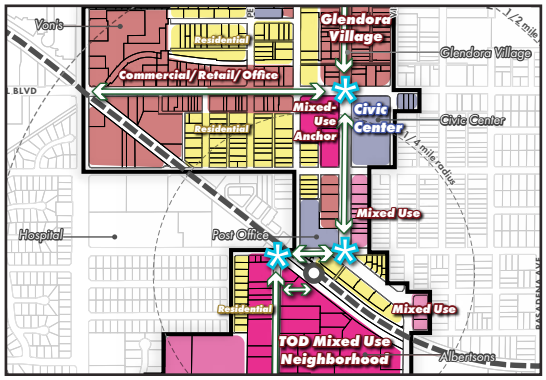
Make Great Public Places

Everyday interactions occur in the public realm - the streets, open space, and areas between buildings. Great public spaces invite people to stay, connect, and engage with the environment and one another. Welcoming, well-designed public spaces that are easy to reach draw people outside and become destinations. When these spaces are activated, they become valued community hubs that contribute to a vibrant and livable neighborhood.



Connectivity and Access

A well connected neighborhood makes it easier for people to walk, bike, or roll to and from transit and neighborhood destinations. A legible transit oriented network defines streets, pathways, and routes for movement for all mobility users. Street amenities such as street trees, pedestrian crossings, bike facilities, and wayfinding can enhance the safety and comfort for pedestrians and bicyclists along these routes. The more walkable and bikeable a station area is, the greater amount of access.



Diversity of Housing Options

As the Glendora Station attracts development, a more diverse set of housing choices attract an increasingly varied resident population. Townhomes, apartments, and higher density mixed use developments provide rental and ownership options that cater to a broad spectrum of incomes and the full range housing needs at different points in one's life, from single-person households, families, and senior living. Additionally, the diversity of housing options results in a diverse cityscape made up of various different building sizes and architectural styles.

Complete Neighborhoods

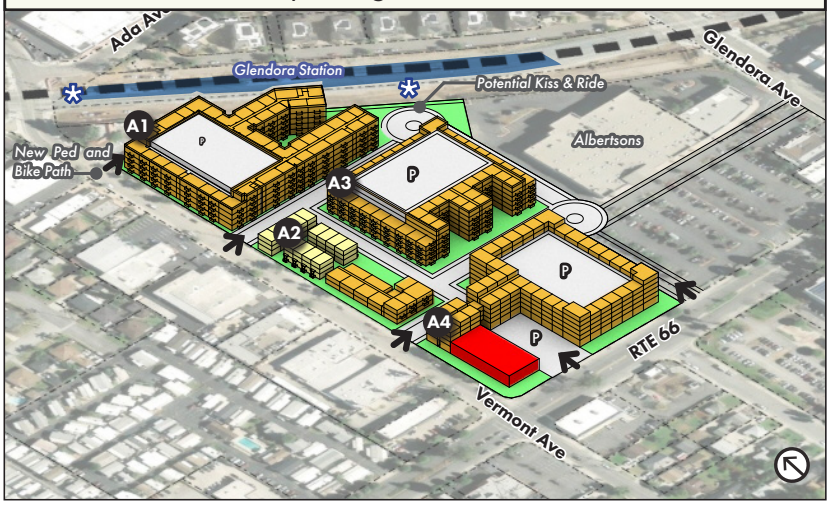
A balanced mix of uses and activities within close proximity allows people to meet their daily needs by walking, biking, or using transit. A compact neighborhood allows visitors to 'park once' and complete multiple daily tasks on foot. An increase in pedestrian activity promotes safety and animates public life in the streets. A thoughtful mix of complementary uses contributes to a more adaptable and vibrant environment to live, work, and recreate.

URBAN DESIGN VISION

The urban design vision, illustrated in Figure 1 illustrates a possible pattern of future development around the Glendora Station. This illustration imagines new development at selected focus areas identified during the process of preparing the Plan. The letters keyed on Figure 1 reflect the focus areas, which are further elaborated on in Chapter 3: Development Scenarios. Focus Area A and C are illustrated to the right. These drawings does not require that specific buildings be constructed on these opportunity sites, but rather suggests the possibilities the Plan creates for property owners. The illustrative plan aims to inspire property owners to participate in creating the desired future for Glendora and to guide City leaders as they consider potential development proposals from the private sector.

Table 1 provides a summary of development scenarios for selected focus areas. Potential development in the selected focus areas would provide enough units to meet RHNA unit expectations for housing element sites in the station area.

Focus Area A Concept Diagram



Focus Area C Concept Diagram

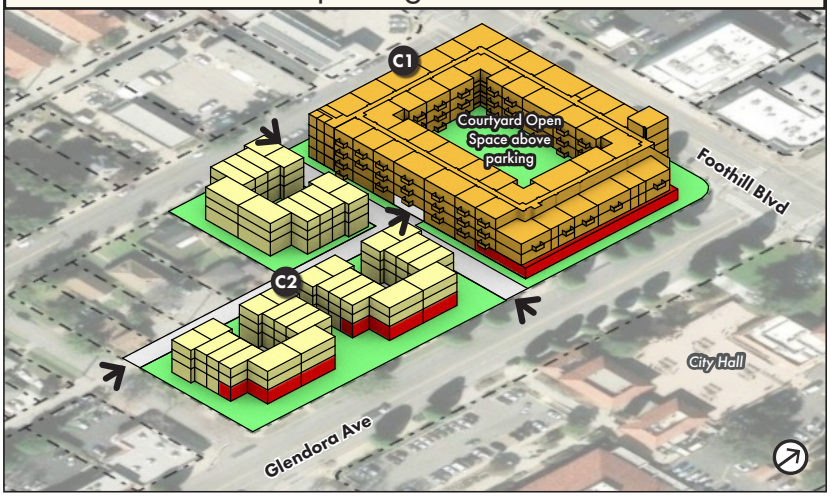
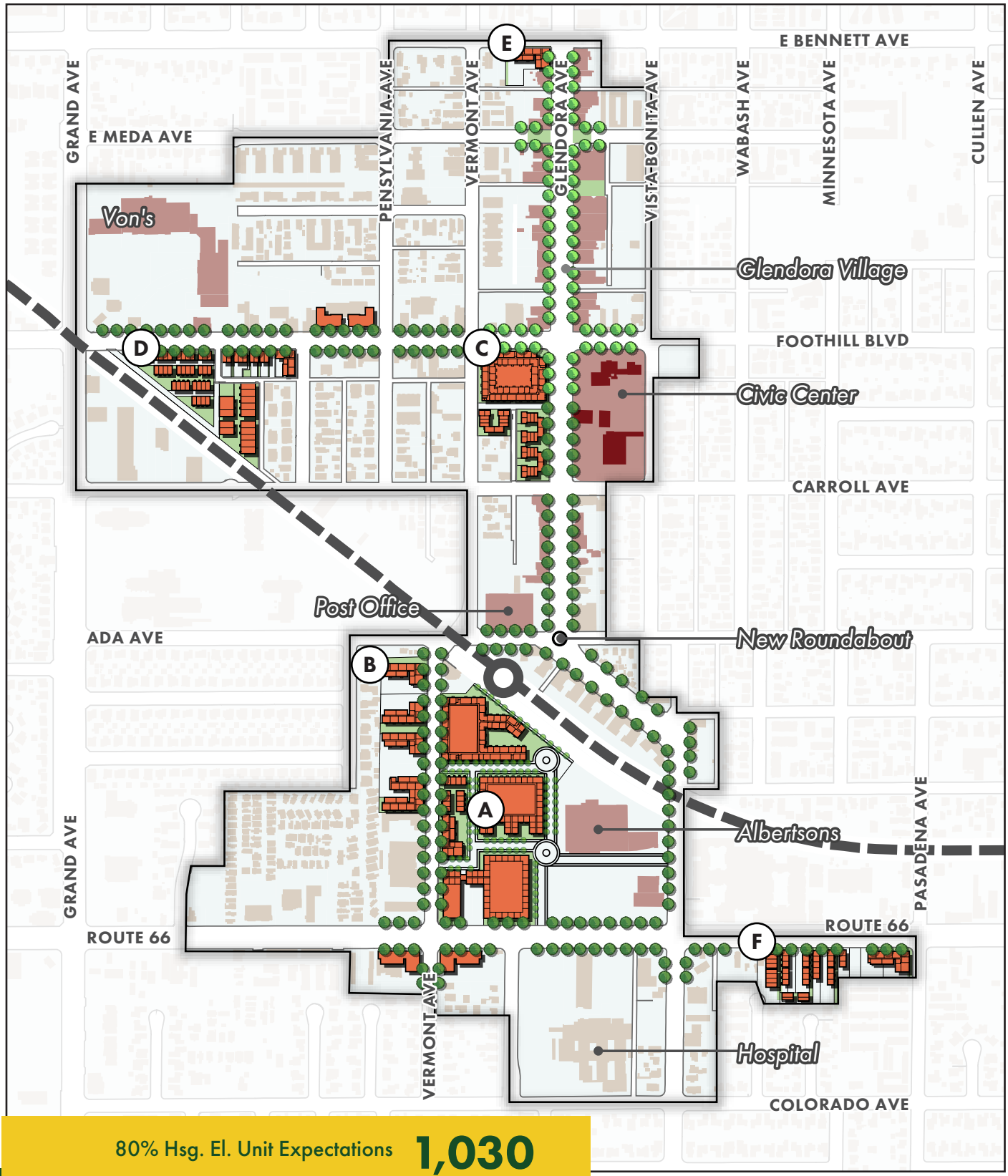


Table 1: Selected Development Scenario Focus Areas Overview

Site	Development Type	Stories	Comm. SF	Total Acres	Du/Ac	Approx. Units
A	Townhome / Wrap	3-6	18,000	11.00	24-90	610
B	Apartment	3	-	3.11	36-48	130
C	Podium/Townhome	3-4	27,000	3.33	24-76	170
D	Townhome/ Apartment	3	-	4.50	14-58	80
D Alt	Wrap	5	-	4.50	62	280
E	Low Density Mixed Use	3	3,200	0.60	30	20
F	Townhome/Stacked Flats/ Apartment	3	-	2.83	28-32	85
					Total Approx Units	1,100

FIGURE 1: ILLUSTRATIVE PLAN

Source: City of Glendora, 2024; PlaceWorks, 2024



80% Hsg. El. Unit Expectations	**1,030**
Selected Development Scenario Approx. Units	**1,100**

1 INTRODUCTION

Purpose and Intent

Seneca said that "luck is when preparation meets opportunity," and Glendora finds itself at a unique crossroads of circumstances and opportunity . The LA Metro Glendora Station, a once-in-a-generation rail transit opportunity, is set to begin operations in 2025, linking the city to Los Angeles and the broader region via the Metro A Line (Gold). In addition, Glendora's 2021–2029 Housing Element, certified by the State in 2023, commits the city to a series of actions aimed at streamlining housing production for all economic segments. Within a half-mile of the station, the Housing Element identifies 10 sites for potential residential development, set to accommodate around 45% of the city's projected housing demand of around 1,000 residential units.

45% **The station area can accommodate up to 45% of the City's projected housing demand.**

Glendora's historic downtown, the Village, and sections of the iconic Route 66 corridor are also within walking distance of the station. The arrival of light rail service could serve as a catalyst for economic growth, revitalization, with the expansion of live-work-play opportunities through mixed-use developments. The Glendora Station Area Vision Plan outlines a roadmap to prepare for this opportunity, focusing on how future housing can integrate into a vibrant, walkable urban environment within one-half mile of the station while preserving the historic character of this beloved foothill community.

The Glendora Station Area Vision Plan (Vision Plan) is a comprehensive land use development strategy for the area within a half-mile radius of the Glendora Station. Aiming to leverage the transit and mobility enhancements surrounding the station, the plan outlines a development vision through various scenarios and identifies the regulatory adjustments required to realize these scenarios. The Vision Plan also establishes an urban design framework that promotes a pedestrian- and transit-friendly environment while addressing the City's housing needs. This vision was shaped through an extensive public engagement process, including meetings with property owners, stakeholders, Metro staff, and Glendora's Planning Commission and City Council.

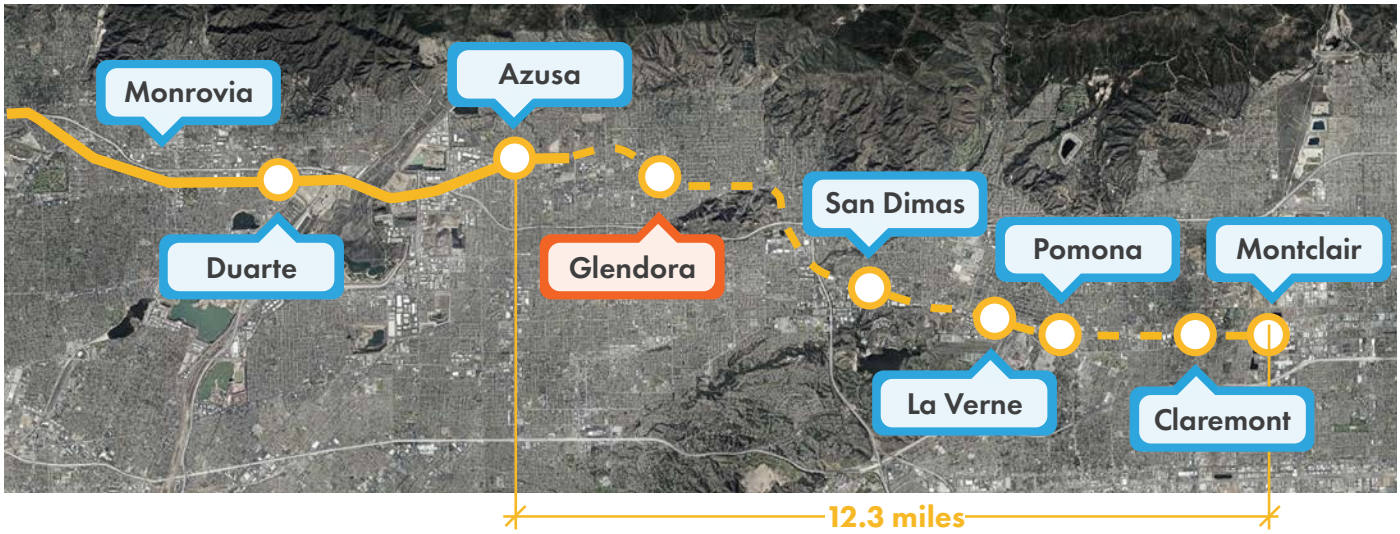
REGIONAL CONTEXT

The Metro A Line (Foothill Gold) Extension will establish vital connections between six foothill communities in the San Gabriel Valley and downtown Los Angeles. These cities collectively house a population exceeding 330,000. The route will traverse near the city centers and historic downtowns of Glendora, San Dimas, La Verne, Pomona, Claremont, and Montclair, marking a pivotal advancement in enhancing multimodal transportation options for these communities.

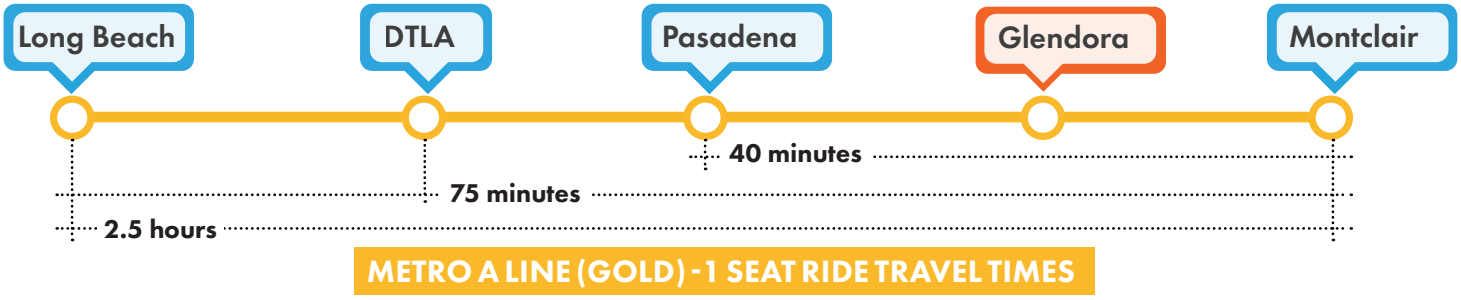
Of particular note, the proximity of five universities—including the Claremont Colleges, Azusa Pacific University, Citrus College, and Cal Poly Pomona—underscores the extension's potential to serve as a catalyst for economic growth. Transit stations are anticipated to play a crucial role as economic hubs, mirroring the transformative impact observed by the Regional Transportation District in Denver, where billions of dollars in real estate investments, along with major employment, housing, and commercial developments, flourished within half-mile proximity of transit stations post-opening.

Emphasizing the importance of aligning housing and mixed-use development with transit stations is essential to bolster ridership and maximize the regional investment. This strategic approach not only supports sustainable growth but also emphasizes the rationale behind this visionary plan.

FIGURE 1-1: REGIONAL CONTEXT

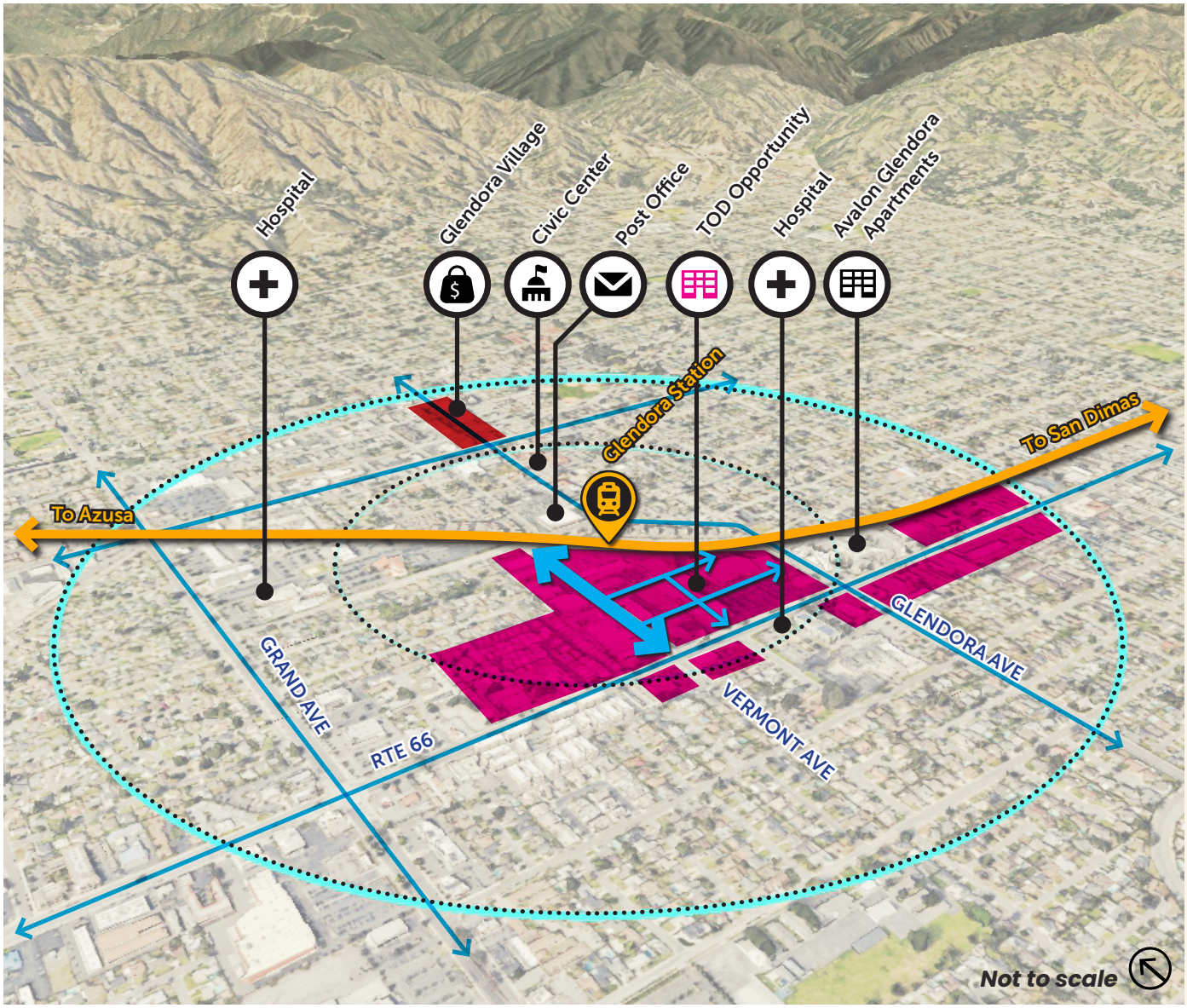


The Metro A Line (Foothill Gold) Extension (under construction) will extend the Metro A Line (Gold) 12.3 miles from Azusa to Montclair.



METRO A LINE (GOLD) - 1 SEAT RIDE TRAVEL TIMES

FIGURE 1-2: STATION AREA OVERVIEW



Glendora Station Area Vision Plan

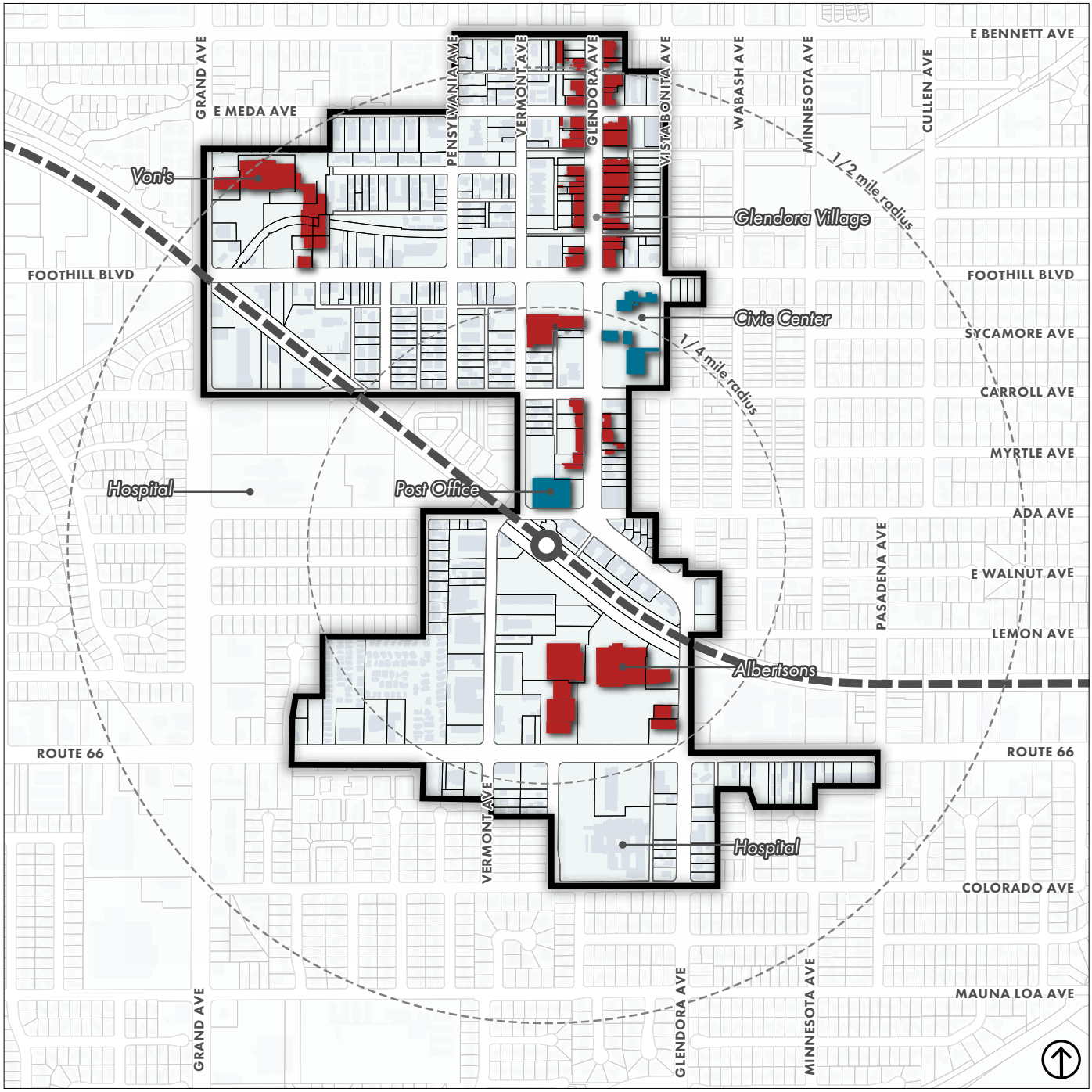
STUDY AREA

The Glendora Station Area Vision Plan study area is a focused half-mile radius around the future Glendora station near the intersection of Vermont Avenue and Ada Avenue. Within the half-mile radius, the study area was refined to exclude areas that are not likely to change, such as existing low-density residential uses and recent development projects. Low-density residential uses are typically characterized by small, individually owned lots that while suitable for incremental reconstruction and expansion through Accessory Dwelling Units or 4-unit SB9 subdivisions, are not conducive to larger scale multi-family transit oriented development. Furthermore, higher density development within these areas would significantly change the single family residential character of these neighborhoods.

The refined study area also took into consideration 2021-2029 Glendora Housing Element sites (See Figure 1-4). These sites have been identified as potential sites for residential development that would help meet the City's Regional Housing Needs Allocation (RHNA). The Vision Plan boundary shown in Figure 1-3 includes areas along Route 66, Foothill Boulevard, Glendora Avenue, Vermont Avenue, and Pennsylvania Avenue. The study area includes approximately 400 parcels with an area of 142 acres.

FIGURE 1-3: STATION AREA VISION PLAN BOUNDARY

Source: City of Glendora, 2024; PlaceWorks, 2024



Station Area Plan Boundary

Metro A Line (Gold) Route & Station

Civic Institutions

Key Commercial/Office Uses

AFFORDABLE HOUSING

Los Angeles Metropolitan Transportation Authority (Metro)

Metro prioritizes affordable housing in tandem with transit corridor projects through its Joint Development (JD) Policy, updated in July 2024. The policy requires that any development on Metro-owned land contribute to housing affordability and equitable growth near transit. Under the updated guidelines, Metro requires that at least 25% of residential units in joint development projects be income-restricted for lower-income households (earning 80% or less of the Area Median Income (AMI)) or an equivalent number of Income-Restricted Units as calculated in the policy. Where feasible, Metro prioritizes projects that are 100% affordable.

As part of its broader commitment to addressing the region's housing shortage, Metro has set a goal to facilitate the development of 10,000 housing units on Metro-owned land, with a significant portion dedicated to affordable housing. The Glendora Station is one of the projects contributing to this initiative, ensuring that transit-oriented development includes equitable housing opportunities.

By leveraging its land assets, Metro aims to create vibrant, transit-oriented communities that provide housing opportunities for a range of income levels while promoting sustainable, transit-accessible lifestyles. These efforts align with the Glendora Station Area Vision Plan by reinforcing transit-supportive development and ensuring that the benefits of Metro's expansion are equitably distributed.

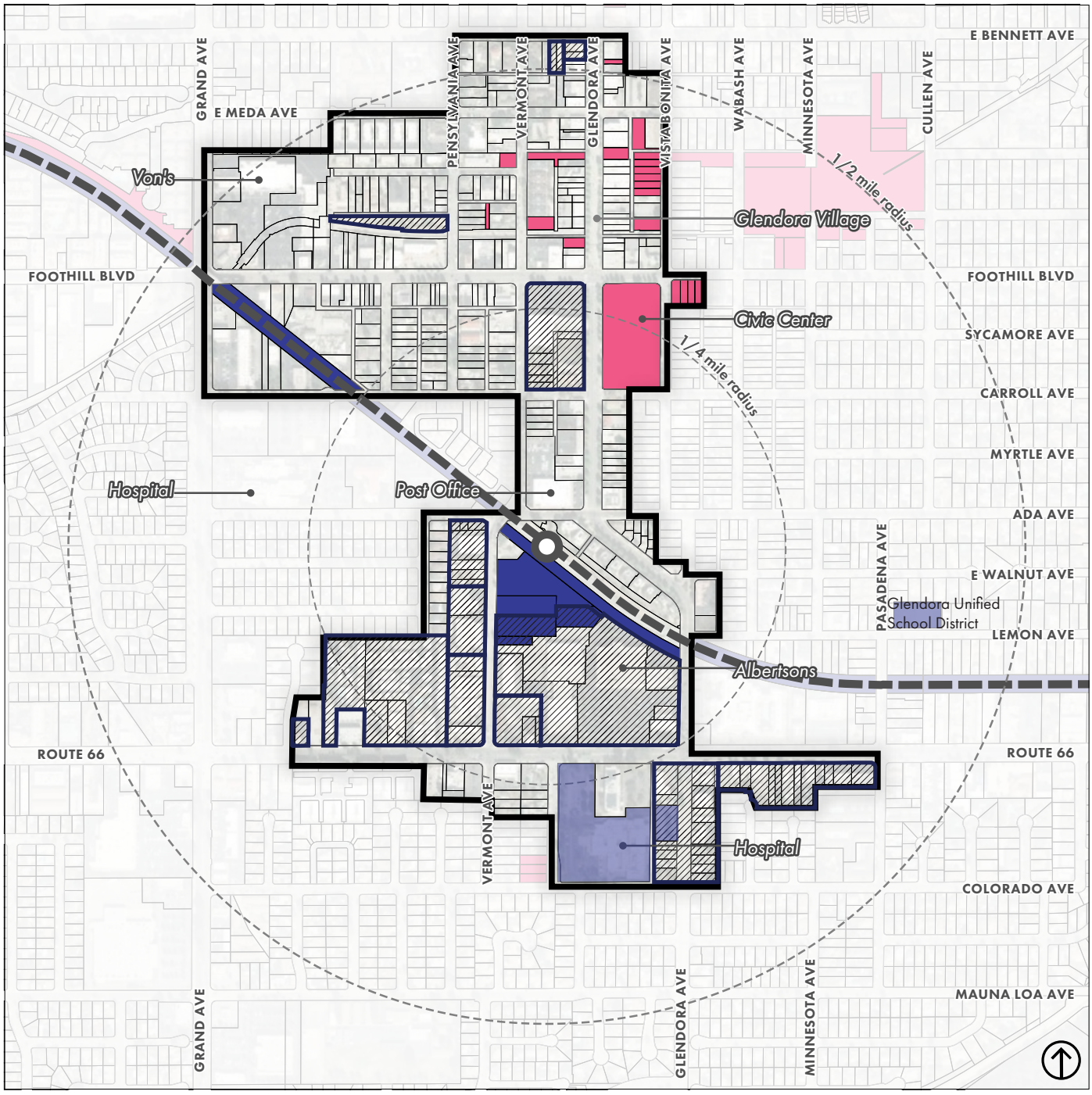
As of the completion of this Vision Plan in May 2025, Metro has yet to release or annouce a development proposals or partnerships under consideration for the Glendora site.

Publicly Owned Properties and Key Institutions

Affordable housing developments are typically built on publicly-owned or institutional properties due to a number of factors, principally the cost of land acquisition and land holdings versus the time needed for a affordable housing developer to obtain funding and tax credits for construction. The City of Glendora should consider developing existing publicly-owned properties for future affordable housing sites while balancing that need against the other needs for such properties. Additionally, key institutions should be encouraged to leverage their land holdings to consider properties for affordable housing, potentially to offer housing for employees. Figure 1-4 highlights Housing Element Sites, publicly owned parcels, and land held by key institutions. Further discussion on affordable housing development is included in Chapter 3.

FIGURE 1-4: HOUSING ELEMENT SITES

Source: City of Glendora, 2024; PlaceWorks, 2024



Station Area Plan Boundary

Metro A Line (Gold) Route & Station

2021-2029 Glendora Housing Element Sites

Parcel Ownership

City of Glendora

Metro Gold Line Foothill Extension Construction Authority

Key Institutions

Station Area RHNA Unit Expectations **1,290**

Citywide RHNA Unit Expectations **2,276**

TRANSIT ORIENTED COMMUNITIES TECHNICAL ASSISTANCE PROGRAM

Through the expansion of Metro and new funding sources (Measure M), Metro launched the Transit Oriented Communities Technical Assistance Program. The program focused on finding and strengthening synergies between transit and the surrounding streets, public spaces, and developments to support an expanding transit network.

Metro supports local jurisdictions to develop and adopt transit-supportive policies and programs to leverage the value of transit investments and increase ridership. As a part of this program, funding was made available for jurisdictions to prepare for the expansion of Metro. Through the grant funding, Metro has five primary goals:

- Increase transit ridership and choice.
- Stabilize and strengthen communities around transit.
- Engage communities in visioning.
- Distribute transit benefits to all.
- Capture value created by transit.

Because the Vision Plan is funded by the Transit Oriented Communities Technical Assistance Program, Glendora aims to implement Metro's primary goals and incorporate the Transit Supportive Toolkit Characteristics.

Metro Transit Supportive Toolkit Characteristics

COMPACT DESIGN

COMMERCIAL STABILIZATION, BUSINESS RETENTION & EXPANSION

COMPLETE NEIGHBORHOODS

TRANSIT PRIORITIZATION, ACCESSIBILITY & AREA DESIGN

STREET & NETWORK CONNECTIVITY

PARKING MANAGEMENT

SITE LAYOUT, PARKING LAYOUT & BUILDING DESIGN

TRANSPORTATION DEMAND MANAGEMENT

AFFORDABLE HOUSING

PEDESTRIAN & BICYCLE CIRCULATION

DEVELOPMENT PROJECT CASE STUDIES

To better understand the development potential around Metro A Line (Gold) stations, the following case studies highlight transit-oriented developments that have either recently been completed or are currently under construction in other Foothill communities. The development projects shown are Metro A Line (Gold) stations with developments similar to those anticipated in Glendora. Additional case studies are provided in Appendix B: Case Studies.

Alexan Monrovia

- Monrovia Station
- Status : Under construction
- Building Type: Wrap
- Site Area: 294,901 SF
- Stories: 5
- Lot size: 6.77 Acres
- DU/AC: 64
- Units: 436

Esperanza at Duarte

- Duarte/City of Hope Station
- Status : Completed
- Building Type: Wrap
- Site Area: 187,308 SF
- Stories: 5
- Lot size: 4.3 Acres
- DU/AC: 80
- Units: 344

Paseos at Montclair North

- Status : Completed
- Building Type: Tuck-Under
- Site Area: 566,280 SF
- Stories: 3
- Lot size: 13 Acres
- DU/AC: 30
- Units: 385

OUTREACH & ENGAGEMENT

Introduction

Community outreach and engagement are essential to ensure the Vision Plan reflects the values and concerns of residents, business owners, and community members surrounding the Glendora Station and throughout the city. To gather input throughout the planning process, the project team conducted a variety of engagement activities. These included one-on-one meetings with stakeholders, a public in-person open house, two virtual open houses, digital outreach through the project website, online surveys, engagement at the City's Earth Day events, and two Planning Commission study sessions. This section provides an overview of these engagement activities.

Project Website

A dedicated project website was created to provide project updates, resources, and ways to participate throughout the plan process. The project website included an overview of the project, a 'how to participate' page, and a resources page that included project work products. The website was shared at every outreach touch point to promote awareness of the plan and to keep community members informed and engaged throughout the plan process. The website had approximately 275 unique visitors.

Community Open House #1

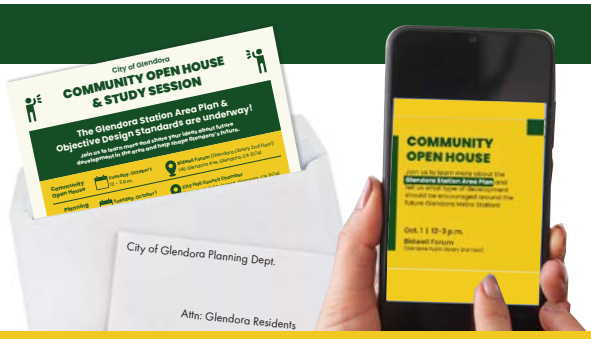
A community open house was held on October 1, 2024, at the Bidwell Forum from 12:00 to 3:00 p.m. The goal of the open house was to introduce community members to the Station Area Vision Plan and gather initial feedback on community sentiment regarding potential development around the Glendora Station. The event followed an 'open house' format, with presentation boards displayed around the room for participants to review and interact with. The boards featured a project overview, an analysis of existing conditions, a "Where do you live and work?" activity, an overview of the development opportunity analysis, case studies of development around adjacent Metro stations, and activities asking questions such as: "What development types should be encouraged around the future Glendora Station?", "Where should development types be encouraged?", and "What open space amenities would you like to see?"

The open house was promoted through several city channels, including the City's Instagram and Facebook pages, e-blasts to the City's listserv, and a flyer mailed to over 400 property owners within the station area plan boundary. Approximately 33 community members attended the event. Additionally, an online survey was available from October 1 to December 31, 2024, to mirror the activities conducted at the open house and provide an alternative participation opportunity for those unable to attend in person. The online survey received input from 50 community members. A summary of the findings from both the open house and the online survey is included on page 1-11.

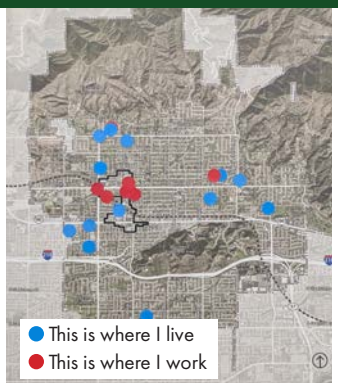
Community Open House #1 and Online Survey Summary

WHERE: Bidwell Forum (Glendora Public Library 2nd Floor)
140 Glendora Avenue, Glendora, CA 91714

WHEN: October 1, 2024
12–3pm



The open house and online survey were promoted via Instagram, Facebook, mailers to property owners, and e-blasts to the City listserve.



33 Total Attendees

13 live in the City of Glendora
1 lives in the Station Area

8 Work in the City of Glendora
6 Work in the Station Area

50 Online Survey Participants

What development type should be encouraged around the future Glendora Station?

4-6 Story Mixed Use

(20)

NEED GOOD SETBACKS!

3-4 Residential

(4)

3 Story Residential

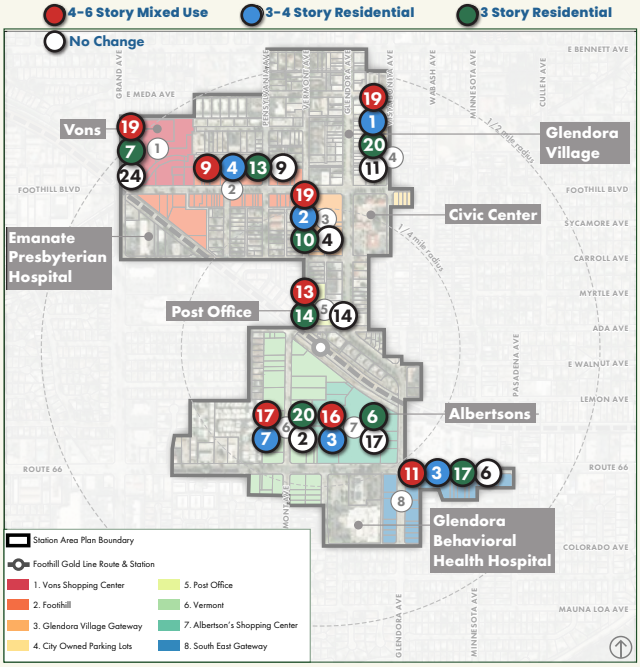
(33)

Other

3-4 Story Mixed-Use

(3)

Where should development types be encouraged?



TOP 3 OPEN SPACE AMENITIES PEOPLE WOULD LIKE TO SEE

Walking Trails & Paths (73 votes) | **Trees & Shade** (47 votes) | **Events & Programming** (46 votes)

Virtual Community Open House #2

A virtual community open house was held on April 28th, 2025 from 6:00 to 8:00 p.m. and on April 29th, 2025 from 10:00 a.m. to 12:00 p.m. The purpose of the open house was to provide an overview of the draft Glendora Station Area Vision Plan, provide a forum for questions, and to direct community members and stakeholders to the project website and survey form to provide comments to the Plan. The open houses included a brief presentation of the project and draft plan, a demonstration of the website interface and how to provide comments, and a question and answer section. Both open houses presented the same content at alternative time slots to provide multiple opportunities for community members to attend. Recordings of both open house meetings were also made accessible on the project website.

Similar to Open House #1, the virtual open house was promoted through the City's Instagram, e-blasts to the City's listserv, promoted at the City's Earth Day 2025 event, and flyers mailed to property owners and business owners. An online comment form for the draft Station Plan was made available on the project website from April 23rd, 2025 to May 18th, 2025. Approximately 35 community members attended virtual open houses. Comments and questions are highlighted in Figure 1-5.

City Booth at Earth Day 2025

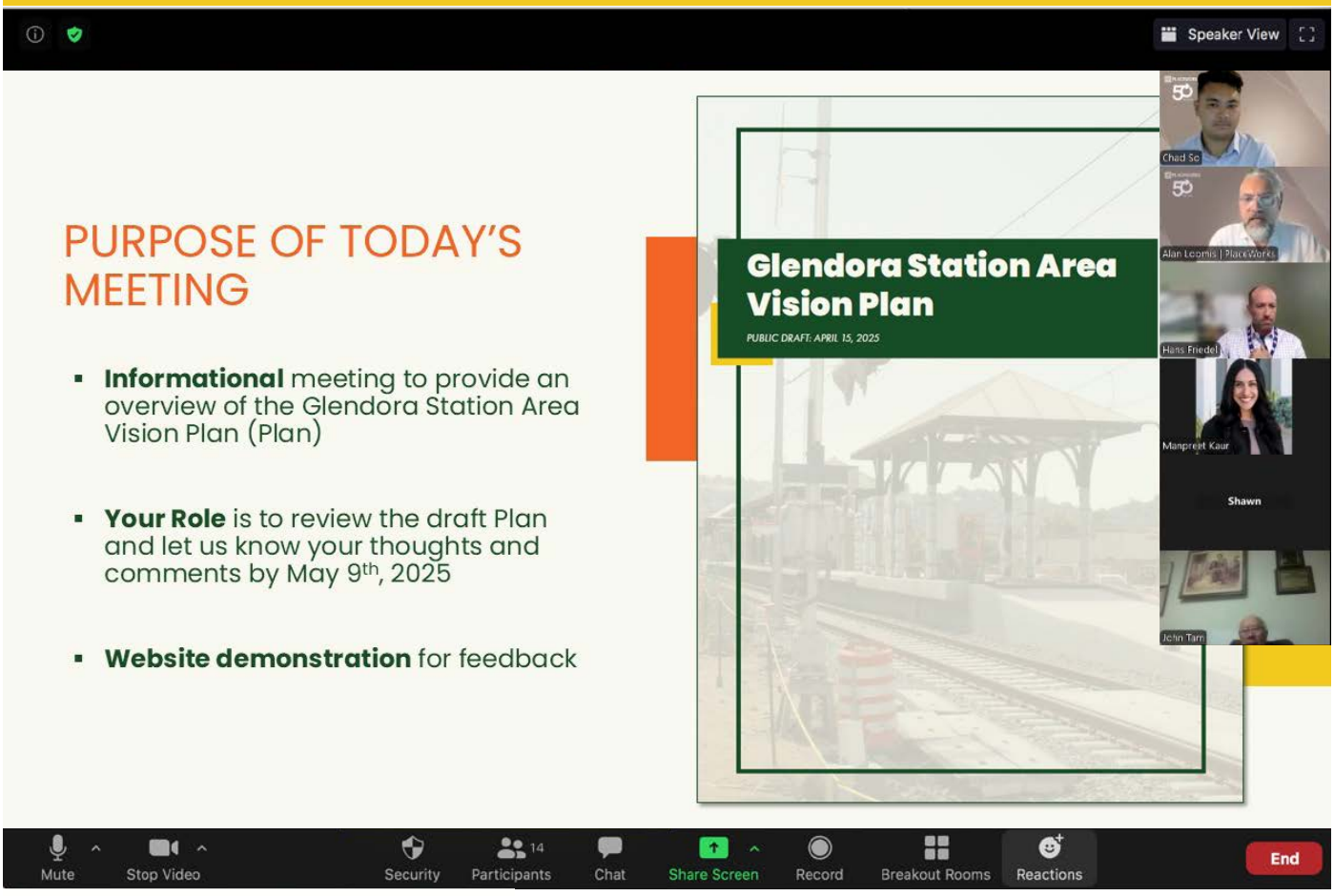
(Virtual) Community Open House #2

WHERE: Virtual Zoom Room

WHEN: May 28, 2025 & May 29, 2025
6–8pm 10am-12pm

Approx. 35 Total Attendees

Virtual Community Open House #2 was promoted via Instagram, Facebook, mailers to property and business owners, and e-blasts to the City listserve. City Staff also promoted the open house during the City's Earthy Day 2025 event.



Screenshot of Virtual Open House Meeting #2

FIGURE 1-5: PUBLIC DRAFT COMMENTS AND QUESTIONS

This chat bubble contains questions and comments received during Community Open House #2 and through the project website online comment form. Questions and comments pertain to the public draft Station Area Vision Plan made available from April 23rd, 2025 to May 18th, 2025 and presented during the virtual community open house #2.

Chat bubbles are coupled with a response to the comment or question.

Why are low-density areas unlikely to change and excluded from the study area?

Low-density areas are typically characterized by single family residential uses with smaller parcels that are unlikely to change. See Page 1-4, Study Area.

Can you explain the impact of the Metro's Joint Development Policy and affordable housing requirement on the proposed plans?

Metro owns property south of the Glendora Station. Metro's policy requires these sites include affordable housing. See page 1-6, Affordable Housing.

Do you have estimates for the maximum number of units that could be built? Any corresponding estimates for the total number of residents the units would accommodate?

The 2021-2029 Glendora Housing Element identifies approximately 1,000 dwellings that can be accommodated within the study area.

Do you have an infrastructure, streetscape plan for the main streets involved like Glendora Ave and Foothill? If so is there any last mile funding to accomplish the plan?

The City has the People Movement Project which includes an Urban Trails System and First/Last Mile Improvements. See Chapter 4: Public Realm Improvements.

I support increasing housing density, however, a thought I have looking at Focus Area D is that a higher story complex would block out the view of the foothills for existing homeowners. A thing that sold me on my home on Vermont Avenue was the beautiful view of the foothills. Were I to live in the homes south of site D but north of the train where the rectangular strip moves eastward, I think I'd just about cry if I knew they were erecting a 4 story building in front of the view. Perhaps that impact should also be considered for locals (many of whom have called the foothills their homes for a generation)?

Comment considered. See Chapter 3: Development Scenarios.

I live in a single family house within .5 mile radius of the station. I welcome the increased density in the area. Development changes are long term and I recognize that they won't all happen at once. I do think the plan is missing a key component and that is how we are going to implement the public realm changes. Where is the collaboration with public works and transportation? Why aren't these very important changes in the CIP. I strongly urge our city officials and executive leadership to fast track these public realm improvements, especially the bike lanes. I would also like to add that these bike lanes should be protected lanes. Sharrows are ineffective and cars don't know how to share the road. If we want to encourage residents to start using the station we have to create a safer public realm and streets.

See Chapter 4: Public Realm Improvements.

I see that some of these ideas in the vision plan involve lot consolidation? Has these hampered other cities/stations in implementing vision plans that involved consolidations and are there ways the City can streamline/encourage that process?

This plan recommends the City consider implementing a lot consolidation bonus within the study area. See Chapter 5: Implementation.

Public Draft Comments and Questions

16 Questions and Comments Recieved

If any of these developments come into fruition, would CEQA would come into effect?

See Chapter 5: Implementation.

Has there been any analysis as to the impact on the community as it pertains to incoming unhoused people?

This plan is informed by Glendora's 2021-2029 Housing Element. Analysis regarding incoming unhoused people is not included in this plan.

What impact is anticipated on road congestion?

A traffic analysis is not part of the scope for this project.

4-6 story residential structures should NOT be allowed. Also the amount of vehicle traffic this will bring to that area will be unmanageable.

Comment received.

Glendora may lose it's small town feel.

Comment received.

Where is the "threshold of change" - Land value must exceed building value in order for change to take place. Will there be any practical economic discussions, real world examples presented to City Council and Staff?

See Appendix E: Development Opportunity.

I want to commend the City of Glendora and the project team for the thoughtful integration of diverse housing types, especially in areas adjacent to existing single-family neighborhoods. It's clear that the plan respects the character of established communities while still moving forward to meet future housing needs. The emphasis on interconnectedness, linking local residents, future station users, and new community members is a smart, people-centered approach that positions Glendora as both welcoming and forward-thinking. This plan doesn't just connect places, it connects people. Well done!

Comment received.

To the Vermont Ave apartments, please explain how 3 story apartments are an appropriate development in the area with a height that are appropriate? Who would want a 3 story building with tenets looking into single family backyards or obstructing the views and peace as they currently exist? Simple search shows 7 of the 12 properties on the other side of Vermont have sold in last 10 years, contrary to the statement made on the zoom call as to why single family homes were excluded, "slower change of ownership" Between the Metro ridership increase, the increased residence and financial benefits to the city taxes, it is clear these are very profitable projects and the single family residences that will bear the brunt of this project and it is very curious why these homes were omitted from the scope.

See Page 1-4, Study Area. See Page 5-8, Context Sensitive Design.

Is Metro planning on selling the new parking lot? If so, where will commuters be able to park their cars? Concerned adjacent single family neighborhoods will be used as overflow parking if new lot is sold.

Metro owns property south of the Glendora Station and is soliciting developer interest. This plans recommends the City monitor parking demand upon arrival of the Glendora Station. See Chapter 5: Implementation.

ed's Place

2 VISION

Overview

The vision describes the goals for how growth and development will occur around the Glendora Station over the next 20-plus years. The vision is aspirational as new developments and transportation services create opportunities to enhance the station area.

The Glendora Station Area Vision is depicted through an urban design concept diagram, which outlines the land use framework of the station area, followed by an illustrative site plan, which highlights potential catalytic development projects that could transform the station area into a transit-oriented district.

The Vision was developed through a robust analysis of existing conditions of the urban environment, a development opportunity analysis, and input from community outreach efforts. Details of these processes are provided in Chapter 3.

The vision describes the goals for how growth and development will occur around the Glendora Station over the next 20-plus years.

URBAN DESIGN CONCEPT

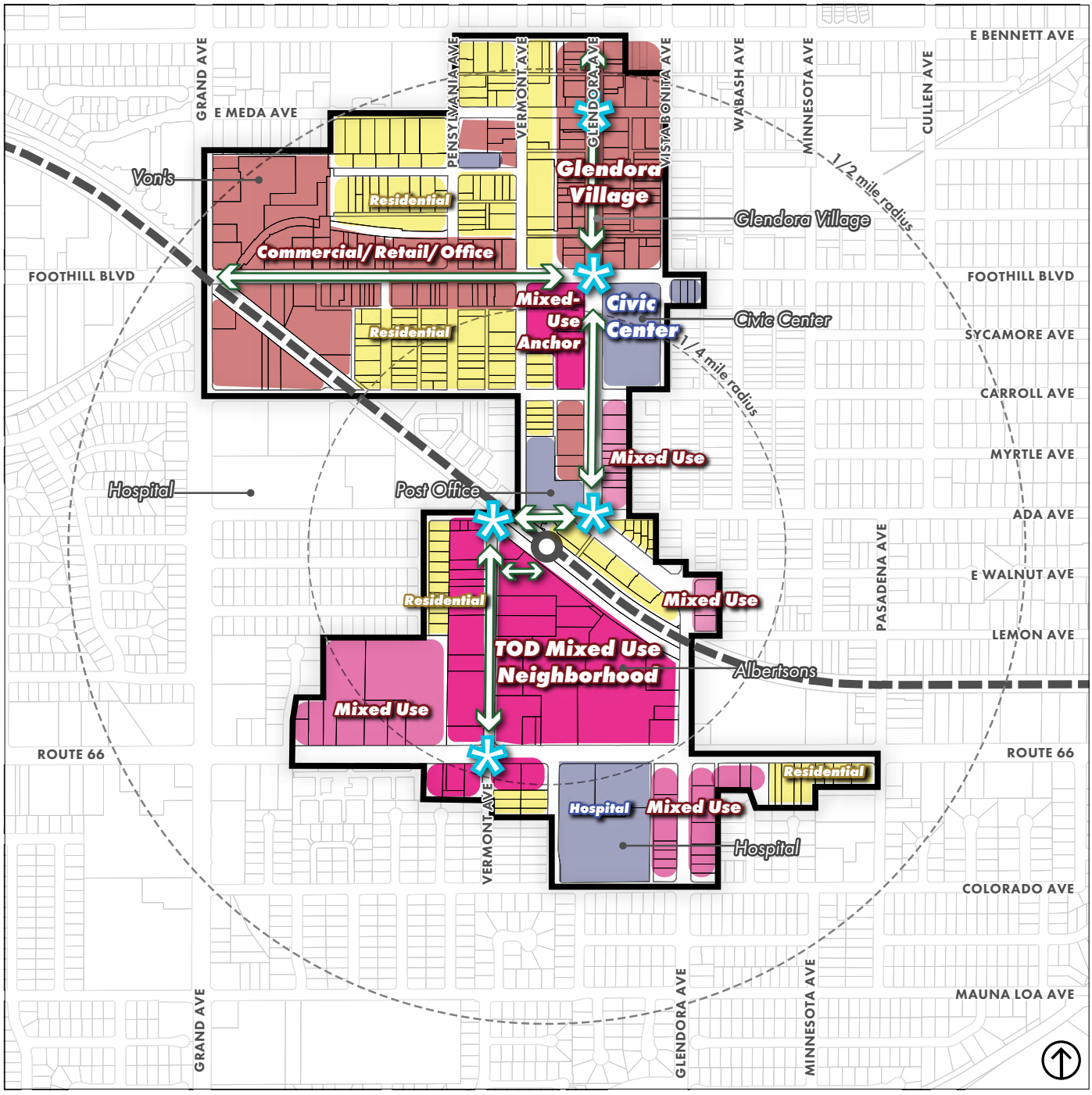
The urban design concept for the station area is to create an attractive, diverse, and vibrant neighborhood with a mix of medium- and high-density residential uses within walking and biking distance of the future Glendora Station. New development provides adequate housing to meet the needs of the 2021-2029 Housing Element and is focused around key activity nodes and key corridors in the station area.

The framework preserves cultural assets such as Glendora Village, the Civic Center, and existing residential uses, encourages development in focused areas that are compatible with the scale and character of surrounding neighborhoods, and provides attractive and lively public realms along key streets connecting to the station. The urban design concept is illustrated in Figure 2-1.

The urban design concept is to create an attractive, diverse, and vibrant neighborhood with a mix of medium- and high-density residential uses.

FIGURE 2-1: URBAN DESIGN VISION CONCEPT DIAGRAM

Source: City of Glendora, 2024; PlaceWorks, 2024



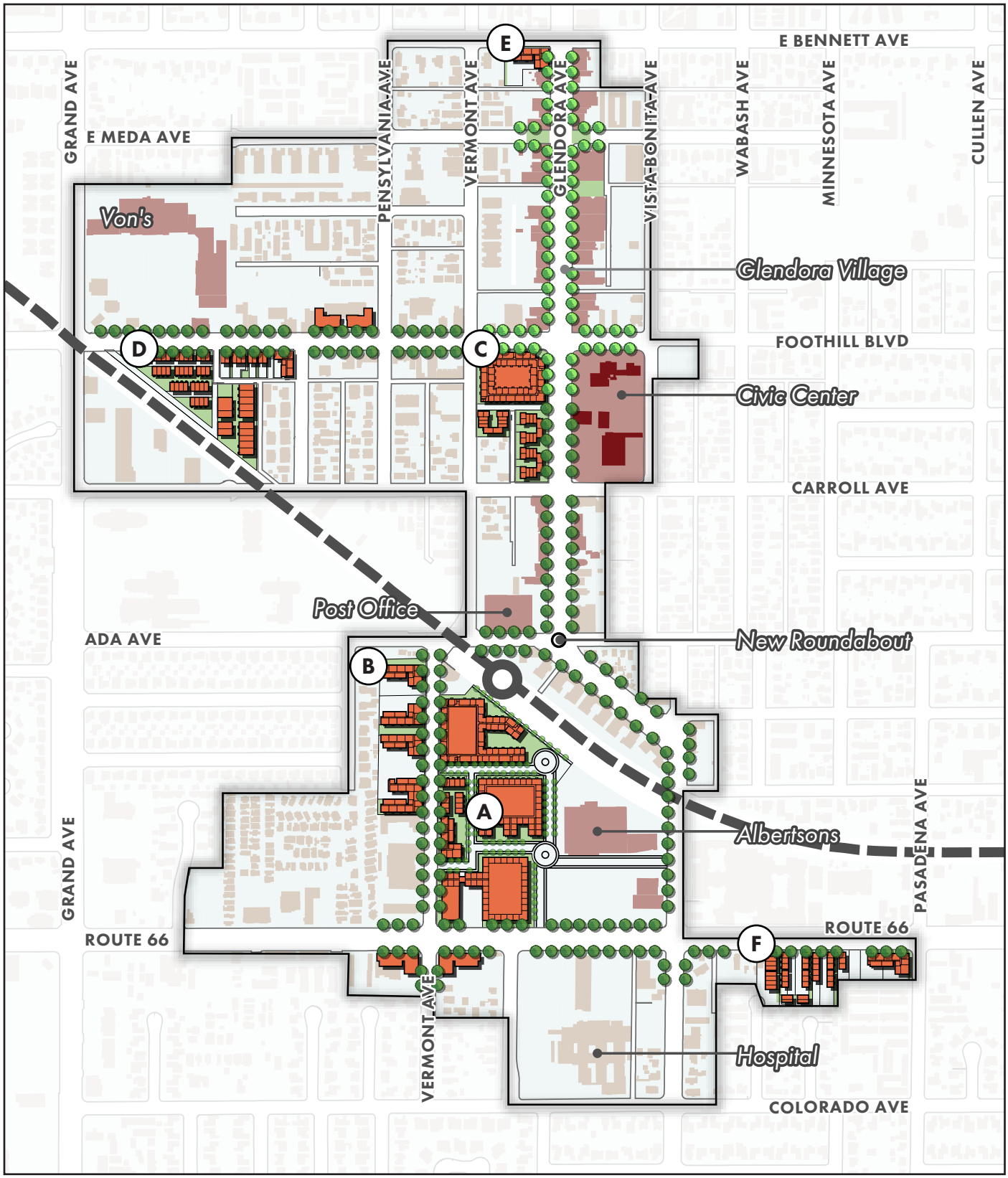
STATION AREA VISION ILLUSTRATIVE PLAN

Figure 2-2 illustrates a possible pattern of future development around the Glendora Station. This illustration imagines new development at selected focus areas identified during the process of preparing the Plan. This drawing does not require that specific buildings be constructed on these opportunity sites, but rather suggests the possibilities the Plan creates for property owners. The illustrative plan aims to inspire property owners to participate in creating the desired future for Glendora and to guide City leaders as they consider potential development proposals from the private sector.

This illustrative plan reflects potential development scenarios that support a pedestrian and transit oriented environment. These development scenarios are keyed to letters on the map and described further in Chapter 3: Development Scenarios. The development scenarios are expected to be initiatives of the private sector responding to the possibilities presented by a transit-oriented station area. As these and other projects are implemented incrementally over a two-decade period, the specific details of the final built result will inevitablly differ from this particular illustrative plan.

FIGURE 2-2: ILLUSTRATIVE PLAN

Source: City of Glendora, 2024; PlaceWorks, 2024



GLENDORA STATION

3 DEVELOPMENT SCENARIOS

This chapter provides an overview of development scenarios for selected focus areas in the plan area. The development scenarios aim to meet the City's RHNA and Housing Element requirements while providing a vibrant, transit-oriented environment and experience appropriately scaled for the city of Glendora. A variety of housing types and densities are illustrated to provide diverse living accommodations for single professionals, small to large families, and affordable housing.

Development scenarios aim to meet the City's RHNA and Housing Element requirements, while providing a vibrant, transit-oriented environment and experience.

This chapter is organized as follows:

- Market analysis: Provides an overview of uses and demographics that would be attracted by new development.
- Development Opportunity Analysis: Provides a summary of the methodology to determine development scenario focus areas.
- Development Scenarios: Provides development scenarios for selected focus areas.

MARKET ANALYSIS

This section provides an overview of the market analysis for potential development around the Glendora Station. The full market analysis can be found in Appendix C.

Current Market Conditions

Occupancy Rate[1]

Countywide **95.4%**

Northern San Gabriel Valley **95.9%**

This is a healthy occupancy rate that indicates demand for additional multifamily development.

New multi-family housing units[1]

Countywide **2,400 new multifamily housing units**

6,500 new and vacant units absorbed

Northern San Gabriel Valley **5 new multifamily development projects**

National Average Loan Interest Rates[2]

Construction Loan **11%**

Permanent Loan **7%**

Nationally, construction loan interest rates remain high. This is compounded for multifamily rental development projects because the high amount of interest accrued during construction is then rolled into a permanent loan (which gets paid back over time out of the project's net operating income).

Average Monthly Rent[1]

Countywide **$2,800**

Northern San Gabriel Valley **$2,375**

Key Findings

The occupancy rate data suggests that there is market demand—i.e., there is an increasing number of households willing and able to pay market rate rents—for new multifamily development. However, the lower average market rate rent in the northern San Gabriel Valley suggests that what households can and are willing to pay to rent multifamily housing may not be sufficient in many areas to pay the costs of new construction. This is especially troublesome because high interest rates artificially increase the cost of construction.

Source:
[1]CBRE, February 2, 2025 Los Angeles Multifamily Figures Q4 2024.
2 RealtyRates.com, Developer Survey, Quarter 1, 2025.

Market Rate Development

Estimated Typical Unit Sizes and Monthly Unit Rents for New Multifamily Housing in the Plan Area; 2025		
	1-Bedroom	2-Bedroom
Typical Unit Size (SF)	700 SF	1,050 SF
Typical Rent ($/month)	$2,700	$3,750

Potential rents for new multifamly housing in proximity to the rail station is substantially above the average multi-family rent county wide, suggesting that the rents in the plan area may support new construction to a higher degree than rents elsewhere in the northern San Gabriel Valley.

Table 3-1: Estimated Financial Feasibility Summary for Product Types in the Plan Area				
Development Type	3-Story Townhouse	3-Story Multifamily Flats	5-Story Multifamily Wrap	4/2 Multifamily Podium
Number of Units	58	18	280	137
Density (du/acre)	28.9	30.0	61.3	76.1
Estimated Annual NOI	2,450,000	435,000	7,040,000	3,540,000
Total Development Cost	40,200,000	7,200,000	112,300,000	57,800,000
Yield	**6.1%**	**6.0%**	**6.3%**	**6.1%**

Key Findings

The feasibility metric is the projected yield, which is determined by the estimated annual net operating income (NOI) once the project is fully operational, divided by the total expected development cost. When a potential project can be expected to provide a yield of 6.0 percent or higher, it is generally considered to be financially feasible. The four development product types shown in Table 3-1 are all financially feasible.

AFFORDABLE HOUSING DEVELOPMENT

Overview

Envisioned in the mix of development in the plan area is housing that would be affordable to income qualified households with low and very low incomes. Most affordable housing is constructed and operated by specialized affordable housing developers. They have expertise in accessing a variety of funding sources, and they have expertise in qualifying income-eligible households. To provide an understanding of the process to construct affordable housing in the plan area, this analysis reviewed three new construction projects closest to Glendora that were approved for Low-Income Housing Tax Credits (LIHTC) in 2023 and 2024 (the 2025 credits have not yet been approved):

- Project CA-24-483, Holt & Main, located at 221 West Holt Avenue and 237 West Holt Avenue, Pomona, CA 91768 (158 affordable units);
- Project CA-24-774, Casa de la Luz, located at 744-754 South Kern Avenue, Unincorporated East Los Angeles, CA 90022 (93 affordable units); and
- Project CA-23-616, Central Place Metro, located at 14519 Central Avenue, Baldwin Park, CA 91706 (54 affordable units).

Casa de la Luz
Credit: Los Angeles County Homeless Initiative

Central Place Metro
Credit: Retirement Housing Foundation

There are three important types of funding for the permanent financing of affordable housing developments: Low-Income housing tax credits, bank financing, and other sources of funding.

Low-Income Housing Tax Credits (LIHTC)

Low-Income Housing Tax Credits are tax credits that the federal government annually provides to states to distribute to affordable housing development projects. In California, the Tax Credit Allocation Committee (TCAC) awards tax credits on a competitive basis annually. In addition, TCAC also allocates funds from statewide affordable housing bonds. It is not uncommon for a proposed affordable housing project to go through the TCAC process for two to three years before being awarded funding. On average, the funds allocated by TCAC accounted for 49.9 percent of the permanent funding.

Bank Financing

A portion of the rents paid by future tenants in affordable housing developments is used to repay the bank financing. Holt & Main was able to be developed without any bank financing. For Casa de la Luz, bank financing accounted for 10.9 percent of the permanent financing, and for Central Place Metro it was 22.8 percent.

Other Sources of Funding

Part of the art of affordable housing development is being able to piece together a variety of other funding sources to fully fund a development. Part of the challenge is timing these other sources over the two to three years it may take to be awarded tax credit funding. These other sources accounted for an average of 41.7 percent of the total permanent financing. Other funding sources used for these three projects include:

- CalHFA: Tax-Exempt Permanent Loan
- CalHFA: Mixed Income Program
- Deferred Developer Fee & General Partner Equity
- HCD: Affordable Housing and Sustainable Communities Program
- LA County Development Authority: No Place Like Home Program
- HUD: Section 202
- City
- Retirement Housing Foundation

Key Findings

As mentioned above, an affordable housing developer may need to hold on to a site for two to three years while repeating the process to obtain tax credits each year until the project is funded. In addition, the affordable housing developer must secure commitments from a variety of other funding sources and hold on to those until the project is awarded tax credits. Given the cost to obtain property at market rates and the time that the affordable housing developer may need to hold the property in order to obtain funding, it is unlikely that sites not owned by a public agency would be used for affordable housing development in the plan area.

The Vision Plan recommends the City consider existing publicly-owned properties for future affordable housing sites and balance that need against the other needs for such properties. In addition, the city should begin collaborating with affordable housing developers sooner rather than later because the process to secure a site, plan a project, and obtain funding takes several years before any actual construction can begin.

DEVELOPMENT OPPORTUNITY

Overview

To determine parcels that are most suited for development, parcels in the study area were analyzed in two steps:

1. Each parcel was given a development opportunity score. Development opportunity scores were determined by attributing points to each parcel, as outlined in Table 3-2, Development Opportunity Score Criteria.
2. The development opportunity score map was further refined to capture additional opportunities and constraints and to highlight where the resulting development opportunity score may not align with the potential development based on subjective analysis. For example, parcels around the Vons grocery store north of Foothill Boulevard had a high development opportunity score due to their contiguous ownership, vacancy, and underutilization ratio, but the functional flood control channel under the parking lot poses a limitation to development. These subjective findings are further elaborated in Appendix E: Methodology and shown in Figure 3-1: Development Opportunity Map.

Development Opportunity Score Methodology

Five criteria, outlined in Table 3-2 were used to determine the development opportunity score for each parcel in the study area. If the parcel met the criteria, the parcel received points. The development opportunity score is the sum of all development opportunity criteria points the parcel received. The maximum development opportunity score is 10. A parcel with a score of 10 means it met all of the development opportunity criteria and has high development opportunity. A total score of 4 or below means the parcels is unlikely to redevelop. Sites that are identified as locally designated historic resources receive an automatic score of 0. Properties with higher scores are considered more likely, in relative terms, to expect reinvestment or redevelopment.

Figure 3-1, Development Opportunity Map, shows development opportunity scores with refinements based on staff analysis of opportunities and constraints. The area immediately south of the future station is primed for transit-oriented development. This area has existing office, commercial, and industrial uses; a collection of parcels under same ownership or publicly owned; surface parking; large lot sizes; and low lot coverage, and it includes Housing Element inventory sites. Medium- to high-density mixed-use development should be considered in this area. A collection of small-sized, contiguous parcels scored high in the northern part of the station area; however, there is community sentiment to preserve surface parking adjacent to Glendora Village.

Table 3-2: Selected Development Scenario Focus Areas Overview

Criteria	Points
Contiguous parcel with the same owner or City-owned property	2
Ratio of assessed value of improvements to assessed value of land is less than 1	2
Includes vacant uses Includes existing office, commercial, or industrial uses	2 1
Has a lot size greater than 20,000 square feet	2
The building to lot coverage is less than 40%	2
Locally Designated Historic Resource (Not developable; Receives automatic total score 0)	x(0)
Max Development Opportunity Score *(Sum of Development Opportunity Criteria Points)*	**10**

FIGURE 3-1: DEVELOPMENT OPPORTUNITY MAP

Source: City of Glendora, 2024; PlaceWorks, 2024

Station Area Plan Boundary

Metro A Line (Gold) Route & Station

Development Opportunity Score

0-4 (Low)

5-7 (Medium)

8-10 (High)

2021-2029 Glendora Housing Element Sites

Development Opportunity Score Refinements

Glendora Station Area Vision Plan

DEVELOPMENT SCENARIOS

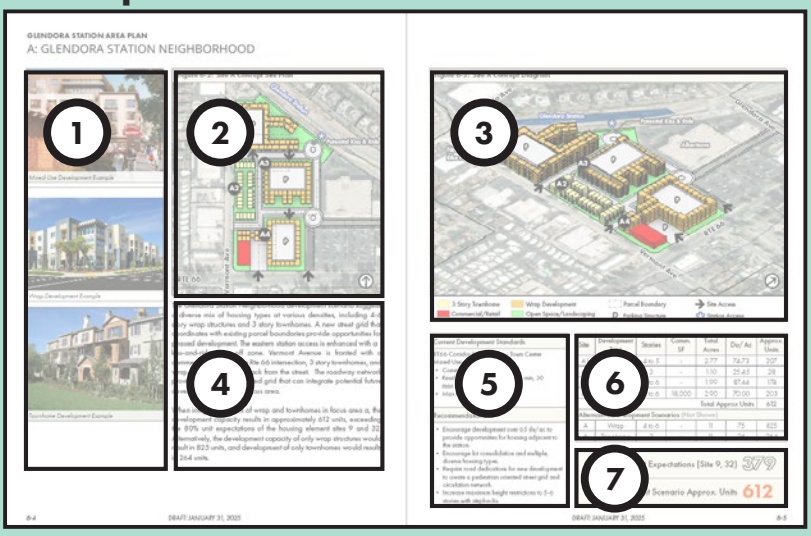
Focus areas, shown on Figure 3-2, were identified using the Development Opportunity Analysis (Figure 3-1), input from Planning Commission and City staff, and input received during the public open house and online survey.

Table 3-3 provides a summary of development scenarios for selected focus areas. Potential development in the selected focus areas would provide enough units to meet RHNA unit expectations for housing element sites in the station area. The following pages showcase potential development capacity in selected focus areas. These development scenarios provide guidance for development in other opportunity focus areas shown in Figure 3-2.

Table 3-3: Selected Development Scenario Focus Areas Overview

Site	Development Type	Stories	Comm. SF	Total Acres	Du/Ac	Approx. Units
A	Townhome / Wrap	3-6	18,000	11.00	24-90	610
B	Apartment	3	-	3.11	36-48	130
C	Podium/Townhome	3-4	27,000	3.33	24-76	170
D	Townhome/ Apartment	3	-	4.50	14-58	80
D Alt	Wrap	5	-	4.50	62	280
E	Low Density Mixed Use	3	3,200	0.60	30	20
F	Townhome/Stacked Flats/ Apartment	3	-	2.83	28-32	85
					Total Approx Units	1,100

Development Scenario Overview

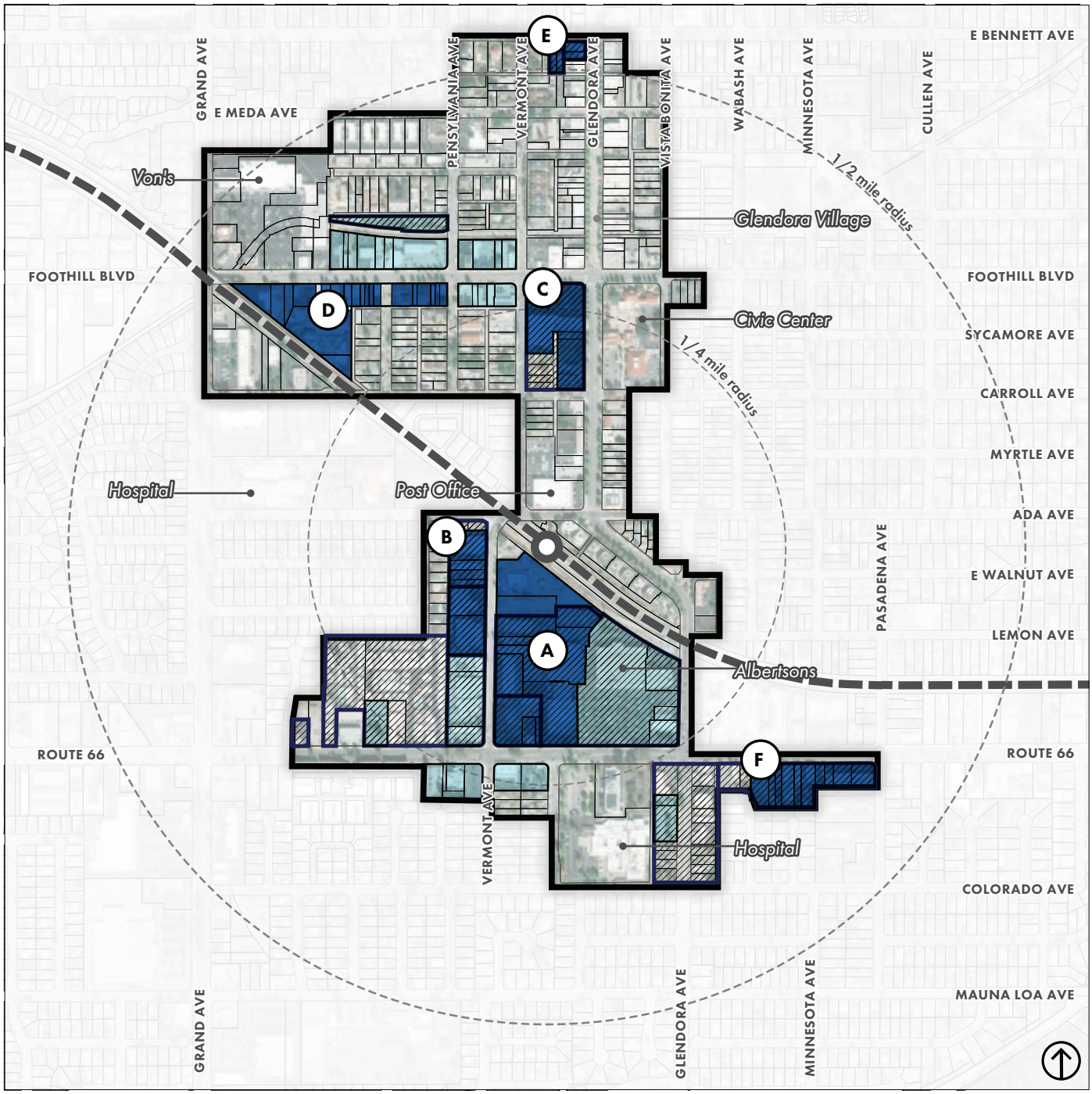


The following pages provide showcase potential development scenarios for selected focus areas. Development scenarios include:

1. Precedent Imagery
2. Development Scenario Site Plan
3. Development Scenario Diagram
4. Narrative
5. Current zoning regulations / zoning recommendations to accommodate development scenario
6. Development capacity summary table
7. Focus Area Housing Element Unit Expectations

FIGURE 3-2: DEVELOPMENT SCENARIO FOCUS AREAS

Source: City of Glendora, 2024; PlaceWorks, 2024



Station Area Plan Boundary

Metro A Line (Gold) Route & Station

Selected Development Scenario Focus Areas

Other Development Opportunity Focus Areas

2021-2029 Glendora Housing Element Sites

80% Hsg. El. Unit Expectations	**1,030**
Selected Development Scenario Approx. Units	**1,100**

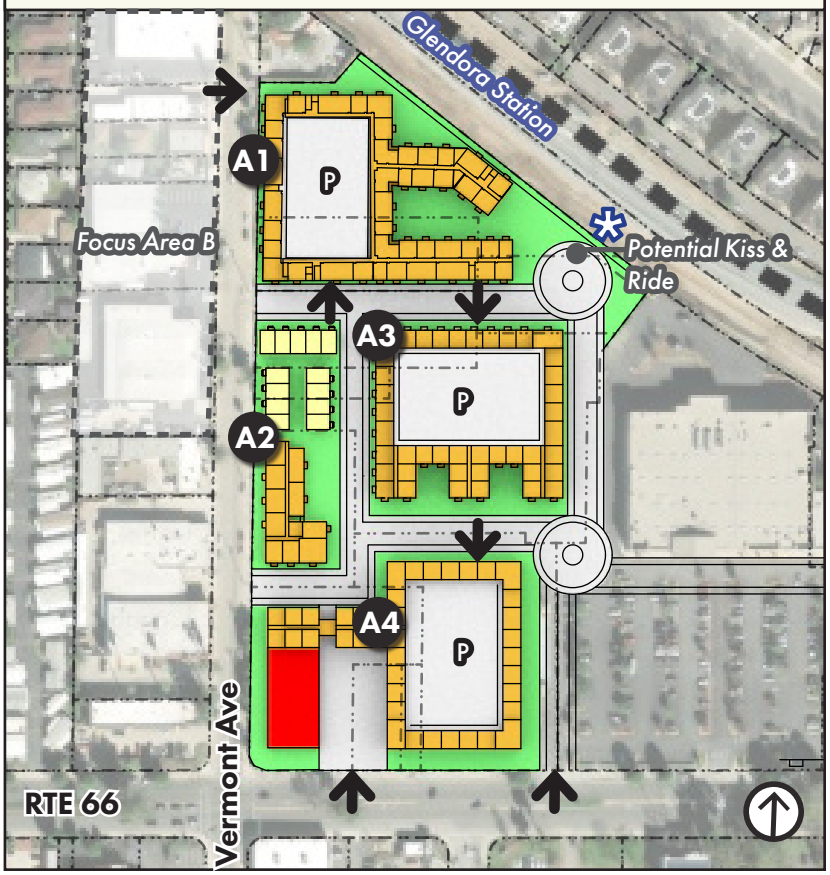
A: GLENDORA STATION NEIGHBORHOOD

Mixed-Use Development Example

Wrap Development Example

Townhome Development Example

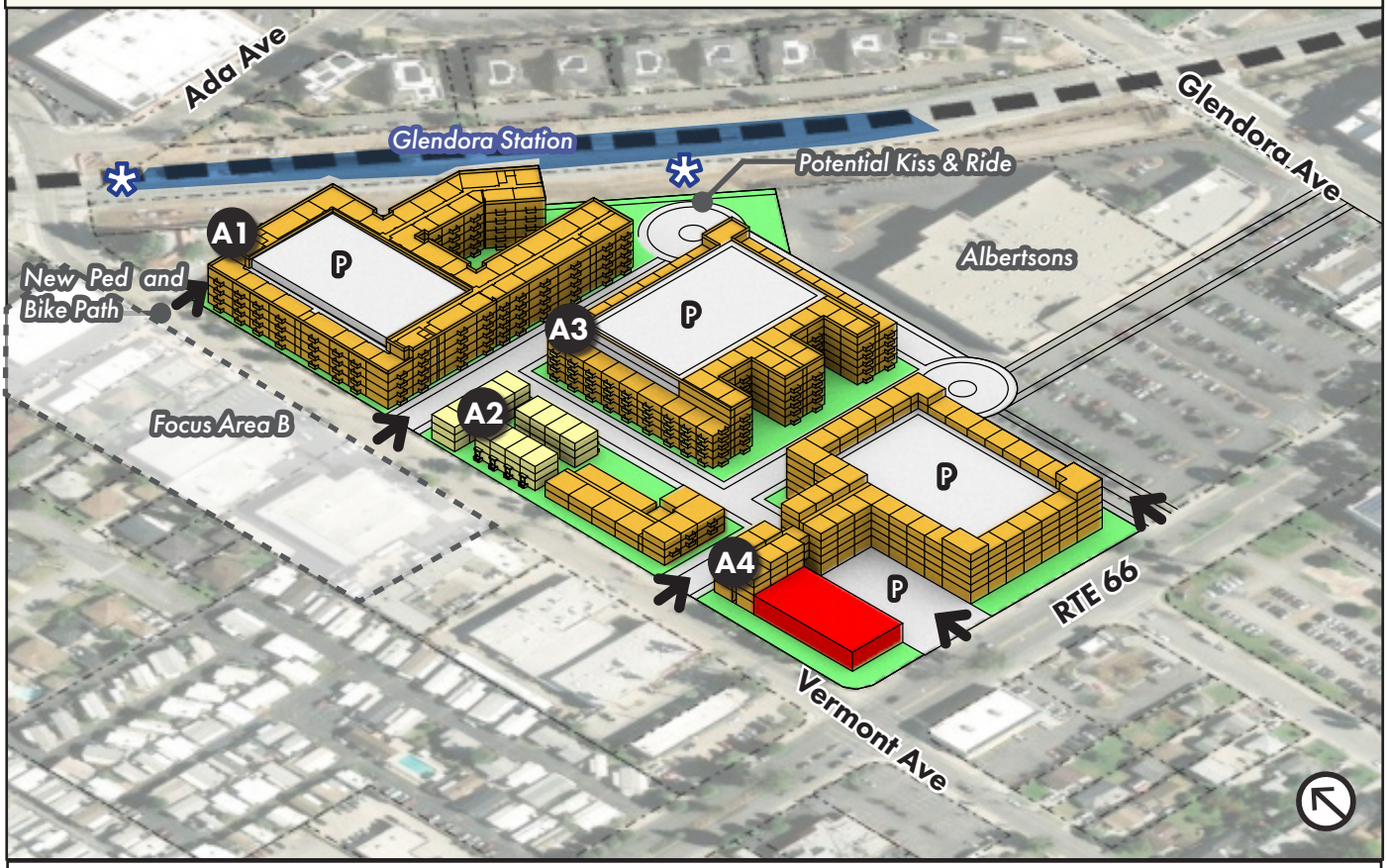
Figure 3-3: Focus Area A Concept Site Plan



The Glendora Station Neighborhood development scenario suggests a diverse mix of housing types at various densities, including 4- to 6-story wrap structures and 3-story townhomes. A new street grid that coordinates with existing parcel boundaries provides opportunities for phased development. The eastern station access is enhanced with a kiss-and-ride drop-off zone. Vermont Avenue is fronted with a commercial anchor at the Rte 66 intersection, 3-story townhomes, and wrap structures that step back from the street. The roadway network provides a pedestrian-scaled grid that can integrate potential future development east of the focus area.

When integrating a mix of wrap and townhomes in Focus Area A, the development capacity results in approximately 612 units, exceeding the 80% unit expectations of housing element sites 9 and 32. Alternatively, the development capacity of only wrap structures would result in 825 units, and development of only townhomes would result in 264 units.

Figure 3-4: Focus Area A Concept Diagram



Current Development Standards

RT66 Corridor Specific Plan – Town Center Mixed Use

- Commercial FAR: 0.50
- Residential Density (du/ac): 24 min, 30 max
- Max Height: 45 feet/3 stories

Recommendations

- Encourage development over 65 du/ac to provide opportunities for housing adjacent to the station.
- Encourage lot consolidation and multiple, diverse housing types.
- Require road dedications for new development to create a pedestrian-oriented street grid and circulation network.
- Increase maximum height restrictions to 65 feet with stepbacks.

Site	Development Type	Stories	Comm. SF	Total Acres	Du/Ac	Approx. Units
A1	Wrap	4 to 6	-	2.77	74.73	207
A2	Townhome	3	-	1.10	25.45	28
A3	Wrap	4 to 6	-	1.99	87.44	174
A4	Wrap	4 to 6	18,000	2.90	70.00	203
					Total Approx Units	**612**
Alternative Development Scenarios (Not Shown)						
A	Wrap	4 to 6	-	11	75	825
A	Townhome	3	-	11	24	264

80% Hsg. El. Unit Expectations (Site 9, 32) **379**

Development Scenario Approx. Units **612**

B: VERMONT AVENUE APARTMENTS

Low Density Apartment Example

Low Density Apartment Example

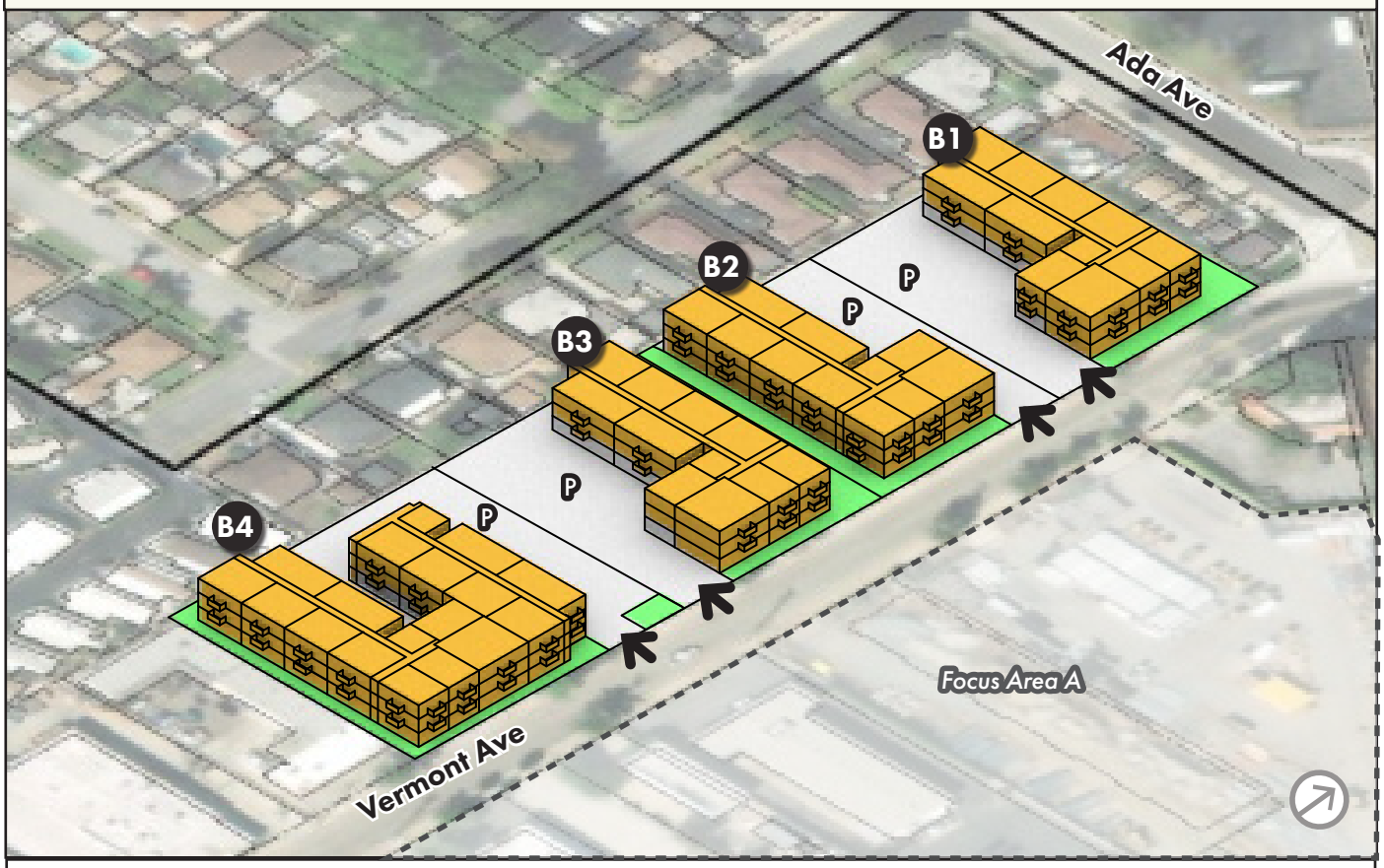
Low Density Apartment Example

Figure 3-5: Focus Area B Concept Site Plan

The west side of Vermont Avenue, between Ada Avenue and Rte 66, consists of existing light industrial and manufacturing uses. These sites are also identified as Housing Element sites. Single-family residential uses are adjacent, west of the focus area.

Three-story apartments are identified as the most appropriate development in this area. The low density apartments would maximize density on these sites while maintaining heights that are of appropriate scale adjacent to the existing single family homes. Parking is provided with a combination of tuck-under and surface parking.

Figure 3-6: Focus Area B Concept Diagram



Current Development Standards

RT66 Corridor Specific Plan - Town Center Mixed Use

- Commercial FAR: 0.50
- Residential Density (du/ac): 24 min, 30 max
- Max Height: 45 feet/3 stories

Recommendations

- Increase maximum density 50 du/ac
- Consider mixed-use to allow commercial/ retail uses to front Vermont Avenue

Site	Development Type	Stories	Comm. SF	Total Acres	Du/Ac	Approx. Units
B1	Apartment	3	-	0.73	36.98	27
B2	Apartment	3	-	0.67	40.30	27
B3	Apartment	3	-	0.71	36.98	27
B4	Apartment	3	-	1.00	48.00	48
					Total Approx Units	129

80% Hsg. El. Unit Expectations (Site 33,34) **84**

Development Scenario Approx. Units **129**

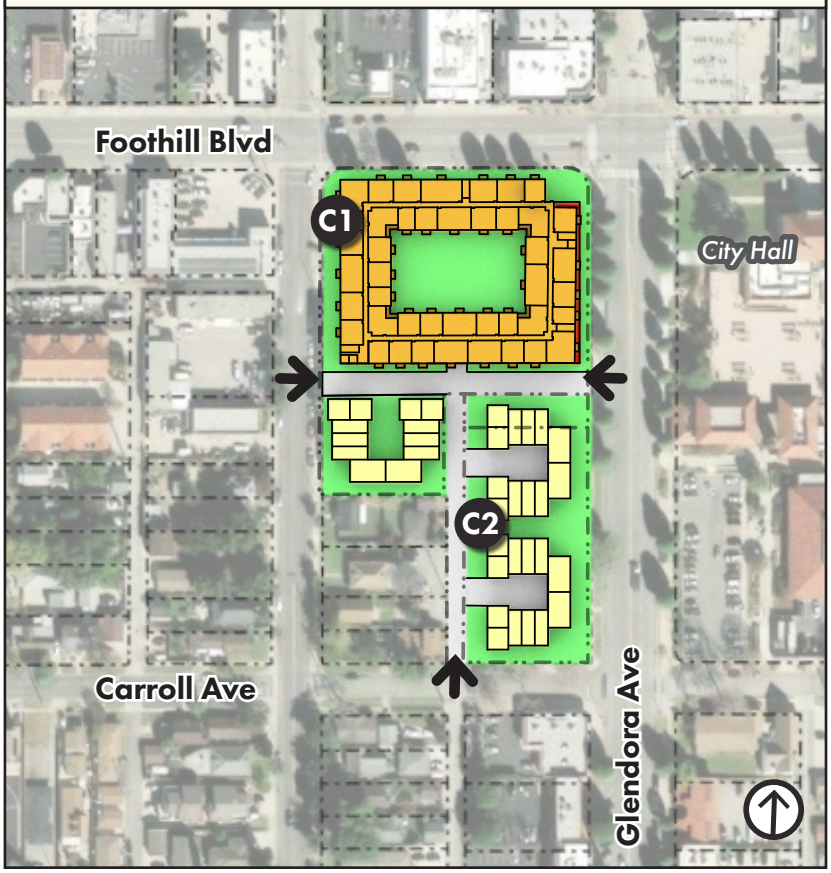
C: PODIUM AND TOWNHOME DEVELOPMENT ACROSS FROM CITY HALL

3-Story Apartment Example

3-Story Mixed Use Example

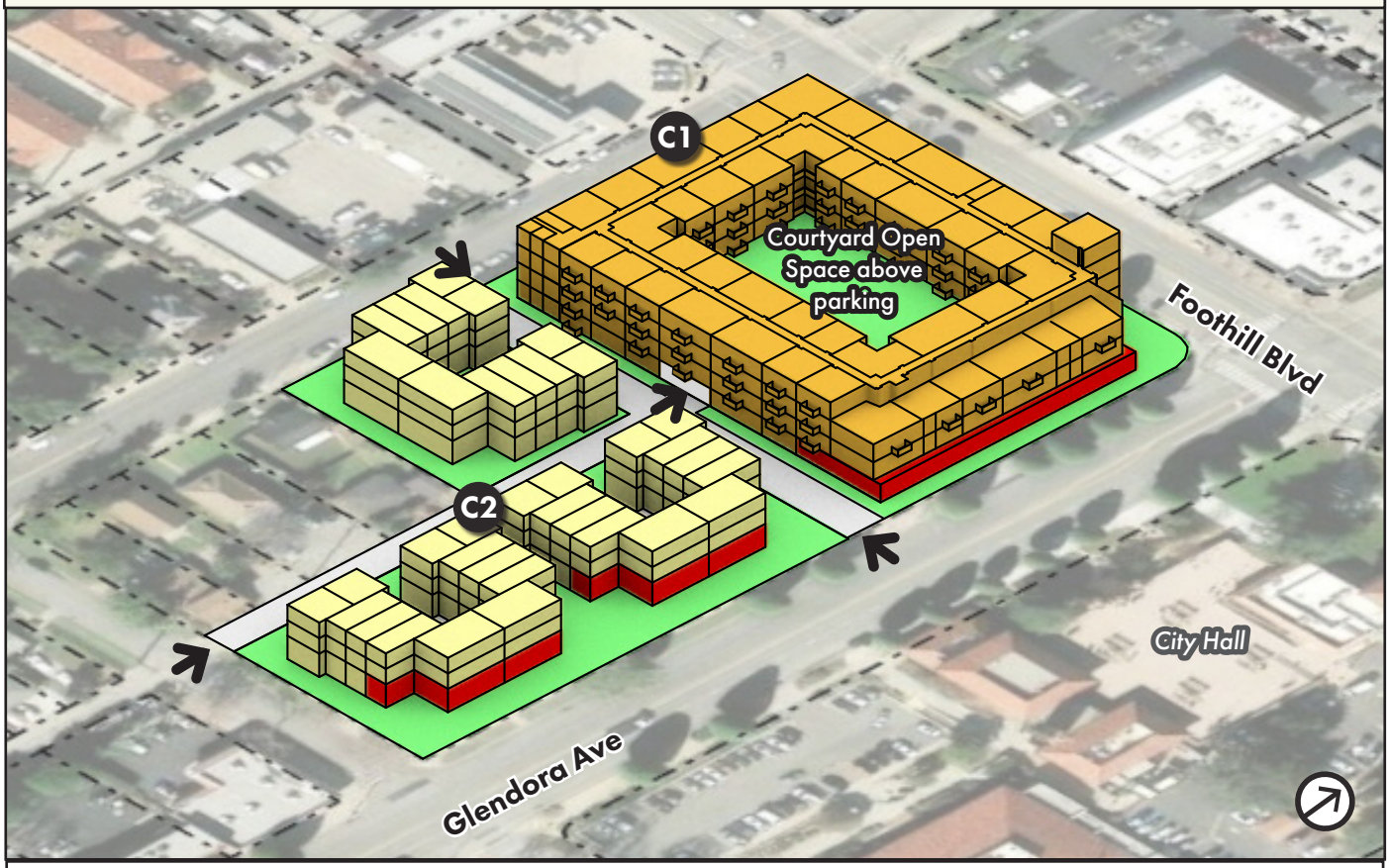
Mixed Use Example

Figure 3-7: Focus Area C Concept Site Plan



Focus Area C is identified as a Housing Element site, has high development opportunity scores, and sits at a critical location adjacent to City Hall and the southern edge of the Glendora Village. The site is divided into two sections. A podium-style development is envisioned for the Glendora Village Shopping Center site. With potential for deep ground-floor commercial space, podium-style development can accommodate larger community service such as a small grocery store or pharmacy. South of the existing shopping center, an existing alley and new east-west alley provide access to new 3-story townhomes. The 3-story townhomes provide a buffer and appropriately scaled height to transition from the single family residential to the south to higher density development on Foothill Boulevard.

Figure 3-8: Focus Area C Concept Diagram



Current Development Standards

CCAP T-5 Village Core

- Commercial FAR: n/a
- Residential Density (du/ac): 30 max
- Max Height: 45 feet/3 stories

Recommendations

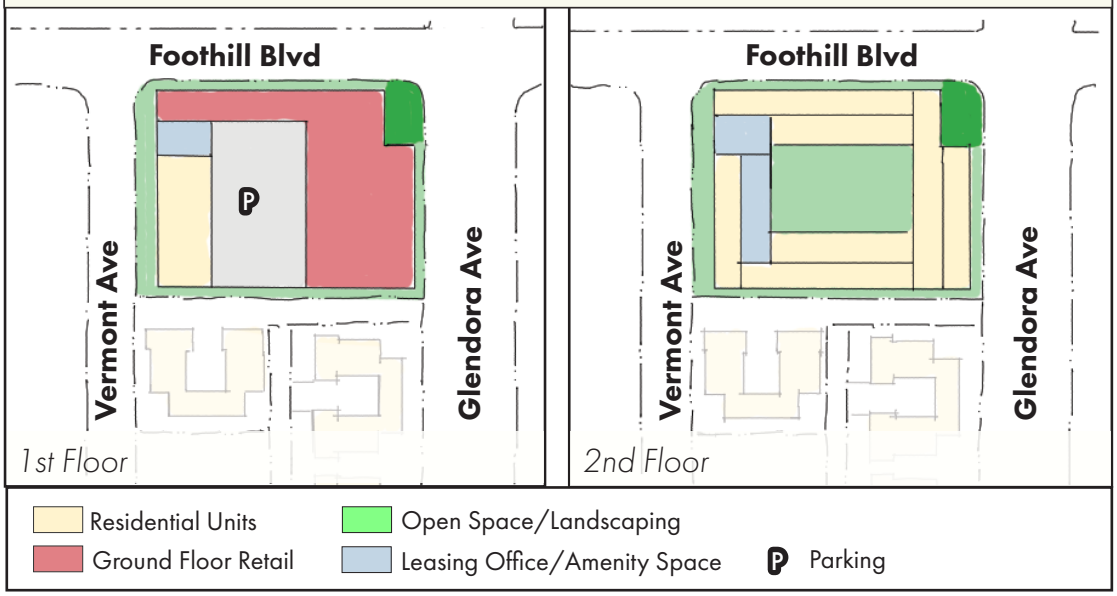
- Increase max density to 80 du/ac
- Encourage maximum height to 55 feet, with additional height allowed for architectural features and corner tower elements.

Site	Development Type	Stories	Comm. SF	Total Acres	Du/Ac	Approx. Units
C1	Podium	3-4	20,000	1.80	76.11	137
C2	Townhome	3	7,000	1.47	24.48	36
					Total Approx Units	173

80% Hsg. El. Unit Expectations (Site 7) 99

Development Scenario Approx. Units **173**

Figure 3-9: First- and Second-Floor Use Diagram



Ground Floor Retail Example

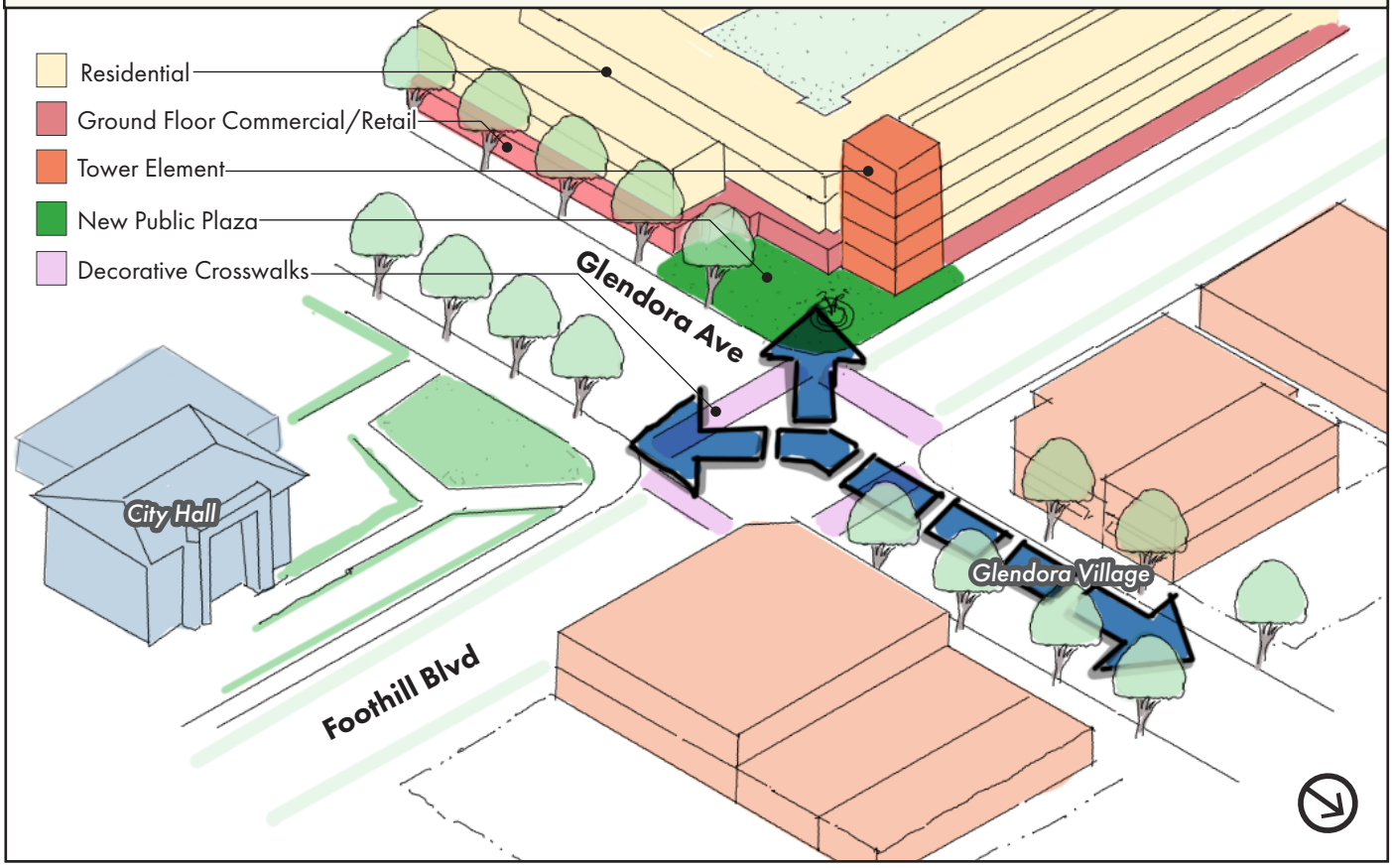
Ground Floor Retail Example

Ground Floor Retail Example

Figure 3-9 shows floor plans for potential podium development at Focus Area C. The first floor would include ground-floor retail along Glendora Avenue and Foothill Boulevard. Parking is accommodated on the first floor and one level underground. The second floor features an indoor amenity space that connects to a courtyard open space above the parking structure as well as residential units. The remaining floors are strictly residential units. This configuration accommodates a deeper retail space at the ground level along Glendora Avenue, suitable to accommodate an anchor tenant to the Glendora Village, such as drugstore, boutique grocery or entertainment venue.

Figure 3-10 highlights the podium development scenario at the intersection of Glendora Avenue and Foothill Boulevard. The podium development is intended reinforce this intersection as an activity node that activates and engages the public realm and emphasizes the intersection as a gateway to Glendora Village and City Hall. The podium scenario includes an architectural tower element, potentially complemented with a roof terrace overlooking the Village and the San Gabriel Mountains. Retail frontages activate the ground level and continue the pedestrian oriented atmosphere of Glendora Village south of Foothill Boulevard. The proposal recommends a new public plaza at the southwest corner of Glendora Avenue and Foothill Boulevard, enhacned with amenities such as a water feature, public art, and pedestrian seating. The intersection is further emphasized with decorative crosswalks.

Figure 3-10: Focus Area C - Gateway Diagram



Corner Plaza Example *Credit: The Avalon Specific Plan, Steinberg/TSK*

Corner Plaza Example

Tower Element Example

Corner Plaza Example

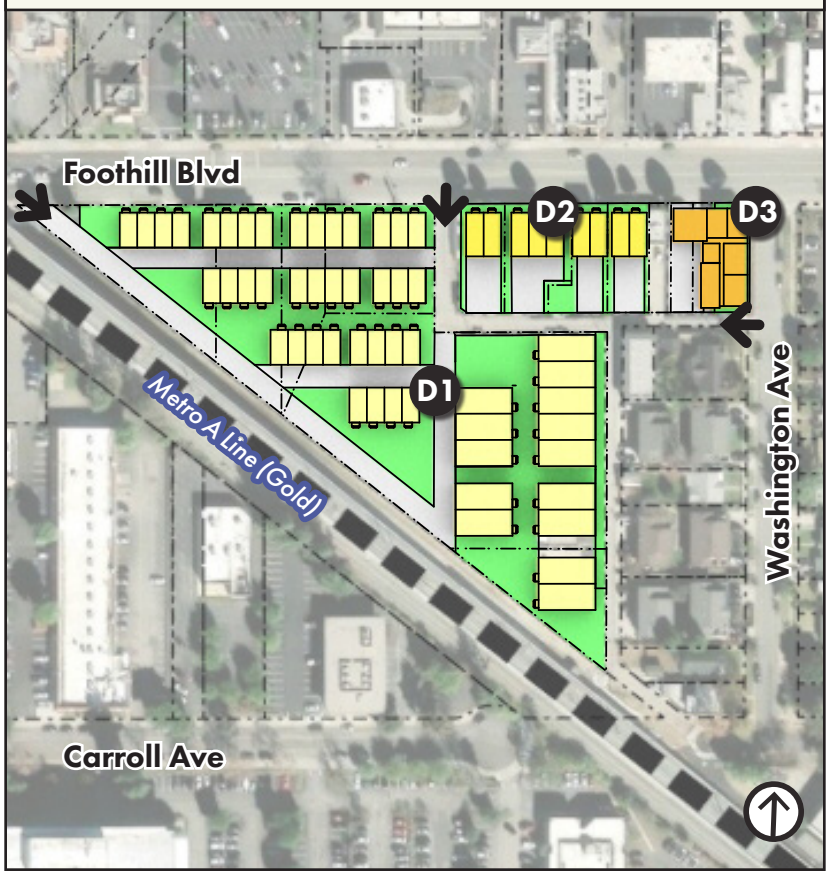
D: FOOTHILL AVE TOWNHOMES, STACKED FLATS, AND APARTMENT

Townhome Development Example

Townhome Development Example

Townhome Development Example

Figure 3-11: Focus Area D Concept Site Plan



Focus Area D development scenario showcases a new 3-story townhome community, stacked flats, and an apartment. Lot consolidation of large parcels is encouraged in the existing light industrial area, along with a network of alleys to provide townhome access. The block at the corner of Foothill Boulevard and Washington Avenue is made up of a number of narrow parcels, with three contiguous parcels adjacent to Washington Avenue having a single owner. Stacked flats and a low density apartment fronting Foothill Boulevard would maximize the development capacity here. This type of development is at an appropriate scale for the neighborhood.

Figure 3-12: Focus Area D Concept Diagram (Townhomes)

Current Development Standards

C-3 Retail and Commercial and M-1 Light Manufacture

- Commercial FAR: n/a
- Residential Density (du/ac): n/a
- Max Height: 25 feet/2 stories

Recommendations

- Change zoning to allow for residential uses and mixed-use.
- Allow for residential densities up to 60 du/ac
- Encourage lot consolidation
- Increase height restrictions to 3 stories for new residential development only

Site	Development Type	Stories	Comm. SF	Total Acres	Du/Ac	Approx. Units
D1	Townhomes	3	-	3.47	14.98	52
D2	Stacked Flats	3	-	0.62	29.03	14
D3	Apartment	2	-	0.26	57.29	15
					Total Approx Units	**81**

Note: Acreage and density calculations are based on consolidated parcels.

Not identified as Housing Element Site ⓪

Development Scenario Approx. Units **81**

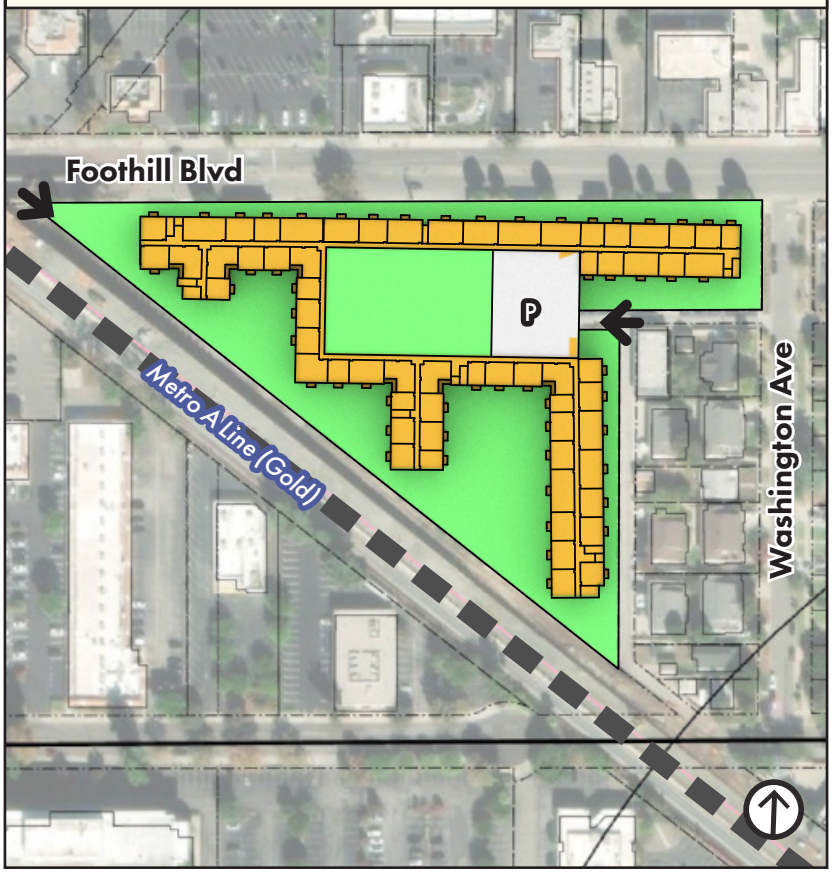
D: FOOTHILL AVE WRAP (ALTERNATIVE DEVELOPMENT SCENARIO)

Wrap Development Example

Wrap Development Example

Wrap Development Example

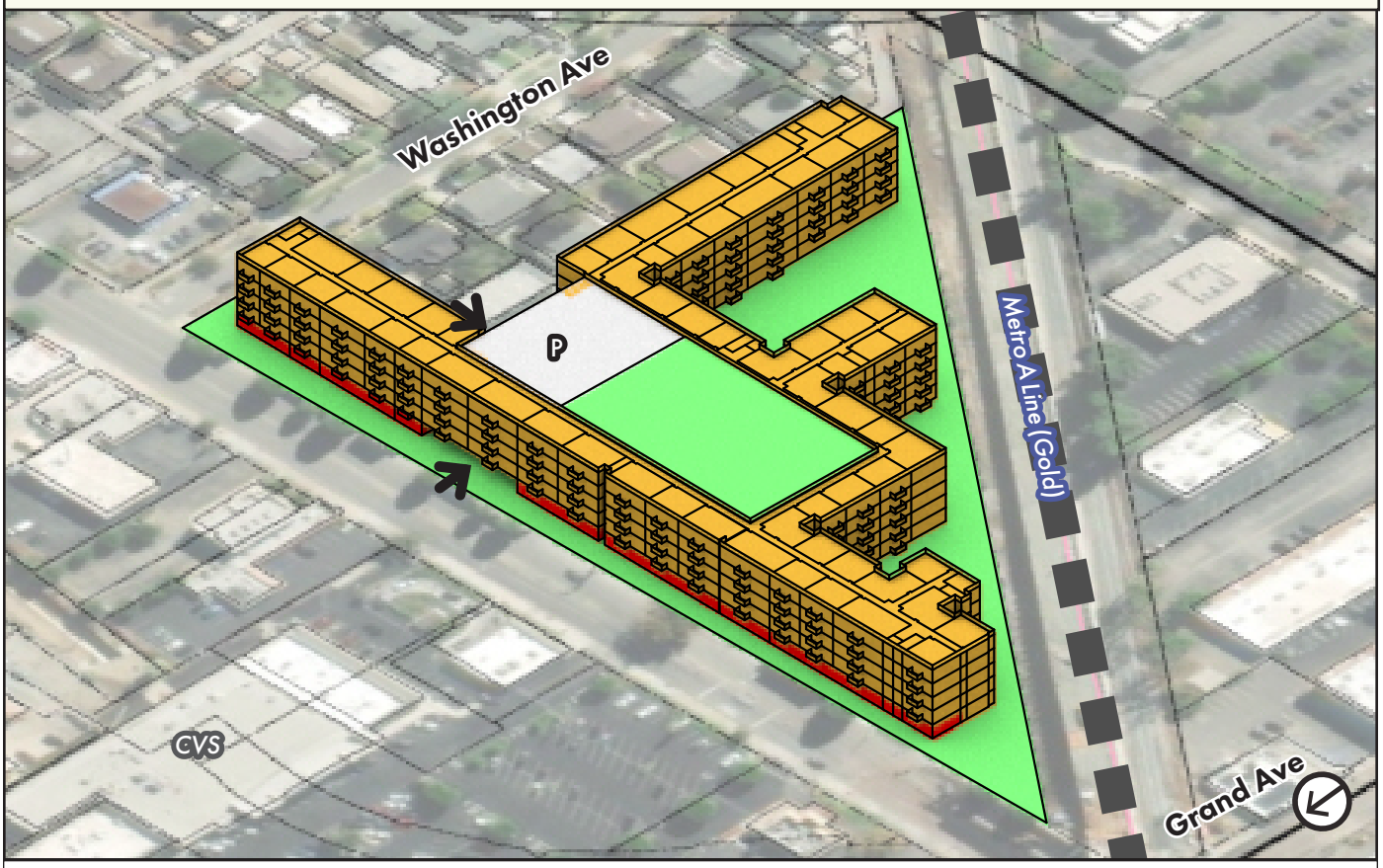
Figure 3-13: Focus Area D Concept Site Plan (Wrap)



An alternative development scenario for Focus Area D accommodates a 5-story wrap structure. The purpose of this alternative is to showcase possible development capacity of this area if lot consolidation were to occur.

This mixed-use development incorporates ground-floor retail fronting Foothill Boulevard. Although this alternative would provide a significant number of residential units, the scale of development is inappropriate adjacent to the existing single-family neighborhood. Furthermore, the auto-centric nature of Foothill Boulevard does not support the magnitude of small-scale ground-floor retail at this location.

Figure 3-14: Focus Area D Concept Diagram (Wrap)



Current Development Standards

C-3 Retail and Commercial and M-1 Light Manufacture

- Commercial FAR: n/a
- Residential Density (du/ac): n/a
- Max Height: 25 feet/2 stories

Recommendations

- Change zoning to allow for high density mixed use
- Allow residential densities up to 65 du/ac
- Allow maximum height to 55 feet for mixed use residential development
- Provide setback and stepback standards adjacent to single family residential uses

Site	Development Type	Stories	Comm. SF	Total Acres	Du/Ac	Approx. Units
D	Wrap	5	16,000	4.57	61.27	280
					Total Approx Units	280

Note: Acreage and density calculations are based on consolidated parcels.

Not identified as Housing Element Site 0

Development Scenario Approx. Units **280**

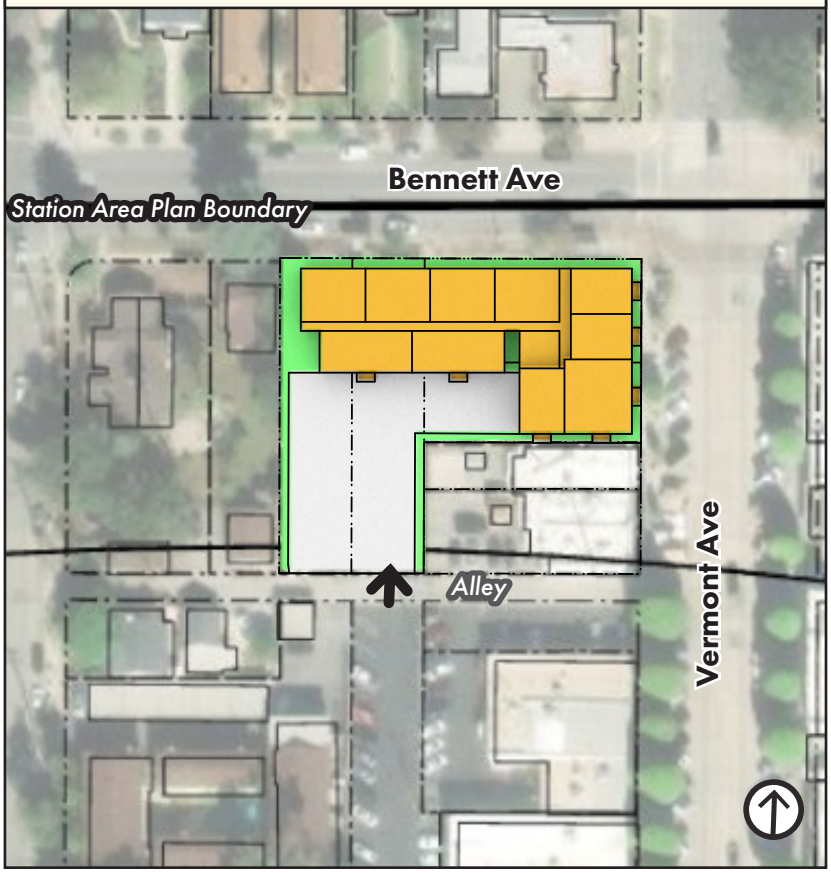
E: BENNETT AVE APARTMENTS

Low Density Apartment Example

Low Density Mixed Use Example

2-Story Apartment Example

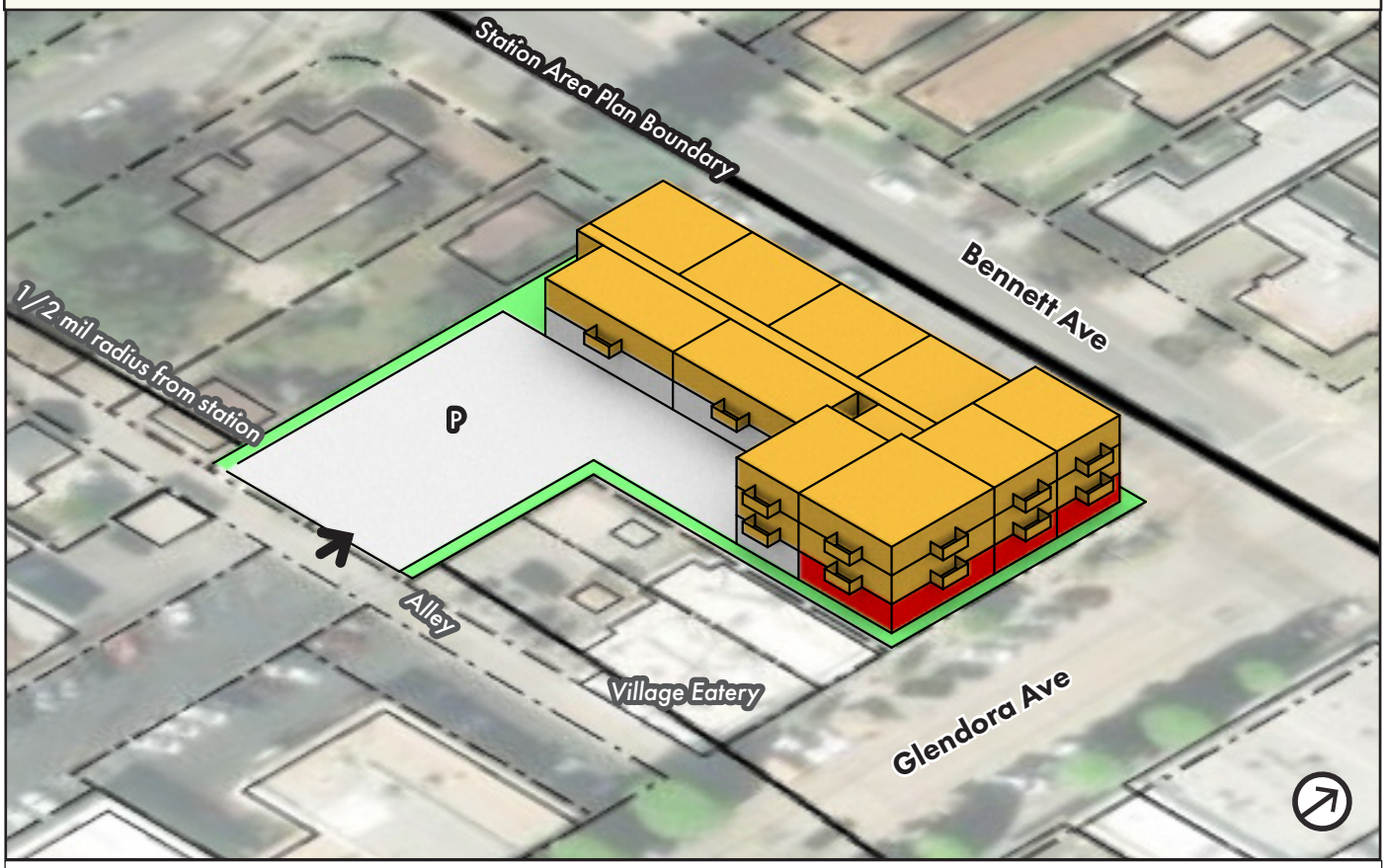
Figure 3-15: Focus Area E Concept Site Plan



Focus Area E includes four parcels identified as Housing Element Sites 13 and 14. The focus area sits at the north end of Glendora Village, is currently vacant, and is adjacent to commercial retail and offices. The four parcels are also under single ownership.

Although Focus Area E could accommodate townhome development, townhomes would not meet the minimum density requirements on the site. The Focus Area E development scenario suggests a 2- to 3-story mixed-use apartment to maximize the number of developable units to meet housing element unit expectations while accommodating commercial and retail frontage on Glendora Avenue consistent with the character of Glendora Village. The development is accessed via an existing alley south of the site.

Figure 3-16: Focus Area E Concept Diagram



Current Development Standards

CCAP T-5 Village Core

- Commercial FAR: n/a
- Residential Density (du/ac): 30 max
- Max Height: 45 feet/3 stories

Recommendations

- Development scenario fits within current development standards.

Site	Development Type	Stories	Comm. SF	Total Acres	Du/Ac	Approx. Units
E	Apartment	3	3,200	0.60	30	18
					Total Approx Units	18

80% Hsg. El. Unit Expectations (Sites 13,14) **13**

Development Scenario Approx. Units **18**

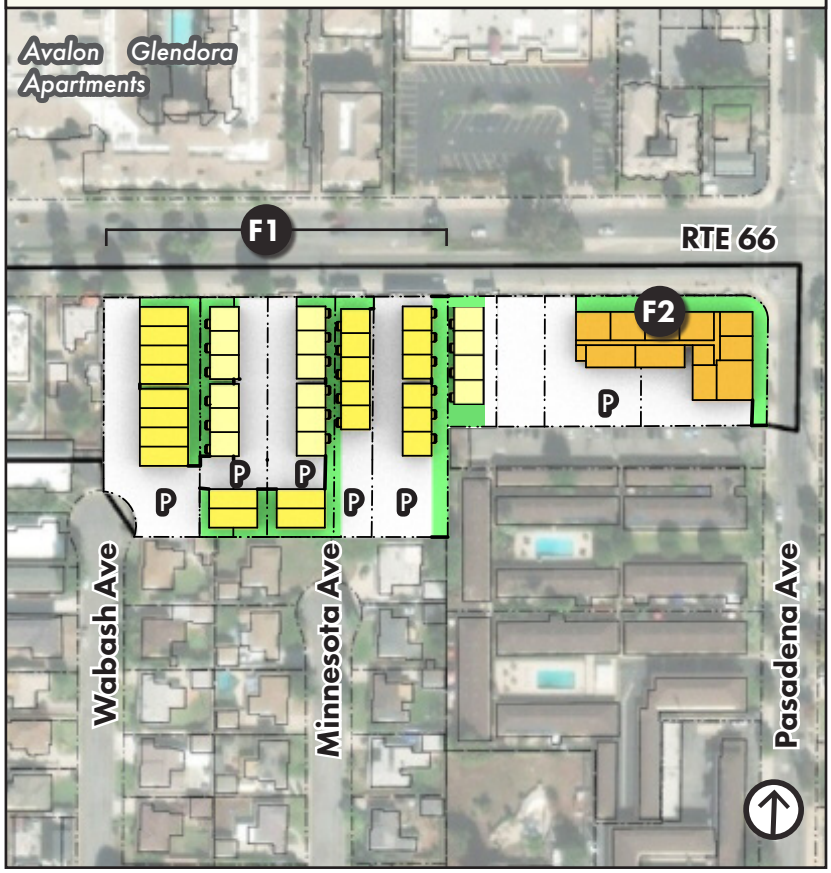
F: RTE 66 RESIDENTIAL

Townhome Development Example

Stacked Flat Development Example

Low Density Apartment Example

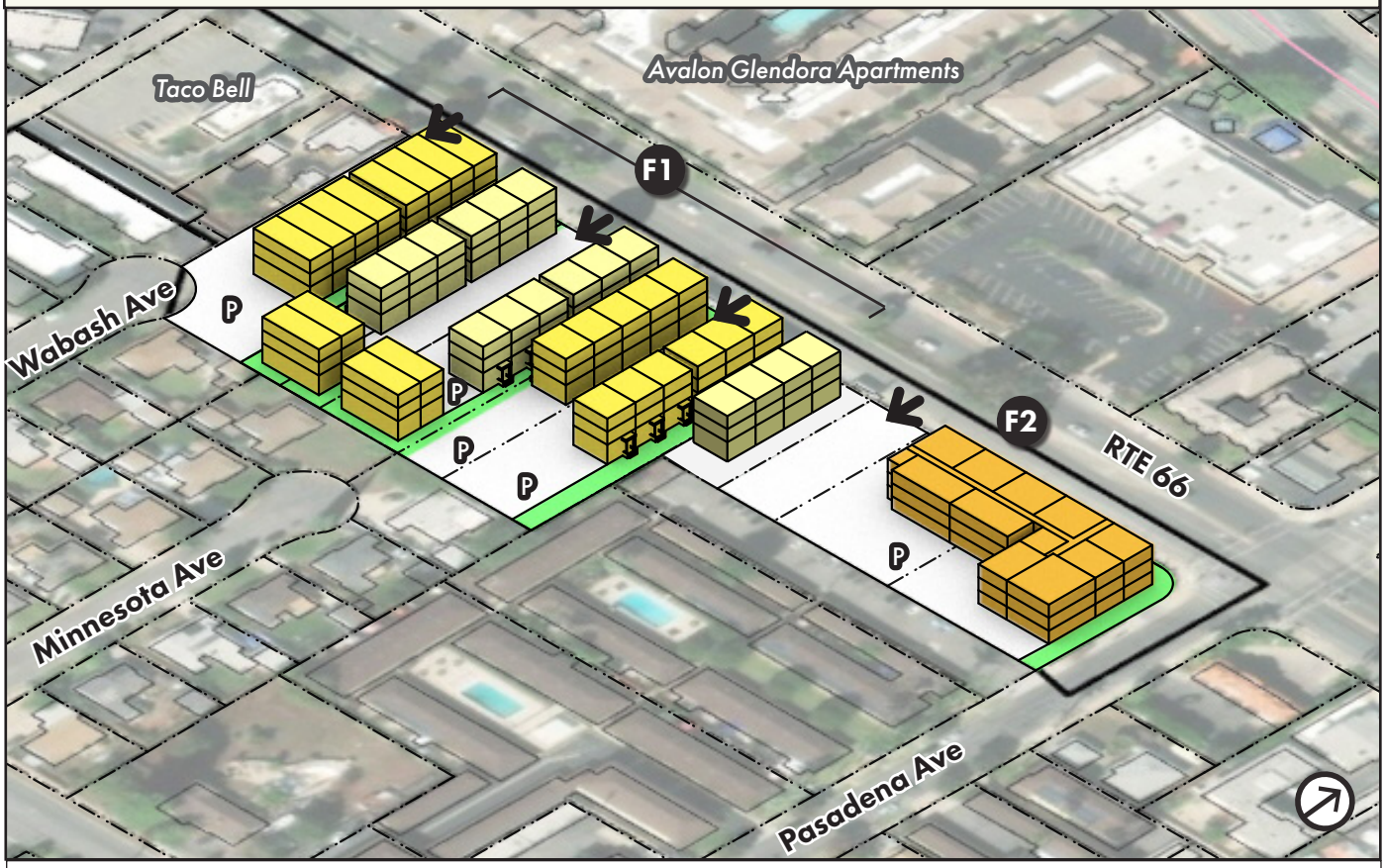
Figure 3-17: Focus Area F Concept Site Plan



Focus Area F includes parcels south of Route 66 between Wabash Avenue and Pasadena Avenue. These sites make up a portion of Housing Element Site 48. The area primarily consists of commercial and retail uses. Single-family residential and apartments are located south of the focus area.

The parcels in Focus Area F are narrow, which poses constraints for high density residential development. To achieve housing element unit expectations, the development scenario includes a mixture of townhomes and stacked flats. The commercial strip mall at the corner of Pasadena Avenue consists of three parcels under single ownership. This site could accommodate a 3-story apartment building. Parking throughout the focus area would be accommodated with both tuck-under and surface parking.

Figure 3-18: Focus Area F Concept Diagram



Current Development Standards

RT66 Corridor Specific Plan – Town Center Mixed Use

- Commercial FAR: 0.50
- Residential Density (du/ac): 24 min, 30 max
- Max Height: 45 feet

Recommendations

- Encourage lot consolidation
- Encourage residential development
- Increase maximum density to 35 du/ac
- Encourage thoughtful design considerations such as setbacks, and affordable housing requirements.

Site	Development Type	Stories	Comm. SF	Total Acres	Du/Ac	Approx. Units
F1	Townhome/ Stacked Flats	3	-	2.01	28.85	58
F2	Apartment	3	-	0.82	32.92	27
					Total Approx Units	85

80% Hsg. El. Unit Expectations (Site 48) 66

Development Scenario Approx. Units **85**

4 PUBLIC REALM IMPROVEMENTS

As the Glendora Station attracts more residents, employees, and visitors to the area, it will be essential to provide convenient, safe, comfortable, and enjoyable ways to get around.

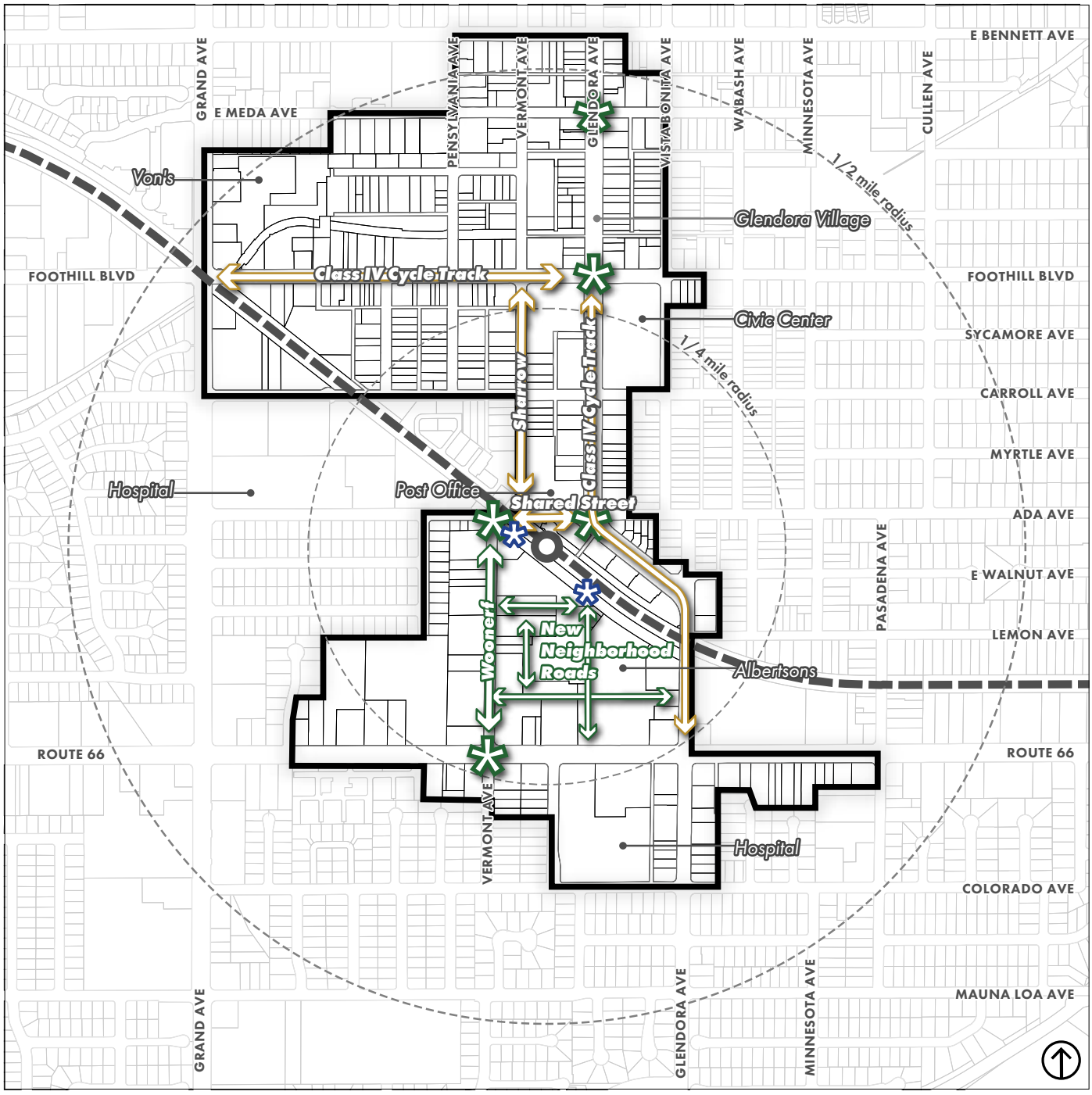
Building off the City's People Movement Project and First/Last Mile Plan Concepts (2020), this vision plan recommends additional public realm improvements to enhance the experience for all users accessing the station. This chapter provides an overview of recommended public improvements that aim to enhance streetscapes and connectivity, foster multimodal accessibility, and improve mobility options for people visiting, working, or living around station.

PUBLIC REALM IMPROVEMENTS

The public realm generally includes areas outside of private property lines, such as public sidewalks and streets, but may also include publicly accessible private open spaces, such as pedestrian paseos and private streets. Thoughtful design of the public realm is critical to provide a safe and comfortable experience for pedestrians, bicyclists, and transit riders. In addition to improvements noted in the Glendora First/Last Mile Plan Concepts (2020), the Station Area Vision Plan includes additional recommendations to the public realm on Vermont Avenue between Route 66 and Ada Avenue, recommends new public connections to access the station, and identifies gateway locations to emphasize key intersections, activity nodes, and provide opportunities for placemaking. The recommended public realm improvements are highlighted on Figure 4-1 and on the following pages.

FIGURE 4-1: PUBLIC REALM IMPROVEMENTS

Source: City of Glendora, 2024; PlaceWorks, 2024



FIRST/LAST MILE

The Glendora People Movement Project is a City initiative that envisions a viable active transportation network spanning over 10 miles of bicycle and pedestrian facilities throughout the city. The People Movement Project has two components: completion of the Urban Trail System and First/Last Mile Improvements.

First/Last Mile

First/Last Mile concepts have been developed to provide safe and comfortable connections to the future Glendora Station as part of Metro's Gold Line Foothill Extension 2B First/Last Mile Plan (2019). A Class IV Cycle Track is proposed along Glendora Avenue and along Foothill Avenue, from Citrus Avenue to Vista Bonita Avenue. A sharrow is proposed along Vermont Avenue, from Foothill Boulevard to Route 66. Ada Avenue is envisioned as a shared street with special paving. These streets also include other pedestrian and bicycle safety improvements such as intersection treatments, bulb-outs, traffic calming, and street trees. This vision plan supports first/last mile concepts but proposes further enhancements to Vermont Avenue.

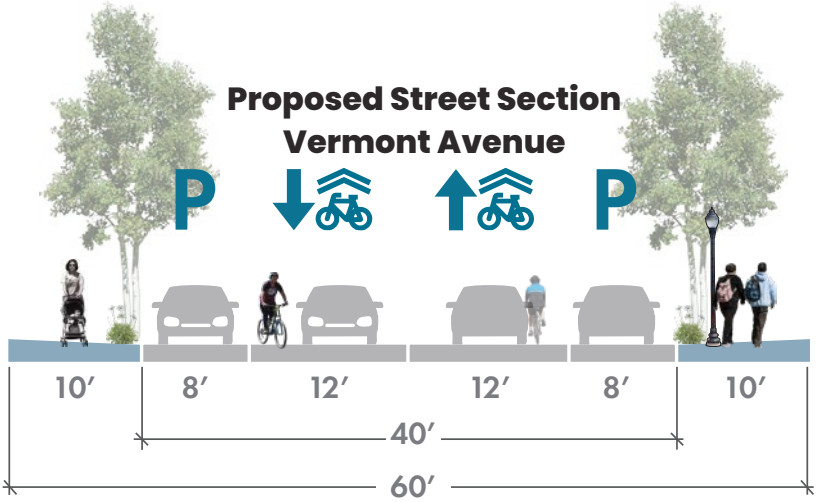
Ada Ave Shared Street Concept (FLM 2020)

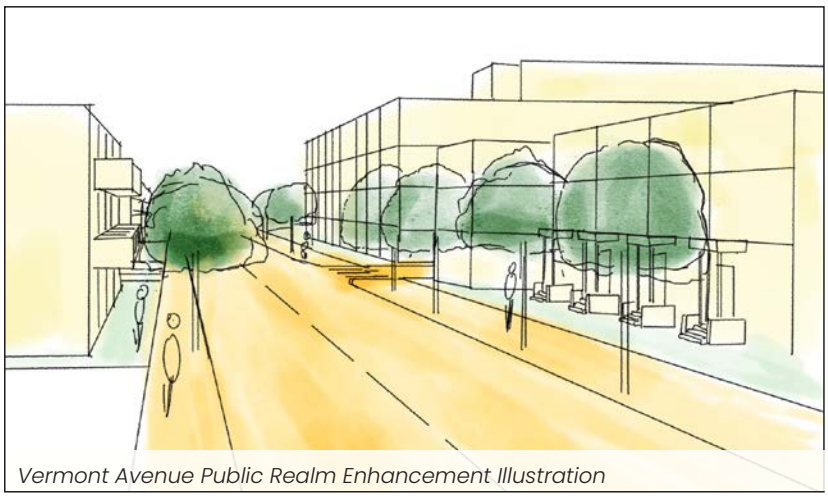
Foothill Boulevard Cycle Track Concept (FLM 2020)

Glendora Avenue Cycle Track Concept (FLM 2020)

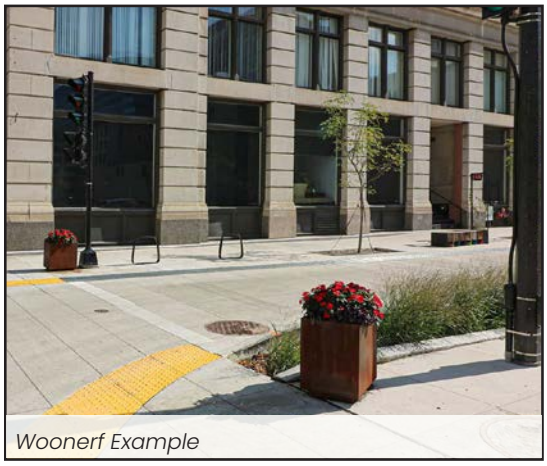
VERMONT AVENUE

Vermont Avenue provides direct access to the Glendora station and connects to multiple station area focus areas. The Glendora First/Last Mile Plan Concepts (2020) recommends a sharrow facility along Vermont Avenue from Route 66 to Foothill Boulevard. This Vision Plan envisions a "woonerf," or curbless street, between Route 66 and Ada Avenue to further emphasize Vermont Avenue as a critical connection to the Glendora Station for pedestrians and cyclists. The woonerf includes decorative paving in sidewalk areas, bollards, landscaping, street trees, and street furniture to calm traffic and to buffer pedestrian walkways from vehicular traffic. The vehicular right-of-way would not change. The woonerf concept would create a unique, safe, and comfortable experience for transit riders going to and from the station along Vermont Avenue. The woonerf concept would also align with the first/last mile, shared-street concept on Ada Avenue.





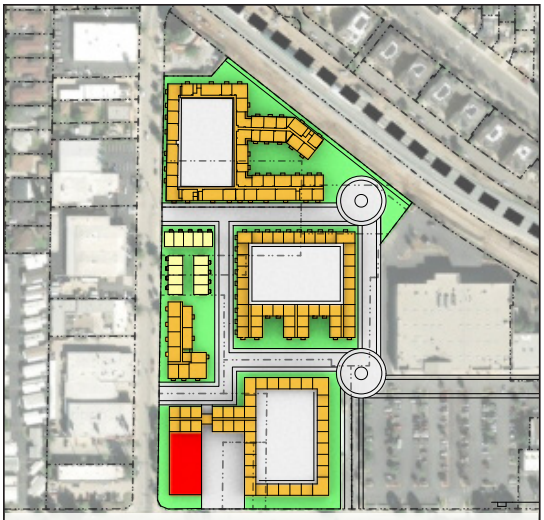
Vermont Avenue Public Realm Enhancement Illustration



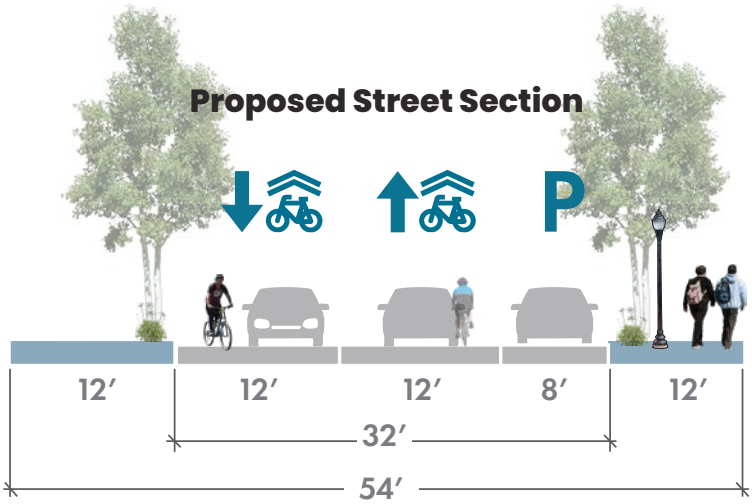
Woonerf Example

Woonerf Example

NEW STATION CONNECTIONS



New Road Network Diagram



To enhance station access, a network of roads is envisioned within the superblock south of the station, shown in the diagram above. As a result, the superblock is divided into smaller blocks that create more pedestrian connections through the site as well as additional routes to and from the station.

The images and street section highlight a potential new east-west street connecting Vermont Avenue to the southern station tunnel entrance. The street terminates in a public plaza and a kiss-and-ride drop-off area. The east-west street includes wide sidewalks lined with street trees for pedestrian comfort and safety and is fronted by medium- to high-density multi-family residential development.

Vermont Avenue to Metro Station Tunnel Connection

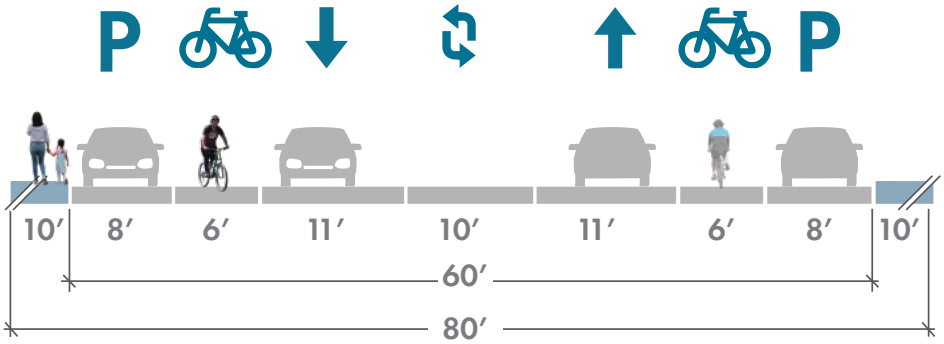
Kiss and Ride Example

Sharrow Example

GATEWAYS

Gateways in the Station Area Vision Plan are located at key intersections that demarcate an entrance to a district or signify an important destination. The Vision Plan identifies five gateways in the station area, shown on Figure 4-1 and described below. Gateways should be emphasized with public realm improvements such as bulb-outs, decorative crosswalks, wayfinding signage, public art, public plaza or gathering opportunities, and architectural gateway features.

Proposed Street Section
Foothill Boulevard



FLM 2020 Foothill Blvd Concept

Gateway at Glendora Ave and Meda Ave

Glendora Ave and Foothill Blvd

Ada Avenue and Vermont Avenue / Glendora Avenue

These intersections signify the Ada Avenue shared street concept, and provides direct access to the Glendora Station at Vermont Avenue.

Route 66 and Vermont Avenue

This gateway signifies the southern entrance to Vermont Avenue, which directly connects to the Glendora Station access.

Glendora Avenue and Foothill Boulevard

The intersection of Foothill Boulevard and Glendora Avenue is a key activity node because it sits adjacent to City Hall, potential new development (see development scenario C), and is the southern gateway to City Hall.

Glendora Avenue at Meda Avenue

This intersection is located within the Glendora Village district and features parklets that block vehicular traffic on either side of Glendora Avenue.

GLENDORA CITY HALL
116

5 IMPLEMENTATION

This chapter provides guidance on implementation of this Vision Plan. To facilitate higher density mixed-use development while providing a flexible and strategic approach to growth, this plan recommends new and amended General Plan Land Use and zoning designations. These new designations are designed to encourage transit-oriented development around the station, preserve existing uses, and provide a flexible land use approach that could be considered in other areas of the city. Both designations are designed to be adaptable frameworks that support future planning efforts, providing clear guidelines for development of key areas while maintaining compatibility with existing development. By implementing these land use strategies, Glendora is positioned to enhance transit-oriented growth, strengthen economic activity, and create well-connected urban districts that support long-term sustainability. As the city evolves, these designations provide a flexible and strategic approach to growth, ensuring that new development aligns with Glendora's long-term vision for sustainable, transit-supportive communities.

New land use and zoning designations encourage transit-oriented development around the station, preserve existing uses, and provide a flexible land use approach

This chapter describes this approach, followed by a high level assessment of CEQA requirements for implementation.

GENERAL PLAN LAND USE RECOMMENDATIONS

General Plan Land Use Recommendations

New Transit Oriented Development (TOD) and Mixed-Use Corridor (MUC) general plan land use designations establish a framework for future development in Glendora, supporting transit-accessible, pedestrian-friendly, and economically vibrant districts. The TOD designation facilitates higher-density, mixed-use development near transit hubs, fostering a walkable environment that prioritizes connectivity and transit access. The MUC designation allows for a balanced integration of residential and commercial uses along key corridors, promoting neighborhood-serving businesses while expanding the city's housing supply. These designations, shown on Figure 5-1, are intended to guide development not only around the Glendora Station area, but also in other parts of the city where mixed-use growth can enhance housing opportunities and commercial activity.

Transit Oriented District

The Transit Oriented District (TOD) land use designation is intended to promote a vibrant, pedestrian-, bicycle-, and transit-friendly environment near the Glendora Station. This designation supports a mix of residential, commercial, and public uses that enhance access to transit while fostering a more walkable and connected community.

The TOD designation encourages pedestrian- and transit-friendly development, contributing to the transformation of Route 66 and Vermont Avenue from automobile-centric corridors into more accessible, multimodal streets. This designation is implemented through the Transit Mixed Use (TMU) Zone (see Figure 5-2), facilitating higher-density residential and commercial development near transit hubs.

Encouraged development includes mixed-use residential projects, retail and commercial businesses, and multifamily housing. To ensure a high-quality transit-oriented environment, new development should prioritize strong connections to Glendora Station, pedestrian-friendly design, and high architectural standards.

Mixed Use Corridor

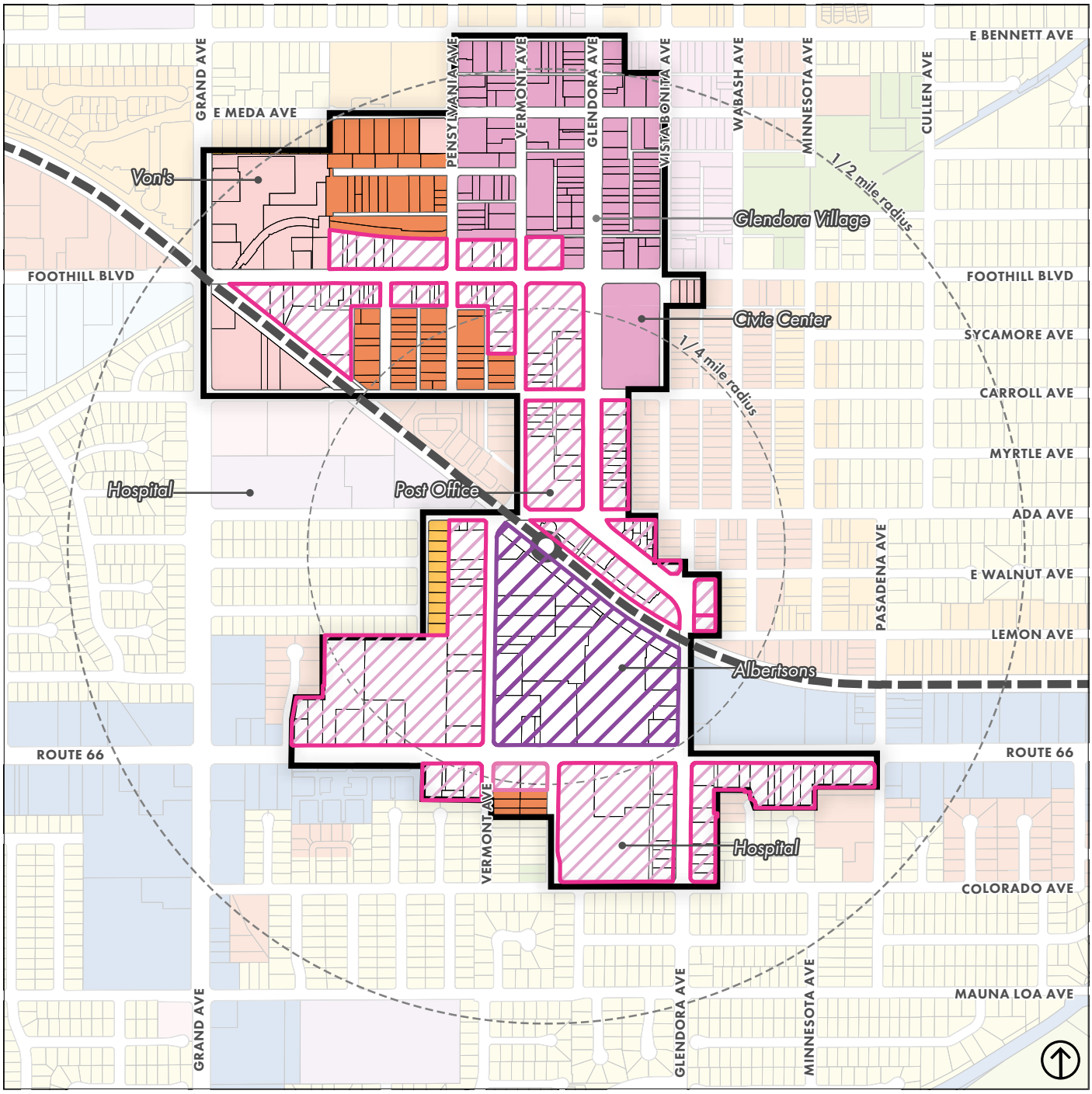
The Mixed-Use Corridor (MUC) land use designation is intended to preserve existing commercial and retail uses while allowing for the integration of residential development. It is implemented through the Mixed-Use 1 (MU-1), Mixed-Use 2 (MU-2), and Mixed-Use 3 (MU-3) zones, accommodating a variety of mixed-use areas that can be tailored for personal service retail, neighborhood-serving businesses, and larger-scale retail centers. The MUC designation is intended to transition the Village Mixed Use (VMU) designation and Route 66 designation to become a mixed-use corridor.

Along Foothill Boulevard, the designation supports a mix of medium-density residential development alongside general commercial uses, fostering a vibrant mixed-use boulevard. This corridor is envisioned as a key area for multifamily housing and retail that serves local neighborhoods, enhancing both livability and economic activity.

The MUC designation also encourages mixed-use development adjacent to the Glendora Station Transit Oriented Development designation. This district is designed to support a walkable neighborhood environment with multifamily residential, neighborhood-serving retail, and transit-supportive commercial uses. Development in this area is expected to complement the character surrounding the station while providing high-quality pedestrian connectivity for residents and visitors.

FIGURE 5-1: GENERAL PLAN LAND USE RECOMMENDATIONS

Source: City of Glendora, 2024; PlaceWorks, 2024



Station Area Plan Boundary

Metro A Line (Gold) Route & Station

Existing General Plan Land Use Designations

- General Commercial
- Light Industrial
- Medium/High Density
- High Density
- Village Mixed Use

Recommended General Plan Land Use Designations

- Transit Oriented District
- Mixed Use Corridor

ZONING RECOMMENDATIONS

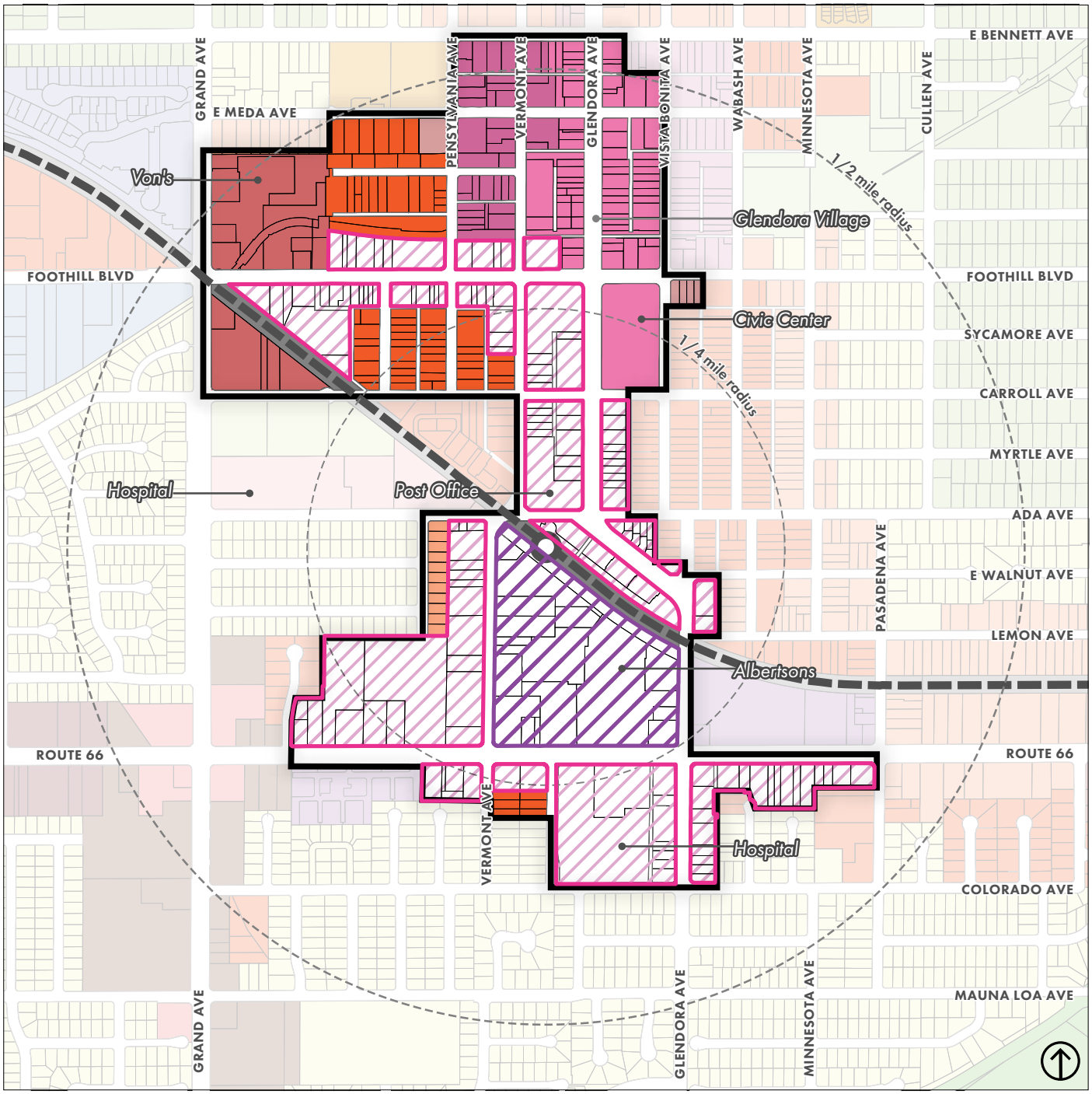
Introduction

The following recommended zones are intended to implement the two recommended General Plan land use designations: Transit-Oriented District (TOD) and Mixed-Use Corridor (MUC). While these zones are designed to support the vision for the Glendora Station Area Vision Plan, they are also structured to be adaptable for application in other areas of the city. The overarching strategy is to establish a flexible zoning framework that guides future planning efforts, encourages sustainable development, and supports a well-connected, transit-oriented urban environment. These zones aim to promote walkability, enhance housing opportunities, and create a vibrant mix of uses that align with Glendora's long-term growth and mobility goals. Table 5-1 provides an overview of recommended zoning designations. The following pages describe each zone in further detail.

Table 5-1: Zoning Recommendations Overview			Lot Consolidation Density Bonus	
Zone	Allowed Commercial Uses	Base Density / Height	Over 1 Acre	Over 1.5 acres
MU-1	Same as C-1	40 du/ac 35 ft	NA	NA
MU-2	Same as C-2	40 du/ac 35 ft	50 du/ac 45 ft	60 du/ac 55 ft
MU-3	Same as C-3	40 du/ac 35 ft	50 du/ac 45 ft	60 du/ac 55 ft
TMU	Same as C-3	80 du/ac 65 ft	NA	NA

FIGURE 5-2: ZONING RECOMMENDATIONS

Source: City of Glendora, 2024; PlaceWorks, 2024



Station Area Plan Boundary

Metro A Line (Gold) Route & Station

Existing Zoning Designations

- R-2 Restricted Multiple-Family Residential
- R-3 Multiple-Family Residential
- C-1 Professional
- C-2 Limited Retail Business
- C-3 Retail And Commercial
- CCAP T-5 Village Core
- R-4 Railroad purposes

Recommended Zoning Designations

- TMU Transit Mixed Use
- MU-3 Mixed Use 3

Transit Mixed Use (TMU) Zone

The Transit Mixed Use (TMU) Zone is designed to implement the General Plan's Transit-Oriented Development (TOD) designation by fostering a high-density, transit-friendly neighborhood centered around Glendora Station. This zone encourages a vibrant mix of residential and commercial uses that support transit ridership and reduce reliance on automobiles. The permitted land uses include multifamily residential, horizontal and vertical mixed-use developments, and commercial retail, all contributing to a walkable and dynamic urban environment. With a maximum residential density of 60 dwelling units per acre (du/ac) and a building height limit of 55 feet, the TMU Zone accommodates a range of low- to medium-rise buildings that enhance the area's accessibility and livability.

Table 5-2: Transit Mixed Use Zone	
Allowed Commercial Uses	Same as C-3
Base Density / Height	40 du/ac 35 ft
Lot Consolidation Density Bonus	
Over 1 Acre	50 du/ac 45 f
Over 1.5 acres	60 du/ac 55 ft

Mixed-Use 1 to 3 Zones

The intent for mixed-use zones 1 to 3 is to provide a designation that would allow residential in existing commercial zoned areas while allowing existing commercial uses to remain. Each mixed-use zone correspond to the City's commercial zone. For example, mixed-use 1 would align with C-1 regulations, but would allow for residential, mixed-use 2 would align with C-2 regulations with residential allowed, and so forth. This strategy would simplify the addition of a the mixed-use zoning designations and align with the City's current code. Although the Station Area Vision Plan only proposes the mixed-use 3 designation within the plan area, mixed-use 1, 2, and 3 could be applied citywide in the future. The mixed-use zones are further defined below.

Mixed-Use 1 (MU-1) Zone

The Mixed-Use 1 (MU-1) Zone serves as the foundation for the Mixed-Use Corridor (MUC) designation, ensuring that existing commercial and retail uses are preserved while allowing for the integration of multifamily residential development. This zone is intended to maintain the character of established commercial areas while introducing compatible housing options that support a pedestrian-friendly environment. With a maximum residential density of 40 du/ac and a building height limit of 35 feet, the MU-1 Zone encourages a balanced mix of uses that promote neighborhood vibrancy and accessibility.

Table 5-3: Mixed Use 1 Zone	
Allowed Commercial Uses	Same as C-1
Base Density / Height	40 du/ac 35 ft
Lot Consolidation Density Bonus	
Over 1 Acre	NA
Over 1.5 acres	NA

Development in the MU-1 Zone includes personal services, small-scale retail, and public and semi-public buildings, aligning with the standards of the Professional (C-1) Zone. The allowance for both horizontal and vertical mixed-use development ensures that residential and commercial activities can coexist in a cohesive manner. While initially tailored to support the corridors around Glendora Station, the MU-1 Zone's standards are also suitable for application in other areas of the city where mixed-use development can enhance walkability and economic vitality.

Mixed-Use 2 (MU-2) Zone

Building upon the regulations of the MU-1 Zone, the Mixed-Use 2 (MU-2) Zone allows for increased residential density and a broader range of commercial uses while still aligning with the goals of the MUC designation. This zone supports a more urbanized development pattern that enhances the transition between lower-density areas and more intensive mixed-use districts. The MU-2 Zone maintains a base residential density of 40 du/ac and base buidling height at 35 feet to ensuring compatibility with surrounding development while allowing for increased housing capacity. Certain sites may increase the base density and height to 60 du/ac and 55 feet through a lot consolidation density bonus.

Table 5-4: Mixed Use 2 Zone	
Allowed Commercial Uses	Same as C-2
Base Density / Height	40 du/ac 35 ft
Lot Consolidation Density Bonus	
Over 1 Acre	50 du/ac 45 ft
Over 1.5 acres	60 du/ac 55 ft

The permitted uses in the MU-2 Zone expand upon those in the MU-1 Zone by incorporating a wider mix of retail commercial and public/semi-public buildings, consistent with the Limited Retail Business (C-2) Zone while also including the allowed uses in the C-1 Zone. This allows for a more diverse range of businesses and services that can support a growing residential population. Like the MU-1 Zone, the MU-2 Zone can also be applied beyond Glendora Station, serving as a model for other corridors that seek to integrate higher-density housing with commercial activity in a pedestrian-friendly setting.

Mixed-Use 3 (MU-3) Zone

The Mixed-Use 3 (MU-3) Zone represents the highest intensity of development within the Mixed-Use Corridor designation, allowing for the greatest residential density and the broadest range of commercial uses. This zone is designed to support regional commercial activity while accommodating high-density residential development that contributes to the city's housing supply and economic growth. The MU-3 zone has a base density and height of 40 du/ac and 35 feet, however, the zone may allow up to 60 du/ac and 55 feet through a lot consolidation density bonus. The flexibility and mix of densities would encourage a blend of mid- and high-rise structures that optimize land use efficiency in key areas.

Table 5-5: Mixed Use 3 Zone	
Allowed Commercial Uses	Same as C-3
Base Density / Height	40 du/ac 35 ft
Lot Consolidation Density Bonus	
Over 1 Acre	50 du/ac 45 ft
Over 1.5 acres	60 du/ac 55 ft

Permitted uses in the MU-3 Zone would align with those of the Retail Commercial (C-3) Zone and include the uses allowed in the C-1 and C-2 Zones, allowing for regional retail, commercial services, and public/semi-public facilities that serve both local and visitor populations. This zone is particularly well suited for areas that can support high levels of activity, such as key intersections and transit-adjacent locations. While originally designed to accommodate the needs around Glendora Station, the MU-3 Zone's flexible development standards make it applicable to other parts of the city where higher-density, mixed-use development is appropriate.

Transit Mixed Use Alternative.

If upon further study, the MU-3 designation identified in Figure 5-2, adjacent to the TMU designation, necessitates specific zoning regulations that differ from the MU-3 designation due to its proximity to the Glendora Station, an alternate zoning could be applied. The TMU designations would be classified as TMU-1 and the areas identified as MU-3 adjacent to TMU would be TMU-2.

OTHER IMPLEMENTATION AND RECOMMENDED POLICIES

Density Bonus

The base density recommended for all Mixed-Use Zones is 40 du/ac with a maximum height of 35 feet. Within the TMU, MU-2 and MU-3 zones, additional density may be achieved on larger sites, which are better able to accommodate the increased capacity as detailed in the Table 5-1. This framework will encourage lot consolidation and promote efficient land use and greater housing production while preserving neighborhood-serving retail and commercial uses.

In addition to the density bonus recommended in this plan, projects may take advantage of the State Density Bonus Law (AB1287). In California, the maximum density bonus under the State Density Bonus Law is 50%, which can be achieved by providing 15% very low income, 24% low income, or 44% moderate income units. This bonus allows developers to increase the number of units allowed on a site above the maximum density permitted by the local zoning ordinance.

Context Sensitive Design

The proximity of newly developed high-density residential adjacent to single-family and low-density residential homes in the Single-Family Residential (R-1) Zone and Restricted Multiple-Family Residence (R-2) Zone is carefully addressed. The Vision Plan recommends that, for any project sharing a property line with or across the street from an R-1 or R-2 zoned lot, the zoning standards require appropriate setbacks, stepbacks, and other design considerations to avoid imposing on existing residential developments.

Public Realm Improvements

This Vision Plan supports many of the first/last mile improvements adjacent to the Glendora Station. First/last mile improvements are currently underway with an expected completion in 2027. Table 5-6 highlights potential funding sources for additional public realm improvements highlighted in Chapter 4 of this plan. The Vision Plan also recommends the City considers additional opportunities to enhance first/last mile connections through the implementation of trails and bicycle facilities along public right-of-ways such as flood control channels, the Metro A Line (Gold) properties, and public alleys.

Table 5-6: Public Realm Improvement Potential Funding Sources	
First/Last Mile Improvements	City, Regional Transportation Funds and/or Grants
Vermont Avenue Woonerf	City, Regional Transportation Funds and/or Grants
New Station Connections (within private property)	Required as condition of development project
Gateways	City, Regional Transportation Funds and/or Grants

Parking

Historically, "solving the parking problem" almost always meant increasing supply. Unfortunately, constantly increasing parking supply simply encourages more auto use, as people are encouraged to drive to places that offer "plenty of free parking." Building too much parking can attract more peak-hour automobile trips, as well as hamper mobility for transit, bicycles, and pedestrians and preclude more productive land uses.

In recognition of this paradox, Assembly Bill 2907 (AB2097) prohibits public agencies or cities from imposing a minimum automobile parking requirement on most development projects located within a half-mile radius of a major transit stop. In addition to state law parking requirements, this Vision Plan recommends the City develop a comprehensive parking management plan to manage potential congestion and reduce the impacts of auto traffic around Glendora Station and Glendora Village. The goal of the parking program is to manage parking supply and demand, and ensure that a growing station area does not impact residential neighborhoods.

This Vision Plan recommends the following principles to guide parking management for both needs and future needs:

- Manage the entire parking supply as part of an integrated system.
- Manage parking facilities with a focus on maintaining availability, not simply increasing supply.
- Ensure that people know where to find available parking through clear and comprehensive wayfinding program.
- Optimize investment in parking by making most efficient use of all public and private parking facilities, before constructing new parking.
- Use residential parking benefit districts to address spillover concerns in neighborhoods adjacent to Glendora Station, Glendora Village and other areas with higher-than-average parking demand.
- Consider imposing a parking maximum for all new development within a half mile from the Glendora Station. A parking maximum of no more than 10% of existing parking requirement standards will limit the amount of new vehicular parking, and encourage multi-modal transportation around the station.

Local Business Retention

The recommendations outlined in this Vision Plan are intended to encourage new development. As a result, potential significant increases to land values may occur within the study area. As the Vision Plan and the Glendora Station attracts new development, this Plan recommends the City provide technical assistance for business retention and relocation services for existing local businesses and commercial uses. The City may provide resources and/or grant assistance to support this program. Potential funding sources for this program include the City's local general fund.

CEQA

Vision Plan and CEQA

The Glendora Station Area Vision Plan (Vision Plan) includes a comprehensive planning and development study to guide future growth and development, over the next 20-plus years, within a half mile radius of the future Metro Glendora Station. The Vison Plan outlines a development vision through various development scenarios and identifies the regulatory adjustments required to realize these scenarios, including future land use and zoning amendments that would be necessary for implementation. The Vision Plan also establishes an urban design framework that promotes a pedestrian- and transit-friendly environment, while addressing the City's housing needs in this focused area. The Vision Plan does not include adoption of any zoning or General Plan amendments at this time, nor does the Vision Plan propose any physical development as part of this study. The Vision Plan would guide the future legislative actions, regulations or capitol improvement projects surrounding the Glendora Station.

Vision Plan Study Area

The Vision Plan study area includes a focused half-mile radius around the future Metro Glendora Station near the intersection of Vermont Avenue and Ada Avenue. The study area also took into consideration the 2021-2029 Housing Element sites. These sites have been identified as potential sites for residential development that would help meet the City's Regional Housing Needs Allocation (RHNA). The Glendora Station Area Plan boundary includes areas along Route 66, Foothill Boulevard, Glendora Avenue, Vermont Avenue, and Pennsylvania Avenue. The study area includes approximately 400 parcels with an area of 142 acres.

Vision Plan and the Housing Element

Glendora's General Plan, Community Plan 2025, was adopted in 2008. A corresponding CEQA document that supported approval of Community Plan 2025 was not readily available through research, but if one is available, it would further inform recommendations for future CEQA pathways described herein. The Housing Element was last updated in 2022 to correspond with the State's 6th Housing Cycle. An Initial Study/Negative Declaration was prepared and certified in 2021 for the Housing Element. Glendora's 2021–2029 Housing Element, certified by the State in 2023, identifies a RHNA of 2,276 units and commits the City to a series of actions aimed at streamlining housing production for all economic segments. Within a half-mile of the future Metro Glendora Station, the Housing Element identifies 10 sites for rezoning and land use changes to support potential future residential development, set to accommodate around 45% of the City's projected housing need, or around 1,000 residential units.

Potential future development in the selected focus areas would provide enough units to meet RHNA unit expectations for housing element sites in the Station Area. Based on the potential development capacity in selected focus areas studied in the Vision Plan, 80 percent of RHNA units, or 1,030 units, would be required and 1,098 would be accommodated.

CEQA Statutory Exemption for Vision Plan

The Vision Plan is a feasibility and planning study for possible future actions, and does not result in a legally binding effect on later activities. Therefore, pursuant to Title 14 of the California Code of Regulations (CCR), Section 15262 the Vision Plan would be statutorily exempt from the California Environmental Quality Act (CEQA) (Authority cited: Section 21083, Public Resources Code; Reference: Sections 21102 and 21150, Public Resources Code). Future actions or projects facilitated by the Vision Plan would be subject to CEQA and reviewed on a case-by-case basis.

Future CEQA Pathway for Implementation of the Vison Plan

Scenario 1 – General Plan Update

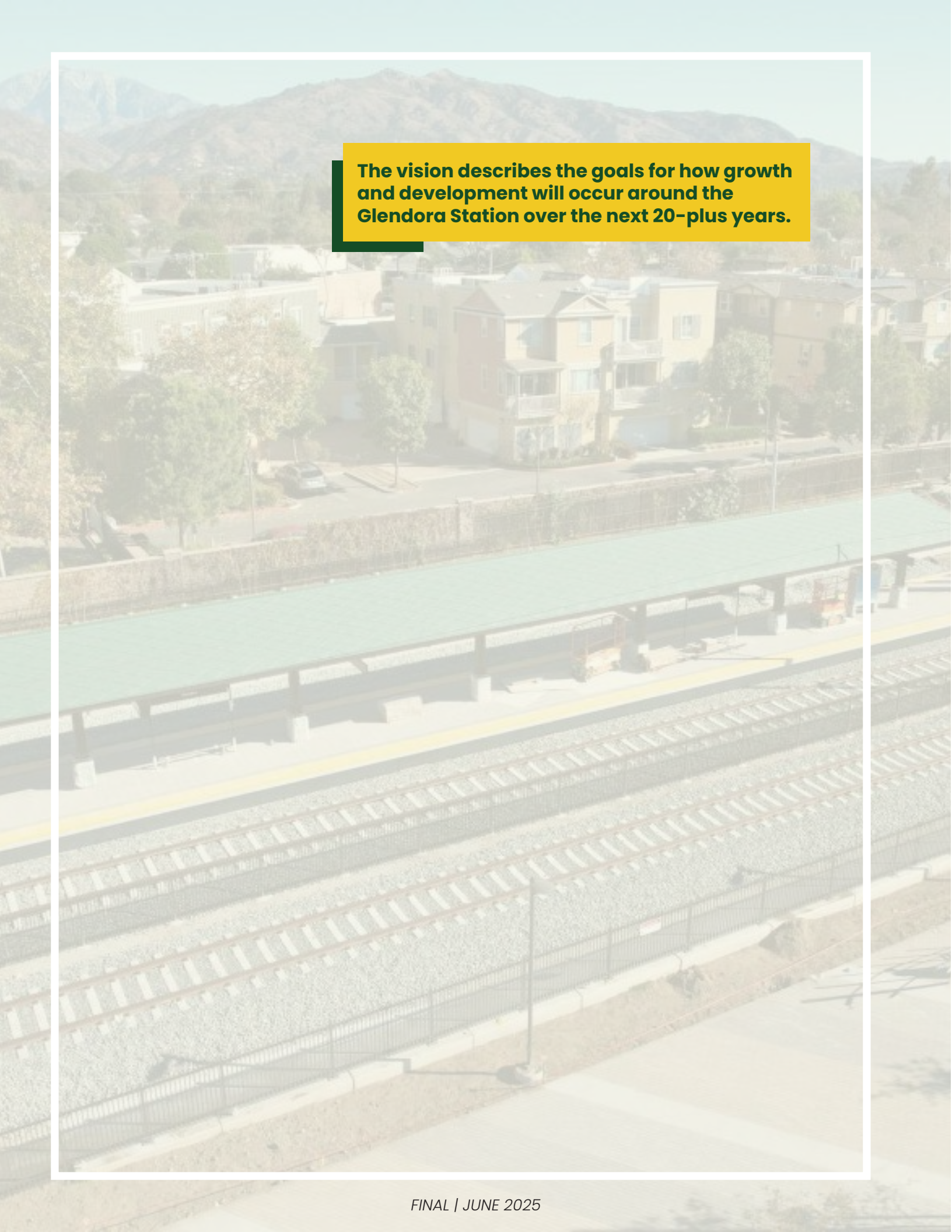
This scenario would result in the preparation and adoption of a General Plan Update that would address Citywide changes to the Land Use Map and related zoning changes, as well as related updated to other Elements of the General Plan, which would be based on information contained in the Vision Plan. Based on the anticipated increase in density and intensity of residential and commercial land uses of the preferred scenario outlined in the Vision Plan, as well as likely other citywide changes in the General Plan Update including implementation of land use and zoning changes Citywide to implement the Housing Element, there is a high potential to identify significant and unavoidable impacts, thereby requiring preparation of an Environmental Impact Report (EIR). The EIR would clear CEQA for both the land use and zoning amendments required to implement the Housing Element citywide, any other updated to General Plan Elements, and related amendments to the current Route 66 Specific Plan. An EIR would serve as a useful tool for tiering and streamlining of environmental clearance for future development and redevelopments project facilitated by a General Plan Update.

Scenario 2 – Glendora Station Specific Plan

This scenario would include the preparation and adoption of a new Glendora Station Specific Plan (based off the Vision Plan) which would result in focused land use and zoning amendments to the General Plan and the Route 66 Specific Plan. Based on the proposed increase in density and intensity of residential and commercial land uses of the preferred scenario outline in the Vision Plan, an Initial Study should be prepared to determine whether an EIR or a lesser document, either a Negative Declaration (ND) or Mitigated Negative Declaration (MND), if all identified environmental impacts can be avoided or reduced, is the most appropriate CEQA path. The extent of physical changes and resulting environmental impacts would be based on the overall anticipated net increase in allowable units within the Glendora Station Specific Plan Area.

Scenario 3 – Station Area Land Use and Zoning Amendments

This scenario would require focused land use and zoning amendments to the General Plan Land Use Map and the Route 66 Specific Plan to facilitate the future development of RHNA units on the identified opportunity sites identified in the Housing Element within the Glendora Station Area. This scenario would not include a Glendora Station Specific Plan. As with Scenario 2, an Initial Study can be prepared to determine the potential significant impacts, which would lead to determination of the appropriate level of CEQA clearance required (EIR, ND, MND).



The vision describes the goals for how growth and development will occur around the Glendora Station over the next 20-plus years.

Glendora Station Area Vision Plan Appendices

FINAL: JUNE 2025

This page is intentionally left blank.

APPENDIX A
RHNA SITE ANALYSIS

2021-2029 RHNA SITE ANALYSIS

Townhome Development Example

Wrap Development Example

Garden Apartment Development Example

Introduction

This section provides an analysis of 2021-2029 Housing Element Regional Housing Needs Allocation (RHNA) sites within the Glendora station area, shown in Figure A-1: Housing Element Sites. These sites have been identified as having the potential to help meet the City's Regional Housing Needs Allocation (RHNA) requirements. This section provides an analysis of these sites by measuring development capacity compared to current zoning regulations for each site. Details pertaining to each site can be found in Appendix B of the 2021-2029 Housing Element.

Although the RHNA identifies net units at 80% based on a calculation of acreages and maximum allowed densities for sites, certain development constraints may limit the construction of building types that would achieve RHNA site unit expectations. These include maximum building heights, maximum residential densities, lot size and geometry, and market for development types. With these considerations in mind, RHNA sites were tested for their development capacity. Table 6-1: RHNA Site Development Capacity highlights RHNA site net unit expectations at 80%, followed by a capacity test of potential building types on those sites. Based on current zoning regulations and transit oriented development trends around nearby Metro stations, townhomes, wraps, and garden apartment development typologies were deemed feasible in RHNA sites in the Glendora station area.

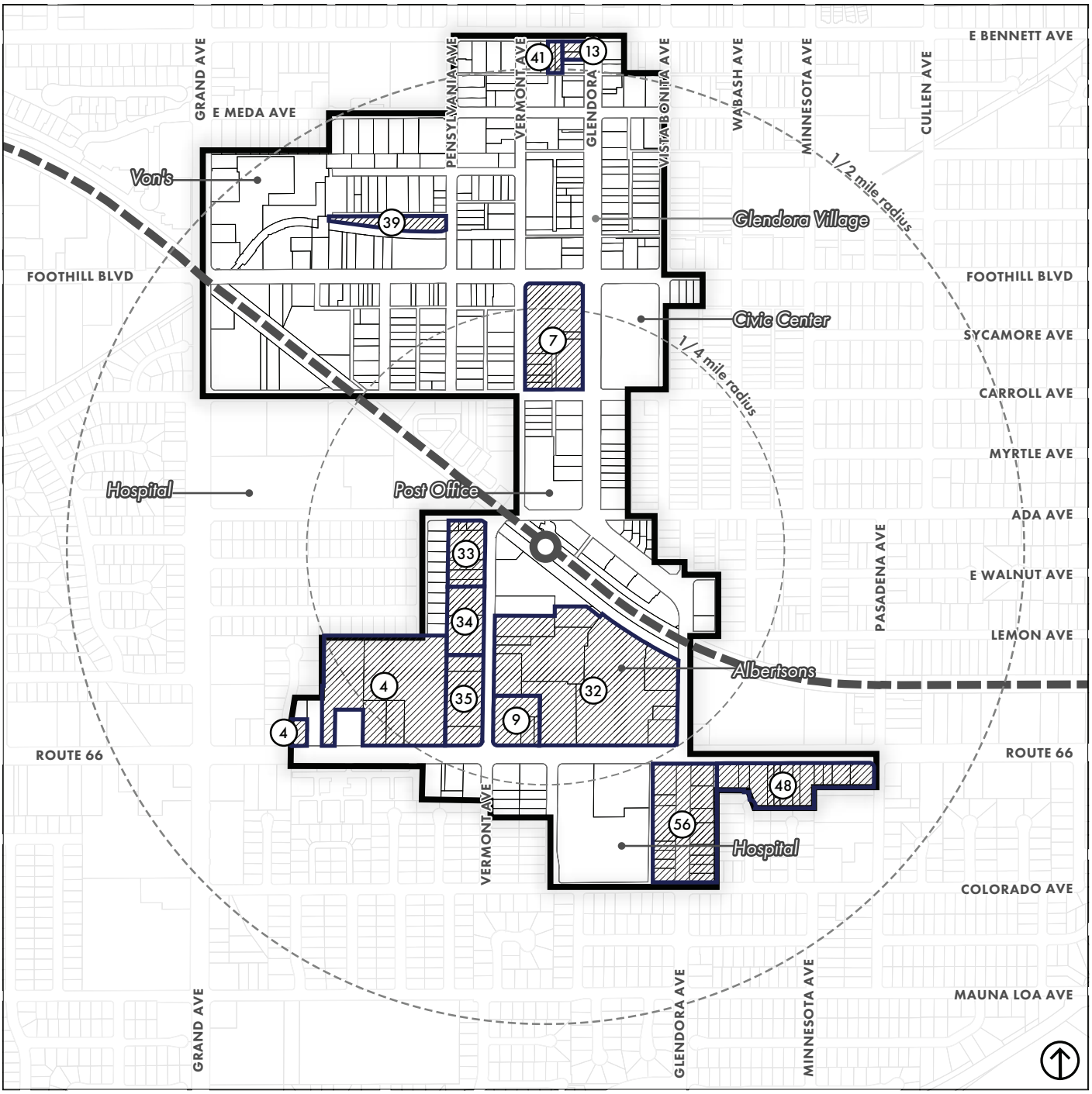
Potential Townhome Development (Sites 13, 41, 48, 56)

Townhomes are multifamily residential developments where one or two walls are shared between the two houses. They are connected in a row, with each house having its separate entrance. They are typically 2 to 3 stories high and 12-18 dwelling units per acre. Small site townhouse developments are on sites that are typically no larger than one acre in size. These types are typically located in infill lots with one access point off of a single street via an alley, common court, or auto court.

RHNA sites 41 and 13 (combined), 39, 48, and 56 were identified as best suited for townhome development due to their lot size, lot geometry, and land use compatibility with adjacent residential areas. Sites 41 and 13 have contiguous parcels with the same owner and were considered as one site. When testing the capacity of townhomes on sites 41, 13, and 39, the resulting number of developable units meets or exceeds 80% of RHNA net unit expectations. Development of townhomes on sites 48 and 56 resulted in units significantly less than 80% RHNA net unit expectations.

FIGURE A-1: HOUSING ELEMENT SITES

Source: City of Glendora, 2024; PlaceWorks, 2024



Station Area Plan Boundary

Metro A Line (Gold) Route & Station

2021-2029 Glendora Housing Element Sites

Current zoning regulations and RHNA site lot sizes encourage the townhome development typology. Although the maximum density of 30 dwelling units per acre in Town Center Mixed Use and Village Core areas would allow for higher density development, the 45' or 3 stories maximum height restrictions hampers any development other than townhomes. The townhome product type can be easily developed under the Town Center Mixed Use and Village Core zoning regulations.

Potential Wrap Development (Sites 4, 7, 9, 32, 33, 34, 35)

Wrap structures are characterized by wood-framed residential units "wrapping" around an above-grade concrete parking structure. They are typically 3 to 5 stories high and 50-100 dwelling units per acre. When developed as a mixed-use project, the non-residential uses are typically located within the wood-frame structure on the ground floor facing public streets. As shown in section 3: Case Studies, there is a recent pattern of transit oriented development in adjacent Foothill cities for four to six story wrap and podium structures. To maximize the potential yield of the RHNA sites, based on their acreage and site geometry, the wrap development typology was tested on RHNA sites 4, 7, 9, 32, 33, 34, and 35.

Wrap structures typically requires at least 4 stories to be financially feasible to construct. The Avalon Glendora, located at Glendora Avenue and Rte 66, just outside the study area, was recently built at a height of 4 stories. When testing wrap structure development on RHNA sites at 4 stories, the resulting number of developable units exceedingly surpasses 80% of RHNA net unit expectations, however, the resulting densities also exceeded current zoning regulations.

Potential Garden Apartment (Site 48)

Garden Apartments consist of up to 16 attached and/or stacked units, accessed from a shared courtyard. They are typically 2 to 4 stories high and 19 to 25 units per acre. Parking may be accommodated with surface lots, tuck under garages, or a combination of both. This type is typically integrated as a small proportion of lower-intensity neighborhoods or, more consistently, into moderate-intensity neighborhoods. The garden apartment development typology was tested for site 48. Although the maximum density of 30 dwelling units per acre with a height limit of 45' or 3 stories in Town Center Mixed Use allow for 71 dwelling units, site 48 is able to produce 147 units, surpassing the 80% of RHNA net unit expectations. The density, however, exceeded current zoning regulations.

TABLE A-1: 2021-2029 RHNA SITE ANALYSIS

	ZONING REGULATIONS & 80% NET UNIT EXPECTATION					DEVELOPMENT CAPACITY ANALYSIS				
RHNA SITE	ZONING	TOTAL ACRES	MAX HEIGHT	MAX DU/AC	NET UNITS AT 80%	BUILDING TYPE	STORIES	DENSITY (DU/AC)	UNITS	COMMERCIAL SF
13/41	CCAP-T-5 Village Core	0.6	45' or 3 stories	30	10	Townhome	2	16.7	10	N/A
39	R-3: Multiple Family Residential	0.95	2 stories not to exceed 25'	25	7	Townhome	2	12.7	12	N/A
48	RTE66-TCMU Town Center Mixed Use	3.67	45' or 3 stories	30	71	Townhome	3	13.15	48	N/A
56	RTE66-TCMU Town Center Mixed Use	3.95	45' or 3 stories	30	87	Townhome	3	12	47	N/A
4	RTE66-TCMU Town Center Mixed Use	9.12	45' or 3 stories	30	117	Mixed-Use Wrap	3	30	242	4,800
7 (Commercial Site Only)	CCAP-T-5 Village Core	2.35	45' or 3 stories	30	91	Wrap	4	54.5	128	N/A
7 (Commercial Site and Church)	CCAP-T-5 Village Core	4.11	45' or 3 stories	30	91	Wrap	4	58.86	201	N/A
9	RTE66-TCMU Town Center Mixed Use	1.61	45' or 3 stories	30	37	Mixed-Use Wrap	4	36.67	59	6,500
32	RTE66-TCMU Town Center Mixed Use	12.35	45' or 3 stories	30	292	Mixed-Use Wrap	4	55.54	684	18,600
33	RTE66-TCMU Town Center Mixed Use	1.7	45' or 3 stories	30	36	Mixed-Use Wrap	4	32.81	50	7,500
34	RTE66-TCMU Town Center Mixed Use	1.78	45' or 3 stories	30	42	Mixed-Use Wrap	4	52.31	102	5,700
35	RTE66-TCMU Town Center Mixed Use	2.35	45' or 3 stories	30	55	Mixed-Use Wrap	4	60.56	142	5,500
48	RTE66-TCMU Town Center Mixed Use	3.67	45' or 3 stories	30	71	Garden Apartment	3	40	147	N/A

CONFORMS WITH CURRENT ZONING REGULATIONS

EXCEEDS ZONING REGULATIONS TO MEET UNIT COUNT

MEETS OR EXCEEDS RHNA 80% UNIT EXPECTATIONS

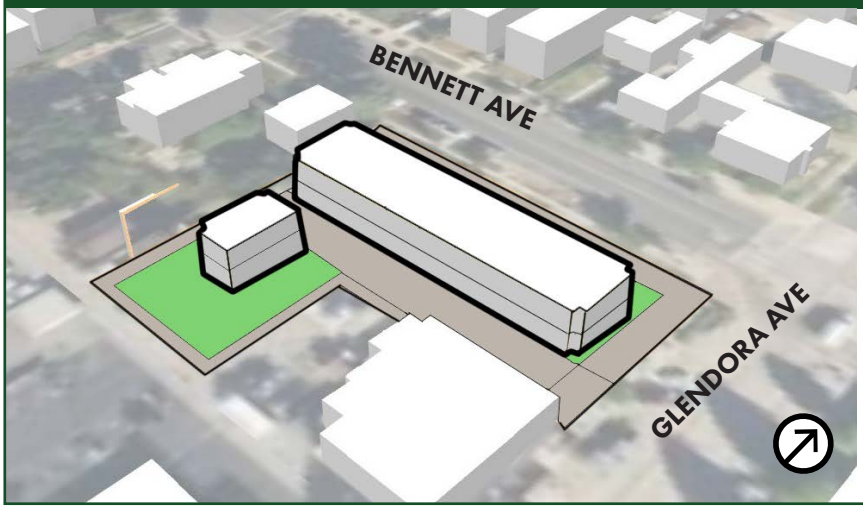
DOES NOT MEET RHNA 80% UNIT EXPECTATIONS

Key Findings

Current zoning regulations within the study area, particularly the 3 story height limit and maximum allowable densities, encourage the development of townhomes, while constraining the development of higher density transit oriented development. The configuration of larger RHNA sites are best suited for higher density development, especially those adjacent to the station, but would require modifications to the zoning code. On sites large enough to accommodate wrap structures, the resulting density would easily exceed RHNA net unit expectations. Figure A-2: Selected RHNA Site Massing Studies provides examples of massing studies on RHNA sites that informed the development capacity analysis in Table A-1.

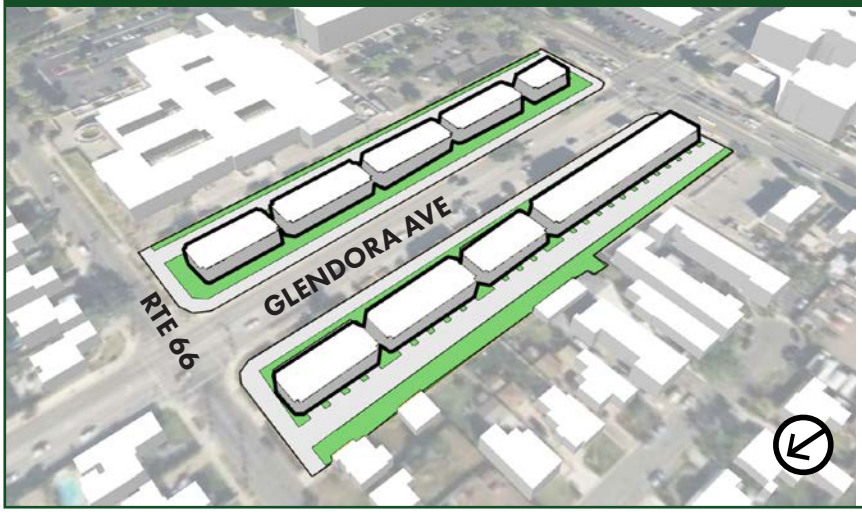
FIGURE A-2: SELECTED RHNA SITE MASSING STUDIES

RHNA SITE 41/13



RHNA Net Units at 80%: 10
Townhome Development Scenario: 10 Dwelling Units

RHNA SITE 56



RHNA Net Units at 80%: 87
Townhome Development Scenario: 47 Dwelling Units
(Does not meet RHNA 80% Unit Expectations)

RHNA SITE 7 (Commercial and Church Site)

RHNA Net Units at 80%: 91
Wrap Development Scenario: 201

RHNA SITE 33

RHNA Net Units at 80%: 42
Wrap Development Scenario: 102 Dwelling Units

RHNA SITE 48

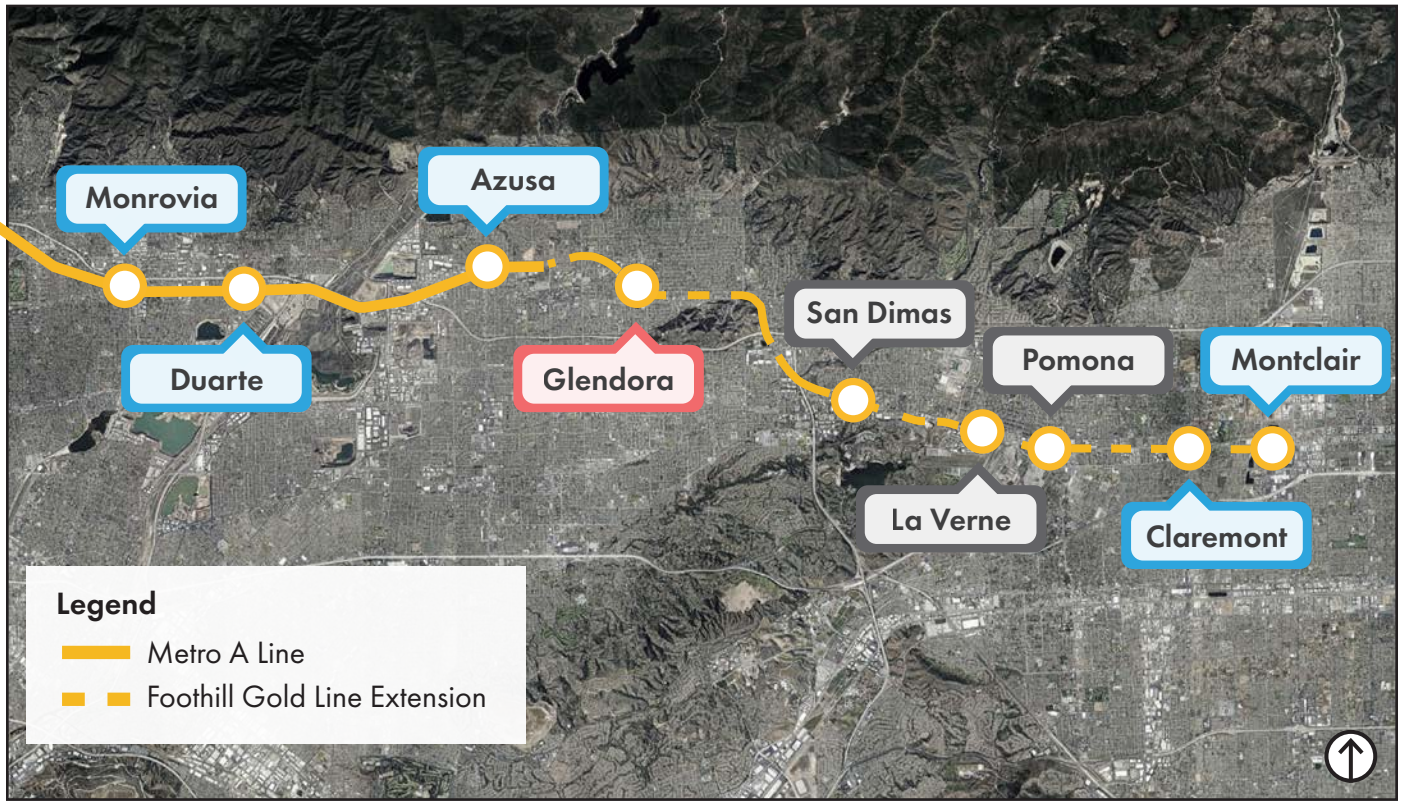
RHNA Net Units at 80%: 71
Garden Apartment Development Scenario: 147 Dwelling Units

This page is intentionally left blank.

APPENDIX B
CASE STUDIES

DEVELOPMENT PROJECT CASE STUDIES

FIGURE B-1: CASE STUDY STATIONS OVERVIEW MAP

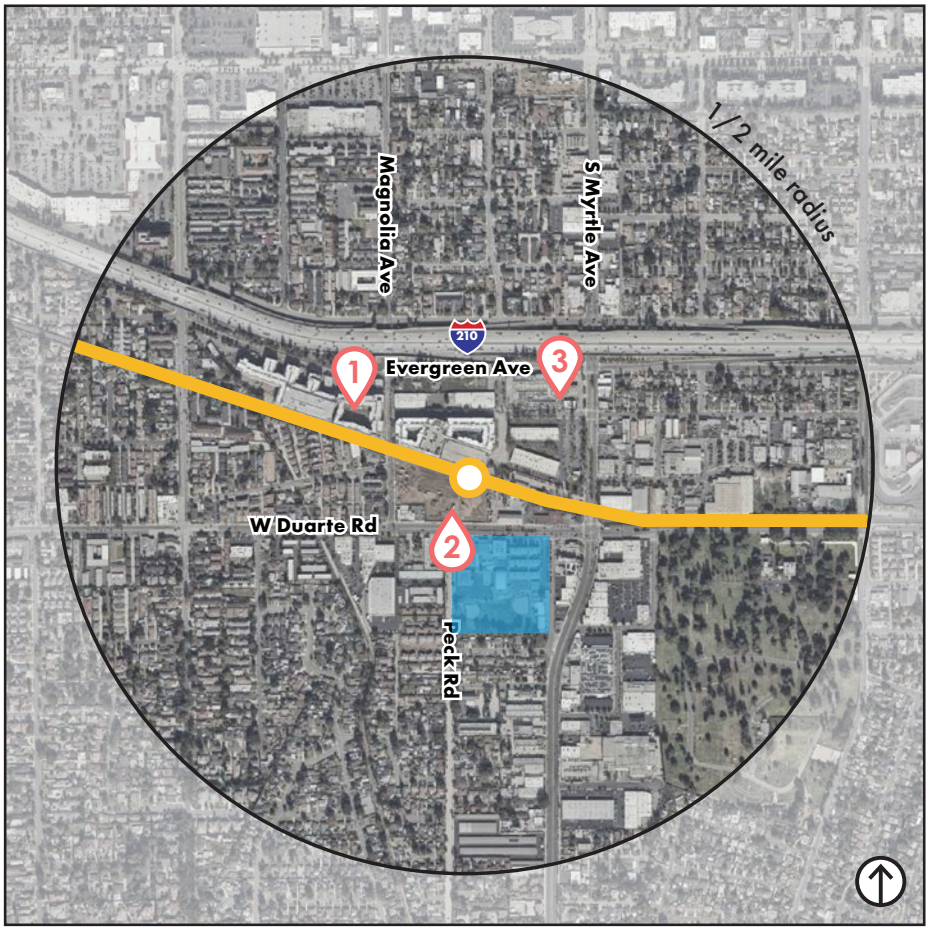


To better understand the development potential around Metro A Line (Gold) stations, the following case studies highlight developments that have either recently been completed or are currently under construction. This chapter focuses on five Metro A Line (Gold) stations with developments similar to those anticipated in Glendora, as indicated in blue in Figure B-1. The case studies examine key aspects such as the types of multifamily apartments and mixed-use buildings, site area, building height, dwelling units per acre, unit count, and commercial square footage (if applicable).

MONROVIA STATION

The City of Monrovia is creating a TOD separate from the existing downtown. The Monrovia Station is located adjacent to industrial and office uses as well as multifamily residential developments.

The map to the right displays the Monrovia Station and key developments within a 1/2 mile radius, as shown in the black circle. The blue shows civic and institutional uses, such as Santa Fe Middle School.



Legend

Civic/Institutional Use

Alexan Monrovia

- Status : Under construction
- Building Type: Wrap
- Site Area: 294,901 SF
- Stories: 5
- Lot size: 6.77 Acres
- DU/AC: 64
- Units: 436

Jefferson Monrovia South

- Status : Under construction
- Building Type: Wrap
- Site Area: 287,329 SF
- Stories: 5
- Lot size: 6.6 Acres
- DU/AC: 78
- Units: 296

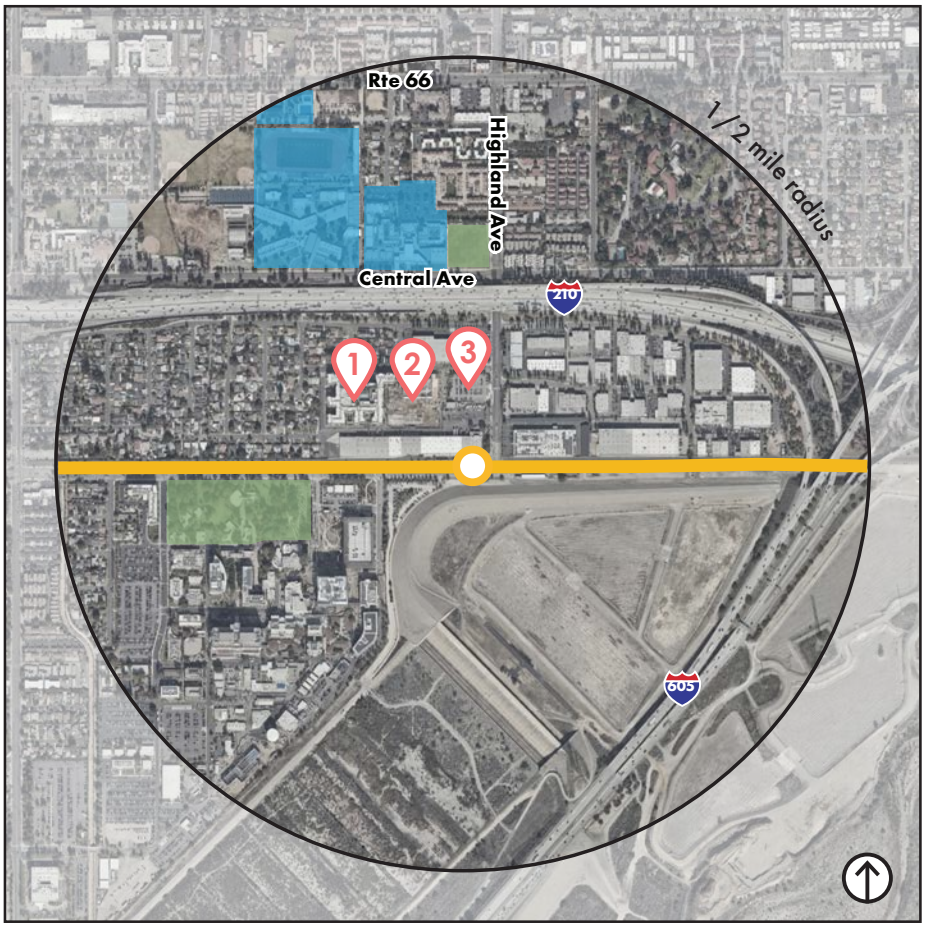
127 Pomona Avenue

- Status : Under construction
- Building Type: Wrap
- Site Area: 79,810 SF
- Stories: 7
- Lot size: 1.83 Acres
- DU/AC: 127
- Units: 232
- Commercial: 8,535 SF

DUARTE/CITY OF HOPE STATION

The Duarte/City of Hope station is located adjacent to industrial and office uses as well as the San Gabriel Valley River Trail.

The map to the right displays the Duarte/City of Hope Station and key development within a 1/2 mile radius, as shown in the black circle. The blue shows civic and institutional uses, such as the City Hall, Duarte High School, and California School of Arts. The green shows open space, such as Northview Park and Pioneer Park.



Legend

- Civic/Institutional Use
- Open Space

Esperanza at Duarte

- Status : Completed
- Building Type: Wrap
- Site Area: 187,308 SF
- Stories: 5
- Lot size: 4.3 Acres
- DU/AC: 80
- Units: 344

Solana at Duarte

- Status : Under construction
- Building Type: Wrap
- Site Area: 149,411 SF
- Stories: 5
- Lot size: 3.43 Acres
- DU/AC: 85
- Units: 292

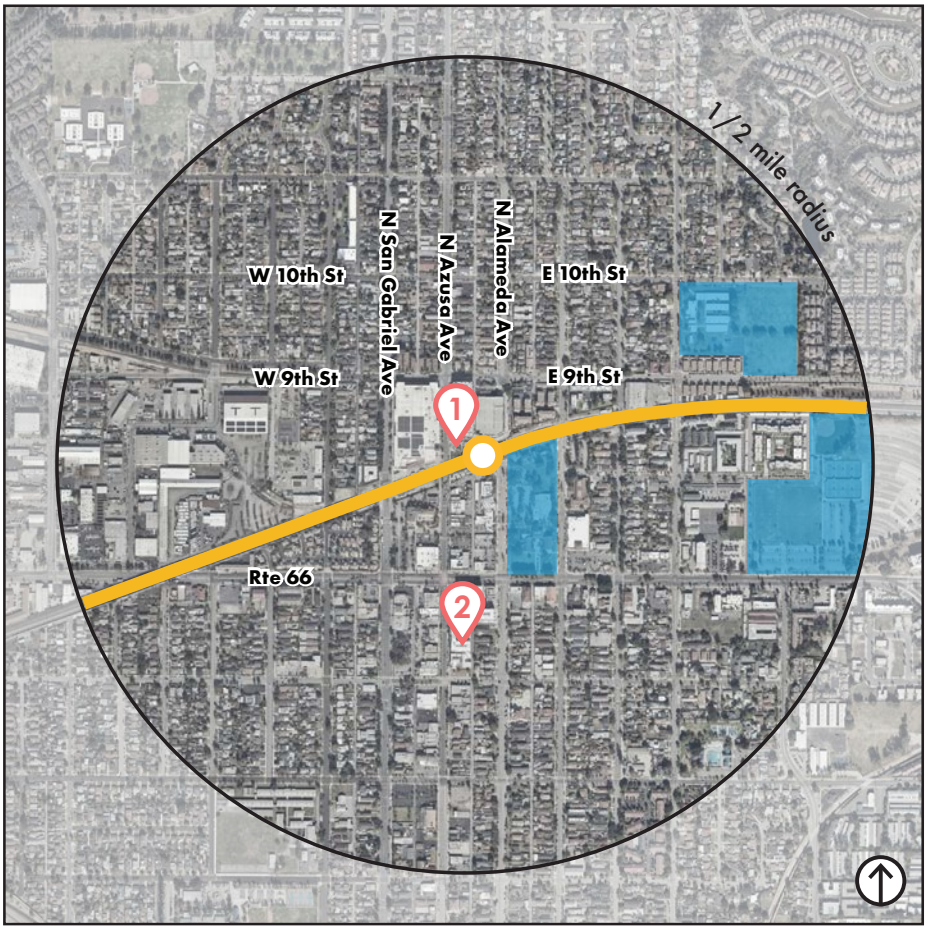
Highland Village

- Status : Under construction
- Building Type: Podium
- Stories: 5-6
- Units: 100
- Commercial: 5,000 SF

AZUSA DOWNTOWN STATION

The Azusa station is located in the heart of downtown, providing a walkable environment for the TOD.

The map to the right displays the Azusa Station and key developments within a 1/2 mile radius, as shown in the black circle. The blue shows civic and institutional uses, such as the City Hall and Dalton Elementary School, and Azusa Pacific University.



Legend

Civic/Institutional Use

Lumia

- Status : Under construction
- Building Type: Podium
- Site Area: 52,272 SF
- Stories: 4
- Lot size: 1.2 Acres
- DU/AC: 106
- Units: 127
- Commercial: 12,000 SF

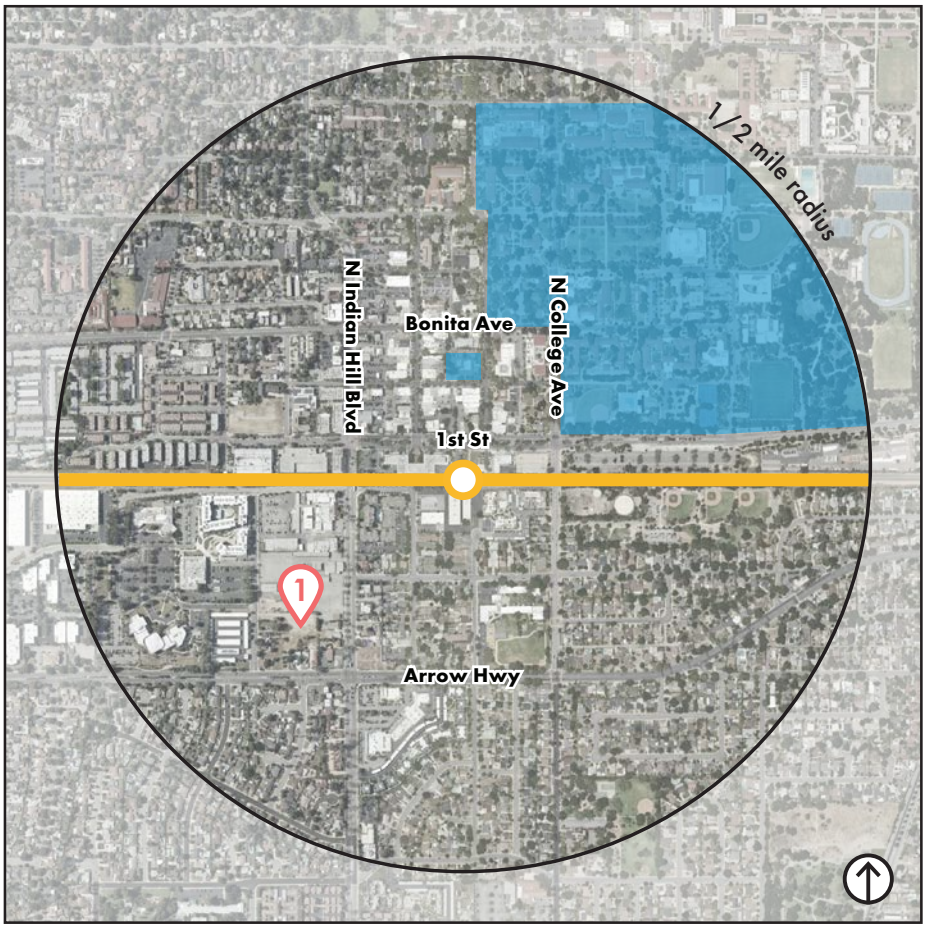
The Orchard

- Status : Completed
- Building Type: Wrap
- Site Area: 97,574 SF
- Stories: 4
- Lot size: 2.24 Acres
- DU/AC: 73
- Units: 163

CLAREMONT STATION

The future Claremont station is planned to be located in the center of downtown, which is a walkable area and creates an opportunity to expand on their existing development to create a TOD.

The map to the right displays the future Claremont Station and key development within a 1/2 mile radius, as shown in the black circle. The blue shows civic and institutional uses, such as the City Hall and the Claremont Colleges.



Legend

Civic/Institutional Use

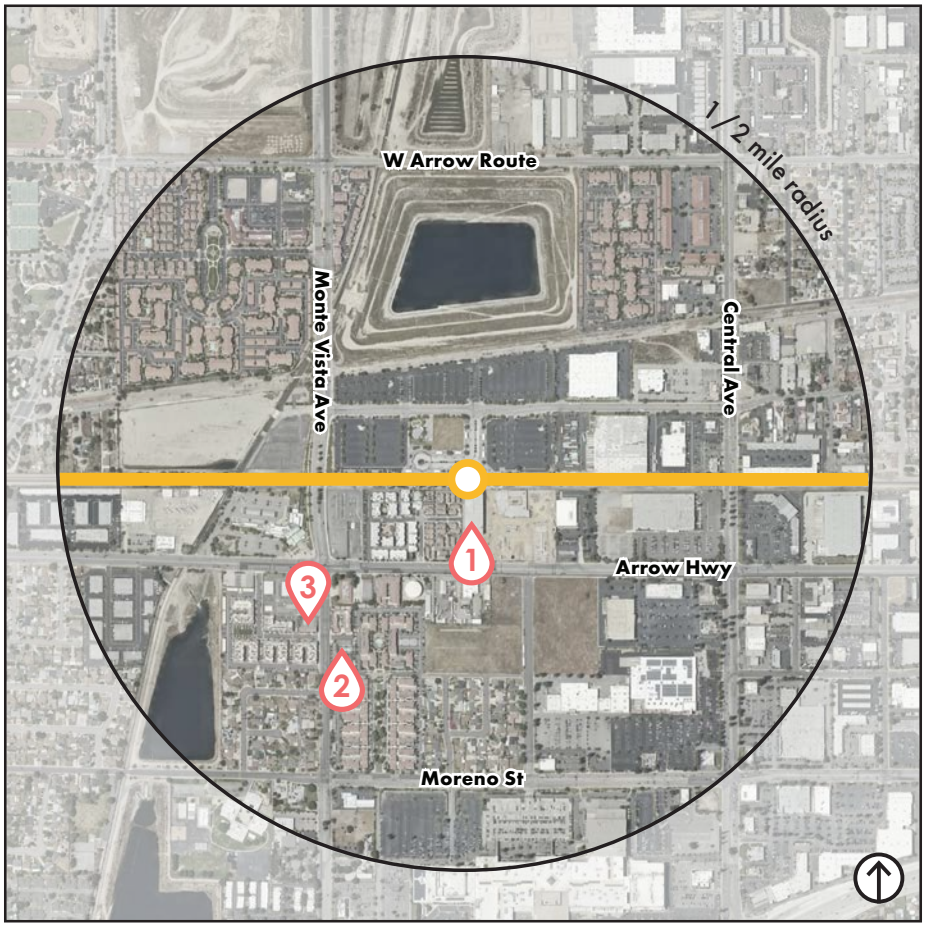
The Village at South Claremont

- Status : Under construction
- Building Type: Mixed-Use
- Site Area: 540,244 SF
- Stories: 4-5
- Lot size: 12.4 Acres
- DU/AC: 17
- Units: 207
- Commercial: 35,000 SF

MONTCLAIR STATION

The future Montclair station is planned to be located among existing vacant land, creating an opportunity to plan a TOD surrounding the future station.

The map to the right displays the future Montclair station and key developments within a 1/2 mile radius, as shown in the black circle.



The Village at Montclair

- Status : Under construction
- Building Type: Podium
- Site Area: 275,299 SF
- Stories: 4
- Lot size: 6.32 Acres
- DU/AC: 55
- Units: 349

Paseos at Montclair North

- Status : Completed
- Building Type: Tuck-Under
- Site Area: 566,280 SF
- Stories: 3
- Lot size: 13 Acres
- DU/AC: 30
- Units: 385

Alexan Kendry

- Status : Completed
- Building Type: Tuck-Under
- Site Area: 273,121 SF
- Stories: 3
- Lot size: 6.27 Acres
- DU/AC: 34
- Units: 211

This page is intentionally left blank.

APPENDIX C
MARKET ANALYSIS

MARKET ANALYSIS

Current Market Conditions

The real estate services and investment firm CBRE estimates that as of the fourth quarter of 2024, the Los Angeles County multifamily market had a countywide occupancy rate of 95.4 percent. While this is down slightly from the previous peak of close to 98 percent in the beginning of 2022, it has risen since mid-2024. The slight decrease in the occupancy rate until the middle of last year is, in part, due to steady additions of new multifamily housing units throughout the county (i.e., it is not households vacating existing housing as much as it is the increase supply of new multifamily housing getting slightly ahead of the growth in households). The next quarterly report will likely show a further increase in occupancy, reflecting the impact of housing losses from the recent wildfires. In the northern San Gabriel Valley, the fourth quarter multifamily occupancy rate was 95.9 percent. This is a healthy occupancy rate that indicates demand for additional multifamily development.

Countywide, 2,400 new multifamily housing units came on the market countywide in the fourth quarter, with the market absorbing 6,500 new and vacant units. It was a bit different for the northern San Gabriel Valley, where only five new multifamily developments came on the market in the fourth quarter. Countywide, the average fourth quarter rent was $2,798, which was relatively unchanged for the past year. In contrast, the northern San Gabriel Valley submarket was the fourth highest rent increase across the 20 submarkets, with the average rent rising 1.5 percent from a year earlier. Still, the average market-rate rent across the northern San Gabriel Valley, $2,374 is below the average rent countywide, $2,798.

Nationally, construction loan interest rates remain high, currently over 11 percent. This is compounded for multifamily rental development projects because the high amount of interest accrued during construction is then rolled into a permanent loan (which gets paid back over time out of the project's net operating income). Currently, the national average interest rate for permanent loans for multifamily housing is 7.16 percent. For context, prior to the COVID pandemic, the typical construction loan rate was 8 percent and the average permanent loan interest rate was 4.5 percent.

The occupancy rate data suggests that there is market demand—i.e., there is an increasing number of households willing and able to pay market rate rents—for new multifamily development. However, the lower average market rate rent in the northern San Gabriel Valley suggests that what households can and are willing to pay to rent multifamily housing may not be sufficient in many areas to pay the costs of new construction. This is especially troublesome because high interest rates artificially increase the cost of construction.

Market Rate Rents

As part of the overall Vision Plan project, the consultant team reviewed several analogous multifamily housing developments in proximity to other stations in the San Gabriel Valley:

Table C-1: Representative Multifamily Housing Developments Near Transit Stations; San Gabriel Valley

Project	Address	City
The Village at Montclair	5050 E Arrow Hwy	Montclair
Sears Site - Montclair Place	5060 N Montclair Plaza Ln	Montclair
Alexan Kendry	4825 Cypress St	Montclair
Paseos at Montclair North	4914 Olive St	Montclair
Lumia	826 N Azusa Ave	Azusa
The Orchard	626 N Azusa Ave	Azusa
The Village South at Claremont		Claremont
Solana at Duarte Station	1750 Fasana Rd	Duarte
Esperanza Duarte Station	1700 Fasana Rd	Duarte
Highland Village	Highland Ave and Fasana Rd	Duarte
Alexan Monrovia	1625 S Magnolia Ave	Monrovia
Jefferson Monrovia South	205 West Duarte Rd	Monrovia
127 Pomona Avenue	127 West Pomona Ave	Monrovia

PlaceWorks surveyed these projects to estimate likely market rate rents that new multifamily housing in the plan area might achieve. Not all of the projects in Table C-1 are operational and not all had rent information publicly available. In addition, the limited number of studio and three-bedroom units with rent and square footage information available was not sufficient to assess statistically.

Based on the available data, PlaceWorks estimates that the typical unit sizes and rents if new multifamily housing were coming on to the market in the plan area today would be:

Table C-2: Estimated Typical Unit Sizes and Monthly Unit Rents for New Multifamily Housing in the Plan Area; 2025

	1-Bedroom	2-Bedroom
Typical Unit Size (SF)	700 SF	$1,050 SF
Typical Rent ($/month)	$2,700	$3,750

The rents that can be expected for multifamily housing in proximity to the rail station in Glendora would be on par with and slightly above the average rents by number of bedrooms countywide. In addition, the analysis estimates that the average unit rent across all units would be $3,280. This is substantially higher than the average rent across all existing rental multifamily housing in the San Gabriel Valley. It is also substantially above the average multifamily rent countywide. This suggests that the rents in the plan area may support new construction to a higher degree than rents elsewhere in the northern San Gabriel Valley.

Market Rate Development

A basic pro forma analysis was conducted for four general product types in the Vision Plan to assess the financial feasibility of market-rate development. The four product types considered are: 3story town-house, 3-story multifamily flats, 5-story multifamily wrap, and multifamily podium with four stories of residential over two levels of parking. The analysis provides a rough-order-of-magnitude assessment of the financial feasibility of developing these products in the plan area.

The four product types were model as a residential-only rental project. Generally, for-sale projects perform better than rental projects, so a product that is feasible for rent should also be feasible for sale. However, builder liability laws in California often discourage developers from building condos. For this basic analysis, ground-floor commercial uses were not separately analyzed. However, the need to provide fire separation, separate HVAC, and other code requirements makes mixed-use building space the most expensive way to provide commercial space. It is usually less competitive in attracting commercial businesses when there is other available commercial space in the surrounding area, and the residential units must subsidize the commercial space. Thus, mixed-use versions of these products can be expected to be somewhat less financially feasible.

There is a lack of comparable recent land sales on which to accurately forecast the price developers would have to pay to acquire sites for redevelopment. However, based on the recent data that is available, the analysis estimates a land acquisition cost of $2.3 million per acre. For each development type, the analysis assumes that the site has an existing one-story building at a floor-to-area ratio of 0.35 and assumes a cost to demolish the existing building. It should be noted that approving zoning to allow more intense development may entice some property owners to expect a higher sales value. However, the analysis suggests that with the more intense development, the residual land value is about $2.3 million.

Table C-3: Estimated Financial Feasibility Summary for Product Types in the Plan Area				
Development Type	3-Story Townhouse	3-Story Multifamily Flats	5-Story Multifamily Wrap	4/2 Multifamily Podium
Number of Units	58	18	280	137
Density (du/acre)	28.9	30.0	61.3	76.1
Estimated Annual NOI	2,450,000	435,000	7,040,000	3,540,000
Total Development Cost	40,200,000	7,200,000	112,300,000	57,800,000
Yield	**6.1%**	**6.0%**	**6.3%**	**6.1%**

Table C-3 summarizes the results of the financial feasibility summary. The feasibility metric is the projected yield, which is determined by the estimated annual net operating income (NOI) once the project is fully operational, divided by the total expected development cost. When a potential project can be expected to provide a yield of 6.0 percent or higher, it is generally considered to be financially feasible.

The analysis estimates that all four product types would be financially feasible to develop today as rentals. As mentioned above, this also suggests that all four would be financially feasible to develop for sale. It is unlikely that ground floor commercial would be financially feasible with 3-story multifamily flats because it just meets the feasibility threshold as residential-only product type. The other three products are estimated to generate a return above the feasibility threshold, thus some ground-floor commercial uses may be feasible. Using the NOI/development cost yield as a metric does not account for the costs of financing. The current high interest rates may preclude some development in the near term, but as interest rates decline, this should be less of an issue.

Affordable Housing Development

Envisioned in the mix of development in the plan area is housing that would be affordable to income qualified households with low and very low incomes. Most affordable housing is constructed and operated by specialized affordable housing developers. They have expertise in accessing a variety of funding sources, and they have expertise in qualifying income-eligible households. To provide an understanding of the process to construct affordable housing in the plan area, the analysis reviewed the three new construction projects closest to Glendora that were approved for Low-Income Housing Tax Credits (LIHTC) in 2023 and 2024 (the 2025 credits have not yet been approved):

Project CA-24-483, Holt & Main, located at 221 West Holt Avenue and 237 West Holt Avenue, Pomona, CA 91768 (158 affordable units;

Project CA-24-774, Casa de la Luz, located at 744-754 South Kern Avenue, Unincorporated East Los Angeles, CA 90022 (93 affordable units); and

Project CA-23-616, Central Place Metro, located at 14519 Central Avenue, Baldwin Park, CA 91706 (54 affordable units).

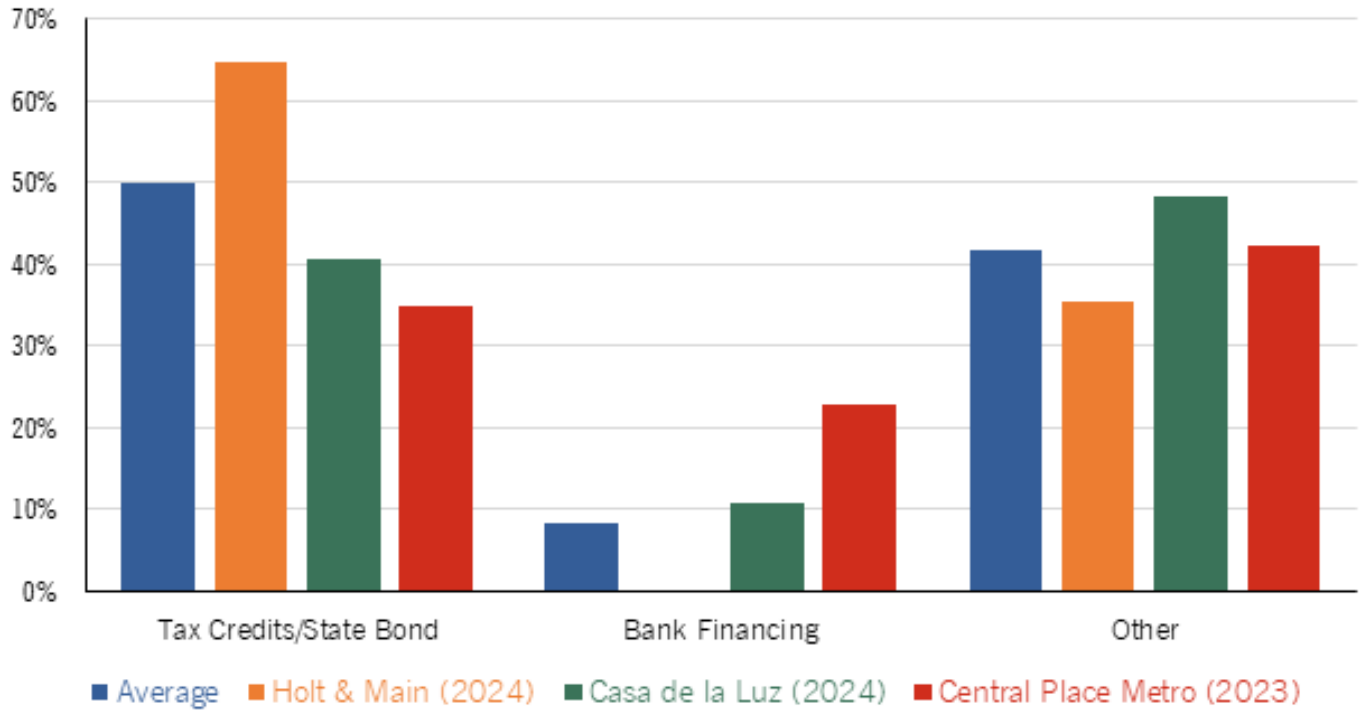
There are three important types of funding for the permanent financing of affordable housing developments, as shown in Figure 1. First and foremost are Low-Income Housing Tax Credits (LIHTC). These are tax credits that the federal government annually provides to states to distribute to affordable housing development projects. In California, the Tax Credit Allocation Committee (TCAC) awards tax credits on a competitive basis annually. In addition, TCAC also allocates funds from statewide affordable housing bonds. It is not uncommon for a proposed affordable housing project to go through the TCAC process for two to three years before being awarded funding,

On average, the funds allocated by TCAC accounted for 49.9 percent of the permanent funding, and ranged from 34.9 percent for Central Place Metro to 64.7 percent for Holt & Main. Holt & Main was the only project of the three to receive funding from statewide affordable housing bonds. The percentage share for the other two projects is probably more representative of what future affordable housing projects in the plan area will be allocated when funding from bonds is exhausted.

The second major source of funds is conventional bank financing. A portion of the rents paid by future tenants in affordable housing developments is used to repay the bank financing. Holt & Main was able to be developed without any bank financing. For Casa de la Luz, bank financing accounted for 10.9 percent of the permanent financing, and for Central Place Metro it was 22.8 percent.

FIGURE C-1: SHARE OF PROJECT COSTS BY MAJOR GROUPS OF PERMANENT FUNDING SOURCES FOR THREE REPRESENTATIVE AFFORDABLE HOUSING PROJECTS; 2023 AND 2024

Source: PlaceWorks, 2025, using data from the California Tax Allocation Committee



Finally, there are all the other sources of funding. Part of the art of affordable housing development is being able to piece together a variety of other funding sources to fully fund a development. Part of the challenge is timing these other sources over the two to three years it may take to be awarded tax credit funding. These other sources accounted for an average of 41.7 percent of the total permanent financing. This ranged from 35.3 percent for Holt & Main to 48.4 percent for Casa de la Luz. Below is a list of the other funding sources used for these three projects:

- CalHFA: Tax-Exempt Permanent Loan
- CalHFA: Mixed Income Program
- Deferred Developer Fee & General Partner Equity
- HCD: Affordable Housing and Sustainable Communities Program
- LA County Development Authority: No Place Like Home Program
- HUD: Section 202
- City
- Retirement Housing Foundation

The average total project cost for the three projects is $182 million, or $607,000 per affordable unit. The costs range from $498,000 for Holt & Main to $779,000 for Casa de la Luz. Figure C-2 shows the share of total costs by type of costs. The majority of the costs for affordable housing development are the costs of construction, which is 63.1 percent of the total cost on average for the three projects.

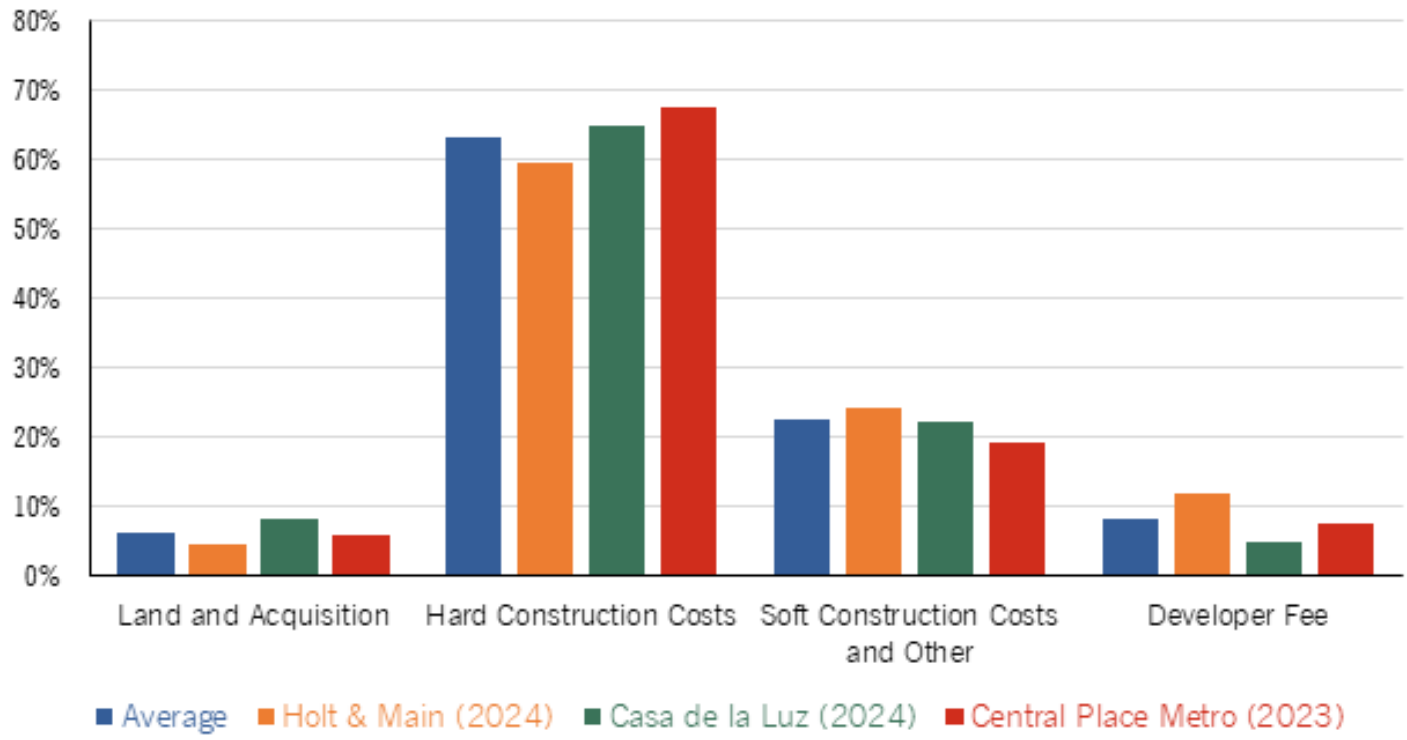
Most affordable housing developments are built on public sites, either the limited number of remaining successor agency properties or other properties owned by public agencies. This has helped limit the cost of land acquisition, which was 6.2 percent on average across the three projects.

As mentioned above, an affordable housing developer may need to hold on to a site for two to three years while repeating the process to obtain tax credits each year until the project is funded. In addition, the affordable housing developer must secure commitments from a variety of other funding sources and hold on to those until the project is awarded tax credits. Given the cost to obtain property at market rates and the time that the affordable housing developer may need to hold the property in order to obtain funding, it is unlikely that sites not owned by a public agency would be used for affordable housing development in the plan area.

The plan should consider existing publicly-owned properties for future affordable housing sites and balance that need against the other needs for such properties. In addition, the city should begin collaborating with affordable housing developers sooner rather than later because the process to secure a site, plan a project, and obtain funding takes several years before any actual construction can begin.

FIGURE C-2: SHARE OF PROJECT COSTS BY TYPES OF COSTS FOR THREE REPRESENTATIVE AFFORDABLE HOUSING PROJECTS; 2023 AND 2024

Source: PlaceWorks, 2025, using data from the California Tax Allocation Committee

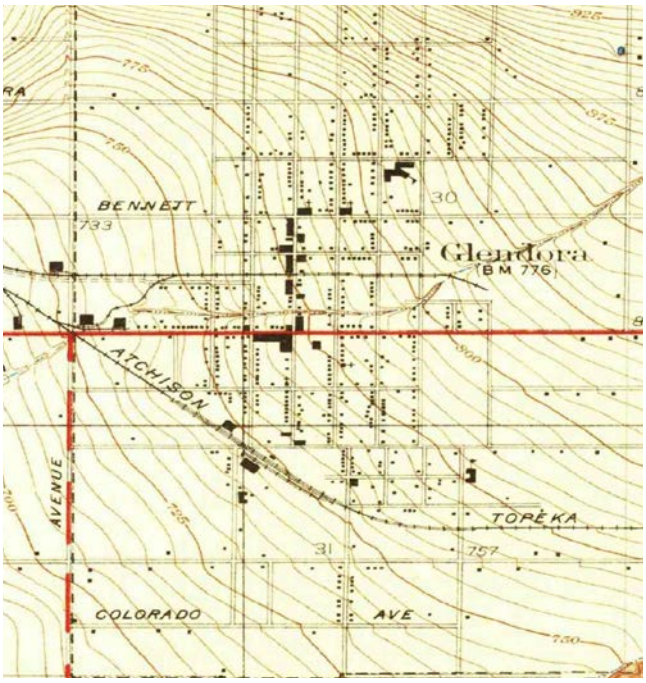


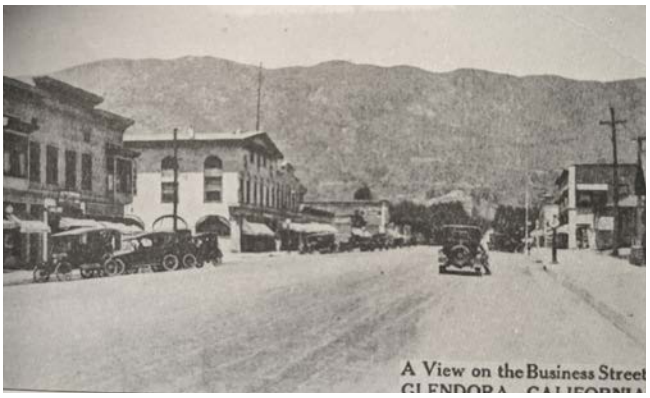
This page is intentionally left blank.

APPENDIX C
EXISTING CONDITIONS

HISTORIC DEVELOPMENT

1927



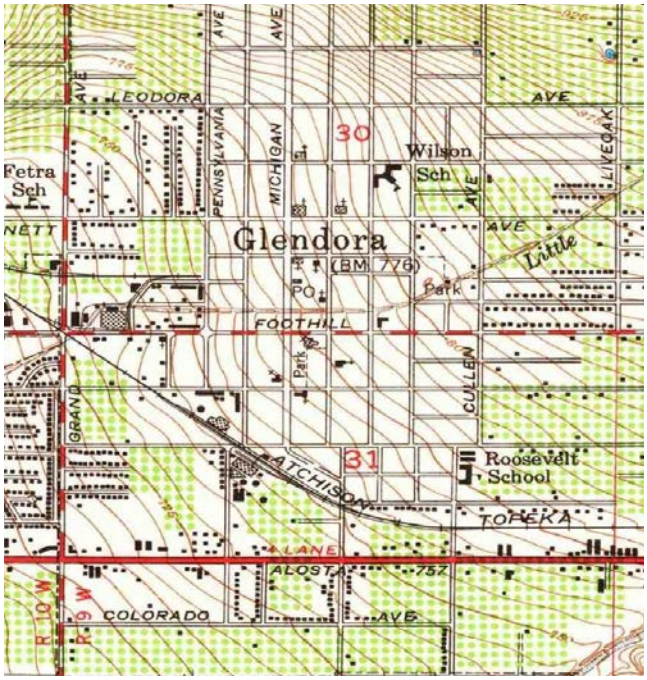


A map from 1927 shows a number of buildings developing along Glendora Avenue. The image above shows the business district facing Glendora Avenue in 1918.

1939

As the town began to grow, Glendora took on the feel of many other adjacent towns with tree lined sidewalks and corner grocery stores.

1953



1995

After World War II, the citrus industry started to decline and Citrus Groves were replaced by tract housing and urban growth.

Today, Glendora Village remains the City's primary downtown destination. The Metro A Line Extension is planned to be built along the former Atchison, Topeka, and Santa Fe (ATSF) railroad right-of-way.

GENERAL PLAN LAND USE

The General Plan Land Use Plan provides guidance on the location and intensity of specific land uses within the city of Glendora. Six General Plan Land Use designations are located within the Station Area Plan boundary and are further described below.

GENERAL COMMERCIAL. The General Commercial designation is intended for general commercial uses. These include retail businesses, professional offices, and other similar businesses. Development may take the form of single or multi-tenant establishments, including shopping centers. Development in this designation must address proper site design including access, parking, landscaping, architectural design and signage.

Zoning district compatible with the Mixed Use designation include C-1, C-2, and C-3.

- Residential Density: n/a
- Commercial FAR: max. 0.50

LIGHT INDUSTRIAL. The Light Industrial designation is intended to encourage general industrial uses which are compatible with surrounding land uses and which would not degrade the character of adjacent neighborhoods. This designation is intended to serve business parks, research, and development, technology centers, corporate and office uses, "clean" industry and support retail uses, auto truck and equipment sales, warehousing and distribution. High quality site and architectural design is strongly encouraged within this designation.

Zoning districts compatible with the Light Industrial designation include M-1A.

- Residential Density: n/a
- Commercial FAR: max. 0.35

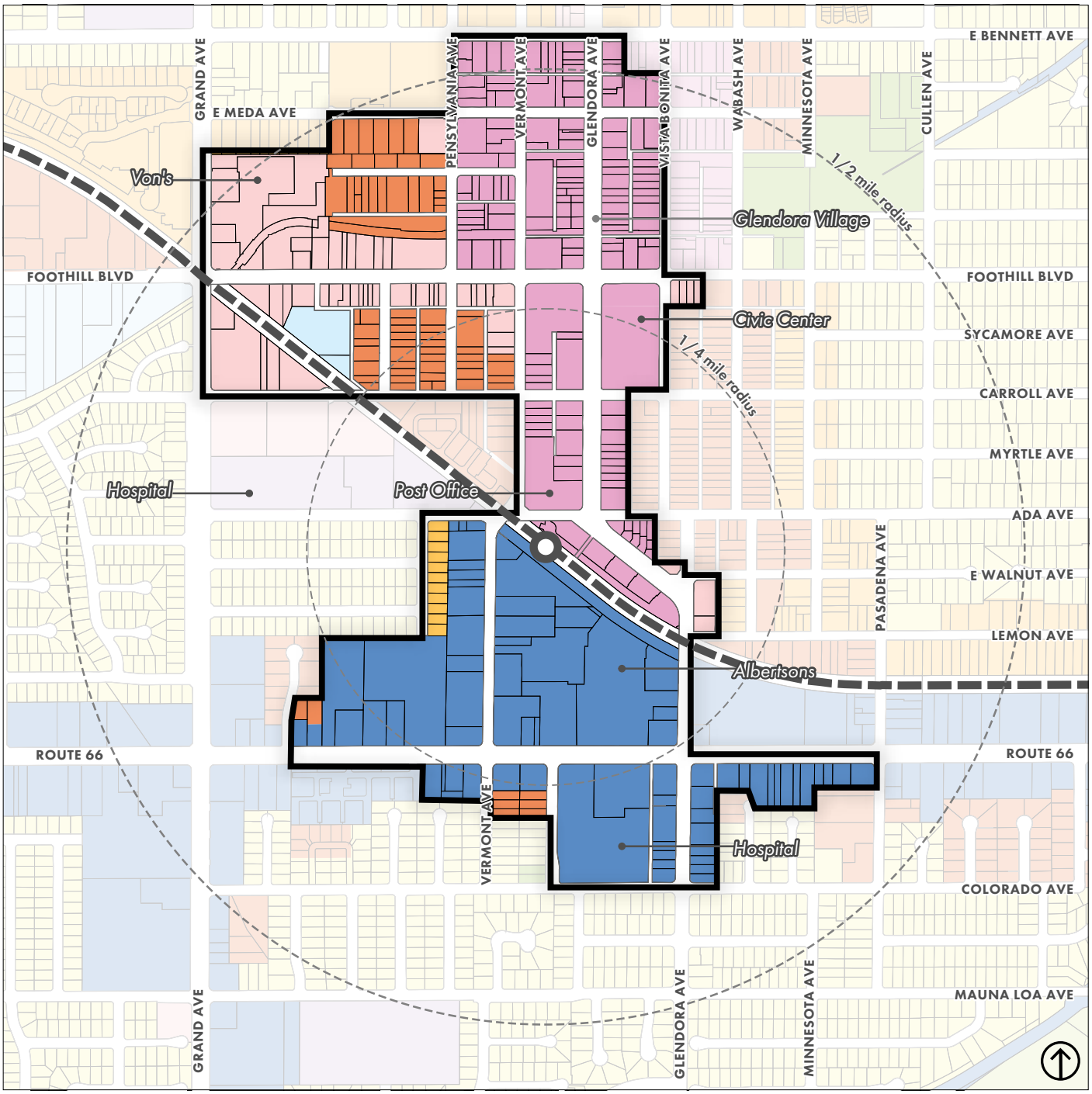
MEDIUM/HIGH DENSITY RESIDENTIAL. Medium/High Density allows for multiple and single family attached housing and is transitional between the lower density attached housing areas and the higher density multiple family areas. This designation is found along major and secondary arterials, near more intensive land uses, and in other areas suitable for medium/high density housing. Medium/High Density allows for a variety of housing types including apartments, duplexes, townhouses and patio homes.

Zoning district compatible with the Medium/High Density Residential designation include R-2.

- Residential Density: min. 11.1 du/ac; max. 15 du/ac
- Commercial FAR: n/a

FIGURE D-2: GENERAL PLAN LAND USE

Source: City of Glendora, 2024



- Station Area Plan Boundary
- Metro A Line (Gold) Route & Station
- General Commercial
- Light Industrial
- Medium/High Density
- High Density
- Village Mixed Use
- Route 66 Specific Plan

GENERAL PLAN LAND USE (CONT.)

HIGH DENSITY RESIDENTIAL. High Density is the most intensive residential land use designation. This designation is found along major and secondary arterials and is transition between the other residential land uses and the more intensive non-residential land uses. Develop at this density requires consideration of internal and external circulation, the relationship of buildings and units to each other, and the provision of common open space and private outdoor living areas.

Zoning district compatible with the High Density Residential designation include R-3.

- Residential Density: min. 15.1 du/ac; max. 25 du/ac (max. 30 du/ac in the Grand-Foothill Multi-Family Residential Overlay Zone)
- Commercial FAR: n/a

VILLAGE MIXED USE. The Village Mixed Use Designation is intended to preserve and enhance the unique character of the Village area and to encourage a mix of complimentary development. Encouraged development includes professional offices, public/quasi-public facilities, retail businesses, small-lot single family and multiple family residential developments. The development of well-designed mixed use development is strongly encouraged. To encourage the development of a high quality downtown environment that respects and contributes to the historic downtown character of the area, development must emphasize vehicular access and parking, pedestrian circulation and amenities, and high quality design.

Zoning district compatible with the Village Mixed Use designation include Village Mixed Use.

- Residential Density: min. 15 du/ac; max. 30 du/ac
- Commercial FAR: max. 1.0

ROUTE 66 CORRIDOR SPECIFIC PLAN. The Route 66 Corridor Specific Plan designation allows for the implementation of a complimentary mix of land uses, consistent with the policies and regulations contained within the Specific Plan that governs land uses within a particular area. The Specific Plan land use designation provides for tailored development standards, design guidelines and other policy and regulatory elements that guide future land use and improvements (refer to Glendora Municipal Code § 21.10).

- Residential Density: min. 24 du/ac; max. 30 du/ac
- Commercial FAR: max. 0.50

EXISTING ZONING

Figure D-3 shows existing zoning designations within the station area plan. Definitions for zoning designations located within the station area are included below.

MULTIPLE-FAMILY RESIDENCE. (R-2 Restricted multiple-family residence, R-3 multiple-family residence)

Purpose. The purpose of the multiple-family residential zones is to provide for the development of multiple-family residences and compatible uses in a manner that harmonizes with the residential character of the city. This designation is intended for medium to high density residential development.

- R-2 Residential Density: max. 15 du/ac
- R-3 Residential Density: max. 20 du/ac
- Min. Lot Area: 10,000 sf.
- Max. Height: 25 ft. / 2 stories

COMMERCIAL AND PROFESSIONAL ZONES.(C-1 Professional, C-2 limited retail business, C-3 Retail Commercial)

Purpose. To provide for the development of commercial areas for retail and service establishments, professional and office uses, and related enterprises in a manner that implements the general plan and accommodates the needs of community residents. Specifically, these regulations are designed to provide appropriate locations for retail, service, office and professional uses; promote and encourage convenient access to developments; promote and encourage aesthetically pleasing design; and ensure adequate size, shape and space to meet the needs of development.

- Commercial FAR: n/a
- Min. Lot Area: 10,000 sf.
- Max. Height: 35 ft. / 2 stories

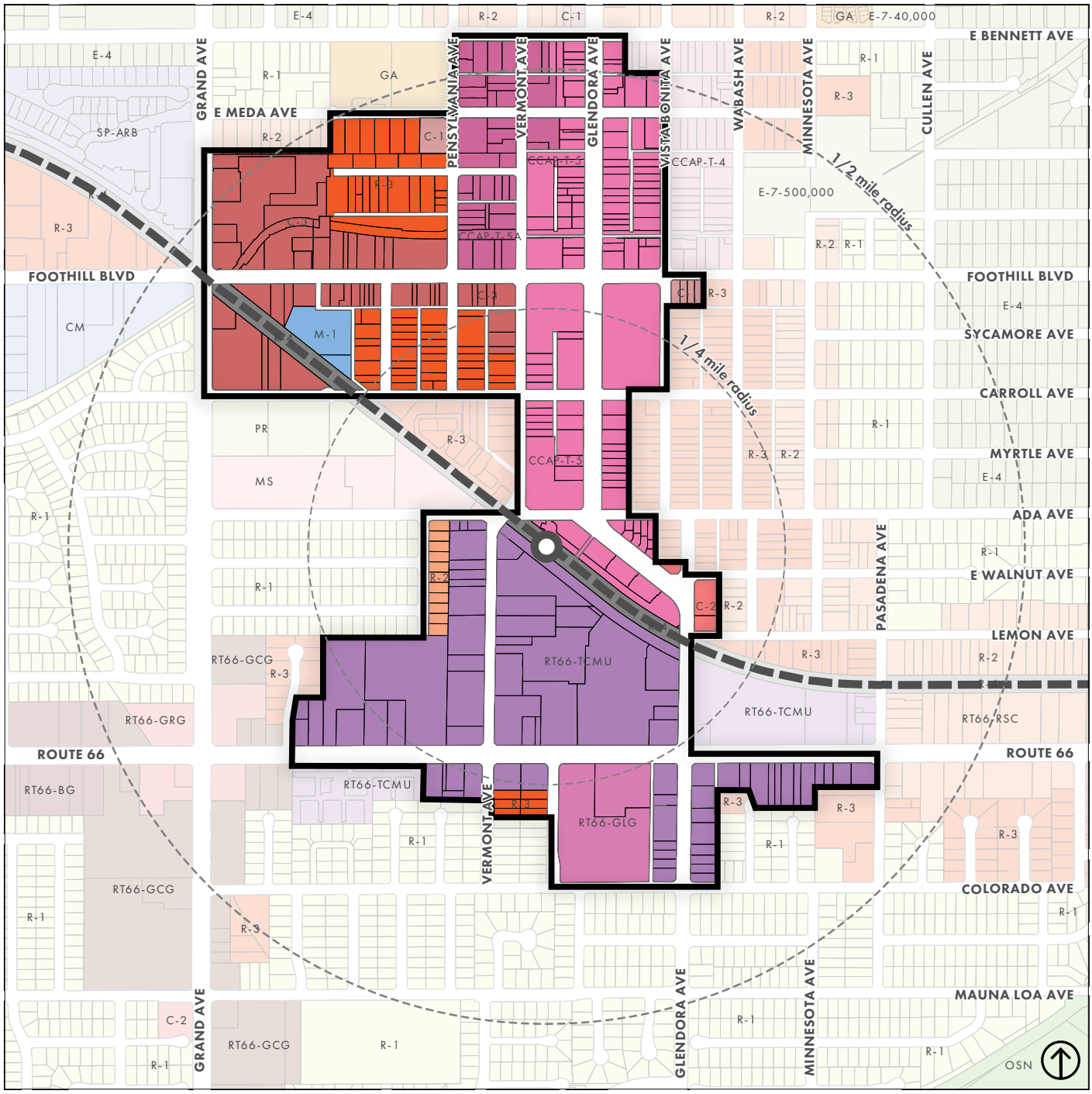
MANUFACTURING AND INDUSTRIAL ZONES.(M-1 Light manufacturing)

Purpose. These zones provide for the development of manufacturing and industrial areas in a manner that implements the general plan and ensures that uses are compatible with other uses in the community. These regulations are designed to provide appropriate areas for manufacturing and industrial uses; encourage convenient access to developments; promote aesthetically pleasing design; and ensure minimal adverse impacts on adjoining properties and the community.

- Commercial FAR: n/a
- Min. Lot Area: 10,000 sf.
- Max. Height: 35 ft. / 2 stories

FIGURE D-3: EXISTING ZONING

Source: City of Glendora, 2024



- Station Area Plan Boundary
- Metro A Line (Gold) Route & Station
- R-2 Restricted Multiple-Family Residential
- R-3 Multiple-Family Residential
- C-1 Professional
- C-2 Limited Retail Business
- C-3 Retail And Commercial
- M-1 Light manufacturing
- CCAP T-5 Village Core
- RT66 TCMU Town Center Mixed Use
- R-4 Railroad purposes

EXISTING ZONING (CONT.)

CIVIC CENTER AREA PLAN (CCAP T-5 Village Core, CCAP T-5A Village Transition)

The T-5 Village Core subdistrict is the city's oldest commercial district and heart of the community. The character of the area is a pedestrian-scale village street with one- to three-story buildings that reflect the predominant period of development in the area. A number of distinctive buildings from the early 1900's are still a part of the Village. These buildings contribute to the historic ambiance of the place. The T-5 standards provide guidance to allow additional development which also preserves and enhances the village as both a destination and a unique place to live, work and shop. Allowable uses include multifamily development and general commercial and retail businesses. Residential uses are allowed on upper floors fronting Glendora Avenue. Ground floor units fronting Glendora Avenue are reserved for commercial, retail and personal services that enhance the pedestrian experience. Sidewalk café dining standards are designed to encourage a vibrant community atmosphere while ensuring adequate pedestrian safety and access.

The T-5A Village Transition subdistrict is an eclectic mix of residential and commercial/retail/office uses. The area is characterized by historic folk cottage architecture, craftsman and Spanish colonial bungalows, post-war multifamily development and various commercial buildings. The T-5A standards provide guidance to enhance the quality of the area as a mixed use extension of the village with its own identity, mixing residential uses and compatible commercial/retail/office uses. The goal is to provide guidance for future quality mixed use development that will bring a unifying, identifiable theme to the subdistrict, its own "sense of place." Permitted uses include a broad mix of residential, commercial and office uses.

- Commercial FAR: n/a
- Residential Density: max. 30 du/ac
- Max. Height: 45 ft. / 3 stories

ROUTE 66 CORRIDOR SPECIFIC PLAN (RT66-TCMU Town Center Mixed Use, RT66-GLG Glendora Avenue Gateway)

TCMU (Town Center Mixed Use) Subdistrict. The town center mixed use district is intended to provide for a complementary mix of land uses and development types that are compatible with and reinforce pedestrian activity and transit utilization. The town center mixed use district will emphasize a complementary mix of development types, including multifamily residential, vertical and horizontal mixed-use, commercial uses and smaller-scale street-oriented retail development.

GLG (Glendora Avenue Gateway) Subdistrict. The Glendora Avenue gateway district is intended to support hospital and medical uses, and encourages the consolidation of smaller parcels into a unified campus setting. The subdistrict is envisioned to support new housing in adjacent areas, pedestrian activity and transit utilization. The Glendora Avenue gateway is envisioned to serve the health care needs of the community through expanding the footprint of medical services in the subdistrict and increasing the daytime population with additional employment. The subdistrict may also include limited commercial such as small retail and professional offices.

- Commercial FAR: max. 0.50
- Residential Density: min. 24 du/ac; max. 30 du/ac
- Max. Height: 45 ft. / 3 stories

EXISTING LAND USE

The land use pattern within the Station Area Plan is similar to many communities throughout Southern California. Commercial uses line main thoroughfares such as Foothill Boulevard, Route 66, Glendora Avenue, and Grand Avenue. Residential uses exists beyond the commercial uses. Figure D-4: Existing Land Use shows existing land uses within the study area. Land use data was obtained from the Southern California Association of Government (SCAG) online GIS portal. The data was modified with a high level review for accuracy.

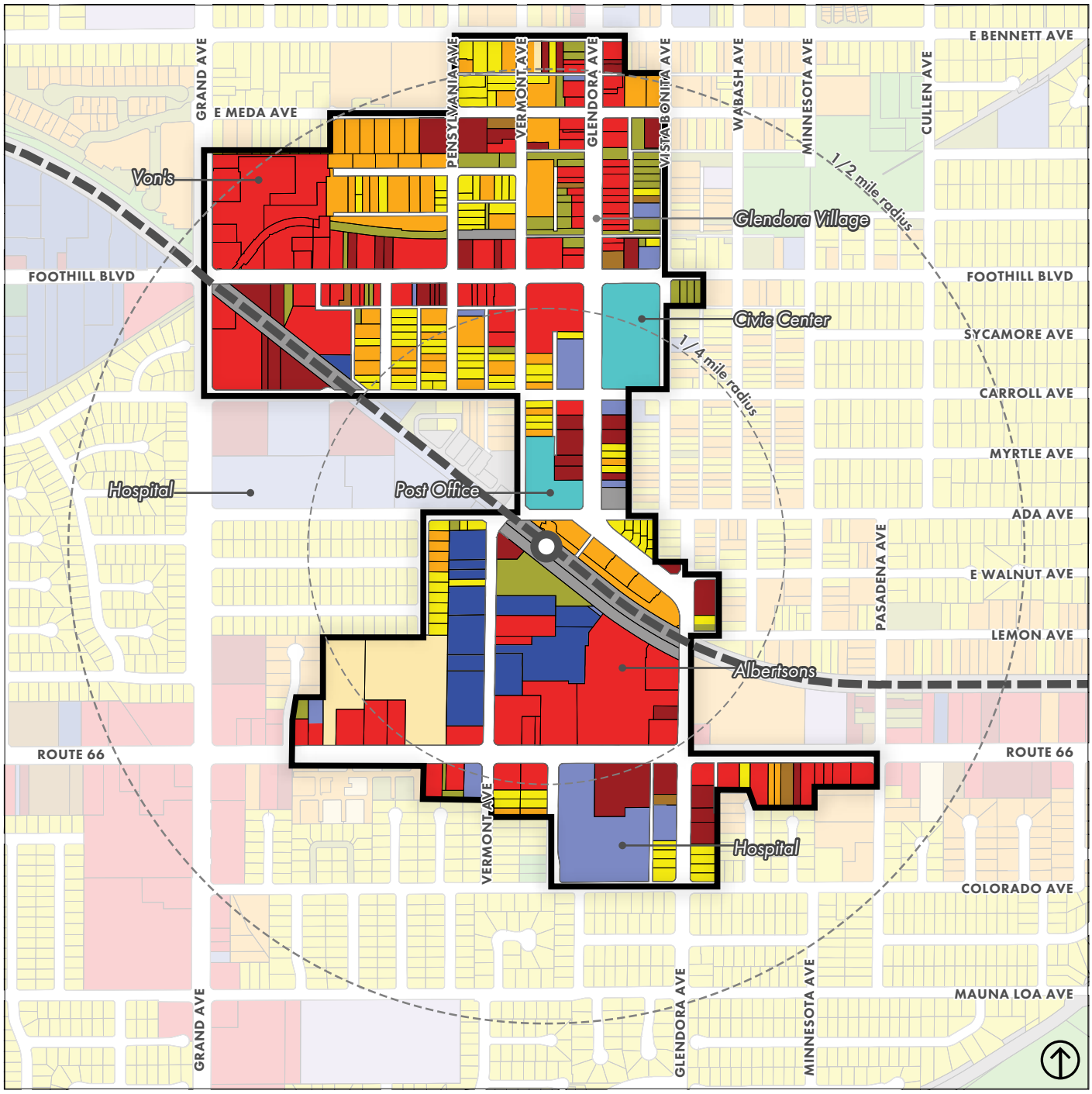
Two shopping plazas are located within the station area plan, located at the intersection of Glendora Avenue and Route 66, and at the northeast corner of Foothill Boulevard and Grand Avenue. These shopping plazas feature major grocery stores (Albertsons, Vons), commercial retail and services, and surface parking lots.

Small scale industrial type uses are located along Vermont Avenue, South of Ada. Industrial uses west of Vermont Avenue are typically one to two stories high. A warehouse is located on the east side of Vermont Avenue, setback from the street and adjacent to Albertsons. These industrial land uses adjacent to the future station are potential opportunity sites for transit-oriented development.

Glendora Village is Glendora's downtown activity center and is located along Glendora Avenue north of Foothill Boulevard. The area features small shops, restaurants, and cafes lined with groomed street trees. The Glendora People Movement Project (see page D-28) includes first/last mile concepts and proposes connections to and from the station and Glendora Village.

FIGURE D-4: EXISTING LAND USE

Source: SCAG, 2019; PlaceWorks, 2024



- Station Area Plan Boundary
- Metro A Line (Gold) Route & Station
- Single Family Residential
- Multi-Family Residential
- Mobile Homes and Trailer Parks
- Commercial and Services
- Industrial
- General Office
- Mixed Residential and Commercial
- Education
- Transportation, Communications, and Utilities
- Facilities
- Civic
- Vacant

Note: Existing Land Use data is provided by the Southern California Association of Governments (2019) at a regional level and may include minor discrepancies. The Existing Land Use Map is intended to represent existing on the ground uses.

COMMUNITY ASSETS

Community assets include civic institutions, grocery stores, parks and open spaces, and schools, medical facilities, shopping centers and restaurants, and cultural institutions. Community assets provide key amenities and services that contribute to healthy and functional neighborhoods. Ensuring adequate access to essential services within a 15 minute walk or half mile radius are critical in providing an enhanced quality of life for residences in the study area.

Some of the civic institutions within a half mile from the Glendora Station include Glendora City Hall, Public Library, Police Department, LA County Fire Department Station 151, and a post office. The post office is located directly north of the station. Most other civic institutions are located north of Carroll Ave. Finkbiner Park is the largest park within half mile walking distance from the station. Big Tree Park is the second largest park within the half mile radius, which is located south of the station, along Colorado Avenue. Foothill Christian Preschool and Whitcomb Continuation High School are within the half mile radius with the addition of several day care and other educational facilities.

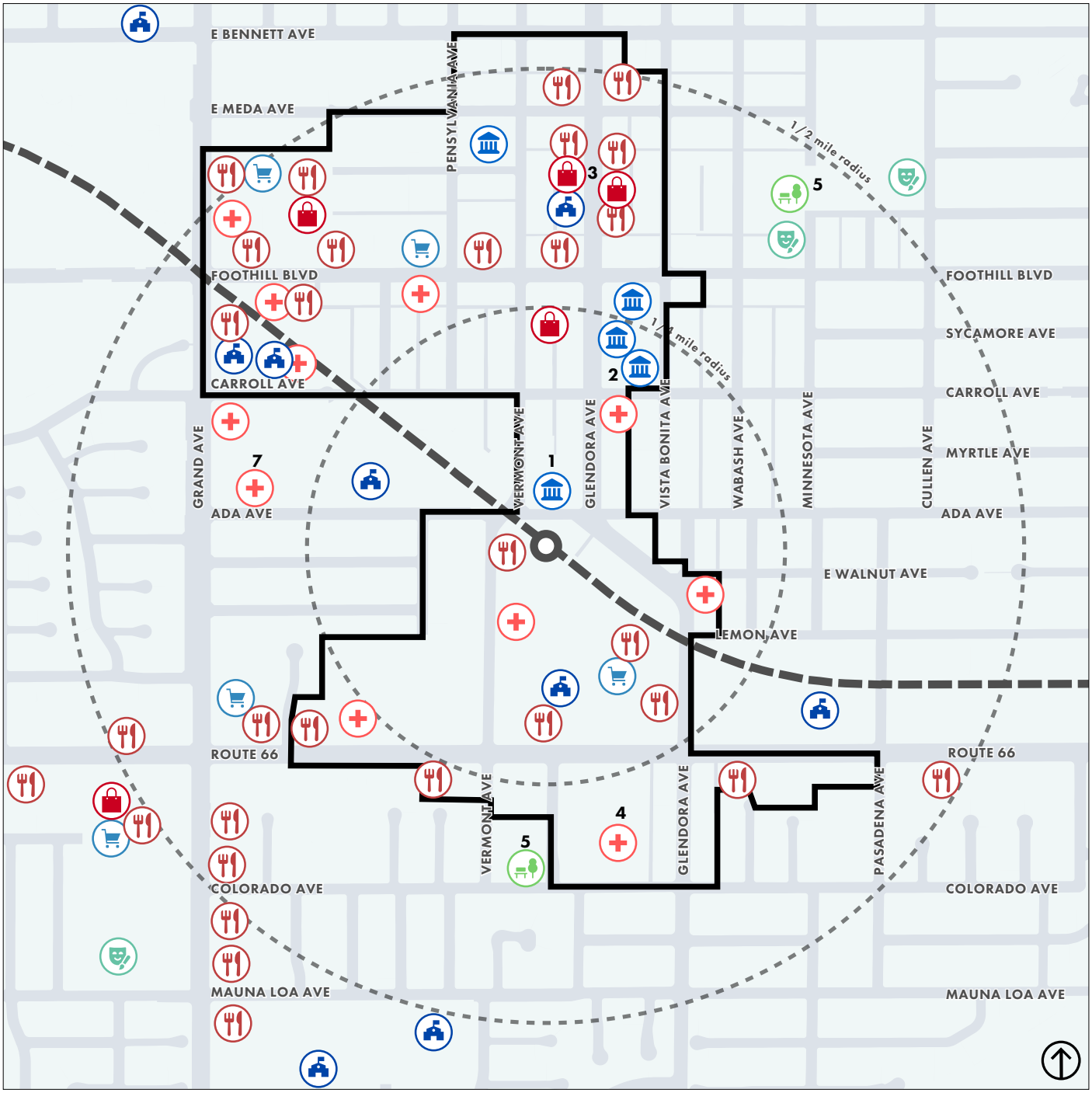
Commercial corridors that provide food services are along Grand Avenue to the southwest of the station and Glendora Avenue to the north of the station. Grocery stores within the half mile radius include Albertsons to the south of the station, Walgreens at the corner of Grand Avenue and Route 66, Vons at the corner shopping center of Grand Ave and Foothill Blvd, and a small produce market at the corner of Pennsylvania Ave and Foothill. There are also other shops along Glendora Ave between Foothill Ave and Bennett Ave, within the Glendora Village area.

Glendora Hospital is an inpatient behavioral health facility located south of Route 66, west of Glendora Avenue. Emanate Hospital sits just outside the study area at Ada Avenue and Grand Avenue. These facilities can provide access to health and behavioral care for existing and future residents of the study area.

Community assets are generally focused at shopping plazas and along commercial corridors. Special attention should be considered in locating community assets adjacent to or connected to the future Glendora Station to promote a healthy transit-oriented district.

FIGURE D-5: COMMUNITY ASSETS

Source: City of Glendora, 2024; PlaceWorks, 2024



1 Post Office
2 Civic Center
3 Glendora Village
4 Glendora Hospital
5 Finkbiner Park
6 Big Tree Park & Historic Market
7 Emanate Health Foothill Presbyterian Hospital

Station Area Plan Boundary

Metro A Line (Gold) Route & Station

Grocery

Education/ Daycare

Medical Facility

Cultural Institution

Restaurants

Open Space

Shopping

Civic Institutions

LOT SIZE

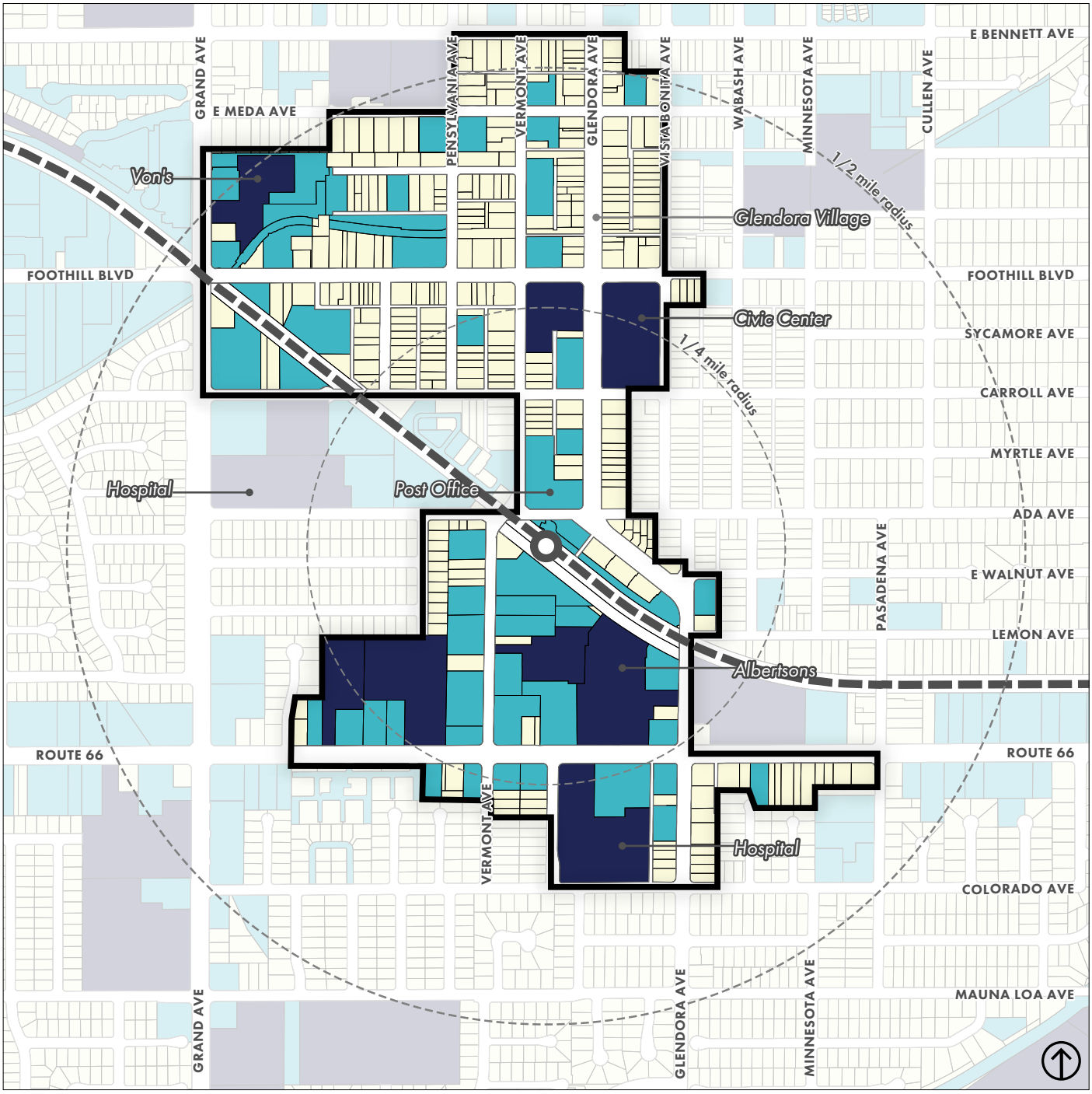
Lot size is a good indicator of the scale of development that occurs on it. Figure D-6: Lot Size identifies lot sizes within the station area are smaller than 20,000 square feet, between 20,000 and 100,000 square feet, and over 100,000 square feet. Lot sizes under 20,000 square feet are typically low density residential or small scale retail commercial uses. Lot sizes over 20,000 square feet within the station area are typically aggregated and contain light industrial and shopping plaza uses with surface parking.

Lot sizes over 25,000 square feet are concentrated just south of the future Glendora station. The largest lot, at over 250,000 square feet is located at Route 66 and Glendora Avenue, and includes an Albertsons grocery store with surface parking. The second largest lot is located just south Route 66 and is occupied by Glendora Hospital. The Civic Center occupies a lot at Foothill Boulevard east of Glendora Avenue. Immediately west of the Civic Center is the Glendora Village Gateway shopping mall.

Large lots with low utilization rates, such as those with large surface parking lots present potential opportunity for transit-oriented development. Large lots with civic uses, such as the Civic Center and the hospital are unlikely to change.

FIGURE D-6: LOT SIZE

Source: City of Glendora, 2024; PlaceWorks, 2024



Station Area Plan Boundary

Metro A Line (Gold) Route & Station

0 - 20,000 SF

20,000 SF - 100,000 SF

> 100,000 SF

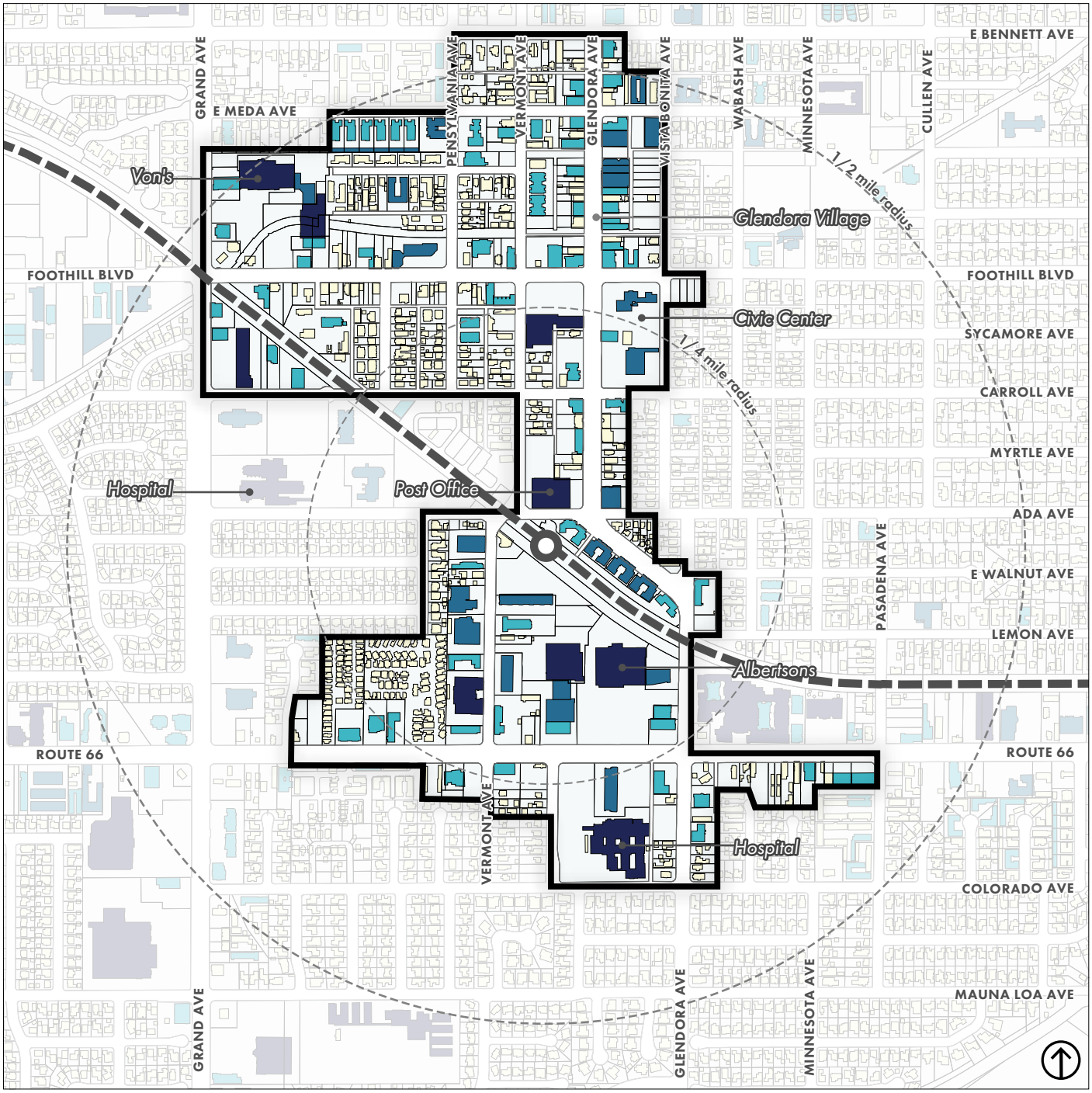
BUILDING FOOTPRINT

Figure D-7: Building Footprint illustrates the building footprints for all structures within the station area. Building footprint, by scale and size, are closely linked and dictated by lot size. Small lots only accommodate small buildings while larger lots accommodate both small and large buildings.

The station area contains multiple blocks with structures under 5,000 square feet. These blocks are typically characterized by low density suburban development. Mobile homes have the smallest building footprint and are located at the south west area of the station area boundary. Buildings larger than 10,000 square feet are typically auto-oriented shopping centers accompanied by surface parking. Glendora Avenue north of Foothill Boulevard includes a mix of building sizes and a continuous street facade fronting the street. This configuration, along with the active storefronts create a distinctive downtown pedestrian environment.

FIGURE D-7: BUILDING FOOTPRINT

Source: City of Glendora, 2024; PlaceWorks, 2024



Station Area Plan Boundary

Metro A Line (Gold) Route & Station

0 - 5,000 SF

5,000 SF - 10,000 SF

10,000 SF - 20,000 SF

> 20,000 SF

LOT COVERAGE

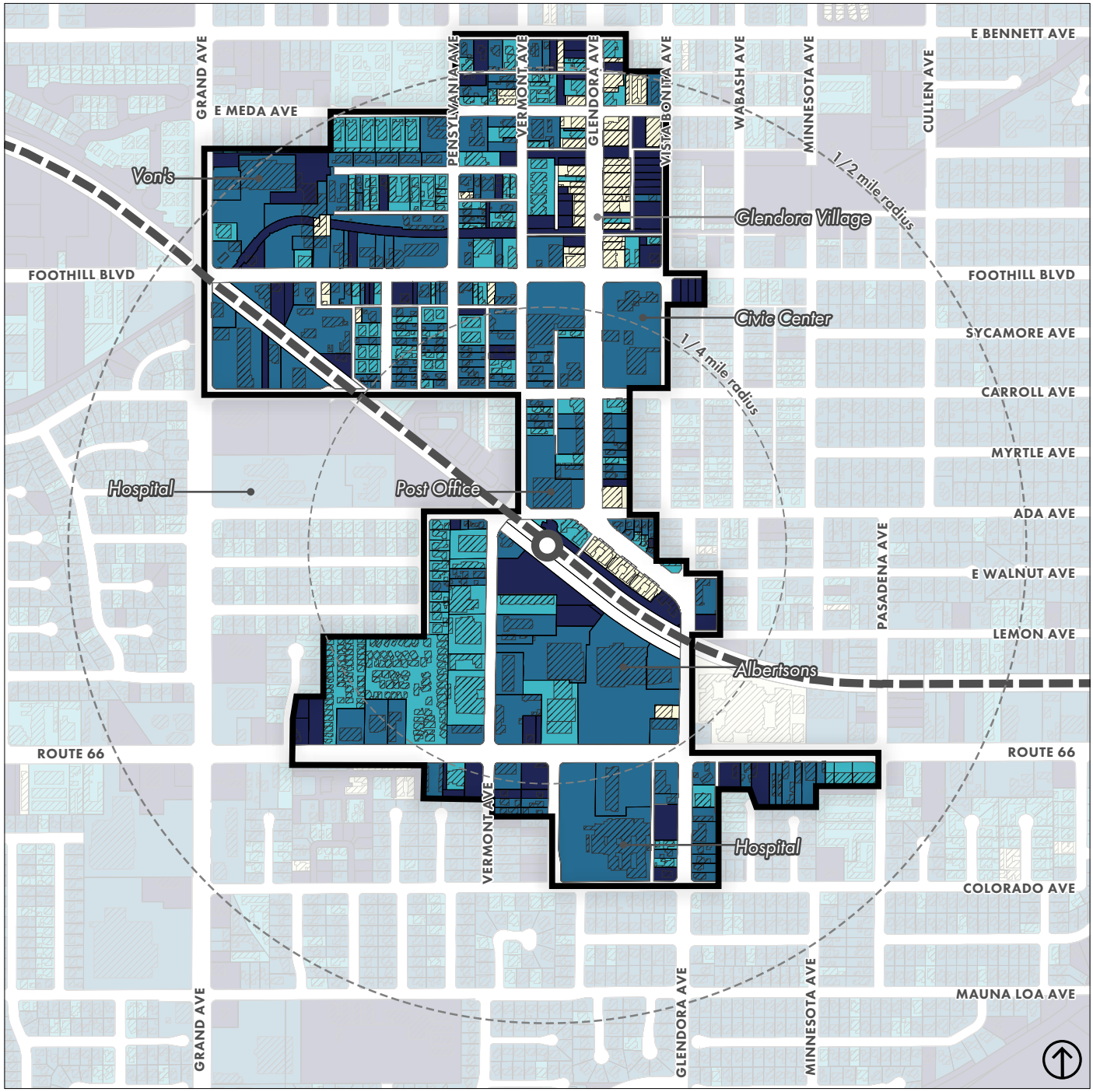
The extent to which a lot is occupied by buildings can help predict the urban quality of the resulting development. Higher lot coverages correlate with a denser and more urban experience. At the same time, a high lot coverage by itself will not guarantee high quality development. Areas with low lot coverage are typically vacant or have surface parking lots. Areas with low lot coverage are also often considered underutilized and should be considered for transit oriented development.

Figure D-8: Lot Coverage highlights parcels with low lot coverage. Most of the parcels within the study area have lot coverages of less than 60 percent. This is likely a result of current development standards, which allow for a maximum of 0.5 floor to area ratio for commercial development, maximum residential densities of 30 dwelling units per acre, and maximum building heights of 45 feet or three stories. These standards limit the types of development on larger parcels, all while requiring larger surface lots to meet parking requirements.

Glendora Village, north of Foothill Boulevard along Glendora Avenue features a collection of buildings with high lot coverage. This configuration lends itself to a continuous street wall, a comfortable urban scale, and an engaging pedestrian environment.

FIGURE D-8: LOT COVERAGE

Source: City of Glendora, 2024; PlaceWorks, 2024



Station Area Plan Boundary

Metro A Line (Gold) Route & Station

0 - 20%

20% - 40%

40% - 60%

> 60%

Buildings

OWNERSHIP

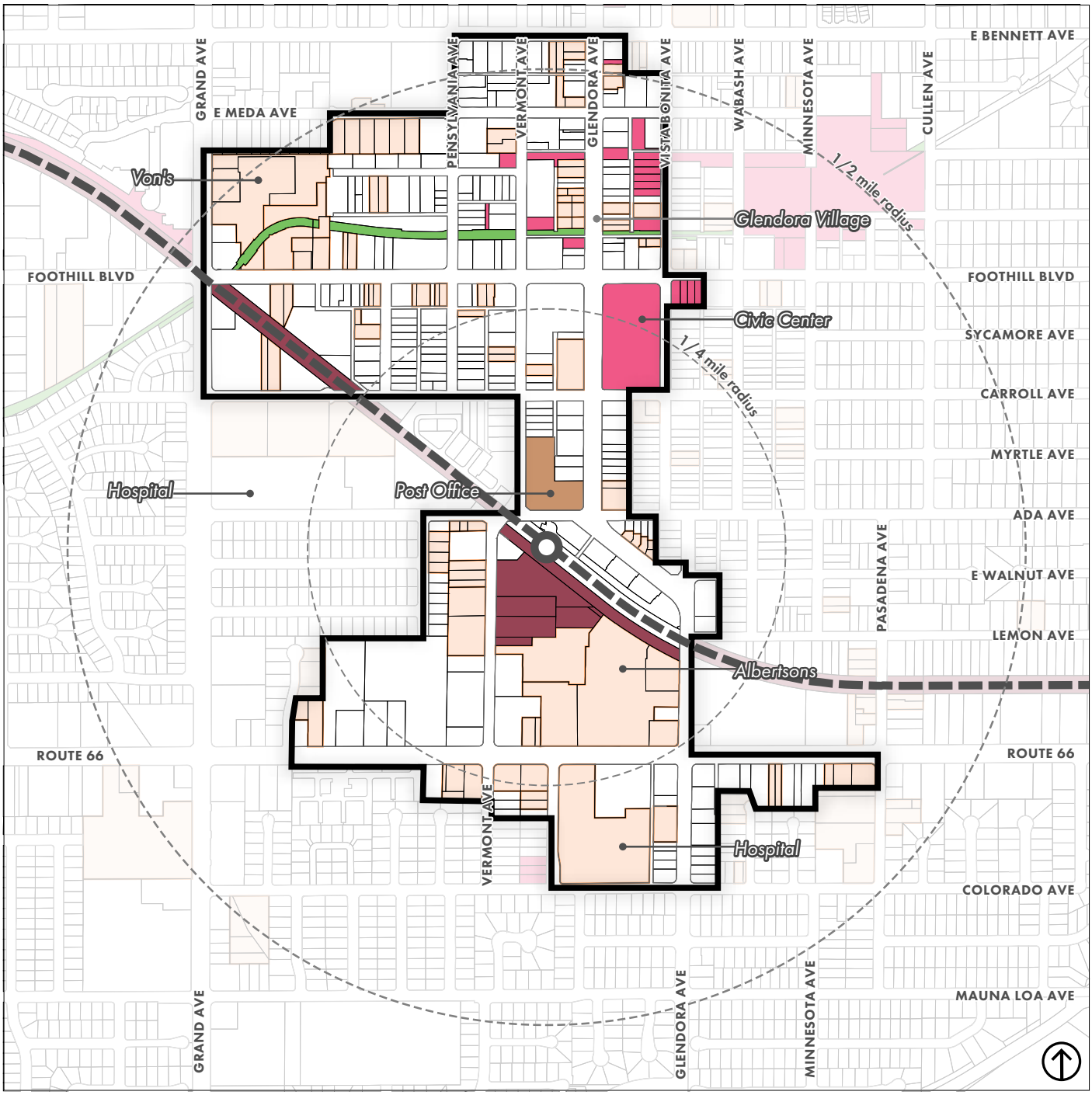
Figure D-9: Ownership highlights publicly owned parcels and contiguous parcels with the same owner. Contiguous parcels with the same owner increases the amount of potential developable land, providing more options for development. These parcels should be considered when determining potential new transit-oriented development.

Flood control channels exist on parcels owned by the LA County Flood Control District. These parcels pose a potential barrier to any potential development.

The area just south of the station is owned by the Metro Gold Line Foothill Extension Construction Authority. Part of the site is currently used as the construction staging area and is slated to be surface parking for station. Upon the completion of the station, thoughtful development of this area is critical to a successful transit-oriented environment.

FIGURE D-9: OWNERSHIP

Source: City of Glendora, 2024; PlaceWorks, 2024



Station Area Plan Boundary

Metro A Line (Gold) Route & Station

City of Glendora

Metro Gold Line Foothill Extension Construction Authority

LA County Flood Control District

US Postal Service

Contiguous Parcels with Same Owner

UTILIZATION RATIO

Figure D-10: Utilization Ratio highlights the utilization ratio of parcels within the station area plan boundary. The utilization ratio is defined as the ratio of the assessed value of improvements to assessed value of the land. If the utilization ratio for a parcel is less than 1, then the parcel would be considered underutilized. Underutilized parcels often include vacant lots and surface parking lots. Underutilized parcels should be considered for transit oriented development around the future Glendora Station.

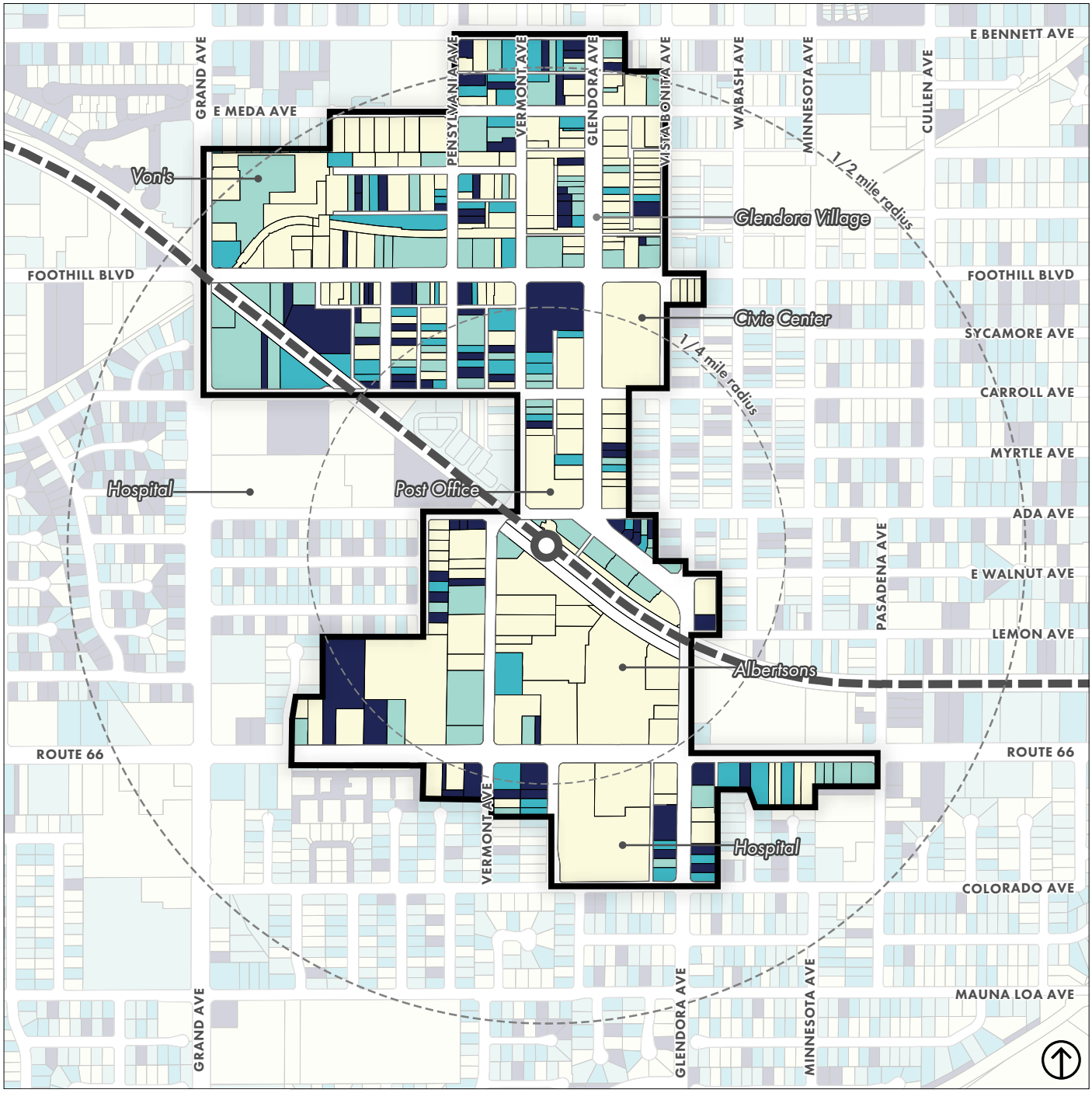
Underutilized parcels are found throughout the station area plan boundary. A collection of underutilized parcels are located near the intersection of Foothill Boulevard and Grand Avenue. This area includes commercial strip mall uses and light industrial uses. Other notable underutilized parcels include the Glendora Village Gateway shopping center at Foothill Boulevard and Glendora Avenue, and a portion of the mobile home park in the south west section of the study area.

$$\text{Utilization Ratio} = \frac{\text{Assessed Value of Improvements}}{\text{Assessed Value of the Land}}$$

> If the utilization ratio for a parcel is less than 1, then the parcel would be considered underutilized.

FIGURE D-10: UTILIZATION RATIO

Source: City of Glendora, 2024; PlaceWorks, 2024



Station Area Plan Boundary

Metro A Line (Gold) Route & Station

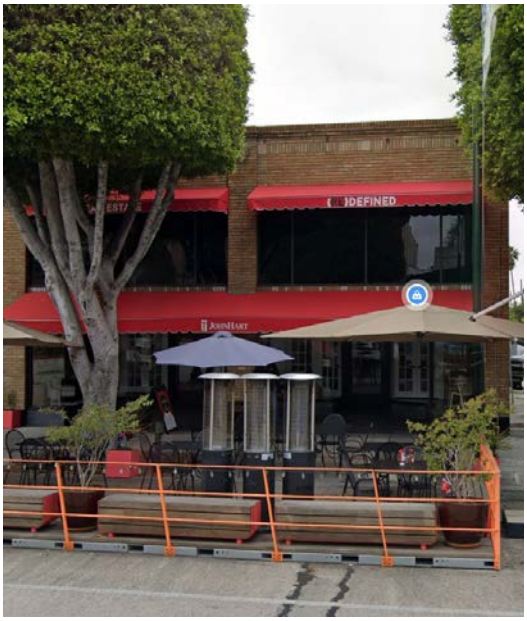
Utilization Ratio

- < 0.25
- 0.25 - 0.5
- 0.5 - 1.0

Underutilized parcels

- > 1.0

HISTORICAL INVENTORY



Historic structures and landmarks with architectural merit play a key role in the character and history of an urban environment. Figure D-11: Historical Inventory highlights City-designated historic landmarks, the City's Historic District, and Historic Glendora Walking Tour stops within the study area.

The City of Glendora has one designated Historic District covering a residential neighborhood in the vicinity of Glendora Village. A portion of the Historic District sits within the station area plan study area and covers approximately ten parcels near the intersection of Vista Bonita Avenue and Foothill Boulevard.

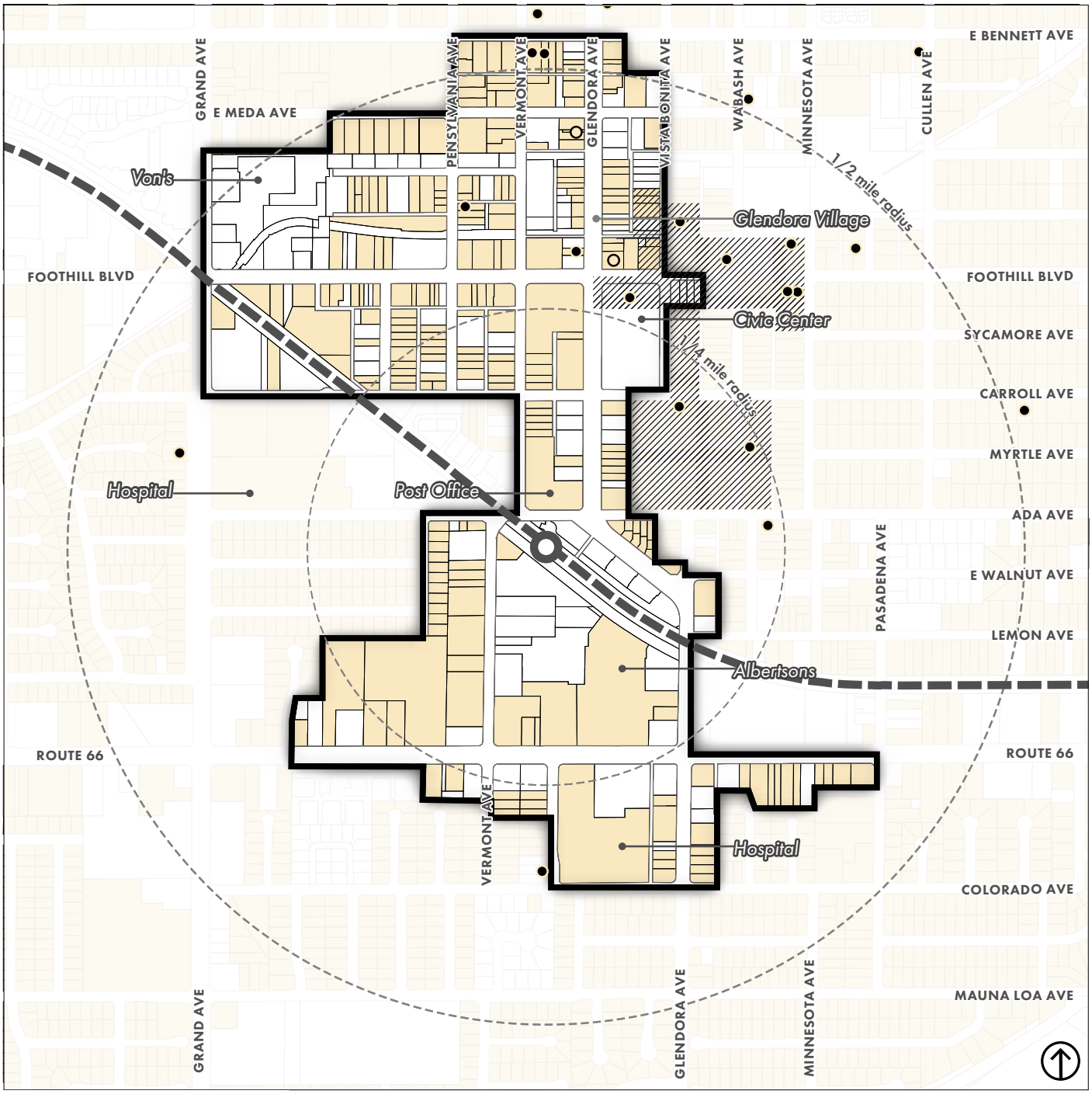
In addition to the Historic District, the City of Glendora maintains a list of Historic Landmark and Historic Resource designations. A historic city landmark must be at least 50 years old and meet at least one of the following:

1. Exemplify or reflect special elements of historical, architectural, archaeological, cultural, or aesthetic heritage.
2. Are identified with persons or events significant in local, state or national history.
3. Embody distinctive characteristics of a style, type, period or method of construction or are valuable examples of the use of indigenous materials or craftsmanship.
4. Are representative of the notable work of a builder, designer or architect.

Figure D-11 shows parcels with structures built before 1975, 50 years from the development of this Plan. Additional analysis would be needed to determine if additional properties should be designated as historic.

FIGURE D-11: HISTORICAL INVENTORY

Source: City of Glendora, 2024; PlaceWorks, 2024



Station Area Plan Boundary

Metro A Line (Gold) Route & Station

Glendora Historic District

Parcels with Structures built before 1975

Designated Glendora Historic Landmark

Historic Glendora Walking Tour Stop

FIRST/LAST MILE

Glendora People Movement Project

The Glendora People Movement Project is a strategic build-out of active transportation improvements across Glendora. The project at completion will feature over 10 miles of bicycle and pedestrian improvements including Urban Trails along the major flood control channels and first/last mile improvements to the future Glendora A Line Station. In total the project is estimated to cost around $21 million and will be primarily funded by regional, state, and federal grants. The project is anticipated to be completed in lat 2025 to coincide with the opening of the Glendora Station. Figure D-12 showcases existing and proposed bicycle facilities. Figure D-13 highlights first/last mile concepts within a half mile from the Glendora Station.

First/Last Mile

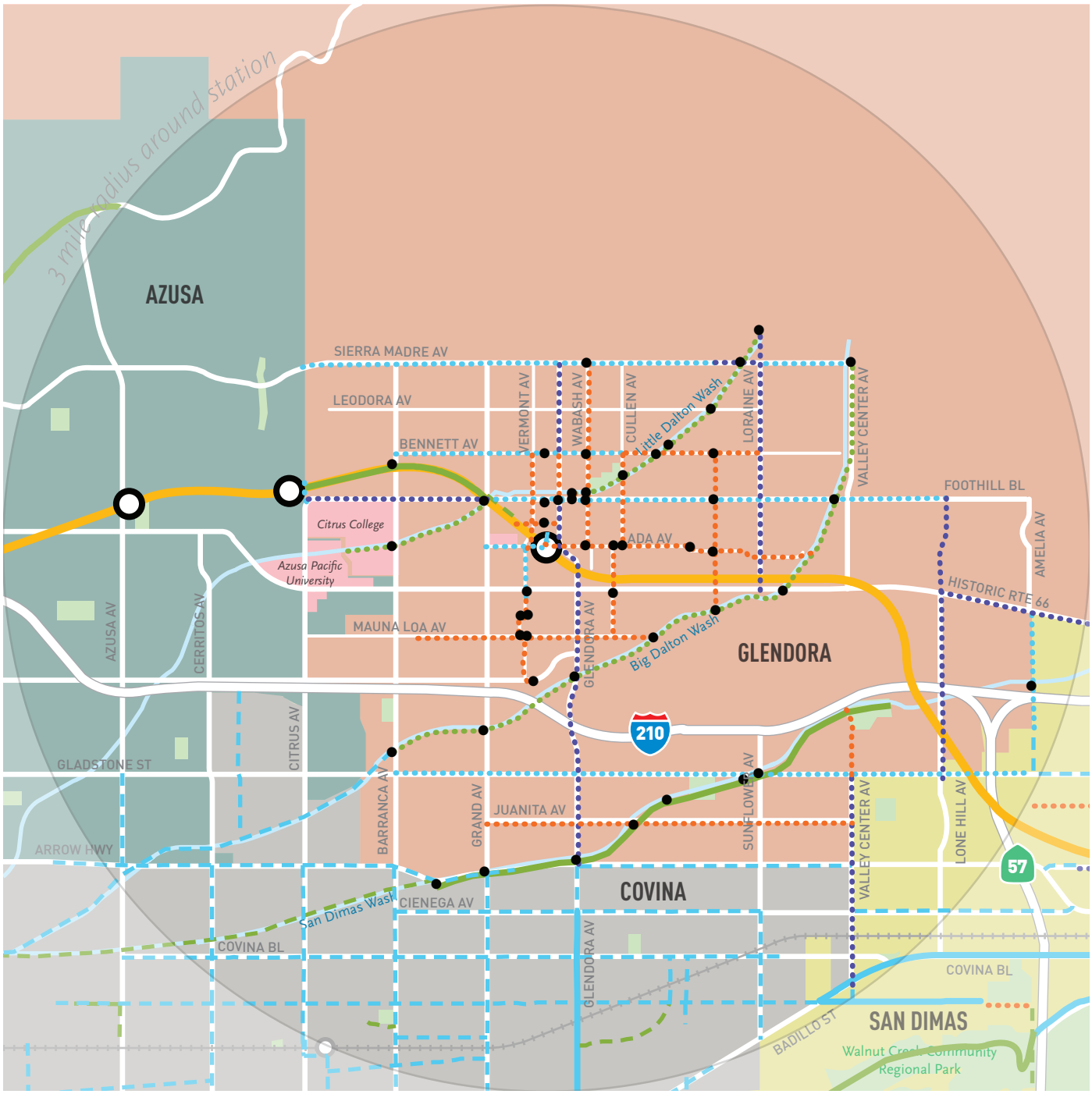
First/Last Mile concepts have been developed to provide safe and comfortable connections to the future Glendora Station as part of Metro's Gold Line Foothill Extension 2B First/Last Mile Plan (2019). A Class IV Cycle Track is proposed along Glendora Avenue and along Foothill Avenue, from Citrus Avenue to Vista Bonita Avenue. A sharrow is proposed along Vermont Avenue, from Foothill Boulevard to Route 66. Ada Avenue is envisioned as a shared street with special paving. These streets also include other pedestrian and bicycle safety improvements such as intersection treatments, bulb-outs, traffic calming, and street trees.

Urban Trail

Within the study area, an urban trail is proposed along the Metro A Line from Foothill Boulevard to Carroll Avenue. This would extend the existing trail at the northwest corner of Foothill Boulevard and Grand Avenue and enhance the pedestrian network near the station.

FIGURE D-12: THREE-MILE CONNECTIONS

Source: First/Last Mile Plan - Metro Foothill Gold Line Extension Phase 2B, 2019



Facility Type

- Shared Use Path
- Bike Lane
- Bike Boulevard
- Separated Bikeway
- Proposed New/Improved Crossings

Facility Status

- Existing/Funded Bikeways
- City or Regional Plan Bikeways
- FLM Proposed Bikeways

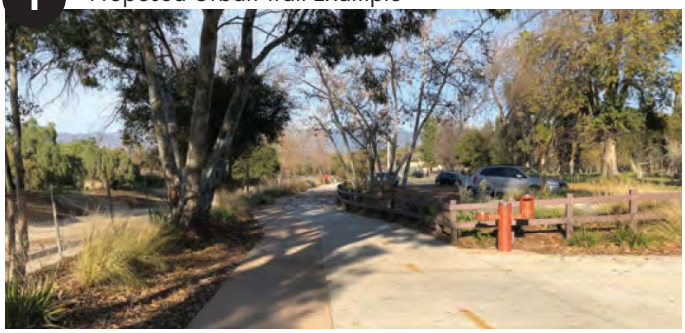
Rapid Transit

- Metro Gold Line & Station
- Metrolink & Station

N

FIRST/LAST MILE CONCEPTS

1 Proposed Urban Trail Example



2 Foothill Boulevard Proposed Class II Buffered Bike Lane

3 Vermont Avenue: Class III Sharrow Example

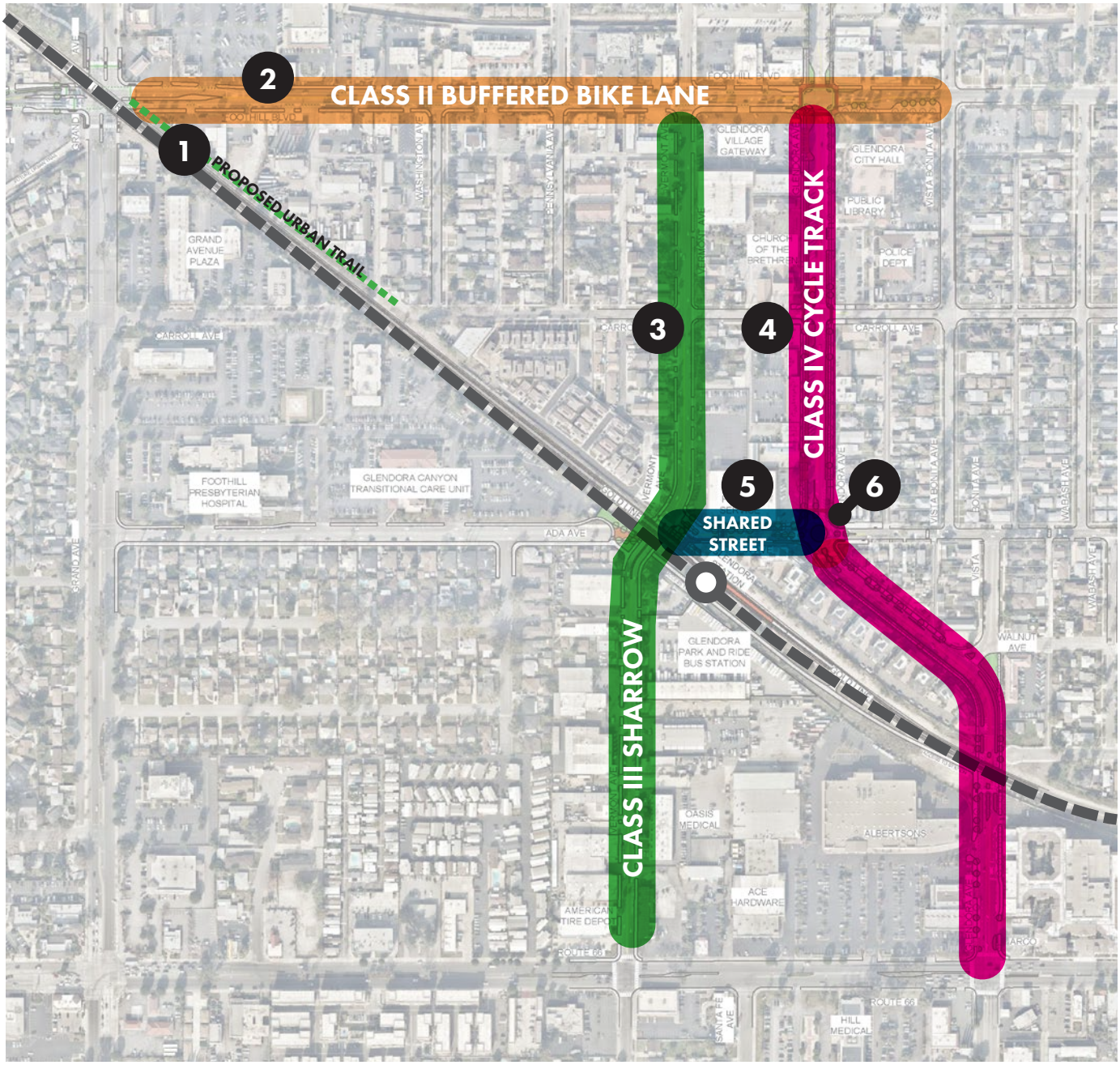
4 Glendora Avenue Proposed Class IV Cycle Track

5 Ada Avenue Shared Street

6 New Roundabout

FIGURE D-13: FIRST/LAST MILE CONCEPTS

Source: City of Glendora, 2024; PlaceWorks, 2024



STATION ACCESS

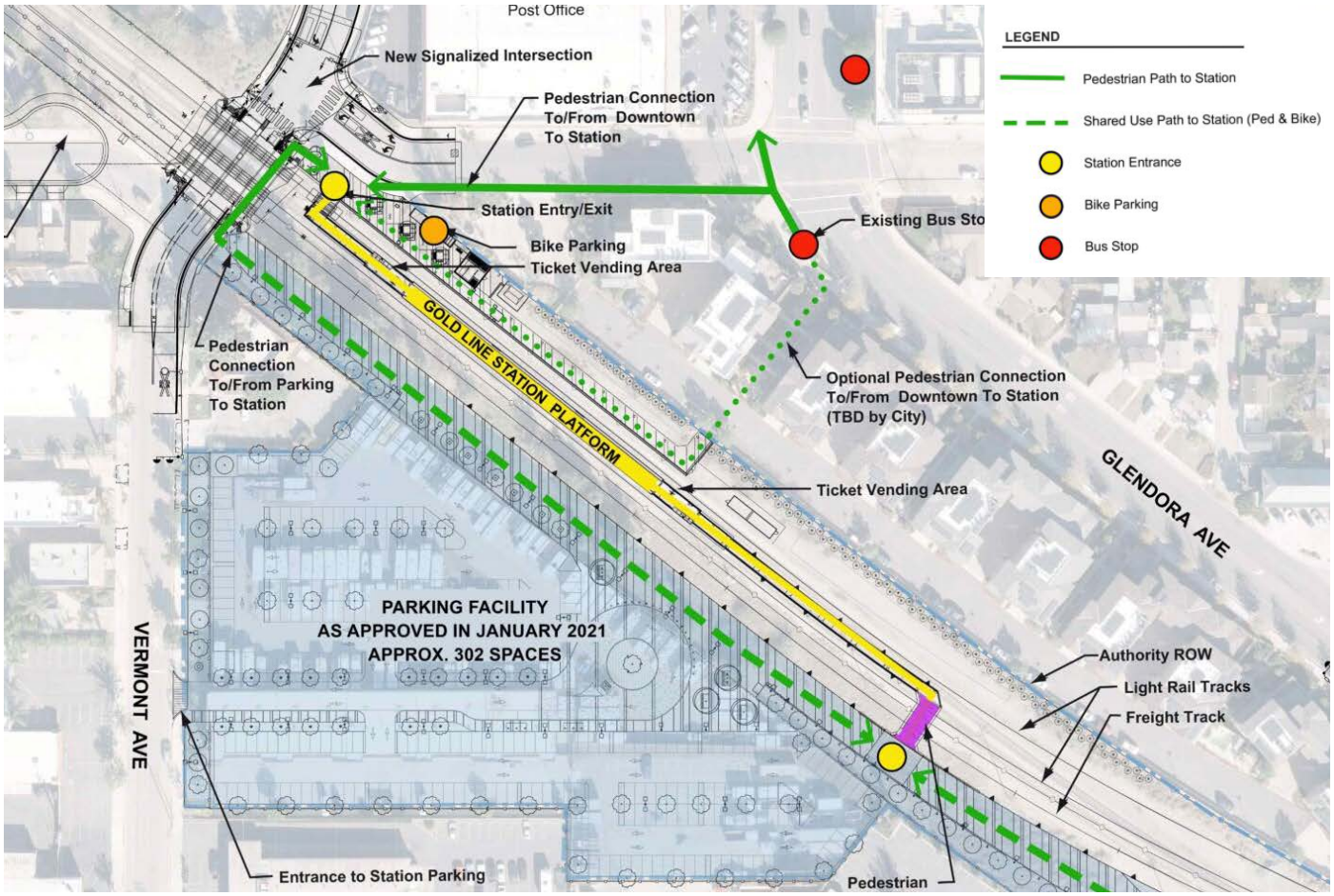
The Metro Rail Station will feature a single center running platform that will serve both the eastbound and westbound running lines. The station platform is located near the intersection of Ada Avenue and Vermont Avenue. Pedestrian access is provided from Ada Avenue and Vermont Avenue. Station access to the south is provided through a pedestrian path that runs adjacent just south of the rail line from Vermont Avenue to Glendora Avenue. A pedestrian undercrossing connects the station platform to the pedestrian path.

FIGURE D-14: STATION ACCESS RENDERING

Source: Foothill Gold Line Extension Construction Authority

FIGURE D-15: STATION ACCESS DIAGRAM

Source: Foothill Gold Line Extension Construction Authority, 2021

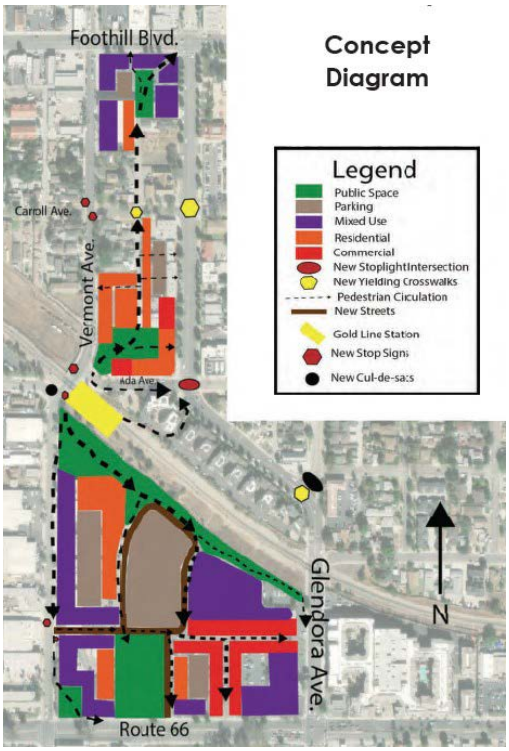


LINKING THE VILLAGE TO ROUTE 66

In 2019, students from Cal Poly San Luis Obisbo's Urban Design Studio presented alternative concepts from their report *Rethinking Downtown Glendora, CA: Linking the Village to Route 66*. The report was prepared for a quarter-long undergraduate class project and includes a problem assessment, inspirational case studies, and alternative concept plans. The focus area of the report includes the areas between Vermont Avenue and Glendora Avenue, and between Route 66 and Foothill Boulevard. The plan includes six alternative concepts for future development in this area. The concepts and ideas presented in this plan provided inspiration for concepts presented in the Vision Plan.

FIGURE D-16: ALTERNATIVE CONCEPT PLANS

Source: Cal Poly San Luis Obisbo CRP 341 Urban Design Studio (2019)



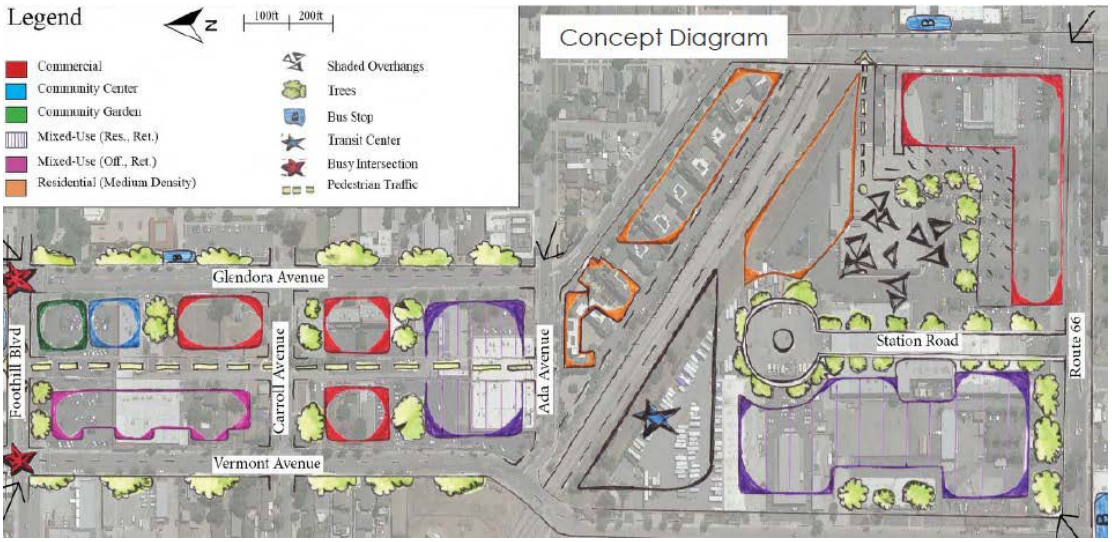
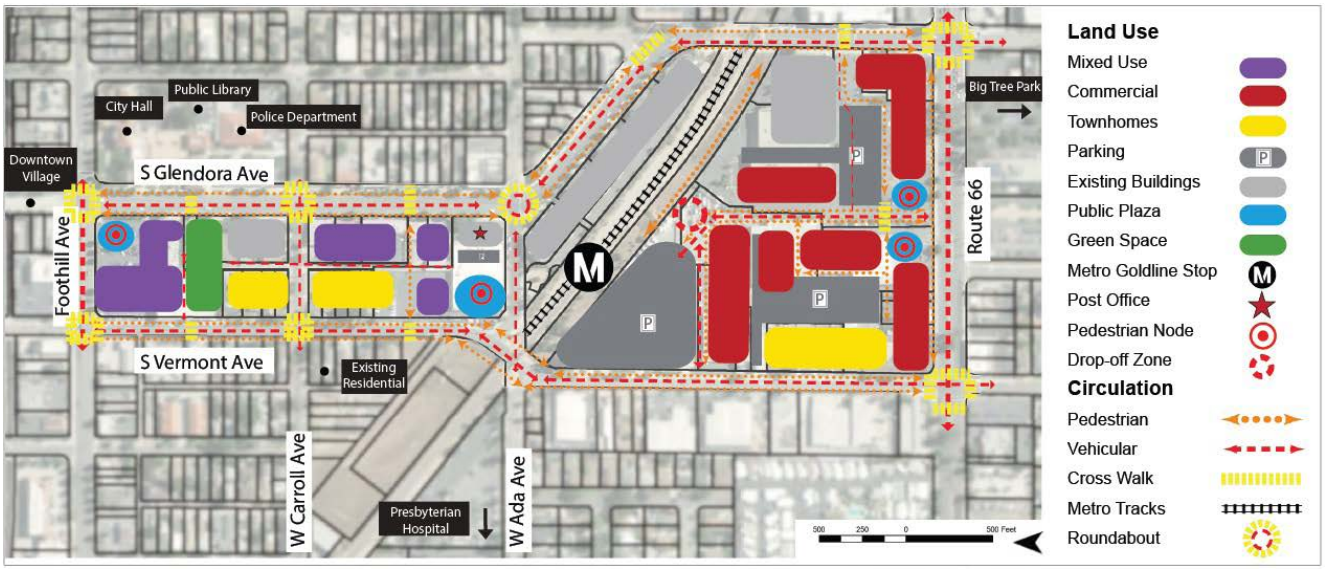


FIGURE D-15: ALTERNATIVE CONCEPT PLANS (CONT.)

Source: Cal Poly San Luis Obisbo CRP 341 Urban Design Studio (2019)

Note: Diagrams depict north orientation rotated counter clockwise 90 degrees.



This page is intentionally left blank.

APPENDIX E
DEVELOPMENT OPPORTUNITY

DEVELOPMENT OPPORTUNITY

To determine parcels that are most suited for development, parcels within the study area was analyzed in two steps:

1. Each parcel was given a development opportunity score. Development opportunity scores were determined by attributing points to each parcel, outlined in Table E-1: Development Opportunity Score Criteria, and shown in shown in Figure E-1: Development Opportunity.
2. The development opportunity score map was further refined to capture additional opportunities, constraints, and highlight where the resulting development opportunity score may not align with the potential development based on subjective analysis. For example, parcels containing the flood control channel north of Foothill Boulevard had a high development opportunity score due to its contiguous ownership, vacancy, and underutilization ratio, however, the functional flood control channel poses a limitation to development. These subjective findings are highlighted in Figure E-2: Refined Development Opportunity.

Development Opportunity Score Methodology

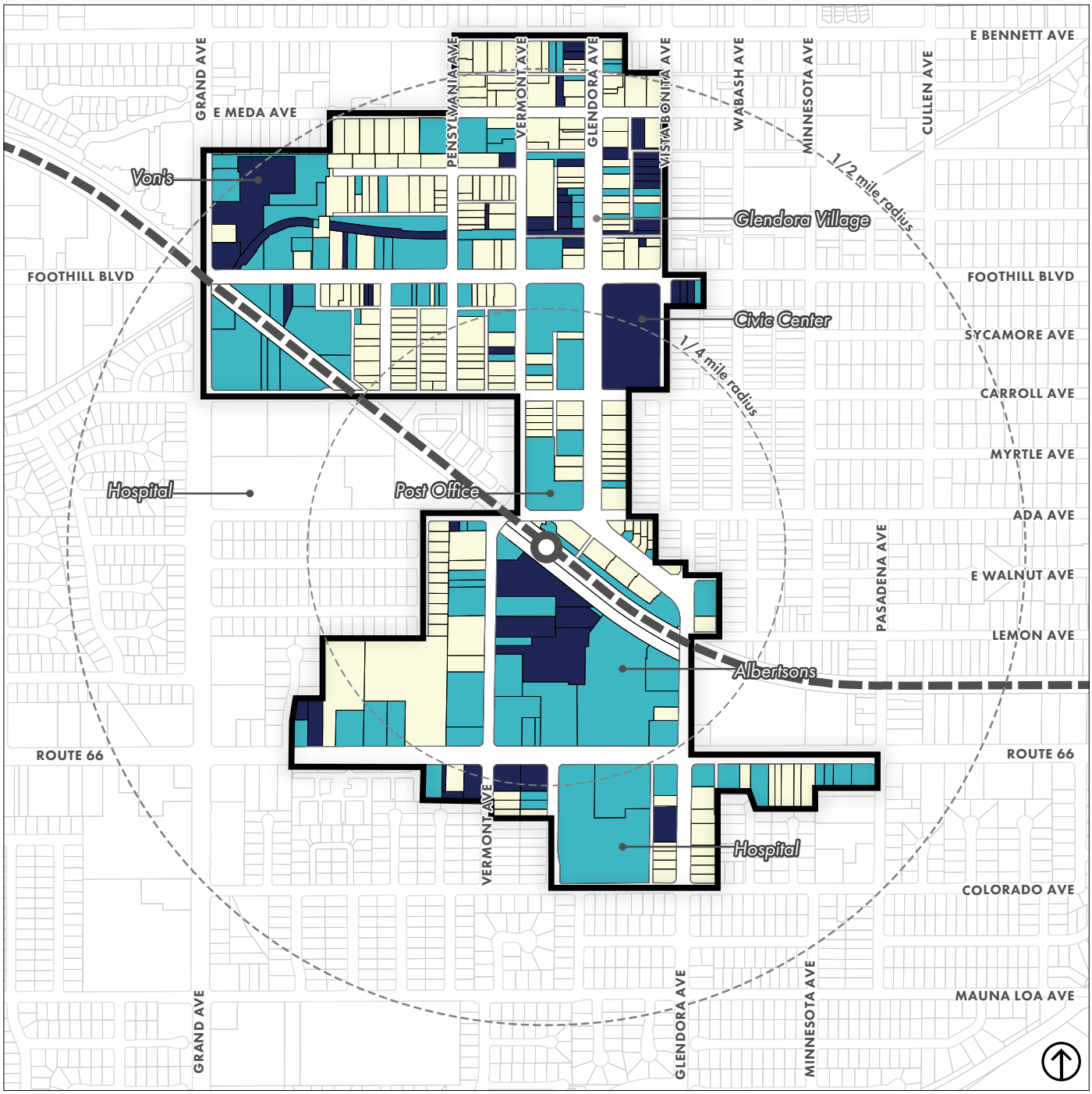
Five criteria, outlined in Table E-1, were used to determine the development opportunity score for each parcel within the study area. If the parcel met the criteria, the parcel received points. The development opportunity score is the sum of all development opportunity criteria points the parcel received. The maximum development opportunity score is 10. A parcel with a score of 10 means it met all of the development opportunity criteria and has high development opportunity. A total score of 4 or below means the parcels is unlikely to redevelop. Sites that are identified as a locally designated historic resource receive an automatic score of 0.

Table E-1: Selected Development Scenario Focus Areas Overview

Criteria	Points
Contiguous parcel with the same owner or City-owned property	2
Ratio of assessed value of improvements to assessed value of land is less than 1	2
Includes vacant uses Includes existing office, commercial, or industrial uses	2 1
Has a lot size greater than 20,000 square feet	2
The building to lot coverage is less than 40%	2
Locally Designated Historic Resource (Not developable; Receives automatic total score 0)	x(0)
Max Development Opportunity Score *(Sum of Development Opportunity Criteria Points)*	**10**

FIGURE E-1: DEVELOPMENT OPPORTUNITY

Source: City of Glendora, 2024; PlaceWorks, 2024



Station Area Plan Boundary

Metro A Line (Gold) Route & Station

Development Opportunity Score

0-4 (Low)

5-7 (Medium)

8-10 (High)

REFINED DEVELOPMENT OPPORTUNITY

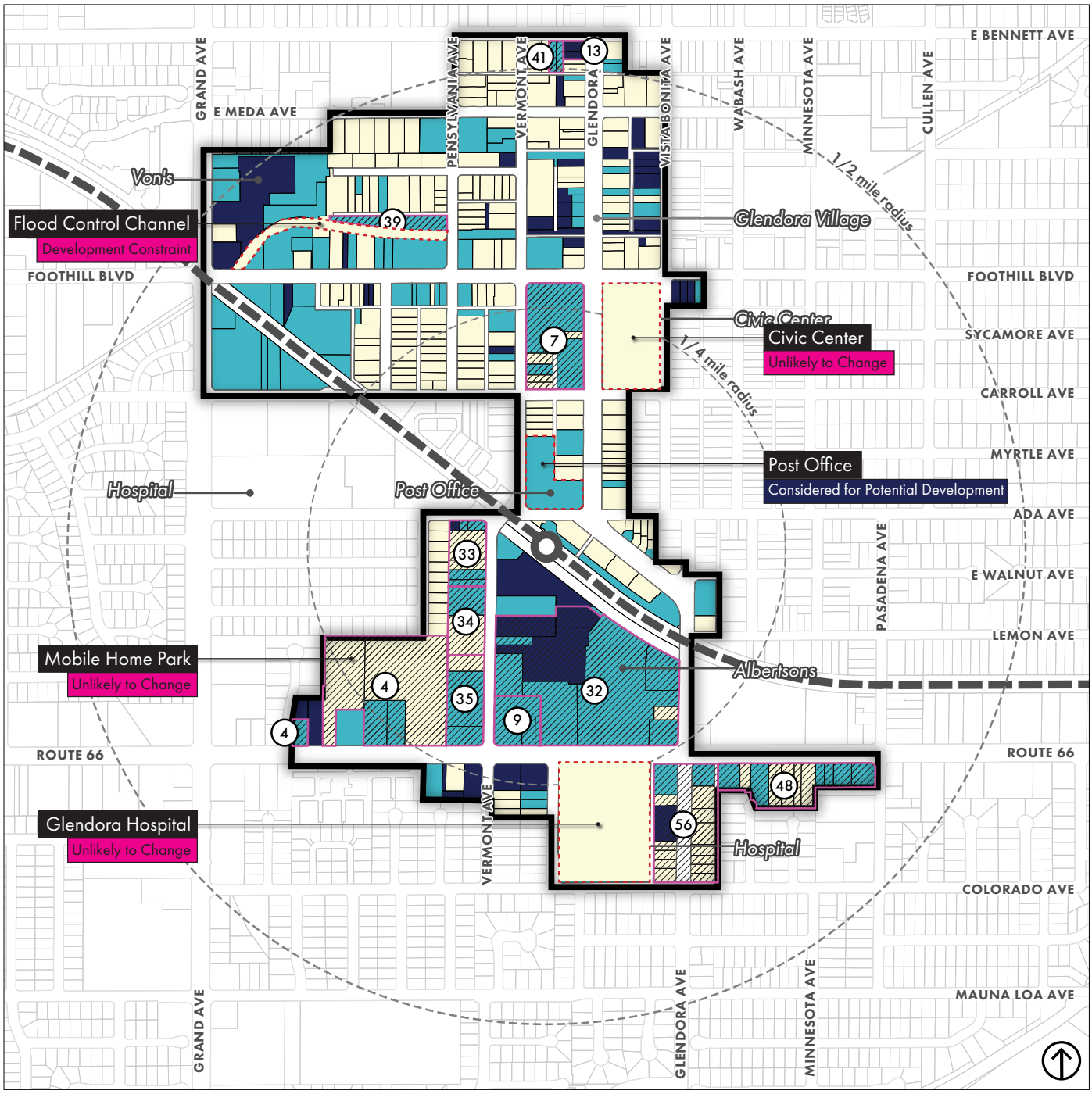
Figure E-2: Refined Development Opportunity Map highlights refinements to the development opportunity score based on staff analysis of opportunity and constraints.

Although the Civic Center and Glendora Community Hospital were noted with medium to high development potential, these sites are unlikely to change. An existing flood control channel runs under a surface parking lot serving Von's grocery store, CVS, and other commercial uses. The flood control channel poses a constraint to potential development.

The area immediately south of the future station is primed for transit-oriented development. This area has existing office, commercial, and industrial uses, a collection of parcels under same ownership, or publicly owned, surface parking, large lot sizes, and low lot coverage, and includes Housing Element inventory sites. Medium to high density mixed use development should be considered in this area. The post office has been identified as a site to be considered for potential development, due to its public ownership status, and immediate adjacency to the future Glendora Station. A collection of small sized contiguous parcels scored high in the northern area of station area. These sites should be considered for infill urban development.

FIGURE E-2: REFINED DEVELOPMENT OPPORTUNITY

Source: City of Glendora, 2024; PlaceWorks, 2024



Station Area Plan Boundary

Metro A Line (Gold) Route & Station

Development Opportunity Score

0-4 (Low)

5-7 (Medium)

8-10 (High)

2021-2029 Glendora Housing Element Sites

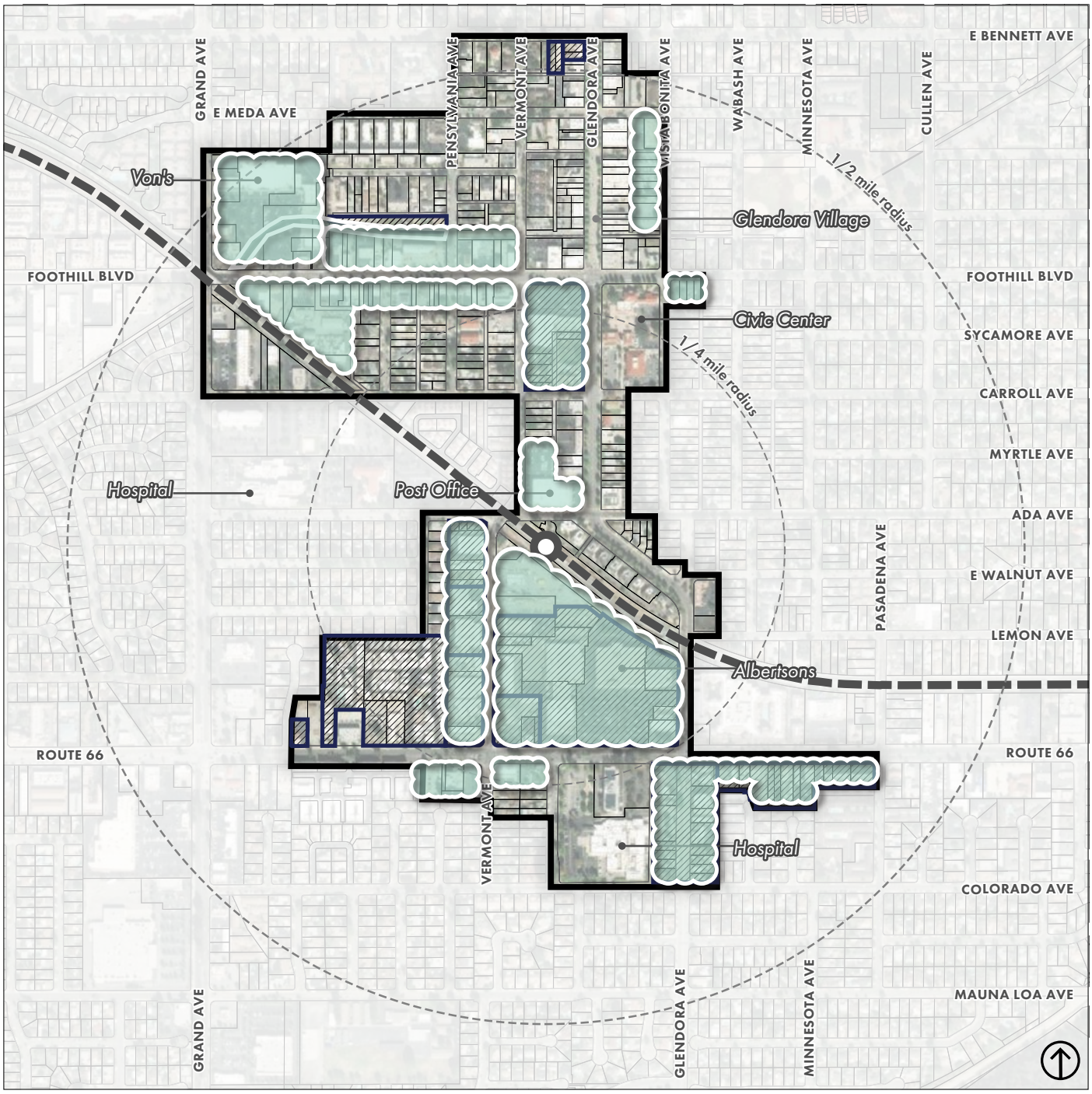
Development Opportunity Score Refinements

PRELIMINARY FOCUS AREAS

Focus areas for potential redevelopment were identified utilizing the refined opportunity score. The purpose of the focus areas were to solicit community feedback on why types of development, if any, should be encouraged in these areas. Feedback was solicited at the community open house, an online survey, planning commission study session, and city staff review. A summary of results can be found in Appendix B: Outreach and Engagement. Based on this feedback, development scenarios were developed for selected focus areas to express the Station Area Vision.

FIGURE E-3: PRELIMINARY FOCUS AREAS

Source: City of Glendora, 2024; PlaceWorks, 2024

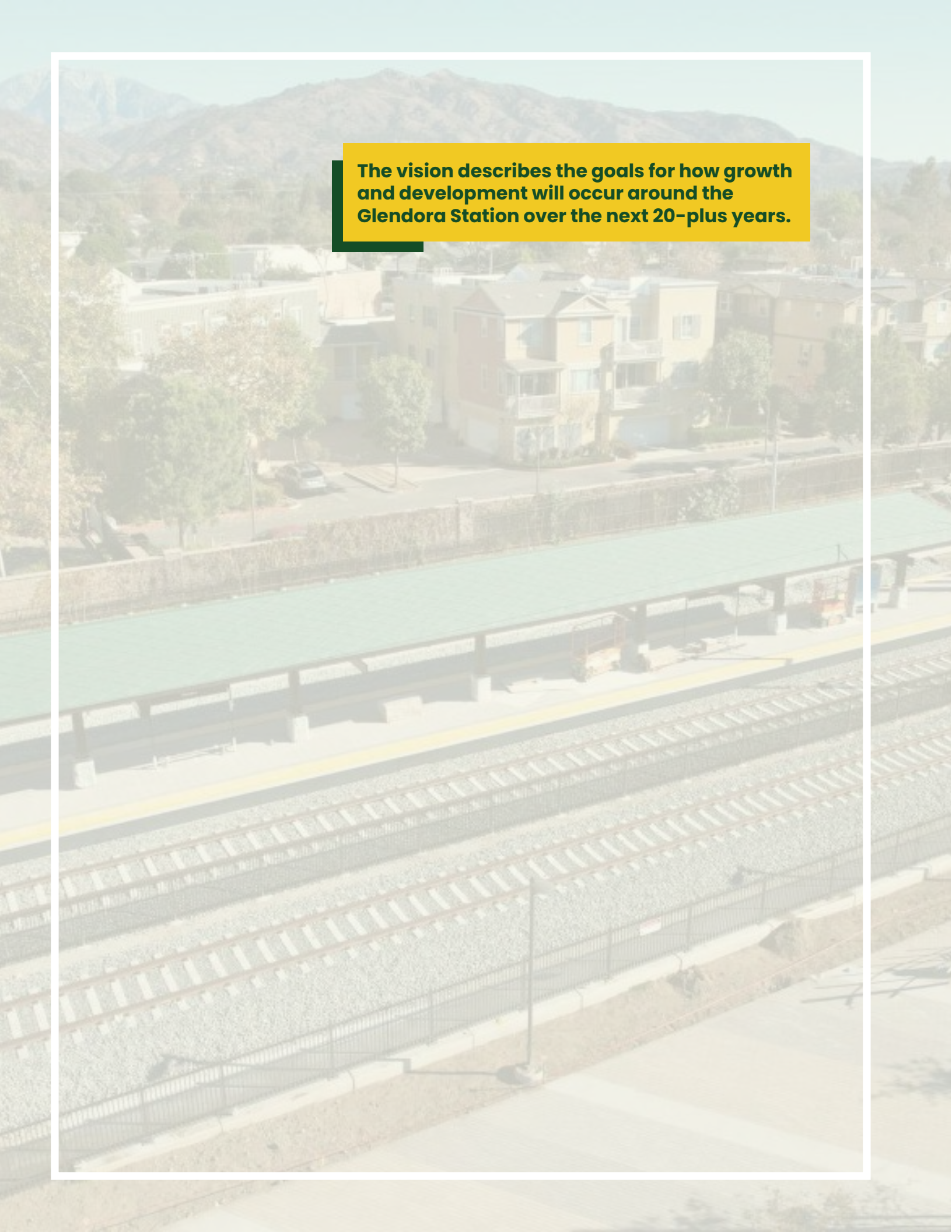


Station Area Plan Boundary

Metro A Line (Gold) Route & Station

2021-2029 Glendora Housing Element Sites

Preliminary Focus Areas



The vision describes the goals for how growth and development will occur around the Glendora Station over the next 20-plus years.

GLENDORA STATION AREA VISION PLAN (PLN22-059)

COMMUNITY DEVELOPMENT

CITY COUNCIL

JULY 8, 2025

HANS FRIEDEL, AICP, PRINCIPAL PLANNER

ALAN LOOMIS AICP, PLACEWORKS

CHAD SO, AICP, PLACEWORKS

REQUEST

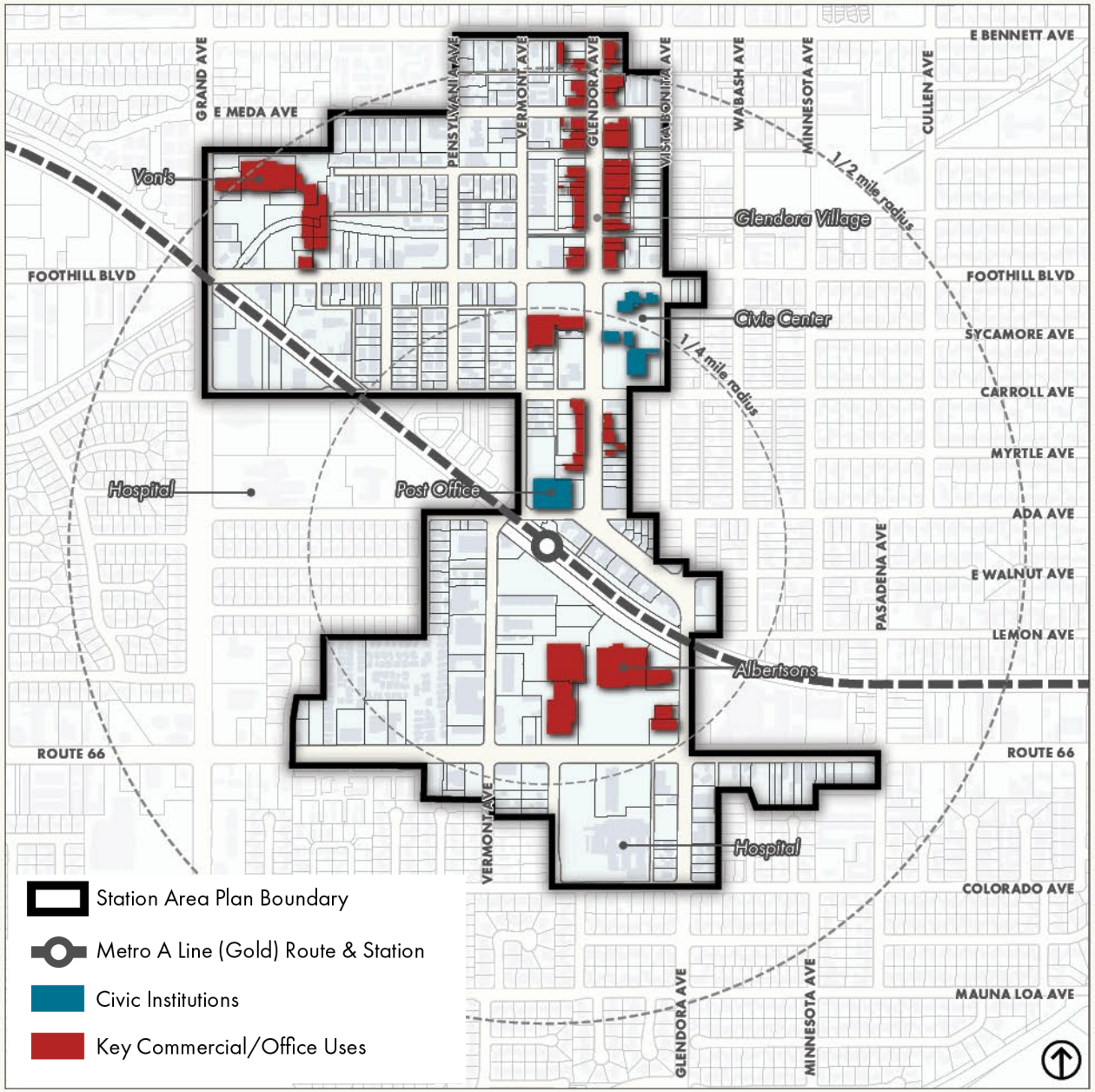
THAT THE CITY COUNCIL:

1. Adopt a finding of Statutory Exemption pursuant to Title 14 of the California Code of Regulations (CCR), Section 15262 Feasibility and Planning Studies of the California Environmental Quality Act (CEQA) Guidelines; and
2. Adopt a Resolution entitled “A RESOLUTION OF THE CITY COUNCIL ADOPTING THE GLENDORA STATION AREA VISION PLAN.”

PLAN BACKGROUND

THE STUDY AREA

The Glendora Station Area Plan study area is focused a half mile radius around the future Glendora station.



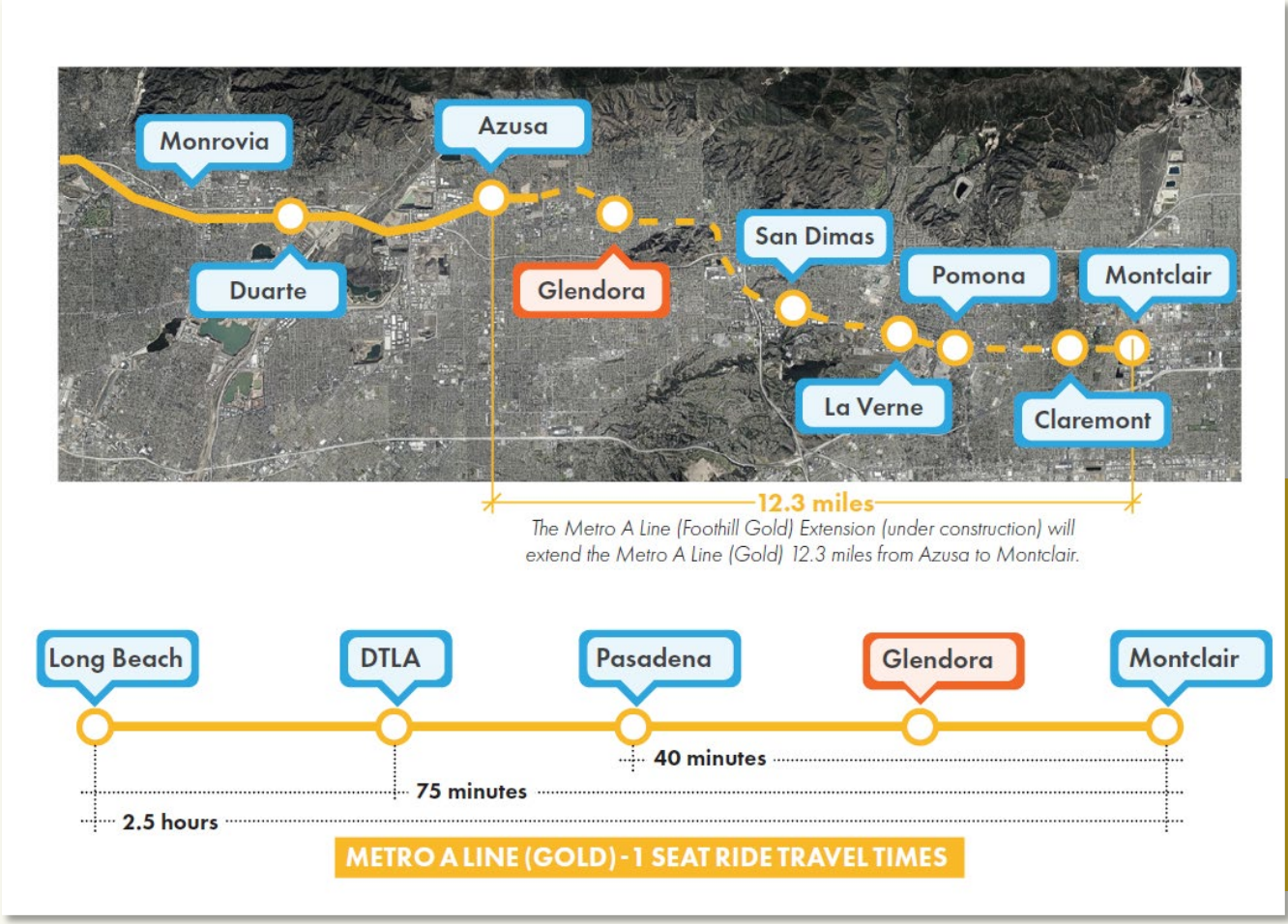
WHY PLAN?

Foothill Gold Line Extension: The Metro A Line expansion creates connections between six communities in the San Gabriel Valley and downtown Los Angeles

Glendora Station Opening: Scheduled to begin transit service later this summer, enhancing local and regional mobility

Transformational Project for Glendora: A once-in-a-generation investment in transportation infrastructure that will shape the city's future

Housing Element Commitment: The City's adopted Housing Element supports the **development of 1,290** new housing units within ½ mile of the station



PLAN FUNDING

Metro Grant: The City secured a Metro grant to study how to accommodate housing for all income levels within a half-mile of Glendora Station, using a context-sensitive approach

Project Funded Through TOC TAP: Supported by Metro's Transit Oriented Communities Technical Assistance Program (TOC TAP)

Metro Partnership with Local Jurisdictions: Metro assists cities in developing and adapting transit-supportive policies and programs to maximize the value of transit investments and boost ridership

Alignment with Metro's Goals: The plan aligns with Metro's objectives and incorporates key elements from Metro's Transit Supportive Toolkit

WHAT IS A VISION PLAN?

The Vision Plan is:

- An illustration of City aspirations
- Outlines a development vision through various scenarios
- Identifies the regulatory adjustments required to realize these scenarios
- A description of goals for how growth and development may occur around the Glendora station over the next 20-plus years

The Vision Plan is not:

- A rezoning
- A regulatory document
- A development project or proposal
- An approval of any building, development, or project

PUBLIC ENGAGEMENT

Multifaceted public engagement

- Community Open House
- Earth Day 2024 and 2025
- Online Survey
- Business and property owner outreach
- Virtual Open House
- Social Media
- Project website
- Planning Commission and City Council

PROJECT WEBSITE

- Approximately **275** unique visitors
- Shared at every outreach touchpoint via link and QR code
- Provided project overview, project updates, resources, and participation opportunities (survey, review the plan, key outreach dates)

33 Attendees

35 Attendees

50 Survey Entries

275 Unique Visitors

Two mailers to over 400 property/business owners

FIGURE 1-5: PUBLIC DRAFT COMMENTS AND QUESTIONS

This chat bubble contains questions and comments received during Community Open House #2 and through the project website online comment form. Questions and comments pertain to the public draft Station Area Vision Plan made available from April 23rd, 2025 to May 18th, 2025 and presented during the virtual community open house #2.

Public Draft Comments and Questions

16 Questions and Comments Recieved

Why are low-density areas unlikely to change and excluded from the study area?

Can you explain the impact of the Metro's Joint Development Policy and affordable housing requirement on the proposed plans?

Do you have estimates for the maximum number of units that could be built? Any corresponding estimates for the total number of residents the units would accommodate?

Do you have an infrastructure, streetscape plan for the main streets involved like Glendora Ave and Foothill? If so is there any last mile funding to accomplish the plan?

I support increasing housing density, however, a thought I have looking at Focus Area D is that a higher story complex would block out the view of the foothills for existing homeowners. A thing that sold me on my home on Vermont Avenue was the beautiful view of the foothills. Were I to live in the homes south of site D but north of the train where the rectangular strip moves eastward, I think I'd just about cry if I knew they were erecting a 4 story building in front of the view. Perhaps that impact should also be considered for locals (many of whom have called the foothills their homes for a generation)?

I live in a single family house within .5 mile radius of the station. I welcome the increased density in the area. Development changes are long term and I recognize that they won't all happen at once. I do think the plan is missing a key component and that is how we are going to implement the public realm changes. Where is the collaboration with public works and transportation? Why aren't these very important changes in the CIP. I strongly urge our city officials and executive leadership to fast track these public realm improvements, especially the bike lanes. I would also like to add that these bike lanes should be protected lanes. Sharrows are ineffective and cars don't know how to share the road. If we want to encourage residents to start using the station we have to create a safer public realm and streets.

I see that some of these ideas in the vision plan involve lot consolidation? Has these hampered other cities/stations in implementing vision plans that involved consolidations and are there ways the City can streamline/encourage that process?

If any of these developments come into fruition, would CEQA would come into effect?

Has there been any analysis as to the impact on the community as it pertains to incoming unhoused people?

What impact is anticipated on road congestion?

4-6 story residential structures should NOT be allowed. Also the amount of vehicle traffic this will bring to that area will be unmanageable.

Glendora may lose it's small town feel.

Where is the "threshold of change" - Land value must exceed building value in order for change to take place. Will there be any practical economic discussions, real world examples presented to City Council and Staff?

I want to commend the City of Glendora and the project team for the thoughtful integration of diverse housing types, especially in areas adjacent to existing single-family neighborhoods. It's clear that the plan respects the character of established communities while still moving forward to meet future housing needs. The emphasis on interconnectedness, linking local residents, future station users, and new community members is a smart, people-centered approach that positions Glendora as both welcoming and forward-thinking. This plan doesn't just connect places, it connects people. Well done!

To the Vermont Ave apartments, please explain how 3 story apartments are an appropriate development in the area with a height that are appropriate? Who would want a 3 story building with tenets looking into single family backyards or obstructing the views and peace as they currently exist? Simple search shows 7 of the 12 properties on the other side of Vermont have sold in last 10 years, contrary to the statement made on the zoom call as to why single family homes were excluded, "slower change of ownership" Between the Metro ridership increase, the increased residence and financial benefits to the city taxes, it is clear these are very profitable projects and the single family residences that will bear the brunt of this project and it is very curious why these homes were omitted from the scope.

Is Metro planning on selling the new parking lot? If so, where will commuters be able to park their cars? Concerned adjacent single family neighborhoods will be used as overflow parking if new lot is sold.

FIGURE 1-5: PUBLIC DRAFT COMMENTS AND QUESTIONS

This chat bubble contains questions and comments received during Community Open House #2 and through the project website online comment form. Questions and comments pertain to the public draft Station Area Vision Plan made available from April 23rd, 2025 to May 18th, 2025 and presented during the virtual community open house #2.

Public Draft Comments and Questions

16 Questions and Comments Recieved

Why are low-density areas unlikely to change and excluded from the study area?

Low-density areas are typically characterized by single family residential uses with smaller parcels that are unlikely to change. See Page 1-4, Study Area.

Can you explain the impact of the Metro's Joint Development Policy and affordable housing requirement on the proposed plans?

Metro owns property south of the Glendora Station. Metro's policy requires these sites include affordable housing. See page 1-6, Affordable Housing.

Do you have estimates for the maximum number of units that could be built? Any corresponding estimates for the total number of residents the units would accommodate?

The 2021-2029 Glendora Housing Element identifies approximately 1,000 dwellings that can be accommodated within the study area.

Do you have an infrastructure, streetscape plan for the main streets involved like Glendora Ave and Foothill? If so is there any last mile funding to accomplish the plan?

The City has the People Movement Project which includes an Urban Trails System and First/Last Mile Improvements. See Chapter 4: Public Realm Improvements.

I support increasing housing density, however, a thought I have looking at Focus Area D is that a higher story complex would block out the view of the foothills for existing homeowners. A thing that sold me on my home on Vermont Avenue was the beautiful view of the foothills. Were I to live in the homes south of site D but north of the train where the rectangular strip moves eastward, I think I'd just about cry if I knew they were erecting a 4 story building in front of the view. Perhaps that impact should also be considered for locals (many of whom have called the foothills their homes for a generation)?

Comment considered. See Chapter 3: Development Scenarios.

I live in a single family house within .5 mile radius of the station. I welcome the increased density in the area. Development changes are long term and I recognize that they won't all happen at once. I do think the plan is missing a key component and that is how we are going to implement the public realm changes. Where is the collaboration with public works and transportation? Why aren't these very important changes in the CIP. I strongly urge our city officials and executive leadership to fast track these public realm improvements, especially the bike lanes. I would also like to add that these bike lanes should be protected lanes. Sharrows are ineffective and cars don't know how to share the road. If we want to encourage residents to start using the station we have to create a safer public realm and streets.

See Chapter 4: Public Realm Improvements.

I see that some of these ideas in the vision plan involve lot consolidation? Has these hampered other cities/stations in implementing vision plans that involved consolidations and are there ways the City can streamline/encourage that process?

This plan recommends the City consider implementing a lot consolidation bonus within the study area. See Chapter 5: Implementation.

If any of these developments come into fruition, would CEQA would come into effect?

See Chapter 5: Implementation.

Has there been any analysis as to the impact on the community as it pertains to incoming unhoused people?

This plan is informed by Glendora's 2021-2029 Housing Element. Analysis regarding incoming unhoused people is not included in this plan.

What impact is anticipated on road congestion?

A traffic analysis is not part of the scope for this project.

4-6 story residential structures should NOT be allowed. Also the amount of vehicle traffic this will bring to that area will be unmanageable.

Comment received.

Glendora may lose it's small town feel.

Comment received.

Where is the "threshold of change" - Land value must exceed building value in order for change to take place. Will there be any practical economic discussions, real world examples presented to City Council and Staff?

See Appendix E: Development Opportunity.

I want to commend the City of Glendora and the project team for the thoughtful integration of diverse housing types, especially in areas adjacent to existing single-family neighborhoods. It's clear that the plan respects the character of established communities while still moving forward to meet future housing needs. The emphasis on interconnectedness, linking local residents, future station users, and new community members is a smart, people-centered approach that positions Glendora as both welcoming and forward-thinking. This plan doesn't just connect places, it connects people. Well done!

Comment received.

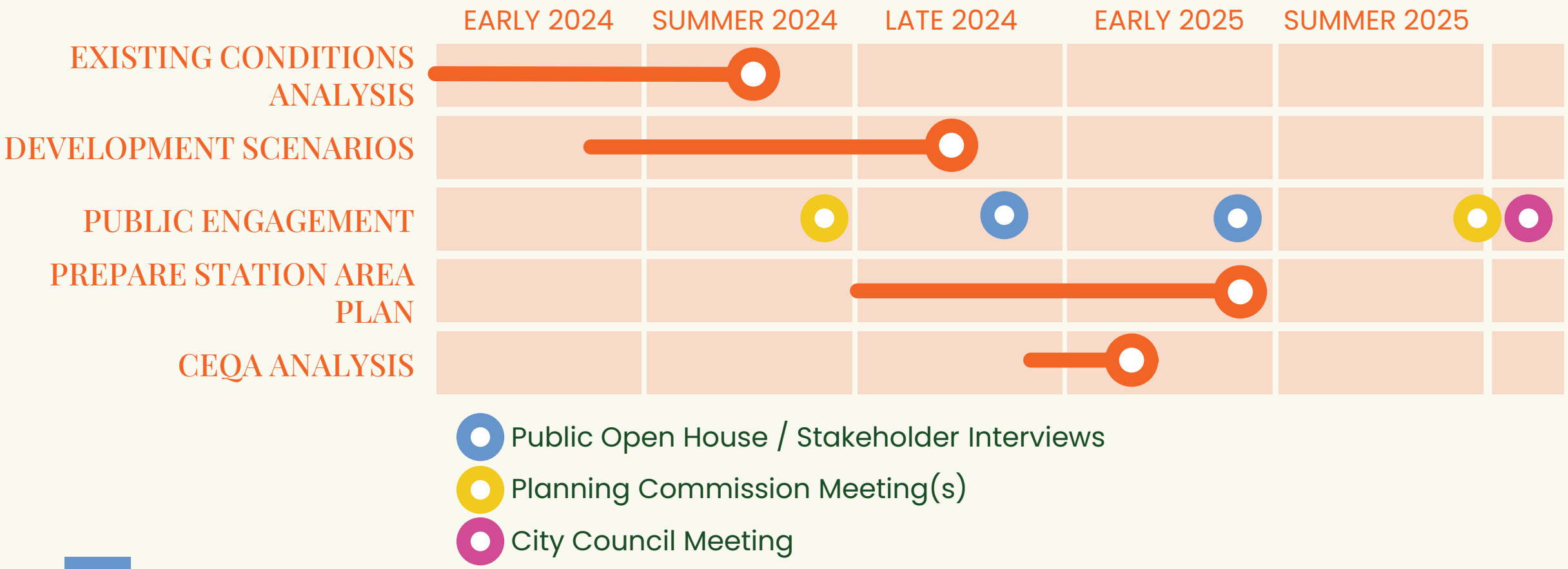
To the Vermont Ave apartments, please explain how 3 story apartments are an appropriate development in the area with a height that are appropriate? Who would want a 3 story building with tenets looking into single family backyards or obstructing the views and peace as they currently exist? Simple search shows 7 of the 12 properties on the other side of Vermont have sold in last 10 years, contrary to the statement made on the zoom call as to why single family homes were excluded, "slower change of ownership" Between the Metro ridership increase, the increased residence and financial benefits to the city taxes, it is clear these are very profitable projects and the single family residences that will bear the brunt of this project and it is very curious why these homes were omitted from the scope.

See Page 1-4, Study Area. See Page 5-8, Context Sensitive Design.

Is Metro planning on selling the new parking lot? If so, where will commuters be able to park their cars? Concerned adjacent single family neighborhoods will be used as overflow parking if new lot is sold.

Metro owns property south of the Glendora Station and is soliciting developer interest. This plans recommends the City monitor parking demand upon arrival of the Glendora Station. See Chapter 5: Implementation.

SCHEDULE AND KEY MILESTONES



DRAFT PLAN OVERVIEW

CONTENTS

1 Introduction
Provides an overview of the project, introduces the study area, and summarizes outreach and engagement efforts.

2 Vision
Presents a high-level vision for future development in the station area.

3 Development Scenarios
Provides background on focus area selection.
Explores potential development scenarios for selected focus areas.

4 Public Realm Improvements
Identifies recommended improvements to enhance the public realm experience in the Vision Plan area.

5 Implementation
Provides guidance and next steps for executing the Vision Plan.

Appendices

A. RHNA Capacity Analysis. Reviews potential development opportunities on the 2021–2029 Housing Element Inventory Sites.

B. Case Studies. Offers a summary of recent development around nearby Metro A Line (Gold) stations.

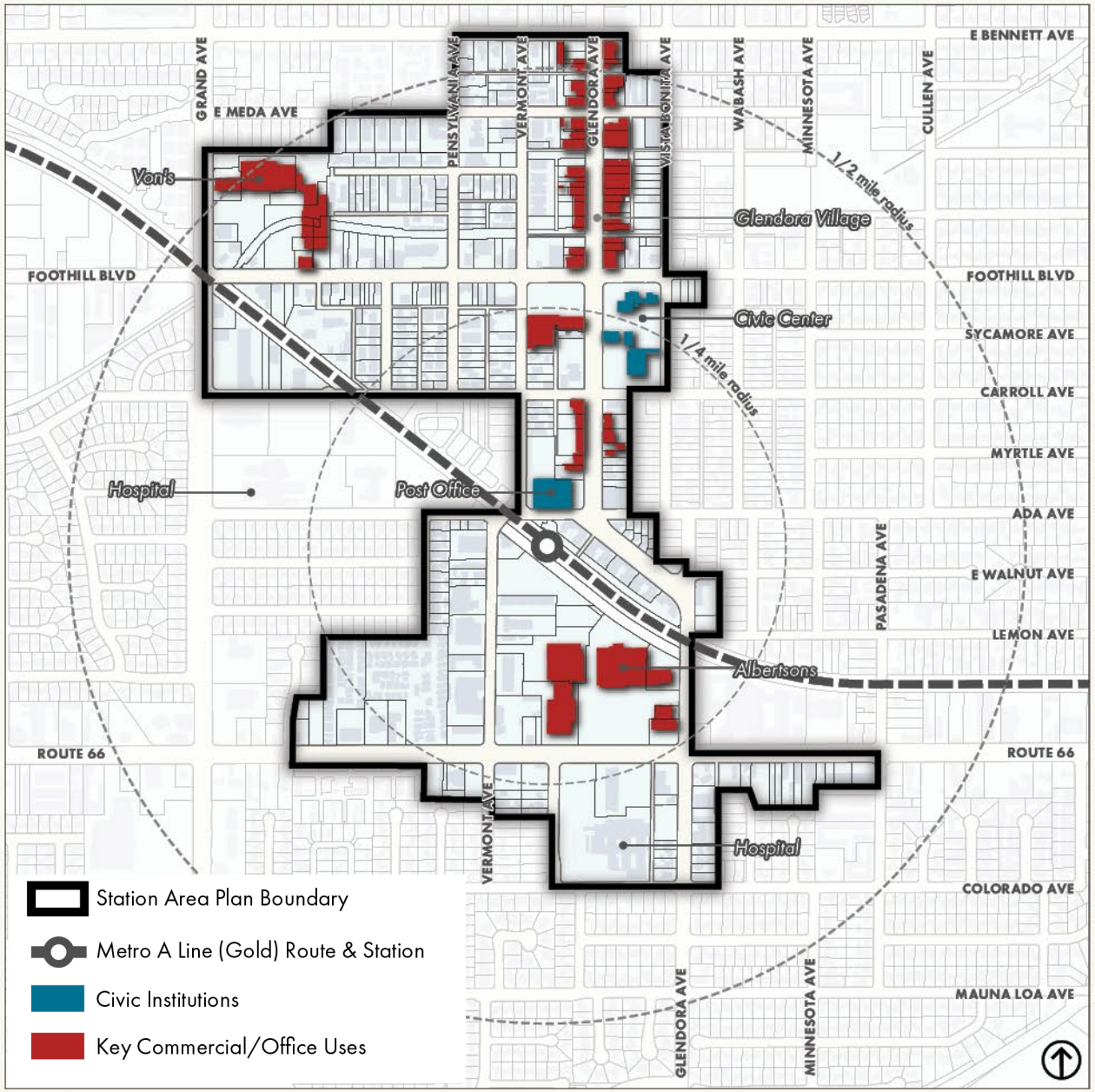
C. Market Analysis. Provides a market analysis for potential development within the station area.

D. Existing Conditions. Presents maps, diagrams, and accompanying narrative to establish a clear understanding of the current urban environment.

E. Development Opportunity. Builds on the existing conditions analysis, highlighting potential development opportunities in the station area.

THE STUDY AREA

The Glendora Station Area Plan study area is focused a half mile radius around the future Glendora station.

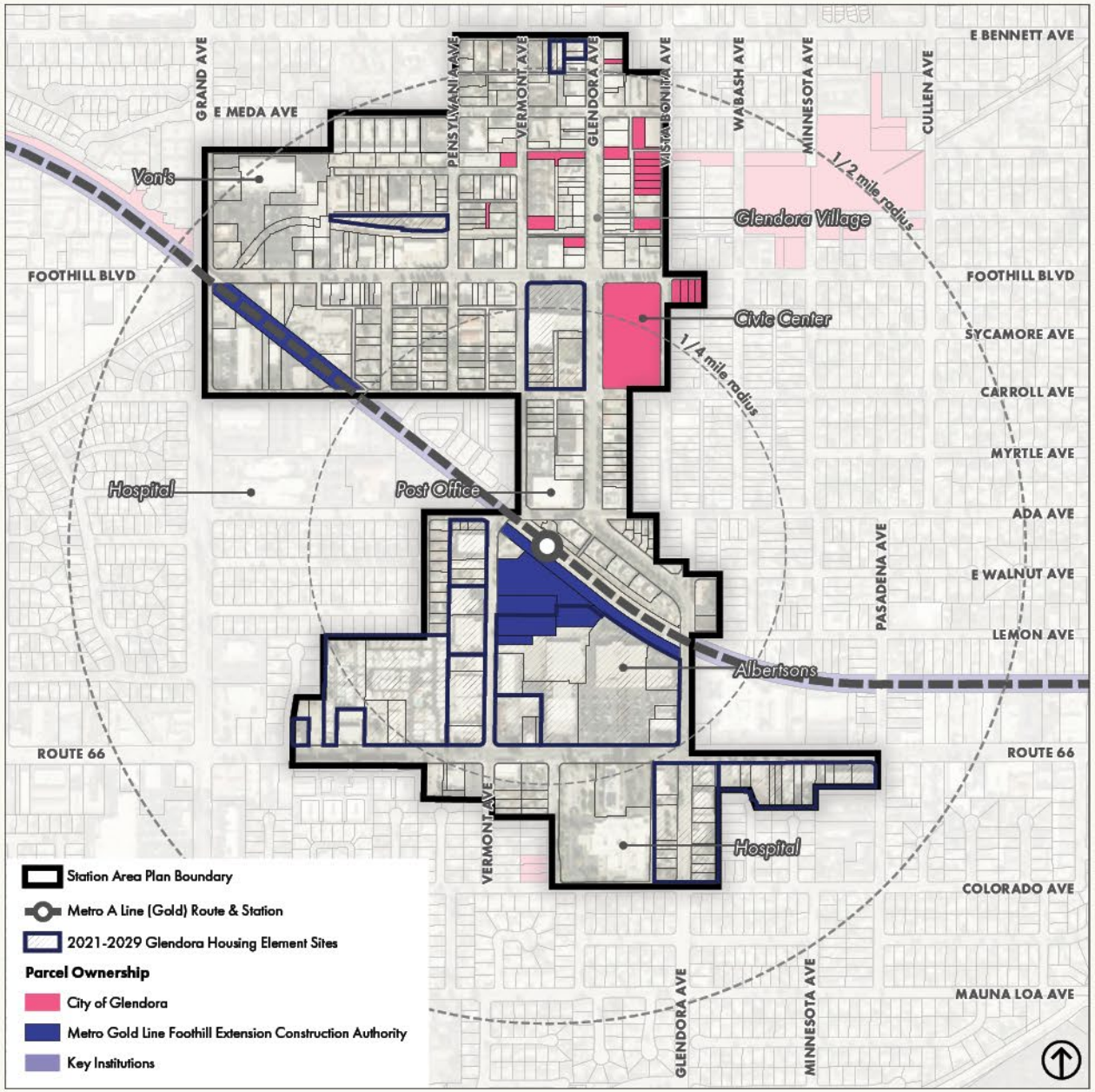


Station Area RHNA Unit Expectations **1,290**

Citywide RHNA Unit Expectations **2,276**

45% **The station area can accommodate up to 45% of the City's projected housing demand.**

- 10 Housing Element Sites within the ½ mile radius of the Glendora Station
- 80% Unit Expectations: 1,030

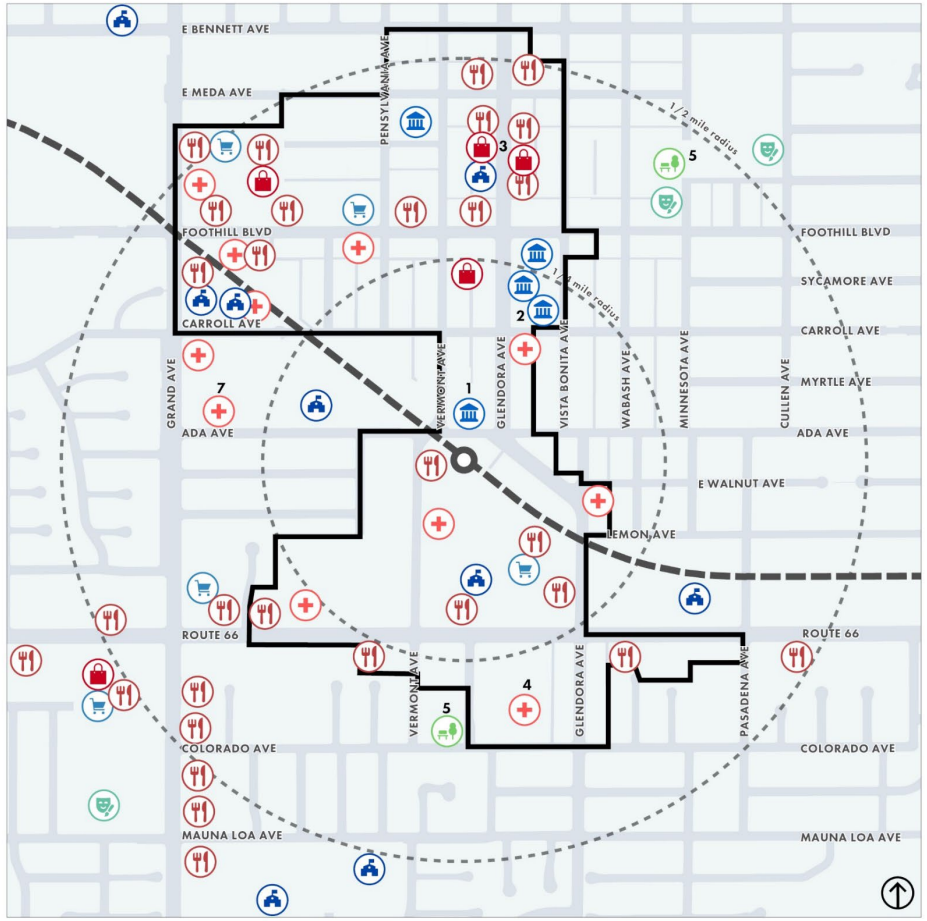


EXISTING CONDITIONS ANALYSIS

- Includes a series of maps and diagrams with accompanying narrative to establish an understanding of the urban environment.
- Examples of analysis topics includes existing land use, community assets, lot coverage, ownership, and utilization rates.

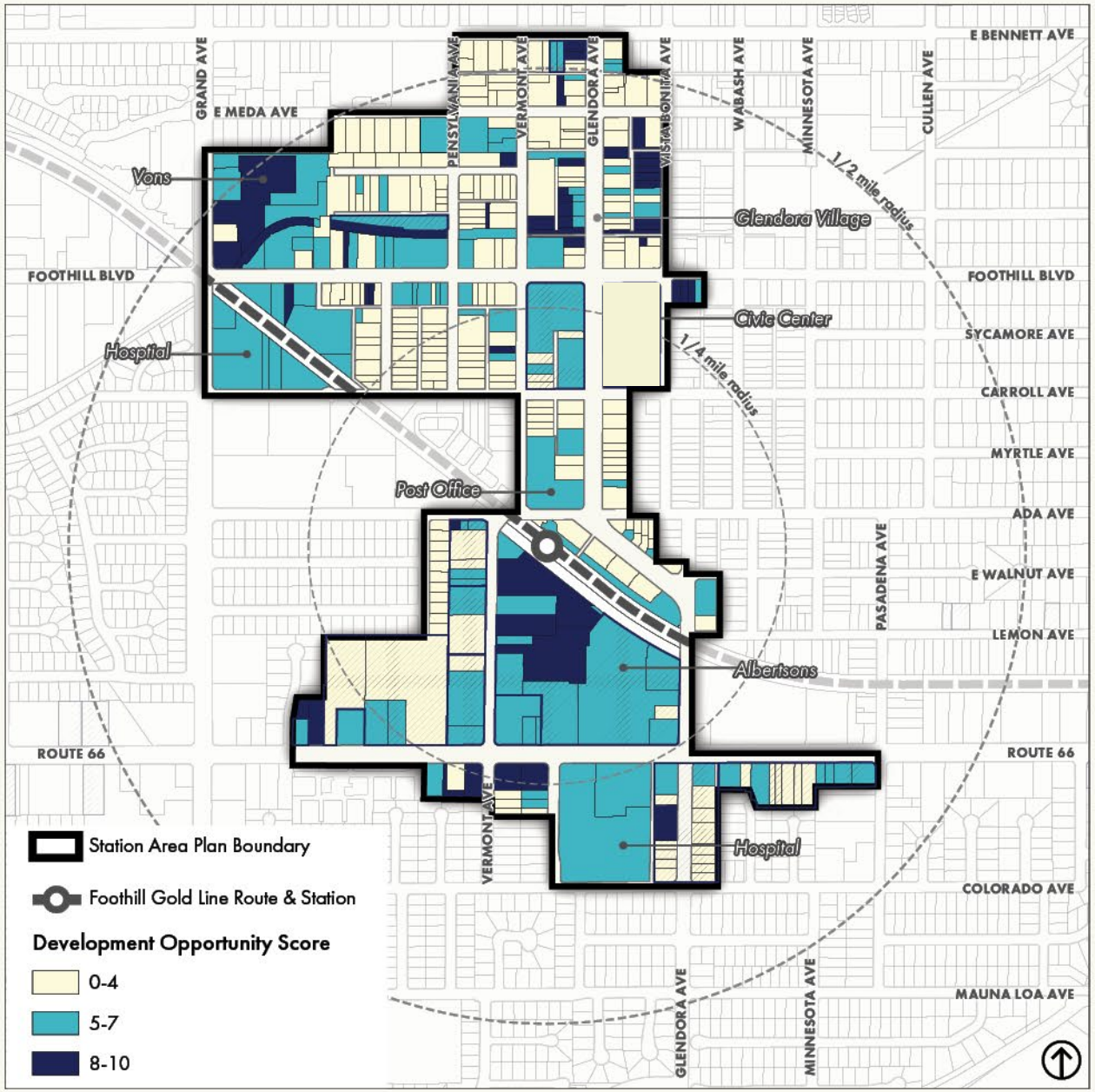
FIGURE 2-3: COMMUNITY ASSETS

Source: City of Glendora, 2024; PlaceWorks, 2024



DEVELOPMENT OPPORTUNITY

Table 3-2: Selected Development Scenario Focus Areas Overview	
Criteria	Points
Contiguous parcel with the same owner or City-owned property	2
Ratio of assessed value of improvements to assessed value of land is less than 1	2
Includes vacant uses Includes existing office, commercial, or industrial uses	2 1
Has a lot size greater than 20,000 square feet	2
The building to lot coverage is less than 40%	2
Locally Designated Historic Resource (Not developable; Receives automatic total score 0)	x(0)
Max Development Opportunity Score *(Sum of Development Opportunity Criteria Points)*	**10**



What development type should be encouraged around the future Glendora Station?

4-6 Story Mixed Use

(20)

NEED GOOD SETBACKS!

3-4 Residential

(4)

3 Story Residential

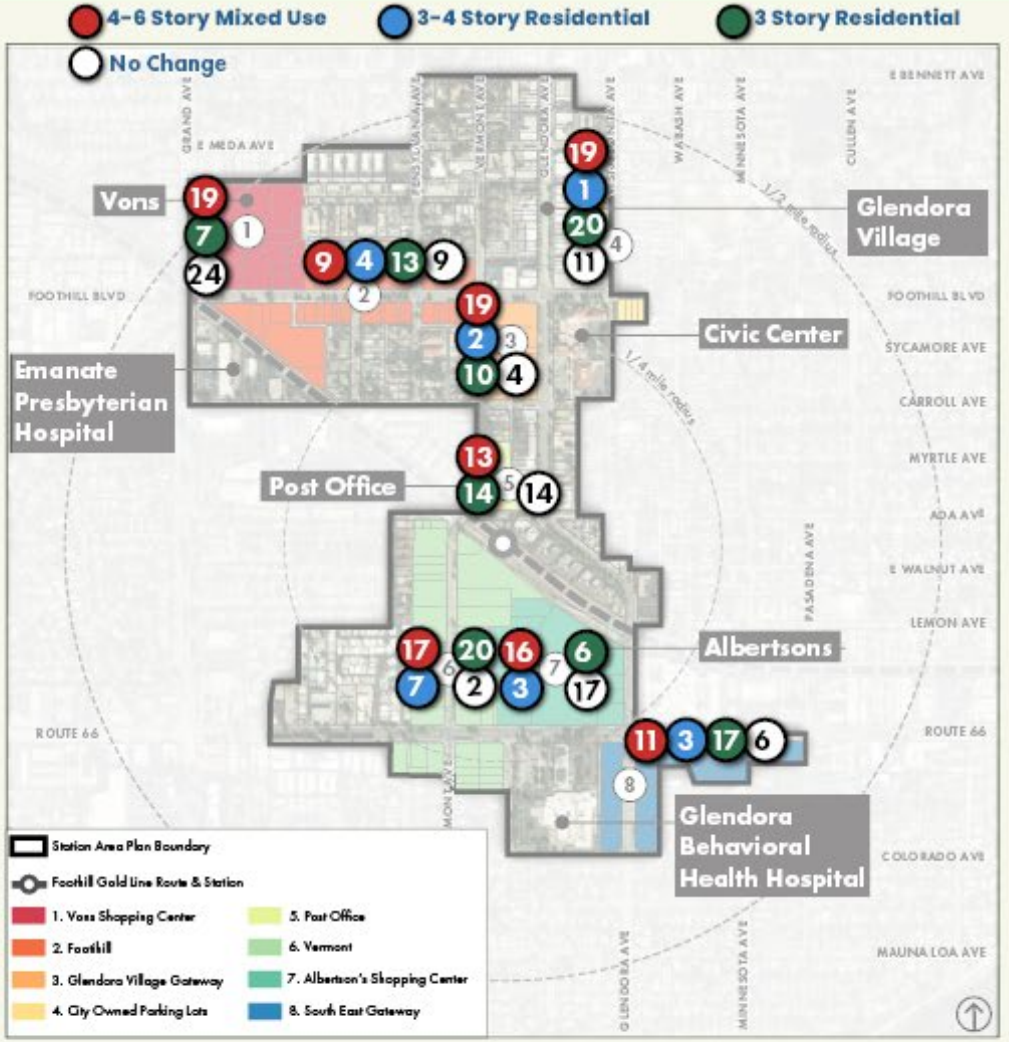
(33)

Other

3-4 Story Mixed-Use

(3)

Where should development types be encouraged?



DEVELOPMENT SCENARIOS

Utilizing public input, the development opportunity score, housing element sites, and Metro's Transit Supportive Toolkit, parcels were selected as potential sites for catalytic development within the study area.

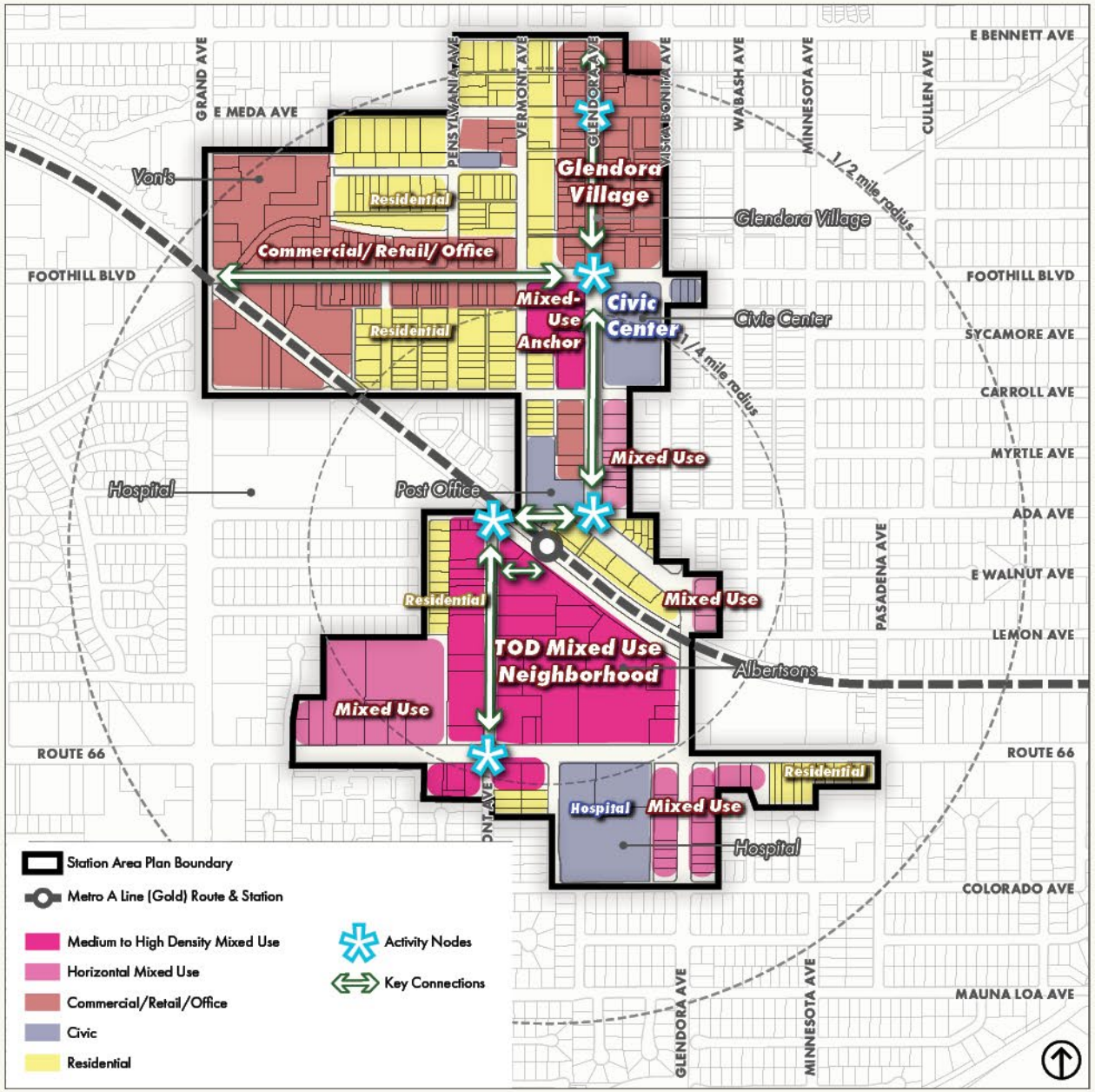
Development scenarios showcase development capacity within selected focus areas.

Table 3-3: Selected Development Scenario Focus Areas Overview

Site	Development Type	Stories	Comm. SF	Total Acres	Du/Ac	Approx. Units
A	Townhome / Wrap	3-6	18,000	11.00	24-90	610
B	Apartment	3	-	3.11	36-48	130
C	Podium/Townhome	3-4	27,000	3.33	24-76	170
D	Townhome/ Apartment	3	-	4.50	14-58	80
D Alt	Wrap	5	-	4.50	62	280
E	Low Density Mixed Use	3	3,200	0.60	30	20
F	Townhome/Stacked Flats/ Apartment	3	-	2.83	28-32	85
					Total Approx Units	1,100

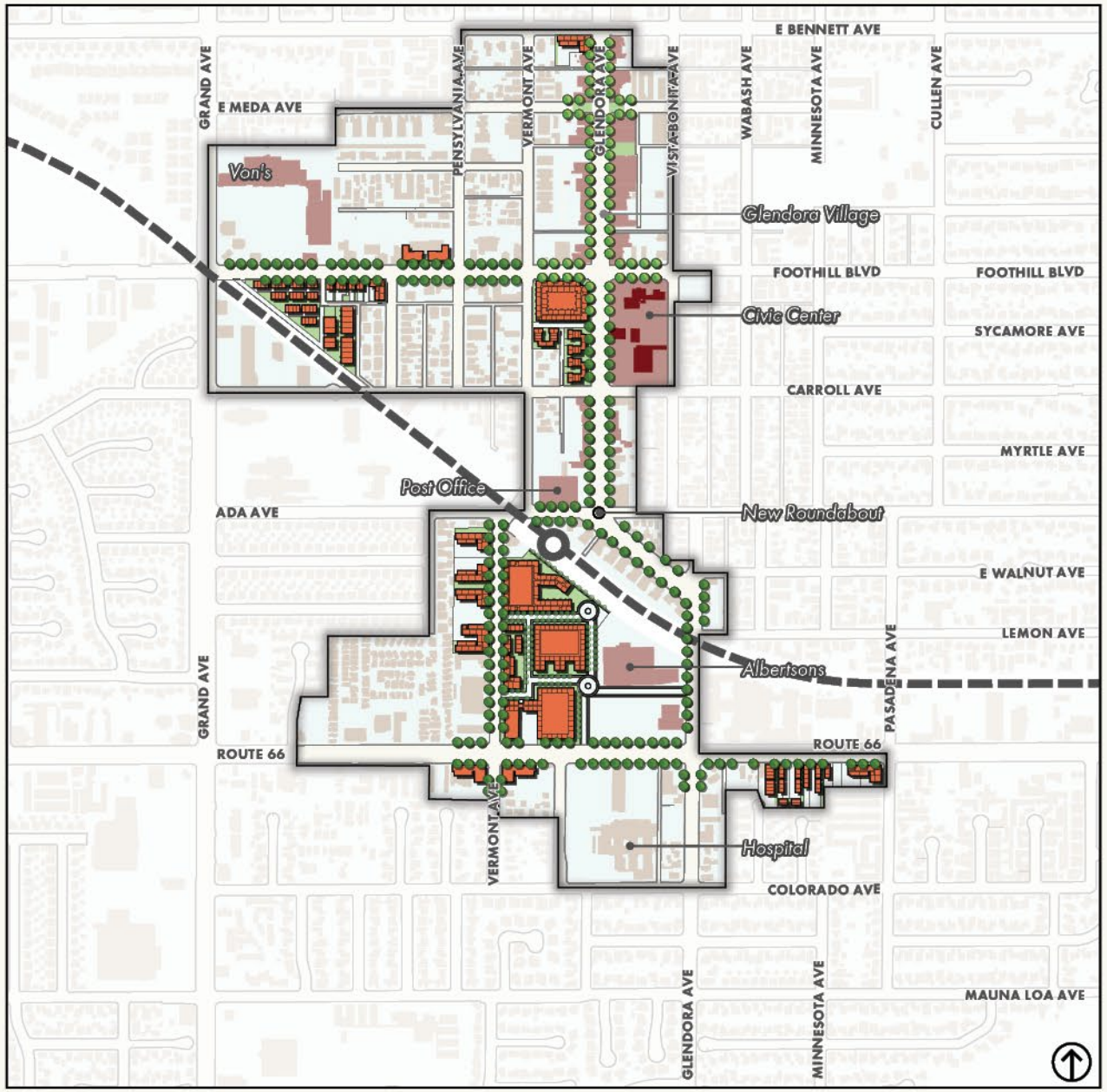
URBAN DESIGN CONCEPT

The urban design concept for the station area is to create an attractive, diverse, and vibrant neighborhood with a mix of medium- and high-density residential uses within walking and biking distance to the future Glendora station.



URBAN DESIGN VISION

THE ILLUSTRATIVE PLAN ILLUSTRATES A POSSIBLE PATTERN OF FUTURE DEVELOPMENT AROUND THE GLENDORA STATION.



DEVELOPMENT SCENARIOS

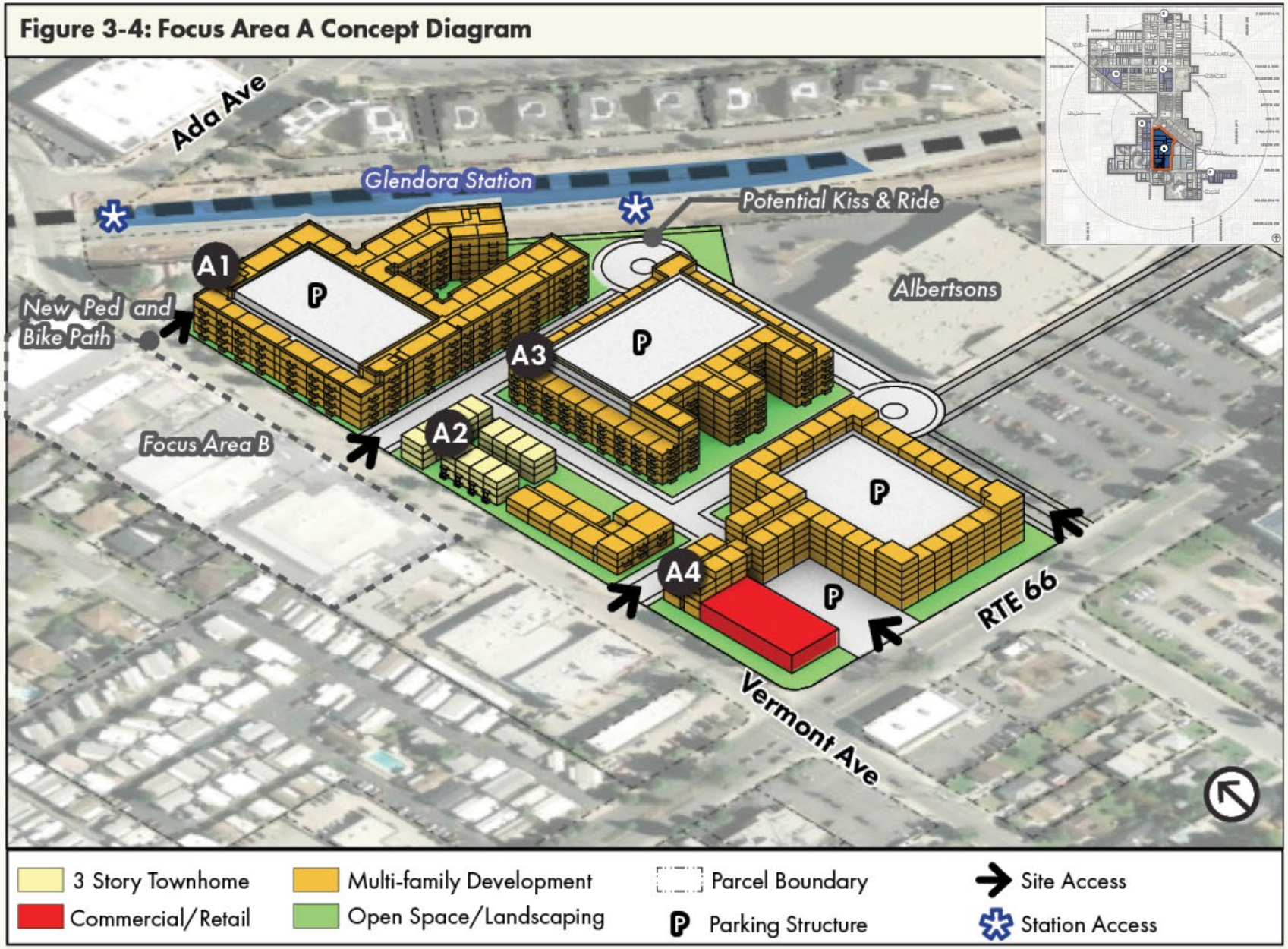
FOCUS AREA A

80% Hsg. El. Unit Expectations (Site 9, 32)	379
Development Scenario Approx. Units	**612**

Mixed-Use Development Example

Wrap Development Example

Figure 3-4: Focus Area A Concept Diagram



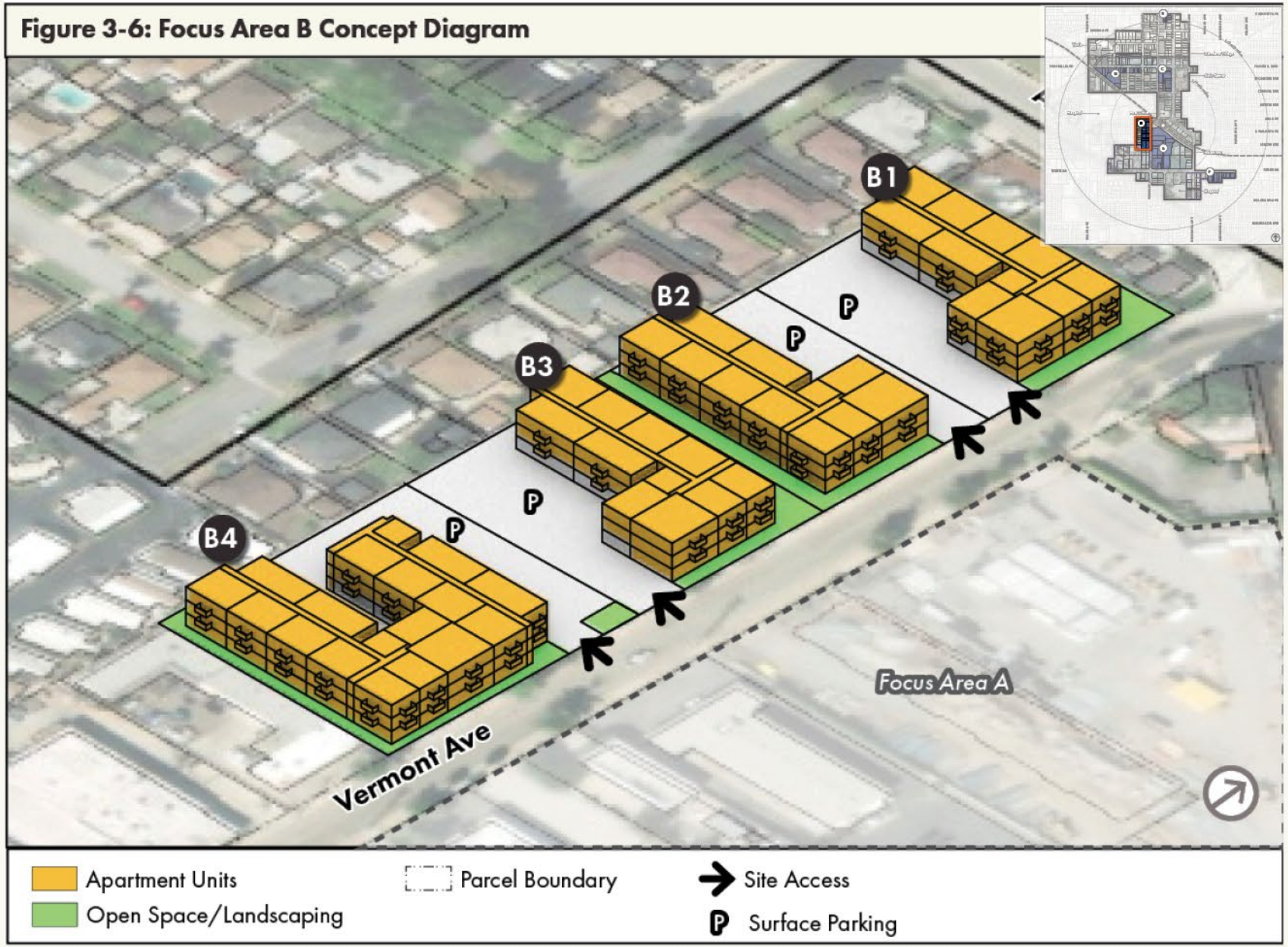
FOCUS AREA B

80% Hsg. El. Unit Expectations (Site 33,34)	84
Development Scenario Approx. Units	**129**

Low Density Apartment Example

Low Density Apartment Example

Figure 3-6: Focus Area B Concept Diagram



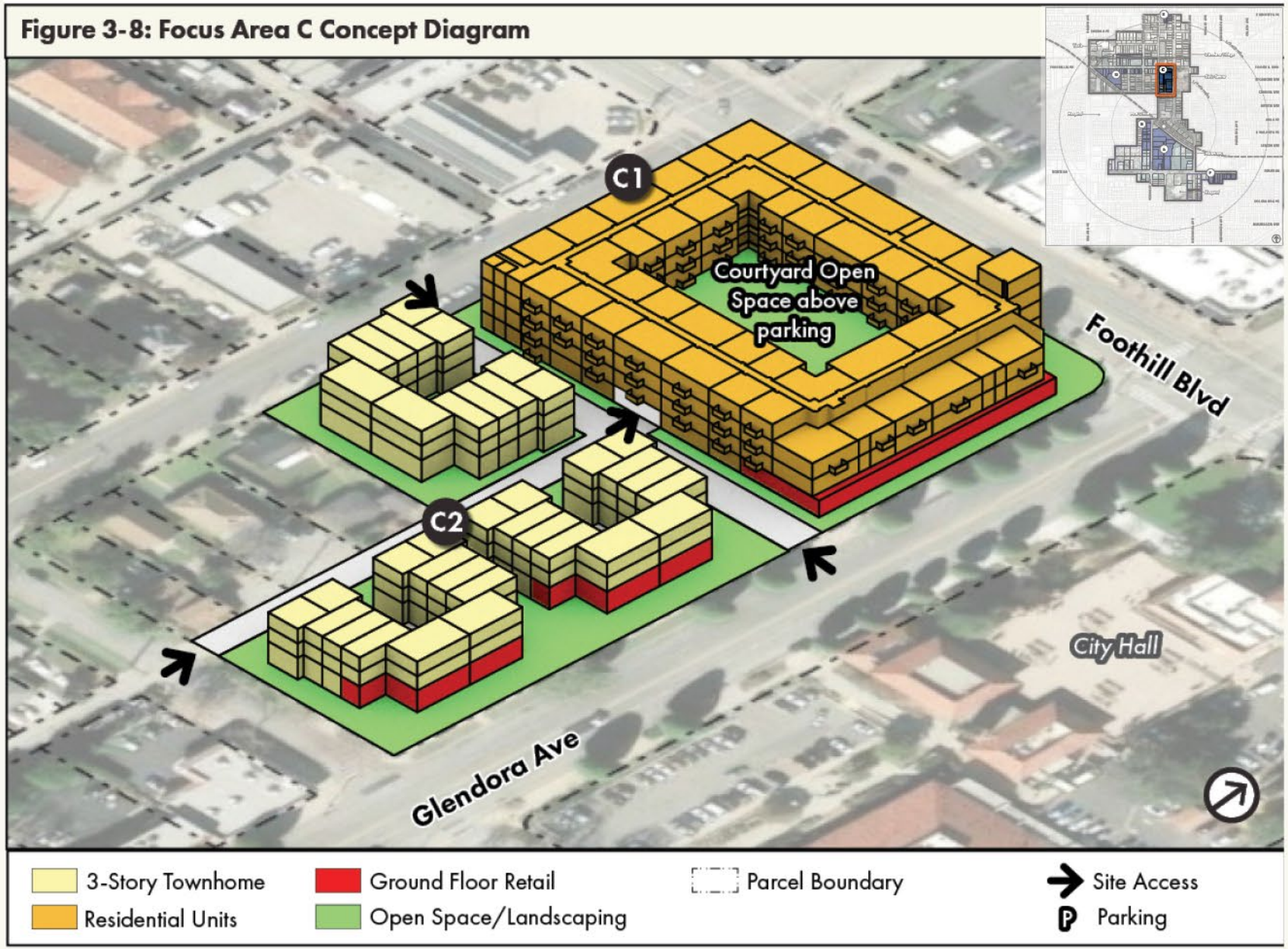
FOCUS AREA C

80% Hsg. El. Unit Expectations (Site 7)	99
Development Scenario Approx. Units	173

3-Story Apartment Example

3-Story Mixed Use Example

Figure 3-8: Focus Area C Concept Diagram

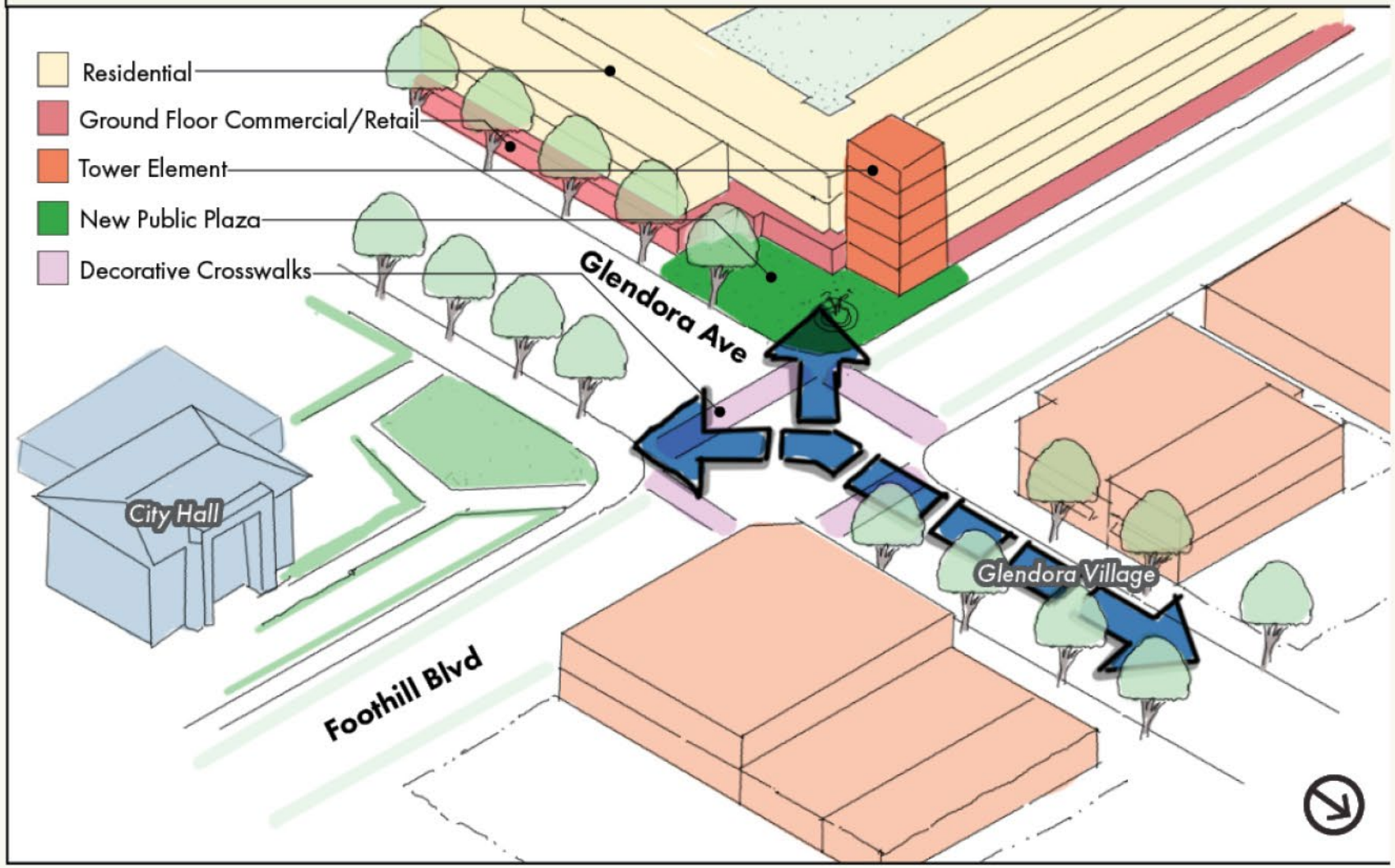


FOCUS AREA C

Ground Floor Retail Example

Corner Plaza Example

Figure 3-10: Focus Area C - Gateway Diagram



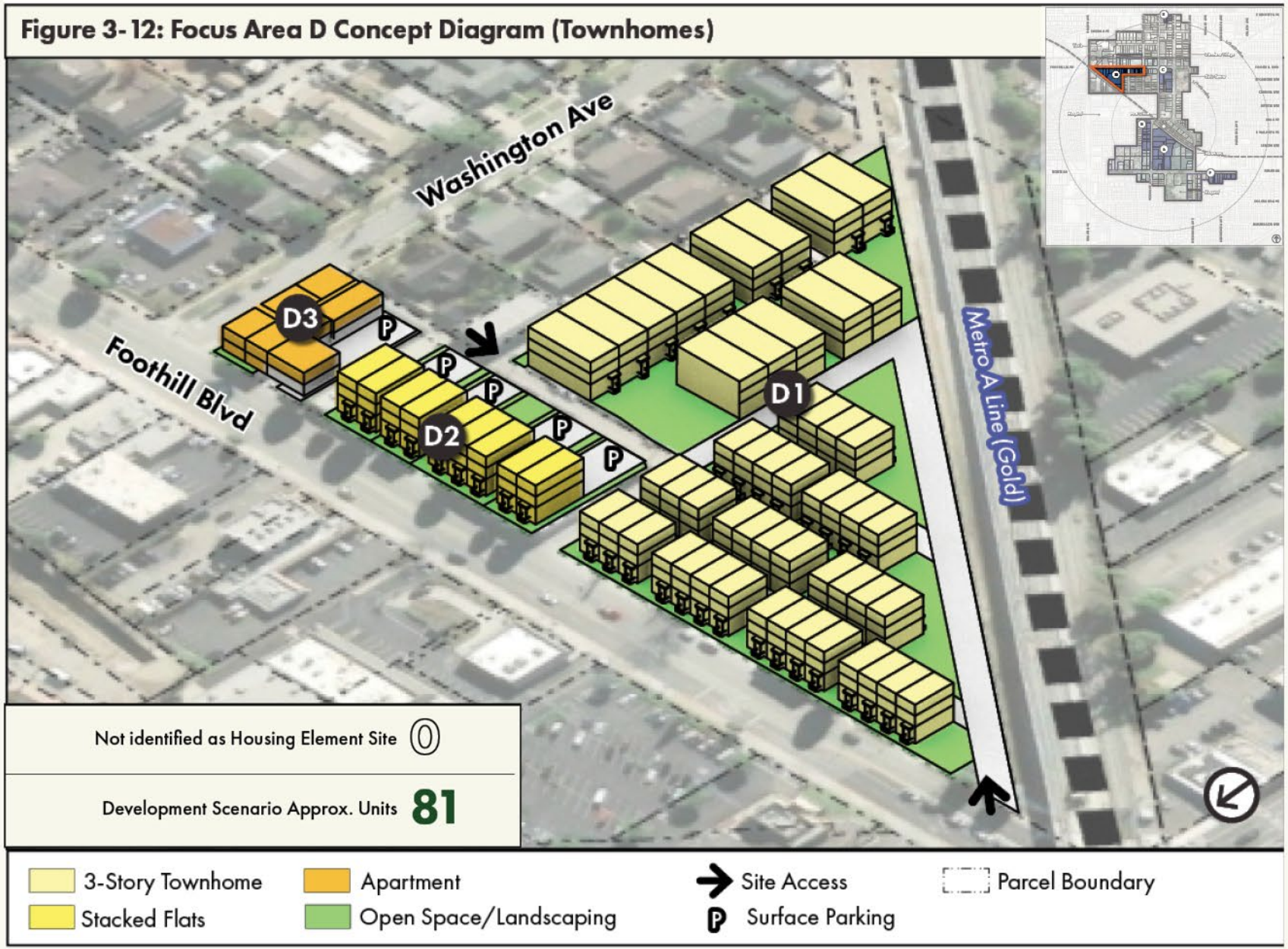
FOCUS AREA D

Not identified as Housing Element Site	0
Development Scenario Approx. Units	81

Townhome Development Example

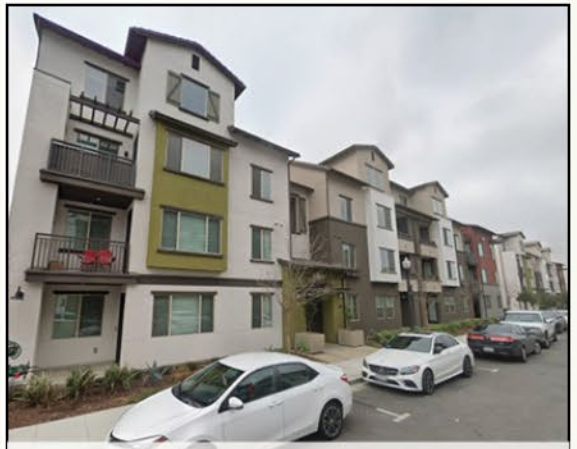
Townhome Development Example

Figure 3-12: Focus Area D Concept Diagram (Townhomes)



FOCUS AREA E

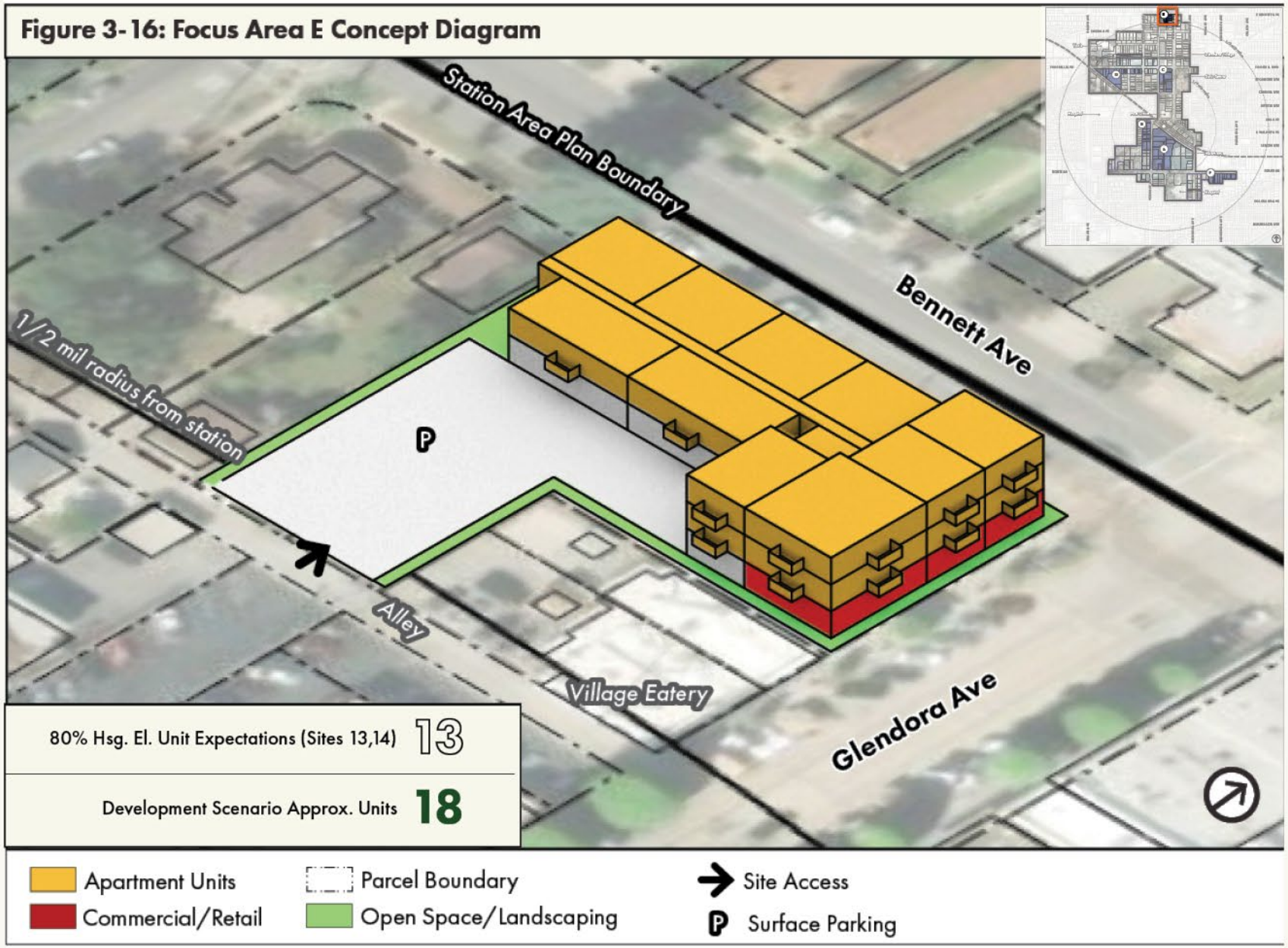
80% Hsg. El. Unit Expectations (Sites 13,14)	13
Development Scenario Approx. Units	**18**



Low Density Apartment Example

Low Density Mixed Use Example

Figure 3-16: Focus Area E Concept Diagram



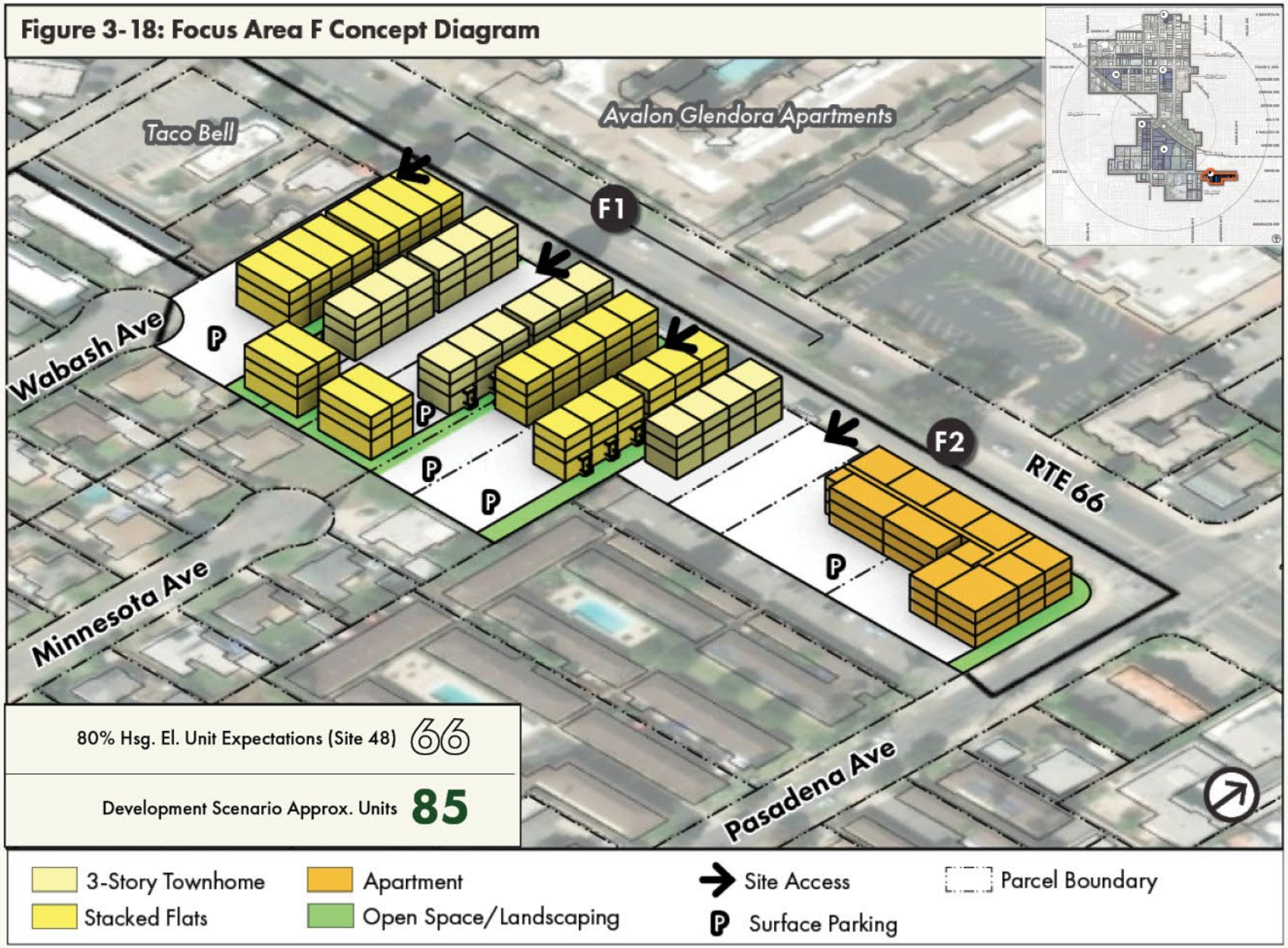
FOCUS AREA E

80% Hsg. El. Unit Expectations (Site 48)	66
Development Scenario Approx. Units	**85**

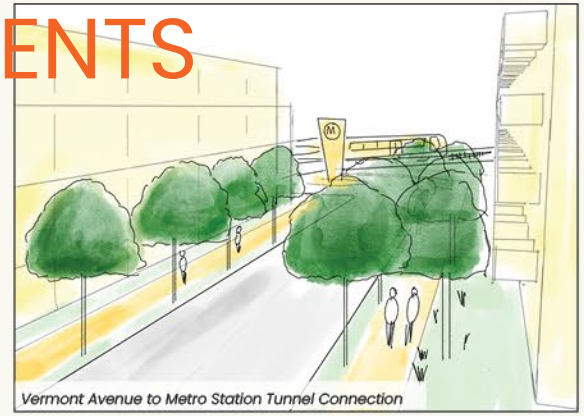
Townhome Development Example

Stacked Flat Development Example

Figure 3-18: Focus Area F Concept Diagram



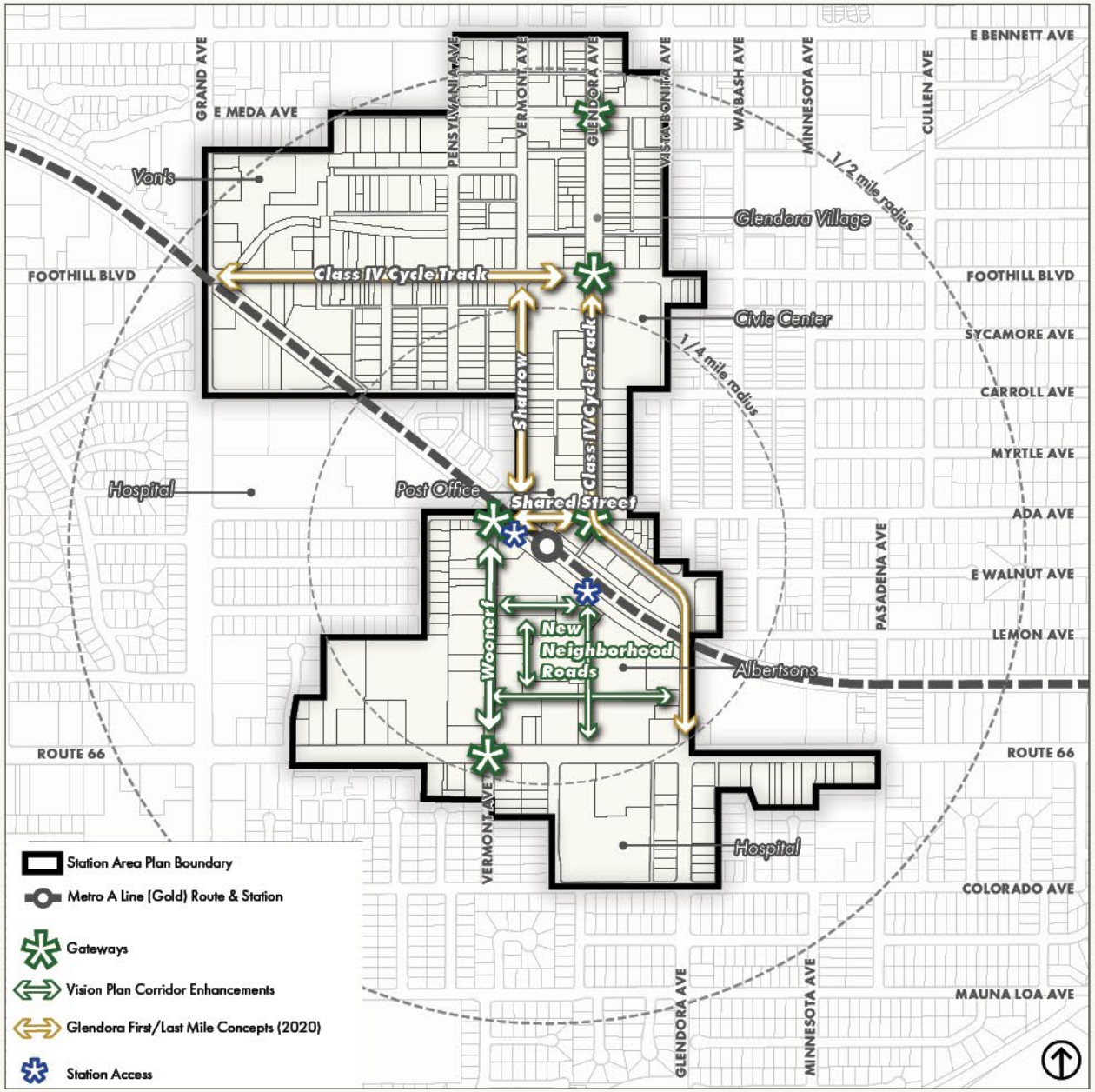
PUBLIC REALM IMPROVEMENTS



Vermont Avenue to Metro Station Tunnel Connection

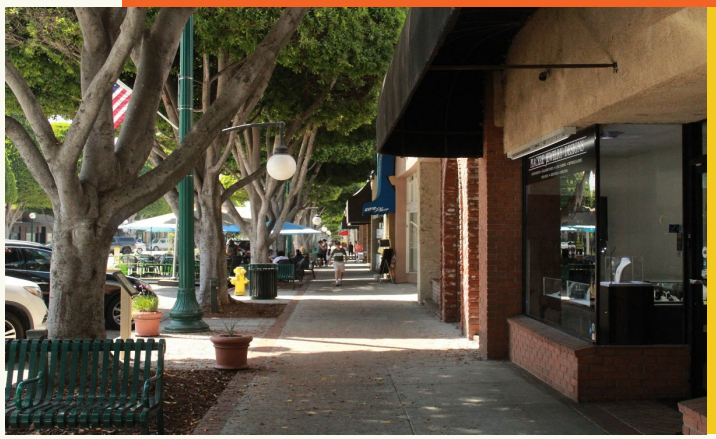
Vermont Avenue Public Realm Enhancement Illustration

Glendora Ave and Foothill Blvd

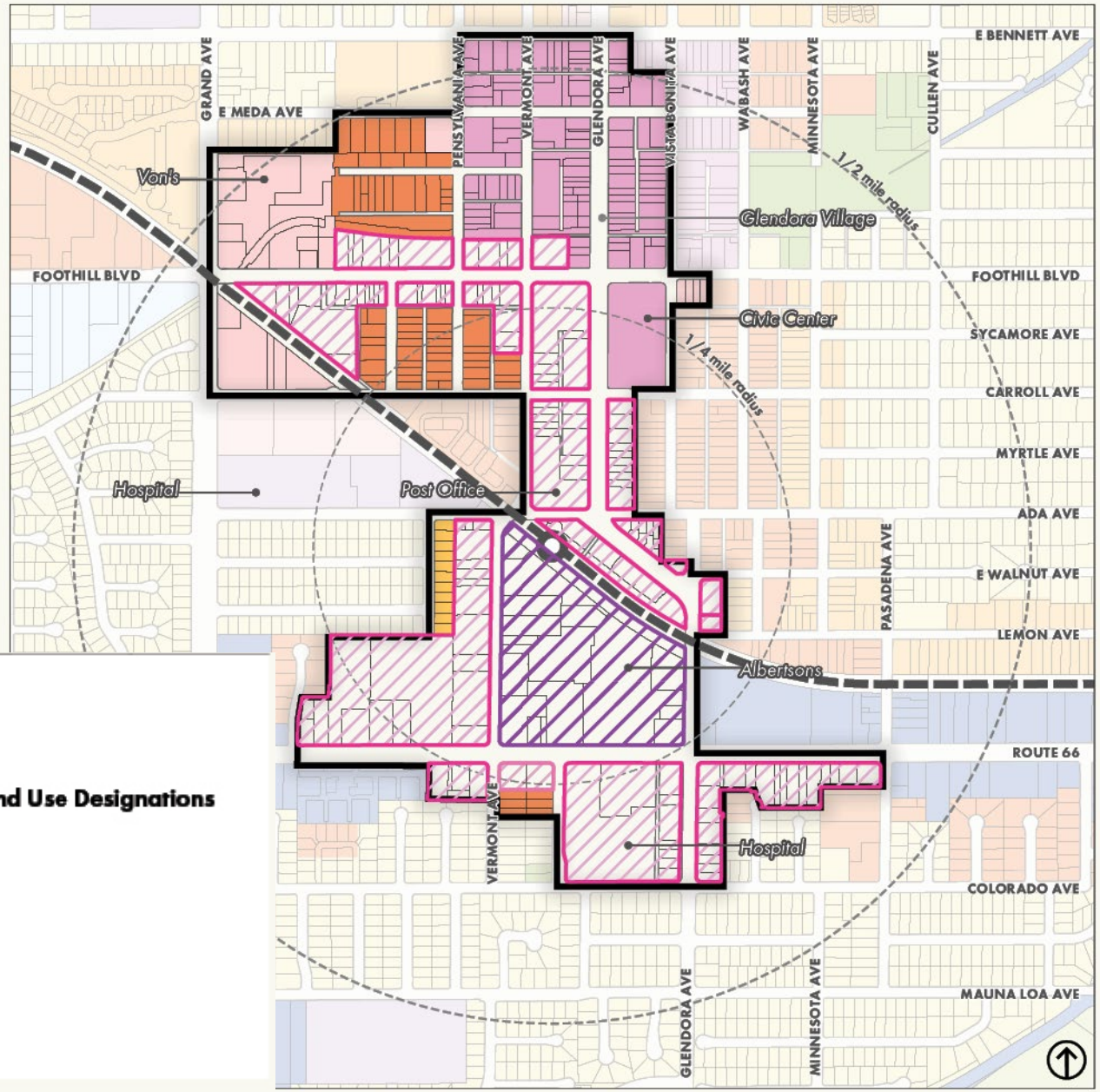


IMPLEMENTATION

- The Vision plan does not approve any specific projects on any of these sites
- Vision plan is a roadmap for future General Plan update and zoning recommendations
- Private development / developers may or may not take advantage of zoning



RECOMMENDED GENERAL PLAN LAND USE CHANGES



Station Area Plan Boundary

Metro A Line (Gold) Route & Station

Existing General Plan Land Use Designations

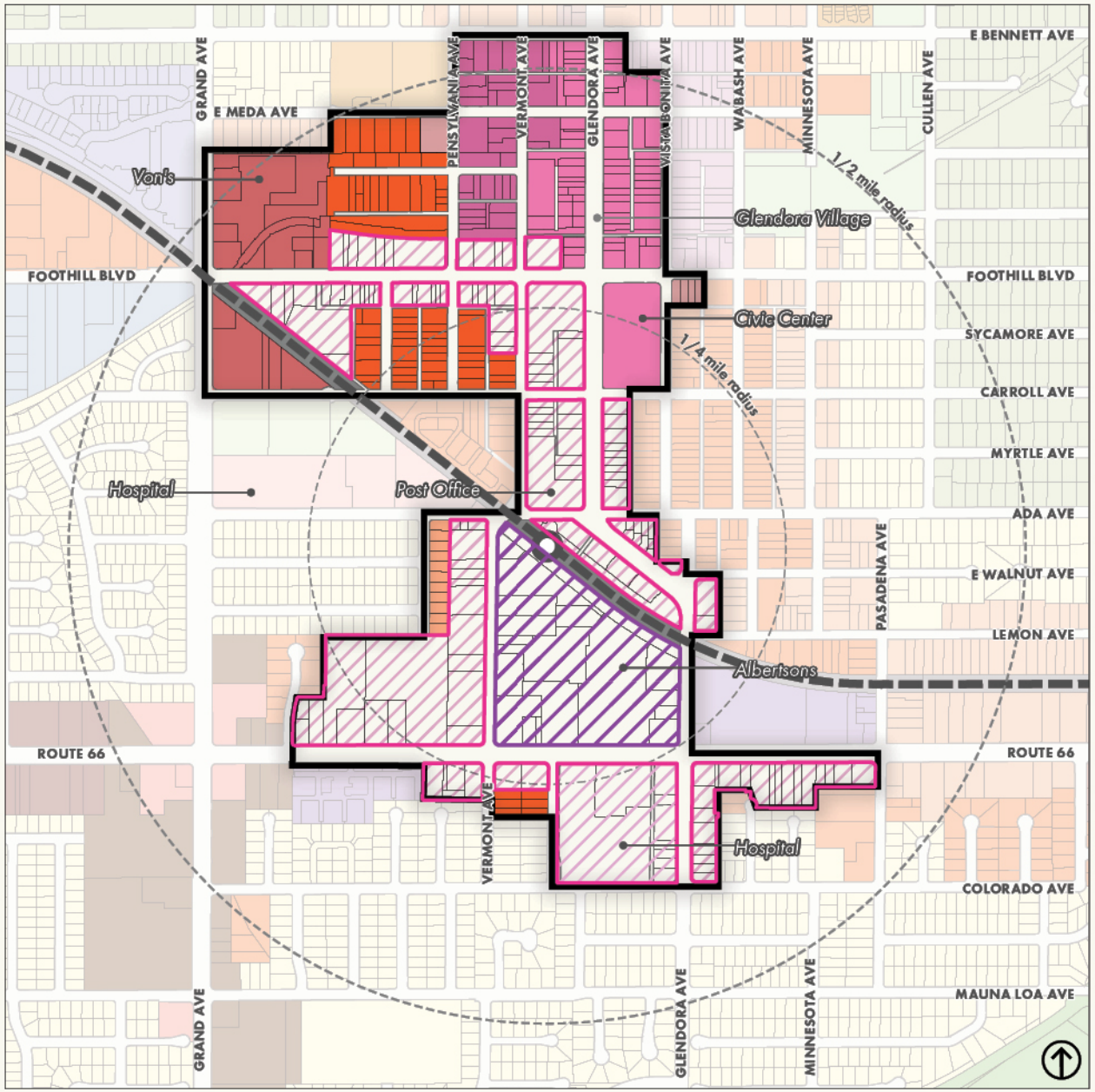
- General Commercial
- Light Industrial
- Medium/High Density
- High Density
- Village Mixed Use

Recommended General Plan Land Use Designations

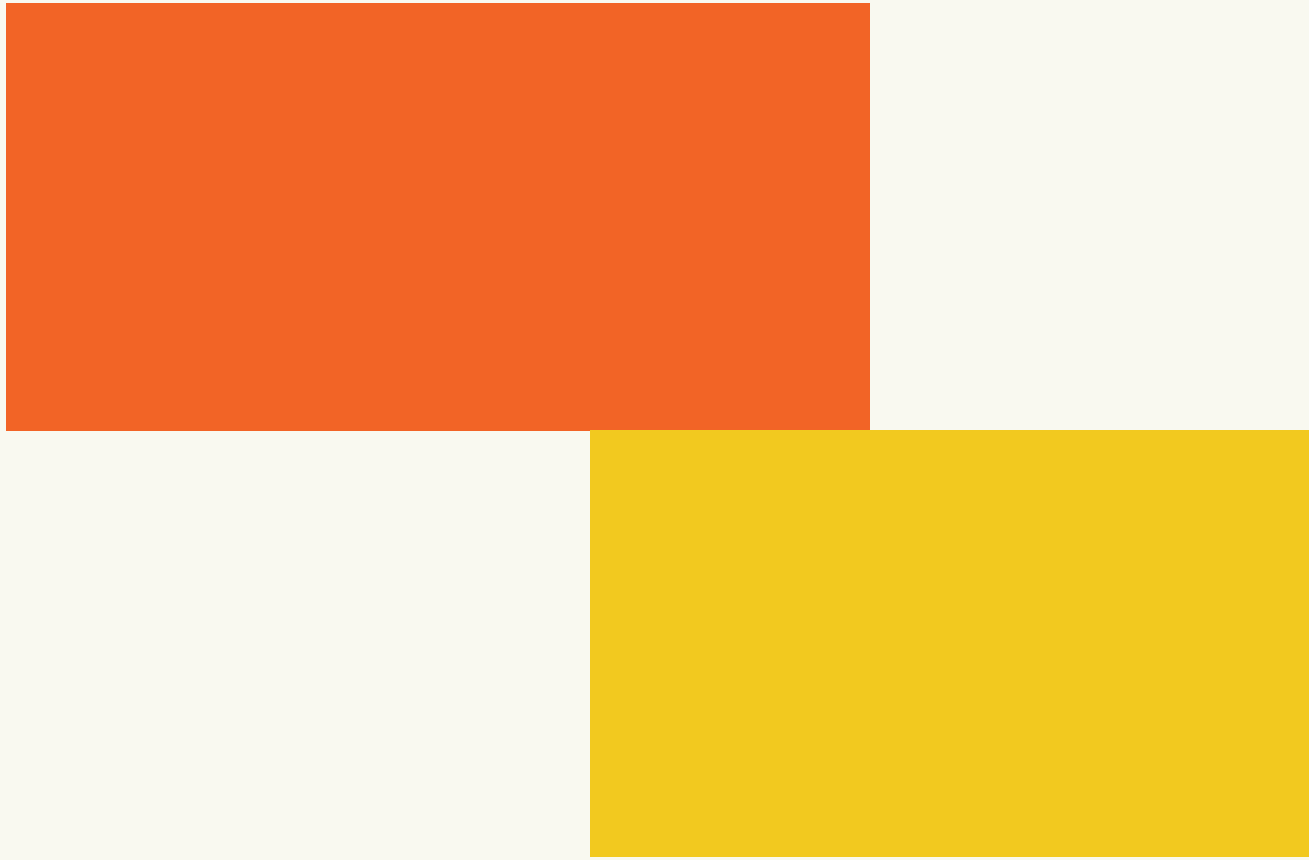
- Transit Oriented District
- Mixed Use Corridor

RECOMMENDED ZONING CHANGES

Table 5-1: Zoning Recommendations Overview			Lot Consolidation Density Bonus	
Zone	Allowed Commercial Uses	Base Density / Height	Over 1 Acre	Over 1.5 acres
MU-1	Same as C-1	40 du/ac 35 ft	NA	NA
MU-2	Same as C-2	40 du/ac 35 ft	50 du/ac 45 ft	60 du/ac 55 ft
MU-3	Same as C-3	40 du/ac 35 ft	50 du/ac 45 ft	60 du/ac 55 ft
TMU	Same as C-3	80 du/ac 65 ft	NA	NA

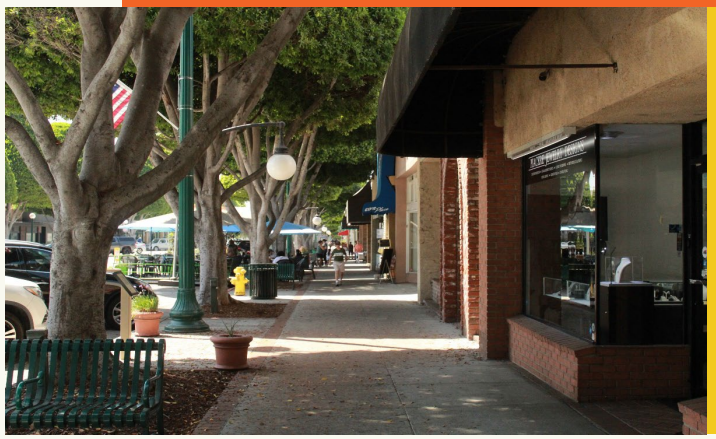


LOOKING FORWARD



NEXT STEPS

- Adopt a Station Area vision 2025
- Adopt Objective Design Standards 2025
- General Plan Update 2026-2029
- Housing Element 7th cycle circa 2027-2030
- Housing Element implementation 2030s



REQUEST

THAT THE CITY COUNCIL:

1. Adopt a finding of Statutory Exemption pursuant to Title 14 of the California Code of Regulations (CCR), Section 15262 Feasibility and Planning Studies of the California Environmental Quality Act (CEQA) Guidelines; and
2. Adopt a Resolution entitled “A RESOLUTION OF THE CITY COUNCIL ADOPTING THE GLENDORA STATION AREA VISION PLAN.”

STAFF REPORT

TO:	**Mayor and Council Members**	**DATE:**	**July 8, 2025**
FROM:	**Community Development**	**DISTRICT(S):**	**Not Applicable**

SUBJECT: **Exclusive Right to Negotiate Agreement (ENA) with Mercy Housing Related to the Disposition and Development of 1762 Dale Road**

RECOMMENDATION

That the City Council:

1. Approve the Exclusive Right to Negotiate Agreement (ENA).

STRATEGIC FOCUS AREAS

- Goal 1: SubURBAN Living; Action 1.2: Dale Development

EXECUTIVE SUMMARY

The City acquired the 2.17 acre property at 1762 Dale Road (the "property") in July 2023. The City acquired the property to address homelessness and affordable housing in the community. The City has selected Mercy Housing as the developer for this project. Mercy Housing is a national non-profit organization with a long record of developing and managing high-quality affordable housing.

The ENA is a non-binding agreement that will allow the City and Mercy Housing to negotiate the terms of "Conveyance Documents" which will outline the specific terms of the development, including the number of affordable housing units, the income levels to be served, and the timeline for construction. The ENA describes an eight month process, not including time extensions, to develop the specific terms and details of the development and sale.

LEGISLATIVE HISTORY / PREVIOUS ACTIONS

In 2022, the City of Glendora Community Survey identified homeless issues and poverty as the number one issue that the City could change to make Glendora a better place to live.

In April 2023, the City Council approved a Purchase and Sale Agreement for the acquisition of 1762 Dale Road in the amount of $4,725,000. Escrow closed on July 31, 2023.

On October 9, 2023, the City held a community meeting with residents and businesses to share information and gather input on the development of the property.

On February 27, 2024 City Council received a feasibility analysis on the development of the property. The analysis concluded that the development of affordable housing at this location is feasible. City Council directed staff to further explore funding opportunities and developing the property for transitional/interim housing and permanent supportive housing.

On August 27, 2024, the City Council directed staff to prepare two Requests for Proposals for (RFPs) for development of the property. The direction for each RFP was as follows: 1) an RFP for “25 basic Living Quarters” with the flexibility for individual and/or joint facilities (restrooms), community laundry facility, and a small office in support of a transitional/interim accommodation designed with a targeted length of stay 90 days or less and are to include local oversight. The 25 living quarters are to utilize ½ to ½ acre of the Dale property, be fully secured and include “wraparound” services to be managed by a third party. 2) an RFP for a project that would include between 40 to 60 units for “permanent supportive housing” with “wraparound” services for a predominately studio residential building. A portion of the development is to accommodate small families requiring local preference. The development shall be designed to minimally impact existing residential communities and include a minimum of 55-year affordability covenant.

On December 10, 2024, staff presented a proposal to the City Council from Mercy Housing. The proposal included development of 74 units covering transitional/interim and housing for lower-income households. City Council directed staff to proceed to an ENA with Mercy Housing for a lower-income housing development and pursue transitional/interim housing for homeless with local motels.

DISCUSSION

The ENA is a non-binding agreement between the City and Mercy Housing to negotiate Conveyance Documents for the property. The Conveyance Documents will outline specific terms for the development of 65-70 dwellings serving special needs and lower-income households. The lower-income housing will be preserved pursuant to a 55-year covenant.

The ENA divides the negotiating period in two phases: the “Initial Term” and “Remainder Term.” The Initial Term covers the first 120 days of the ENA term. During the Initial Term, Mercy Housing will:

- Provide $50,000 deposit for purchase of the property
- Conduct due diligence of the site
- Prepare conceptual development plans for review by the City of Glendora
- Development a public engagement plan
- Determine the type of special needs housing and range of affordability for low-income households
- Development of a parking plan
- Determine financing for development and operations

The process will involve a working group consisting of two City Council members, Mercy Housing, and City staff. The Initial Term will conclude with Mercy Housing presenting a project plan to the City Council and requesting their initial approval of the development concept and types of lower-income households to be served. The City Council’s initial approval will start the “Remainder Term” of the ENA.

The Remainder Term is the second phase, covering 270 days, and will continue the development of the Conveyance Documents and start the application process for land entitlements. Specific goals for the Remainder Term include the following:

- Negotiate and complete draft Conveyance Documents (i.e. Purchase and Sale Agreement, Affordability Covenant, Grant Deed)
- Implement public engagement plan
- Finalize project pro forma and financing
- Commence application for land development entitlements and the California Environmental Quality Act (CEQA)

The ENA will conclude with a decision by the City Council on the land development entitlements, CEQA, and Conveyance Documents. The ENA process is scheduled to take eight months. If needed, the ENA authorizes Mercy Housing and City Manager to exercise extensions of the ENA Initial Term by up to an additional 120 days. The Remainder Term may be extended up to 360 days. If successfully completed, the conclusion of the ENA will transition to an escrow and construction phase covered by a Purchase and Sale Agreement.

FISCAL IMPACT

The City may incur costs for consultants to analyze elements of the ENA such as the development pro forma and affordable housing agreement. These costs are covered by the Housing and Economic Development Division's budget for contract services. Additionally, the City will process land entitlement applications and CEQA. The cost of processing land entitlements and CEQA is covered by fees established pursuant to the City's Master Fee Schedule.

ENVIRONMENTAL DETERMINATION

The ENA is not subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, section 15060(c)(2) (the activity will not result in a direct or reasonable foreseeable indirect physical change in the environment); 15060(c)(3) (the activity is not a project as defined in Section 15378); and 15061(b)(3) (the activity is covered by the common sense exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment). Notwithstanding the foregoing, an application for development will occur during ENA Remainder Term, but the scope of a future application cannot be determined until a development application is received.

Prepared By	Jeff Kugel, Community Development Director
Concurs With	Not Applicable
Reviewed By	Jeff Kugel, Community Development Director
Certified to Availability of Funds	Kyle Johnson, Finance Director/City Treasurer
Approved By	Adam Raymond, City Manager
Legal Review	Danny Aleshire, City Attorney
CEQA Review	Jeff Kugel, Community Development Director

ATTACHMENTS:

A. Exclusive Negotiation Agreement
B. Presentation

Attachments

A. Exclusive Agreement.pdf

B. Presentation.pdf

EXCLUSIVE RIGHT TO NEGOTIATE AND REIMBURSEMENT AGREEMENT

(1762 Dale Road, Glendora, CA 91740)

THIS EXCLUSIVE RIGHT TO NEGOTIATE AND REIMBURSEMENT AGREEMENT ("**Agreement**") is entered into as of this ____ day of July, 2025, between the CITY OF GLENDORA, a municipal corporation ("**City**") and MERCY HOUSING CALIFORNIA, a nonprofit public benefit corporation ("**Developer**"). City and Developer are sometimes individually referred to herein as a "party" and jointly as the "parties."

R E C I T A L S:

A. The City owns that certain real property located at 1762 Dale Road, Glendora, CA 91740 (Assessor Parcel No. 8631-013-023), described in Exhibit A attached hereto, and incorporated herein, which consists of 2.17 acres of real property ("**Property**"). The Property was formerly operated as a senior assisted living facility ("**Former Facility**"), and is zoned as Corridor Buffer Residential (C-BR) within the Arrow Highway Specific Plan within the City of Glendora's General Plan ("**General Plan**"), which allows for 20 residential units per acre.

B. The City acquired the Property on July 31, 2023 for a purchase price of $4,725,000, pursuant to that certain Purchase and Sale Agreement, dated as of April 25 2023, between the City and David and Isabelle Youngman ("**Seller**"), and thereafter the City (through its contract with Horizons Construction Co. Int'l, Inc.) commenced to demolish the Former Facility, and abate the hazardous asbestos and lead containing materials associated with the Former Facility, which was completed on or about November 12, 2024, at a cost of approximately $1,289,374. The Property is currently vacant.

C. Developer is interested in acquiring the Property to develop an affordable housing residential development, which is generally described in the "**Initial Project Description**" set forth in Exhibit B attached hereto, which shall be comply with all City land use policies and regulations, including the City's zoning code and which will be consistent with the City's goals and desires for the development of the Property as set forth herein (the "**Project**"). The Project shall comply with all applicable laws and regulations, including the City's zoning code and General Plan regulations, and will be subject to City's discretionary approval of all plans and specifications.

D. The completion of the Project will require: (i) negotiating and obtaining approval for the Conveyance Agreements (as defined below) by the City Council; (ii) obtaining approvals for the Project from the City and any other governmental entities that may be necessary; including, without limitation, completion and approval of all environmental documentation required under the California Environmental Quality Act (Public Resources Code §§ 21000 et seq., "**CEQA**") and applicable entitlement approvals for the Project; and (iii) if necessary, the resolution of any environmental contamination conditions on or under the Property (collectively, the "**Contingencies**").

E. Pursuant to the terms of this Agreement, City and Developer intend to negotiate in good faith to enter into a purchase and sale agreement (the "**PSA**"), which shall include terms for the sale and transfer of the Property from City to Developer, which shall include a purchase price in the amount of at least Two Million One Hundred Thousand Dollars

($2,100,000) (the "**Purchase Price**"), a due diligence period, and other related agreements as may be required pursuant to the terms hereof (including the Conveyance Agreements, as defined below) to allow for the transfer of the Property by the City to Developer and set forth the terms for transfer of the Property by City to Developer together with the development of the Project. Separately, City shall be responsible for the compliance with the requirements of the Surplus Land Act (Govt. Code Sections 54220-54232) ("**SLA**") prior to the execution of the PSA.

NOW, THEREFORE, and in consideration of the mutual covenants contained herein and incorporating the Recitals above, the parties mutually agree to the following:

SECTION 1. RECITALS; EFFECTIVE DATE; TERM; DEVELOPER OBLIGATIONS DURING INITIAL AND REMAINDER TERM.

A. ***Recitals.*** The foregoing Recitals are true and correct and incorporated herein and made a part hereof.

B. ***Effective Date.*** This Agreement shall become effective ("**Effective Date**") on the later to occur of (i) the date that the City Council approves this Agreement; and (ii) the date that Developer has executed and delivered both this Agreement and the Deposit (as defined below) to the City. In the event that the Effective Date does not occur on or before July 18, 2025, this Agreement shall automatically terminate and be of no force or effect.

C. ***Term.*** The term of this Agreement ("**Term**") shall commence on the Effective Date, and unless earlier terminated, shall consist of an Initial Term and a Remainder Term, and shall terminate upon conclusion of the Remainder Term. The Initial Term shall commence on the Effective Date and end one hundred twenty (120) days therefrom ("**Initial Term**"). Both the Developer and the City shall each have two (2) options, exercisable in each party's sole and absolute discretion after giving five (5) days' written notice prior to the expiration of the Initial Term, to extend the Initial Term for an additional thirty (30) day period. The "**Remainder Term**" shall commence upon the date following the City Council's Initial Approval (as defined below) for the Project Plan(s) (as defined below), and shall terminate on the date that is two hundred seventy (270) days therefrom. The Developer and City shall have two (2) options, each exercisable in their sole and absolute discretion after giving five (5) days' written notice prior to the expiration of the Remainder Term, to extend the Remainder Term (and thereby, the Term) by ninety (90) days each.

D. **Developer Obligations During Initial Term.** During the Initial Term, Developer shall do the following: (i) conduct its due diligence with respect to the Property and its proposed Project, (ii) prepare and present to City staff, one or more alternative Project Plan(s) (as such term is defined below), consistent with the Initial Project Description set forth under Exhibit B, as well as the overall intent for the development of the Project as described under this Agreement. More specifically, during the Initial Term, Developer shall:

1. Commence preliminary due diligence with respect to the Property and the Project as described herein, which shall include a review of an updated preliminary title report from Fidelity National Title Company, a copy of which shall be obtained by the City and shared with Developer withing five (5) days of the Effective Date.

2. Submit a Concept Review Application (defined below) to the City for the Project and commence developing the basic business terms of the transaction for the

negotiation and execution of the Conveyance Agreements, including, without limitation, any applicable environmental approvals required under CEQA, any entitlements required for the Project, and the costs of resolving all Contingencies (if necessary). A "**Concept Review Application**" shall be required to provide guidance related to the following topics: site plan, floor plan(s), elevations, unit mix, unit affordability levels, population targeting, parking plan, and such other information as Developer deems relevant.

3. Develop an initial project schedule in cooperation with City staff.

4. Identify Developer's potential and expected sources of financing and potential partners and investors in the Project and other reasonable information required by the City with respect to same. Notwithstanding the foregoing, Developer shall not be required to specify the final / ultimate sources of financing, partners, and investors for the Project during the Initial Term, and the parties understand and agree that such financing, partners, and investors shall be finalized during the Remainder Term and/or the term set forth in the Conveyance Agreements.

5. Prepare and deliver to City a statement of Developer's financial capabilities, including contemplated or potential sources of equity and construction/permanent loan financing.

6. Developer shall prepare and deliver to City staff a proposed plan for public engagement with respect to the Project to be implemented by Developer and its consultants during the Remainder Term (as refined and modified by Developer based on the input and comments from City, the "**Public Engagement Plan**"). The City staff shall present the Public Engagement Plan to the City Council concurrently with the presentation of the Project Plans at the closed session meeting referenced below at Section 1.E.

As used herein, the term "**Project Plan(s)**" shall mean and include the following: (i) all anticipated uses (including the proposed occupant / tenant mix and number of units), square footages, and heights of the buildings for the Project, (ii) parking facilities and requirements, (iii) a proposed plan or plans to guide the overall development of the Property, (iv) proposed conceptual elevations for the development of the Project, and illustrative conceptual development designs and architectural rendering schemes for the Project, (v) the approximate locations and maximum floor areas for each of the uses proposed, including parking, and (vi) a proposed plan for the supportive services that will be offered to occupants / tenants of the Project. Developer's initial Project Plan(s) may be updated from time to time during the Term of this Agreement in consultation with City staff.

E. ***City Council Initial Approval.*** Prior to the expiration of the Initial Term including any extensions thereto, as may be permitted pursuant to Section 1.C above (provided that Developer has complied with its obligations under Section 1.D above), City staff shall present the Project Plan(s) to the City Council during a closed session meeting, and the City Council may select, propose modifications to, or reject the Project Plan(s), during such meeting. If the City Council gives its approval for one or more of the Project Plan(s) (the "**City Council's Initial Approval**"), then the Remainder Term shall commence on the date following such approval. If the City Council proposes significant modifications to the Project Plans, which require further review and approval from the City Council, then

the Initial Term shall be deemed to have been automatically extended by up to thirty (30) days (or sixty (60) days if required by the Developer), during which additional time Developer shall make reasonable efforts to revise the Project Plan(s) in accordance with the proposed modifications, and City staff shall present the revised Project Plans to the City Council during a closed session meeting prior to the end of the Initial Term as the same may have been extended, which revised Project Plans, the City Council may either select or reject, without opportunity for additional modification, unless the Developer agrees to any such additional modifications in order to proceed.

F. Developer Obligations During Remainder Term. During the Remainder Term, Developer will continue with its due diligence for the Project and the Property and the parties will negotiate and complete final proposed drafts of the Conveyance Agreements for the City Council's approval as well as any other agreements that may be required in order to provide for the transfer of the Property to Developer and enable Developer to proceed with development of the Project. Among other things, the following shall be completed during the Remainder Term (and/or incorporated in the terms of the Conveyance Agreements):

G. Applications for and Processing of Entitlement and Governmental Approvals. During the Remainder Term, Developer shall use reasonable good faith efforts to submit applications for the entitlements and approvals required for the Project, including any requisite land use entitlements for the Project (the "**Entitlements**"), if any, and all approvals required from applicable governmental and/or quasi-governmental entities including, without limitation, the City, except for actual building permits, which will be obtained after Developer enters into the Conveyance Agreements. All such approvals and the expiration of all applicable appeals periods to such approvals, and the resolution of any filings of any such appeal by a third party shall be a condition precedent to the City's approval of the Conveyance Agreements and/or the transfer of the Property to Developer.

H. Category of Tenants / Occupants. The parties understand and agree that City's priority is for the Project to provide a mix of residential units consisting of special needs housing and reserved for low-income households, with preference given to residents of Glendora, subject to fair housing laws. The proposed tenant / occupant mix will be governed by the requirements of the low-income housing tax credit set out at Title 26, Section 42 of the Internal Revenue Code, as implemented by the California Tax Credit Allocation Committee and subject to any applicable requirements of state and federal fair housing laws.

I. Proforma. Developer shall provide a detailed proforma ("**Proforma**") listing the estimated budget for the construction and development of the Project, including cost estimates, expected income, valuation, and expected rates of return for the Project, a proposed financing plan for the development of the Project, by phase, if appropriate, including contemplated or potential sources of equity and construction and permanent loan financing. It is acknowledged that such Proforma may not be a final or complete proforma, to the extent it is not possible to determine all of the costs necessary to resolve the Contingencies.

J. Environmental Review. Environmental analysis pursuant to CEQA will occur as the Project Plans are developed and will commence during the Remainder Term with the preparation of an Initial Study in order to determine the scope of environmental review required for the Project (i.e., a negative declaration, mitigated negative declaration, or EIR,

as applicable). Environmental analysis will be completed during the Remainder Term and shall be a condition precedent to the transfer of the Property to Developer under the Conveyance Agreements. Developer has sole responsibility to pursue and obtain any and all necessary environmental approvals for the Project pursuant to CEQA at its sole cost and expense. Developer will undertake the studies, reports and analyses required, including traffic analysis, environmental impact analysis, and financing plans at its sole cost and expense; provided, however, that all environmental review (including preparation of an Initial Study, formal environmental studies and reports, and analysis required under CEQA) shall be performed by the City through its environmental/CEQA consultant(s), subject to reimbursement by Developer as provided in Section 3. The City shall serve as lead agency for purposes of environmental review under CEQA and Developer shall provide to City, in advance, all funds necessary to cover the costs of such environmental review as set forth in Section 3 below. Developer understands that all CEQA and Project Entitlement approvals are subject to the City's sole and absolute discretion in the exercise of its police powers and assumes the risk of not obtaining its required Entitlements for the Project, subject to the terms set forth herein. Approval of all such Entitlements and CEQA approvals shall be a condition precedent to the City's approval of the Conveyance Agreements and/or the transfer of the Property to Developer which condition shall be for the benefit of each of Developer and City.

K. Partners and Financial Capability. Developer shall, to the extent possible during the Remainder Term, provide adequate disclosure of Developer's partners, joint venturers, development managers, and operators, if any, who are participants, equity providers or principals of the Project (collectively, "**Developer Partners**"), and other reasonable and relevant information requested by City, concerning the above. If any Developer Partners are proposed, the City may require, as a condition to finalizing any Conveyance Agreements, that such Developer Partners enter into appropriate agreements with the City that the City deems necessary, provide a copy of the partnership or joint venture agreement to the City for review, or join in the execution of the Conveyance Agreements. In addition, Developer shall prepare and deliver to City a statement of Developer's financial capabilities, including a financing plan for the development of the Project, by phase, including anticipated sources of equity and construction and permanent loan financing (the "**Financial Capability Statement**"). The parties acknowledge that all Project financing (whether local, state, federal or private) will be finalized after closing on the Property under the PSA, and prior to commencing construction of the Project.

L. Public Engagement. Developer shall implement the approved Public Engagement Plan as set forth above, with any modifications requested by Developer from time to time and approved by the City in its reasonable discretion.

7. Title Review. Developer shall have the right, during the Term, to review title to the Property. If Developer identifies any objections to title ("**Title Objections**"), Developer shall notify the City in writing of such objections not later than thirty (30) days from the commencement of the Remainder Term. Upon receipt of the Developer's Title Objections, the City shall then have a period of ten (10) business days after receipt of Developer's notice to elect to cure or remove such Title Objections, which cure or removal must be implemented prior to the expiration of the Term. If the City elects not to cure, or fails to cure, any Title Objection within the specified period, Buyer may, at its option, either (a) waive such Title Objection and proceed with the transaction as contemplated herein, or (b) terminate this Agreement.

8. City Approvals. City shall have approved of Developer's Project, the Entitlements, the final Project Plans (as amended and modified during the Term of this Agreement), the Financial Capability Statement, and the Proforma, as set forth in this Section.

SECTION 2. NATURE OF NEGOTIATIONS.

A. ***Good Faith.*** Provided this Agreement has not been terminated as provided above prior to the conclusion of the Initial Term, then upon the City Council's Initial Approval, the Remainder Term shall commence and the parties shall negotiate exclusively, diligently and in good faith to undertake the steps provided herein to prepare and enter into a purchase and sale agreement ("PSA"), a form of Affordability Covenant (which shall be for a term of 55 years), and a form of Grant Deed (or similar agreement(s)) for Developer's acquisition of the Property and the development of the Project, subject to the terms and conditions of this Agreement (such applicable agreement(s), the "**Conveyance Agreements**"). Additionally, to account for a scenario where the Purchase Price is below the fair market value ("**FMV**") for the Property, the Conveyance Agreements shall further consist of a Promissory Note, payable from a pro-rata share of residual receipts and secured by a Deed of Trust, in the amount of the appraised value for the Property (as determined pursuant to an appraisal to be obtained by Developer prior to the end of the Term (the "**Developer Appraisal**"); provided however, that the City shall have the right to review and reasonably approve of the Developer Appraisal in its good faith determination and/or commission, at its cost, a separate appraisal of the FMV for the Property (the "**City Appraisal**") in the event it reasonably questions or disputes the results of the Developer Appraisal; and the FMV shown in the City Appraisal shall govern unless otherwise agreed to by the parties) less the Purchase Price. The Project development will be subject to all rules, regulations, standards, and criteria set forth in the City's General Plan and zoning regulations (which may necessitate amendment or other modification to accommodate Developer's proposed uses). The Conveyance Agreements will specify that Developer will be solely responsible for obtaining all permit approvals for the Project and developing the Project in accordance with the project schedule set forth under the Conveyance Agreements. The City is not obligated to approve the Project or approve the Conveyance Agreements; however, following approval by the City Council of the Project and its required Entitlements, and the successful negotiation and approval of the Conveyance Agreements by the City Council, the parties shall proceed to sign the Conveyance Agreements. During the Term, City will not negotiate a similar agreement with any other third party regarding the development of the Property, and City agrees to process all required Entitlement applications and CEQA Processing documentation for the Project in good faith during the Term of this Agreement in order to enable the Developer to present the Project and all requisite Project Entitlement approvals for the City Council's consideration at a public hearing, subject to the terms and conditions set forth herein.

B. ***Deposit.*** Within ten (10) business days following the City Council's approval of this Agreement, Developer shall deliver to City a deposit of Fifty Thousand Dollars ($50,000) ("**Deposit**"). Upon entering the PSA, the Deposit made pursuant to this Agreement shall be ~~transferred and~~ credited to the deposit owed under the PSA and transferred to the escrow established pursuant to the PSA, which for the avoidance of doubt shall also be in the amount of Fifty Thousand Dollars ($50,000).

C. ***Property.*** City represents that it owns the Property in fee simple absolute but makes no representation concerning Developer's ability to acquire, lease, and/or develop it. At its sole cost and expense (subject to the reimbursement provisions set out at Section 3.C hereof), Developer shall conduct its own due diligence, including all Property investigations, it deems necessary to assure itself of the suitability of the Property for development and the viability of the Project. Notwithstanding the foregoing, (i) City shall cooperate with and provide reasonable assistance to the Developer in its due diligence efforts, (ii) City shall give written notice to Developer within ten (10) days of the City's Community Development Director's actual knowledge of any new encumbrance to title to the Property added during the Term or upon reasonable request by the Developer and in connection therewith, City shall share with Developer copies of any actually known and unrecorded title encumbrances, and (iii) City shall work in good faith to assist Developer in the preparation of materials necessary for obtaining the Project Entitlements.

D. ***Access to Property.*** During the Term, City shall permit Developer and its employees, agents, representatives and contractors reasonable access to the Property pursuant to Section 4 to conduct due diligence including environmental evaluations, engineering studies, surveys, geological work or other studies as reasonably desired by Developer.

E. ***Nature of the Project; Required Approvals.*** The Conveyance Agreements shall provide that Developer must develop the Project consistent with all applicable laws, ordinances, regulations, the General Plan and City zoning requirements.

F. ***Environmental Review.*** Immediately following the Effective Date, City shall deliver to Developer copies of information, studies and other documents in City's possession including, but not limited to, any Phase I study, and any known communications or notices of any violations, defaults related to any environmental matters at the Property. During the Term of this Agreement, Developer shall, at its sole cost and expense, (i) undertake all studies, reports, analysis, Project designs, traffic analysis, environmental impact analysis and financing plans as Developer deems necessary for Developer to determine, in its discretion, whether it desires to undertake the Project, and (ii) pursue and obtain any necessary environmental approvals for the Project pursuant to CEQA. Developer shall deliver copies of all such studies to City upon completion. All approvals required for the Project are subject to the City's discretion in the exercise of its police powers and its obligations under CEQA and shall be a condition precedent to the City's approval of the Conveyance Agreements. The City will assist Developer in preparing any environmental documentation and processing any environmental review necessary for the Project.

G. ***Financial Terms.*** Developer understands and agrees that it shall be obligated to pay the Purchase Price to the City upon the terms set forth in the Conveyance Agreements, subject to the approval of the City Council of the City of Glendora. Developer shall be solely responsible for financing and constructing the Project. City will not provide any financial assistance to the Project.

H. ***Due Diligence.*** At the end of the Term, Developer will specify the result of the due diligence investigations. Upon the closing on the sale of the Property pursuant to the Conveyance Agreements, it will become the Developer's responsibility to correct any adverse environmental conditions required pursuant to its development of the Property; however, prior to such date, the Developer shall incur no liability for the condition of the Property and/or obligation to correct any environmental condition thereon, unless caused

or exacerbated by Developer and/or its contractors, agents, employees, as further set forth in Sections 4 and 5 below, and subject to the terms of Sections 4 and 5 below. .

I. ***Formal Approvals.*** The Conveyance Agreements shall become effective only after it is considered and formally approved by the City Council ("**Formal Approvals**").

J. ***SLA Approval***. Prior to the expiration of the Remainder Term (or otherwise, the date that is sixty (60) days prior to the City's approval of the PSA), City shall formally declare the Property as exempt pursuant to the terms of the SLA and comply with the terms of the SLA in order to enable the transfer of the Property to Developer in compliance with the terms and conditions of the SLA.

SECTION 3. TERMS REGARDING THE CITY'S PROCESSING COSTS FOR THE PROJECT AND THE DEPOSIT.

A. ***City Processing Costs.*** Developer shall be obligated to pay the City all regular fees, costs, and expenses imposed / incurred by the City (as set forth in the City's master fee schedule, as updated or modified from time to time) for (i) the processing of Developer's Project, (ii) all Project applications, including, without limitation, all Entitlement and permit applications for the Project, (iii) the preparation and review of studies, Project Plans, proformas, reports and design services, and agreements related to the development of the Project and Project-related infrastructure, including, without limitation the Conveyance Agreements, and (iv) CEQA Processing costs (as defined below).

For purposes of this Agreement, the term "**CEQA Processing**" shall mean: (i) preparing necessary CEQA reports and documents, including traffic engineering, any studies or analyses of the financial value of the Project, other environmentally-pertinent analyses, and additional supporting documentation, as necessary and appropriate in accordance with CEQA; (ii) distributing such documentation to responsible agencies and others; (iii) noticing and holding public hearings and considering public comments on such CEQA documents and reports; (iv) considering certification of such CEQA documents and reports and other documentation through a City Council Resolution in accordance with CEQA; and (v) preparing, negotiating, and approving all environmental documents required under CEQA.

B. ***Refundability of Deposit.***

a. Initial Term. During the Initial Term of this Agreement, and provided Developer is not in breach of any of its obligations under this Agreement (after any applicable notice and cure period has elapsed) and through no fault of Developer, the City Council's Initial Approval is not given to proceed with the commencement of the Remainder Term, the Deposit shall be returned to Developer. In the event this Agreement terminates during the Initial Term as a result of any uncured breach by Developer of its obligations under this Agreement, City shall be entitled to retain the Deposit.

b. Remainder Term. During the Remainder Term of this Agreement, the Deposit shall be non-refundable to Developer, however, the Deposit shall be reimbursable to Developer if (i) Developer has performed all obligations necessary for the City staff (and its legal counsel) to prepare the draft Conveyance Agreements for approval by the City Council, and Developer is not otherwise in breach of any terms or

obligations under this Agreement, but City staff fails to prepare, or otherwise recommend, in good faith, approval of the draft Conveyance Agreements or the Project during the Remainder Term, or (ii) the City Council fails to conduct a public hearing thereon and formally vote to approve or disapprove the Conveyance Agreements or the Project. Notwithstanding the foregoing, in the event the parties enter into the Conveyance Agreements following their approval by the City Council, the Deposit shall be offset against the Purchase Price and/or the deposits (or other monetary contributions) required to be paid by Developer to City under the Conveyance Agreements.

C. ***City's Reimbursement Obligation***. Notwithstanding anything to the contrary contained in this Agreement, if during the Term the City fails to comply with its obligations as set forth in Section 2.A (a "**Specific City Breach**"), then, subject to the terms and conditions set forth in Section 7, Developer may, as its sole and exclusive remedy hereunder for such Specific City Breach (but in addition to any remedy described in Section 3.B above), terminate this Agreement and recover from the City, Liquidated Damages in the amount, and subject to the terms and conditions, set forth in this Section 3.C.

CITY AND DEVELOPER AGREE THAT IT WOULD BE IMPRACTICAL AND EXTREMELY DIFFICULT TO ESTIMATE THE DAMAGES WHICH DEVELOPER MAY SUFFER AS A RESULT OF A SPECIFIC CITY BREACH. THEREFORE, CITY AND DEVELOPER DO HEREBY AGREE THAT A REASONABLE ESTIMATE OF THE TOTAL NET DETRIMENT THAT DEVELOPER WOULD SUFFER IN THE EVENT THAT CITY COMMITS A SPECIFIC CITY BREACH, IS AND SHALL BE, AS DEVELOPER'S SOLE AND EXCLUSIVE REMEDY (WHETHER AT LAW OR IN EQUITY), THE AMOUNT OF THREE HUNDRED FIFTY THOUSAND DOLLARS ($350,000). SAID AMOUNT SHALL BE THE FULL, AGREED AND "LIQUIDATED DAMAGES" FOR A SPECIFIC CITY BREACH BY CITY. UPON A SPECIFIC CITY BREACH BY CITY (FOLLOWING THE NOTICE AND CURE PROCEDURES SET FORTH IN SECTION 7 BELOW), THIS AGREEMENT SHALL BE TERMINATED AND NEITHER PARTY SHALL HAVE ANY FURTHER RIGHTS OR OBLIGATIONS HEREUNDER, EACH TO THE OTHER, EXCEPT FOR THE RIGHT OF DEVELOPER TO COLLECT SUCH LIQUIDATED DAMAGES FROM CITY. THE PROVISIONS OF THIS SECTION 3.C ARE SEPARATE AND APART FROM ANY REMEDIES AVAILABLE TO DEVELOPER UNDER THE PSA OR OTHERWISE UNDER THIS AGREEMENT.

_____ _____

City Initials Developer Initials

The terms and provisions under this Section 3 shall survive the expiration or termination of this Agreement.

SECTION 4. RIGHT TO ENTER THE PROPERTY. During the Term, City grants Developer, its agents and employees, a limited license to enter upon the Property for the purpose of conducting engineering surveys, soil tests, investigations or other studies reasonably necessary to evaluate the condition of the Property, which studies, surveys, reports, investigations and tests shall be performed at Developer's sole cost and expense.

Prior to any entry onto the Property, Developer shall (i) notify City the date and purpose of each intended entry together with the names and affiliations of the persons entering the Property; (ii) conduct all studies in a diligent, expeditious and safe manner and not allow any dangerous or hazardous conditions to occur on the Property during or after such investigation; (iii) comply with all applicable laws and governmental regulations; (iv) allow an employee of City to be present at City's election; (v) keep the Property free and clear of all materialmen's liens, lis pendens and other liens arising out of the entry and work performed under this provision; (vi) maintain or assure maintenance of workers' compensation insurance (or state approved self-insurance) on all persons entering the Property in the amounts required by the State of California; (vii) provide to City certificates of insurance evidencing that Developer has procured and paid premiums for the insurance policies set forth on Exhibit C attached hereto which insurance policies shall name the City as an additional insured; (viii) return the Property to substantially its original condition following Developer's entry; (ix) provide City copies of all studies, surveys, reports, investigations and other tests derived from any inspection performed pursuant to this Section (collectively, "**Reports**"); and (x) if the parties enter into the Conveyance Agreements, Developer will take title pursuant to a Grant Deed, subject to any title exceptions caused by Developer exercising this right to enter.

SECTION 5. ENVIRONMENTAL INDEMNITY. Developer agrees to indemnify, and hold City free and harmless from and against any and all losses, damages (whether general, punitive or otherwise), liabilities, claims, causes of action (whether legal, equitable or administrative), judgments, court costs and legal or other expenses (including reasonable attorneys' fees) (collectively, "**Claim(s**)") which City may suffer or incur as a consequence of Developer's exercise of the license granted pursuant to Section 4 or any act or omission by Developer, any contractor, subcontractor or material supplier, engineer, architect or other person or entity acting by or under Developer (except City or their agents or employees) with respect to this Agreement, the Property or the Project, excepting, (i) any and all Claims arising from the mere discovery by Developer of any hazardous materials or other physical, biological, environmental or other conditions that may impact the use or value of the Property, or (ii) any Claims actually caused by the gross negligence or willful misconduct of City (or their agents or employees). Developer's obligations under this Section shall survive termination of this Agreement for a period of one (1) year).

SECTION 6. CITY'S DISCRETION AND NO WAIVER OF POLICE POWERS. City agrees to negotiate diligently and in good faith with Developer for the Conveyance Agreements for a Project consistent with the Project Plan(s) approved by the City Council and on suitable terms and conditions which comply with the General Plan and the City's existing zoning requirements; provided, however, City is under no obligation to enter into the Conveyance Agreements and expenses which are incurred by Developer during the Term shall be incurred at Developer's sole risk and expense, subject to the terms contained herein. In connection with the foregoing, prior to the Formal Approvals, Developer's reliance on any representations or promises by City or its staff or consultants, or individual Council members, is undertaken at Developer's sole risk and expense, subject to the terms set forth in Section 3.C above. Although obligated to negotiate in good faith, neither City nor Developer are under any obligation to enter into the Conveyance Agreements.

Developer acknowledges and understands that each of the City Council, the City Planning Commission and/or the City Community Development Staff may be required to review and hold hearing(s) on the Project's Entitlements and environmental documentation required under CEQA. City reserves the right to exercise its discretion as to all matters which it is, by law, entitled or required to exercise. Nothing in this Agreement shall be construed as having the effect of waiving or limiting police powers and exercise of discretion by City. To this end:

1. ***Discretion.*** The Glendora City Council has complete and unfettered discretion to reject the Project and/or any Conveyance Agreements without explanation or cause and this Agreement is not committing City to undertake any activity requiring the exercise of discretion by City including the approval and execution of the Conveyance Agreements or any other act or approval. Developer acknowledges and agrees that City reserves the right to exercise its discretion as to all governmental matters which City is, by law, entitled or required to exercise, in its sole and absolute discretion and nothing in this Agreement shall be construed as having the effect of waiving or limiting police powers and exercise of discretion by City. By its execution of this Agreement, the City is not committing itself or agreeing to undertake any activity requiring the subsequent exercise of discretion by City, or any department thereof including, but not limited to, taking any action for which prior environmental review is required under CEQA, the approval and execution of the Conveyance Agreements, the approval of any development proposal or land use regulation governing the Property or any other such governmental act or approval.

2. ***Conveyance Agreements.*** City's execution of the Conveyance Agreements shall be conditioned upon the successful review and approval of all necessary findings and conclusions which the City Council is required to make, including all necessary findings and determinations required under CEQA as well as state and local land use provisions / regulations. As to any matter which City may be required to exercise its unfettered discretion with respect to the Project, nothing herein nor in any Conveyance Agreements shall obligate City to exercise its discretion in any particular manner, and any exercise of discretion reserved hereunder or required by law, shall not be deemed to constitute a breach of City's duties under this Agreement.

3. ***Agreement to Negotiate.*** This Agreement does not constitute a disposition of property and, therefore, does not require a public hearing. Execution of this Agreement does not constitute "approval" of a "project," as those terms are defined in CEQA. Nothing in this Agreement shall prevent or prohibit the parties from discussing or disclosing the fact that they are a party to this Agreement. Nothing in this Agreement shall limit, prevent, restrict or inhibit the City from providing any information in its possession or control that is required by law (as determined by the City Attorney for the City) to be disclosed, upon request or otherwise.

SECTION 7. TERMINATION; INDEMNIFICATION.

A. ***Termination.*** Developer may terminate this Agreement for any reason upon ten (10) days prior written notice to City during the Initial Term, but thereafter, the Deposit shall be non-refundable to Developer, except as provided in Section 3(B) herein ("**Developer Termination**"). Upon a Developer Termination, the obligations of the parties under this Agreement will cease, except as otherwise set forth in this Agreement.

B. ***Default***. If a party fails to comply with its obligations ("**Defaulting Party**"), the other party ("**Non-Defaulting Party**") may terminate this Agreement if the Defaulting Party fails to cure such default within thirty (30) days after receipt of notice of default from the Non-Defaulting Party ("**Cure Period**"). If the Defaulting Party fails to cure during the Cure Period, the Non-Defaulting Party may terminate this Agreement by providing written notice to the Defaulting Party ("**Termination Notice**"). Notwithstanding the foregoing, in no event shall any Cure Period hereunder extend the Term. Developer's sole remedy for a City default shall be to terminate this Agreement by written notice, and receive a refund

of the Deposit (or, if applicable pursuant to the terms of Section 3.C., receipt of the Liquidated Damages) if allowed pursuant to the terms and conditions of Section 3 and this Section 7. If this Agreement terminates due to the expiration of the Term (without any fault or breach of this Agreement of Developer), Developer shall be entitled to the return of the Deposit. Upon termination of this Agreement, (i) neither party shall have any right, remedy or obligation under this Agreement, except that the indemnification provisions shall survive such termination; and (ii) each party specifically waives and releases any such rights or Claims it may otherwise have at law or in equity and expressly waives any rights to consequential damages or specific performance from the other party.

C. ***Indemnification by Developer.*** Developer agrees to indemnify, defend, and hold City and its respective members, officers, staff and agents (collectively, "**City Indemnitees**") harmless from any and all Claims and other liability asserted against City resulting from Developer's breach of this Agreement including, but not limited to, Developer's entry onto the Property. This indemnity shall survive the expiration or termination of this Agreement. In the event that any Claim should be filed against any City Indemnitees as a result of a Developer breach of this Agreement or any of Developer's actions taken pursuant to this Agreement and/or the Project, City shall promptly notify Developer of such Claim to permit Developer the opportunity to provide adequate representation to City Indemnitees with respect to any such Claim. Nothing in this Section shall be construed to mean that Developer shall hold City Indemnitees harmless and/or defend them to the extent of any Claims arising from the gross negligence, willful misconduct or illegal acts of any of City Indemnitees.

D. ***Obligation to Defend.*** Developer shall indemnify the City and its elected Councilmembers, boards, commissions, officers, agents and employees and will hold and save them and each of them harmless from any and all Claims brought to challenge the validity of any Entitlements or CEQA approvals granted pursuant to this Agreement and/or under the Conveyance Agreements or the validity of the Conveyance Agreements. The City shall provide the Developer with notice of the pendency of such action and shall request that the Developer defend such action. The Developer may utilize the City Attorney's office or use legal counsel of its choosing, but shall reimburse the City for any reasonable legal costs incurred by City. The Developer's obligation to pay the cost of any such action, including judgment, shall extend until final judgment is rendered. After judgment in a trial court, the parties must mutually agree as to whether any appeal will be taken or defended. The Developer shall have the right, within the first 30 days of the service of the complaint, in its sole and absolute discretion, to determine that it does not want to defend any litigation attacking this Agreement, the Conveyance Agreements, or any Entitlement, CEQA, or development approvals in which case the City shall allow the Developer to settle the litigation on whatever terms the Developer determines, in its sole and absolute discretion, but Developer shall confer with City before acting and cannot bind City. In that event, the Developer shall be liable for any costs incurred by the City up to the date of settlement but shall have no further obligation to the City beyond the payment of those costs. In the event of an appeal, or a settlement offer, the parties shall confer in good faith as to how to proceed. Notwithstanding the Developer's indemnity for claims and litigation, the City retains the right to settle any litigation brought against it in its sole and absolute discretion and the Developer shall remain liable except as follows: (i) the settlement would reduce the scope of the Project by 10% or more, and (ii) the Developer opposes the settlement. In such case, the City may still settle the litigation but shall then be responsible for its own litigation expense but shall bear no other liability to the Developer.

SECTION 8. MISCELLANEOUS.

A. ***Brokerage Commissions.*** Each party ("**Indemnifying Party**") (i) represents to the other party ("**Indemnified Party**") that it has not engaged a broker, agent, or finder in connection with the transactions contemplated under this Agreement, and (ii) agrees to hold the Indemnified Party harmless from any Claim by any broker, agent, or finder retained by the Indemnifying Party.

B. ***Ownership of Documents.*** During the Term, Developer shall retain ownership of all documents and Reports prepared by Developer (or its consultants) but shall provide City, at no cost or expense to City, with copies of any third-party consultant, contractor, or subcontractor reports, studies, analysis, Property plan layouts, engineering studies, memorandums, Reports, or similar documents regarding the Project, which documents shall not become the property of City absent a separate written agreement between the parties. Delivery of such documents to City shall be made without any representation, warranty, or liability whatsoever by Developer as to the accuracy or sufficiency of the contents of such documents and shall be subject to the rights of the preparers of such documents or Reports including, without limitation, any applicable copyrights. If the negotiations contemplated by this Agreement do not result in the execution of any Conveyance Agreements, Developer acknowledges and agrees that any and all Reports, studies, analysis, site plan layouts, engineering studies, memorandums, or similar documents, regarding the Project which were prepared during the Term and provided to the City, are public records subject to the California Public Records Act (Statutes of 1968, Chapter 1473; currently codified as Chapter 3.5 of Division 7 of Title 1 of the California Government Code), and therefore, may be used by the City for future planning purposes. Developer shall have no claim for compensation as a result of the exercise by the City (consistent with the terms of this Agreement) of its rights of nonexclusive ownership of said documents and materials hereunder. The City may not sell such plans or drawings to other parties, and may only use them conceptually for planning purposes related to the Project or such other potential project contemplated for the development of the Property. Developer may retain copies of such documents for its own use and shall have an unrestricted right to use such documents, including without limitation, all concepts embodied therein. Developer may elect to provide financial statements, information, and documents, along with its Project Proforma directly to the City Attorney's office or its financial consultant(s) in order to provide protection for its proprietary information. Nothing in the foregoing shall be interpreted to compel the Developer to share its own internal communications or communications with its attorneys and consultants.

C. **No Personal Liability.** Nothing in this Agreement shall create any personal obligation or liability of staff members, employees, or agent of the City for any obligation of City under this Agreement and, conversely, nothing in this Agreement shall create any personal obligation or liability of any partner, member, principal, shareholder, employee, or agent of Developer for any obligation of Developer under this Agreement. All obligations of Developer under this Agreement shall be the joint and several obligations of Developer and any affiliate of Developer involved, at Developer's election, in Developer's activities under this Agreement.

D. ***No Conflicts.*** Each party ("**Representing Party**") represents to the other party that the execution and delivery by the Representing Party of this Agreement, the performance of its obligations hereunder, and its fulfillment of the terms and conditions hereof do not

conflict with, violate or result in a breach of any applicable law or any term or condition of any document to which Representing Party is subject.

E. ***Amendment.*** This Agreement may only be amended or modified in writing executed by both parties.

F. ***Notices***. All notices, including without limitation all approvals and consents, required or permitted under this Agreement shall be delivered in person, by messenger, by overnight mail courier, or by registered or certified mail, postage prepaid, return receipt requested, to each party at its address shown below, or to any other notice address designated in writing by such party. Any notice so delivered by personal delivery or messenger service shall be deemed delivered upon actual delivery. Any notice given by overnight courier with courier charges prepaid shall be deemed delivered twenty-four (24) hours after delivery to said overnight courier. Any notice so delivered by US mail shall be deemed delivered three (3) days after deposit in the US Mail.

City:	City of Glendora 116 E. Foothill Blvd. Glendora, CA 91741 Attention: Community Development Director (562) 806-7722 jkugel@cityofglendora.gov
With copy to:	Aleshire & Wynder, LLP 1 Park Plaza Irvine, CA 92614 Attention: Danny Aleshire (949) 223-1170 danny.aleshire@awattorneys.com
Developer:	Mercy Housing California 1500 S. Grand Ave., Suite 100 Los Angeles, CA 90015 Attention: Erika Villablanca 213-743-5280 evillablanca@mercyhousing.org
With a copy to:	Gubb & Barshay LLP 235 Montgomery St #1110 San Francisco, CA 94104 Attention: Evan Gross, Esq. (415) 781-6600 egross@gubbandbarshay.com

G. ***Enforcement.*** This Agreement and all terms and conditions hereof shall be governed by and construed and enforced in accordance with the laws of the State of California. If any

legal action is necessary to enforce this Agreement, a court of competent jurisdiction in Los Angeles County shall be the sole venue and jurisdiction for the bringing of such action.

H. ***Waiver***. Any term may be waived only by a written waiver signed by the party against whom such waiver is to be asserted.

I. ***Construction***. All provisions shall not be construed in favor of or against either party, but rather as if both parties prepared this Agreement. The Recitals are incorporated by reference as substantive provisions of this Agreement.

J. ***Entire Agreement.*** This Agreement terminates and supersedes all prior understandings or agreements on the subject matter hereof.

K. ***Restrictions on Assignment.*** Developer may not assign or transfer this Agreement or any of its rights or obligations hereunder to any third party or entity without the prior written consent of City, and no voluntary or involuntary successor-in-interest of the Developer shall acquire any rights or powers of Developer under this Agreement, except as expressly provided herein. Transfer of any ownership interest in Developer shall be deemed a transfer under this provision. During the Term, Developer shall promptly notify City in writing of any and all changes whatsoever in the identity of the business entities or individuals either comprising or in control of the Developer, as well as any and all changes in the interest or the degree of control of the Developer by any such person, of which information the Developer or any of its members, managers, partners or officers are notified or may otherwise have knowledge or information. Upon the occurrence of any significant or material change, whether voluntary or involuntary, in membership, ownership, management or control of the Developer (other than such changes occasioned by the death or incapacity of any individual) that has not been approved by the City Manager, prior to the time of such change, the City may terminate this Agreement without liability to Developer by serving written notice of termination. Notwithstanding the foregoing, Developer shall be entitled, after giving written notice to the City (together with all associated documentation regarding such transfer, including the assignment and assumption agreement of Developer's rights and obligations under this agreement), to transfer this Agreement to, or to request that the Conveyance Agreements be entered into with, an entity that is wholly controlled, operated, and managed by Mercy Housing California, and which Mercy Housing California shall be and remain the general partner in and to such subsidiary entity.

L. ***Attorneys' Fees.*** In any action between the parties to interpret, enforce, reform, modify, rescind or otherwise in connection with any of the terms or provisions of this Agreement, the prevailing party in the action or other proceeding shall be entitled to recover its reasonable attorneys' fees and related costs and expenses.

M. ***Successors and Assigns.*** This Agreement shall inure to the benefit of and bind the respective successors and assigns of the parties, subject to the limitations on assignment by Developer set forth in this Agreement.

N. ***Electronic Execution.*** The signature of any party to this Agreement transmitted to any other party by facsimile or e-mail shall be deemed an original signature of the transmitting party.

O. ***Authority.*** The person(s) executing this Agreement on behalf of Developer warrant that, (i) Developer is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of Developer, (iii) by so executing this Agreement, Developer is formally bound to the provisions of this Agreement, and (iv) entering into this Agreement does not violate any provision of any other agreement to which Developer is bound.

P. ***Counterpart Execution***. This Agreement may be executed in multiple counterparts, each of which when so executed shall be deemed an original, and all of which, together, shall constitute one and the same instrument.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties have executed this Agreement as of the first set forth above.

"DEVELOPER"

MERCY HOUSING CALIFORNIA, a California nonprofit public benefit corporation

By: _____
Name:
Title:

"CITY"

CITY OF GLENDORA,
a municipal corporation

By: _____
Name: David Fredendall
Title: Mayor

ATTEST:

_____
Kathleen Sessman, City Clerk

APPROVED AS TO FORM:

ALESHIRE & WYNDER, LLP

By: _____
Danny Aleshire, City Attorney

,

EXHIBIT A

PROPERTY LEGAL DESCRIPTION / DEPICTION

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF GLENDORA IN THE COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

PARCEL 1:

PARCEL 1, AS SHOWN ON PARCEL MAP NO. 2504, IN THE CITY OF GLENDORA, AS PER MAP FILED IN BOOK 35 PAGE 53 OF PARCEL MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

EXCEPT FROM THAT PORTION OF SAID LAND NOT INCLUDED WITHIN THE LINES OF LOT 27 OF TRACT 21612, AS PER MAP RECORDED IN BOOK 578 PAGES 31 AND 32 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, 50 PERCENT OF ALL OIL, GAS, MINERALS AND HYDROCARBON SUBSTANCES WHICH MAY AT ANY TIME BE PRODUCED THEREFROM, AS GRANTED TO CHARLES B. COOPER AND WIFE BY DEED REGISTERED AUGUST 28, 1946 AS DOCUMENT NO. 20235-O IN THE OFFICE OF THE REGISTRAR OF LAND TITLES AND RECORDED AUGUST 29, 1946 IN BOOK 23616 PAGE 311, OFFICIAL RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

PARCEL 2:

NON-EXCLUSIVE EASEMENT APPURTENANT TO SAID PARCEL 1, FOR INGRESS AND EGRESS, ROAD AND DRIVEWAY PURPOSES, AND PRIVATE AND PUBLIC UTILITIES, IN COMMON WITH OTHERS OVER, IN, ACROSS, WITHIN AND THROUGH THAT PORTION OF PARCEL 2 OF PARCEL MAP NO. 2504, INCLUDED WITHIN A STRIP OF LAND 15 FEET WIDE, LYING 7.50 FEET ON EACH SIDE OF THE FOLLOWING DESCRIBED CENTER LINE:

BEGINNING IN THAT CERTAIN WESTERLY LINE OF SAID PARCEL 1, SAID PARCEL MAP NO. 2504, BEING ALSO THE EASTERLY LINE OF DALE ROAD AND BONITA AVENUE, AS SHOWN ON SAID PARCEL MAP NO. 2504, AT A POINT DISTANT NORTH 0° 06' 52" WEST 35.80 FEET FROM THE MOST SOUTHWESTERLY CORNER OF SAID PARCEL 1;
THENCE PARALLEL WITH THE NORTHERLY LINE OF SAID PARCEL 1. SAID PARCEL MAP NO. 2504 SOUTH 89° 58' 32" EAST 20.00 FEET; THENCE SOUTH 61° 33' 22" EAST 18.91 FEET;
THENCE PARALLEL WITH SAID NORTHERLY LINE SOUTH 89° 58' 32" EAST 56.40 FEET; THENCE SOUTH 42° 21' 42" EAST 40.00 FEET AND POINT "A"; THENCE NORTH 89° 51' 48" EAST 89.63 FEET AND POINT "B";
THENCE NORTH 79° 24' 28" EAST 26.05 FEET;
THENCE SOUTH 48° 54' 47" EAST 28.08 FEET TO A LINE WHICH IS PARALLEL WITH AND 17.00 FEET SOUTHERLY, MEASURED AT RIGHT ANGLES FROM THE SOUTHERLY LINE OF SAID PARCEL 1 SAID PARCEL MAP NO. 2504;
THENCE ALONG LAST MENTIONED PARALLEL LINE SOUTH 89° 59' 06" EAST TO THE SOUTHEASTERLY LINE OF PARCEL 2, SAID PARCEL MAP NO. 2504.

EXCEPTING THEREFROM ANY PORTION THEREOF WIDER THAN 5.30 FEET ON EACH SIDE OF ABOVE DESCRIBED LINE BETWEEN SAID POINT "A" AND SAID POINT "B".

THE SIDE LINES OF THE ABOVE STRIP OF LAND SHALL TERMINATE WESTERLY IN SAID EASTERLY LINE OF DALE ROAD AND BONITA AVENUE AND EASTERLY IN THE EASTERLY AND SOUTHEASTERLY LINES OF PARCEL 2, SAID PARCEL MAP NO. 2504.

APN: 8631-013-023 AND 8631-013-007

WEST CARTER DRIVE
SINGLE-FAMILY RESIDENTIAL PROPERTIES
DALE ROAD
SINGLE-FAMILY RESIDENTIAL PROPERTIES
SINGLE-FAMILY RESIDENTIAL PROPERTIES
SUBJECT PROPERTY
"EL DORADO OAKS"
1762 DALE ROAD
HEALTHCARE FACILITY 1771 SOUTH GRAND AVENUE

EXHIBIT B

INITIAL PROJECT DESCRIPTION

The Project will consist of an approximately 65-70 unit affordable housing development serving a combination of special needs and low-income households.

EXHIBIT C

INSURANCE POLICIES

Developer obtain, provide and maintain at its sole cost and expense prior to any entry upon the Property the following policies of insurance of the type and amounts described below and in a form satisfactory to City.

(a) General Liability Insurance. Commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01 or its equivalent, in an amount not less than $1,000,000 per occurrence, $2,000,000 general aggregate, for bodily injury, personal injury, and property damage, including without limitation, blanket contractual liability. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

(b) Subcontractors. Developer shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall include all of the requirements stated herein.

General Insurance Requirements.

(a) Proof of Insurance. Developer shall provide certificates of insurance to City as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by City's Risk Manager prior to commencement of performance.

(b) Duration of Coverage. Developer shall procure and maintain insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of Developer's due diligence investigation activities with respect to the Property (which shall include its agents, representatives, employees or subconsultants).

(c) Primary/Noncontributing. Coverage provided by Developer shall be primary and any insurance or self-insurance procured or maintained by City shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of City before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.

(d) Acceptable Insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or that is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VI (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the City's Risk Manager.

(e) Waiver of Subrogation. All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against City, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow Developer or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Developer hereby waives its own right of recovery against City, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

(f) Notice of Cancellation. Developer agrees to oblige its insurance agent or broker and insurers to provide to City with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

(g) Additional Insured Status. General liability shall provide or be endorsed to provide that City and its officers, officials, employees, and agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies.

(h) Pass Through Clause. Developer agrees to ensure that its subconsultants, subcontractors, and any other party involved, provide the same minimum insurance coverage and endorsements required of Developer. Developer agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section.

(i) Deductibles / Self-insured Retentions. Any deductibles and self-insured retentions must be declared to and approved by City.

DRAFT

EXCLUSIVE NEGOTIATING AGREEMENT (ENA) WITH MERCY HOUSING RELATED TO THE DISPOSITION AND DEVELOPMENT OF 1762 DALE ROAD

COMMUNITY DEVELOPMENT

CITY COUNCIL

JULY 8, 2025

TIFFANY CHEW, ECONOMIC DEVELOPMENT AND HOUSING MANAGER

1762 DALE ROAD

- 2.17 acres
- Arrow Highway Specific Plan
- Housing Element Site
- Previously Senior Assisted Living

BACKGROUND

- July 2023 – City acquires 1762 Dale Road
- October 2023 – Community meeting
- February 2024 – City Council discusses development scenarios
- August 2024 – City Council directs staff to seek development proposals for 1) transitional housing, and 2) permanent supportive housing
- December 2024 – City Council reviews Mercy Housing proposal and directs staff to proceed to an ENA

EXCLUSIVE NEGOTIATING AGREEMENT (ENA)

INITIAL TERM – 120 DAYS

- Mercy deposits $50,000 toward purchase
- Development concept review with parking plan
- Develop public engagement plan
- Determine specific type of affordable housing and range
- Identify development and operations financing
- Extensions up to 120 days if needed

- **Begin Working Group with City, Mercy, and two City Council members**

- **Initial term concludes with City Council approval of development concept and affordable housing types**

EXCLUSIVE NEGOTIATING AGREEMENT (ENA)

REMAINDER TERM – 270 DAYS

- Negotiate and complete “conveyance documents”
- Implement public engagement plan
- Finalize project pro forma and financing
- Start application for land entitlements and CEQA
- Extensions up to 360 days if needed

- **If ENA termination occurs, City pays $350,000 liquidated damages to Mercy**

- **ENA concludes with City Council approval of land entitlements, CEQA, and conveyance documents**

PROJECT DESCRIPTION

- 65-70 units of affordable housing for special needs and lower-income households
- Approximately one parking space per unit
- On-site supportive services and shared community space for residents

PUBLIC NOTICE

1. Properties around 1762 Dale were noticed of the July 8, 2025 City Council meeting

2. Project Website Updates

RECOMMENDATION

1. Approve the Exclusive Negotiating Agreement (ENA) with Mercy Housing

STAFF REPORT

TO:	**Mayor and Council Members**	**DATE:**	**July 8, 2025**
FROM:	**Public Works**	**DISTRICT(S):**	**5**

SUBJECT: **Award the agreement for contract services with Yunex, LLC for traffic signal maintenance for a three-Year term with an option to extend the term for three additional one-year periods for an amount not to exceed Nine Hundred Fifty Thousand Dollars ($950,000) annually during the Term or any Extended Term**

RECOMMENDATION

That the City Council:

1. Award an Agreement for Contract Services with Yunex, LLC for Traffic Signal Maintenance in an amount not to exceed Nine Hundred Fifty Thousand Dollars ($950,000) annually during the Term or any Extended Term;
2. Authorized a ten percent (10%) contingency in the amount of $95,000 annually; and
3. Authorize the City Manager to execute the Agreement.

STRATEGIC FOCUS AREAS

Goal 5: Improve and Maintain the City's Infrastructure and Facilities (IMCIF)

EXECUTIVE SUMMARY

The City of Glendora is responsible for the maintenance of sixty-two signalized intersections, including nine traffic signals along Arrow Highway and Barranca Avenue shared with Los Angeles County and one each shared with Azusa (Route 66 & Barranca) and San Dimas (Lone Hill & Gladstone). In addition, three new signalized intersections will soon be added to the City's maintenance program as construction of the Goldline project winds down.

Glendora Municipal Code (GMC) Section 2.40.100(c)(8) allows for a contract to be awarded based on a competitive procurement conducted by another public agency. The City of Rancho Cucamonga issued a formal Request for Proposals (RFP) in early 2024 for traffic signal maintenance and awarded an agreement to Yunex, LLC (Yunex) on May 1, 2024.

In an effort to provide better service to the residents of Glendora while maintaining fiscal responsibility, staff reached out to Yunex to discuss the possibility of contracting with them to provide traffic signal maintenance and repair services for the City of Glendora based on the requirements of their agreement with Rancho Cucamonga. Following a thorough review of the requirements, maintenance schedules and pricing, staff determined that the City of Glendora would receive a higher level of service at potentially lower cost by transitioning maintenance of the traffic signals located wholly within the City of Glendora to Yunex and recommends the award of this agreement.

LEGISLATIVE HISTORY / PREVIOUS ACTIONS

Per Glendora Municipal Code (GMC) Section 2.40.100(c)(8), competitive procurement shall not be required “When services, except for professional services, can be procured from a contractor who offers the same or better price, terms and conditions as the contractor previously offered as the lowest responsive bidder under competitive procurement or negotiations conducted by the city or another public agency, provided that, in the opinion of the designee, it is in the best interests of the city to do so.” This exemption allows the City to reduce administrative costs, work more efficiently, and be more responsive to City department needs while adhering to public bidding process provisions set forth in the GMC.

The City of Rancho Cucamonga issued RFP 24/25-002 for Traffic Signal Maintenance on February 21, 2024. Only one bid was received in response to the solicitation. Due to the low response, the Rancho Cucamonga Procurement Department conducted vendor outreach to determine if reposting the solicitation would garner different results. Outreach was conducted via phone and email with prospective bidders that did not submit a response. None of the prospective bidders were interested in submitting a bid. Therefore, the City of Rancho Cucamonga reviewed the single bid received to determine if it was responsive to the RFP.

Rancho Cucamonga staff conducted a thorough analysis of the RFP response from Yunex in accordance with the RFP evaluation criteria. The proposal from Yunex was determined to be responsive a contract was awarded by the Rancho Cucamonga City Council at its regular meeting on May 1, 2024.

In January 2025, Staff reached out to Yunex to discuss the possibility of them providing Traffic Signal Maintenance to the City of Glendora under the same price, terms and conditions of the Rancho Cucamonga contract.

DISCUSSION

The City of Glendora is responsible for the maintenance of sixty-two signalized intersections, including nine traffic signals along Arrow Highway and Barranca Avenue shared with Los Angeles County and one each shared with Azusa (Route 66 & Barranca) and San Dimas (Lone Hill & Gladstone). In addition, three new signalized intersections will soon be added to the City’s maintenance program as construction of the Goldline project winds down. These new intersections are located at Ada Avenue and Vermont Avenue, Foothill Blvd. and Elwood Avenue, and Glendora Avenue at the railroad crossing.

Currently inspections, routine maintenance, repairs and upgrades of traffic signals and safety lighting located in Glendora are performed by Los Angeles County Public Works and funded by the City. The agreement with Los Angeles County provides limited quarterly maintenance and a more comprehensive annual inspection for a fixed monthly fee. All additional services, including repairs, upgrades, and conflict monitoring unit testing every three years, are performed on a time and materials basis for an additional fee. These limited and infrequent inspections result in numerous call outs and additional costs to address problems impacting the community.

In an effort to provide better service to the residents of Glendora while maintaining fiscal responsibility, Staff reached out to Yunex to discuss the possibility of contracting with them to provide traffic signal maintenance and repair services for the City of Glendora utilizing the specifications and maintenance schedules in their contract with Rancho Cucamonga. The requirements for monthly maintenance in the Rancho Cucamonga contract are far more comprehensive than those currently provided quarterly by Los Angeles County and are similar in scope to, and in some cases exceed, the current annual inspections. For example, the scope includes monthly night inspections of safety lighting and annual testing of the conflict monitors, which are extra cost items under the current agreement.

More frequent and comprehensive scheduled maintenance along with the inclusion of some current extra cost items in the maintenance program will result in a moderate increase to the monthly maintenance costs. However, these more frequent inspections of the traffic signals will resolve minor issues before they become major problems impacting the community. Since many repairs will be performed while the contractor is on site for the monthly inspection, it will reduce the added time and expense for emergency call outs to complete necessary repairs. The reduction in costs for emergency call outs and other extra work items are anticipated to exceed the moderate increase in the annual cost for scheduled maintenance. Therefore, no increases were included in the FY 2025/26 and FY 2026/26 Adopted Budget. The proposed agreement also includes firm fixed prices for many common traffic signal repair tasks, increasing transparency and avoiding the cost escalation common with the current time and materials based pricing.

At the conclusion of the discussions with Yunex and internal deliberations regarding the operating environment, Staff determined it would benefit the City to split traffic signal maintenance between Los Angeles County and Yunex. Los Angeles County will continue to maintain the nine traffic signals along Arrow Highway and Barranca Avenue shared with Los Angeles County. In addition, since Los Angeles County direct bills the adjacent jurisdictions for their portion of the maintenance of shared traffic signals, Los Angeles County will continue to maintain the traffic signals shared with Azusa (Route 66 & Barranca) and San Dimas (Lone Hill & Gladstone). Maintenance of the remaining fifty-one traffic signals wholly within the City of Glendora will transition to Yunex.

Staff recommends the City Council award the attached agreement for contract services with Yunex, LLC for maintenance and repair of the fifty-one traffic signals wholly within the City of Glendora for a three-Year term with an option to extend the term for three additional one-year periods in an amount not to exceed Nine Hundred Fifty Thousand Dollars ($950,000) annually during the Term or any Extended Term.

FISCAL IMPACT

Estimated annual expenditures for traffic signal maintenance, repairs and upgrades is outlined in the table below:

Estimated Expenditures

Description	Account	FY 2025/26	FY 2026/27
Routine Monthly Maintenance	25570520-56400	$67,750	$70,500
Extra Work	25570520-56400	$482,250	$479,500
Traffic Signal Upgrades	23300990-70000	$400,000	$400,000
Total		**$950,000**	**$950,000**

Funding for the first two years is included in the Adopted FY 2025/26 and FY 2026/27 budgets as outlined in the table below. Funding for years three and beyond will be include in future budget requests.

Adopted Budget

Fund	Account	FY 2025/26	FY 2026/27
Gas Tax (255)	25570520-56400	$550,000	$550,000
Measure R Transportation 2009 (233)	23300990-70000	$400,000	$400,000
Total		**$950,000**	**$950,000**

ENVIRONMENTAL DETERMINATION

This activity is not a “project” as defined by Section 21065 of the Public Resources Code or Sections 15060(c)(2), 15060(c)(3), and 15378 of the CEQA Guidelines.

Prepared By	Paul Fisher, Business Services Manager
Concurs With	Not Applicable
Reviewed By	William Wittkopf, Public Works Director
Certified to Availability of Funds	Marie Ricci, Deputy City Manager
Approved By	Adam Raymond, City Manager
Legal Review	Danny Aleshire, City Attorney
CEQA Review	Not Applicable

ATTACHMENTS:

A. Agreement
B. Rancho Cucamonga RFP 24/25-002
C. Rancho Cucamonga Award
D. Rancho Cucamonga Agreement
E. Presentation

Attachments

A. Agreement.pdf

B. Rancho Cucamonga RFP 2425-002.pdf

C. Rancho Cucamonga Award.pdf

D. Rancho Cucamonga Agreement.pdf

E. Presentation.pdf

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

AGREEMENT FOR CONTRACT SERVICES

By and Between

CITY OF GLENDORA

and

YUNEX, LLC

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

AGREEMENT FOR CONTRACT SERVICES BETWEEN THE CITY OF GLENDORA AND YUNEX, LLC

THIS AGREEMENT FOR CONTRACT SERVICES (herein "Agreement") is made and entered into this _____ day of _____, 2025 by and between the City of Glendora, a California municipal corporation ("City") and Yunex, LLC, a Delaware limited liability company ("Contractor"). City and Contractor may be referred to, individually or collectively, as "Party" or "Parties."

RECITALS

A. City seeks the performance of the services defined and described particularly in Article 1 of this Agreement.

B. Contractor, following submission of a proposal for the performance of the services defined and described particularly in Article 1 of this Agreement, was selected by the City to perform those services.

C. Pursuant to the City of Glendora's Municipal Code, Section 2.40.100(c)(8), City has the authority to enter into and execute this Agreement and the City has determined that it is in the best interest of the City to enter into this Agreement.

D. The Parties desire to formalize the selection of Contractor for performance of those services defined and described particularly in Article 1 of this Agreement and desire that the terms of that performance be as particularly defined and described herein.

OPERATIVE PROVISIONS

NOW, THEREFORE, in consideration of the mutual promises and covenants made by the Parties and contained herein and other consideration, the value and adequacy of which are hereby acknowledged, the Parties agree as follows:

ARTICLE 1. SERVICES OF CONTRACTOR

1.1 Scope of Services.

In compliance with all terms and conditions of this Agreement, the Contractor shall provide those services specified in the "Scope of Services" attached hereto as Exhibit "A" and incorporated herein by this reference, which may be referred to herein as the "services" or "work" hereunder. As a material inducement to the City entering into this Agreement, Contractor represents and warrants that it has the qualifications, experience, and facilities necessary to properly perform the services required under this Agreement in a thorough, competent, and professional manner, and is experienced in performing the work and services contemplated herein. Contractor shall at all times faithfully, competently and to the best of its ability, experience and talent, perform all services described herein. Contractor covenants that it shall follow the highest professional standards in performing the work and services required hereunder and that all materials will be both of good quality as well as fit for the purpose intended. For purposes of this Agreement, the phrase "highest professional standards" shall mean those standards of practice recognized by one or more first-class firms performing similar work under similar circumstances.

1.2 Contractor's Proposal.

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

The Scope of Services shall include the Contractor's scope of work or bid which shall be incorporated herein by this reference as though fully set forth herein. In the event of any inconsistency between the terms of such proposal and this Agreement, the terms of this Agreement shall govern.

1.3 Compliance with Law.

Contractor shall keep itself informed concerning, and shall render all services hereunder in accordance with, all ordinances, resolutions, statutes, rules, and regulations of the City and any Federal, State or local governmental entity having jurisdiction in effect at the time service is rendered.

1.4 California Labor Law.

If the Scope of Services includes any "public work" or "maintenance work," as those terms are defined in California Labor Code section 1720 *et seq.* and California Code of Regulations, Title 8, Section 16000 *et seq.*, and if the total compensation is $1,000 or more, Contractor shall pay prevailing wages for such work and comply with the requirements in California Labor Code section 1770 *et seq.* and 1810 *et seq*., and all other applicable laws, including the following requirements:

(a) Public Work. The Parties acknowledge that some or all of the work to be performed under this Agreement is a "public work" as defined in Labor Code Section 1720 and that this Agreement is therefore subject to the requirements of Division 2, Part 7, Chapter 1 (commencing with Section 1720) of the California Labor Code relating to public works contracts and the rules and regulations established by the Department of Industrial Relations ("DIR") implementing such statutes. The work performed under this Agreement is subject to compliance monitoring and enforcement by the DIR. Contractor shall post job site notices, as prescribed by regulation.

(b) Prevailing Wages. Contractor shall pay prevailing wages to the extent required by Labor Code Section 1771. Pursuant to Labor Code Section 1773.2, copies of the prevailing rate of per diem wages are on file at City Hall and will be made available to any interested party on request. By initiating any work under this Agreement, Contractor acknowledges receipt of a copy of the Department of Industrial Relations (DIR) determination of the prevailing rate of per diem wages, and Contractor shall post a copy of the same at each job site where work is performed under this Agreement.

(c) Penalty for Failure to Pay Prevailing Wages. Contractor shall comply with and be bound by the provisions of Labor Code Sections 1774 and 1775 concerning the payment of prevailing rates of wages to workers and the penalties for failure to pay prevailing wages. The Contractor shall, as a penalty to the City, forfeit two hundred dollars ($200) for each calendar day, or portion thereof, for each worker paid less than the prevailing rates as determined by the DIR for the work or craft in which the worker is employed for any public work done pursuant to this Agreement by Contractor or by any subcontractor.

(d) Payroll Records. Contractor shall comply with and be bound by the provisions of Labor Code Section 1776, which requires Contractor and each subcontractor to: keep accurate payroll records and verify such records in writing under penalty of perjury, as specified in Section 1776; certify and make such payroll records available for inspection as provided by Section 1776; and inform the City of the location of the records.

(e) Apprentices. Contractor shall comply with and be bound by the provisions of Labor Code Sections 1777.5, 1777.6, and 1777.7 and California Code of Regulations Title 8, Section 200 *et seq.* concerning the employment of apprentices on public works projects. Contractor shall be responsible for compliance with these aforementioned Sections for all apprenticeable occupations. Prior to commencing work under this Agreement, Contractor shall provide City with a copy of the information submitted to any applicable apprenticeship program. Within sixty (60) days after concluding work pursuant to this Agreement, Contractor

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

and each of its subcontractors shall submit to the City a verified statement of the journeyman and apprentice hours performed under this Agreement.

(f) Eight-Hour Work Day. Contractor acknowledges that eight (8) hours labor constitutes a legal day's work. Contractor shall comply with and be bound by Labor Code Section 1810.

(g) Penalties for Excess Hours. Contractor shall comply with and be bound by the provisions of Labor Code Section 1813 concerning penalties for workers who work excess hours. The Contractor shall, as a penalty to the City, forfeit twenty-five dollars ($25) for each worker employed in the performance of this Agreement by the Contractor or by any subcontractor for each calendar day during which such worker is required or permitted to work more than eight (8) hours in any one calendar day and forty (40) hours in any one calendar week in violation of the provisions of Division 2, Part 7, Chapter 1, Article 3 of the Labor Code. Pursuant to Labor Code section 1815, work performed by employees of Contractor in excess of eight (8) hours per day, and forty (40) hours during any one week shall be permitted upon public work upon compensation for all hours worked in excess of 8 hours per day at not less than one and one-half (1½) times the basic rate of pay.

(h) Workers' Compensation. California Labor Code Sections 1860 and 3700 provide that every employer will be required to secure the payment of compensation to its employees if it has employees. In accordance with the provisions of California Labor Code Section 1861, Contractor certifies as follows:

> "I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract."

Contractor's Authorized Initials Initial MH
Michael Hutchens, Regional Manager

(i) Contractor's Responsibility for Subcontractors. For every subcontractor who will perform work under this Agreement, Contractor shall be responsible for such subcontractor's compliance with Division 2, Part 7, Chapter 1 (commencing with Section 1720) of the California Labor Code, and shall make such compliance a requirement in any contract with any subcontractor for work under this Agreement. Contractor shall be required to take all actions necessary to enforce such contractual provisions and ensure subcontractor's compliance, including without limitation, conducting a review of the certified payroll records of the subcontractor on a periodic basis or upon becoming aware of the failure of the subcontractor to pay his or her workers the specified prevailing rate of wages. Contractor shall diligently take corrective action to halt or rectify any such failure by any subcontractor.

1.5 Licenses, Permits, Fees and Assessments.

Contractor shall obtain at its sole cost and expense such licenses, permits and approvals as may be required by law for the performance of the services required by this Agreement. Contractor shall have the sole obligation to pay for any fees, assessments and taxes, plus applicable penalties and interest, which may be imposed by law and arise from or are necessary for the Contractor's performance of the services required by this Agreement, and shall indemnify, defend and hold harmless City, its officers, employees or agents of City, against any such fees, assessments, taxes, penalties or interest levied, assessed or imposed against City hereunder.

1.6 Familiarity with Work.

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

By executing this Agreement, Contractor warrants that Contractor (i) has thoroughly investigated and considered the scope of services to be performed, (ii) has carefully considered how the services should be performed, and (iii) fully understands the facilities, difficulties and restrictions attending performance of the services under this Agreement. If the services involve work upon any site, Contractor warrants that Contractor has or will investigate the site and is or will be fully acquainted with the conditions there existing, prior to commencement of services hereunder. Should the Contractor discover any latent or unknown conditions, which will materially affect the performance of the services hereunder, Contractor shall immediately inform the City of such fact and shall not proceed except at Contractor's risk until written instructions are received from the Contract Officer.

1.7 Care of Work.

The Contractor shall adopt reasonable methods during the life of this Agreement to furnish continuous protection to the work, and the equipment, materials, papers, documents, plans, studies and/or other components thereof to prevent losses or damages, and shall be responsible for all such damages, to persons or property, until acceptance of the work by City, except such losses or damages as may be caused by City's own negligence.

1.8 Further Responsibilities of Parties.

Both Parties agree to use reasonable care and diligence to perform their respective obligations under this Agreement. Both Parties agree to act in good faith to execute all instruments, prepare all documents and take all actions as may be reasonably necessary to carry out the purposes of this Agreement. Unless hereafter specified, neither Party shall be responsible for the service of the other.

1.9 Additional Services.

City shall have the right at any time during the performance of the services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Services or make changes by altering, adding to or deducting from said work. No such extra work may be undertaken unless a written order is first given by the Contract Officer (as defined below) to the Contractor, incorporating therein any adjustment in (i) the Contract Sum (or a portion of the compensation due to Contractor) for the actual costs of the extra work, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of the Contractor. Any increase in compensation of up to ten percent (10%) of the Contract Sum or $50,000, whichever is less; or, in the time to perform of up to one hundred eighty (180) days, may be approved by the Contract Officer. Any greater increases, taken either separately or cumulatively, must be approved by the City Council. It is expressly understood by Contractor that the provisions of this Section shall not apply to services specifically set forth in the Scope of Services. Contractor hereby acknowledges that it accepts the risk that the services to be provided pursuant to the Scope of Services may be more costly or time consuming than Contractor anticipates and that Contractor shall not be entitled to additional compensation therefor. City may in its sole and absolute discretion have similar work done by other Contractors. No claims for an increase in the Contract Sum or time for performance shall be valid unless the procedures established in this Section are followed.

1.10 Special Requirements.

Additional terms and conditions of this Agreement, if any, which are made a part hereof are set forth in the "Special Requirements" attached hereto as Exhibit "B" and incorporated herein by this reference. In the event of a conflict between the provisions of Exhibit "B" and any other provisions of this Agreement, the provisions of Exhibit "B" shall govern.

ARTICLE 2. COMPENSATION AND METHOD OF PAYMENT.

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

2.1 Contract Sum.

Subject to any limitations set forth in this Agreement, City agrees to pay Contractor the amounts specified in the "Schedule of Compensation" attached hereto as Exhibit "C" and incorporated herein by this reference. The total compensation, including reimbursement for actual expenses, shall not exceed **Nine Hundred Fifty Thousand Dollars ($950,000) annually during the Term or any Extended Term** (each, individually, and collectively, the "Contract Sum"), unless additional compensation is approved pursuant to Section 1.9.

2.2 Method of Compensation.

The method of compensation may include: (i) a lump sum payment upon completion; (ii) payment in accordance with specified tasks or the percentage of completion of the services, less contract retention; (iii) payment for time and materials based upon the Contractor's rates as specified in the Schedule of Compensation, provided that (a) time estimates are provided for the performance of sub tasks, (b) contract retention is maintained, and (c) the Contract Sum is not exceeded; or (iv) such other methods as may be specified in the Schedule of Compensation.

2.3 Reimbursable Expenses.

Compensation may include reimbursement for actual and necessary expenditures for reproduction costs, telephone expenses, and travel expenses approved by the Contract Officer in advance, or actual subcontractor expenses of an approved subcontractor pursuant to Section 4.5, and only if specified in the Schedule of Compensation. The Contract Sum shall include the attendance of Contractor at all project meetings reasonably deemed necessary by the City. Coordination of the performance of the work with City is a critical component of the services. If Contractor is required to attend additional meetings to facilitate such coordination, Contractor shall not be entitled to any additional compensation for attending said meetings.

2.4 Invoices.

Each month Contractor shall furnish to City an original invoice for all work performed and expenses incurred during the preceding month in a form approved by City's Director of Finance. By submitting an invoice for payment under this Agreement, Contractor shall be deemed to have certify compliance with all provisions of this Agreement. The invoice shall contain all information specified in Exhibit "C", and shall detail charges for all necessary and actual expenses by the following categories: labor (by sub-category), travel, materials, equipment, supplies, and sub-contractor contracts. Sub-contractor charges shall also be detailed by such categories. Contractor shall not invoice City for any duplicate services performed by more than one person.

City shall independently review each invoice submitted by the Contractor to determine whether the work performed and expenses incurred are in compliance with the provisions of this Agreement. Except as to any charges for work performed or expenses incurred by Contractor which are disputed by City, or as provided in Section 7.3, City will use its best efforts to cause Contractor to be paid within forty-five (45) days of receipt of Contractor's correct and undisputed invoice; however, Contractor acknowledges and agrees that due to City warrant run procedures, the City cannot guarantee that payment will occur within this time period. In the event any charges or expenses are disputed by City, the original invoice shall be returned by City to Contractor for correction and resubmission. Review and payment by City for any invoice provided by the Contractor shall not constitute a waiver of any rights or remedies provided herein or any applicable law.

2.5 Waiver.

Payment to Contractor for work performed pursuant to this Agreement shall not be deemed to waive any defects in work performed by Contractor.

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

ARTICLE 3. PERFORMANCE SCHEDULE

3.1 Time of Essence.

Time is of the essence in the performance of this Agreement.

3.2 Schedule of Performance.

Contractor shall commence the services pursuant to this Agreement upon receipt of a written notice to proceed and shall perform all services within the time period(s) established in the "Schedule of Performance" attached hereto as Exhibit "D" and incorporated herein by this reference. When requested by the Contractor, extensions to the time period(s) specified in the Schedule of Performance may be approved in writing by the Contract Officer but not exceeding one hundred eighty (180) days cumulatively.

3.3 Force Majeure.

The time period(s) specified in the Schedule of Performance for performance of the services rendered pursuant to this Agreement shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the Contractor, including, but not restricted to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, litigation, and/or acts of any governmental agency, including the City, if the Contractor shall within ten (10) days of the commencement of such delay notify the Contract Officer in writing of the causes of the delay. The Contract Officer shall ascertain the facts and the extent of delay, and extend the time for performing the services for the period of the enforced delay when and if in the judgment of the Contract Officer such delay is justified. The Contract Officer's determination shall be final and conclusive upon the Parties to this Agreement. In no event shall Contractor be entitled to recover damages against the City for any delay in the performance of this Agreement, however caused, Contractor's sole remedy being extension of this Agreement pursuant to this Section.

3.4 Term.

Unless earlier terminated in accordance with Article 7 of this Agreement, this Agreement shall continue in full force and effect until completion of the services but not exceeding three (3) years from the date hereof ("Term"), except as otherwise provided in the Schedule of Performance (as shown on Exhibit "D" attached hereto). The City Manager may, at his/her sole discretion, extend the Term for three (3) additional one-year periods (such extension period(s), the "Extended Term").

ARTICLE 4. COORDINATION OF WORK

4.1 Representatives and Personnel of Contractor.

The following principals of Contractor ("Principals") are hereby designated as being the principals and representatives of Contractor authorized to act in its behalf with respect to the work specified herein and make all decisions in connection therewith:

Michael Hutchens, Regional Manager

Steven Teal, Director

It is expressly understood that the experience, knowledge, capability and reputation of the foregoing principals were a substantial inducement for City to enter into this Agreement. Therefore, the foregoing principals

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

shall be responsible during the Term of this Agreement for directing all activities of Contractor and devoting sufficient time to personally supervise the services hereunder. All personnel of Contractor, and any authorized agents, shall at all times be under the exclusive direction and control of the Principals. For purposes of this Agreement, the foregoing Principals may not be replaced nor may their responsibilities be substantially reduced by Contractor without the express written approval of City. Additionally, Contractor shall utilize only competent personnel to perform services pursuant to this Agreement. Contractor shall make every reasonable effort to maintain the stability and continuity of Contractor's staff and subcontractors, if any, assigned to perform the services required under this Agreement. Contractor shall notify City of any changes in Contractor's staff and subcontractors, if any, assigned to perform the services required under this Agreement, prior to and during any such performance.

4.2 Status of Contractor.

Contractor shall have no authority to bind City in any manner, or to incur any obligation, debt or liability of any kind on behalf of or against City, whether by contract or otherwise, unless such authority is expressly conferred under this Agreement or is otherwise expressly conferred in writing by City. Contractor shall not at any time or in any manner represent that Contractor or any of Contractor's officers, employees, or agents are in any manner officials, officers, employees or agents of City. Neither Contractor, nor any of Contractor's officers, employees or agents, shall obtain any rights to retirement, health care or any other benefits which may otherwise accrue to City's employees. Contractor expressly waives any claim Contractor may have to any such rights.

4.3 Contract Officer.

The Contract Officer shall be the Public Works Director, or such person as may be designated by the City Manager. It shall be the Contractor's responsibility to assure that the Contract Officer is kept informed of the progress of the performance of the services and the Contractor shall refer any decisions which must be made by City to the Contract Officer. Unless otherwise specified herein, any approval of City required hereunder shall mean the approval of the Contract Officer. The Contract Officer shall have authority, if specified in writing by the City Manager, to sign all documents on behalf of the City required hereunder to carry out the terms of this Agreement.

4.4 Independent Contractor.

Neither the City nor any of its employees shall have any control over the manner, mode or means by which Contractor, its agents or employees, perform the services required herein, except as otherwise set forth herein. City shall have no voice in the selection, discharge, supervision or control of Contractor's employees, servants, representatives or agents, or in fixing their number, compensation or hours of service. Contractor shall perform all services required herein as an independent contractor of City and shall remain at all times as to City a wholly independent contractor with only such obligations as are consistent with that role. Contractor shall not at any time or in any manner represent that it or any of its agents or employees are agents or employees of City. City shall not in any way or for any purpose become or be deemed to be a partner of Contractor in its business or otherwise or a joint venturer or a member of any joint enterprise with Contractor.

4.5 Prohibition Against Subcontracting or Assignment.

The experience, knowledge, capability and reputation of Contractor, its principals and employees were a substantial inducement for the City to enter into this Agreement. Therefore, Contractor shall not contract with any other entity to perform in whole or in part the services required hereunder without the express written approval of the City. In addition, neither this Agreement nor any interest herein may be transferred, assigned, conveyed, hypothecated or encumbered voluntarily or by operation of law, whether for the benefit of creditors or otherwise, without the prior written approval of City. Transfers restricted hereunder shall include the transfer to any person

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

or group of persons acting in concert of more than twenty five percent (25%) of the present ownership and/or control of Contractor, taking all transfers into account on a cumulative basis. In the event of any such unapproved transfer, including any bankruptcy proceeding, this Agreement shall be void. No approved transfer shall release the Contractor or any surety of Contractor of any liability hereunder without the express consent of City.

ARTICLE 5. INSURANCE AND INDEMNIFICATION

5.1 Insurance Coverages.

Without limiting Contractor's indemnification of City, and prior to commencement of any services under this Agreement, Contractor shall obtain, provide and maintain at its sole cost and expense during the Term of this Agreement, policies of insurance of the type and amounts described below and in a form satisfactory to City.

(a) General Liability Insurance. Contractor shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than $1,000,000 per occurrence, $2,000,000 general aggregate, for bodily injury, personal injury, and property damage, including without limitation, blanket contractual liability. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

(b) Automobile Liability Insurance. Contractor shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Contractor arising out of or in connection with the services to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than $1,000,000 combined single limit for each accident.

(c) Professional Liability (errors & omissions) Insurance. Contractor shall maintain professional liability insurance that covers the services to be performed in connection with this Agreement, in the minimum amount of $1,000,000 per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of this Agreement and Contractor agrees to maintain continuous coverage through a period no less than three (3) years after completion of the services required by this Agreement.

(d) Workers' Compensation Insurance. Contractor shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least $1,000,000).

(e) Subcontractors. Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall include all of the requirements stated herein.

(f) Additional Insurance. Policies of such other insurance, as may be required in the Special Requirements in Exhibit "B".

5.2 General Insurance Requirements.

(a) Proof of Insurance. Contractor shall provide certificates of insurance to City as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by City's Risk Manager prior to commencement of performance. Current certification of insurance shall be kept on file with City at all times during the Term of this Agreement. City reserves the right to require complete, certified copies of all required insurance policies, at any time.

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

(b) Duration of Coverage. Contractor shall procure and maintain for the duration of this Agreement insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the services hereunder by Contractor, its agents, representatives, employees or subcontractors.

(c) Primary/Noncontributing. Coverage provided by Contractor shall be primary and any insurance or self-insurance procured or maintained by City shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of City before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.

(d) City's Rights of Enforcement. In the event any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by City will be promptly reimbursed by Contractor or City will withhold amounts sufficient to pay premium from Contractor payments. In the alternative, City may cancel this Agreement.

(e) Acceptable Insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or that is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VI (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the City's Risk Manager.

(f) Waiver of Subrogation. All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against City, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow Contractor or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Contractor hereby waives its own right of recovery against City, and shall require similar written express waivers and insurance clauses from each of its subcontractors.

(g) Enforcement of Contract Provisions (non-estoppel). Contractor acknowledges and agrees that any actual or alleged failure on the part of the City to inform Contractor of non-compliance with any requirement imposes no additional obligations on the City nor does it waive any rights hereunder.

(h) Requirements not Limiting. Requirements of specific coverage features or limits contained in this section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the Contractor maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

(i) Notice of Cancellation. Contractor agrees to oblige its insurance agent or broker and insurers to provide to City with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

(j) Additional Insured Status. General liability and automobile policies shall provide or be endorsed to provide that City and its officers, officials, employees, and agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies.

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

(k) Prohibition of Undisclosed Coverage Limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to City and approved by the City in writing.

(l) Separation of Insureds. A severability of interests provision must apply for all additional insureds ensuring that Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

(m) Pass Through Clause. Contractor agrees to ensure that its subcontractors, subcontractors, and any other party involved with the services who is brought onto or involved in the services by Contractor, provide the same minimum insurance coverage and endorsements required of Contractor. Contractor agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Contractor agrees that upon request, all agreements with Contractors, subcontractors, and others engaged in the services will be submitted to City for review.

(n) City's Right to Revise Specifications. The City reserves the right at any time during the Term of this Agreement to change the amounts and types of insurance required by giving the Contractor ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the Contractor, the City and Contractor may renegotiate Contractor's compensation.

(o) Deductibles / Self-insured Retentions. Any deductibles and self-insured retentions must be declared to and approved by City. At the option of the City, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions with respect to the City, it officers, officials, employees, agents and volunteers, or the Contractor shall provide a financial guarantee satisfactory to the city guaranteeing payment of losses and related investigations, claims administration and defense expense.

(p) Timely Notice of Claims. Contractor shall give City prompt and timely notice of claims made or suits instituted that arise out of or result from Contractor's performance under this Agreement, and that involve or may involve coverage under any of the required liability policies.

(q) Additional Insurance. Contractor shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the work.

5.3 Indemnification.

To the full extent permitted by law, Contractor agrees to indemnify, defend and hold harmless the City, its officers, employees and agents ("Indemnified Parties") against, and will hold and save them and each of them harmless from, any and all actions, either judicial, administrative, arbitration or regulatory claims, damages to persons or property, losses, costs, penalties, obligations, errors, omissions or liabilities whether actual or threatened (herein "claims or liabilities") that may be asserted or claimed by any person, firm or entity arising out of or in connection with the negligent performance of the work, operations or activities provided herein of Contractor, its officers, employees, agents, subcontractors, or invitees, or any individual or entity for which Contractor is legally liable ("indemnitors"), or arising from Contractor's or indemnitors' reckless or willful misconduct, or arising from Contractor's or indemnitors' negligent performance of or failure to perform any term, provision, covenant or condition of this Agreement, and in connection therewith:

(a) Contractor will defend any action or actions filed in connection with any of said claims or liabilities and will pay all costs and expenses, including legal costs and attorneys' fees incurred in connection therewith;

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

(b) Contractor will promptly pay any judgment rendered against the City, its officers, agents or employees for any such claims or liabilities arising out of or in connection with the negligent performance of or failure to perform such work, operations or activities of Contractor hereunder; and Contractor agrees to save and hold the City, its officers, agents, and employees harmless therefrom;

(c) In the event the City, its officers, agents or employees is made a party to any action or proceeding filed or prosecuted against Contractor for such damages or other claims arising out of or in connection with the negligent performance of or failure to perform the work, operation or activities of Contractor hereunder, Contractor agrees to pay to the City, its officers, agents or employees, any and all costs and expenses incurred by the City, its officers, agents or employees in such action or proceeding, including but not limited to, legal costs and attorneys' fees.

(d) Contractor shall incorporate similar indemnity agreements with its subcontractors and if it fails to do so Contractor shall be fully responsible to indemnify City hereunder therefore, and failure of City to monitor compliance with these provisions shall not be a waiver hereof. This indemnification includes claims or liabilities arising from any negligent or wrongful act, error or omission, or reckless or willful misconduct of Contractor in the performance of professional services hereunder. The provisions of this Section do not apply to claims or liabilities occurring as a result of City's sole negligence or willful acts or omissions, but, to the fullest extent permitted by law, shall apply to claims and liabilities resulting in part from City's negligence, except that design professionals' indemnity hereunder shall be limited to claims and liabilities arising out of the negligence, recklessness or willful misconduct of the design professional. The indemnity obligation shall be binding on successors and assigns of Contractor and shall survive termination of this Agreement.

ARTICLE 6. RECORDS, REPORTS, AND RELEASE OF INFORMATION

6.1 Records.

Contractor shall keep, and require subcontractors to keep, such ledgers, books of accounts, invoices, vouchers, canceled checks, reports, studies or other documents relating to the disbursements charged to City and services performed hereunder (the "books and records"), as shall be necessary to perform the services required by this Agreement and enable the Contract Officer to evaluate the performance of such services. Any and all such documents shall be maintained in accordance with generally accepted accounting principles and shall be complete and detailed. The Contract Officer shall have full and free access to such books and records at all times during normal business hours of City, including the right to inspect, copy, audit and make records and transcripts from such records. Such records shall be maintained for a period of three (3) years following completion of the services hereunder, and the City shall have access to such records in the event any audit is required. In the event of dissolution of Contractor's business, custody of the books and records may be given to City, and access shall be provided by Contractor's successor in interest. Notwithstanding the above, the Contractor shall fully cooperate with the City in providing access to the books and records if a public records request is made and disclosure is required by law including but not limited to the California Public Records Act.

6.2 Reports.

Contractor shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the services required by this Agreement as the Contract Officer shall require. Contractor hereby acknowledges that the City is greatly concerned about the cost of work and services to be performed pursuant to this Agreement. For this reason, Contractor agrees that if Contractor becomes aware of any facts, circumstances, techniques, or events that may or will materially increase or decrease the cost of the work or services contemplated herein or, if Contractor is providing design services, the cost of the project being designed, Contractor shall promptly notify the Contract Officer of said fact, circumstance, technique or event and the estimated increased or

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

decreased cost related thereto and, if Contractor is providing design services, the estimated increased or decreased cost estimate for the project being designed.

6.3 Ownership of Documents.

All drawings, specifications, maps, designs, photographs, studies, surveys, data, notes, computer files, reports, records, documents and other materials (the "documents and materials") prepared by Contractor, its employees, subcontractors and agents in the performance of this Agreement shall be the property of City and shall be delivered to City upon request of the Contract Officer or upon the termination of this Agreement, and Contractor shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights of ownership use, reuse, or assignment of the documents and materials hereunder. Any use, reuse or assignment of such completed documents for other projects and/or use of uncompleted documents without specific written authorization by the Contractor will be at the City's sole risk and without liability to Contractor, and Contractor's guarantee and warranties shall not extend to such use, reuse or assignment. Contractor may retain copies of such documents for its own use. Contractor shall have the right to use the concepts embodied therein. All subcontractors shall provide for assignment to City of any documents or materials prepared by them, and in the event Contractor fails to secure such assignment, Contractor shall indemnify City for all damages resulting therefrom. Moreover, Contractor with respect to any documents and materials that may qualify as "works made for hire" as defined in 17 U.S.C. § 101, such documents and materials are hereby deemed "works made for hire" for the City.

6.4 Confidentiality and Release of Information.

(a) All information gained or work product produced by Contractor in performance of this Agreement shall be considered confidential, unless such information is in the public domain or already known to Contractor. Contractor shall not release or disclose any such information or work product to persons or entities other than City without prior written authorization from the Contract Officer.

(b) Contractor, its officers, employees, agents or subcontractors, shall not, without prior written authorization from the Contract Officer or unless requested by the City Attorney, voluntarily provide documents, declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the work performed under this Agreement. Response to a subpoena or court order shall not be considered "voluntary" provided Contractor gives City notice of such court order or subpoena.

(c) If Contractor, or any officer, employee, agent or subcontractor of Contractor, provides any information or work product in violation of this Agreement, then City shall have the right to reimbursement and indemnity from Contractor for any damages, costs and fees, including attorney's fees, caused by or incurred as a result of Contractor's conduct.

(d) Contractor shall promptly notify City should Contractor, its officers, employees, agents or subcontractors be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the work performed there under. City retains the right, but has no obligation, to represent Contractor or be present at any deposition, hearing or similar proceeding. Contractor agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests provided by Contractor. However, this right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response.

ARTICLE 7. ENFORCEMENT OF AGREEMENT AND TERMINATION

7.1 California Law.

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

This Agreement shall be interpreted, construed and governed both as to validity and to performance of the Parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Los Angeles, State of California, or any other appropriate court in such county, and Contractor covenants and agrees to submit to the personal jurisdiction of such court in the event of such action. In the event of litigation in a U.S. District Court, venue shall lie exclusively in the Central District of California, in the County of Los Angeles, State of California.

7.2 Disputes; Default.

In the event that Contractor is in default under the terms of this Agreement, the City shall not have any obligation or duty to continue compensating Contractor for any work performed after the date of default. Instead, the City may give notice to Contractor of the default and the reasons for the default. The notice shall include the timeframe in which Contractor may cure the default. This timeframe is presumptively thirty (30) days, but may be extended, though not reduced, if circumstances warrant, as determined by the Contract Officer. The cure period may run concurrently with the termination period as provided in Section 7.7, if the option to cure in the alternative to termination. During the period of time that Contractor is in default, the City shall hold all invoices and shall, when the default is cured, proceed with payment on the invoices. In the alternative, the City may, in its sole discretion, elect to pay some or all of the outstanding invoices during the period of default. If Contractor does not cure the default, the City may take necessary steps to terminate this Agreement under this Article. Any failure on the part of the City to give notice of the Contractor's default shall not be deemed to result in a waiver of the City's legal rights or any rights arising out of any provision of this Agreement.

7.3 Retention of Funds.

Contractor hereby authorizes City to deduct from any amount payable to Contractor (whether or not arising out of this Agreement) (i) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate City for any losses, costs, liabilities, or damages suffered by City, and (ii) all amounts for which City may be liable to third parties, by reason of Contractor's acts or omissions in performing or failing to perform Contractor's obligation under this Agreement. In the event that any claim is made by a third party, the amount or validity of which is disputed by Contractor, or any indebtedness shall exist which shall appear to be the basis for a claim of lien, City may withhold from any payment due, without liability for interest because of such withholding, an amount sufficient to cover such claim. The failure of City to exercise such right to deduct or to withhold shall not, however, affect the obligations of the Contractor to insure, indemnify, and protect City as elsewhere provided herein.

7.4 Waiver.

Waiver by any Party to this Agreement of any term, condition, or covenant of this Agreement shall not constitute a waiver of any other term, condition, or covenant. Waiver by any Party of any breach of the provisions of this Agreement shall not constitute a waiver of any other provision or a waiver of any subsequent breach or violation of any provision of this Agreement. Acceptance by City of any work or services by Contractor shall not constitute a waiver of any of the provisions of this Agreement. No delay or omission in the exercise of any right or remedy by a non-defaulting Party on any default shall impair such right or remedy or be construed as a waiver. Any waiver by either Party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

7.5 Rights and Remedies are Cumulative.

Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the Parties are cumulative and the exercise by either Party of one or more of such rights or

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other Party.

7.6 Legal Action.

In addition to any other rights or remedies, either Party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. Notwithstanding any contrary provision herein, Contractor shall file a statutory claim pursuant to Government Code Sections 905 et seq. and 910 et seq., in order to pursue a legal action under this Agreement.

7.7 Termination Prior to Expiration of Term.

This Section shall govern any termination of this Agreement except as specifically provided in the following Section for termination for cause. The City reserves the right to terminate this Agreement at any time, with or without cause, upon thirty (30) days' written notice to Contractor, except that where termination is due to the fault of the Contractor, the period of notice may be such shorter time as may be determined by the Contract Officer. In addition, the Contractor reserves the right to terminate this Agreement at any time, with or without cause, upon sixty (60) days' written notice to City, except that where termination is due to the fault of the City, the period of notice may be such shorter time as the Contractor may determine. Upon receipt of any notice of termination, Contractor shall immediately cease all services hereunder except such as may be specifically approved by the Contract Officer. Except where the Contractor has initiated termination, the Contractor shall be entitled to compensation for all services rendered prior to the effective date of the notice of termination and for any services authorized by the Contract Officer thereafter in accordance with the Schedule of Compensation or such as may be approved by the Contract Officer, except as provided in Section 7.3. In the event the Contractor has initiated termination, the Contractor shall be entitled to compensation only for the reasonable value of the work product actually produced hereunder. In the event of termination without cause pursuant to this Section, the terminating party need not provide the non-terminating party with the opportunity to cure pursuant to Section 7.2.

7.8 Termination for Default of Contractor.

If termination is due to the failure of the Contractor to fulfill its obligations under this Agreement, City may, after compliance with the provisions of Section 7.2, take over the work and prosecute the same to completion by contract or otherwise, and the Contractor shall be liable to the extent that the total cost for completion of the services required hereunder exceeds the compensation herein stipulated (provided that the City shall use reasonable efforts to mitigate such damages), and City may withhold any payments to the Contractor for the purpose of set-off or partial payment of the amounts owed the City as previously stated.

7.9 Attorneys' Fees.

If either Party to this Agreement is required to initiate or defend or made a party to any action or proceeding in any way connected with this Agreement, the prevailing party in such action or proceeding, in addition to any other relief which may be granted, whether legal or equitable, shall be entitled to reasonable attorneys' fees. Attorneys' fees shall include attorneys' fees on any appeal, and in addition a Party entitled to attorneys' fees shall be entitled to all other reasonable costs for investigating such action, taking depositions and discovery and all other necessary costs the court allows which are incurred in such litigation. All such fees shall be deemed to have accrued on commencement of such action and shall be enforceable whether or not such action is prosecuted to judgment.

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

ARTICLE 8. CITY OFFICERS AND EMPLOYEES: NON-DISCRIMINATION

8.1 Non-liability of City Officers and Employees.

No officer or employee of the City shall be personally liable to the Contractor, or any successor in interest, in the event of any default or breach by the City or for any amount which may become due to the Contractor or to its successor, or for breach of any obligation of the terms of this Agreement.

8.2 Conflict of Interest.

Contractor covenants that neither it, nor any officer or principal of its firm, has or shall acquire any interest, directly or indirectly, which would conflict in any manner with the interests of City or which would in any way hinder Contractor's performance of services under this Agreement. Contractor further covenants that in the performance of this Agreement, no person having any such interest shall be employed by it as an officer, employee, agent or subcontractor without the express written consent of the Contract Officer. Contractor agrees to at all times avoid conflicts of interest or the appearance of any conflicts of interest with the interests of City in the performance of this Agreement.

No officer or employee of the City shall have any financial interest, direct or indirect, in this Agreement nor shall any such officer or employee participate in any decision relating to this Agreement which affects her/his financial interest or the financial interest of any corporation, partnership or association in which (s)he is, directly or indirectly, interested, in violation of any State statute or regulation. The Contractor warrants that it has not paid or given and will not pay or give any third party any money or other consideration for obtaining this Agreement.

8.3 Covenant Against Discrimination.

Contractor covenants that, by and for itself, its heirs, executors, assigns, and all persons claiming under or through them, that there shall be no discrimination against or segregation of, any person or group of persons on account of race, color, creed, religion, sex, gender, sexual orientation, marital status, national origin, ancestry or other protected class in the performance of this Agreement. Contractor shall take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race, color, creed, religion, sex, gender, sexual orientation, marital status, national origin, ancestry or other protected class.

8.4 Unauthorized Aliens.

Contractor hereby promises and agrees to comply with all of the provisions of the Federal Immigration and Nationality Act, 8 U.S.C. § 1101 *et seq.*, as amended, and in connection therewith, shall not employ unauthorized aliens as defined therein. Should Contractor so employ such unauthorized aliens for the performance of work and/or services covered by this Agreement, and should any liability or sanctions be imposed against City for such use of unauthorized aliens, Contractor hereby agrees to and shall reimburse City for the cost of all such liabilities or sanctions imposed, together with any and all costs, including attorneys' fees, incurred by City.

ARTICLE 9. MISCELLANEOUS PROVISIONS

9.1 Notices.

Any notice, demand, request, document, consent, approval, or communication either Party desires or is required to give to the other Party or any other person shall be in writing and either served personally or sent by prepaid, first-class mail, in the case of the City, to the City Manager and to the attention of the Contract Officer (with her/his name and City title), City of Glendora, 116 E. Foothill Blvd., Glendora, California 91741-3380, and in the case of the Contractor, to the person(s) at the address designated on the execution page of this Agreement.

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

Either Party may change its address by notifying the other Party of the change of address in writing. Notice shall be deemed communicated at the time personally delivered or in seventy-two (72) hours from the time of mailing if mailed as provided in this Section.

9.2 Interpretation.

The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either Party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply.

9.3 Counterparts.

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, and such counterparts shall constitute one and the same instrument. Each of the parties intend to be bound by the signatures on any telecopied, .pdf or other electronically delivered document, and are aware that the other party will rely on the telecopied, .pdf or other electronically delivered signatures, and hereby waive any defenses to the enforcement of the terms of this Agreement based on the form of signature.

9.4 Integration; Amendment.

This Agreement including the attachments hereto is the entire, complete and exclusive expression of the understanding of the Parties. It is understood that there are no oral agreements between the Parties hereto affecting this Agreement and this Agreement supersedes and cancels any and all previous negotiations, arrangements, agreements and understandings, if any, between the Parties, and none shall be used to interpret this Agreement. No amendment to or modification of this Agreement shall be valid unless made in writing and approved by the Contractor and by the City Council. The Parties agree that this requirement for written modifications cannot be waived and that any attempted waiver shall be void.

9.5 Severability.

In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this Agreement shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the Parties hereunder unless the invalid provision is so material that its invalidity deprives either Party of the basic benefit of their bargain or renders this Agreement meaningless.

9.6 Warranty & Representation of Non-Collusion.

No official, officer, or employee of City has any financial interest, direct or indirect, in this Agreement, nor shall any official, officer, or employee of City participate in any decision relating to this Agreement which may affect his/her financial interest or the financial interest of any corporation, partnership, or association in which (s)he is directly or indirectly interested, or in violation of any corporation, partnership, or association in which (s)he is directly or indirectly interested, or in violation of any State or municipal statute or regulation. The determination of "financial interest" shall be consistent with State law and shall not include interests found to be "remote" or "noninterests" pursuant to Government Code Sections 1091 or 1091.5. Contractor warrants and represents that it has not paid or given, and will not pay or give, to any third party including, but not limited to, any City official, officer, or employee, any money, consideration, or other thing of value as a result or consequence of obtaining or being awarded any agreement. Contractor further warrants and represents that (s)he/it has not engaged in any act(s), omission(s), or other conduct or collusion that would result in the payment of any money, consideration, or other thing of value to any third party including, but not limited to, any City official, officer, or

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

employee, as a result of consequence of obtaining or being awarded any agreement. Contractor is aware of and understands that any such act(s), omission(s) or other conduct resulting in such payment of money, consideration, or other thing of value will render this Agreement void and of no force or effect.

Contractor's Authorized Initials Initial MH

Michael Hutchens, Regional Director

9.7 Authority.

The persons executing this Agreement on behalf of the Parties hereto warrant that (i) such Party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said Party, (iii) by so executing this Agreement, such Party is formally bound to the provisions of this Agreement, and (iv) that entering into this Agreement does not violate any provision of any other agreement to which said Party is bound. This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the Parties.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date and year first-above written.

CITY:
CITY OF GLENDORA, a municipal corporation

Adam Raymond
City Manager

APPROVED AS TO FORM:
ALESHIRE & WYNDER, LLP

DocuSigned by:
Danny Aleshire
0D5924B756ED4A5...
Danny Aleshire
City Attorney

CERTIFY AVAILABILITY OF FUNDS:

DocuSigned by:
Kyle Johnson
CAGE701662584A4...
Kyle Johnson
Finance Director/City Treasurer

ATTEST:

Kathleen R. Sessman
City Clerk/Communications Director

CONTRACTOR:
YUNEX, LLC, a Delaware limited liability company

Signed by:
Michael Hutchens
698011BF4F7E42F...
Name: Michael Hutchens
Title: Regional Manager
Email Address: Michael.hutchens@yunextraffic.com
May 25, 2025 | 10:29 AM PDT

Signed by:
Manuel Guio
5E00F180507E41E...
Name: Manuel Guio
Title: Director of Finance, Solutions & Services
Email Address: manuel.guio@yunextraffic.com
May 27, 2025 | 11:33 AM PDT

Address: 9225 Bee Cave Road, B201, Austin, TX 78733

Two corporate officer signatures required when Contractor is a corporation, with one signature required from each of the following groups: 1) Chairman of the Board, President or any Vice President; and 2) Secretary, any Assistant Secretary, Chief Financial Officer or any Assistant Treasurer.

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

EXHIBIT "A"

SCOPE OF SERVICES

I. Contractor will perform the following services:

A. See Exhibit "A-1" (Scope of Services for Traffic Signal Maintenance), attached hereto.

B. See Exhibit "A-2" (Location Schedule), attached hereto, for the signalized intersections to be maintained under this Agreement. Locations may be added or deleted during the Term or any Extended Term of this Agreement with the approval of the Contract Officer.

II. All work product is subject to review and acceptance by the City, and must be revised by the Contractor without additional charge to the City until found satisfactory and accepted by City.

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

EXHIBIT "B"

SPECIAL REQUIREMENTS

(Superseding Contract Boilerplate)

Added text is indicated in ***bold italics***, deleted text is indicated in ~~strikethrough~~.

I. Section 1.7, Care of Work shall be modified as follows:

The Contractor shall adopt ***commercially*** reasonable methods during the life of this Agreement to furnish continuous protection to the work, and the equipment, materials, papers, documents, plans, studies and/or other components thereof to prevent losses or damages, and shall be responsible for all such damages, to persons or property, until ~~acceptance~~ ***completion*** of the work by ~~City~~ ***Contractor*** , except such losses or damages as may be caused by City's own negligence.

II. Section 2.4, Invoices shall be modified as follows:

City shall independently review each invoice submitted by the Contractor to determine whether the work performed and expenses incurred are in compliance with the provisions of this Agreement. Except as to any charges for work performed or expenses incurred by Contractor which are disputed by City, or as provided in Section 7.3, City will use its best efforts to cause Contractor to be paid within ~~forty-five~~ ***thirty*** ~~(45)~~ ***(30)*** days of receipt of Contractor's correct and undisputed invoice; however, Contractor acknowledges and agrees that due to City warrant run procedures, the City cannot guarantee that payment will occur within this time period. In the event any charges or expenses are disputed by City, the original invoice shall be returned by City to Contractor for correction and resubmission. Review and payment by City for any invoice provided by the Contractor shall not constitute a waiver of any rights or remedies provided herein or any applicable law.

III. Section 5.3 Indemnification shall be modified as follows:

To the full extent permitted by law, Contractor agrees to indemnify, defend and hold harmless the City, its officers, employees and agents ("Indemnified Parties") against, and will hold and save them and each of them harmless from, any and all actions, either judicial, administrative, arbitration or regulatory claims, damages to persons or property, losses, costs, penalties, obligations, errors, omissions or liabilities whether actual or threatened (herein "claims or liabilities") that may be asserted or claimed by any person, firm or entity ***to the extent*** arising out of or in connection with the negligent performance of the work, operations or activities provided herein of Contractor, its officers, employees, agents, subcontractors, or invitees, or any individual or entity for which Contractor is legally liable ("indemnitors"), or arising from Contractor's or indemnitors' reckless or willful misconduct, or arising from Contractor's or indemnitors' negligent performance of or failure to perform any term, provision, covenant or condition of this Agreement, and in connection therewith:

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

IV. Section 5.3(d) shall be modified as follows:

(d) Contractor shall incorporate similar indemnity agreements with its subcontractors and if it fails to do so Contractor shall be fully responsible to indemnify City hereunder therefore, and failure of City to monitor compliance with these provisions shall not be a waiver hereof. This indemnification includes claims or liabilities arising from any negligent or wrongful act, error or omission, or reckless or willful misconduct of Contractor in the performance of professional services hereunder. The provisions of this Section do not apply to claims or liabilities ***to the extent*** occurring as a result of City's ~~sole~~ negligence or willful acts or omissions, ~~but, to the fullest extent permitted by law, shall apply to claims and liabilities resulting in part from City's negligence, except that design professionals' indemnity hereunder shall be limited to claims and liabilities arising out of the negligence, recklessness or willful misconduct of the design professional~~. The indemnity obligation shall be binding on successors and assigns of Contractor and shall survive termination of this Agreement.

A new Section 9.8 shall be added to the Agreement as follows:

"9.10 Limitations of Liability.

NOTWITHSTANDING ANY PROVISION IN THIS AGREEMENT TO THE CONTRARY, IN NO EVENT SHALL CONTRACTOR BE LIABLE FOR ANY SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES WHATSOEVER, REGARDLESS OF WHETHER SUCH POTENTIAL DAMAGES ARE FORESEEABLE OR IF CONTRACTOR HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES."

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

EXHIBIT "C"

SCHEDULE OF COMPENSATION

I. Contractor shall perform the tasks described in Exhibit "A-1" for the lump sum, unit prices, and hourly rates listed in Exhibit "C-1" attached hereto.

II. Commencing on July 1, 2026, the lump sum, unit prices, and hourly rates listed in Exhibit "C-1" may be adjusted annually during the Term or any Extended Term of this Agreement in an amount not exceeding the twelve-month percentage change (up or down) of the Consumer Price Index for All Urban Consumers (CPI-U). February shall be the base month to be used for calculating the annual adjustments. Price adjustments shall correlate with the CPI-U Series titled "All items in Los Angeles-Long Beach-Anaheim, CA, all urban consumers, not seasonally adjusted," as published by the Bureau of Labor Statistics, in the Department of Labor. These reports are accessible at the following website: https://www.bls.gov/cpi/data.htm

When requesting a price increase over and above the annual Contract Sum, the Contractor shall submit a justification in writing to the Contract Officer detailing the reasons for the price adjustment request and demonstrating the calculable change in CPI-U that supports a price adjustment to the annual Contract Sum. The request for an annual price adjustment shall be made no later than sixty days prior to the annual renewal date of this Agreement during the Term or any Extended Term. The requested adjustment for a price increase may not exceed the percentage change of the CPI-U for the twelve-month period prior to the February preceding the adjustment. The City reserves the exclusive right to accept or reject any request for a price adjustment. Price adjustments may be effective only upon written approval by the City's Contract Officer or the City Manager and may not be applied retroactively.

III. Within the budgeted amounts for each Task, and with the approval of the Contract Officer, funds may be shifted from one Task subbudget to another so long as the Contract Sum is not exceeded per Section 2.1, unless Additional Services are approved per Section 1.9.

IV. The City will compensate Contractor for the services performed upon submission of a valid invoice. Each invoice is to include:

a. See Exhibit "A-1, Section 1.16 for invoice requirements.

V. The total compensation for the services shall not exceed the Contract Sum as provided in Section 2.1 of this Agreement, except as provided in Part II of this Exhibit.

VI. The Contractor's billing rates for all personnel are attached as Exhibit "C-1".

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

EXHIBIT "D"

SCHEDULE OF PERFORMANCE

I. Contractor shall perform all services timely in accordance with the following schedule:

Consultant shall perform all services set forth in Exhibit "A" attached hereto as and when specified in Exhibit "A_1" or otherwise as required by the Contract Officer.

See Exhibit "D-1" attached hereto for tasks that shall be provided .

II. Contractor shall deliver the following tangible work products to the City by the following dates.

A. Maintenance and repairs shall be completed within the timeframes outlined in the Scope of Work and Appendices.

III. The Contract Officer may approve extensions for performance of the services in accordance with Section 3.2.

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

EXHIBIT "D-1"

SCHEDULE

Contractor shall perform the following services annually during the Term or any Extended Term as follows:

January
PM Inspection + Preemption Testing and Inventory Check

February
PM Inspection

March
PM Inspection

April
PM Inspection + UPS Testing

May
PM Inspection + Conflict Monitor Testing + CMU/MMU Inventory Check

June
PM Inspection

July
PM Inspection + Preemption Testing

August
PM Inspection + Camera Cleaning

September
PM Inspection

October
PM Inspection + UPS Testing and UPS Equipment Inventory Check

November
PM Inspection + ArcGIS Inventory and Status Check

December
PM Inspection

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

Exhibit A-1
Traffic Signal Maintenance
Scope of Services

1. SCOPE OF SERVICES

The Contractor shall furnish all tools, vehicles, equipment, apparatus, facilities, labor, services, training, and materials to perform all work necessary to maintain all traffic signal facilities in a good workmanlike manner in accordance with these specifications. The bid prices for both the routine and extraordinary maintenance shall apply to all types of traffic signal controllers, safety lighting, illuminated street name signs (ISNS), streetlights, accessories, traffic signal communication systems equipment including but not limited to fiber optic cable systems, wireless antenna systems, signal interconnect cable systems, and systems as may exist in the City now or that may be installed during the life of the contract. Traffic signal and lighting systems as follows, but not limited to: Econolite Controllers, Video Detection Units (VDS), Uninterrupted Power Supply Systems (UPS), Conflict Monitor Units (CMU) / Malfunction Management Unit (MMU).

1.1. TRAFFIC SIGNAL INFRASTRUCTURE LOCATIONS

See Exhibit A-2.

1.2. SUPERVISION AND STAFF

The Contractor and their staff shall have skills, expertise, and experience in all aspects of traffic signal and lighting maintenance. The Contractor shall assign a Field Supervisor Technician with a current **International Municipal Signal Association (IMSA) Traffic Signal Senior Field Technician Level III and Traffic Signal Inspector Certification, and National Electrical Code (NEC) Certification.** Account Manager and designated Office Coordinator shall have a current **IMSA Traffic Signal Tech Level I Certification.** The Field Supervisor and Account Manager and/or designated Office Coordinator shall be available Monday through Friday, during regular working hours and after-hours, for the duration of the contract. Additional personnel designated to perform work on safety lighting and ISNS shall have an **IMSA Roadway Lighting Technician Level II Certification.** Crane operators shall have a **Valid Class A California Commercial Driver's License and National Commission for the Crane Operators (NCCCO) Certified Crane Operator Certification with Service Truck Crane (STC) and Telescope Boom-Fixed Cab (TSS) and Boom Truck-Fixed Cab Operator endorsements.** The Contractor shall also have an in-house specialist with **IMSA Traffic Signal Senior Bench Tech Level III** to support field Technicians with in- depth cabinet troubleshooting or logic controller programming. **The Contractor shall submit employee certifications assigned to contract to the City with before work commences.** The Contractor's representative shall be fluent in the English language and possess adequate skills to communicate both verbally and in writing with the Public Works Director or designee.

1.3. WORK ATTIRE

All contract employees and/or subcontractors shall wear the appropriate work attire and personal protective equipment (PPE) i.e. shirts, pants, steel-toed or composite electrical hazard work boots, hardhats, safety vests, safety glasses, earplugs, work gloves, and any other related PPE.

1.4. WORKING HOURS

Regular working hours are the City's normal business hours, from 7:00 a.m. to 6:00 p.m., Monday through Friday, unless otherwise authorized by the City. Holiday hours are recognized City holidays only. After hours are all hours excluding regular hours and recognized City holidays. The Contractor shall maintain a local or toll-free telephone number where the Contractor can be reached twenty-four hours (24) per day, seven

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

(7) days per week, three hundred and sixty-five (365) days per year and be capable of dispatching work crews to effectively address and respond both routine and emergency service requests, including weekends and holidays. All work shall be scheduled at the convenience of the City as not to interfere with normal operations.

1.5. COMMUNICATION

The Contract Administrator shall be available by office and cellular telephone. The Contract Field Supervisor shall always carry the cellular telephone on their person during the workday for communication with the Public Works Director on an as-needed basis.

1.6. ONLINE GIS DATABASES

The City of Glendora is currently managing and maintaining all traffic signal and lighting assets in an online GIS platform. This is an effort to make the asset database available to all traffic staff, and to make asset management more efficient. The Contractor shall be able to update and maintain all of the City's traffic signal and lighting inventory and/or work database maps on the GIS platform and/or any future work order management systems. The City will work with the Contractor and train their staff on using the field mobile app and/or future work order systems for updating the assets inventory.

1.7. TRAINING

No compensation will be made by the City for any required or requested training made by the City of Glendora for contract employees to attend.

1.8. CONTRACTOR REQUIREMENTS

1. The Contractor will provide their field staff with smartphones or tablets capable of running the City's current Esri ArcGIS mobile app.
2. Each mobile device will have a wireless data plan.
3. Users will update in real-time the specified work performed/observed and all associated attributes of the traffic signal and lighting assets, as needed, for accurate inventory and maintenance.
4. Access and update inventory, testing/work performed as requested on the City's traffic signal and lighting inventory and/or work database maps on the City's ArcGIS app or web-based software.
5. The ArcGIS online system and database is secured and accessed only by authorized users. User credentials are not to be shared unless authorized by the City or the Contractor will be charged the hours to obtain or replace the associated missing data.
6. Preferred devices are iPhone, iPad (must be running iOS 13.5 or later software).
7. Acceptable devices are running Android based (must be running 8.0 (Oreo or later software; with Processor ARMv7 or later; OpenGL ES 2.0 support, and Google Play services 11.6.0 or later must be installed on the device).

1.9. EQUIPMENT

Contractor shall have available and readily accessible all required tools, equipment, apparatus, facilities, traffic control, skilled labor services, and materials, etc. to perform all work necessary to maintain in good working order all traffic signal facilities, safety lighting, ISNS, and other traffic control devices overseen by the City's Traffic Signal Maintenance Department at the locations defined in this Scope of Work. All work

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

performed, or equipment, parts, or materials supplied shall be subject to the inspection and approval of the City and must comply with the City's Engineering specifications.

If the City is out of spare equipment, the Contractor shall provide and be equipped with spare parts sufficient to place the signal system back in operation for ordinary trouble calls, including sensing devices for induction loop detectors. The Contractor shall have on-hand at least one (1) spare Econolite System Controller (ASC/2S 2100), (ASC/3 2100), Cobalt, and (1) conflict monitor **for every twenty-five (25) intersections.** The Contractor shall also have on-hand at least one, (1) Type R or Type P Controller Cabinet **for every fifty (50) intersections.** All City equipment deemed repairable is brought back to the City Corporate Yard unless otherwise authorized.

No permanent or temporary change of controller mechanisms shall be done without prior approval of the City except in the event of a warranted emergency and a change is necessary. The Contractor shall notify the City by telephone (voice or text) immediately. In addition, the City requires that any equipment replaced is done so with City stock or approved Contractor spare equipment. Any equipment removed or replaced shall be recorded in ArcGIS and on any associated documents or inventory databases in addition to notification by text or email.

The Contractor shall have available adequate, skilled personnel with an IMSA Traffic Signal Senior Level III Bench Tech, and proper laboratory testing facilities to perform cabinet testing upon request. In addition to a designated IMSA Traffic Signal Level III Senior Field Tech who is currently certified through ATSI to perform the annual inspection of CMU / MMU with an ATSI PCMT-8000 or latest generation conflict monitor unit tester. The ATSI equipment shall be calibrated annually by ATSI and proof provided with the annual testing report. All testing shall conform to the current NEMA Specifications. A copy of laboratory reports showing testing of traffic control equipment shall be submitted to the City upon completion, or annually for CMU / MMU testing.

1.10. Equipment Additions and Deletions to the System

The Contractor shall maintain additional traffic signals and appurtenant devices as they are installed or become part of the maintenance requirements immediately upon written notification by the Public Works Director or designee. Such additional signals shall be maintained at the same unit price as stipulated in the Contract Agreement. In the event maintenance of a new signal commences at other than the beginning of the monthly period, the unit rate for routine preventative maintenance services shall be prorated from the date maintenance commences.

The prices for both the routine and extraordinary maintenance shall apply to all types of signal controllers, accessories, and systems as may exist in the City now or that may be installed during the life of the contract.

The City may, at its sole discretion, add or eliminate signals from this contract. The Contractor shall be notified of such additions or deletions in writing. Such added or deleted signals shall increase or decrease the invoice at the same unit price as specified in the Contract Agreement. If maintenance of a new signal commences or ceases at other than the beginning of the monthly period, the unit rate for routine preventative maintenance services shall be prorated from the date the Contractor was notified.

1.11. Request for Service Outside of Normal Hours

The Contractor should expect service requests outside of the Contractor's normal working hours. These service requests may be given by telephone, text message, email, written correspondence, or other means

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

for reporting signal related problems, damages, and emergencies. The Contractor shall maintain a local or toll-free telephone number where the Contractor can be reached twenty-four (24) hours per day, seven (7) days per week, and three hundred and sixty-five (365) days per year, in order to effectively address and respond to both routine and emergency service requests. The telephone number is to be made available to the Public Works Director or designee and the City of Glendora Public Works Services Department. All requests shall be addressed by an appropriate timely response as outlined in this Scope of Work

1.12. Response Criteria for Emergency and Routine Services

Requests deemed to be **"Emergencies"** by the City shall be responded to immediately with all possible haste, arriving at the signal location within **one (1) hour** of first notification. **Routine requests** shall be responded to within **twenty-four (24) hours** of first notification unless the City agrees upon other arrangements.

The following events shall establish an emergency condition and the following action shall be taken:

1. Events: Failure or malfunction of the traffic signal system, or interruption of normal signal operations to create a public safety concern. This may be caused by damage from vehicle collisions or accidents, acts of nature, civil disorder, malicious mischief, vandalism, or actions of other contractors or utility companies.
2. Actions: Under these conditions, the Contractor shall immediately restore the traffic signal to normal operations. If that is not possible due to the extent of damage, sufficient repairs shall be made to enable the intersection to operate safely.

For emergency repair purposes, the Contractor's vehicle shall have immediately available the following equipment: portable stop signs to be installed if required, barricades, cones, replacement signal heads, pedestrian heads, 1-A signal pole, load switches, controller, and other related equipment and tools which may be required to repair said damage.

All vehicle and pedestrian indications reported as being inoperable shall be responded to as emergencies. Any appurtenant traffic signal equipment such as traffic signal heads, street names signs or other regulatory signs, warning or guide signs affixed to mast arms or poles, reported to be knocked down, dangling, or otherwise creating a public safety concern shall be immediately repaired or removed as an emergency to eliminate the unsafe condition. Any equipment removed shall be scheduled for replacement as agreed upon with Public Works Director or designee.

For the emergency repair of a traffic signal, which is completely blacked-out, the Contractor shall first check the uninterrupted power supply and batteries. If the batteries have failed, temporarily borrow batteries from a nearby traffic signal and install them at the blacked-out traffic signal in order to place the traffic signal in 4-way flash until SCE power is restored. If the Contractor is unable to place the traffic signal in 4-way flash, they shall notify the Public Works Director or designee immediately to make arrangements to replace additional equipment that has failed. If unforeseen catastrophic electrical damage occurs a plan will be formulated with the Public Works Director or designee to deploy City or Contractor supplied stop signs until 4-way flash can be reached.

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

Exhibit A-1
Traffic Signal Maintenance
Scope of Services

1.13. NOTIFICATION

The Contractor shall notify the Public Works Director or designee of substitution, or removal of any controller or component, or alteration to the operation of any signal system. In addition to a notation in the ArcGIS, Traffic Signal Management Map notification via voice or text shall be made to the originator of the call.

The Contractor shall call and email to confirm 72 hours in advance, in addition to the morning of any scheduled extraordinary maintenance that is directed to take place during that day. The Contractor shall notify the Public Works Director or designee of the proposed maintenance specifying the type of maintenance, location, and the approximate time of the day. If work is commenced without obtaining approval from the City, payment will not be made until City staff can inspect the work.

For emergency callouts during normal business and after hours, the Contractor shall thoroughly examine and inspect all equipment at the location for any physical damage or malfunctions. Observations and repairs shall be noted on cabinet log, and associated ArcGIS traffic signal database maps in addition to notification via voice or text to the originator of the call.

All correspondence for billing and operations shall be addressed to designated email recipients. Hard copy requests for documents, contracts, reports, will be mailed or delivered to the Public Works Services Department, City of Glendora, 116 E. Foothill Blvd., Glendora, CA 91741.

1.14. RECORDS

The Contractor shall keep a current, permanent operational record of all work performed at the intersection, including, but not limited to, the Traffic Signal Maintenance Punch List, routine maintenance, service calls, extraordinary maintenance, and relamping, of every piece of traffic control or safety equipment that the Contractor is required to maintain by this contract. These records shall be kept at each maintained location on a form approved by the City. A copy of such record shall be provided within two (2) working days upon request to the Public Works Director or designee. The form shall include, at a minimum, the date, time, description of the devices including all models, parts and serial numbers, the narrative of deficiencies encountered, and a detail of any and all corrective actions(s) taken. Entries shall be made legibly in indelible ink and shall be **initialed by the technician** making the entry. Failure to comply will be cause for refusal of payment.

1.15. MONTHLY MAINTENANCE REPORT

The Contractor shall develop a monthly summary report in cooperation with the City to be submitted with the monthly invoice. This monthly summary report shall itemize all activities relating to traffic signal and safety lighting maintenance for each maintained location. The summary report shall list the maintenance history of the entire reporting period for each traffic signal location and any deficiencies found including arrival and departure times, dates and addresses of the repairs, service personnel dispatched, types of repairs made, and all materials and equipment used for each day worked. A chronological report of all maintenance activities throughout the month is not sufficient. **The summary reports shall be submitted to the City within ten (10) calendar days following the end of the month of the reporting period.**

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

Exhibit A-1
Traffic Signal Maintenance
Scope of Services

1.16. Contract Invoices

The Contractor shall prepare a single monthly invoice for **routine maintenance billing** that shows the date, time, and location of every routine maintenance check. **Invoices shall be submitted to City within ten calendar (10) days following the end of the month of the reporting period. Invoices and summary reports for the reporting period ending on June 30th shall be submitted to City by August 10th. Any further invoices after this date for the previous fiscal year (July 1st to June 30th of the subsequent calendar year) will be denied.**

The Contractor shall prepare a general monthly accumulative invoice for all **extraordinary and routine maintenance billings that are less than $500 per intersection.**

The Contractor shall prepare a separate individual invoice for each location when an **extraordinary or routine maintenance billings are more than $500 per intersection.**

The Contractor shall submit a monthly invoice and summary report for both routine and extraordinary maintenance billing to the City on bond paper and in electronic files using the MS Excel spreadsheet format. Invoices will not be paid until invoices and summary reports have been reviewed and verified.

The following information shall be legible and at a minimum, is required for each traffic signal, flashing crosswalk, signalized crosswalk, and flashing school beacon location:

- Location by intersection and identification of a specific corner or direction of traffic, when applicable.
- Date and time the call was received and the first and last name of the caller or self-initiated.
- Date and time the Contractor's personnel and equipment arrived at the scene.
- The date and time the job was completed.
- Nature of the malfunction, if any, and a description of the action taken by the technician. List the first and last name of the Technician responding to call.
- Contractor notation of routine, extraordinary, or additional work (including emergency work).
- Accident report number from the Police Department for all accident-related work.

All records are the property of the City and at the termination of this contract shall be delivered to the City.

1.17. Salvaged or Damaged Equipment Ownership

Ownership of all materials existing and incorporated in the work is vested in the name of the City of Glendora. Salvaged or damaged equipment shall be the Contractor’s responsibility for the proper disposal and recycling of such material. Unless otherwise directed by the Public Works Director or designee.

1.18. Traffic Signal Turn-On and Turn-Off

The Contractor shall notify the Public Works Director or designee, at least **seventy-two (72) hours** in advance of any scheduled turn-on/turn-off necessitated by the Contractor's operations. The Contractor shall not make said turn-off or turn-on until permitted to proceed by the Public Works Director or designee. The Contractor shall obtain the appropriate lane closure permit if required and provide the appropriate traffic control as per the WATCH handbook and California Manual of Uniform Traffic Control Devices (CA MUTCD) as approved by the City of Glendora Engineering Department.

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

Exhibit A-1
Traffic Signal Maintenance
Scope of Services

1.19. Warranty Service

The Contractor shall guarantee the work against defective material or workmanship for a period of one (1) year from date of completion of the work. Damage due to traffic accidents, acts of nature, and service power surges including those from sabotage and/or vandalism are exempt from the guarantee.

When defective material and/or workmanship are discovered which require repairs to be made under this warranty, all such work shall be done by the Contractor at its own expense within five (5) calendar days after written notice of such defects has been given to Contractor by the City. Should the Contractor fail to repair such defective material or workmanship within five (5) calendar days thereafter, the City may cause the necessary repairs to be made and charge the Contractor with the actual cost of all labor and materials required. In emergencies demanding immediate attention, if the Contractor is unable to respond, the City shall have the right to repair the defect and charge the Contractor with the actual cost of all labor and material required. Any repair work performed as herein specified shall be done under the provisions of the original contract specifications.

During the warranty period, the Contractor is expected to coordinate warranty repairs with the appropriate manufacturer or installing contractor.

The Contractor shall notify the City of any undue delays by the manufacturer or installing contractor in responding to warranty requests and provide a detailed summary of the nature and reason for said warranty requests.

1.20. Traffic Control

The Contractor shall obtain an annual encroachment permit (no fee). The Contractor shall conduct their work in such a manner as to minimize the disruption of traffic flow. The Contractor shall not obstruct or restrict any portion of the roadway until traffic controls have been set up per the WATCH handbook and California Manual of Uniform Traffic Control Devices (CA MUTCD). All traffic control methods shall conform to the latest edition of the WATCH handbook and CA MUTCD and this Scope of Work. Not more than one intersecting street shall be closed at any one time without the prior approval of the Public Works Director or designee. Traffic stoppages shall be limited to time periods approved by the City.

Maintenance operations shall be conducted in such a manner as to cause as little inconvenience as possible to adjacent property owners. Convenient access to driveways, houses, and buildings along the line of work shall be maintained and temporary approaches to crossings or intersecting highways shall be provided and kept in good condition. No material or equipment shall be stored where it will interfere with the free and safe passage of public traffic. At the end of each day's work and at other times when maintenance operations are suspended for any reason, the Contractor shall remove all equipment and other obstructions from the portion of the roadway and open it for use by public traffic.

The Contractor shall furnish all flagmen, barricades, barriers, lights, signs, and any other device which may be necessary for adequate and safe traffic control.

The Contractor shall provide protection for any excavation three (3) feet or more in-depth or any other excavation which by its nature may be considered unsafe by either covering or erecting a five (5) foot chain link or woven wire fence. Such protection shall be always provided when an employee of the Contractor attends the excavation.

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

Exhibit A-1
Traffic Signal Maintenance
Scope of Services

Pedestrian traffic shall be always maintained in a safe manner. Pedestrian and emergency vehicular access shall be maintained to all residences, businesses, and manufacturing establishments around the work area.

All spillage and any excess dirt or debris caused by hauling operations or moving equipment along or across any private or public property or public traveled way shall be removed immediately at the Contractor's expense.

The Contractor shall always provide unobstructed access to all fire hydrants except as otherwise provided, in writing, by the Traffic Engineer.

Failure to provide adequate safety devices, as directed by the Traffic Engineer, will cause the City to install safety devices as needed and the cost will be assessed to the Contractor at the City's actual cost. The City shall be entitled to offset any costs incurred against the Contractor's invoice.

All costs for traffic control shall be included in the various items of work, and no additional compensation will be allowed.

1.21. Equipment and Materials

Attention is directed to Section 6-1.05, "Trade Name and Substitution", of the 2018 Caltrans Standard Specifications. The City reserves the exclusive right to determine if proposed alternative equipment shall be acceptable.

Before the start of work, the Contractor shall provide the City with a statement from the vendors. Said statements shall state the date that any equipment ordered is shipped. The City shall not be liable for any delay to performance before the delivery of these required submittals.

1.22. DAMAGE

Adjacent improvements such as street pavement, curbs, sidewalks, sprinklers, driveways, and gutters damaged because of the Contractor's operation shall be repaired promptly to the satisfaction of the Public Works Director or designee at the Contractor's expense.

1.23. Sound and Noise Control

The Contractor shall comply with all local sound control and noise level rules, regulations, and ordinances, which apply to any work performed pursuant to the contract.

1.24. Night Inspections

The Contractor shall perform **monthly** nighttime inspections of all intersection safety lighting and ISNS for proper operation at signalized intersections.

A written record (can be Excel spreadsheet or other methods such as ArcGIS data implementation as approved by the Public Works Director or designee) shall be submitted to the Public Works Director or designee of each safety light and ISNS outage. This written record shall be received by the Public Works Director or designee within 5 working days after the survey. Before repairs are started the City will need to review and approve work to be completed.

The Contractor shall carry photocells, fuses, drivers, and properly sized LED’s when troubleshooting safety lights per the City specifications.

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

Exhibit A-1
Traffic Signal Maintenance
Scope of Services

Unless otherwise directed by the City, all safety lights shall consist of Eaton-Cooper fixtures with wattages and brand type replaced or repaired with the same found at the intersection, this is also noted on the associated City ArcGIS Map. All information on repairs shall be updated to the ISNS/Safety Lights Management or ISNS/Safety Light Outage Maps.

Unless otherwise directed by the City, all ISNS fluorescent bulbs found to be burned out shall be replaced with Prince-Certified LED tubes with internal drivers. Contractor shall keep adequate stock in anticipation of monthly repairs. All repairs made to Southern Manufacturing ISNS repairs shall be made with OEM Southern Manufacturing equipment. All information on repairs shall be updated to the ISNS/Safety Lights Management or ISNS/Safety Light Outage Maps.

Costs incurred in night inspections for safety lighting shall be included in the unit price for routine maintenance. **All safety light outages shall be repaired within five (5) working days of approval to repair. All ISNS shall be repaired within fifteen (15) working days of approval to repair.** The replacement of defective parts will be extraordinary maintenance. All extraordinary maintenance required shall be per the Contractor's agreement for extraordinary maintenance or per written quote, as directed by the Public Works Director or designee.

1.25. Meetings

The Contractor will be required to attend and participate in monthly meetings with City staff. These meetings will be held to discuss contract provisions, problems, and/or issues and ensure that the work is proceeding as per the contract documents. These meetings will be called by the Public Works Director or designee. The Contractor shall have at least one (1) Field Supervisor, one (1) Administrative Staff Member, and one (1) Traffic Signal Technician attend the monthly meetings. **Full compensation for attending these meetings shall be considered as included in various items of work and no additional compensation shall be allowed.**

1.26. Estimate of Quantities

The quantities shown in the contract agreement shall be considered as approximate only. The Public Works Director or designee does not guarantee or agree, either expressly or by implication that the actual amounts required would correspond therewith. He reserves the right to increase or decrease the amount of any item or portion of work or material to be performed or furnished, or to omit any such item or portion, in accordance with the provisions relative thereto outlined in this Scope of Work.

1.27. Routine Maintenance

The Contractor shall provide a program of routine maintenance designed to eliminate or reduce the incidents of malfunction and extend the useful life of the equipment. All equipment and labor required to complete Routine Maintenance shall be included as part of the cost of the Routine Maintenance cost and no additional compensation shall be given to complete the tasks outlined in this section. The routine maintenance program, the cost of which is specified in the contract unit price for traffic signals and other items of work listed under "Routine Maintenance," shall include but is not limited to the following:

1.27.1. Routine Maintenance of All Traffic Signals and Signalized Crosswalks Once a Month

Inspection and service at each signalized intersection **once a month**, not less than 20 days or more than 40 days apart. The Contractor shall provide the labor, equipment, and material to perform this **complete** list of services, on a monthly basis:

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

Exhibit A-1
Traffic Signal Maintenance
Scope of Services

- **Air Filter -** Clean or replace the air filter element in all controller cabinets so equipped at least once every **six (6) months** and shall note in the monthly report any filter replacement. Wash or replace all air filter elements in all cabinets so equipped within **three (3) months** after the execution of this contract, and so note in the monthly report the date the filter elements are cleaned or replaced. Replace the air filters at least once every (6) months.

- **Controller Cabinet and A/C Service Cabinet -** Remove any posters, signs, and/or graffiti, etc. from the controller and service cabinet exteriors. Check the interior and exterior of the controller and service cabinets for signs of deterioration to the cabinet's surface. Clean the traffic signal cabinets thoroughly on the inside including all components and remove any foreign materials monthly. Clean the A/C service cabinet during October UPS, inventory, and service meter audit.

- **Controller Cabinet Fan and Thermostats -** Verify that the controller and exterior cabinet fans operate properly with minimal noise. Verify all cabinet fan thermostats are set to eighty-five (85) degrees Fahrenheit and operational.

- **Controller Cabinet Grounding -** Using a megger, check the resistance between the AC and Ground in the controller cabinet.

- **Controller Cabinet Vents -** Check the vents in both the controller cabinet door and above the door, and at the top of the cabinet to ensure that they are free of any foreign material.

- **CMU / MMU Testing -** Verify that the time clock and date are correct in any CMU and MMU at all traffic signal cabinets. **Yearly testing** of all CMU and MMU equipment shall be completed with the use of an automated testing device that is calibrated yearly and tested by a Technician that is certified by the manufacture as defined by NEMA TS1, NEMA TS2, FHWA/Caltrans System 170 Standards. For example, ATSI PCMT 8000. The test results shall be printed on a report that is to be always maintained in the signal cabinet. An electronic copy shall be sent to the City within thirty (30) days from the final location tested via USB. The printed report containing the test results shall, at a minimum, include the following information: report header with the type of monitor tested and date tested; agency identification including manufacturer, model and serial number; related test information including the operator, test site, and intersection location; and monitor verification with a description of the type of tests performed and conditions found (i.e., failure or non-failure). Note testing in monthly routine maintenance log and also in the appropriate sections of the Traffic Signal Management ArcGIS Map, along with current status and equipment information. In addition to the above, a summary report of failed units shall be provided in a spiral binder. Any monitors that fail testing are to be replaced immediately. See Exhibit “D-1” for inventory schedule.

- **Connectors -** Check all connectors (includes any connections on the main panel, interface panels, and under detector racks) to ensure they are secure and free of corrosion. Note in monthly routine maintenance log.

- **Controller Cabinet Mounting -** Check the snugness of the nuts on the controller cabinet anchor bolts and tighten if necessary being sure not to distort the cabinet door opening by over-tightening.

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

Exhibit A-1
Traffic Signal Maintenance
Scope of Services

- **Controller Cabinet and A/C Service Foundation Seal -** Check the seal between the bottom of the cabinet and the foundation for deterioration. If standing water or evidence of water is present inside the bottom of the controller cabinet, reseal as necessary, and ensure there is a weep hole at the lowest point to allow any moisture in the cabinet to seep out.
- **Controller Operation -** Manually place vehicle and pedestrian calls on each phase through the controller cabinet test switches or the controller keyboard to verify controller servicing of each active phase. Maintain an accurate chronograph and set all real-time clocks to the National Bureau of Standards (WWV) time. When and where necessary, adjust clocks to Daylight Savings Time on following monthly inspection visit.
- **Detector Operation -** Check detector units and systems including, but not limited to, inductive loops, pedestrian pushbuttons, and video for the correct detection of both vehicles and pedestrians by observing the turn-on of the appropriate detection indicator as a vehicle passes over or through the detector loop(s)/zone; and adjust or repair said equipment as necessary to restore the system to its intended operation. Notify the City immediately of any video detection failures. If the video detection failure is determined to be unsafe, place in recall until contact is made with the City, and approval to proceed with repairs outside of warranty is given. Note any information from responding calls, repairs, tests, or observations in monthly maintenance and cabinet log, in addition to appropriate sections of the Traffic Signal Management ArcGIS Map.
- **Detection Setup -** Verify that the detector loop cables are correctly identified, connected to the correct vehicle detector field interface terminals and that the correct detector indicates a call. Verify that a call is placed on the correct controller detector input and that the input places a call on the correct controller phase.
- **Door Gasket -** Check all door gaskets on the controller cabinet, service cabinet, and any other enclosures for evidence of moisture or deterioration. Completely replace any gaskets showing signs of leaking or deterioration with City supply. Notify Public Works Director or designee when stock is low.
- **Door Panel Harness -** Check the harness leading from the door panel to the auxiliary panels on the cabinet door to ensure they are not being pinched and do not bind against the cabinet door. Adjust if necessary.
- **Equipment Displays and Indicators -** Verify that all LED, LCDs, and indications (controller, CMU, load switches, flasher, etc.) are working properly.
- **Flash -** Verify the operation of the flashers. Verify with a stopwatch that the flash rate is between 50 to 60 pulses per minute and that the "ON/OFF" state for each flash circuit is equal.
- **Ground Fault Receptacle -** Verify the proper operation of "Test" and "Reset" buttons on GFCI type outlets.
- **Hinges and Locks -** Check for free movement of all doors, latching assemblies, and locks on the controller cabinet, service cabinet, and any other enclosures. Use a minimum of oil or spray lubricant and remove any excess.
- **Insect Infestation -** Check for any signs of ants, wasps or other insects within the cabinet and take the necessary steps for extermination.

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

Exhibit A-1
Traffic Signal Maintenance
Scope of Services

- **Interconnect -** Observe communication equipment within the cabinet and notify Public Works Director or designee of any suspected failures.
- **Inventory -** Once a year all equipment and status information found in the Traffic Signal Management ArcGIS map shall be verified against existing information and updated as needed. See Exhibit "D-1" for Inventory schedule.
- **Interior Light -** Verify the proper operation of the controller cabinet's interior fluorescent or LED light, starter, and/or ballast.
- **Intersection Timing -** Compare controller phase timing against the signed City Engineer timing sheet, check any discrepancies against intersection log, and notify Public Works Director or designee of any deviations. Update the status of the timing sheet in the appropriate section on the Traffic Signal Management ArcGIS map.
- **Intersection Records -** Ensure that all intersection "As-Built" plans, cabinet wiring diagrams, necessary equipment operations manuals, controller data timing sheets, and logbook are corrected and inside the cabinet. Contact Public Works Director or designee to obtain any missing items.
- **Maintenance Log -** The Maintenance Log shall be updated with a summary of any visit during the routine maintenance that month. Note any information from responding calls, repairs, tests, or observations in appropriate sections of the Traffic Signal Management ArcGIS Map.
- **Plug-in Components -** Check that each plug-in component (rack mount detectors, relays, load switches, flasher, etc.) fits tightly and securely in its socket.
- **Preemption Devices -** During routine maintenance, check Railroad preemption devices if applicable to ensure the system is on and operational. Complete testing of preemption devices as per guidelines outlined by the City every other quarter and alternate with UPS testing. Note any information from responding calls, repairs, tests, or observations in appropriate sections of the Traffic Signal Management ArcGIS Map. See Exhibit "D-1" for the preventative maintenance/testing schedule.
- **Service Connections -** Verify that the neutral, ground, and power connections are secure in the controller, tighten all connectors, and service cabinet at least once every **six (6) months.** Note in monthly routine maintenance log.
- **Switches -** Verify the correct operation of each position, including "OFF", of all switches. Repeatedly work all test and stop time switches to keep the switch contacts clean.
- **System Telemetry -** Check operation of telemetry at Field Master and local controller locations.
- **Terminal Connections -** Using the correct size insulated screwdriver, test each terminal screw backing off slightly then retightening to confirm that it is secure at least once every **six (6) months,** Note in monthly routine maintenance log.
- **Uninterrupted Power Supply Testing -** During routine maintenance, check the UPS to ensure the system is on and operational. Complete testing of the UPS as per guidelines outlined by the City every other Quarter and alternate with EVP testing. Note any information from responding calls, repairs, tests, or observations in appropriate sections of the Traffic Signal

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

Management ArcGIS Map. See Exhibit "D-1" for the preventative maintenance/testing schedule and Exhibit "E" for the testing procedures.

- **Vacuum Cabinet -** Blow or brush off shelves, terminal blocks, and components and thoroughly vacuum the interior of the controller cabinet including the police panel. Also, blow out or vacuum the vent openings above the controller cabinet door. All service meter pedestals are to be completed during the first UPS testing of each year.

- **Intersection Walk-Around -** Walk all the approaches of the intersection and visually inspect all signal poles, mast arms, signal heads, and indications, traffic control signs, pedestrian signals, illuminated street name signs, loop sealants, pull box covers, and any other devices, and verify the correct placement and/or operation. Any inoperable vehicle or pedestrian indications, safety lights, or illuminated sign lamps shall be replaced under extraordinary maintenance; illuminated signs damaged beyond repair shall be reported to the Public Works Director or designee and replaced under extraordinary maintenance. All vehicle and pedestrian indication heads found to be out of alignment shall be properly aligned, in addition all back plates found to be damaged are to be repaired. Missing signs shall be replaced under extraordinary maintenance, cracked or damaged loops sealants shall be resealed. All other equipment found missing or damaged shall be replaced or repaired. Remove any posters, signs, and/or graffiti, etc. from any poles and or regulatory signs at the intersection.

- **Pedestrian Signals and Push Buttons -** The Contractor shall maintain all pedestrian signal heads and push buttons in working order, and the cost incurred shall be included in the unit price for routine preventative maintenance per intersection. The replacement of defective parts will be extraordinary maintenance. New parts shall conform to the current State of California Standard Specifications. Except as noted otherwise, new pedestrian signals shall be Clamshell mounted Type A housings with LED sections by GE Lighting Solution, Model PS7-CFF1-VLA Countdown Pedestrian Module. Pedestrian push button assemblies shall be Polara Bulldog BDL3-G.

- **Loop Detectors -** The Contractor shall verify the condition of the loops in the roadway and take necessary preventative measures to ensure the longevity of the loop. This includes the splicing (or re-splicing) of detector loops and/or replacement of loop sealant. Cutting and installing new loops is considered extra work and will require prior approval by the City before work is commenced. The failure of a loop due to lack of sealant maintenance is not considered extra work and will be repaired at the Contractor's expense. Note any information from responding calls, repairs, tests, or observations in appropriate sections of the Traffic Signal Management ArcGIS Map.

- **Video Detectors (Where Present) -** The Contractor shall verify that video detection camera lenses are clean and the system operable. The Contractor shall clean and polish all video detection camera lenses once every **twelve (12)** months, or as directed by the Public Works Director or designee on an individual basis. See Exhibit "D-1" for the cleaning schedule. At that time, all signal heads, mast arm mounted street name signs, and optically programmed signal heads shall be realigned as necessary.

  Refer to Exhibit A-1 for the list of intersections with current video detection. Note this list expands throughout the year and additional intersections will be added periodically. The Traffic Signal Management Map does contain the most up to date information of the current type of detection and

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

status. It is the Contractors responsibility to obtain the updated list prior to commencing of annual cleaning. At the intersections with EVP IR-Detectors, the lens will be cleaned at the same time as the camera lens.

- **Signs -** Traffic signs shall be cleaned and adjusted as routine maintenance. The Contractor shall repair or replace any damaged or missing traffic signs or pedestrian push button plates affixed to any signal mast arm or pole under extraordinary maintenance. Any faded signs in need of replacement shall be reported to the Public Works Director or designee.

- **Traffic Signal Controller Assembly -** The Contractor shall replace, repair, or otherwise render in good working order any defective traffic signal controller assemblies with like make and model assemblies as necessary to ensure the safe operation of said signal equipment. Solid-state equipment shall be maintained according to the manufacturer's specifications.

- **At completion of Preventative Maintenance Check -** Before leaving intersection during any routine or extraordinary maintenance, verify that all detector test switches are in the "normal" position and that the stop time switch is in the "auto" or "normal" position. Record all information complete with (first and last name, time, date, nature of work, etc.) in the cabinet logbook. Immediately correct all safety deficiencies found during routine inspections and schedule nonemergency work with City staff unless preapproved under proactive guidelines. Any call outs or returns related to switches of any device or equipment accidently being left in the off, constant, or non-operable positions will be cause for non-payment of the monthly preventative maintenance and/or call out. In addition to the possible cost of City staff response time.

- **Communications Maintenance -** The Contractor shall include the communication maintenance personnel's qualifications in the bid. The City will notify the Contractor if, in the City's sole opinion, personnel proposed for any communication maintenance are not qualified to work on these systems. Within thirty (30) days after City makes the determination, the Contractor shall hire qualified subcontractor(s) specialized in communication equipment troubleshooting and repair to handle both routine and extraordinary maintenance without any additional compensation from the City.

- **Communication Maintenance Equipment -** The Contractor shall equip the Communication Maintenance Technician with a laptop/portable computer loaded with Aries, Iteris, and Centracs manufacturer's diagnostic and programming software, a portable video monitor with video input, and other accessory equipment to do both routine maintenance and extraordinary maintenance. The Contractor shall submit a list of equipment that will be used for troubleshooting and maintaining the communications equipment to the City within thirty (30) calendar days after the contract has been awarded.

- **Cabinet Record Files -** The Contractor shall organize the cabinet record files as directed by the Public Works Director or designee:

    - Timing Sheet
    - Conflict Monitor Test Results
    - Cabinet Test Results
    - Routine Maintenance
    - Extraordinary Maintenance

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

- Extraordinary Condition - Items of damaged report not readily repaired. All records must be legibly written or printed.
- Cabinet Print
- Traffic Signal Plan
- Manuals

All record files aforementioned shall be present in the cabinet record files. Any missing files shall be reported to the designated Public Works Director or designee.

Perform routine maintenance of flashing yellow beacons per month where shared with same service pedestal to ensure proper operations and all works necessary to maintain the system functioning properly.

1.27.2. ROUTINE MAINTENANCE OF FLASHING CROSSWALKS ONCE A MONTH

Inspection and service at each flashing crosswalk **once a month**, not less than 20 days or more than 40 days apart. The Contractor shall provide the labor, equipment, and material to perform this **complete** list of services, on a monthly basis:

- **Air Filter -** Clean or replace the air filter element in all equipment enclosures so equipped at least once every **six (6) months** and shall note in the monthly report any filter replacement. Wash or replace all air filter elements in all cabinets so equipped within **three (3) months** after the execution of this contract, and so note in the monthly report the date the filter elements are cleaned or replaced. Replace the air filters at least once every (6) months.
- **Equipment Enclosures and A/C Service Cabinet -** Remove any posters, signs, and/or graffiti, etc. from the controller and service cabinet exteriors. Check the interior and exterior of the controller and service cabinets for signs of deterioration to the cabinet's surface. Clean the traffic signal cabinets thoroughly on the inside including all components and remove any foreign materials monthly. Clean the A/C service cabinet during October UPS, inventory, and service meter audit.
- **Equipment Enclosure Fan and Thermostats -**Verify that the controller and exterior cabinet fans operate properly with minimal noise. Verify all cabinet fan thermostats are set to eighty-five (85) degrees Fahrenheit and operational.
- **Equipment Enclosure Vents -** Check the vents in both the controller cabinet door and above the door, and at the top of the cabinet to ensure that they are free of any foreign material.
- **Connectors -** Check all connectors to ensure they are secure and free of corrosion. Note in monthly routine maintenance log.
- **Equipment Enclosure Mounting -** Check the snugness of the nuts or bolts utilized to secure.
- **Equipment Enclosure and A/C Service Foundation Seal -** Check all seals associated and used with mounting for sealing the enclosure that there is no deterioration. If standing water or evidence of water is present inside the bottom of the controller cabinet, reseal as necessary, and ensure there is a weep hole at the lowest point to allow any moisture in the cabinet to seep out.

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

Exhibit A-1
Traffic Signal Maintenance
Scope of Services

- **Flasher Control Operation -** Maintain an accurate chronograph and set all real-time clocks to the National Bureau of Standards (WWV) time. When and where necessary, adjust clocks to Daylight Savings Time on following monthly inspection visit.
- **Detector Operation -** Check detector units and systems including, but not limited to pedestrian pushbuttons for the correct detection of pedestrians by observing actuation and operation. Note any information from responding calls, repairs, tests, or observations in monthly maintenance and cabinet log, in addition to appropriate sections of the Traffic Signal Management ArcGIS Map.
- **Door Gasket -** Check all door gaskets on the equipment enclosure, service cabinet, and any other enclosures for evidence of moisture or deterioration. Completely replace any gaskets showing signs of leaking or deterioration with City supply. Notify Public Works Director or designee when stock is low.
- **Equipment Displays and Indicators -** Verify that all LED, LCDs, and indications (on any controller, load switches, flasher, etc.) are working properly.
- **Flash -** Verify the operation of the flashers. Verify with a stopwatch that the flash rate is between 50 to 60 pulses per minute and that the "ON/OFF" state for each flash circuit is equal.
- **Ground Fault Receptacle -** Verify the proper operation of "Test" and "Reset" buttons on GFCI type outlets.
- **Hinges and Locks -** Check for free movement of all doors, latching assemblies, and locks on the equipment enclosures, service cabinet, and any other enclosure. Use a minimum of oil or spray lubricant and remove any excess.
- **Insect Infestation -** Check for any signs of ants, wasps or other insects within the cabinet and take the necessary steps for extermination.
- **Interconnect -** Observe communication equipment within the cabinet and notify Public Works Director or designee of any suspected failures.
- **Inventory -** Once a year all equipment and status information found in the Traffic Signal Management ArcGIS map shall be verified against existing information and updated as needed. See Exhibit “D-1” for the schedule.
- **Crosswalk Timing -** Compare timing against the signed City Engineer timing sheet, check any discrepancies against the intersection log, and notify Public Works Director or designee of any deviations. Update the status of the timing sheet in the appropriate section on the Traffic Signal Management ArcGIS map.
- **Intersection Records -** Ensure that all intersection "As-Built" plans, enclosure wiring diagrams, necessary equipment operations manuals, controller data timing sheets, and logbook are corrected and inside the enclosure. Contact Public Works Director or designee to obtain any missing items.

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

Exhibit A-1
Traffic Signal Maintenance
Scope of Services

- **Maintenance Log -** The Maintenance Log shall be updated with a summary of any visit during the routine maintenance that month. Note any information from responding calls, repairs, tests, or observations in appropriate sections of the Traffic Signal Management ArcGIS Map.
- **Plug-in Components -** Check that each plug-in component (detectors, relays, load switches, flashers, etc.) fits tightly and securely in its socket.
- **Service Connections -** Verify that the neutral, ground, and power connections are secure within the enclosure, tighten all connectors, and service cabinet at least once every **six (6) months.** Note in monthly routine maintenance log.
- **Solar Panel -** Where applicable, visually check solar panel for any damage and orientated to south facing aspect. Clean the solar panel during the VDS camera cleaning schedule noted on Exhibit "D-1". Check batteries via meter during the UPS testing procedure months and note on cabinet logbook and also ArcGIS. See Exhibit "D-1" for the UPS testing schedule.
- **Terminal Connections -** Using the correct size insulated screwdriver, test each terminal screw backing off slightly then retightening to confirm that it is secure at least once every **six (6) months,** Note in monthly routine maintenance log.
- **Vacuum Cabinet -** Blow or brush off inside the enclosure, terminal blocks, and components and thoroughly vacuum the interior. Also, blow out or vacuum the vent openings above the door. All service meter pedestals are to be completed during the first UPS testing of each year.
- **Crosswalk Walk-Around -** Walk all the approaches of the crosswalk and visually inspect all poles, mast arms, signal heads, and indications, traffic control signs, pedestrian signals, illuminated street name signs, pull box covers, and any other devices, and verify the correct placement and/or operation. Any inoperable vehicle or pedestrian indications, safety lights, or illuminated sign lamps shall be replaced under extraordinary maintenance; illuminated signs damaged beyond repair shall be reported to a Public Works Director or designee and replaced under extraordinary maintenance. All vehicle and pedestrian indication heads found to be out of alignment shall be properly aligned, in addition all back plates found to be damaged are to be repaired. Missing signs shall be replaced under extraordinary maintenance, cracked or damaged loops sealants shall be resealed. All other equipment found missing or damaged shall be replaced or repaired. Remove any posters, signs, and/or graffiti, etc. from any poles and or regulatory signs at the intersection.
- **Pedestrian Signals and Push Buttons -** The Contractor shall maintain all pedestrian signal heads and push buttons in working order, and the cost incurred shall be included in the unit price for routine preventative maintenance per intersection. The replacement of defective parts will be extraordinary maintenance. Except as noted otherwise, new pedestrian signals shall be Clamshell mounted Type A housings with LED sections by GE Lighting Solution, Model PS7-CFF1-VLA Countdown Pedestrian Module. Pedestrian push button assemblies shall be Polara Bulldog BDL3-G.
- **Signs -** Traffic signs shall be cleaned and adjusted as routine maintenance. The Contractor shall repair or replace any damaged or missing traffic signs or pedestrian push button plates affixed to any signal mast arm or pole under extraordinary maintenance. Any faded signs in need of replacement shall be reported to the Public Works Director or designee.

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

- **Controller Assembly -** The Contractor shall replace, repair, or otherwise render in good working order any defective controller devices with like make and model assemblies as necessary to ensure the safe operation of said signal equipment. Solid-state equipment shall be maintained according to the manufacturer's specifications.
- **At completion of Preventative Maintenance Check -** Before leaving intersection during any routine or extraordinary maintenance, verify that all detector test switches are in the "normal" position. Record all information complete with (name, time, date, nature of work, etc.) in the cabinet logbook. Immediately correct all safety deficiencies found during routine inspections and schedule nonemergency work with City staff unless preapproved under proactive guidelines. Any call outs or returns related to switches of any device or equipment accidently being left in the off, constant, or non-operable positions will be cause for non-payment of the monthly preventative maintenance and/or call out. In addition to the possible cost of City staff response time.
- **Cabinet Record Files -** The Contractor shall organize the cabinet record files as directed by the Public Works Director or designee:
    - Timing Sheet
    - Cabinet Test Results
    - Routine Maintenance
    - Extraordinary Maintenance
    - Extraordinary Condition - Items of damaged report not readily repaired. All records must be legibly written or printed.
    - Cabinet Print
    - Traffic Signal Plan
    - Manuals

All record files aforementioned shall be present in the cabinet record files. Any missing files shall be reported to the designated Public Works Director or designee.

1.27.3. ROUTINE MAINTENANCE OF FLASHING BEACON AND SCHOOL FLASHING BEACON SYSTEMS ONCE A MONTH

Inspection and service at each flashing beacon **once a month**, not less than 20 days or more than 40 days apart. The Contractor shall provide the labor, equipment, and material to perform this **complete** list of services, on a monthly basis:

- **Air Filter -** Clean or replace the air filter element in all equipment enclosures so equipped at least once every **six (6) months** and shall note in the monthly report any filter replacement. Wash or replace all air filter elements in all cabinets so equipped within **three (3) months** after the execution of this contract, and so note in the monthly report the date the filter elements are cleaned or replaced. Replace the air filters at least once every (6) months.
- **Equipment Enclosures and A/C Service Cabinet -** Remove any posters, signs, and/or graffiti, etc. from the controller and service cabinet exteriors. Check the interior and exterior of the controller and service cabinets for signs of deterioration to the cabinet's surface. Clean the traffic signal cabinets thoroughly on the inside including all components and remove any foreign materials monthly. Clean the A/C service cabinet during October UPS, inventory, and service meter audit.

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

Exhibit A-1
Traffic Signal Maintenance
Scope of Services

- **Equipment Enclosure Fan and Thermostats -** Verify that the controller and exterior cabinet fans operate properly with minimal noise. Verify all cabinet fan thermostats are set to eighty-five (85) degrees Fahrenheit and operational.
- **Equipment Enclosure Vents -** Check the vents in both the controller cabinet door and above the door, and at the top of the cabinet to ensure that they are free of any foreign material.
- **Connectors -** Check all connectors to ensure they are secure and free of corrosion. Note in monthly routine maintenance log.
- **Equipment Enclosure Mounting -** Check the snugness of the nuts or bolts utilized to secure.
- **Equipment Enclosure and A/C Service Foundation Seal -** Check all seals associated and used with mounting for sealing the enclosure that there is no deterioration. If standing water or evidence of water is present inside the bottom of the controller cabinet, reseal as necessary, and ensure there is a weep hole at the lowest point to allow any moisture in the cabinet to seep out.
- **Flasher Control Operation -** Maintain an accurate chronograph and set all real-time clocks to the National Bureau of Standards (WWV) time. When and where necessary, adjust clocks to Daylight Savings Time on following monthly inspection visit.
- **Detector Operation -** Check detector units and systems including, but not limited to pedestrian pushbuttons for the correct detection of pedestrians by observing actuation and operation. Note any information from responding calls, repairs, tests or observations in monthly maintenance and cabinet log, in addition to appropriate sections of the Traffic Signal Management ArcGIS Map.
- **Door Gasket -** Check all door gaskets on the equipment enclosure, service cabinet, and any other enclosures for evidence of moisture or deterioration. Completely replace any gaskets showing signs of leaking or deterioration with City supply. Notify Public Works Director or designee when stock is low.
- **Equipment Displays and Indicators -** Verify that all LED, LCDs, and indications (on any controller, load switches, flasher, etc.) are working properly.
- **Flash -** Verify the operation of the flashers. Verify with a stopwatch that the flash rate is between 50 to 60 pulses per minute and that the "ON/OFF" state for each flash circuit is equal.
- **Ground Fault Receptacle -** Verify the proper operation of "Test" and "Reset" buttons on GFCI type outlets.
- **Hinges and Locks -** Check for free movement of all doors, latching assemblies, and locks on the equipment enclosures, service cabinet, and any other enclosure. Use a minimum of oil or spray lubricant and remove any excess.
- **Insect Infestation -** Check for any signs of ants, wasps or other insects within the cabinet and take the necessary steps for extermination.
- **Interconnect -** Observe communication equipment within the cabinet and notify Public Works Director or designee of any suspected failures.

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

Exhibit A-1
Traffic Signal Maintenance
Scope of Services

- **Inventory -** Once a year all equipment and status information found in the Traffic Signal Management ArcGIS map shall be verified against existing information and updated as needed. See Exhibit "D-1" for the schedule.
- **Crosswalk Timing -** Compare timing against the signed City Engineer timing sheet, check any discrepancies against the intersection log, and notify Public Works Director or designee of any deviations. Update the status of the timing sheet in the appropriate section on the Traffic Signal Management ArcGIS map.
- **Intersection Records -** Ensure that all intersection "As-Built" plans, enclosure wiring diagrams, necessary equipment operations manuals, controller data timing sheets, and logbook are corrected and inside the enclosure. Contact Public Works Director or designee to obtain any missing items.
- **Maintenance Log -** The Maintenance Log shall be updated with a summary of any visit during the routine maintenance that month. Note any information from responding calls, repairs, tests, or observations in appropriate sections of the Traffic Signal Management ArcGIS Map.
- **Plug-in Components -** Check that each plug-in component (detectors, relays, load switches, flashers, etc.) fits tightly and securely in its socket.
- **Service Connections -** Verify that the neutral, ground, and power connections are secure within the enclosure, tighten all connectors, and service cabinet at least once every **six (6) months.** Note in monthly routine maintenance log.
- **Solar Panel -** Where applicable, visually check solar panel for any damage and orientated to south facing aspect. Clean the solar panel during the VDS camera cleaning schedule noted on Exhibit "D-1". Check batteries via meter during the UPS testing procedure months and note on cabinet logbook and also ArcGIS. See Exhibit "D-1" for the UPS testing schedule.
- **Terminal Connections -** Using the correct size insulated screwdriver, test each terminal screw backing off slightly then retightening to confirm that it is secure at least once every **six (6) months,** Note in monthly routine maintenance log.
- **Vacuum Cabinet -** Blow or brush off inside the enclosure, terminal blocks, and components and thoroughly vacuum the interior. Also, blow out or vacuum the vent openings above the door. All service meter pedestals are to be completed during the first UPS testing of each year.
- **Crosswalk Walk-Around -** Walk all the approaches of the crosswalk and visually inspect all poles, mast arms, signal heads, and indications, traffic control signs, pedestrian signals, illuminated street name signs, pull box covers, and any other devices, and verify the correct placement and/or operation. Any inoperable vehicle or pedestrian indications, safety lights, or illuminated sign lamps shall be replaced under extraordinary maintenance; illuminated signs damaged beyond repair shall be reported to the Public Works Director or designee and replaced under extraordinary maintenance. All vehicle and pedestrian indication heads found to be out of alignment shall be properly aligned, in addition all back plates found to be damaged are to be repaired. Missing signs shall be replaced under extraordinary maintenance, cracked or damaged loops sealants shall be resealed. All other equipment found missing or

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

damaged shall be replaced or repaired. Remove any posters, signs, and/or graffiti, etc. from any poles and or regulatory signs at the intersection.

- **Pedestrian Signals and Push Buttons -** The Contractor shall maintain all pedestrian signal heads and push buttons in working order, and the cost incurred shall be included in the unit price for routine preventative maintenance per intersection. The replacement of defective parts will be extraordinary maintenance. Except as noted otherwise, new pedestrian signals shall be Clamshell mounted Type A housings with LED sections by GE Lighting Solution, Model PS7-CFF1-VLA Countdown Pedestrian Module. Pedestrian push button assemblies shall be Polara Bulldog BDL3-G.
- **Signs -**Traffic signs shall be cleaned and adjusted as routine maintenance. The Contractor shall repair or replace any damaged or missing traffic signs or pedestrian push button plates affixed to any signal mast arm or pole under extraordinary maintenance. Any faded signs in need of replacement shall be reported to the Public Works Director or designee.
- **Controller Assembly -** The Contractor shall replace, repair, or otherwise render in good working order any defective controller devices with like make and model assemblies as necessary to ensure the safe operation of said signal equipment. Solid-state equipment shall be maintained according to the manufacturer's specifications.
- **At completion of Preventative Maintenance Check -** Before leaving intersection during any routine or extraordinary maintenance, verify that all detector test switches are in the "normal" position. Record all information complete with (name, time, date, nature of work, etc.) in the cabinet logbook. Immediately correct all safety deficiencies found during routine inspections and schedule nonemergency work with City staff unless preapproved under proactive guidelines. Any call outs or returns related to switches of any device or equipment accidently being left in the off, constant, or non-operable positions will be cause for non-payment of the monthly preventative maintenance and/or call out. In addition to the possible cost of City staff response time.
- **Cabinet Record Files -** The Contractor shall organize the cabinet record files as directed by the Public Works Director or designee:
    - Timing Sheet
    - Cabinet Test Results
    - Routine Maintenance
    - Extraordinary Maintenance
    - Extraordinary Condition - Items of damaged report not readily repaired. All records must be legibly written or printed.
    - Cabinet Print
    - Manuals

All record files aforementioned shall be present in the cabinet record files. Any missing files shall be reported to the designated Public Works Director or designee.

1.27.4. Routine Maintenance of Fortel Traffic Calming Signs

- **Air Filter -** Clean or replace the air filter element in all equipment enclosures so equipped at least once every **six (6) months** and shall note in the monthly report any filter replacement. Wash or replace all air filter elements in all cabinets so equipped within **three (3) months** after

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

the execution of this contract, and so note in the monthly report the date the filter elements are cleaned or replaced. Replace the air filters at least once every (6) months.

- **Equipment Enclosures -** Remove any posters, signs, and/or graffiti, etc. from the enclosures. Check the interior and exterior of the enclosures for signs of deterioration to the cabinet's surface. Clean the face of the sign and thoroughly on the inside including all components and remove any foreign materials monthly.
- **Equipment Enclosure Fan and Thermostats -** Verify that any fans operate properly with minimal noise. Verify fan thermostats are set to eighty-five (85) degrees Fahrenheit and operational where applicable.
- **Equipment Enclosure Vents -** Check the vents are free of any foreign material.
- **Connectors -** Check all connectors to ensure they are secure and free of corrosion. Note in monthly routine maintenance log.
- **Equipment Enclosure Mounting -** Check the snugness of the nuts or bolts utilized to secure.
- **Equipment -** Enclosure Check all seals associated and used with mounting for sealing the enclosure that there is no deterioration. If standing water or evidence of water is present inside the bottom of the controller cabinet, reseal as necessary, and ensure there is a weep hole at the lowest point to allow any moisture in the cabinet to seep out.
- **Radar Detector Operation -** Verify automobiles are being detected by radar detector. Note any information from responding calls, repairs, tests, or observations in monthly maintenance and cabinet log, in addition to appropriate sections of the Traffic Signal Management ArcGIS Map.
- **Door Gasket -** Check all door gaskets on the equipment enclosure and any other enclosures for evidence of moisture or deterioration. Completely replace any gaskets showing signs of leaking or deterioration with City supply. Notify Public Works Director or designee when stock is low.
- **Equipment Displays and Indicators -** Verify that all LED, LCDs, and indications are working properly.
- **Hinges and Locks -** Check for free movement of all doors, latching assemblies, and locks on the equipment enclosures, service cabinet, and any other enclosure. Use a minimum of oil or spray lubricant and remove any excess.
- **Insect Infestation -** Check for any signs of ants, wasps or other insects within the cabinet and take the necessary steps for extermination.
- **Inventory -** Once a year all equipment and status information found in the Traffic Signal Management ArcGIS map shall be verified against existing information and updated as needed. Noted on monthly preventative maintenance and test schedule. See Exhibit “D-1” for the schedule.
- **Maintenance Log -** The Maintenance Log shall be updated with a summary of any visit during the routine maintenance that month. Note any information from responding calls, repairs, tests, or observations in appropriate sections of the Traffic Signal Management ArcGIS Map.
- **Plug-in Components -** Check that each plug-in component fits tightly and securely in its socket.

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

- **Service Connections -** Verify that the neutral, ground, and power connections are secure within the enclosure, tighten all connectors, and service cabinet at least once every **six (6) months.** Note in monthly routine maintenance log.
- **Solar Panel -** Visually check solar panel for any damage and orientated to south facing aspect. Clean the solar panel during the VDS camera cleaning schedule noted on Exhibit "D-1". Check batteries via meter during the UPS testing procedure months and note on cabinet logbook and also ArcGIS. See Exhibit "D-1" for the UPS testing schedule.
- **Terminal Connections -** Using the correct size insulated screwdriver, test each terminal screw backing off slightly then retightening to confirm that it is secure at least once every **six (6) months,** Note in monthly routine maintenance log.
- **Vacuum Enclosures -** Blow or brush off inside the enclosure, terminal blocks, and components and thoroughly vacuum the interior. Also, blow out or vacuum the vent openings above the door.
- **Crosswalk Walk-Around -** Walk all the approaches of the sign and visually inspect all sign, pole, mast, signal, indications, traffic control signs, and any other devices and verify the correct placement and/or operation. Remove any posters, signs, and/or graffiti, etc. from any poles and or regulatory signs at the location.
- **Signs -** Traffic signs shall be cleaned and adjusted as routine maintenance. The Contractor shall repair or replace any damaged or missing traffic signs.
- **Controller Assembly -** The Contractor shall replace, repair, or otherwise render in good working order any defective controller devices with like make and model assemblies as necessary to ensure the safe operation of said signal equipment. Equipment shall be maintained according to the manufacturer's specifications.
- **At completion of Preventative Maintenance Check -** Record all information complete with (name, time, date, nature of work, etc.) in the cabinet logbook. Immediately correct all safety deficiencies found during routine inspections and schedule nonemergency work with City staff unless preapproved under proactive guidelines. Any call outs or returns related to switches of any device or equipment accidently being left in the off, constant, or non-operable positions will be cause for non- payment of the monthly preventative maintenance and/or call out. In addition to the possible cost of City staff response time.

1.28. EXTRAORDINARY MAINTENANCE

Furnish and install replacement vehicle and pedestrian signal lamps per City specifications and at the bid price.

- Furnish and install replacement safety lights or ISNS
- Cut and install replacement detector loops per City specifications and at the bid price.
- Paint signal equipment
- Replace damaged equipment.

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

Exhibit A-1
Traffic Signal Maintenance
Scope of Services

Extraordinary maintenance as listed in the Scope of Work includes all the labor equipment and materials necessary to ensure the safe and efficient operation of the City's traffic signal system that goes beyond the normal routine preventative maintenance program established by this Scope of Work.

- **Lamp Replacement -** During any inspection, all broken or deteriorated parts shall be replaced as necessary. The Contractor shall furnish and replace all incandescent or LED signal lamps that have failed or burned-out with new LEDs. An LED signal module shall be manufactured by GE Lighting Solution, Models DR6GCFB-VLA-032, DR6-GCAAN-17A, DR6-YTFB-VLA-032, DR6-YTAAN-17A-YX, DR6RTFB-VLA-032, DR6-RTAAN-17A or an approved equal shall illuminate all new optical units using LED traffic signal lamps. Programmed visibility lamps shall be replaced in kind unless otherwise directed by City. Replacement of said vehicle signal lamps shall be considered extraordinary maintenance work as defined in this Scope of Work unless a said failure occurs within the initial warranty period of the signal lamp. All new LEDs shall be approved by the City. The Contractor shall indicate the date the signal lamp was installed on every signal lamp replaced and installed by the Contractor.

1.29. Additional Work Not Listed Above

At times, it will be necessary for the Contractor to perform additional work above and beyond the routine and extraordinary work listed in the Scope of Work. Contractor must be available to perform this type of work on an as needed basis. The Contractor shall supply not to exceed cost estimates for work to be done in these cases. Such cost estimates shall be provided for budgeting purposes only. Billing for such additional work shall reflect the labor rates, actual hours worked, and materials supplied. The Contractor's invoice for additional work shall indicate:

- Work order number, the person giving authorization and date of work
- Contractor's invoiced material (maximum mark up: 15%)
- Contractor's labor charge
- Contractor's equipment charge
- Brief description of work completed and location of work.

The City will compensate the Contractor for such additional work based on the verified invoice cost of materials, equipment, and labor plus markup.

The Contractor shall be available to assist with inspection of new installations when requested by the City on a per hour basis paid at the rate of a Traffic Signal Maintenance Technician.

- **Inductive Circular Loop Replacement -** Upon receiving a request from the City, the **Contractor must immediately schedule the work and complete the work within 10 working days.**

Install Type E and Type D circular detector loops per the following specifications:

Detector loops shall conform to the 2018 Caltrans Provisions in Section 87-1-1.03V “Detectors", of the Standard Specifications and this Scope of Work.

Loops shall be installed on the same day in which the loop slots are cut. This shall include the placement of the loop conductors and slot sealant. Loop detector lead-in cable shall be Type 8.

Detector loop locations shall be approved by the City, in the field before installation.

In testing a vacant loop, any drift that exceeds an average of more than 1 Hertz/minute shall be cause for rejection.

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

Type E and D detector loops (circular), per the 2018 Caltrans Standard Plan ES-5A shall be six (6) feet in diameter.

The sides of the slot shall be vertical and the minimum radius of the slot entering and leaving the circular part of the loop shall be three (3) inches. Loop wire for circular loops shall be Type 2.

Slot sealant shall be Hot-Melt Rubberized Asphalt Sealant and conform to the provision in Section 86-1.02W4 of the 2018 Caltrans Standard Specifications and as directed by the designated City representative in the field.

Additional work includes items of work not listed above in **Routine Maintenance or Extraordinary Maintenance** and shall include items such as, but not limited to, the following:

- Furnish and install replacement signal poles and/or mast arms
- Furnish and install replacement signal heads
- Furnish and install replacement cabinet assemblies
- Furnish and install replacement signal interconnect cables
- Furnish and install replacement signal controller assemblies
- Emergency call-out response
- Furnish and install other signal equipment as requested by the Traffic Engineer or Public Works Director or designee.

1.30. Work Authorization

Additional work, except for emergency repairs as provided for in this "Scope of Work", shall require prior written authorization from the Public Works Director or designee. In situations requiring an immediate response, verbal authorization from the Public Works Director or designee is sufficient followed by written authorization.

1.31. Payment for Additional Work

Upon receipt of an itemized invoice within thirty (30) days of completion of work, the City shall compensate the Contractor for additional work including labor, material, equipment, and markup as identified in Section 3-3 Extra Work (sheet GP-5). In the event a negotiated price cannot be reached, the City of Glendora reserves the right to repair and/or solicit quotations or invite bids and award work to any Contractor to perform such additional work.

1.32. Advanced License Plate Reader (ALPR) and Public Safety Video Networking (PSVN)

Provide services in response to emergencies and upon request to the City of Glendora and San Bernardino County Sheriff's Department to assist with troubleshooting, installing, and/or removing cameras and communication infrastructure attached to traffic signal equipment.

1.33. Patents

The Contractor shall assume all responsibilities arising from the use of patented materials, equipment, devices, or processes used on or incorporated in the work.

1.34. Administrative Elements

1. The Contractor shall make available at least one (1) full-time traffic signal maintenance technician to work in the City on an as-needed basis. These technicians shall have certification of Traffic Signals Level

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

III or higher as a Traffic Signal Maintenance Technician from the International Municipal Signal Association (IMSA) and National Electrical Contractors (NEC) certification. Skilled laborers can make hardware repairs under the direct supervision of the technician. The City reserves the right at all times to concur with the Contractor's assignment of personnel to the City. If appropriate, the Contractor shall replace any personnel assigned to the City whose performance or behavior is considered unacceptable by the City or the standards established per the specifications. The Contractor shall have adequate personnel and facilities to perform an inspection of new equipment. When requested by the City, the Contractor may be required to assist in the field inspection of new installations and provide written “punch list” reports upon request. Prior to the commencement of the contract, the Contractor shall provide a list of employees potentially working on the City's signals, indicating their level of certifications and job classifications. The Contractor shall update employee lists annually or as personnel change. IMSA and NEC certifications by employees shall be held in good standing and shall be maintained current throughout the entire duration of the contract.

2. The Contractor shall provide all necessary personnel, instruments, equipment, and materials to perform the described services.

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

EXHIBIT C - 1
Consultant's Billing Rates

Consultant: **Yunex LLC**
Award Date: **May 27, 2025**
Project: **Traffic Signal and Safety Lighting Maintenance**
Subject: **Pricing for FY 2025/26**

Section I - Routine Maintenance

Item No.	Description	Quantity	Unit	Unit Price per Month	Subtotal
1	Traffic Signal	52	EA	$108.56	$5,645.12
2	Flashing Crosswalk	0	EA	$69.77	$0.00
3	Signalized Crosswalk	0	EA	$72.97	$0.00
4	Flashing School Beacons	0	EA	$59.95	$0.00
5	Flashing Beacons	0	EA	$59.95	$0.00
6	Radar Speed Limit Signs	0	EA	$59.95	$0.00
7	Fiber Hubs	0	EA	$82.65	$0.00
8	Safety Lights	208	EA	$1.10	$228.80
9	Internally Illuminated Street Name Signs	0	EA	$1.10	$0.00
10	Reflectorized Street Name Signs	208	EA	$1.10	$228.80
	Total - Monthly Routine Maintenance				**$6,102.72**

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

EXHIBIT C - 1
Consultant's Billing Rates

Consultant: **Yunex LLC**
Award Date: **May 27, 2025**
Project: **Traffic Signal and Safety Lighting Maintenance**
Subject: **Pricing for FY 2025/26**

Section II - Extraordinary Maintenance Labor

Item No.	Title	Quantity	Unit	Regular	Overtime
11	Superintendent	1	HR	$102.25	$126.34
12	Engineering Technician	1	HR	$175.35	$225.18
13	Laboratory Technician	1	HR	$165.66	$209.90
14	Traffic Signal Senior Field Technician Level III (Lead) - IMSA Certification	1	HR	$165.66	$209.90
15	Traffic Signal Senior Bench Technician Level III - IMSA Certification	1	HR	$165.66	$209.90
16	Fiber Optics for ITS, Traffic, and Communication Systems Technician Level I - IMSA Certification Utility Technician - Lead	1	HR	$175.35	$225.18
17	Traffic Signal Construction Technician Level II - IMSA Certification	1	HR	$165.66	$209.90
18	Traffic Signal Field Technician Level II - IMSA Certification	1	HR	$165.66	$209.90
19	Traffic Signal Technician Level I - IMSA Certification	1	HR	$138.96	$169.09
20	Roadway Lighting Technician Level I - IMSA Certification	1	HR	$102.25	$126.34
21	Construction Laborer	1	HR	$123.47	$172.43
22	Traffic Signal Senior Field Technician Level III (Lead) - IMSA Certification (master system communication experience/certification) (Day Rate - 8 Hours)	8	HR	$1,402.81	$1,808.40
23	Traffic Signal Field Technician Level II - IMSA Certification	8	HR	$1,323.24	$1,679.23

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

EXHIBIT C - 1
Consultant's Billing Rates

Consultant: **Yunex LLC**
Award Date: **May 27, 2025**
Project: **Traffic Signal and Safety Lighting Maintenance**
Subject: **Pricing for FY 2025/26**

Section III - Extraordinary Maintenance Labor and Materials

24	Install 6x6 traffic loop (4 or less)	1	EA	$768.73	$768.73
25	Install 6x6 traffic loop (more than 4)	1	EA	$670.53	$670.53
26	Install bike loop 6x6	1	EA	$774.98	$774.98
27	Install 6' diameter circular loop (4 or less)	1	EA	$768.73	$768.73
28	Install 6' diameter circular loop (more than 4)	1	EA	$670.53	$670.53
29	Swap out video Detection Camera (City to provide replacement camera)	1	EA	$294.60	$294.60
30	Swap out Video Detection Camera (Contractor to provide City specified Iteris RG4)	1	EA	$2,490.62	$2,490.62
31	Furnish and Install No. 3 1/3 pullbox	1	EA	$1,160.84	$1,160.84
32	Furnish and install No. 5 pullbox	1	EA	$1,941.82	$1,941.82
33	Furnish and install No. 6 pullbox	1	EA	$2,004.63	$2,004.63
34	Install City furnished pedestrian signal head	1	EA	$196.40	$196.40
35	Furnish and install City specified pedestrian signal head	1	EA	$1,002.23	$1,002.23
36	Install City furnished ADA push button	1	EA	$49.10	$49.10
37	Furnish and install City specified ADA push button	1	EA	$303.11	$303.11
38	Install City furnished NEMA conflict monitor	1	EA	$294.60	$294.60
39	Install City furnished Traffic Signal Cabinet	1	EA	$3,142.36	$3,142.36
40	Conduct Traffic Signal Cabinet operational test	1	EA	$1,178.39	$1,178.39
41	Conduct Safety Light and ISNS night survey	1	EA	$1,219.24	$1,219.24
42	Install City furnished regulatory sign on signal mast arm	1	EA	$196.40	$196.40

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

EXHIBIT C - 1
Consultant's Billing Rates

Consultant: **Yunex LLC**
Award Date: **May 27, 2025**
Project: **Traffic Signal and Safety Lighting Maintenance**
Subject: **Pricing for FY 2025/26**

Section III - Extraordinary Maintenance Labor and Materials (Continued)

43	Replace Type 1-A (10') pole	1	EA	$1,224.91	$1,224.91
44	Adjust alignment of signal head on pole	1	EA	$98.20	$98.20
45	Adjust alignment of signal head on mast arm	1	EA	$147.30	$147.30
46	Replace incandescent or LED Type Signal Indication with City furnished LED Indication	1	EA	$98.20	$98.20
47	Replace incandescent or LED Type Signal with contractor supplied red, green or amber LED (City	1	EA	$135.74	$135.74
48	Replace ISNS panel with City furnished ISNS panel	1	EA	$196.40	$196.40
49	Install City furnished ISNS	1	EA	$589.19	$589.19
50	Furnish and install City specified 6' ISNS	1	EA	$3,598.55	$3,598.55
51	Furnish and install City specified 8' ISNS	1	EA	$4,401.83	$4,401.83
52	Install City furnished LED retrofit for ISNS	1	EA	$196.40	$196.40
53	Furnish and install City specified LED retrofit for ISNS	1	EA	$792.01	$792.01
54	Measure, order and install ISNS davit arm	1	EA	$4,754.09	$4,754.09
55	Install City supplied ISNS davit arm and hang existing sign	1	EA	$1,080.19	$1,080.19
56	Install and tune City provided ITERIS Video detection system for 8 phase intersection	1	EA	$6,284.73	$6,284.73

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

EXHIBIT C - 1
Consultant's Billing Rates

Consultant: **Yunex LLC**
Award Date: **May 27, 2025**
Project: **Traffic Signal and Safety Lighting Maintenance**
Subject: **Pricing for FY 2025/26**

Section IV - Equipment

57	Pick-up Truck	1	Trip	$42.00	$42.00
58	30' Boom/Service Truck	1	Trip	$60.00	$60.00
59	50' Height Boom Truck	1	Trip	$350.00	$350.00
60	Crane Truck	1	Trip	$325.00	$325.00
61	Water Truck	1	Trip	$60.00	$60.00
62	Dump Truck	1	Trip	$60.00	$60.00
63	Concrete Saw	1	Trip	$15.00	$15.00
64	Complete Paint Rig	1	Trip	$165.00	$165.00
65	Jackhammer/Compressor	1	Trip	$15.00	$15.00
66	Trencher	1	Trip	$350.00	$350.00
67	Vacuum Truck	1	Trip	$60.00	$60.00
68	Backhoe	1	Trip	$4,250.00	$4,250.00

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

Exhibit E

City of Glendora

UPS Bi-Annual Test and Monthly PM

Quarterly (April/October) Test procedure

- Load test batteries. Repair any connectors before proceeding, note any other discrepancies, (i.e. low battery levels or need of replacement).
- Verify and compare handwritten date on the battery to ArcGIS, make corrections in associated map fields as needed.
- All battery manufacturers for "Clary" style batteries state to grab each plug at the connectors and pull apart, (do not yank by the wire).
    - Don't spray the connectors with any aerosol cleansers, etc, (the plastic freezes and becomes brittle, then falls apart).
- Identify how UPS/BBS is programmed to understand what to expect when power is cut and to be able to determine if timer functions are working properly.
    - Reference hand out provided at the time of test.
- Cut power to Traffic Signal cabinet at AC service pedestal's Signal Breaker.
    - Note observations in ArcGIS.
- Verify and update ArcGIS map fields for all equipment and operational status as needed. Verify the serial number of the inverter during October Testing.
    - Reference hand out provided at the time of test.

AC service pedestal - Only in October

- Clean per Exhibit A-1, Section 1.27, Routine Maintenance.

  ("*The Contractor shall clean the traffic signal cabinets and a/c service cabinet thoroughly on the inside, including all components and any foreign materials*".)
- If anything is broken, (latches/viewing windows/etc), Contractor shall notify the City.
- If a lock is missing, Contractor shall contact the City immediately for a replacement.
- Verify AC Service meter number matches the service meter number in the ArcGIS AC Service layer of the Traffic Signals Management map. Contact the City with any discrepancies.

During Monthly Routine Maintenance

- Check per Exhibit A-1, Section 1.27, Routine Maintenance

  ("During routine maintenance check uninterrupted power supply UPS to ensure the system is on and operational".)

Docusign Envelope ID: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6

Exhibit E

City of Glendora

UPS Bi-Annual Test and Monthly PM

- Note: If any of the batteries are disconnected on a UPS system, the location will blackout in the event utility power is lost.
- Vacuuming
    - Reference handout
- Turning the units back on, after testing, and also after PM's.

Certificate Of Completion

Envelope Id: 86B63C7A-D56A-4EEC-9F9D-E70A427B19C6
Status: Sent
Subject: Complete with Docusign: Agreement – Yunex (Traffic Signal Maintenance) 06.24.2025.docx, 1. Exhi...
Source Envelope:
Document Pages: 61
Signatures: 4
Certificate Pages: 6
Initials: 2
AutoNav: Enabled
EnvelopeId Stamping: Enabled
Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Envelope Originator:
Desiree Valdivia
116 E Foothill Blvd
Glendora, CA 91741
dvaldivia@cityofglendora.org
IP Address: 173.196.201.130

Record Tracking

Status: Original
5/23/2025 3:32:49 PM
Holder: Desiree Valdivia
dvaldivia@cityofglendora.org
Location: DocuSign

Signer Events	Signature	Timestamp
Manuel Guio manuel.guio@yunextraffic.com Security Level: Email, Account Authentication (None)	Signed by: Manuel Guio 5E00F180507E41E... Signature Adoption: Pre-selected Style Using IP Address: 136.226.214.91	Sent: 5/23/2025 3:38:34 PM Viewed: 5/27/2025 11:32:41 AM Signed: 5/27/2025 11:33:54 AM
Electronic Record and Signature Disclosure: Accepted: 5/27/2025 11:32:41 AM ID: 3d84ba90-fca2-4157-979f-610ef9f755a8		
Michael Hutchens Michael.hutchens@yunextraffic.com Operations Manager Security Level: Email, Account Authentication (None)	Signed by: Michael Hutchens 698011BF4F7E42F... Signature Adoption: Pre-selected Style Using IP Address: 170.85.54.114	Sent: 5/23/2025 3:38:35 PM Viewed: 5/25/2025 10:28:27 AM Signed: 5/25/2025 10:29:07 AM
Electronic Record and Signature Disclosure: Accepted: 5/25/2025 10:28:27 AM ID: 339ae521-5007-4be3-9233-bcc058080dc9		
Danny Aleshire danny.aleshire@awattorneys.com Security Level: Email, Account Authentication (None)	DocuSigned by: Danny Aleshire 0D5924B7E6ED4A5... Signature Adoption: Pre-selected Style Using IP Address: 13.88.155.124	Sent: 5/27/2025 11:33:56 AM Viewed: 5/27/2025 11:38:56 AM Signed: 5/27/2025 11:50:26 AM
Electronic Record and Signature Disclosure: Accepted: 2/9/2023 10:45:54 AM ID: 8f7b67a5-3822-4218-9d26-bc44a71d606a		
Kyle Johnson KJohnson@cityofglendora.org Security Level: Email, Account Authentication (None)	DocuSigned by: Kyle Johnson CACE701662584A4... Signature Adoption: Pre-selected Style Using IP Address: 173.196.201.130 Signed using mobile	Sent: 5/27/2025 11:33:57 AM Viewed: 5/27/2025 7:40:57 PM Signed: 5/27/2025 7:43:30 PM
Electronic Record and Signature Disclosure: Accepted: 10/19/2021 1:19:54 PM ID: 73b3fefc-a9d4-4105-90e2-ec245dc0baa8		

Signer Events	Signature	Timestamp
Adam Raymond ARaymond@cityofglendora.org Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Accepted: 5/27/2025 7:41:00 PM ID: 63146643-e278-48a2-a8f5-0ecbeb7d90bb		
Kathleen Sessman ksessman@cityofglendora.org Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp
Desiree Valdivia dvaldivia@cityofglendora.org Office Coordinator City of Glendora Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		Sent: 5/27/2025 7:43:33 PM

Carbon Copy Events	Status	Timestamp
Paul Fisher PFisher@cityofglendora.org Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	COPIED	Sent: 5/27/2025 7:43:33 PM Viewed: 5/28/2025 9:08:15 AM
City Clerk Group CityClerkGroup@cityofglendora.org Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Accepted: 9/4/2024 3:57:54 PM ID: 6ea22ffc-99de-417d-bf71-78ee2cda07e1		
Paul Fisher PFisher@cityofglendora.org Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	5/23/2025 3:38:35 PM
Envelope Updated	Security Checked	5/28/2025 9:33:54 AM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, City of Glendora (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a $0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact City of Glendora:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:
To contact us by email send messages to: smateer@cityofglendora.org

To advise City of Glendora of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at smateer@cityofglendora.org and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from City of Glendora

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to smateer@cityofglendora.org and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with City of Glendora

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to smateer@cityofglendora.org and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: https://support.docusign.com/guides/signer-guide-signing-system-requirements.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify City of Glendora as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by City of Glendora during the course of your relationship with City of Glendora.

RANCHO CUCAMONGA

REQUEST FOR PROPOSAL ("RFP") #24/25-002

FOR

TRAFFIC SIGNAL MAINTENANCE

City of Rancho Cucamonga
Procurement Division
10500 Civic Center Drive
Rancho Cucamonga, California 91730

Table of Contents

1. OVERVIEW 6
1.1. General Background 6
1.2. Proposal Delivery and Schedule of Events 6
1.3. Discrepancies or Omissions 6
1.4. Contingencies 7
1.5. Questions and Clarifications 7
1.6. Disposition of Material and Confidential or Proprietary Information 7
1.7. Brand Names 7
1.8. Knowledge of Requirements 8
1.9. Reservation of Rights 8
1.10. California's Public Records Act 9
2. MINIMUM REQUIREMENTS 9
2.1. Business License 9
2.2. Prevailing Wages 9
2.3. Representatives 10
2.4. Employee Conduct 11
3. RFP RESPONSE FORMAT AND SUBMISSION REQUIREMENTS 11
3.1. Cover Letter / Introduction 12
3.2. Table Of Contents 12
3.3. Executive Summary 12
3.4. Experience 12
3.5. Third-Party / Subcontractors 12
3.6. Staff Biographies 13
3.7. Proposal Response 13
3.8. Exhibits A through H 13
3.9. Non-Disclosure Conflict of Interest 13
3.10. Professional Service Agreement 13
3.11. Acknowledgement of Insurance 14

3.12. ADDENDUM ACKNOWLEDGEMENT 14
3.13. DEBARMENT AND SUSPENSION 14
3.14. PARTICIPATION CLAUSE 14
3.15. SIGNATURE OF AUTHORITY 15
3.16. COMPANY REFERENCES 15
3.17. LINE ITEM PRICING 15
4. SCOPE OF SERVICES **15**
4.1. CONTRACT PROVISIONS 16
4.1.1. CONTRACT TERM 16
4.1.2. RENEWAL OF CONTRACT 16
4.2. RFP REQUIRED SUBMITTALS 16
4.3. TRAFFIC SIGNAL INFRASTRUCTURE LOCATIONS 16
4.4. SUPERVISION AND STAFF 16
4.5. WORK ATTIRE 17
4.6. WORKING HOURS 17
4.7. COMMUNICATION 17
4.8. ONLINE GIS DATABASES 17
4.9. TRAINING 18
4.10. CONTRACTOR REQUIREMENTS 18
4.11. EQUIPMENT 18
4.11.1. EQUIPMENT ADDITIONS AND DELETIONS TO THE SYSTEM 19
4.12. REQUEST FOR SERVICE OUTSIDE OF NORMAL HOURS 19
4.13. RESPONSE CRITERIA FOR EMERGENCY AND ROUTINE SERVICES 20
4.14. NOTIFICATION 21
4.15. RECORDS 21
4.16. MONTHLY MAINTENANCE REPORT 21
4.17. CONTRACT INVOICES 22
4.18. SALVAGED OR DAMAGED EQUIPMENT OWNERSHIP 23
4.19. TRAFFIC SIGNAL TURN-ON AND TURN-OFF 23

4.20. Warrant Service 23
4.21. Traffic Control 24
4.22. Equipment and Materials 25
4.23. Damage 25
4.24. Sound and Noise Control 25
4.25. Night Inspections 25
4.26. Meetings 26
4.27. Estimate of Quantities 26
4.28. Routine Maintenance 26
4.28.1. Routine Maintenance of All Traffic Signals and Signalized Crosswalks Once a Month 27
4.28.2. Routine Maintenance of Flashing Crosswalks Once a Month 32
4.28.3. Routine Maintenance of Flashing Beacon and School Flashing Beacon Systems Once a Month 36
4.28.4. Routine Maintenance of Fortel Traffic Calming Signs 39
4.29. Extraordinary Maintenance 41
4.30. Additional Work Not Listed Above 42
4.31. Work Authorization 43
4.32. Payment for Additional Work 43
4.33. Advanced License Plate Reader (ALPR) and Public Safety Video Networking (PSVN) 44
4.34. Patents 44
4.35. Administrative Elements 44
5. EVALUATION AND VENDOR SELECTION PROCESS 45
5.1. Initial Screening 45
5.2. Evaluation Activities 45
5.3. Cost Evaluation 45
5.4. Reference Checks 45
5.5. Demonstrations/ Interviews 46
5.6. Best and Final Offer 46
5.7. Vendor Selection 46
5.8. Letter of Intent to Award 46

"EXHIBIT A, CITY OF RANCHO CUCAMONGA CONFLICT OF INTEREST/NON-DISCLOSURE STATEMENT" 47

"EXHIBIT B, PROFESSIONAL SERVICES AGREEMENT EXCEPTIONS SUMMARY" 48

"EXHIBIT C, ACKNOWLEDGMENT OF INSURANCE REQUIREMENTS AND CERTIFICATION OF ABILITY TO PROVIDE AND MAINTAIN COVERAGES SPECIFIED" 49

"EXHIBIT D, ADDENDUM ACKNOWLEDGEMENT" 50

"EXHIBIT E, DEBARMENT and SUSPENSION CERTIFICATION FORM" 51

"EXHIBIT F, PARTICIPATION CLAUSE" 52

"EXHIBIT G, SIGNATURE OF AUTHORITY" 53

"EXHIBIT H" REFERENCES WORKSHEET 54

1. OVERVIEW

1.1. General Background

The City of Rancho Cucamonga (hereinafter "City") is inviting qualified Vendors (hereinafter "Vendor") to submit a proposal response for Request for Proposals ("RFP") #24/25-002 for Traffic Signal Maintenance in accordance with the minimum Scope of Services and Specifications indicated herein.

Vendors wishing to participate in the RFP solicitation must be registered as a Consultant on Planet Bids through the City website at https://www.cityofrc.us/your-government/procurement. Only those responses received from registered Vendors will be accepted. Responses must be submitted by the named Consultant that has downloaded the RFP, this information is indicated in the bid system and provides the ability to tabulate the responses in accordance with the named Vendors. Submitting a response under a Consultant name that does not appear to be on the Prospective Bidders list will be deemed as non-responsive and disqualify said response from further consideration.

1.2. Proposal Delivery and Schedule of Events

Complete RFP responses must be received electronically via Planet Bids prior to the due date and time specified in the below Schedule of Events. Please note, there will be no paper responses accepted. The City shall not be responsible for any delays by transmission errors.

Schedule of Events

Event Description	Date & Time
Post RFP	02/21/2024
Questions Due	03/05/2024, by 9:00 am
Addendum Issued	03/14/2024
RFP Response Due Date	03/27/2024, by 9:00 am

(The City reserves the right to change schedule of events without prior notice or responsibility to Vendor.)

1.3. Discrepancies or Omissions

Vendors finding discrepancies or omissions in the RFP or having any doubts as to the meaning or intent of any part thereof shall submit such questions or concerns in writing electronically via Planet Bids. The City bears no responsibility for oral instructions or representations. Addenda to this RFP shall be considered a part of this RFP and shall become part of any final Contract that may be derived from this RFP.

1.4. CONTINGENCIES

This RFP should not be considered as a contract to purchase goods or services but is a Request for Proposal in accordance with the terms and conditions herein and **will not necessarily give rise to a Contract**. However, RFP responses should be as detailed and complete as possible to facilitate the formation of a contract based on the RFP response(s) that are pursued should the City decide to do so.

Completion of this RFP form and its associated appendices are a requirement. Failure to do so may disqualify your RFP response submittal. Vendors must submit signed RFP responses by the due date and time as specified herein. Vendors will be considered non-responsive if the above requirements are not submitted as requested.

Any scope of services, contingencies, special instruction and/or terms and conditions applicable to this RFP and any purchase order derived thereafter shall be effective as of the issue date of a purchase order for the requested work (the "Effective Date"), and shall remain in full force and effect until sixty (60) days after the City has accepted the work in writing and has made final payment, unless sooner terminated by written agreement signed by both parties.

1.5. QUESTIONS AND CLARIFICATIONS

All questions or clarification requests must be submitted directly through the City's bid system no later than the due date and time indicated in the above Schedule of Events. Answers and/or clarifications will be provided in the form of an Addendum and will be posted for download from the City 's bid system in accordance with the above "Schedule of Events".

From the issuance date of this RFP until a Vendor is awarded, Vendors are not permitted to communicate with any City staff or officials regarding this procurement, other than during interviews, demonstrations, and/or site visits, except at the direction of Ruth Cain, CPPB, Procurement Manager, the designated representative of the City of Rancho Cucamonga.

1.6. DISPOSITION OF MATERIAL AND CONFIDENTIAL OR PROPRIETARY INFORMATION

All materials submitted in response to this RFP solicitation will become the property of the City and will be returned only at the City 's option and at the expense of the Vendor submitting the RFP response. A copy of the RFP response will be retained for official files and become a public record. Any material that a Vendor considers as confidential but does not meet the disclosure exemption requirements of the California Public Records Act may be made available to the public regardless of a notation or markings of confidentiality or otherwise.

1.7. BRAND NAMES

Any reference to brand names and/or numbers in the solicitation is intended to be descriptive, but not restrictive, unless otherwise specified. RFP responses offering equivalent items meeting the standards of quality specified may be considered, unless other specified, providing the RFP response clearly describes the article

offered and how it differs from the referenced brand. Unless a Vendor specifies otherwise, it is understood that the Vendor is offering a referenced brand item as specified in the solicitation. The City reserves the right to determine whether a substitute offer is equivalent to and meets the standards of quality indicated by the brand name references, and the City may require the supply of additional descriptive material and a sample.

1.8. KNOWLEDGE OF REQUIREMENTS

The Vendor shall carefully review all documents referenced and made a part of the solicitation document to ensure that all information required to properly respond has been submitted or made available and all requirements are priced in the RFP response. Failure to examine any documents, drawings, specifications, or instructions will be at the Vendor's sole risk.

Vendors shall be responsible for knowledge of all items and conditions contained in their RFP responses and in this RFP, including any City issued clarifications, modifications, amendments, or addenda. The City will provide notice of any changes and clarifications to perspective Vendors by way of addenda to Planet Bids; however, it is the Vendor's responsibility to ascertain that the RFP response includes all addenda issued prior to the RFP due date.

1.9. RESERVATION OF RIGHTS

The issuance of this RFP does not constitute an agreement by the City that any contract will be entered by the City. The City expressly reserves the right at any time to:

- Waive or correct any defect or informality in any response, RFP, or RFP procedure.
- Reject any or all RFPs.
- Reissue a Request for RFPs.
- Prior to submission deadline for RFPs, modify all or any portion of the selection procedures, including deadlines for accepting responses, the specifications or requirements for any materials, equipment or services to be provided under this RFP, or the requirements for contents or format of the RFPs.
- The City recognizes that price is only one of several criteria to be used in judging a product or service, and the City is not legally bound to accept the lowest RFP response.
- The City reserves the right to conduct pre-award discussions and/or pre-Contract negotiations with any or all responsive and responsible Vendors who submit RFP responses.
- Procure any materials, equipment or services specified in this RFP by any other means.
- Determine that no project will be pursued.

- The City reserves the right to inspect the Vendor's place of business prior to award or at any time during the contract term or any extension thereof, to determine the Vendor's capabilities and qualifications.

1.10. CALIFORNIA'S PUBLIC RECORDS ACT

The City complies with the California Public Records Act, Government Code Section 6250 et seq, Public records are open to inspection always during the office hours of the state or local agency and every person has a right to inspect any public record, except as hereafter provided. Any reasonably segregable portion of a record shall be available for inspection by any person requesting the record after deletion of the portions that are exempted by law.

Neither an RFP in its entirety, nor proposed prices shall be considered confidential and proprietary. Notwithstanding the foregoing, companies are hereby notified that all materials submitted in response to this RFP are subject to California's Public Records Act. The City 's receipt, review, evaluation or any other act or omission concerning any such information shall not create an acceptance by the City or any obligation or duty to prevent the disclosure of any such information except as required by Government Code Section 6253. Companies who submit information they believe should be exempt from disclosure under the Public Records Act shall clearly mark each document as confidential, proprietary or exempt, and state the legal basis for the exemption with supporting citations to the California Code. Pursuant to California Law, if the information is requested under the Public Records Act, the City shall make a final determination if any exemption exists for the City to deny the request and prevent disclosure. The City will withhold such information from public disclosure under the Public Records Act only if the City determines, in its sole discretion, that there is a legal basis to do so.

2. MINIMUM REQUIREMENTS

2.1. BUSINESS LICENSE

A selected Vendor awarded a contract shall be required to obtain a Rancho Cucamonga Business License no later than five (5) business days from notification of award prior to being issued a Purchase Order. A selected Vendor must possess and maintain all appropriate licenses/certifications necessary in the performance of duties required under this RFP and will provide copies of licenses/certifications immediately upon request throughout the term of the Contract.

2.2. PREVAILING WAGES

Where labor is required for a public work as a part of any requirement covered by this RFP, pursuant to the provisions of the Labor Code of the State of California and/or the federal Davis-Bacon Act, a selected Vendor(s) shall pay no less than those minimum wages unless an exemption applies. In certain cases, an exemption from the prevailing wage requirement may apply to the scope of work. (See Cal. Labor Code § 1720(c)(1), (5); 42 USC

§ 5310(a). However, the City makes no representations in this RFP that such an exemption will apply or that prevailing wages will not be required for a scope of work covered by this RFP.

2.3. REPRESENTATIVES

Should a selected Vendor require the services of a third-party to complete the Scope of Services indicated in this RFP, the awarded Vendor will not assign, transfer, convey or otherwise dispose of the contract or its right, title or interest in or to the same, or any part thereof. Any attempt by the awarded Vendor to so assign, transfer, or subcontract any rights, duties, or obligations arising hereunder shall be null, void and of no effect.

The awarded Vendor shall be solely responsible for the satisfactory work performance of all personnel engaged in performing the Services including Vendors subcontractor. All Services shall be performed by the awarded Vendor or under the awarded Vendor's direct supervision, and all personnel shall possess the qualifications, permits, and licenses required by state and local law to perform such services.

The awarded Vendor shall be responsible for payment of all employees' and subcontractors' wages and benefits and shall comply with all requirements pertaining to employer's liability, workers' compensation, unemployment insurance, and Social Security. By its execution of this Agreement, Vendor certifies that it is aware of the provisions of Section 3700 of the California Labor Code that require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that Code and agrees to comply with such provisions before commencing the performance of the services.

In case of default by the Vendor, the City may take the following actions which shall include but not be limited to; cancellation of any purchase order, procurement of the articles or service from other sources and may deduct from unpaid balance due to the Vendor, or may bill for excess costs so paid, and the prices paid by the City shall be considered the prevailing market prices paid at the time such purchase is made, withholding of payment until final resolution. Cost of transportation, handling, and/or inspection on deliveries, or Vendors for delivery, which do not meet specifications, will be for the account of the Vendor.

City Representative:

For the purposes of this Agreement, the contract administrator and City 's representative shall be_____, or such other person as designated in writing by City ("City 's Representative"). It shall be the Vendor's responsibility to assure that City 's Representative is kept informed of the progress of the performance of the services, and the Vendor shall refer any decisions that must be made by City to City Representative. Unless otherwise specified herein, any approval of City required hereunder shall mean the approval of the City Representative.

Vendor Representative:

The response to this RFP shall designate the representative of the Vendor authorized to act in its behalf with respect to the services specified herein and make all decisions in connection therewith ("Vendor's Representative"). It is expressly understood that the experience, knowledge, capability and reputation of the Vendor's Representative will be a substantial inducement for City to enter into an Agreement with the Vendor. Therefore, the Vendor's Representative shall be responsible during the term of any Agreement for directing all activities of Vendor and devoting enough time to personally supervise the services hereunder. The successful Vendor may not change the Vendor's Representative without the prior written approval of City 's Representative.

2.4. EMPLOYEE CONDUCT

All Vendor personnel must observe all City regulations in effect at the location where the Services are being conducted. While on City property, the Vendor's personnel shall be subject to oversight by City staff. Under no circumstances shall the Vendor's or Vendor's sub-contractor personnel be deemed as employees of the City. Vendor or Vendor's subcontractor personnel shall not represent themselves to be employees of the City.

Vendor's personnel will always make their best efforts to be responsive, polite, and cooperative when interacting with representatives of the City and City employees. The Vendor's personnel shall be required to work in a pleasant and professional manner with City employees, outside Vendors and the public. Nothing contained in this RFP shall be construed as granting the Vendor the sole right to supply personal or contractual services required by the City or without the proper City approval and the issuance of a Purchase Order.

3. RFP RESPONSE FORMAT AND SUBMISSION REQUIREMENTS

Completion of this RFP form and its associated Exhibits are a requirement. To be considered responsive and evaluate RFP responses fairly and completely Vendors must comply with the format and submission requirements set out in this RFP, and provide all information requested. Failure to comply with this instruction will deem said RFP response as non-responsive and will not receive further consideration in the evaluation process.

If only one RFP response is received, the City reserves the right to discard the response, re-bid or proceed with an RFP review and negotiations.

RFP responses are due on the date and time indicated in the above schedule of events. Submittals shall be submitted electronically via Planet Bids; no paper RFP responses will be accepted. RFP responses must include the information required by this RFP.

3.1. COVER LETTER / INTRODUCTION

RFP responses must include the complete name and address of Vendor and the name, mailing address, and telephone number of the contact person regarding the RFP response. A signature by an authorized representative must be included on each RFP response. Said signature will be considered confirmation of the Vendors ability and willingness to comply with all provisions stated herein.

3.2. TABLE OF CONTENTS

The Table of Contents must be a comprehensive listing of the contents included in your RFP response. This section must include a clear definition of the material, exhibits and supplemental information identified by sequential page numbers and by section reference numbers. Each section of the RFP response will be separated by a title page at the beginning of each section.

3.3. EXECUTIVE SUMMARY

The Executive Summary shall condense and highlight the contents of the Vendor's RFP response to provide the Evaluation Committee with a broad understanding of the Vendor's approach, proposal, experience, and staffing.

3.4. EXPERIENCE

The Vendor shall provide a concise statement demonstrating the Vendor's qualifications, experience, expertise, and capability to perform the requirements of this RFP. Provide a brief history of your company, including.

- The number of years in business,
- The firm's service commitment to customers,
- If the firm is involved in any pending litigation that may affect its ability to provide its proposed solution or ongoing maintenance or support of its products and services.
- A statement as to whether your firm is an individual proprietorship, partnership, corporation, or private nonprofit firm, and the date your company was formed or incorporated.

3.5. THIRD-PARTY / SUBCONTRACTORS

If the Vendor intends to subcontract, a detailed list of any sub-contractors, partners, or third-party Vendors who will be involved in the implementation of the proposed services including but not limited to:

- Description of the Vendor's experience with each of the proposed subcontractors,
- Three (3) customer references for each subcontractor to include references names, addresses, and telephone numbers, for products and services like those described in this RFP,
- Describe the specific role of each.

3.6. STAFF BIOGRAPHIES

Submit the resumes of the individuals who will be performing the services for the City. Resumes shall be formatted in the following order:

- Position with the Company,
- Length of time with the Company,
- Licenses, registrations, and certifications as required by law to perform the Scope of Work described herein,
- Educational background,
- Role in the Project,
- Experience with the minimum requirements stated herein,
- Work history on similar or like projects with the other municipalities.

3.7. PROPOSAL RESPONSE

Under this section Vendors shall provide a full, detailed response to the City 's Scope of Services listed herein. Vendors should be as thorough as possible in their response as it may be the only opportunity to convey information regarding your business, ability, and qualifications to complete the services needed.

3.8. EXHIBITS A THROUGH H

The following named Exhibits A through H are a requirement and must be complete and signed where required. ***Exhibits are not to be included in your proposal response. All referenced Exhibits must be submitted in Planet Bids system under the Response Types, Exhibits A – G and H .*** Failure to comply with this instruction will deem your RFP submittal as non-responsive.

3.9. NON-DISCLOSURE CONFLICT OF INTEREST

Specify any possible conflicts of interest with your current clients or staff members and the City. A signed **"Exhibit A, Conflict of Interest and Non-Disclosure Agreement"** included herein must be submitted under the Planet Bid Response Types, Exhibits A – G.

3.10. PROFESSIONAL SERVICE AGREEMENT

In addition to the acceptance of the City 's Terms and Conditions, the successful Vendor will be required to enter into a Professional Services Agreement ("PSA") with the City, a "Sample" of which is attached in the City 's bid system for review. All requirements of said PSA must be completed by the successful Vendor and signed by both applicable parties prior to any services being rendered. This RFP sets forth some of the general provisions which may be included in the final PSA. In submitting a response to this RFP, Vendor will be deemed to have

agreed to each clause unless otherwise indicated in **"Exhibit B, Professional Services Agreement Exceptions Summary"** and the City agrees to either accept the objection or deviation or change the PSA language in writing. Failure to raise any objections at the time of this RFP response submittal will result in a waiver of objection to any of the contractual language in the PSA at any other time. The signed Exception Summary must be submitted in Planet Bids system under the Response Types tab "Exhibits A – G".

3.11. Acknowledgement of Insurance

Vendors must meet all insurance requirements as outlined in the Professional Services Agreement. Ability to comply with said requirements must be indicated with signature of **"Exhibit C, Acknowledgement of Insurance Requirements and Certification of Ability to Provide and Maintain Coverages Specified".** The awarded Vendor will be responsible for providing the required Certificates of Insurance and must be the Named Insured on the Certificates. Certificates of Insurance from any other entity other than the awarded Vendor, will not be accepted. The signed Acknowledgement of Insurance must be submitted under the Planet Bid Response Types, Exhibits A – G.

3.12. Addendum Acknowledgement

The Vendor shall hereby acknowledge they have received all posted Addendums, if any. It is the Vendor's responsibility to log into the Bid System to identify and download the number of addenda that have been posted. Addenda issued in correspondence to this RFP shall be considered a part of this RFP and shall become part of any final Contract that may be derived from this RFP. Vendors must indicate their acknowledgement of any Addendums by way of signature on **"Exhibit D, Addendum Acknowledgement"** and must be submitted under the Planet Bid Response Types, Exhibits A – G.

3.13. Debarment and Suspension

Bidding Vendors must verify by way of signature to **"Exhibit E, Vendor Certification Form"** that they are not listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the guidelines under 2 CFR 200 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), and that neither Vendor nor any of its proposed subcontractors are tax delinquent with the State of California. The signed exhibit must be submitted under the Planet Bid Response Types, Exhibits A – G.

3.14. Participation Clause

Vendors shall provide a completed "**Exhibit F, Participation Clause",** must be submitted under the Planet Bid Response Types, Exhibits A – G. This will indicate a Vendors agreement to or not to allow other entities to utilize the RFP response and awarded contract as a piggyback option.

3.15. SIGNATURE OF AUTHORITY

"Exhibit G", Signature of Authority must be submitted under the Planet Bid Response Types, Exhibits A – G. Unsigned RFP responses will not be accepted. The Signature of Authority declares that the Vendor has carefully examined the instruction indicated herein including all terms and condition and specifications, and hereby proposes and agrees, if the Vendors RFP response is accepted, Vendor agrees to furnish all material in accordance with the instruction and specifications in the time and manner prescribed for the unit cost amounts set forth in the Vendors RFP response.

3.16. COMPANY REFERENCES

Provide a minimum of four (4) references, preferably with other municipalities in which similar services are being performed. References must be for work performed or completed within the past three (3) years. "**Exhibit H, Reference Worksheet"**, must be complete and uploaded into the Planet Bid system under the "Response Type" section identified as **"Exhibit H"**. While the Reference Worksheet accompanies your RFP response it is not to be discussed in any other area of the RFP response other than the "Response Type, Exhibit H" in Planet Bids.

3.17. LINE ITEM PRICING

Line item pricing for this RFP must be provided directly in the Planet Bids system under the "Line Items" tab. This pricing is not an estimate and is firm fixed price for each item listed. Vendors pricing quotes outside of the pricing listed in Planet Bids under the "Line Items" tab will not be accepted or considered for award. Any additional cost required should be noted in the additional cost line item and a summary of the cost provided in the notes section of the line item. While Line item pricing accompanies your RFP response it is not to be discussed in any other area of the RFP response other than the "Line Item" tab in Planet Bids. The City will not be obligated to any estimated pricing or pricing not identified in the "Line Item" tab in Planet Bids. Failure to provide the required Line Item pricing in the required format will cause Vendors RFP response to be considered as non-responsive and be eliminated from proceeding any further in the process. Any questions or clarifications regarding how to correctly submit Line Item pricing should be submitted by the "Questions Due" date and time indicated in the schedule of events.

4. SCOPE OF SERVICES

The Contractor shall furnish all tools, vehicles, equipment, apparatus, facilities, labor, services, training, and materials to perform all work necessary to maintain all traffic signal facilities in a good workmanlike manner according to the proposal submitted and in accordance with these specifications. The bid prices for both the routine and extraordinary maintenance shall apply to all types of traffic signal controllers, safety lighting, illuminated street name signs (ISNS), streetlights, accessories, traffic signal communication systems equipment including but not limited to fiber optic cable systems, wireless antenna systems, signal interconnect cable systems, and systems as may exist in the City now or that may be installed during the life of the contract. Traffic

signal and lighting systems as follows, but not limited to: Econolite Controllers, Iteris Video Detection Units (VDS), Centracs System, Clary Uninterrupted Power Supply Systems (UPS), EDI Conflict Monitor Units (CMU) / Malfunction Management Unit (MMU), Tomar Emergency Vehicle Preempt Systems (EVP).

4.1. Contract Provisions

4.1.1. Contract Term

Contractor shall provide Services under this Contract commencing on the contract start date identified in the Notice to Proceed and shall continue through June 30, 2025.

4.1.2. Renewal of Contract

Parties to this agreement may, by mutual consent, exercise the option to renew the Contract for one year periods beginning July 1, 2025, up to a total of Six (6) additional years. Options to renew are contingent upon the City Manager's approval, subject to pricing review and in accordance with all terms and conditions stated herein unless otherwise provided in writing by the City. In the event of contract renewal, the requested rate increase shall not be increased by more than the percentage increase in the Consumer Price Index (CPI) for the relevant year. The CPI used for this purpose shall be the most recent published figure available at the time of the rate adjustment calculation.

4.2. RFP Required Submittals

The Contractor must submit the following documentation as Exhibit,

- Employee certifications assigned to contract to the City with bid proposal,
- Proof of aerial boom trucks and cranes to be able to support the contact work outlined to the City with bid proposal.

4.3. Traffic Signal Infrastructure Locations

See Appendix I.

4.4. Supervision and Staff

The Contractor and their staff shall have skills, expertise, and experience in all aspects of traffic signal and lighting maintenance. The Contractor shall assign a Field Supervisor Technician with a current **International Municipal Signal Association (IMSA) Traffic Signal Senior Field Technician Level III and Traffic Signal Inspector Certification, and National Electrical Code (NEC) Certification.** Account Manager and designated Office Coordinator shall have a current **IMSA Traffic Signal Tech Level I Certification.** The Field Supervisor and Account Manager and/or designated Office Coordinator shall be available Monday through Friday, during regular working hours and after-hours, for the duration of the contract. Additional personnel designated to perform work on safety lighting and ISNS shall have an **IMSA Roadway Lighting Technician Level II Certification.** Crane

operators shall have a **Valid Class A California Commercial Driver's License and National Commission for the Crane Operators (NCCCO) Certified Crane Operator Certification with Service Truck Crane (STC) and Telescope Boom-Fixed Cab (TSS) and Boom Truck-Fixed Cab Operator endorsements.** The Contractor shall also have an in-house specialist with **IMSA Traffic Signal Senior Bench Tech Level III** to support field Technicians with in-depth cabinet troubleshooting or logic controller programming. **The Contractor shall submit employee certifications assigned to contract to the City with bid proposal.** The Contractor's representative shall be fluent in the English language and possess adequate skills to communicate both verbally and in writing with the Public Works Services Director or designee.

4.5. Work Attire

All contract employees and/or subcontractors shall wear the appropriate work attire and personal protective equipment (PPE) i.e., shirts, pants, steel-toed or composite electrical hazard work boots, hardhats, safety vests, safety glasses, earplugs, work gloves, and any other related PPE.

4.6. Working Hours

Regular working hours are the City's normal business hours, from 7:00 a.m. to 6:00 p.m., Monday through Friday, unless otherwise authorized by the City. Holiday hours are recognized City holidays only. After hours are all hours excluding regular hours and recognized City holidays. The Contractor shall maintain a local or toll-free telephone number where the Contractor can be reached twenty-four hours (24) per day, seven (7) days per week, three hundred and sixty-five (365) days per year and be capable of dispatching work crews to effectively address and respond both routine and emergency service requests, including weekends and holidays. All work shall be scheduled at the convenience of the City as not to interfere with normal operations.

4.7. Communication

The Contract Administrator shall be available by office and cellular telephone. The Contract Field Supervisor shall always carry the cellular telephone on their person during the workday for communication with the Public Works Services Director on an as-needed basis.

4.8. Online GIS Databases

The City of Rancho Cucamonga is currently managing and maintaining all traffic signal and lighting assets in an online GIS platform. This is an effort to make the asset database available to all traffic staff, and to make asset management more efficient. The Contractor shall be able to update and maintain all of the City's traffic signal and lighting inventory and/or work database maps on the GIS platform and/or any future work order management systems. The City will work with the Contractor and train their staff on using the field mobile app and/or future work order systems for updating the assets inventory.

4.9. TRAINING

No compensation will be made by the City for any required or requested training made by the City of Rancho Cucamonga for contract employees to attend.

4.10. CONTRACTOR REQUIREMENTS

1. The Contractor will provide their field staff with smartphones or tablets capable of running the City's current Esri ArcGIS mobile app.
2. Each mobile device will have a wireless data plan.
3. Users will update in real-time the specified work performed/observed and all associated attributes of the traffic signal and lighting assets, as needed, for accurate inventory and maintenance.
4. Access and update inventory, testing/work performed as requested on the City's traffic signal and lighting inventory and/or work database maps on the City's ArcGIS app or web-based software.
5. The ArcGIS online system and database is secured and accessed only by authorized users. User credentials are not to be shared unless authorized by the City or the Contractor will be charged the hours to obtain or replace the associated missing data.
6. Preferred devices are iPhone, iPad (must be running iOS 13.5 or later software).
7. Acceptable devices are running Android based (must be running 8.0 (Oreo or later software; with Processor ARMv7 or later; OpenGL ES 2.0 support, and Google Play services 11.6.0 or later must be installed on the device).

4.11. EQUIPMENT

Contractor shall have available and readily accessible all required tools, equipment, apparatus, facilities, traffic control, skilled labor services, and materials, etc. to perform all work necessary to maintain in good working order all traffic signal facilities, safety lighting, ISNS, and other traffic control devices overseen by the City's Traffic Signal Maintenance Department at the locations defined in this Scope of Work. All work performed, or equipment, parts, or materials supplied shall be subject to the inspection and approval of the City and must comply with the City's Engineering specifications. **The Contractor shall submit proof of aerial boom trucks and cranes to be able to support the contact work outlined to the City with bid proposal.**

If the City is out of spare equipment, the Contractor shall provide and be equipped with spare parts sufficient to place the signal system back in operation for ordinary trouble calls, including sensing devices for induction loop detectors. The Contractor shall have on-hand at least one (1) spare Econolite System Controller (ASC/2S 2100), (ASC/3 2100), Cobalt, and (1) conflict monitor **for every twenty-five (25) intersections.** The Contractor shall also have on-hand at least one, (1) Type R or Type P Controller Cabinet **for every fifty (50) intersections.** All City equipment deemed repairable is brought back to the City Corporate Yard unless otherwise authorized.

No permanent or temporary change of controller mechanisms shall be done without prior approval of the City except in the event of a warranted emergency and a change is necessary. The Contractor shall notify the City by telephone (voice or text) immediately. In addition, the City requires that any equipment replaced is done so with City stock or approved Contractor spare equipment. Any equipment removed or replaced shall be recorded in ArcGIS and on any associated documents or inventory databases in addition to notification by text or email.

The Contractor shall have available adequate, skilled personnel with an IMSA Traffic Signal Senior Level III Bench Tech, and proper laboratory testing facilities to perform cabinet testing upon request. In addition to a designated IMSA Traffic Signal Level III Senior Field Tech who is currently certified through ATSI to perform the annual inspection of CMU / MMU with an ATSI PCMT-8000 or latest generation conflict monitor unit tester. The ATSI equipment shall be calibrated annually by ATSI and proof provided with the annual testing report. All testing shall conform to the current NEMA Specifications. A copy of laboratory reports showing testing of traffic control equipment shall be submitted to the City upon completion, or annually for CMU / MMU testing.

4.11.1. Equipment Additions and Deletions to the System

The Contractor shall maintain additional traffic signals and appurtenant devices as they are installed or become part of the maintenance requirements immediately upon written notification by the Public Works Services Director or designee. Such additional signals shall be maintained at the same unit price as stipulated in the Contract Agreement. In the event maintenance of a new signal commences at other than the beginning of the monthly period, the unit rate for routine preventative maintenance services shall be prorated from the date maintenance commences.

The bid prices for both the routine and extraordinary maintenance shall apply to all types of signal controllers, accessories, and systems as may exist in the City now or that may be installed during the life of the contract.

The City may, at its sole discretion, add or eliminate signals from this contract. The Contractor shall be notified of such additions or deletions in writing. Such added or deleted signals shall increase or decrease the invoice at the same unit price as specified in the Contract Agreement. If maintenance of a new signal commences or ceases at other than the beginning of the monthly period, the unit rate for routine preventative maintenance services shall be prorated from the date the Contractor was notified.

4.12. Request for Service Outside of Normal Hours

The Contractor should expect service requests outside of the Contractor's normal working hours. These service requests may be given by telephone, text message, email, written correspondence, or other means for reporting signal related problems, damages, and emergencies. The Contractor shall maintain a local or toll-free telephone number where the Contractor can be reached twenty-four (24) hours per day, seven (7) days per week, and three hundred and sixty-five (365) days per year, in order to effectively address and respond to both routine

and emergency service requests. The telephone number is to be made available to the Public Works Services Director or designee and the City of Rancho Cucamonga Public Works Services Department. All requests shall be addressed by an appropriate timely response as outlined in this Scope of Work

4.13. Response Criteria for Emergency and Routine Services

Requests deemed to be **"Emergencies"** by the City shall be responded to immediately with all possible haste, arriving at the signal location within **one (1) hour** of first notification. **Routine requests** shall be responded to within **twenty-four (24) hours** of first notification unless the City agrees upon other arrangements.

The following events shall establish an emergency condition and the following action shall be taken:

1. Events: Failure or malfunction of the traffic signal system, or interruption of normal signal operations to create a public safety concern. This may be caused by damage from vehicle collisions or accidents, acts of nature, civil disorder, malicious mischief, vandalism, or actions of other contractors or utility companies.
2. Actions: Under these conditions, the Contractor shall immediately restore the traffic signal to normal operations. If that is not possible due to the extent of damage, sufficient repairs shall be made to enable the intersection to operate safely.

For emergency repair purposes, the Contractor's vehicle shall have immediately available the following equipment: portable stop signs to be installed if required, barricades, cones, replacement signal heads, pedestrian heads, 1-A signal pole, load switches, controller, and other related equipment and tools which may be required to repair said damage.

All vehicle and pedestrian indications reported as being inoperable shall be responded to as emergencies. Any appurtenant traffic signal equipment such as traffic signal heads, street names signs or other regulatory signs, warning or guide signs affixed to mast arms or poles, reported to be knocked down, dangling, or otherwise creating a public safety concern shall be immediately repaired or removed as an emergency to eliminate the unsafe condition. Any equipment removed shall be scheduled for replacement as agreed upon with Public Works Services Director or designee.

For the emergency repair of a traffic signal, which is completely blacked-out, the Contractor shall first check the uninterrupted power supply and batteries. If the batteries have failed, temporarily borrow batteries from a nearby traffic signal and install them at the blacked-out traffic signal in order to place the traffic signal in 4-way flash until SCE power is restored. If the Contractor is unable to place the traffic signal in 4-way flash, they shall notify the Public Works Services Director or designee immediately to make arrangements to replace additional equipment that has failed. If unforeseen catastrophic electrical damage occurs a plan will be formulated with

the Public Works Services Director or designee to deploy City or Contractor supplied stop signs until 4-way flash can be reached.

4.14. NOTIFICATION

The Contractor shall notify the Public Works Services Director or designee of substitution, or removal of any controller or component, or alteration to the operation of any signal system. In addition to a notation in the ArcGIS, Traffic Signal Management Map notification via voice or text shall be made to the originator of the call.

The Contractor shall call and email to confirm 72 hours in advance, in addition to the morning of any scheduled extraordinary maintenance that is directed to take place during that day. The Contractor shall notify the Public Works Services Director or designee of the proposed maintenance specifying the type of maintenance, location, and the approximate time of the day. If work is commenced without obtaining approval from the City, payment will not be made until City staff can inspect the work.

For emergency callouts during normal business and after hours, the Contractor shall thoroughly examine and inspect all equipment at the location for any physical damage or malfunctions. Observations and repairs shall be noted on cabinet log, and associated ArcGIS traffic signal database maps in addition to notification via voice or text to the originator of the call.

All correspondence for billing and operations shall be addressed to designated email recipients. Hard copy requests for documents, contracts, reports, will be mailed or delivered to the Public Works Services Department, City of Rancho Cucamonga, 8794 Lion Street, Rancho Cucamonga, CA 91730.

4.15. RECORDS

The Contractor shall keep a current, permanent operational record of all work performed at the intersection, including, but not limited to, the Traffic Signal Maintenance Punch List, routine maintenance, service calls, extraordinary maintenance, and relamping, of every piece of traffic control or safety equipment that the Contractor is required to maintain by this contract. These records shall be kept at each maintained location on a form approved by the City. A copy of such record shall be provided within two (2) working days upon request to the Public Works Services Director or designee. The form shall include, at a minimum, the date, time, description of the devices including all models, parts and serial numbers, the narrative of deficiencies encountered, and a detail of any and all corrective actions(s) taken. Entries shall be made legibly in indelible ink and shall be **initialed by the technician** making the entry. Failure to comply will be cause for refusal of payment.

4.16. MONTHLY MAINTENANCE REPORT

The Contractor shall develop a monthly summary report in cooperation with the City to be submitted with the monthly invoice. This monthly summary report shall itemize all activities relating to traffic signal and safety

lighting maintenance for each maintained location. The summary report shall list the maintenance history of the entire reporting period for each traffic signal location and any deficiencies found including arrival and departure times, dates and addresses of the repairs, service personnel dispatched, types of repairs made, and all materials and equipment used for each day worked. A chronological report of all maintenance activities throughout the month is not sufficient. **The summary reports shall be submitted to the City within ten calendar (10) days following the end of the month of the reporting period.**

4.17. CONTRACT INVOICES

The Contractor shall prepare a single monthly invoice for **routine maintenance billing** that shows the date, time, and location of every routine maintenance check. **Invoices shall be submitted to City within ten calendar (10) days following the end of the month of the reporting period. Invoices and summary reports for the reporting period ending on June 30th shall be submitted to City by August 10th. Any further invoices after this date for the previous fiscal year (July 1st to June 30th of the subsequent calendar year) will be denied.**

The Contractor shall prepare a general monthly accumulative invoice for all **extraordinary and routine maintenance billings that are less than $500 per intersection.**

The Contractor shall prepare a separate individual invoice for each location when an **extraordinary or routine maintenance billings are more than $500 per intersection.**

The Contractor shall submit a monthly invoice and summary report for both routine and extraordinary maintenance billing to the City on bond paper and in electronic files using the MS Excel spreadsheet format. Invoices will not be paid until invoices and summary reports have been reviewed and verified.

The following information shall be legible and at a minimum, is required for each traffic signal, flashing crosswalk, signalized crosswalk, and flashing school beacon location:

- Location by intersection and identification of a specific corner or direction of traffic, when applicable.
- Date and time the call was received and the first and last name of the caller or self-initiated.
- Date and time the Contractor's personnel and equipment arrived at the scene.
- The date and time the job was completed.
- Nature of the malfunction, if any, and a description of the action taken by the technician. List the first and last name of the Technician responding to call.
- Contractor notation of routine, extraordinary, or additional work (including emergency work).
- Accident report number from the Police Department for all accident-related work.

All records are the property of the City and at the termination of this contract shall be delivered to the City.

4.18. Salvaged or Damaged Equipment Ownership

Ownership of all materials existing and incorporated in the work is vested in the name of the City of Rancho Cucamonga. Salvaged or damaged equipment shall be the Contractor's responsibility for the proper disposal and recycling of such material. Unless otherwise directed by the Public Works Services Director or designee.

4.19. Traffic Signal Turn-On and Turn-Off

The Contractor shall notify the Public Works Services Director or designee, at least **seventy-two (72) hours** in advance of any scheduled turn-on/turn-off necessitated by the Contractor's operations. The Contractor shall not make said turn-off or turn-on until permitted to proceed by the Public Works Services Director or designee. The Contractor shall obtain the appropriate lane closure permit if required and provide the appropriate traffic control as per the WATCH handbook and California Manual of Uniform Traffic Control Devices (CA MUTCD) as approved by the City of Rancho Cucamonga Engineering Department.

4.20. Warrant Service

The Contractor shall guarantee the work against defective material or workmanship for a period of one (1) year from date of completion of the work. Damage due to traffic accidents, acts of nature, and service power surges including those from sabotage and/or vandalism are exempt from the guarantee.

When defective material and/or workmanship are discovered which require repairs to be made under this guarantee, all such work shall be done by the Contractor at its own expense within five (5) calendar days after written notice of such defects has been given to Contractor by the City. Should the Contractor fail to repair such defective material or workmanship within five (5) calendar days thereafter, the City may cause the necessary repairs to be made and charge the Contractor with the actual cost of all labor and materials required. In emergencies demanding immediate attention, if the Contractor is unable to respond, the City shall have the right to repair the defect and charge the Contractor with the actual cost of all labor and material required. Any repair work performed as herein specified shall be done under the provisions of the original contract specifications.

During the warranty period, the Contractor is expected to coordinate warranty repairs with the appropriate manufacturer or installing contractor.

The Contractor shall notify the City of any undue delays by the manufacturer or installing contractor in responding to warranty requests and provide a detailed summary of the nature and reason for said warranty requests.

4.21. TRAFFIC CONTROL

The Contractor shall obtain an annual encroachment permit (no fee). The Contractor shall conduct their work in such a manner as to minimize the disruption of traffic flow. The Contractor shall not obstruct or restrict any portion of the roadway until traffic controls have been set up per the WATCH handbook and California Manual of Uniform Traffic Control Devices (CA MUTCD). All traffic control methods shall conform to the latest edition of the WATCH handbook and CA MUTCD and this Scope of Work. Not more than one intersecting street shall be closed at any one time without the prior approval of the Public Works Services Director or designee. Traffic stoppages shall be limited to time periods approved by the City.

Maintenance operations shall be conducted in such a manner as to cause as little inconvenience as possible to adjacent property owners. Convenient access to driveways, houses, and buildings along the line of work shall be maintained and temporary approaches to crossings or intersecting highways shall be provided and kept in good condition. No material or equipment shall be stored where it will interfere with the free and safe passage of public traffic. At the end of each day's work and at other times when maintenance operations are suspended for any reason, the Contractor shall remove all equipment and other obstructions from the portion of the roadway and open it for use by public traffic.

The Contractor shall furnish all flagmen, barricades, barriers, lights, signs, and any other device which may be necessary for adequate and safe traffic control.

The Contractor shall provide protection for any excavation three (3) feet or more in-depth or any other excavation which by its nature may be considered unsafe by either covering or erecting a five (5) foot chain link or woven wire fence. Such protection shall be always provided when an employee of the Contractor attends the excavation.

Pedestrian traffic shall be always maintained in a safe manner. Pedestrian and emergency vehicular access shall be maintained to all residences, businesses, and manufacturing establishments around the work area.

All spillage and any excess dirt or debris caused by hauling operations or moving equipment along or across any private or public property or public traveled way shall be removed immediately at the Contractor's expense.

The Contractor shall always provide unobstructed access to all fire hydrants except as otherwise provided, in writing, by the Traffic Engineer.

Failure to provide adequate safety devices, as directed by the Traffic Engineer, will cause the City to install safety devices as needed and the cost will be assessed to the Contractor at the City's actual cost. The City shall be entitled to offset any costs incurred against the Contractor's invoice.

All costs for traffic control shall be included in the various items of work, and no additional compensation will be allowed.

4.22. Equipment and Materials

Attention is directed to Section 6-1.05, "Trade Name and Substitution", of the 2018 Caltrans Standard Specifications. The City reserves the exclusive right to determine if proposed alternative equipment shall be acceptable.

Before the start of work, the Contractor shall provide the City with a statement from the vendors. Said statements shall state the date that any equipment ordered is shipped. The City shall not be liable for any delay to performance before the delivery of these required submittals.

4.23. Damage

Adjacent improvements such as street pavement, curbs, sidewalks, sprinklers, driveways, and gutters damaged because of the Contractor's operation shall be repaired promptly to the satisfaction of the Public Works Services Director or designee at the Contractor's expense.

4.24. Sound and Noise Control

The Contractor shall comply with all local sound control and noise level rules, regulations, and ordinances, which apply to any work performed pursuant to the contract.

4.25. Night Inspections

The Contractor shall perform **monthly** nighttime inspections of all intersection safety lighting and ISNS for proper operation at signalized intersections.

A written record (can be Excel spreadsheet or other methods such as ArcGIS data implementation as approved by the Public Works Services Director or designee) shall be submitted to the Public Works Services Director or designee of each safety light and ISNS outage. This written record shall be received by the Public Works Services Director or designee within 5 working days after the survey. Before repairs are started the City will need to review and approve work to be completed.

The Contractor shall carry photocells, fuses, drivers, and properly sized LED's when troubleshooting safety lights per the City specifications.

Unless otherwise directed by the City, all safety lights shall consist of Eaton-Cooper fixtures with wattages and brand type replaced or repaired with the same found at the intersection, this is also noted on the associated

City ArcGIS Map. All information on repairs shall be updated to the ISNS/Safety Lights Management or ISNS/Safety Light Outage Maps.

Unless otherwise directed by the City, all ISNS fluorescent bulbs found to be burned out shall be replaced with Prince-Certified LED tubes with internal drivers. Contractor shall keep adequate stock in anticipation of monthly repairs. All repairs made to Southern Manufacturing ISNS repairs shall be made with OEM Southern Manufacturing equipment. All information on repairs shall be updated to the ISNS/Safety Lights Management or ISNS/Safety Light Outage Maps.

Costs incurred in night inspections for safety lighting shall be included in the unit price for routine maintenance. **All safety light outages shall be repaired within five (5) working days of approval to repair. All ISNS shall be repaired within fifteen (15) working days of approval to repair.** The replacement of defective parts will be extraordinary maintenance. All extraordinary maintenance required shall be per the Contractor's agreement for extraordinary maintenance or per written quote, as directed by the Public Works Services Director or designee.

4.26. MEETINGS

The Contractor will be required to attend and participate in monthly meetings with City staff. These meetings will be held to discuss contract provisions, problems, and/or issues and ensure that the work is proceeding as per the contract documents. These meetings will be called by the Public Works Services Director or designee. The Contractor shall have at least one (1) Field Supervisor, one (1) Administrative Staff Member, and one (1) Traffic Signal Technician attend the monthly meetings. **Full compensation for attending these meetings shall be considered as included in various items of work and no additional compensation shall be allowed.**

4.27. ESTIMATE OF QUANTITIES

The quantities shown in the contract agreement shall be considered as approximate only, being listed therein as a basis for the comparison of bids. The Public Works Services Director or designee does not guarantee or agree, either expressly or by implication that the actual amounts required would correspond therewith. He reserves the right to increase or decrease the amount of any item or portion of work or material to be performed or furnished, or to omit any such item or portion, in accordance with the provisions relative thereto outlined in this Scope of Work.

4.28. ROUTINE MAINTENANCE

The Contractor shall provide a program of routine maintenance designed to eliminate or reduce the incidents of malfunction and extend the useful life of the equipment. The program, the cost of which is specified in the contract unit price for traffic signals and other items of work listed under "Routine Maintenance" shall include but not limited to the following:

All equipment and labor required to complete Routine Maintenance shall be included as part of the cost of the Routine Maintenance cost and no additional compensation shall be given to complete these tasks.

4.28.1. ROUTINE MAINTENANCE OF ALL TRAFFIC SIGNALS AND SIGNALIZED CROSSWALKS ONCE A MONTH

Inspection and service at each signalized intersection **once a month**, not less than 20 days or more than 40 days apart. The Contractor shall provide the labor, equipment, and material to perform this **complete** list of services, on a monthly basis:

- **Air Filter -** Clean or replace the air filter element in all controller cabinets so equipped at least once every **six (6) months** and shall note in the monthly report any filter replacement. Wash or replace all air filter elements in all cabinets so equipped within **three (3) months** after the execution of this contract, and so note in the monthly report the date the filter elements are cleaned or replaced. Replace the air filters at least once every (6) months.
- **Controller Cabinet and A/C Service Cabinet -** Remove any posters, signs, and/or graffiti, etc. from the controller and service cabinet exteriors. Check the interior and exterior of the controller and service cabinets for signs of deterioration to the cabinet's surface. Clean the traffic signal cabinets thoroughly on the inside including all components and remove any foreign materials monthly. Clean the A/C service cabinet during October UPS, inventory, and service meter audit.
- **Controller Cabinet Fan and Thermostats -** Verify that the controller and exterior cabinet fans operate properly with minimal noise. Verify all cabinet fan thermostats are set to eighty-five (85) degrees Fahrenheit and operational.
- **Controller Cabinet Grounding -** Using a megger, check the resistance between the AC and Ground in the controller cabinet.
- **Controller Cabinet Vents -**Check the vents in both the controller cabinet door and above the door, and at the top of the cabinet to ensure that they are free of any foreign material.
- **CMU / MMU Testing -** Verify that the time clock and date are correct in any CMU and MMU at all traffic signal cabinets. **Yearly testing** of all CMU and MMU equipment shall be completed with the use of an automated testing device that is calibrated yearly and tested by a Technician that is certified by the manufacture as defined by NEMA TS1, NEMA TS2, FHWA/Caltrans System 170 Standards. For example, ATSI PCMT 8000. The test results shall be printed on a report that is to be always maintained in the signal cabinet. An electronic copy shall be sent to the City within thirty (30) days from the final location tested via USB. The printed report containing the test results shall, at a minimum, include the following information: report header with the type of monitor tested and date tested; agency identification including manufacturer, model and serial number; related test information including the operator, test site, and intersection location; and monitor verification with a description of the type of tests performed and conditions found (i.e., failure or non-failure). Note

testing in monthly routine maintenance log and also in the appropriate sections of the Traffic Signal Management ArcGIS Map, along with current status and equipment information. In addition to the above, a summary report of failed units shall be provided in a spiral binder. Any monitors that fail testing are to be replaced immediately. See Appendix II for the inventory schedule.

- **Connectors -** Check all connectors (includes any connections on the main panel, interface panels, and under detector racks) to ensure they are secure and free of corrosion. Note in monthly routine maintenance log.
- **Controller Cabinet Mounting -** Check the snugness of the nuts on the controller cabinet anchor bolts and tighten if necessary being sure not to distort the cabinet door opening by over-tightening.
- **Controller Cabinet and A/C Service Foundation Seal -** Check the seal between the bottom of the cabinet and the foundation for deterioration. If standing water or evidence of water is present inside the bottom of the controller cabinet, reseal as necessary, and ensure there is a weep hole at the lowest point to allow any moisture in the cabinet to seep out.
- **Controller Operation -** Manually place vehicle and pedestrian calls on each phase through the controller cabinet test switches or the controller keyboard to verify controller servicing of each active phase. Maintain an accurate chronograph and set all real-time clocks to the National Bureau of Standards (WWV) time. When and where necessary, adjust clocks to Daylight Savings Time on following monthly inspection visit.
- **Detector Operation -** Check detector units and systems including, but not limited to, inductive loops, pedestrian pushbuttons, and video for the correct detection of both vehicles and pedestrians by observing the turn-on of the appropriate detection indicator as a vehicle passes over or through the detector loop(s)/zone; and adjust or repair said equipment as necessary to restore the system to its intended operation. Notify the City immediately of any video detection failures. If the video detection failure is determined to be unsafe, place in recall until contact is made with the City, and approval to proceed with repairs outside of warranty is given. Note any information from responding calls, repairs, tests, or observations in monthly maintenance and cabinet log, in addition to appropriate sections of the Traffic Signal Management ArcGIS Map.
- **Detection Setup -** Verify that the detector loop cables are correctly identified, connected to the correct vehicle detector field interface terminals and that the correct detector indicates a call. Verify that a call is placed on the correct controller detector input and that the input places a call on the correct controller phase.
- **Door Gasket -** Check all door gaskets on the controller cabinet, service cabinet, and any other enclosures for evidence of moisture or deterioration. Completely replace any gaskets showing signs of leaking or deterioration with City supply. Notify Public Works Services Director or designee when stock is low.
- **Door Panel Harness -** Check the harness leading from the door panel to the auxiliary panels on the cabinet door to ensure they are not being pinched and do not bind against the cabinet door. Adjust if necessary.

- **Equipment Displays and Indicators -** Verify that all LED, LCDs, and indications (controller, CMU, load switches, flasher, etc.) are working properly.
- **Flash -** Verify the operation of the flashers. Verify with a stopwatch that the flash rate is between 50 to 60 pulses per minute and that the "ON/OFF" state for each flash circuit is equal.
- **Ground Fault Receptacle -** Verify the proper operation of "Test" and "Reset" buttons on GFCI type outlets.
- **Hinges and Locks -** Check for free movement of all doors, latching assemblies, and locks on the controller cabinet, service cabinet, and any other enclosures. Use a minimum of oil or spray lubricant and remove any excess.
- **Insect Infestation -** Check for any signs of ants, wasps or other insects within the cabinet and take the necessary steps for extermination.
- **Interconnect -** Observe communication equipment within the cabinet and notify Public Works Services Director or designee of any suspected failures.
- **Inventory -** Once a year all equipment and status information found in the Traffic Signal Management ArcGIS map shall be verified against existing information and updated as needed. See Appendix II for the inventory schedule.
- **Interior Light -** Verify the proper operation of the controller cabinet's interior fluorescent or LED light, starter, and/or ballast.
- **Intersection Timing -** Compare controller phase timing against the signed City Engineer timing sheet, check any discrepancies against intersection log, and notify Public Works Services Director or designee of any deviations. Update the status of the timing sheet in the appropriate section on the Traffic Signal Management ArcGIS map.
- **Intersection Records -** Ensure that all intersection "As-Built" plans, cabinet wiring diagrams, necessary equipment operations manuals, controller data timing sheets, and logbook are corrected and inside the cabinet. Contact Public Works Services Director or designee to obtain any missing items.
- **Maintenance Log -** The Maintenance Log shall be updated with a summary of any visit during the routine maintenance that month. Note any information from responding calls, repairs, tests, or observations in appropriate sections of the Traffic Signal Management ArcGIS Map.
- **Plug-in Components -** Check that each plug-in component (rack mount detectors, relays, load switches, flasher, etc.) fits tightly and securely in its socket.
- **Preemption Devices and EVP Testing -** During routine maintenance, check EVP and/or Railroad if applicable to ensure the system is on and operational. Complete testing of EVP as per guidelines outlined by the City every other quarter and alternate with UPS testing. Note any information from responding calls, repairs, tests, or observations in appropriate sections of the Traffic Signal Management ArcGIS Map. See Appendix II for the preventative maintenance/testing schedule and Appendix III for the testing procedures.

- **Service Connections -** Verify that the neutral, ground, and power connections are secure in the controller, tighten all connectors, and service cabinet at least once every **six (6) months.** Note in monthly routine maintenance log.
- **Switches -** Verify the correct operation of each position, including "OFF", of all switches. Repeatedly work all test and stop time switches to keep the switch contacts clean.
- **System Telemetry -** Check operation of telemetry at Field Master and local controller locations.
- **Terminal Connections -** Using the correct size insulated screwdriver, test each terminal screw backing off slightly then retightening to confirm that it is secure at least once every **six (6) months,** Note in monthly routine maintenance log.
- **Uninterrupted Power Supply Testing -** During routine maintenance, check the UPS to ensure the system is on and operational. Complete testing of the UPS as per guidelines outlined by the City every other Quarter and alternate with EVP testing. Note any information from responding calls, repairs, tests, or observations in appropriate sections of the Traffic Signal Management ArcGIS Map. See Appendix II for the preventative maintenance/testing schedule and Appendix IV for the testing procedures.
- **Vacuum Cabinet -** Blow or brush off shelves, terminal blocks, and components and thoroughly vacuum the interior of the controller cabinet including the police panel. Also, blow out or vacuum the vent openings above the controller cabinet door. All service meter pedestals are to be completed during the first UPS testing of each year.
- **Intersection Walk-Around -** Walk all the approaches of the intersection and visually inspect all signal poles, mast arms, signal heads, and indications, traffic control signs, pedestrian signals, illuminated street name signs, loop sealants, pull box covers, and any other devices, and verify the correct placement and/or operation. Any inoperable vehicle or pedestrian indications, safety lights, or illuminated sign lamps shall be replaced under extraordinary maintenance; illuminated signs damaged beyond repair shall be reported to the Public Works Services Director or designee and replaced under extraordinary maintenance. All vehicle and pedestrian indication heads found to be out of alignment shall be properly aligned, in addition all back plates found to be damaged are to be repaired. Missing signs shall be replaced under extraordinary maintenance, cracked or damaged loops sealants shall be resealed. All other equipment found missing or damaged shall be replaced or repaired. Remove any posters, signs, and/or graffiti, etc. from any poles and or regulatory signs at the intersection.
- **Pedestrian Signals and Push Buttons -** The Contractor shall maintain all pedestrian signal heads and push buttons in working order, and the cost incurred shall be included in the unit price for routine preventative maintenance per intersection. The replacement of defective parts will be extraordinary maintenance. New parts shall conform to the current State of California Standard Specifications. Except as noted otherwise, new pedestrian signals shall be Clamshell mounted Type A housings with LED sections by GE Lighting Solution, Model PS7-CFF1-VLA Countdown Pedestrian Module. Pedestrian push button assemblies shall be Polara Bulldog BDL3-G.

- **Loop Detectors -** The Contractor shall verify the condition of the loops in the roadway and take necessary preventative measures to ensure the longevity of the loop. This includes the splicing (or re-splicing) of detector loops and/or replacement of loop sealant. Cutting and installing new loops is considered extra work and will require prior approval by the City before work is commenced. The failure of a loop due to lack of sealant maintenance is not considered extra work and will be repaired at the Contractor's expense. Note any information from responding calls, repairs, tests, or observations in appropriate sections of the Traffic Signal Management ArcGIS Map.
- **Video Detectors (Where Present) -** The Contractor shall verify that video detection camera lenses are clean and the system operable. The Contractor shall clean and polish all video detection camera lenses once every **twelve (12)** months, or as directed by the Public Works Services Director or designee on an individual basis. See Appendix II for the cleaning schedule. At that time, all signal heads, mast arm mounted street name signs, and optically programmed signal heads shall be realigned as necessary.

  Refer to Appendix I for the list of intersections with current video detection. Note this list expands throughout the year and additional intersections will be added periodically. The Traffic Signal Management Map does contain the most up to date information of the current type of detection and status. It is the Contractors responsibility to obtain the updated list prior to commencing of annual cleaning. At the intersections with EVP IR-Detectors, the lens will be cleaned at the same time as the camera lens.
- **Signs -** Traffic signs shall be cleaned and adjusted as routine maintenance. The Contractor shall repair or replace any damaged or missing traffic signs or pedestrian push button plates affixed to any signal mast arm or pole under extraordinary maintenance. Any faded signs in need of replacement shall be reported to the Public Works Services Director or designee.
- **Traffic Signal Controller Assembly -** The Contractor shall replace, repair, or otherwise render in good working order any defective traffic signal controller assemblies with like make and model assemblies as necessary to ensure the safe operation of said signal equipment. Solid-state equipment shall be maintained according to the manufacturer's specifications.
- **At completion of Preventative Maintenance Check -** Before leaving intersection during any routine or extraordinary maintenance, verify that all detector test switches are in the "normal" position and that the stop time switch is in the "auto" or "normal" position. Record all information complete with (first and last name, time, date, nature of work, etc.) in the cabinet logbook. Immediately correct all safety deficiencies found during routine inspections and schedule nonemergency work with City staff unless preapproved under proactive guidelines. Any call outs or returns related to switches of any device or equipment accidently being left in the off, constant, or non-operable positions will be cause for non-payment of the monthly preventative maintenance and/or call out. In addition to the possible cost of City staff response time.
- **Communications Maintenance -** The Contractor shall include the communication maintenance personnel's qualifications in the bid. The City will notify the Contractor if, in the City's sole opinion,

personnel proposed for any communication maintenance are not qualified to work on these systems. Within thirty (30) days after City makes the determination, the Contractor shall hire qualified subcontractor(s) specialized in communication equipment troubleshooting and repair to handle both routine and extraordinary maintenance without any additional compensation from the City.

- **Communication Maintenance Equipment -** The Contractor shall equip the Communication Maintenance Technician with a laptop/portable computer loaded with Aries, Iteris, and Centracs manufacturer's diagnostic and programming software, a portable video monitor with video input, and other accessory equipment to do both routine maintenance and extraordinary maintenance. The Contractor shall submit a list of equipment that will be used for troubleshooting and maintaining the communications equipment to the City within thirty (30) calendar days after the contract has been awarded.
- **Cabinet Record Files -** The Contractor shall organize the cabinet record files as directed by the Public Works Services Director or designee:
    - Timing Sheet
    - Conflict Monitor Test Results
    - Cabinet Test Results
    - Routine Maintenance
    - Extraordinary Maintenance
    - Extraordinary Condition - Items of damaged report not readily repaired. All records must be legibly written or printed.
    - Cabinet Print
    - Traffic Signal Plan
    - Manuals

All record files aforementioned shall be present in the cabinet record files. Any missing files shall be reported to the designated Public Works Services Director or designee.

Perform routine maintenance of flashing yellow beacons per month where shared with same service pedestal to ensure proper operations and all works necessary to maintain the system functioning properly.

4.28.2. Routine Maintenance of Flashing Crosswalks Once a Month

Inspection and service at each flashing crosswalk **once a month**, not less than 20 days or more than 40 days apart. The Contractor shall provide the labor, equipment, and material to perform this **complete** list of services, on a monthly basis:

- **Air Filter -** Clean or replace the air filter element in all equipment enclosures so equipped at least once every **six (6) months** and shall note in the monthly report any filter replacement. Wash or replace all air filter elements in all cabinets so equipped within **three (3) months** after the execution

of this contract, and so note in the monthly report the date the filter elements are cleaned or replaced. Replace the air filters at least once every (6) months.

- **Equipment Enclosures and A/C Service Cabinet -** Remove any posters, signs, and/or graffiti, etc. from the controller and service cabinet exteriors. Check the interior and exterior of the controller and service cabinets for signs of deterioration to the cabinet's surface. Clean the traffic signal cabinets thoroughly on the inside including all components and remove any foreign materials monthly. Clean the A/C service cabinet during October UPS, inventory, and service meter audit.
- **Equipment Enclosure Fan and Thermostats -**Verify that the controller and exterior cabinet fans operate properly with minimal noise. Verify all cabinet fan thermostats are set to eighty-five (85) degrees Fahrenheit and operational.
- **Equipment Enclosure Vents -** Check the vents in both the controller cabinet door and above the door, and at the top of the cabinet to ensure that they are free of any foreign material.
- **Connectors -** Check all connectors to ensure they are secure and free of corrosion. Note in monthly routine maintenance log.
- **Equipment Enclosure Mounting -** Check the snugness of the nuts or bolts utilized to secure.
- **Equipment Enclosure and A/C Service Foundation Seal -** Check all seals associated and used with mounting for sealing the enclosure that there is no deterioration. If standing water or evidence of water is present inside the bottom of the controller cabinet, reseal as necessary, and ensure there is a weep hole at the lowest point to allow any moisture in the cabinet to seep out.
- **Flasher Control Operation -** Maintain an accurate chronograph and set all real-time clocks to the National Bureau of Standards (WWV) time. When and where necessary, adjust clocks to Daylight Savings Time on following monthly inspection visit.
- **Detector Operation -** Check detector units and systems including, but not limited to pedestrian pushbuttons for the correct detection of pedestrians by observing actuation and operation. Note any information from responding calls, repairs, tests, or observations in monthly maintenance and cabinet log, in addition to appropriate sections of the Traffic Signal Management ArcGIS Map.
- **Door Gasket -** Check all door gaskets on the equipment enclosure, service cabinet, and any other enclosures for evidence of moisture or deterioration. Completely replace any gaskets showing signs of leaking or deterioration with City supply. Notify Public Works Services Director or designee when stock is low.
- **Equipment Displays and Indicators -** Verify that all LED, LCDs, and indications (on any controller, load switches, flasher, etc.) are working properly.
- **Flash -** Verify the operation of the flashers. Verify with a stopwatch that the flash rate is between 50 to 60 pulses per minute and that the "ON/OFF" state for each flash circuit is equal.
- **Ground Fault Receptacle -** Verify the proper operation of "Test" and "Reset" buttons on GFCI type outlets.

- **Hinges and Locks** - Check for free movement of all doors, latching assemblies, and locks on the equipment enclosures, service cabinet, and any other enclosure. Use a minimum of oil or spray lubricant and remove any excess.
- **Insect Infestation** - Check for any signs of ants, wasps or other insects within the cabinet and take the necessary steps for extermination.
- **Interconnect -** Observe communication equipment within the cabinet and notify Public Works Services Director or designee of any suspected failures.
- **Inventory** - Once a year all equipment and status information found in the Traffic Signal Management ArcGIS map shall be verified against existing information and updated as needed. See Appendix II for the schedule.
- **Crosswalk Timing** - Compare timing against the signed City Engineer timing sheet, check any discrepancies against the intersection log, and notify Public Works Services Director or designee of any deviations. Update the status of the timing sheet in the appropriate section on the Traffic Signal Management ArcGIS map.
- **Intersection Records** - Ensure that all intersection "As-Built" plans, enclosure wiring diagrams, necessary equipment operations manuals, controller data timing sheets, and logbook are corrected and inside the enclosure. Contact Public Works Services Director or designee to obtain any missing items.
- **Maintenance Log -** The Maintenance Log shall be updated with a summary of any visit during the routine maintenance that month. Note any information from responding calls, repairs, tests, or observations in appropriate sections of the Traffic Signal Management ArcGIS Map.
- **Plug-in Components -** Check that each plug-in component (detectors, relays, load switches, flashers, etc.) fits tightly and securely in its socket.
- **Service Connections -** Verify that the neutral, ground, and power connections are secure within the enclosure, tighten all connectors, and service cabinet at least once every **six (6) months.** Note in monthly routine maintenance log.
- **Solar Panel -** Where applicable, visually check solar panel for any damage and orientated to south facing aspect. Clean the solar panel during the VDS camera cleaning schedule noted on Appendix II. Check batteries via meter during the UPS testing procedure months and note on cabinet logbook and also ArcGIS. See Appendix II for the UPS testing schedule.
- **Terminal Connections -** Using the correct size insulated screwdriver, test each terminal screw backing off slightly then retightening to confirm that it is secure at least once every **six (6) months,** Note in monthly routine maintenance log.
- **Vacuum Cabinet -** Blow or brush off inside the enclosure, terminal blocks, and components and thoroughly vacuum the interior. Also, blow out or vacuum the vent openings above the door. All service meter pedestals are to be completed during the first UPS testing of each year.

- **Crosswalk Walk-Around -** Walk all the approaches of the crosswalk and visually inspect all poles, mast arms, signal heads, and indications, traffic control signs, pedestrian signals, illuminated street name signs, pull box covers, and any other devices, and verify the correct placement and/or operation. Any inoperable vehicle or pedestrian indications, safety lights, or illuminated sign lamps shall be replaced under extraordinary maintenance; illuminated signs damaged beyond repair shall be reported to a Public Works Services Director or designee and replaced under extraordinary maintenance. All vehicle and pedestrian indication heads found to be out of alignment shall be properly aligned, in addition all back plates found to be damaged are to be repaired. Missing signs shall be replaced under extraordinary maintenance, cracked or damaged loops sealants shall be resealed. All other equipment found missing or damaged shall be replaced or repaired. Remove any posters, signs, and/or graffiti, etc. from any poles and or regulatory signs at the intersection.
- **Pedestrian Signals and Push Buttons -** The Contractor shall maintain all pedestrian signal heads and push buttons in working order, and the cost incurred shall be included in the unit price for routine preventative maintenance per intersection. The replacement of defective parts will be extraordinary maintenance. Except as noted otherwise, new pedestrian signals shall be Clamshell mounted Type A housings with LED sections by GE Lighting Solution, Model PS7-CFF1-VLA Countdown Pedestrian Module. Pedestrian push button assemblies shall be Polara Bulldog BDL3-G.
- **Signs -** Traffic signs shall be cleaned and adjusted as routine maintenance. The Contractor shall repair or replace any damaged or missing traffic signs or pedestrian push button plates affixed to any signal mast arm or pole under extraordinary maintenance. Any faded signs in need of replacement shall be reported to the Public Works Services Director or designee.
- **Controller Assembly -** The Contractor shall replace, repair, or otherwise render in good working order any defective controller devices with like make and model assemblies as necessary to ensure the safe operation of said signal equipment. Solid-state equipment shall be maintained according to the manufacturer's specifications.
- **At completion of Preventative Maintenance Check -** Before leaving intersection during any routine or extraordinary maintenance, verify that all detector test switches are in the "normal" position. Record all information complete with (name, time, date, nature of work, etc.) in the cabinet logbook. Immediately correct all safety deficiencies found during routine inspections and schedule nonemergency work with City staff unless preapproved under proactive guidelines. Any call outs or returns related to switches of any device or equipment accidently being left in the off, constant, or non-operable positions will be cause for non-payment of the monthly preventative maintenance and/or call out. In addition to the possible cost of City staff response time.
- **Cabinet Record Files -** The Contractor shall organize the cabinet record files as directed by the Public Works Services Director or designee:
    - Timing Sheet
    - Cabinet Test Results
    - Routine Maintenance

- Extraordinary Maintenance
- Extraordinary Condition - Items of damaged report not readily repaired. All records must be legibly written or printed.
- Cabinet Print
- Traffic Signal Plan
- Manuals

All record files aforementioned shall be present in the cabinet record files. Any missing files shall be reported to the designated Public Works Services Director or designee.

4.28.3. ROUTINE MAINTENANCE OF FLASHING BEACON AND SCHOOL FLASHING BEACON SYSTEMS ONCE A MONTH

Inspection and service at each flashing beacon once a month, not less than 20 days or more than 40 days apart. The Contractor shall provide the labor, equipment, and material to perform this complete list of services, on a monthly basis:

- **Air Filter -** Clean or replace the air filter element in all equipment enclosures so equipped at least once every **six (6) months** and shall note in the monthly report any filter replacement. Wash or replace all air filter elements in all cabinets so equipped within **three (3) months** after the execution of this contract, and so note in the monthly report the date the filter elements are cleaned or replaced. Replace the air filters at least once every (6) months.
- **Equipment Enclosures and A/C Service Cabinet -** Remove any posters, signs, and/or graffiti, etc. from the controller and service cabinet exteriors. Check the interior and exterior of the controller and service cabinets for signs of deterioration to the cabinet's surface. Clean the traffic signal cabinets thoroughly on the inside including all components and remove any foreign materials monthly. Clean the A/C service cabinet during October UPS, inventory, and service meter audit.
- **Equipment Enclosure Fan and Thermostats -** Verify that the controller and exterior cabinet fans operate properly with minimal noise. Verify all cabinet fan thermostats are set to eighty-five (85) degrees Fahrenheit and operational.
- **Equipment Enclosure Vents -** Check the vents in both the controller cabinet door and above the door, and at the top of the cabinet to ensure that they are free of any foreign material.
- **Connectors -** Check all connectors to ensure they are secure and free of corrosion. Note in monthly routine maintenance log.
- **Equipment Enclosure Mounting -** Check the snugness of the nuts or bolts utilized to secure.
- **Equipment Enclosure and A/C Service Foundation Seal -** Check all seals associated and used with mounting for sealing the enclosure that there is no deterioration. If standing water or evidence of water is present inside the bottom of the controller cabinet, reseal as necessary, and ensure there is a weep hole at the lowest point to allow any moisture in the cabinet to seep out.

- **Flasher Control Operation** - Maintain an accurate chronograph and set all real-time clocks to the National Bureau of Standards (WWV) time. When and where necessary, adjust clocks to Daylight Savings Time on following monthly inspection visit.
- **Detector Operation** - Check detector units and systems including, but not limited to pedestrian pushbuttons for the correct detection of pedestrians by observing actuation and operation. Note any information from responding calls, repairs, tests or observations in monthly maintenance and cabinet log, in addition to appropriate sections of the Traffic Signal Management ArcGIS Map.
- **Door Gasket** - Check all door gaskets on the equipment enclosure, service cabinet, and any other enclosures for evidence of moisture or deterioration. Completely replace any gaskets showing signs of leaking or deterioration with City supply. Notify Public Works Services Director or designee when stock is low.
- **Equipment Displays and Indicators** - Verify that all LED, LCDs, and indications (on any controller, load switches, flasher, etc.) are working properly.
- **Flash -** Verify the operation of the flashers. Verify with a stopwatch that the flash rate is between 50 to 60 pulses per minute and that the "ON/OFF" state for each flash circuit is equal.
- **Ground Fault Receptacle** - Verify the proper operation of "Test" and "Reset" buttons on GFCI type outlets.
- **Hinges and Locks** - Check for free movement of all doors, latching assemblies, and locks on the equipment enclosures, service cabinet, and any other enclosure. Use a minimum of oil or spray lubricant and remove any excess.
- **Insect Infestation -** Check for any signs of ants, wasps or other insects within the cabinet and take the necessary steps for extermination.
- **Interconnect -** Observe communication equipment within the cabinet and notify Public Works Services Director or designee of any suspected failures.
- **Inventory -** Once a year all equipment and status information found in the Traffic Signal Management ArcGIS map shall be verified against existing information and updated as needed. See Appendix II for the schedule.
- **Crosswalk Timing -** Compare timing against the signed City Engineer timing sheet, check any discrepancies against the intersection log, and notify Public Works Services Director or designee of any deviations. Update the status of the timing sheet in the appropriate section on the Traffic Signal Management ArcGIS map.
- **Intersection Records -** Ensure that all intersection "As-Built" plans, enclosure wiring diagrams, necessary equipment operations manuals, controller data timing sheets, and logbook are corrected and inside the enclosure. Contact Public Works Services Director or designee to obtain any missing items.

- **Maintenance Log -** The Maintenance Log shall be updated with a summary of any visit during the routine maintenance that month. Note any information from responding calls, repairs, tests, or observations in appropriate sections of the Traffic Signal Management ArcGIS Map.
- **Plug-in Components -** Check that each plug-in component (detectors, relays, load switches, flashers, etc.) fits tightly and securely in its socket.
- **Service Connections -** Verify that the neutral, ground, and power connections are secure within the enclosure, tighten all connectors, and service cabinet at least once every **six (6) months.** Note in monthly routine maintenance log.
- **Solar Panel -** Where applicable, visually check solar panel for any damage and orientated to south facing aspect. Clean the solar panel during the VDS camera cleaning schedule noted on Appendix II. Check batteries via meter during the UPS testing procedure months and note on cabinet logbook and also ArcGIS. See Appendix II for the UPS testing schedule.
- **Terminal Connections -** Using the correct size insulated screwdriver, test each terminal screw backing off slightly then retightening to confirm that it is secure at least once every **six (6) months,** Note in monthly routine maintenance log.
- **Vacuum Cabinet -** Blow or brush off inside the enclosure, terminal blocks, and components and thoroughly vacuum the interior. Also, blow out or vacuum the vent openings above the door. All service meter pedestals are to be completed during the first UPS testing of each year.
- **Crosswalk Walk-Around -** Walk all the approaches of the crosswalk and visually inspect all poles, mast arms, signal heads, and indications, traffic control signs, pedestrian signals, illuminated street name signs, pull box covers, and any other devices, and verify the correct placement and/or operation. Any inoperable vehicle or pedestrian indications, safety lights, or illuminated sign lamps shall be replaced under extraordinary maintenance; illuminated signs damaged beyond repair shall be reported to the Public Works Services Director or designee and replaced under extraordinary maintenance. All vehicle and pedestrian indication heads found to be out of alignment shall be properly aligned, in addition all back plates found to be damaged are to be repaired. Missing signs shall be replaced under extraordinary maintenance, cracked or damaged loops sealants shall be resealed. All other equipment found missing or damaged shall be replaced or repaired. Remove any posters, signs, and/or graffiti, etc. from any poles and or regulatory signs at the intersection.
- **Pedestrian Signals and Push Buttons -** The Contractor shall maintain all pedestrian signal heads and push buttons in working order, and the cost incurred shall be included in the unit price for routine preventative maintenance per intersection. The replacement of defective parts will be extraordinary maintenance. Except as noted otherwise, new pedestrian signals shall be Clamshell mounted Type A housings with LED sections by GE Lighting Solution, Model PS7-CFF1-VLA Countdown Pedestrian Module. Pedestrian push button assemblies shall be Polara Bulldog BDL3-G.
- **Signs -**Traffic signs shall be cleaned and adjusted as routine maintenance. The Contractor shall repair or replace any damaged or missing traffic signs or pedestrian push button plates affixed to any signal

mast arm or pole under extraordinary maintenance. Any faded signs in need of replacement shall be reported to the Public Works Services Director or designee.

- **Controller Assembly -** The Contractor shall replace, repair, or otherwise render in good working order any defective controller devices with like make and model assemblies as necessary to ensure the safe operation of said signal equipment. Solid-state equipment shall be maintained according to the manufacturer's specifications.
- **At completion of Preventative Maintenance Check -** Before leaving intersection during any routine or extraordinary maintenance, verify that all detector test switches are in the "normal" position. Record all information complete with (name, time, date, nature of work, etc.) in the cabinet logbook. Immediately correct all safety deficiencies found during routine inspections and schedule nonemergency work with City staff unless preapproved under proactive guidelines. Any call outs or returns related to switches of any device or equipment accidently being left in the off, constant, or non-operable positions will be cause for non-payment of the monthly preventative maintenance and/or call out. In addition to the possible cost of City staff response time.
- **Cabinet Record Files -** The Contractor shall organize the cabinet record files as directed by the Public Works Services Director or designee:
    - Timing Sheet
    - Cabinet Test Results
    - Routine Maintenance
    - Extraordinary Maintenance
    - Extraordinary Condition - Items of damaged report not readily repaired. All records must be legibly written or printed.
    - Cabinet Print
    - Manuals

All record files aforementioned shall be present in the cabinet record files. Any missing files shall be reported to the designated Public Works Services Director or designee.

4.28.4. Routine Maintenance of Fortel Traffic Calming Signs

- **Air Filter -** Clean or replace the air filter element in all equipment enclosures so equipped at least once every **six (6) months** and shall note in the monthly report any filter replacement. Wash or replace all air filter elements in all cabinets so equipped within **three (3) months** after the execution of this contract, and so note in the monthly report the date the filter elements are cleaned or replaced. Replace the air filters at least once every (6) months.
- **Equipment Enclosures -** Remove any posters, signs, and/or graffiti, etc. from the enclosures. Check the interior and exterior of the enclosures for signs of deterioration to the cabinet's surface. Clean the face of the sign and thoroughly on the inside including all components and remove any foreign materials monthly.

- **Equipment Enclosure Fan and Thermostats -** Verify that any fans operate properly with minimal noise. Verify fan thermostats are set to eighty-five (85) degrees Fahrenheit and operational where applicable.
- **Equipment Enclosure Vents -** Check the vents are free of any foreign material.
- **Connectors -** Check all connectors to ensure they are secure and free of corrosion. Note in monthly routine maintenance log.
- **Equipment Enclosure Mounting -** Check the snugness of the nuts or bolts utilized to secure.
- **Equipment -** Enclosure Check all seals associated and used with mounting for sealing the enclosure that there is no deterioration. If standing water or evidence of water is present inside the bottom of the controller cabinet, reseal as necessary, and ensure there is a weep hole at the lowest point to allow any moisture in the cabinet to seep out.
- **Radar Detector Operation -** Verify automobiles are being detected by radar detector. Note any information from responding calls, repairs, tests, or observations in monthly maintenance and cabinet log, in addition to appropriate sections of the Traffic Signal Management ArcGIS Map.
- **Door Gasket -** Check all door gaskets on the equipment enclosure and any other enclosures for evidence of moisture or deterioration. Completely replace any gaskets showing signs of leaking or deterioration with City supply. Notify Public Works Services Director or designee when stock is low.
- **Equipment Displays and Indicators -** Verify that all LED, LCDs, and indications are working properly.
- **Hinges and Locks -** Check for free movement of all doors, latching assemblies, and locks on the equipment enclosures, service cabinet, and any other enclosure. Use a minimum of oil or spray lubricant and remove any excess.
- **Insect Infestation -** Check for any signs of ants, wasps or other insects within the cabinet and take the necessary steps for extermination.
- **Inventory -** Once a year all equipment and status information found in the Traffic Signal Management ArcGIS map shall be verified against existing information and updated as needed. Noted on monthly preventative maintenance and test schedule. See Appendix II for the schedule.
- **Maintenance Log -** The Maintenance Log shall be updated with a summary of any visit during the routine maintenance that month. Note any information from responding calls, repairs, tests, or observations in appropriate sections of the Traffic Signal Management ArcGIS Map.
- **Plug-in Components -** Check that each plug-in component fits tightly and securely in its socket.
- **Service Connections -** Verify that the neutral, ground, and power connections are secure within the enclosure, tighten all connectors, and service cabinet at least once every **six (6) months.** Note in monthly routine maintenance log.
- **Solar Panel -** Visually check solar panel for any damage and orientated to south facing aspect. Clean the solar panel during the VDS camera cleaning schedule noted on Appendix II. Check batteries via meter during the UPS testing procedure months and note on cabinet logbook and also ArcGIS. See Appendix II for the UPS testing schedule.

- **Terminal Connections -** Using the correct size insulated screwdriver, test each terminal screw backing off slightly then retightening to confirm that it is secure at least once every **six (6) months,** Note in monthly routine maintenance log.
- **Vacuum Enclosures -** Blow or brush off inside the enclosure, terminal blocks, and components and thoroughly vacuum the interior. Also, blow out or vacuum the vent openings above the door.
- **Crosswalk Walk-Around -** Walk all the approaches of the sign and visually inspect all sign, pole, mast, signal, indications, traffic control signs, and any other devices and verify the correct placement and/or operation. Remove any posters, signs, and/or graffiti, etc. from any poles and or regulatory signs at the location.
- **Signs -** Traffic signs shall be cleaned and adjusted as routine maintenance. The Contractor shall repair or replace any damaged or missing traffic signs.
- **Controller Assembly -** The Contractor shall replace, repair, or otherwise render in good working order any defective controller devices with like make and model assemblies as necessary to ensure the safe operation of said signal equipment. Equipment shall be maintained according to the manufacturer's specifications.
- **At completion of Preventative Maintenance Check -** Record all information complete with (name, time, date, nature of work, etc.) in the cabinet logbook. Immediately correct all safety deficiencies found during routine inspections and schedule nonemergency work with City staff unless preapproved under proactive guidelines. Any call outs or returns related to switches of any device or equipment accidently being left in the off, constant, or non-operable positions will be cause for non-payment of the monthly preventative maintenance and/or call out. In addition to the possible cost of City staff response time.

4.29. EXTRAORDINARY MAINTENANCE

Furnish and install replacement vehicle and pedestrian signal lamps per City specifications and at the bid price.

- Furnish and install replacement safety lights or ISNS.
- Cut and install replacement detector loops per City specifications and at the bid price.
- Paint signal equipment
- Replace damaged equipment.

Extraordinary maintenance as listed in the Scope of Work includes all the labor equipment and materials necessary to ensure the safe and efficient operation of the City's traffic signal system that goes beyond the normal routine preventative maintenance program established by this Scope of Work.

- **Lamp Replacement -** During any inspection, all broken or deteriorated parts shall be replaced as necessary. The Contractor shall furnish and replace all incandescent or LED signal lamps that have failed or burned-out with new LEDs. An LED signal module shall be manufactured by GE Lighting Solution, Models DR6GCFB-VLA-032, DR6-GCAAN-17A, DR6-YTFB-VLA-032, DR6-YTAAN-17A-YX, DR6RTFB-VLA-

032, DR6-RTAAN-17A or an approved equal shall illuminate all new optical units using LED traffic signal lamps. Programmed visibility lamps shall be replaced in kind unless otherwise directed by City. Replacement of said vehicle signal lamps shall be considered extraordinary maintenance work as defined in this Scope of Work unless a said failure occurs within the initial warranty period of the signal lamp. All new LEDs shall be approved by the City. The Contractor shall indicate the date the signal lamp was installed on every signal lamp replaced and installed by the Contractor.

4.30. Additional Work Not Listed Above

At times, it will be necessary for the Contractor to perform additional work above and beyond the routine and extraordinary work listed in the Scope of Work. Contractor must be available to perform this type of work on an as needed basis. The Contractor shall supply not to exceed cost estimates for work to be done in these cases. Such cost estimates shall be provided for budgeting purposes only. Billing for such additional work shall reflect the labor rates, actual hours worked, and materials supplied. The Contractor's invoice for additional work shall indicate:

- Work order number, the person giving authorization and date of work.
- Contractor's invoiced material (maximum mark up: 15%)
- Contractor's labor charge
- Contractor's equipment charge
- Brief description of work completed and location of work.

The City will compensate the Contractor for such additional work based on the verified invoice cost of materials, equipment, and labor plus markup.

The Contractor shall be available to assist with inspection of new installations when requested by the City on a per hour basis paid at the rate of a Traffic Signal Maintenance Technician.

- **Inductive Circular Loop Replacement -** Upon receiving a request from the City, the **Contractor must immediately schedule the work and complete the work within 10 working days.**

Install Type E and Type D circular detector loops per the following specifications:
Detector loops shall conform to the 2018 Caltrans Provisions in Section 87-1-1.03V "Detectors", of the Standard Specifications and this Scope of Work.

Loops shall be installed on the same day in which the loop slots are cut. This shall include the placement of the loop conductors and slot sealant. Loop detector lead-in cable shall be Type 8.

Detector loop locations shall be approved by the City, in the field before installation.

In testing a vacant loop, any drift that exceeds an average of more than 1 Hertz/minute shall be cause for rejection.

Type E and D detector loops (circular), per the 2018 Caltrans Standard Plan ES-5A shall be six (6) feet in diameter.

The sides of the slot shall be vertical and the minimum radius of the slot entering and leaving the circular part of the loop shall be three (3) inches. Loop wire for circular loops shall be Type 2.

Slot sealant shall be Hot-Melt Rubberized Asphalt Sealant and conform to the provision in Section 86-1.02W4 of the 2018 Caltrans Standard Specifications and as directed by the designated City representative in the field.

Additional work includes items of work not listed above in **Routine Maintenance or Extraordinary Maintenance** and shall include items such as, but not limited to, the following:

- Furnish and install replacement signal poles and/or mast arms.
- Furnish and install replacement signal heads.
- Furnish and install replacement cabinet assemblies.
- Furnish and install replacement signal interconnect cables.
- Furnish and install replacement signal controller assemblies.
- Emergency call-out response
- Furnish and install other signal equipment as requested by the Traffic Engineer or Public Works Services Director or designee.

4.31. Work Authorization

Additional work, except for emergency repairs as provided for in this "Scope of Work", shall require prior written authorization from the Public Works Services Director or designee. In situations requiring an immediate response, verbal authorization from the Public Works Services Director or designee is sufficient followed by written authorization.

4.32. Payment for Additional Work

Upon receipt of an itemized invoice within thirty (30) days of completion of work, the City shall compensate the Contractor for additional work including labor, material, equipment, and markup as identified in Section 3-3 Extra Work (sheet GP-5). In the event a negotiated price cannot be reached, the City of Rancho Cucamonga reserves the right to repair and/or solicit quotations or invite bids and award work to any Contractor to perform such additional work.

4.33. Advanced License Plate Reader (ALPR) and Public Safety Video Networking (PSVN)

Provide services in response to emergencies and upon request to the City of Rancho Cucamonga and San Bernardino County Sheriff's Department to assist with troubleshooting, installing, and/or removing cameras and communication infrastructure attached to traffic signal equipment.

4.34. Patents

The Contractor shall assume all responsibilities arising from the use of patented materials, equipment, devices, or processes used on or incorporated in the work.

4.35. Administrative Elements

1. The Contractor shall make available at least one (1) full-time traffic signal maintenance technician to work in the City on an as-needed basis. These technicians shall have certification of Traffic Signals Level III or higher as a Traffic Signal Maintenance Technician from the International Municipal Signal Association (IMSA) and National Electrical Contractors (NEC) certification. Skilled laborers can make hardware repairs under the direct supervision of the technician. The City reserves the right at all times to concur with the Contractor's assignment of personnel to the City. If appropriate, the Contractor shall replace any personnel assigned to the City whose performance or behavior is considered unacceptable by the City or the standards established per the specifications. The Contractor shall have adequate personnel and facilities to perform an inspection of new equipment. When requested by the City, the Contractor may be required to assist in the field inspection of new installations and provide written "punch list" reports upon request. Prior to the commencement of the contract, the Contractor shall provide a list of employees potentially working on the City's signals, indicating their level of certifications and job classifications. The Contractor shall update employee lists annually or as personnel change. IMSA and NEC certifications by employees shall be held in good standing and shall be maintained current throughout the entire duration of the contract.

2. The Contractor shall provide all necessary personnel, instruments, equipment, and materials to perform the described services.

3. Evaluation Criteria: The information submitted will be evaluated by the City of Rancho Cucamonga. The evaluation will consider the following criteria when reviewing each proposal.
    a. Approach to work including, but not limited to, task breakdown and staffing.
    b. Reports of references, the experience (including certifications, vehicles, and other equipment used for the maintenance of traffic signals), and technical competence of the firm and key people on similar projects of equal complexity.
    c. The willingness to agree to all terms of the Contract. Refer to sheets C-1 through C-6.

5. EVALUATION AND VENDOR SELECTION PROCESS

5.1. INITIAL SCREENING

All RFP responses will undergo an initial review to determine responsiveness to the instructions herein. Those RFP responses initially determined to be responsive by meeting the RFP requirement as indicated herein will proceed to the next phase of the evaluation process.

5.2. EVALUATION ACTIVITIES

RFP responses deemed as having met the standard RFP requirements as indicated herein are then evaluated by an Evaluation Committee. The RFP submittals are scored and assigned a ranking of zero (0) through ten (10), ten being the highest possible score. The following criteria have been assigned percentages that the criteria will be scored against, based upon but not limited to the following evaluation criteria factors:

Criteria

Criteria Description	Assigned Percentage
Vendor Expertise	25
Quality of proposed services or goods	30
Extent to which the Vendors services or goods meet the City 's needs	10
Cost	15
Experience of key personnel	20

5.3. COST EVALUATION

Cost Proposals are evaluated and scored based on the following calculations.

Score = Lowest Proposal Cost / Cost of Proposal being scored X Maximum Points Available (10)

The score is then added to the spreadsheet criteria scores.

5.4. REFERENCE CHECKS

If determined to be required reference checks are conducted by the Procurement Division and the requesting department may or may not be present during the process. The reference checks may be conducted by phone with the information being scribed or conducted by a written form, submitted to the Vendor's reference contact. Reference contacts will be asked several predetermined questions for response and to provide a score from one (1) to ten (10), ten being the highest. Scores are then tabulated and added to the spreadsheet with the criteria scores. It is imperative that Vendors provide up to date and accurate information regarding contact information for reference checks. All scores are then tabulated into the final Vendor ranking.

Evaluators do not see the Vendor References or pricing line items. The proposed pricing is evaluated by the Procurement Division during the initial review of the RFP response, only to ensure that the proposed cost is not over the City 's budgeted amount or Not-to-Exceed amount for the project.

5.5. DEMONSTRATIONS/ INTERVIEWS

Upon completion of the RFP evaluations and data analysis, and only, if necessary, selected top ranked Vendors will be provided an opportunity to interview and conduct a demonstration or presentation to further expand on their RFP response. Vendor interviews/demonstrations are scored and assigned a ranking of one (1) through ten (10), ten being the highest possible score, based upon but not limited to the evaluation criteria factors as stated within the RFP.

5.6. BEST AND FINAL OFFER

Upon completion of Vendor presentations, the City reserves the right to conduct pre-award discussions and/or pre-contract negotiations with all or only top ranked Vendors. At which time the City may request a Best and Final Offer to be submitted from one or all finalists.

5.7. VENDOR SELECTION

The final Vendor selection is based on which Vendor is the most responsive, meeting the City 's requirements, offering the best value at the most competitive price. The City is not obligated to award to the lowest price proposal.

The City may conduct negotiations with several Vendors simultaneously. The City may also negotiate contract terms with the selected Vendors prior to award. The City, at its sole discretion, reserves the right, unless otherwise stated, to accept or reject all or any RFP responses, or any part thereof, either separately or to waive any informality and to split or make the award in any manner determined to be in the best interest of the City.

5.8. LETTER OF INTENT TO AWARD

After a final Vendor selection is determined, a Letter of Intent to Award (LOI) will be posted for review by all participating, responsive Vendors. Negotiations shall be confidential and not subject to disclosure to competing Vendors unless an agreement is reached. If contract negotiations cannot be concluded successfully, City may negotiate a contract with the next highest scoring Vendor or withdraw the RFP entirely.

"EXHIBIT A, CITY OF RANCHO CUCAMONGA CONFLICT OF INTEREST/NON-DISCLOSURE STATEMENT"

It is the policy of the City to prevent personal or organizational conflict of interest, or the appearance of such conflict of interest, in the award and administration of City Contracts, including, but not limited to Contracts for Professional Services Agreements ("PSA") with potential Vendors.

I do not have specific knowledge of confidential information regarding RFP responses received in response to the **Request for Proposal ("RFP") #24/25-002 for Traffic Signal Maintenance.**

I agree not to disclose or otherwise divulge any information pertaining to the contents, status, or ranking of any RFP response to anyone. I understand the terms and "disclose or otherwise divulge" to include, but are not limited to, verbal conversations, written correspondence, reproduction of any part or any portion of any RFP response, or removal of same from designated areas.

I, the undersigned, hereby certify that the following statements are true and correct and that I understand and agree to be bound by commitments contained herein.

_____ (Print Name)

_____ (Relationship to the City)

_____ (Relationship to the Vendors)

_____ (Signature)

_____ (Date)

Exhibits are not to be included in your bid response. All referenced Exhibits must be submitted in Planet Bids system under the Response Types, Exhibits A – G.

"EXHIBIT B, PROFESSIONAL SERVICES AGREEMENT EXCEPTIONS SUMMARY"

Mark the appropriate choice, below:

_____ Vendors accepts the PSA without exception.

OR

_____ Vendors proposes exceptions to the PSA.

Summarize all exceptions on a separate document. Enclose a written summary of each change and title as "Exception Summary", which shall include the Vendors' rationale for proposing each such exception. Each exception must be labeled with the Section number in the PSA. Failure to properly reference exceptions in the submitted summary may deem the response as non-responsive.

_____

Signature

_____

Printed Name

_____

Title

_____

Date

Exhibits are not to be included in your bid response. All referenced Exhibits must be submitted in Planet Bids system under the Response Types, Exhibits A – G.

"EXHIBIT C, ACKNOWLEDGMENT OF INSURANCE REQUIREMENTS AND CERTIFICATION OF ABILITY TO PROVIDE AND MAINTAIN COVERAGES SPECIFIED"

I, _____ the _____
(President, Secretary, Manager, Owner or Representative)

of _____, certify that the
(Name of Company, Corporation or Owner)

Specifications and General Provisions regarding insurance requirements as stated within the Professional Services Agreement (PSA), for the Purchase Contract designated **Request for Proposal ("RFP") #24/25-002 FOR Traffic Signal Maintenance** have been read and understood and that our Vendors is able to provide and maintain the coverage as specified in the PSA. Failure to provide said coverage, upon request to finalize the PSA prior to award shall be enough cause for immediate disqualification of award. Failure to maintain said coverage shall result in termination of the contract.

_____
Signature

_____
Printed Name

_____
Title

_____
Date

Exhibits are not to be included in your bid response. All referenced Exhibits must be submitted in Planet Bids system under the Response Types, Exhibits A – G.

"EXHIBIT D, ADDENDUM ACKNOWLEDGEMENT"

The Vendors hereby acknowledges the following Addenda Number(s) to this RFP have been received, if any. Vendors understands failure to acknowledge any addenda issued may cause the RFP response to be considered non-responsive. It is the Vendors' responsibility to log into the Bid System to identify and download the number of addenda that have been posted.

- _____
- _____
- _____
- _____

_____

Signature

_____

Printed Name

_____

Title

_____

Date

Exhibits are not to be included in your bid response. All referenced Exhibits must be submitted in Planet Bids system under the Response Types, Exhibits A – G.

"EXHIBIT E, DEBARMENT and SUSPENSION CERTIFICATION FORM"

I certify that neither _____ (Vendor) nor any of its proposed subcontractors are not currently listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the guidelines under 2 CFR 200 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), and that neither Vendor nor any of its proposed subcontractors are tax delinquent with the State of California.

I acknowledge that if Vendors or any of its subcontractors subsequently are placed under suspension or debarment by a local, state or federal government entity, or if Vendors or any of its subcontractors subsequently become delinquent in California taxes, our Proposal will be disqualified.

_____

Signature

_____

Printed Name

_____

Title

_____

Date

Exhibits are not to be included in your bid response. All referenced Exhibits must be submitted in Planet Bids system under the Response Types, Exhibits A – G.

"EXHIBIT F, PARTICIPATION CLAUSE"

It is hereby understood that other government entities, such as cities, counties, and special/school districts may utilize this RFP response at their option for equipment or services at the RFP response price for a period of _____ days. Said entities shall have the option to participate in any award made because of this solicitation. Any such piggy-back awards will be made independently by each agency, and the City is not an agent, partner or representative of these agencies and is not obligated or liable for any action of debts that may arise out of such independently negotiated piggy-back procurement. Each public agency shall accept sole responsibility of its own order placement and payments of the Vendors.

Successful Vendors will extend prices as proposed herein to other governmental agencies, please specify.

YES _____ NO _____

Exhibits are not to be included in your bid response. All referenced Exhibits must be submitted in Planet Bids system under the Response Types, Exhibits A – G.

"EXHIBIT G, SIGNATURE OF AUTHORITY"

The undersigned firm declares that he has carefully examined the specifications and read the above terms and conditions, and hereby proposes and agrees, if this RFP response is accepted, to furnish all material in accordance with the specifications and instructions, in the time and manner therein prescribed for the unit cost amounts set forth in the following RFP response.

THE VENDOR IN SUBMITTING THIS RFP RESPONSE MUST FILL IN THE FOLLOWING INFORMATION. FAILURE TO DO SO MAY DEEM YOUR RFP RESPONSE AS NON-RESPONSIVE.

<table>
<tr><td>Company Name:</td><td rowspan="3"><u>Address:</u>
(Street, Su. # City, State, Zip)</td></tr>
<tr><td>Telephone #:</td></tr>
<tr><td>Fax #:</td></tr>
<tr><td>E-mail address:</td><td>Web Address:</td></tr>
<tr><td>Authorized Representative: (print)</td><td>Title:</td></tr>
<tr><td>Signature:</td><td>Date:</td></tr>
</table>

Exhibits are not to be included in your bid response. All referenced Exhibits must be submitted in Planet Bids system under the Response Types, Exhibits A – G.

"EXHIBIT H" REFERENCES WORKSHEET

The following References Worksheet must be complete, please do not mark "See Attached". Provide a minimum of four (4) clients that are similar in size to the City of Rancho Cucamonga that your company has conducted comparable or like services. Preferred references should be government agencies and be a current customer within the past three (3) years. Please verify accuracy of contact information.

Reference 1	
Company Name	
Contact Name and Title	
Company Address	
Contact Telephone Number	
Contact Email	
Description of Comparative Services and Project Cost (please be specific)	
Reference 2	
Company Name	
Contact Name and Title	
Company Address	
Contact Telephone Number	
Contact Email	
Description of Comparative Services and Project Cost (please be specific)	

Reference 3	
Company Name	
Contact Name and Title	
Company Address	
Contact Telephone Number	
Contact Email	
Description of Comparative Services and Project Cost (please be specific)	
Reference 4	
Company Name	
Contact Name and Title	
Company Address	
Contact Telephone Number	
Contact Email	
Description of Comparative Services and Project Cost (please be specific)	

Exhibits are not to be included in your bid response. All referenced Exhibits must be submitted in Planet Bids system under the Response Type, Exhibit H.

DATE: May 1, 2024

TO: Mayor and Members of the City Council

FROM: John R. Gillison, City Manager

INITIATED BY: Micah Martin, Public Works Services Director
Ruth Cain, Procurement Manager
Richard Favela, Streets Superintendent
Tim Baltazar, Supervising Traffic Signal Specialist
Lindsay A. McElwain, Acting Management Analyst III

SUBJECT: Consideration to Award a Professional Services Agreement to Yunex LLC for Traffic Signal Maintenance and Safety Lighting Maintenance in an Amount Not to Exceed $1,351,170 for FY 2024/25. (CITY)

RECOMMENDATION:
Staff recommends City Council:

1. Award and authorize the execution of a professional services agreement for Traffic Signal Maintenance to Yunex LLC, of Riverside, California, effective July 1, 2024, for a one-year term with an option to renew in one (1) year increments up to a total of six (6) additional years, in an amount not to exceed $1,351,170 for FY 2024/25, and an estimated $9,996,073 over seven years, contingent upon approval of future budgets.
2. Authorize an expenditure in an amount not to exceed $1,351,170 for FY 2024/25.

BACKGROUND:
The Public Works Services Department and the Procurement Division routinely issue requests for proposals to ensure vendor services remain competitive. On June 3, 2015, City Council approved and awarded a competitively bid contract (CO# 15-103) for Citywide Traffic Signal and Safety Lighting Maintenance to Siemens Mobility, Inc (now Yunex LLC). This contract had an option to renew in one year increments up to a total of five years ending June 30, 2020. With Council's approval, Public Works renewed this contract for several years beyond the initial expiration through June 30, 2024 until specifications could be written and the services rebid. The annual maintenance contract for Traffic Signal Maintenance includes highly specialized technical service for traffic signal and safety lighting maintenance at the City's 241 locations including signalized intersections, signalized crosswalks, flashing crosswalks, and flashing school beacons.

The annual maintenance contract includes both routine maintenance and a contingency for extra work. The routine maintenance includes a complete monthly inspection and service at 240 locations, including the City's signalized intersections, signalized crosswalks, flashing crosswalks, and flashing school beacons. The contingency for extra work is to complete repairs due to unforeseen failures, traffic accidents, or malfunctions of the traffic signal system, safety lighting, or internally illuminated street name signs.

Specifications were submitted to the Procurement Division to prepare a formal Request for

Proposals (RFP). Procurement prepared and posted RFP #23/24-002 for Traffic Signal Maintenance on February 21, 2024. There were 644 vendors notified; 27 prospective bidders downloaded or viewed the bid package, and one response was received.

ANALYSIS:
As only one bid response was received, the Procurement Department conducted vendor outreach to determine if reposting the solicitation would garner different results. Outreach was conducted via phone and email with prospective bidders that did not submit a response. None of the prospective bidders were interested in submitting a bid. Therefore, the City reviewed the single bid received to determine if it was responsive to the RFP and canceled the evaluation committee.

City staff conducted a thorough analysis of the RFP response from Yunex LLC in accordance with the RFP evaluation criteria listed in Table 1. Yunex LLC was determined to be responsive and provide value service while meeting the scope of services and specifications required.

Table 1. Evaluation Criteria for Written Proposals

Criteria Description	Weight
Vendor Expertise	25%
Quality of proposed goods or services	30%
Extent to which the Vendor's goods or services meet the City's and RCFPD's needs	10%
Experience of key personnel	20%
Cost	15%

Staff recommends City Council approve the award and authorize the execution of a professional services agreement for Traffic Signal and Safety Lightning Maintenance to Yunex LLC, of Riverside, California, effective July 1, 2024, for a one-year term with an option to renew in one (1) year increments up to a total of six (6) additional years, in an amount not to exceed $1,351,170 for FY 2024/25, and an estimated $9,996,073 over seven years, contingent upon approval of future budgets.

The chart below has been prepared to illustrate the estimated annual funding requirements for the full contract term. Please note, this is only an estimate, and the amounts below could vary.

Fiscal Year	Estimated Annual Increase (3%)	Estimated Total Costs
FY 2024/25	Year 1	$1,304,550
FY 2025/26	$39,137	$1,343,687
FY 2026/27	$40,311	$1,383,998
FY 2027/28	$41,520	$1,425,518
FY 2028/29	$42,766	$1,468,284
FY 2029/30	$44,049	$1,512,333
FY 2030/31	$45,370	$1,557,703
Estimated Grand Total		**$9,996,073**

A copy of the contract will be on file in the City Clerk's Office.

FISCAL IMPACT:
The Proposed FY 2024/25 Budget includes funding for Traffic Signal Maintenance in several accounts. A breakdown of funding for this contract can be found in the table below.

Account	Funding Source	Amount
1001318-5300	General Fund- Contract Services	$25,200
1001701-5217	Technical Investigative Cost (PD Funded)	$40,000
1174303-5300	TS Communication	$60,500
1177303-5300	Measure I – Contract Services	$1,210,000
1876203-5300	Signal Maintenance	$15,470

COUNCIL MISSION / VISION / VALUE(S) ADDRESSED:
This item addresses the City Council's core values of promoting and enhancing a safe and healthy community for all.

ATTACHMENTS:
None.

AGREEMENT FOR
PROFESSIONAL SERVICES

THIS AGREEMENT is made and entered into this **1st day of July 2024**, by and between the City of Rancho Cucamonga, a municipal corporation ("City") and **Yunex LLC,** an **electrical contracting firm** ("Contractor").

RECITALS

A. City has heretofore issued its request for proposals to perform the following services: **Traffic Signal Maintenance (RFP 23/24-002)** ("the Project").

B. Contractor has submitted a proposal to perform the services described in Recital "A", above, necessary to complete the Project.

C. City desires to engage Contractor to complete the Project in the manner set forth and more fully described herein.

D. Contractor represents that it is fully qualified and licensed under the laws of the State of California to perform the services contemplated by this Agreement in a good and professional manner.

AGREEMENT

NOW, THEREFORE, in consideration of performance by the parties of the mutual promises, covenants, and conditions herein contained, the parties hereto agree as follows:

1. Contractor's Services.

1.1 Scope and Level of Services. Subject to the terms and conditions set forth in this Agreement, City hereby engages Contractor to perform all services described in Recitals "A" and "B" above, including, but not limited to **traffic signal and safety lighting maintenance**; all as more fully set forth in **RFP 23/24-002**, attached hereto as Exhibit A, Contractor's proposal, dated **March 27, 2024** attached hereto as Exhibit B, and Schedule of Lump Sum and Unit Costs attached hereto as Exhibit C, hereinafter entitled "Scope of Work", and incorporated by reference herein. The nature, scope, and level of the services required to be performed by Contractor are set forth in the Scope of Work and are referred to herein as "the Services." In the event of any inconsistencies between the Scope of Work and this Agreement, the terms and provisions of this Agreement shall control.

1.2 Revisions to Scope of Work. Upon request of the City the Contractor will promptly meet with City staff to discuss any revisions to the Project desired by the City. Contractor agrees that the Scope of Work may be amended based upon said meetings, and, by amendment to this Agreement, the parties may agree on a revision or revisions to Contractor's

Vendor Initials

compensation based thereon. A revision pursuant to this Section that does not increase the total cost payable to Contractor by more than ten percent (10%) of the total compensation specified in Section 3, may be approved in writing by City's Manager without amendment.

1.3 Time for Performance. Contractor shall perform all services under this Agreement in a timely, regular basis consistent with industry standards for professional skill and care, and in accordance with any schedule of performance set forth in the Scope of Work, or as set forth in a "Schedule of Performance", if such Schedule is attached hereto as Exhibit "N/A".

1.4 Standard of Care. As a material inducement to City to enter into this Agreement, Contractor hereby represents that it has the experience necessary to undertake the services to be provided. In light of such status and experience, Contractor hereby covenants that it shall follow the customary professional standards in performing the Services.

1.5 Familiarity with Services. By executing this Agreement, Contractor represents that, to the extent required by the standard of practice, Contractor (a) has investigated and considered the scope of services to be performed, (b) has carefully considered how the services should be performed, and (c) understands the facilities, difficulties and restrictions attending performance of the services under this Agreement. Contractor represents that Contractor, to the extent required by the standard of practice, has investigated any areas of work, as applicable, and is reasonably acquainted with the conditions therein. Should Contractor discover any latent or unknown conditions, which will materially affect the performance of services, Contractor shall immediately inform City of such fact and shall not proceed except at Contractor's risk until written instructions are received from the City Representative.

2. Term of Agreement. The term of this Agreement shall become effective as of the date of the mutual execution by way of both party's signature (the "Effective Date") through **June 30, 2025.** No work shall be conducted; service or goods will not be provided until this Agreement has been executed and requirements have been fulfilled.

Parties to this Agreement shall have the option to renew in **one (1) year increments** to a total of **six (6) additional years**, unless sooner terminated as provided in Section 14 herein. Prior to entering into an agreement for an annual extension the Contractor may request a Cost-of-living Increase in an amount not to exceed the increase in the March index of the Consumer Price Index All Urban Consumers for the Riverside-San Bernardino-Ontario, California area published by the U.S. Department of Labor, Bureau of Labor Statistics. Options to renew are contingent upon the City Manager's approval, subject to pricing review, and in accordance with all Terms and Conditions stated herein unless otherwise provided in writing by the City.

3. Compensation.

3.1 Compensation. City shall compensate Contractor as set forth in Exhibit C, provided, however, that full, total and complete amount payable to Contractor shall not exceed **One Million, Three Hundred and Fifty-One Thousand, One Hundred Seventy ($1,351,170)** for services during the City's fiscal year ending **June 30, 2025** including all out-of-pocket

expenses, unless additional compensation is approved by the City Manager or City Council. City shall not withhold any federal, state or other taxes, or other deductions. However, City shall withhold not more than ten percent (10%) of any invoice amount pending receipt of any deliverables reflected in such invoice. Under no circumstance shall Contractor be entitled to compensation for services not yet satisfactorily performed.

The parties further agree that compensation may be adjusted in accordance with Section 1.2 to reflect subsequent changes to the Scope of Services. City shall compensate Contractor for any authorized extra services as set forth in **Exhibit C**.

4. Method of Payment.

4.1 Invoices. Contractor shall submit to City monthly invoices for the Services performed pursuant to this Agreement. The invoices shall describe in detail the Services rendered during the period and shall separately describe any authorized extra services. Any invoice claiming compensation for extra services shall include appropriate documentation of prior authorization of such services. All invoices shall be remitted to the City of Rancho Cucamonga, California.

4.2 City shall review such invoices and notify Contractor in writing within ten (10) business days of any disputed amounts.

4.3 City shall pay all undisputed portions of the invoice within thirty (30) calendar days after receipt of the invoice up to the not-to-exceed amounts set forth in Section 3.

4.4 All records, invoices, time cards, cost control sheets and other records maintained by Contractor relating to services hereunder shall be available for review and audit by the City.

5. Representatives.

5.1 City Representative. For the purposes of this Agreement, the contract administrator and City representative shall be **Micah Martin, Public Works Services Director,** or such other person as designated in writing by the City ("City Representative"). It shall be Contractor's responsibility to assure that the City Representative is kept informed of the progress of the performance of the services, and Contractor shall refer any decisions that must be made by City to the City Representative. Unless otherwise specified herein, any approval of City required hereunder shall mean the approval of the City Representative.

5.2 Contractor Representative. For the purposes of this Agreement, **Candace Gallaher, Service Project Manager,** is hereby designated as the principal and representative of Contractor authorized to act in its behalf with respect to the services specified herein and make all decisions in connection therewith ("Contractor's Representative"). It is expressly understood that the experience, knowledge, capability and reputation of the Contractor's Representative were a substantial inducement for City to enter into this Agreement. Therefore, the Contractor's

Vendor Initials

Representative shall be responsible during the term of this Agreement for directing all activities of Contractor and devoting sufficient time to personally supervise the services hereunder. Contractor may not change the Responsible Principal without the prior written approval of City.

6. Contractor's Personnel.

6.1 All Services shall be performed by Contractor or under Contractor's direct supervision, and all personnel shall possess the qualifications, permits, and licenses required by State and local law to perform such Services, including, without limitation, a City business license as required by the City's Municipal Code.

6.2 Contractor shall be solely responsible for the satisfactory work performance of all personnel engaged in performing the Services and compliance with the standard of care set forth in Section 1.4.

6.3 Contractor shall be responsible for payment of all employees' and subcontractors' wages and benefits, and shall comply with all requirements pertaining to employer's liability, workers' compensation, unemployment insurance, and Social Security. By its execution of this Agreement, Contractor certifies that it is aware of the provisions of Section 3700 of the California Labor Code that require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that Code and agrees to comply with such provisions before commencing the performance of the Services.

6.4 Contractor shall indemnify, defend and hold harmless City and its elected officials, officers and employees, servants, designated volunteers, and agents serving as independent contractors in the role of City officials, from any and all liability, damages, claims, costs and expenses of any nature to the extent arising from Contractor's violations of personnel practices and/or any violation of the California Labor Code. City shall have the right to offset against the amount of any fees due to Contractor under this Agreement any amount due to City from Contractor as a result of Contractor's failure to promptly pay to City any reimbursement or indemnification arising under this Section 6.

7. Ownership of Work Product.

7.1 Ownership. All documents, ideas, concepts, electronic files, drawings, photographs and any and all other writings, including drafts thereof, prepared, created or provided by Contractor in the course of performing the Services, including any and all intellectual and proprietary rights arising from the creation of the same (collectively, "Work Product"), are considered to be "works made for hire" for the benefit of the City. Upon payment being made, and provided Contractor is not in breach of this Agreement, all Work Product shall be and remain the property of City without restriction or limitation upon its use or dissemination by City. Basic survey notes, sketches, charts, computations and similar data prepared or obtained by Contractor under this Agreement shall, upon request, be made available to City. None of the Work Product shall be the subject of any common law or statutory copyright or copyright application by

Contractor. In the event of the return of any of the Work Product to Contractor or its representative, Contractor shall be responsible for its safe return to City. Under no circumstances shall Contractor fail to deliver any draft or final designs, plans, drawings, reports or specifications to City upon written demand by City for their delivery, notwithstanding any disputes between Contractor and City concerning payment, performance of the contract, or otherwise. This covenant shall survive the termination of this Agreement. City's reuse of the Work Product for any purpose other than the Project, shall be at City's sole risk.

7.2. Assignment of Intellectual Property Interests: Upon execution of this Agreement and to the extent not otherwise conveyed to City by Section 7.1, above, the Contractor shall be deemed to grant and assign to City , and shall require all of its subcontractors to assign to City , all ownership rights, and all common law and statutory copyrights, trademarks, and other intellectual and proprietary property rights relating to the Work Product and the Project itself, and Contractor shall disclaim and retain no rights whatsoever as to any of the Work Product, to the maximum extent permitted by law. City shall be entitled to utilize the Work Product for any and all purposes, including but not limited to constructing, using, maintaining, altering, adding to, restoring, rebuilding and publicizing the Project or any aspect of the Project.

7.3 Title to Intellectual Property. Contractor warrants and represents that it has secured all necessary licenses, consents or approvals to use any instrumentality, thing or component as to which any intellectual property right exists, including computer software, used in the rendering of the Services and the production of the Work Product and/or materials produced under this Agreement, and that City has full legal title to and the right to reproduce any of the Work Product. Contractor shall defend, indemnify and hold City, and its elected officials, officers, employees, servants, attorneys, designated volunteers, and agents serving as independent contractors in the role of City officials, harmless from any loss, claim or liability in any way related to a claim that City's use is violating federal, state or local laws, or any contractual provisions, relating to trade names, licenses, franchises, patents or other means of protecting intellectual property rights and/or interests in products or inventions. Contractor shall bear all costs arising from the use of patented, copyrighted, trade secret or trademarked documents, materials, software, equipment, devices or processes used or incorporated in the Services and materials produced under this Agreement. In the event City's use of any of the Work Product is held to constitute an infringement and any use thereof is enjoined, Contractor, at its expense, shall: (a) secure for City the right to continue using the Work Product by suspension of any injunction or by procuring a license or licenses for City; or (b) modify the Work Product so that it becomes non- infringing. This covenant shall survive the termination of this Agreement.

8. Status as Independent Contractor. Contractor is, and shall at all times remain as to City, a wholly independent contractor. Contractor shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act as an agent of City. Neither City nor any of its agents shall have control over the conduct of Contractor or any of Contractor's employees, except as set forth in this Agreement. Contractor shall not, at any time, or in any manner, represent that it or any of its officers, agents or employees are in any manner employees of City. Contractor shall pay all required taxes on amounts paid to Contractor under this Agreement, and to defend, indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest

Vendor Initials

asserted against City by reason of the independent contractor relationship created by this Agreement. Contractor shall fully comply with the workers' compensation law regarding Contractor and Contractor's employees

9. Confidentiality. Contractor may have access to financial, accounting, statistical, and personnel data of individuals and City employees. Contractor covenants that all data, documents, discussion, or other information developed or received by Contractor or provided for performance of this Agreement are confidential and shall not be disclosed by Contractor without prior written authorization by City. City shall grant such authorization if applicable law requires disclosure. All City data shall be returned to City upon the termination of this Agreement. Contractor's covenant under this Section shall survive the termination of this Agreement. This provision shall not apply to information in whatever form that is in the public domain, nor shall it restrict the Contractor from giving notices required by law or complying with an order to provide information or data when such an order is issued by a court, administrative agency or other legitimate authority, or if disclosure is otherwise permitted by law and reasonably necessary for the Contractor to defend itself from any legal action or claim.

10. Conflict of Interest.

10.1 Contractor covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which may be affected by the Services, or which would conflict in any manner with the performance of the Services. Contractor further covenants that, in performance of this Agreement, no person having any such interest shall be employed by it. Furthermore, Contractor shall avoid the appearance of having any interest, which would conflict in any manner with the performance of the Services. Contractor shall not accept any employment or representation during the term of this Agreement which is or may likely make Contractor "financially interested" (as provided in California Government Code §§1090 and 87100) in any decision made by City on any matter in connection with which Contractor has been retained.

10.2 Contractor further represents that it has not employed or retained any person or entity, other than a *bona fide* employee working exclusively for Contractor, to solicit or obtain this Agreement. Contractor has not paid or agreed to pay any person or entity, other than a *bona fide* employee working exclusively for Contractor, any fee, commission, gift, percentage, or any other consideration contingent upon the execution of this Agreement. Upon any breach or violation of this warranty, City shall have the right, at its sole and absolute discretion, to terminate this Agreement without further liability, or to deduct from any sums payable to Contractor hereunder the full amount or value of any such fee, commission, percentage or gift.

10.3 Contractor has no knowledge that any officer or employee of City has any interest, whether contractual, noncontractual, financial, proprietary, or otherwise, in this transaction or in the business of Contractor, and that if any such interest comes to the knowledge of Contractor at any time during the term of this Agreement, Contractor shall immediately make a complete, written disclosure of such interest to City, even if such interest would not be deemed a prohibited "conflict of interest" under applicable laws as described in subsection 10.1.

11. Indemnification.

11.1 To the maximum extent permitted by law, the Contractor shall defend, indemnify and hold the City, and its elected officials, officers, employees, servants, volunteers, and agents serving as independent contractors in the role of City officials, (collectively, "Indemnitees"), free and harmless with respect to any and all damages, liabilities, losses, reasonable defense costs or expenses (collectively, "Claims"), including but not limited to Claims relating to death or injury to any person and injury to any property, which arise out of, pertain to, or relate to the acts, omissions, activities or operations of Contractor or any of its officers, employees, subcontractors, Contractors, or agents in the performance of this Agreement. Contractor shall defend Indemnitees in any action or actions filed in connection with any such Claims with counsel of City's choice, and shall pay all costs and expenses, including actual attorney's fees and experts' costs incurred in connection with such defense. The indemnification obligation herein shall not in any way be limited by the insurance obligations contained in this Agreement provided, however, that the Contractor shall have no obligation to indemnify for Claims arising out of the sole negligence or willful misconduct of any of the Indemnitees.

11.2 Nonwaiver of Rights. Indemnitees do not, and shall not, waive any rights that they may possess against Contractor because of the acceptance by City, or the deposit with City, of any insurance policy or certificate required pursuant to this Agreement.

11.3 Waiver of Right of Subrogation. Except as otherwise expressly provided in this Agreement, Contractor, on behalf of itself and all parties claiming under or through it, hereby waives all rights of subrogation against the Indemnitees, while acting within the scope of their duties, from all claims, losses and liabilities arising out of or incident to activities or operations performed by or on behalf of the Contractor.

11.4 Survival. The provisions of this Section 11 shall survive the termination of the Agreement and are in addition to any other rights or remedies which Indemnitees may have under the law. Payment is not required as a condition precedent to an Indemnitee's right to recover under this indemnity provision, and an entry of judgment against Contractor shall be conclusive in favor of the Indemnitee's right to recover under this indemnity provision.

12. Insurance.

12.1 Liability Insurance. Contractor shall procure and maintain in full force and effect for the duration of this Agreement, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the services hereunder by Contractor, and/or its agents, representatives, employees or subcontractors.

12.2 Minimum Scope of Insurance. Unless otherwise approved by City, coverage shall be at least as broad as:

(1) Insurance Services Office Commercial General Liability coverage

_____
Vendor Initials

(occurrence form CG 0001).

(2) Insurance Services Office form number CA 0001 (Ed. 1/87) covering Automobile Liability, code 1 (any auto).

(3) Worker's Compensation insurance as required by the State of California, and Employer's Liability Insurance.

12.3 Minimum Limits of Insurance. Contractor shall maintain limits no less than:

(1) Commercial General Liability: $2,000,000 per occurrence for bodily injury, personal injury and property damage. Commercial General Liability Insurance or other form with a general aggregate limit shall apply separately to this Agreement or the general limit shall be twice the required occurrence limit.

(2) Automobile Liability: $2,000,000 per accident for bodily injury and property damage.

(3) Employer's Liability: $1,000,000 per accident and in the aggregate for bodily injury or disease and Workers' Compensation Insurance in the amount required by law.

(4) The Insurance obligations under this Agreement shall be the greater of (i) the Insurance coverages and limits carried by the Contractor; or (ii) the minimum Insurance coverages and limits shown in this Agreement. Any insurance proceeds in excess of the specified limits and coverage required which are applicable to a given loss, shall be available to the City. No representation is made that the minimum Insurance requirements of this Agreement are sufficient to cover the obligations of the Contractor under this agreement.

12.4 Deductibles and Self-Insured Retentions. Any deductibles or self- insured retentions must be declared to and approved by the City and shall not reduce the limits of coverage. City reserves the right to obtain a full certified copy of any required insurance policy and endorsements.

12.5 Other Insurance Provisions.

(1) The commercial general liability and automobile liability policies are to contain the following provisions on a separate additionally insured endorsement naming the City, its officers, officials, employees, designated volunteers and agents serving as

_____
Vendor Initials

independent contractors in the role of City officials, as additional insureds as respects: liability arising out of activities performed by or on behalf of Contractor; products and completed operations of Contractor; premises owned, occupied or used by Contractor; and/or automobiles owned, leased, hired or borrowed by Contractor. The coverage shall contain no limitations on the scope of protection afforded to City, its officers, officials, employees, designated volunteers or agents serving as independent contractors in the role of City officials which are not also limitations applicable to the named insured.

(2) For any claims related to this Agreement, Contractor's insurance coverage shall be primary insurance as respects City, its officers, officials, employees, designated volunteers and agents serving as independent contractors in the role of City officials. Any insurance or self-insurance maintained by City, its officers, officials, employees, designated volunteers or agents serving as independent contractors in the role of City officials shall be in excess of Contractor's insurance and shall not contribute with it.

(3) Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

(4) Contractor shall provide immediate written notice if (1) any of the required insurance policies is terminated; (2) the limits of any of the required polices are reduced; (3) or the deductible or self-insured retention is increased. In the event of any cancellation or reduction in coverage or limits of any insurance, Contractor shall forthwith obtain and submit proof of substitute insurance. Should Contractor fail to immediately procure other insurance, as specified, to substitute for any canceled policy, the City may procure such insurance at Contractor's sole cost and expense.

(5) Each insurance policy required by this clause shall expressly waive the insurer's right of subrogation against City, its elected officials, officers, employees, servants, attorneys, designated volunteers, and agents serving as independent contractors in the role of City officials.

(6) Each policy shall be issued by an insurance company approved in writing by City, which is admitted and licensed to do business in the State of California and which is rated A:VII or better according to the most recent A.M. Best Co. Rating Guide.

_____
Vendor Initials

(7) Each policy shall specify that any failure to comply with reporting or other provisions of the required policy, including breaches of warranty, shall not affect the coverage required to be provided.

(8) Each policy shall specify that any and all costs of adjusting and/or defending any claim against any insured, including court costs and attorneys' fees, shall be paid in addition to and shall not deplete any policy limits.

(9) Contractor shall provide any and all other insurance, endorsements, or exclusions as required by the City in any request for proposals applicable to this Agreement.

12.6 Evidence of coverage. Prior to commencing performance under this Agreement, the Contractor shall furnish the City with certificates and original endorsements, or copies of each required policy, effecting and evidencing the insurance coverage required by this Agreement including (1) Additional Insured Endorsement(s), (2) Worker's Compensation waiver of subrogation endorsement, and (3) General liability declarations or endorsement page listing all policy endorsements. The endorsements shall be signed by a person authorized by the insurer(s) to bind coverage on its behalf. All endorsements or policies shall be received and approved by the City before Contractor commences performance. If performance of this Agreement shall extend beyond one year, Contractor shall provide City with the required policies or endorsements evidencing renewal of the required policies of insurance prior to the expiration of any required policies of insurance.

12.7 Contractor agrees to include in all contracts with all subcontractors performing work pursuant to this Agreement, the same requirements and provisions of this Agreement including the indemnity and insurance requirements to the extent they apply to the scope of any such subcontractor's work. Contractor shall require its subcontractors to be bound to Contractor and City in the same manner and to the same extent as Contractor is bound to City pursuant to this Agreement, and to require each of its subcontractors to include these same provisions in its contract with any sub-subcontractor.

13. Cooperation. In the event any claim or action is brought against City relating to Contractor's performance or services rendered under this Agreement, Contractor shall render any reasonable assistance and cooperation that City might require. City shall compensate Contractor for any litigation support services in an amount to be agreed upon by the parties.

14. Termination. City shall have the right to terminate this Agreement at any time for any or no reason on not less than ten (10) days prior written notice to Contractor. In the event City exercises its right to terminate this Agreement, City shall pay Contractor for any services satisfactorily rendered prior to the effective date of the termination, provided Contractor is not then in breach of this Agreement. Contractor shall have no other claim against City by reason of such termination, including any claim for compensation. City may terminate for cause following a default remaining uncured more than five (5) business days after service of a notice to cure on

the breaching party.

Contractor may terminate this Agreement for cause upon giving the City ten (10) business days prior written notice for any of the following: (1) uncured breach by the City of any material term of this Agreement, including but not limited to Payment Terms; (2) material changes in the conditions under which this Agreement was entered into, coupled with the failure of the parties to reach accord on the fees and charges for any Additional Services required because of such changes.

15. Notices. Any notices, bills, invoices, or reports authorized or required by this Agreement shall be in writing and shall be deemed received on (a) the day of delivery if delivered by hand or overnight courier service during Contractor's and City's regular business hours; or (b) on the third business day following deposit in the United States mail, postage prepaid, to the addresses set forth in this Section, or to such other addresses as the parties may, from time to time, designate in writing pursuant to the provisions of this Section.

All notices shall be addressed as follows:

If to City:	**Micah Martin** **City of Rancho Cucamonga** **Public Works Services Department** **8794 Lion Street** **Rancho Cucamonga, CA 91730**
If to Contractor:	**Candace Gallaher, Service Project Manager** **Yunex LLC** **2250 Business way** **Riverside, CA. 92501**

16. Non-Discrimination and Equal Employment Opportunity. In the performance of this Agreement, Contractor shall not discriminate against any employee, subcontractor, or applicant for employment because of race, color, creed, religion, sex, marital status, national origin, ancestry, age, physical or mental handicap, medical condition, or sexual orientation. Contractor will take affirmative action to ensure that subcontractors and applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, religion, sex, marital status, national origin, ancestry, age, physical or mental handicap, medical condition, or sexual orientation.

17. Assignment and Subcontracting. Contractor shall not assign or transfer any interest in this Agreement or subcontract the performance of any of Contractor's obligations hereunder without City's prior written consent. Except as provided herein, any attempt by Contractor to so assign, transfer, or subcontract any rights, duties, or obligations arising hereunder shall be null, void and of no effect.

18. Compliance with Laws. Contractor shall comply with all applicable federal, state and local laws, ordinances, codes and regulations in force at the time Contractor performs the Services. Contractor is aware of the requirements of California Labor Code Section 1720, *et seq*., and 1770, *et seq*., as well as California Code of Regulations, Title 8, Section 16000, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and compliance with other requirements on "public works" and "maintenance" projects. If the Services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is $1,000 or more, Contractor agrees to fully comply with such Prevailing Wage Laws. The applicable prevailing wage rate determinations can be found at http://www.dir.ca.gov/dlsr/DPreWageDetermination.htm Contractor shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services, available to interested parties upon request, and shall post copies at the Contractor's principal place of business and at the Project site. Contractor shall defend, indemnify and hold the City, its elected officials, officers, employees and agents free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

19. Non-Waiver of Terms, Rights and Remedies. Waiver by either party of any one or more of the conditions of performance under this Agreement shall not be a waiver of any other condition of performance under this Agreement. In no event shall the making by City of any payment to Contractor constitute or be construed as a waiver by City of any breach of covenant, or any default which may then exist on the part of Contractor, and the making of any such payment by City shall in no way impair or prejudice any right or remedy available to City with regard to such breach or default.

20. Attorney's Fees. In the event that either party to this Agreement shall commence any legal action or proceeding to enforce or interpret the provisions of this Agreement, the prevailing party in such action or proceeding shall be entitled to recover its costs of suit, including reasonable attorney's fees and costs of experts.

21. Exhibits; Precedence. All documents referenced as exhibits in this Agreement are hereby incorporated in this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail.

22. Applicable Law and Venue. The validity, interpretation, and performance of this Agreement shall be controlled by and construed under the laws of the State of California. Venue for any action relating to this Agreement shall be in the San Bernardino County Superior Court.

23. Construction. In the event of any asserted ambiguity in, or dispute regarding the interpretation of any matter herein, the interpretation of this Agreement shall not be resolved by any rules of interpretation providing for interpretation against the party who causes the uncertainty to exist or against the party who drafted the Agreement or who drafted that portion of the Agreement.

Vendor Initials

24. Entire Agreement. This Agreement consists of this document, and any other documents, attachments and/or exhibits referenced herein and attached hereto, each of which is incorporated herein by such reference, and the same represents the entire and integrated agreement between Contractor and City. This Agreement supersedes all prior oral or written negotiations, representations or agreements. This Agreement may not be amended, nor any provision or breach hereof waived, except in a writing signed by the parties which expressly refers to this Agreement.

IN WITNESS WHEREOF, the parties, through their respective authorized representatives, have executed this Agreement as of the date first written above.

Yunex LLC

By: _____
Name Date

_____
Title

By: _____
Name Date

_____
Title
(two signatures required if corporation)

City of Rancho Cucamonga

By:_____
Mayor L. Dennis Michael Date

Mayor
Title

_____
Vendor Initials

SCOPE OF WORK

Scope of Work Contents:

- **Exhibit A – RFP 23/24-002**
- **Exhibit B – Contractor's proposal, dated March 27, 2024**
- **Exhibit C – Unit Costs**
- **Exhibit D – Schedule of Locations**

_____
Vendor Initials

REQUEST FOR PROPOSAL ("RFP") #24/25-002

FOR

TRAFFIC SIGNAL MAINTENANCE

City of Rancho Cucamonga
Procurement Division
10500 Civic Center Drive
Rancho Cucamonga, California 91730

Table of Contents

1. OVERVIEW 4
1.1. General Background 4
1.2. Proposal Delivery and Schedule of Events 4
1.3. Discrepancies or Omissions 4
1.4. Contingencies 5
1.5. Questions and Clarifications 5
1.6. Disposition of Material and Confidential or Proprietary Information 5
1.7. Brand Names 5
1.8. Knowledge of Requirements 6
1.9. Reservation of Rights 6
1.10. California's Public Records Act 7
2. MINIMUM REQUIREMENTS 7
2.1. Business License 7
2.2. Prevailing Wages 7
2.3. Representatives 8
2.4. Employee Conduct 9
3. RFP RESPONSE FORMAT AND SUBMISSION REQUIREMENTS 9
3.1. Cover Letter / Introduction 10
3.2. Table Of Contents 10
3.3. Executive Summary 10
3.4. Experience 10
3.5. Third-Party / Subcontractors 10
3.6. Staff Biographies 11
3.7. Proposal Response 11
3.8. Exhibits A through H 11
3.9. Non-Disclosure Conflict of Interest 11
3.10. Professional Service Agreement 11
3.11. Acknowledgement of Insurance 12

3.12. ADDENDUM ACKNOWLEDGEMENT 12
3.13. DEBARMENT AND SUSPENSION 12
3.14. PARTICIPATION CLAUSE 12
3.15. SIGNATURE OF AUTHORITY 13
3.16. COMPANY REFERENCES 13
3.17. LINE ITEM PRICING 13
4. SCOPE OF SERVICES 13
4.1. PURPOSE ..... Error! Bookmark not defined.
5. EVALUATION AND VENDOR SELECTION PROCESS 43
5.1. INITIAL SCREENING 43
5.2. EVALUATION ACTIVITIES 43
5.3. COST EVALUATION 43
5.4. REFERENCE CHECKS 43
5.5. DEMONSTRATIONS/ INTERVIEWS 44
5.6. FINANCIAL DOCUMENTATION ..... Error! Bookmark not defined.
5.7. BEST AND FINAL OFFER 44
5.8. VENDOR SELECTION 44
5.9. LETTER OF INTENT TO AWARD 44
"EXHIBIT A, CITY OF RANCHO CUCAMONGA CONFLICT OF INTEREST/NON-DISCLOSURE STATEMENT" 46
"EXHIBIT B, PROFESSIONAL SERVICES AGREEMENT EXCEPTIONS SUMMARY" 47
"EXHIBIT C, ACKNOWLEDGMENT OF INSURANCE REQUIREMENTS AND CERTIFICATION OF ABILITY TO PROVIDE AND MAINTAIN COVERAGES SPECIFIED" 48
"EXHIBIT D, ADDENDUM ACKNOWLEDGEMENT" 49
"EXHIBIT E, DEBARMENT and SUSPENSION CERTIFICATION FORM" 50
"EXHIBIT F, PARTICIPATION CLAUSE" 51
"EXHIBIT G, SIGNATURE OF AUTHORITY" 52
"EXHIBIT G" REFERENCES WORKSHEET 53

1. OVERVIEW

1.1. General Background

The City of Rancho Cucamonga (hereinafter "City") is inviting qualified Vendors (hereinafter "Vendor") to submit a proposal response for Request for Proposals ("RFP") #24/25-002 for Traffic Signal Maintenance in accordance with the minimum Scope of Services and Specifications indicated herein.

Vendors wishing to participate in the RFP solicitation must be registered as a Consultant on Planet Bids through the City website at https://www.cityofrc.us/your-government/procurement. Only those responses received from registered Vendors will be accepted. Responses must be submitted by the named Consultant that has downloaded the RFP, this information is indicated in the bid system and provides the ability to tabulate the responses in accordance with the named Vendors. Submitting a response under a Consultant name that does not appear to be on the Prospective Bidders list will be deemed as non-responsive and disqualify said response from further consideration.

1.2. Proposal Delivery and Schedule of Events

Complete RFP responses must be received electronically via Planet Bids prior to the due date and time specified in the below Schedule of Events. Please note, there will be no paper responses accepted. The City shall not be responsible for any delays by transmission errors.

Schedule of Events

Event Description	Date & Time
Post RFP	
Questions Due	
Addendum Issued	
RFP Response Due Date	

(The City reserves the right to change schedule of events without prior notice or responsibility to Vendor.)

1.3. Discrepancies or Omissions

Vendors finding discrepancies or omissions in the RFP or having any doubts as to the meaning or intent of any part thereof shall submit such questions or concerns in writing electronically via Planet Bids. The City bears no responsibility for oral instructions or representations. Addenda to this RFP shall be considered a part of this RFP and shall become part of any final Contract that may be derived from this RFP.

1.4. CONTINGENCIES

This RFP should not be considered as a contract to purchase goods or services but is a Request for Proposal in accordance with the terms and conditions herein and **will not necessarily give rise to a Contract**. However, RFP responses should be as detailed and complete as possible to facilitate the formation of a contract based on the RFP response(s) that are pursued should the City decide to do so.

Completion of this RFP form and its associated appendices are a requirement. Failure to do so may disqualify your RFP response submittal. Vendors must submit signed RFP responses by the due date and time as specified herein. Vendors will be considered non-responsive if the above requirements are not submitted as requested.

Any scope of services, contingencies, special instruction and/or terms and conditions applicable to this RFP and any purchase order derived thereafter shall be effective as of the issue date of a purchase order for the requested work (the "Effective Date"), and shall remain in full force and effect until sixty (60) days after the City has accepted the work in writing and has made final payment, unless sooner terminated by written agreement signed by both parties.

1.5. QUESTIONS AND CLARIFICATIONS

All questions or clarification requests must be submitted directly through the City's bid system no later than the due date and time indicated in the above Schedule of Events. Answers and/or clarifications will be provided in the form of an Addendum and will be posted for download from the City 's bid system in accordance with the above "Schedule of Events".

From the issuance date of this RFP until a Vendor is awarded, Vendors are not permitted to communicate with any City staff or officials regarding this procurement, other than during interviews, demonstrations, and/or site visits, except at the direction of Ruth Cain, CPPB, Procurement Manager, the designated representative of the City of Rancho Cucamonga.

1.6. DISPOSITION OF MATERIAL AND CONFIDENTIAL OR PROPRIETARY INFORMATION

All materials submitted in response to this RFP solicitation will become the property of the City and will be returned only at the City 's option and at the expense of the Vendor submitting the RFP response. A copy of the RFP response will be retained for official files and become a public record. Any material that a Vendor considers as confidential but does not meet the disclosure exemption requirements of the California Public Records Act may be made available to the public regardless of a notation or markings of confidentiality or otherwise.

1.7. BRAND NAMES

Any reference to brand names and/or numbers in the solicitation is intended to be descriptive, but not restrictive, unless otherwise specified. RFP responses offering equivalent items meeting the standards of quality specified may be considered, unless other specified, providing the RFP response clearly describes the article

offered and how it differs from the referenced brand. Unless a Vendor specifies otherwise, it is understood that the Vendor is offering a referenced brand item as specified in the solicitation. The City reserves the right to determine whether a substitute offer is equivalent to and meets the standards of quality indicated by the brand name references, and the City may require the supply of additional descriptive material and a sample.

1.8. KNOWLEDGE OF REQUIREMENTS

The Vendor shall carefully review all documents referenced and made a part of the solicitation document to ensure that all information required to properly respond has been submitted or made available and all requirements are priced in the RFP response. Failure to examine any documents, drawings, specifications, or instructions will be at the Vendor's sole risk.

Vendors shall be responsible for knowledge of all items and conditions contained in their RFP responses and in this RFP, including any City issued clarifications, modifications, amendments, or addenda. The City will provide notice of any changes and clarifications to perspective Vendors by way of addenda to Planet Bids; however, it is the Vendor's responsibility to ascertain that the RFP response includes all addenda issued prior to the RFP due date.

1.9. RESERVATION OF RIGHTS

The issuance of this RFP does not constitute an agreement by the City that any contract will be entered by the City. The City expressly reserves the right at any time to:

- Waive or correct any defect or informality in any response, RFP, or RFP procedure.
- Reject any or all RFPs.
- Reissue a Request for RFPs.
- Prior to submission deadline for RFPs, modify all or any portion of the selection procedures, including deadlines for accepting responses, the specifications or requirements for any materials, equipment or services to be provided under this RFP, or the requirements for contents or format of the RFPs.
- The City recognizes that price is only one of several criteria to be used in judging a product or service, and the City is not legally bound to accept the lowest RFP response.
- The City reserves the right to conduct pre-award discussions and/or pre-Contract negotiations with any or all responsive and responsible Vendors who submit RFP responses.
- Procure any materials, equipment or services specified in this RFP by any other means.
- Determine that no project will be pursued.

- The City reserves the right to inspect the Vendor's place of business prior to award or at any time during the contract term or any extension thereof, to determine the Vendor's capabilities and qualifications.

1.10. CALIFORNIA'S PUBLIC RECORDS ACT

The City complies with the California Public Records Act, Government Code Section 6250 et seq, Public records are open to inspection always during the office hours of the state or local agency and every person has a right to inspect any public record, except as hereafter provided. Any reasonably segregable portion of a record shall be available for inspection by any person requesting the record after deletion of the portions that are exempted by law.

Neither an RFP in its entirety, nor proposed prices shall be considered confidential and proprietary. Notwithstanding the foregoing, companies are hereby notified that all materials submitted in response to this RFP are subject to California's Public Records Act. The City 's receipt, review, evaluation or any other act or omission concerning any such information shall not create an acceptance by the City or any obligation or duty to prevent the disclosure of any such information except as required by Government Code Section 6253. Companies who submit information they believe should be exempt from disclosure under the Public Records Act shall clearly mark each document as confidential, proprietary or exempt, and state the legal basis for the exemption with supporting citations to the California Code. Pursuant to California Law, if the information is requested under the Public Records Act, the City shall make a final determination if any exemption exists for the City to deny the request and prevent disclosure. The City will withhold such information from public disclosure under the Public Records Act only if the City determines, in its sole discretion, that there is a legal basis to do so.

2. MINIMUM REQUIREMENTS

2.1. BUSINESS LICENSE

A selected Vendor awarded a contract shall be required to obtain a Rancho Cucamonga Business License no later than five (5) business days from notification of award prior to being issued a Purchase Order. A selected Vendor must possess and maintain all appropriate licenses/certifications necessary in the performance of duties required under this RFP and will provide copies of licenses/certifications immediately upon request throughout the term of the Contract.

2.2. PREVAILING WAGES

Where labor is required for a public work as a part of any requirement covered by this RFP, pursuant to the provisions of the Labor Code of the State of California and/or the federal Davis-Bacon Act, a selected Vendor(s) shall pay no less than those minimum wages unless an exemption applies. In certain cases, an exemption from the prevailing wage requirement may apply to the scope of work. (See Cal. Labor Code § 1720(c)(1), (5); 42 USC

§ 5310(a). However, the City makes no representations in this RFP that such an exemption will apply or that prevailing wages will not be required for a scope of work covered by this RFP.

2.3. REPRESENTATIVES

Should a selected Vendor require the services of a third-party to complete the Scope of Services indicated in this RFP, the awarded Vendor will not assign, transfer, convey or otherwise dispose of the contract or its right, title or interest in or to the same, or any part thereof. Any attempt by the awarded Vendor to so assign, transfer, or subcontract any rights, duties, or obligations arising hereunder shall be null, void and of no effect.

The awarded Vendor shall be solely responsible for the satisfactory work performance of all personnel engaged in performing the Services including Vendors subcontractor. All Services shall be performed by the awarded Vendor or under the awarded Vendor's direct supervision, and all personnel shall possess the qualifications, permits, and licenses required by state and local law to perform such services.

The awarded Vendor shall be responsible for payment of all employees' and subcontractors' wages and benefits and shall comply with all requirements pertaining to employer's liability, workers' compensation, unemployment insurance, and Social Security. By its execution of this Agreement, Vendor certifies that it is aware of the provisions of Section 3700 of the California Labor Code that require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that Code and agrees to comply with such provisions before commencing the performance of the services.

In case of default by the Vendor, the City may take the following actions which shall include but not be limited to; cancellation of any purchase order, procurement of the articles or service from other sources and may deduct from unpaid balance due to the Vendor, or may bill for excess costs so paid, and the prices paid by the City shall be considered the prevailing market prices paid at the time such purchase is made, withholding of payment until final resolution. Cost of transportation, handling, and/or inspection on deliveries, or Vendors for delivery, which do not meet specifications, will be for the account of the Vendor.

City Representative:

For the purposes of this Agreement, the contract administrator and City 's representative shall be_____, or such other person as designated in writing by City ("City 's Representative"). It shall be the Vendor's responsibility to assure that City 's Representative is kept informed of the progress of the performance of the services, and the Vendor shall refer any decisions that must be made by City to City Representative. Unless otherwise specified herein, any approval of City required hereunder shall mean the approval of the City Representative.

Vendor Representative:

The response to this RFP shall designate the representative of the Vendor authorized to act in its behalf with respect to the services specified herein and make all decisions in connection therewith ("Vendor's Representative"). It is expressly understood that the experience, knowledge, capability and reputation of the Vendor's Representative will be a substantial inducement for City to enter into an Agreement with the Vendor. Therefore, the Vendor's Representative shall be responsible during the term of any Agreement for directing all activities of Vendor and devoting enough time to personally supervise the services hereunder. The successful Vendor may not change the Vendor's Representative without the prior written approval of City 's Representative.

2.4. EMPLOYEE CONDUCT

All Vendor personnel must observe all City regulations in effect at the location where the Services are being conducted. While on City property, the Vendor's personnel shall be subject to oversight by City staff. Under no circumstances shall the Vendor's or Vendor's sub-contractor personnel be deemed as employees of the City. Vendor or Vendor's subcontractor personnel shall not represent themselves to be employees of the City.

Vendor's personnel will always make their best efforts to be responsive, polite, and cooperative when interacting with representatives of the City and City employees. The Vendor's personnel shall be required to work in a pleasant and professional manner with City employees, outside Vendors and the public. Nothing contained in this RFP shall be construed as granting the Vendor the sole right to supply personal or contractual services required by the City or without the proper City approval and the issuance of a Purchase Order.

3. RFP RESPONSE FORMAT AND SUBMISSION REQUIREMENTS

Completion of this RFP form and its associated Exhibits are a requirement. To be considered responsive and evaluate RFP responses fairly and completely Vendors must comply with the format and submission requirements set out in this RFP, and provide all information requested. Failure to comply with this instruction will deem said RFP response as non-responsive and will not receive further consideration in the evaluation process.

If only one RFP response is received, the City reserves the right to discard the response, re-bid or proceed with an RFP review and negotiations.

RFP responses are due on the date and time indicated in the above schedule of events. Submittals shall be submitted electronically via Planet Bids; no paper RFP responses will be accepted. RFP responses must include the information required by this RFP.

3.1. COVER LETTER / INTRODUCTION

RFP responses must include the complete name and address of Vendor and the name, mailing address, and telephone number of the contact person regarding the RFP response. A signature by an authorized representative must be included on each RFP response. Said signature will be considered confirmation of the Vendors ability and willingness to comply with all provisions stated herein.

3.2. TABLE OF CONTENTS

The Table of Contents must be a comprehensive listing of the contents included in your RFP response. This section must include a clear definition of the material, exhibits and supplemental information identified by sequential page numbers and by section reference numbers. Each section of the RFP response will be separated by a title page at the beginning of each section.

3.3. EXECUTIVE SUMMARY

The Executive Summary shall condense and highlight the contents of the Vendor's RFP response to provide the Evaluation Committee with a broad understanding of the Vendor's approach, proposal, experience, and staffing.

3.4. EXPERIENCE

The Vendor shall provide a concise statement demonstrating the Vendor's qualifications, experience, expertise, and capability to perform the requirements of this RFP. Provide a brief history of your company, including.

- The number of years in business,
- The firm's service commitment to customers,
- If the firm is involved in any pending litigation that may affect its ability to provide its proposed solution or ongoing maintenance or support of its products and services.
- A statement as to whether your firm is an individual proprietorship, partnership, corporation, or private nonprofit firm, and the date your company was formed or incorporated.

3.5. THIRD-PARTY / SUBCONTRACTORS

If the Vendor intends to subcontract, a detailed list of any sub-contractors, partners, or third-party Vendors who will be involved in the implementation of the proposed services including but not limited to:

- Description of the Vendor's experience with each of the proposed subcontractors,
- Three (3) customer references for each subcontractor to include references names, addresses, and telephone numbers, for products and services like those described in this RFP,
- Describe the specific role of each.

3.6. STAFF BIOGRAPHIES

Submit the resumes of the individuals who will be performing the services for the City. Resumes shall be formatted in the following order:

- Position with the Company,
- Length of time with the Company,
- Licenses, registrations, and certifications as required by law to perform the Scope of Work described herein,
- Educational background,
- Role in the Project,
- Experience with the minimum requirements stated herein,
- Work history on similar or like projects with the other municipalities.

3.7. PROPOSAL RESPONSE

Under this section Vendors shall provide a full, detailed response to the City 's Scope of Services listed herein. Vendors should be as thorough as possible in their response as it may be the only opportunity to convey information regarding your business, ability, and qualifications to complete the services needed.

3.8. EXHIBITS A THROUGH H

The following named Exhibits A through H are a requirement and must be complete and signed where required. ***Exhibits are not to be included in your proposal response. All referenced Exhibits must be submitted in Planet Bids system under the Response Types, Exhibits A – G and H .*** Failure to comply with this instruction will deem your RFP submittal as non-responsive.

3.9. NON-DISCLOSURE CONFLICT OF INTEREST

Specify any possible conflicts of interest with your current clients or staff members and the City. A signed **"Exhibit A, Conflict of Interest and Non-Disclosure Agreement"** included herein must be submitted under the Planet Bid Response Types, Exhibits A – G.

3.10. PROFESSIONAL SERVICE AGREEMENT

In addition to the acceptance of the City 's Terms and Conditions, the successful Vendor will be required to enter into a Professional Services Agreement ("PSA") with the City, a "Sample" of which is attached in the City 's bid system for review. All requirements of said PSA must be completed by the successful Vendor and signed by both applicable parties prior to any services being rendered. This RFP sets forth some of the general provisions which may be included in the final PSA. In submitting a response to this RFP, Vendor will be deemed to have

agreed to each clause unless otherwise indicated in **"Exhibit B, Professional Services Agreement Exceptions Summary"** and the City agrees to either accept the objection or deviation or change the PSA language in writing. Failure to raise any objections at the time of this RFP response submittal will result in a waiver of objection to any of the contractual language in the PSA at any other time. The signed Exception Summary must be submitted in Planet Bids system under the Response Types tab "Exhibits A – G".

3.11. Acknowledgement of Insurance

Vendors must meet all insurance requirements as outlined in the Professional Services Agreement. Ability to comply with said requirements must be indicated with signature of **"Exhibit C, Acknowledgement of Insurance Requirements and Certification of Ability to Provide and Maintain Coverages Specified".** The awarded Vendor will be responsible for providing the required Certificates of Insurance and must be the Named Insured on the Certificates. Certificates of Insurance from any other entity other than the awarded Vendor, will not be accepted. The signed Acknowledgement of Insurance must be submitted under the Planet Bid Response Types, Exhibits A – G.

3.12. Addendum Acknowledgement

The Vendor shall hereby acknowledge they have received all posted Addendums, if any. It is the Vendor's responsibility to log into the Bid System to identify and download the number of addenda that have been posted. Addenda issued in correspondence to this RFP shall be considered a part of this RFP and shall become part of any final Contract that may be derived from this RFP. Vendors must indicate their acknowledgement of any Addendums by way of signature on **"Exhibit D, Addendum Acknowledgement"** and must be submitted under the Planet Bid Response Types, Exhibits A – G.

3.13. Debarment and Suspension

Bidding Vendors must verify by way of signature to **"Exhibit E, Vendor Certification Form"** that they are not listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the guidelines under 2 CFR 200 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), and that neither Vendor nor any of its proposed subcontractors are tax delinquent with the State of California. The signed exhibit must be submitted under the Planet Bid Response Types, Exhibits A – G.

3.14. Participation Clause

Vendors shall provide a completed "**Exhibit F, Participation Clause",** must be submitted under the Planet Bid Response Types, Exhibits A – G. This will indicate a Vendors agreement to or not to allow other entities to utilize the RFP response and awarded contract as a piggyback option.

3.15. SIGNATURE OF AUTHORITY

"Exhibit G", Signature of Authority must be submitted under the Planet Bid Response Types, Exhibits A – G. Unsigned RFP responses will not be accepted. The Signature of Authority declares that the Vendor has carefully examined the instruction indicated herein including all terms and condition and specifications, and hereby proposes and agrees, if the Vendors RFP response is accepted, Vendor agrees to furnish all material in accordance with the instruction and specifications in the time and manner prescribed for the unit cost amounts set forth in the Vendors RFP response.

3.16. COMPANY REFERENCES

Provide a minimum of four (4) references, preferably with other municipalities in which similar services are being performed. References must be for work performed or completed within the past three (3) years. "**Exhibit H, Reference Worksheet"**, must be complete and uploaded into the Planet Bid system under the "Response Type" section identified as **"Exhibit H"**. While the Reference Worksheet accompanies your RFP response it is not to be discussed in any other area of the RFP response other than the "Response Type, Exhibit H" in Planet Bids.

3.17. LINE ITEM PRICING

Line item pricing for this RFP must be provided directly in the Planet Bids system under the "Line Items" tab. This pricing is not an estimate and is firm fixed price for each item listed. Vendors pricing quotes outside of the pricing listed in Planet Bids under the "Line Items" tab will not be accepted or considered for award. Any additional cost required should be noted in the additional cost line item and a summary of the cost provided in the notes section of the line item. While Line item pricing accompanies your RFP response it is not to be discussed in any other area of the RFP response other than the "Line Item" tab in Planet Bids. The City will not be obligated to any estimated pricing or pricing not identified in the "Line Item" tab in Planet Bids. Failure to provide the required Line Item pricing in the required format will cause Vendors RFP response to be considered as non-responsive and be eliminated from proceeding any further in the process. Any questions or clarifications regarding how to correctly submit Line Item pricing should be submitted by the "Questions Due" date and time indicated in the schedule of events.

4. SCOPE OF SERVICES

The Contractor shall furnish all tools, vehicles, equipment, apparatus, facilities, labor, services, training, and materials to perform all work necessary to maintain all traffic signal facilities in a good workmanlike manner according to the proposal submitted and in accordance with these specifications. The bid prices for both the routine and extraordinary maintenance shall apply to all types of traffic signal controllers, safety lighting, illuminated street name signs (ISNS), streetlights, accessories, traffic signal communication systems equipment including but not limited to fiber optic cable systems, wireless antenna systems, signal interconnect cable systems, and systems as may exist in the City now or that may be installed during the life of the contract. Traffic

signal and lighting systems as follows, but not limited to: Econolite Controllers, Iteris Video Detection Units (VDS), Centracs System, Clary Uninterrupted Power Supply Systems (UPS), EDI Conflict Monitor Units (CMU) / Malfunction Management Unit (MMU), Tomar Emergency Vehicle Preempt Systems (EVP).

4.1. Contract Provisions

4.1.1. Contract Term

Contractor shall provide Services under this Contract commencing on the contract start date identified in the Notice to Proceed and shall continue through June 30, 2025.

4.1.2. Renewal of Contract

Parties to this agreement may, by mutual consent, exercise the option to renew the Contract for one year periods beginning July 1, 2025, up to a total of Six (6) additional years. Options to renew are contingent upon the City Manager's approval, subject to pricing review and in accordance with all terms and conditions stated herein unless otherwise provided in writing by the City. In the event of contract renewal, the requested rate increase shall not be increased by more than the percentage increase in the Consumer Price Index (CPI) for the relevant year. The CPI used for this purpose shall be the most recent published figure available at the time of the rate adjustment calculation.

4.2. RFP Required Submittals

The Contractor must submit the following documentation as Exhibit,

- Employee certifications assigned to contract to the City with bid proposal,
- Proof of aerial boom trucks and cranes to be able to support the contact work outlined to the City with bid proposal.

4.3. Traffic Signal Infrastructure Locations

See Appendix I.

4.4. Supervision and Staff

The Contractor and their staff shall have skills, expertise, and experience in all aspects of traffic signal and lighting maintenance. The Contractor shall assign a Field Supervisor Technician with a current **International Municipal Signal Association (IMSA) Traffic Signal Senior Field Technician Level III and Traffic Signal Inspector Certification, and National Electrical Code (NEC) Certification.** Account Manager and designated Office Coordinator shall have a current **IMSA Traffic Signal Tech Level I Certification.** The Field Supervisor and Account Manager and/or designated Office Coordinator shall be available Monday through Friday, during regular working hours and after-hours, for the duration of the contract. Additional personnel designated to perform work on safety lighting and ISNS shall have an **IMSA Roadway Lighting Technician Level II Certification.** Crane operators shall have a **Valid Class A California Commercial Driver's License and National Commission for the**

Crane Operators (NCCCO) Certified Crane Operator Certification with Service Truck Crane (STC) and Telescope Boom-Fixed Cab (TSS) and Boom Truck-Fixed Cab Operator endorsements. The Contractor shall also have an in-house specialist with **IMSA Traffic Signal Senior Bench Tech Level III** to support field Technicians with in-depth cabinet troubleshooting or logic controller programming. **The Contractor shall submit employee certifications assigned to contract to the City with bid proposal.** The Contractor's representative shall be fluent in the English language and possess adequate skills to communicate both verbally and in writing with the Public Works Services Director or designee.

4.5. Work Attire

All contract employees and/or subcontractors shall wear the appropriate work attire and personal protective equipment (PPE) i.e. shirts, pants, steel-toed or composite electrical hazard work boots, hardhats, safety vests, safety glasses, earplugs, work gloves, and any other related PPE.

4.6. Working Hours

Regular working hours are the City's normal business hours, from 7:00 a.m. to 6:00 p.m., Monday through Friday, unless otherwise authorized by the City. Holiday hours are recognized City holidays only. After hours are all hours excluding regular hours and recognized City holidays. The Contractor shall maintain a local or toll-free telephone number where the Contractor can be reached twenty-four hours (24) per day, seven (7) days per week, three hundred and sixty-five (365) days per year, and be capable of dispatching work crews to effectively address and respond both routine and emergency service requests, including weekends and holidays. All work shall be scheduled at the convenience of the City as not to interfere with normal operations.

4.7. Communication

The Contract Administrator shall be available by office and cellular telephone. The Contract Field Supervisor shall always carry the cellular telephone on their person during the workday for communication with the Public Works Services Director on an as-needed basis.

4.8. Online GIS Databases

The City of Rancho Cucamonga is currently managing and maintaining all traffic signal and lighting assets in an online GIS platform. This is an effort to make the asset database available to all traffic staff, and to make asset management more efficient. The Contractor shall be able to update and maintain all of the City's traffic signal and lighting inventory and/or work database maps on the GIS platform and/or any future work order management systems. The City will work with the Contractor and train their staff on using the field mobile app and/or future work order systems for updating the assets inventory.

4.9. Training

No compensation will be made by the City for any required or requested training made by the City of Rancho Cucamonga for contract employees to attend.

4.10. CONTRACTOR REQUIREMENTS

1. The Contractor will provide their field staff with smartphones or tablets capable of running the City's current Esri ArcGIS mobile app.
2. Each mobile device will have a wireless data plan.
3. Users will update in real-time the specified work performed/observed and all associated attributes of the traffic signal and lighting assets, as needed, for accurate inventory and maintenance.
4. Access and update inventory, testing/work performed as requested on the City's traffic signal and lighting inventory and/or work database maps on the City's ArcGIS app or web-based software
5. The ArcGIS online system and database is secured and accessed only by authorized users. User credentials are not to be shared unless authorized by the City or the Contractor will be charged the hours to obtain or replace the associated missing data.
6. Preferred devices are iPhone, iPad (must be running iOS 13.5 or later software).
7. Acceptable devices are running Android based (must be running 8.0 (Oreo or later software; with Processor ARMv7 or later; OpenGL ES 2.0 support, and Google Play services 11.6.0 or later must be installed on the device).

4.11. EQUIPMENT

Contractor shall have available and readily accessible all required tools, equipment, apparatus, facilities, traffic control, skilled labor services, and materials, etc. to perform all work necessary to maintain in good working order all traffic signal facilities, safety lighting, ISNS, and other traffic control devices overseen by the City's Traffic Signal Maintenance Department at the locations defined in this Scope of Work. All work performed, or equipment, parts, or materials supplied shall be subject to the inspection and approval of the City and must comply with the City's Engineering specifications. **The Contractor shall submit proof of aerial boom trucks and cranes to be able to support the contact work outlined to the City with bid proposal.**

If the City is out of spare equipment, the Contractor shall provide and be equipped with spare parts sufficient to place the signal system back in operation for ordinary trouble calls, including sensing devices for induction loop detectors. The Contractor shall have on-hand at least one (1) spare Econolite System Controller (ASC/2S 2100), (ASC/3 2100), Cobalt, and (1) conflict monitor **for every twenty-five (25) intersections.** The Contractor shall also have on-hand at least one, (1) Type R or Type P Controller Cabinet **for every fifty (50) intersections.** All City equipment deemed repairable is brought back to the City Corporate Yard unless otherwise authorized.

No permanent or temporary change of controller mechanisms shall be done without prior approval of the City except in the event of a warranted emergency and a change is necessary. The Contractor shall notify the City by

telephone (voice or text) immediately. In addition, the City requires that any equipment replaced is done so with City stock or approved Contractor spare equipment. Any equipment removed or replaced shall be recorded in ArcGIS and on any associated documents or inventory databases in addition to notification by text or email.

The Contractor shall have available adequate, skilled personnel with an IMSA Traffic Signal Senior Level III Bench Tech, and proper laboratory testing facilities to perform cabinet testing upon request. In addition to a designated IMSA Traffic Signal Level III Senior Field Tech who is currently certified through ATSI to perform the annual inspection of CMU / MMU with an ATSI PCMT-8000 or latest generation conflict monitor unit tester. The ATSI equipment shall be calibrated annually by ATSI and proof provided with the annual testing report. All testing shall conform to the current NEMA Specifications. A copy of laboratory reports showing testing of traffic control equipment shall be submitted to the City upon completion, or annually for CMU / MMU testing.

4.11.1. EQUIPMENT ADDITIONS AND DELETIONS TO THE SYSTEM

The Contractor shall maintain additional traffic signals and appurtenant devices as they are installed or become part of the maintenance requirements immediately upon written notification by the Public Works Services Director or designee. Such additional signals shall be maintained at the same unit price as stipulated in the Contract Agreement. In the event maintenance of a new signal commences at other than the beginning of the monthly period, the unit rate for routine preventative maintenance services shall be prorated from the date maintenance commences.

The bid prices for both the routine and extraordinary maintenance shall apply to all types of signal controllers, accessories, and systems as may exist in the City now or that may be installed during the life of the contract.

The City may, at its sole discretion, add or eliminate signals from this contract. The Contractor shall be notified of such additions or deletions in writing. Such added or deleted signals shall increase or decrease the invoice at the same unit price as specified in the Contract Agreement. If maintenance of a new signal commences or ceases at other than the beginning of the monthly period, the unit rate for routine preventative maintenance services shall be prorated from the date the Contractor was notified.

4.12. REQUEST FOR SERVICE OUTSIDE OF NORMAL HOURS

The Contractor should expect service requests outside of the Contractor's normal working hours. These service requests may be given by telephone, text message, email, written correspondence, or other means for reporting signal related problems, damages, and emergencies. The Contractor shall maintain a local or toll-free telephone number where the Contractor can be reached twenty-four (24) hours per day, seven (7) days per week, and three hundred and sixty-five (365) days per year, in order to effectively address and respond to both routine and emergency service requests. The telephone number is to be made available to the Public Works Services

Director or designee and the City of Rancho Cucamonga Public Works Services Department. All requests shall be addressed by an appropriate timely response as outlined in this Scope of Work

4.13. Response Criteria for Emergency and Routine Services

Requests deemed to be **"Emergencies"** by the City shall be responded to immediately with all possible haste, arriving at the signal location within **one (1) hour** of first notification. **Routine requests** shall be responded to within **twenty-four (24) hours** of first notification unless the City agrees upon other arrangements.

The following events shall establish an emergency condition and the following action shall be taken:

1. Events: Failure or malfunction of the traffic signal system, or interruption of normal signal operations to create a public safety concern. This may be caused by damage from vehicle collisions or accidents, acts of nature, civil disorder, malicious mischief, vandalism, or actions of other contractors or utility companies.
2. Actions: Under these conditions, the Contractor shall immediately restore the traffic signal to normal operations. If that is not possible due to the extent of damage, sufficient repairs shall be made to enable the intersection to operate safely.

For emergency repair purposes, the Contractor's vehicle shall have immediately available the following equipment: portable stop signs to be installed if required, barricades, cones, replacement signal heads, pedestrian heads, 1-A signal pole, load switches, controller, and other related equipment and tools which may be required to repair said damage.

All vehicle and pedestrian indications reported as being inoperable shall be responded to as emergencies. Any appurtenant traffic signal equipment such as traffic signal heads, street names signs or other regulatory signs, warning or guide signs affixed to mast arms or poles, reported to be knocked down, dangling, or otherwise creating a public safety concern shall be immediately repaired or removed as an emergency to eliminate the unsafe condition. Any equipment removed shall be scheduled for replacement as agreed upon with Public Works Services Director or designee.

For the emergency repair of a traffic signal, which is completely blacked-out, the Contractor shall first check the uninterrupted power supply and batteries. If the batteries have failed, temporarily borrow batteries from a nearby traffic signal and install them at the blacked-out traffic signal in order to place the traffic signal in 4-way flash until SCE power is restored. If the Contractor is unable to place the traffic signal in 4-way flash, they shall notify the Public Works Services Director or designee immediately to make arrangements to replace additional equipment that has failed. If unforeseen catastrophic electrical damage occurs a plan will be formulated with the Public Works Services Director or designee to deploy City or Contractor supplied stop signs until 4-way flash can be reached.

4.14. NOTIFICATION

The Contractor shall notify the Public Works Services Director or designee of substitution, or removal of any controller or component, or alteration to the operation of any signal system. In addition to a notation in the ArcGIS, Traffic Signal Management Map notification via voice or text shall be made to the originator of the call.

The Contractor shall call and email to confirm 72 hours in advance, in addition to the morning of any scheduled extraordinary maintenance that is directed to take place during that day. The Contractor shall notify the Public Works Services Director or designee of the proposed maintenance specifying the type of maintenance, location, and the approximate time of the day. If work is commenced without obtaining approval from the City, payment will not be made until City staff can inspect the work.

For emergency call-outs during normal business and after hours, the Contractor shall thoroughly examine and inspect all equipment at the location for any physical damage or malfunctions. Observations and repairs shall be noted on cabinet log, and associated ArcGIS traffic signal database maps in addition to notification via voice or text to the originator of the call.

All correspondence for billing and operations shall be addressed to designated email recipients. Hard copy requests for documents, contracts, reports, will be mailed or delivered to the Public Works Services Department, City of Rancho Cucamonga, 8794 Lion Street, Rancho Cucamonga, CA 91730.

4.15. RECORDS

The Contractor shall keep a current, permanent operational record of all work performed at the intersection, including, but not limited to, the Traffic Signal Maintenance Punch List, routine maintenance, service calls, extraordinary maintenance, and relamping, of every piece of traffic control or safety equipment that the Contractor is required to maintain by this contract. These records shall be kept at each maintained location on a form approved by the City. A copy of such record shall be provided within two (2) working days upon request to the Public Works Services Director or designee. The form shall include, at a minimum, the date, time, description of the devices including all models, parts and serial numbers, the narrative of deficiencies encountered, and a detail of any and all corrective actions(s) taken. Entries shall be made legibly in indelible ink and shall be **initialed by the technician** making the entry. Failure to comply will be cause for refusal of payment.

4.16. MONTHLY MAINTENANCE REPORT

The Contractor shall develop a monthly summary report in cooperation with the City to be submitted with the monthly invoice. This monthly summary report shall itemize all activities relating to traffic signal and safety lighting maintenance for each maintained location. The summary report shall list the maintenance history of the entire reporting period for each traffic signal location and any deficiencies found including arrival and

departure times, dates and addresses of the repairs, service personnel dispatched, types of repairs made, and all materials and equipment used for each day worked. A chronological report of all maintenance activities throughout the month is not sufficient. **The summary reports shall be submitted to the City within ten calendar (10) days following the end of the month of the reporting period.**

4.17. CONTRACT INVOICES

The Contractor shall prepare a single monthly invoice for **routine maintenance billing** that shows the date, time, and location of every routine maintenance check. **Invoices shall be submitted to City within ten calendar (10) days following the end of the month of the reporting period. Invoices and summary reports for the reporting period ending on June 30th shall be submitted to City by August 10th. Any further invoices after this date for the previous fiscal year (July 1st to June 30th of the subsequent calendar year) will be denied.**

The Contractor shall prepare a general monthly accumulative invoice for all **extraordinary and routine maintenance billings that are less than $500 per intersection.**

The Contractor shall prepare a separate individual invoice for each location when an **extraordinary or routine maintenance billings are more than $500 per intersection.**

The Contractor shall submit a monthly invoice and summary report for both routine and extraordinary maintenance billing to the City on bond paper and in electronic files using the MS Excel spreadsheet format. Invoices will not be paid until invoices and summary reports have been reviewed and verified.

The following information shall be legible and at a minimum, is required for each traffic signal, flashing crosswalk, signalized crosswalk, and flashing school beacon location:

- Location by intersection and identification of a specific corner or direction of traffic, when applicable.
- Date and time the call was received and the first and last name of the caller or self-initiated.
- Date and time the Contractor's personnel and equipment arrived at the scene.
- The date and time the job was completed.
- Nature of the malfunction, if any, and a description of the action taken by the technician. List the first and last name of the Technician responding to call.
- Contractor notation of routine, extraordinary, or additional work (including emergency work).
- Accident report number from the Police Department for all accident-related work.

All records are the property of the City and at the termination of this contract shall be delivered to the City.

4.18. SALVAGED OR DAMAGED EQUIPMENT OWNERSHIP

Ownership of all materials existing and incorporated in the work is vested in the name of the City of Rancho Cucamonga. Salvaged or damaged equipment shall be the Contractor's responsibility for the proper disposal and recycling of such material. Unless otherwise directed by the Public Works Services Director or designee.

4.19. TRAFFIC SIGNAL TURN-ON AND TURN-OFF

The Contractor shall notify the Public Works Services Director or designee, at least **seventy-two (72) hours** in advance of any scheduled turn-on/turn-off necessitated by the Contractor's operations. The Contractor shall not make said turn-off or turn-on until permitted to proceed by the Public Works Services Director or designee. The Contractor shall obtain the appropriate lane closure permit if required and provide the appropriate traffic control as per the WATCH handbook and California Manual of Uniform Traffic Control Devices (CA MUTCD) as approved by the City of Rancho Cucamonga Engineering Department.

4.20. WARRANT SERVICE

The Contractor shall guarantee the work against defective material or workmanship for a period of one (1) year from date of completion of the work. Damage due to traffic accidents, acts of nature, and service power surges including those from sabotage and/or vandalism are exempt from the guarantee.

When defective material and/or workmanship are discovered which require repairs to be made under this guarantee, all such work shall be done by the Contractor at its own expense within five (5) calendar days after written notice of such defects has been given to Contractor by the City. Should the Contractor fail to repair such defective material or workmanship within five (5) calendar days thereafter, the City may cause the necessary repairs to be made and charge the Contractor with the actual cost of all labor and materials required. In emergencies demanding immediate attention, if the Contractor is unable to respond, the City shall have the right to repair the defect and charge the Contractor with the actual cost of all labor and material required. Any repair work performed as herein specified shall be done under the provisions of the original contract specifications.

During the warranty period, the Contractor is expected to coordinate warranty repairs with the appropriate manufacturer or installing contractor.

The Contractor shall notify the City of any undue delays by the manufacturer or installing contractor in responding to warranty requests and provide a detailed summary of the nature and reason for said warranty requests.

4.21. TRAFFIC CONTROL

The Contractor shall obtain an annual encroachment permit (no fee). The Contractor shall conduct their work in such a manner as to minimize the disruption of traffic flow. The Contractor shall not obstruct or restrict any portion of the roadway until traffic controls have been set up per the WATCH handbook and California Manual of Uniform Traffic Control Devices (CA MUTCD). All traffic control methods shall conform to the latest edition of the WATCH handbook and CA MUTCD and this Scope of Work. Not more than one intersecting street shall be closed at any one time without the prior approval of the Public Works Services Director or designee. Traffic stoppages shall be limited to time periods approved by the City.

Maintenance operations shall be conducted in such a manner as to cause as little inconvenience as possible to adjacent property owners. Convenient access to driveways, houses, and buildings along the line of work shall be maintained and temporary approaches to crossings or intersecting highways shall be provided and kept in good condition. No material or equipment shall be stored where it will interfere with the free and safe passage of public traffic. At the end of each day's work and at other times when maintenance operations are suspended for any reason, the Contractor shall remove all equipment and other obstructions from the portion of the roadway and open it for use by public traffic.

The Contractor shall furnish all flagmen, barricades, barriers, lights, signs, and any other device which may be necessary for adequate and safe traffic control.

The Contractor shall provide protection for any excavation three (3) feet or more in-depth or any other excavation which by its nature may be considered unsafe by either covering or erecting a five (5) foot chain link or woven wire fence. Such protection shall be always provided when an employee of the Contractor attends the excavation.

Pedestrian traffic shall be always maintained in a safe manner. Pedestrian and emergency vehicular access shall be maintained to all residences, businesses, and manufacturing establishments around the work area.

All spillage and any excess dirt or debris caused by hauling operations or moving equipment along or across any private or public property or public traveled way shall be removed immediately at the Contractor's expense.

The Contractor shall always provide unobstructed access to all fire hydrants except as otherwise provided, in writing, by the Traffic Engineer.

Failure to provide adequate safety devices, as directed by the Traffic Engineer, will cause the City to install safety devices as needed and the cost will be assessed to the Contractor at the City's actual cost. The City shall be entitled to offset any costs incurred against the Contractor's invoice.

All costs for traffic control shall be included in the various items of work, and no additional compensation will be allowed.

4.22. Equipment and Materials

Attention is directed to Section 6-1.05, "Trade Name and Substitution", of the 2018 Caltrans Standard Specifications. The City reserves the exclusive right to determine if proposed alternative equipment shall be acceptable.

Before the start of work, the Contractor shall provide the City with a statement from the vendors. Said statements shall state the date that any equipment ordered is shipped. The City shall not be liable for any delay to performance before the delivery of these required submittals.

4.23. Damage

Adjacent improvements such as street pavement, curbs, sidewalks, sprinklers, driveways, and gutters damaged because of the Contractor's operation shall be repaired promptly to the satisfaction of the Public Works Services Director or designee at the Contractor's expense.

4.24. Sound and Noise Control

The Contractor shall comply with all local sound control and noise level rules, regulations, and ordinances, which apply to any work performed pursuant to the contract.

4.25. Night Inspections

The Contractor shall perform **monthly** nighttime inspections of all intersection safety lighting and ISNS for proper operation at signalized intersections.

A written record (can be Excel spreadsheet or other methods such as ArcGIS data implementation as approved by the Public Works Services Director or designee) shall be submitted to the Public Works Services Director or designee of each safety light and ISNS outage. This written record shall be received by the Public Works Services Director or designee within 5 working days after the survey. Before repairs are started the City will need to review and approve work to be completed.

The Contractor shall carry photocells, fuses, drivers, and properly sized LED's when troubleshooting safety lights per the City specifications.

Unless otherwise directed by the City, all safety lights shall consist of Eaton-Cooper fixtures with wattages and brand type replaced or repaired with the same found at the intersection, this is also noted on the associated City ArcGIS Map. All information on repairs shall be updated to the ISNS/Safety Lights Management or ISNS/Safety Light Outage Maps.

Unless otherwise directed by the City, all ISNS fluorescent bulbs found to be burned out shall be replaced with Prince-Certified LED tubes with internal drivers. Contractor shall keep adequate stock in anticipation of monthly repairs. All repairs made to Southern Manufacturing ISNS repairs shall be made with OEM Southern Manufacturing equipment. All information on repairs shall be updated to the ISNS/Safety Lights Management or ISNS/Safety Light Outage Maps.

Costs incurred in night inspections for safety lighting shall be included in the unit price for routine maintenance. **All safety light outages shall be repaired within five (5) working days of approval to repair. All ISNS shall be repaired within fifteen (15) working days of approval to repair.** The replacement of defective parts will be extraordinary maintenance. All extraordinary maintenance required shall be per the Contractor's agreement for extraordinary maintenance or per written quote, as directed by the Public Works Services Director or designee.

4.26. MEETINGS

The Contractor will be required to attend and participate in monthly meetings with City staff. These meetings will be held to discuss contract provisions, problems, and/or issues and ensure that the work is proceeding as per the contract documents. These meetings will be called by the Public Works Services Director or designee. The Contractor shall have at least one (1) Field Supervisor, one (1) Administrative Staff Member, and one (1) Traffic Signal Technician attend the monthly meetings. **Full compensation for attending these meetings shall be considered as included in various items of work and no additional compensation shall be allowed.**

4.27. ESTIMATE OF QUANTITIES

The quantities shown in the contract agreement shall be considered as approximate only, being listed therein as a basis for the comparison of bids. The Public Works Services Director or designee does not guarantee or agree, either expressly or by implication that the actual amounts required would correspond therewith. He reserves the right to increase or decrease the amount of any item or portion of work or material to be performed or furnished, or to omit any such item or portion, in accordance with the provisions relative thereto outlined in this Scope of Work.

4.28. ROUTINE MAINTENANCE

The Contractor shall provide a program of routine maintenance designed to eliminate or reduce the incidents of malfunction and extend the useful life of the equipment. The program, the cost of which is specified in the

contract unit price for traffic signals and other items of work listed under "Routine Maintenance" shall include but not limited to the following:

All equipment and labor required to complete Routine Maintenance shall be included as part of the cost of the Routine Maintenance cost and no additional compensation shall be given to complete these tasks.

4.28.1. ROUTINE MAINTENANCE OF ALL TRAFFIC SIGNALS AND SIGNALIZED CROSSWALKS ONCE A MONTH

Inspection and service at each signalized intersection **once a month**, not less than 20 days or more than 40 days apart. The Contractor shall provide the labor, equipment, and material to perform this **complete** list of services, on a monthly basis:

- **Air Filter -** Clean or replace the air filter element in all controller cabinets so equipped at least once every **six (6) months** and shall note in the monthly report any filter replacement. Wash or replace all air filter elements in all cabinets so equipped within **three (3) months** after the execution of this contract, and so note in the monthly report the date the filter elements are cleaned or replaced. Replace the air filters at least once every (6) months.
- **Controller Cabinet and A/C Service Cabinet -** Remove any posters, signs, and/or graffiti, etc. from the controller and service cabinet exteriors. Check the interior and exterior of the controller and service cabinets for signs of deterioration to the cabinet's surface. Clean the traffic signal cabinets thoroughly on the inside including all components and remove any foreign materials monthly. Clean the A/C service cabinet during October UPS, inventory, and service meter audit.
- **Controller Cabinet Fan and Thermostats -** Verify that the controller and exterior cabinet fans operate properly with minimal noise. Verify all cabinet fan thermostats are set to eighty-five (85) degrees Fahrenheit and operational.
- **Controller Cabinet Grounding -** Using a megger, check the resistance between the AC and Ground in the controller cabinet.
- **Controller Cabinet Vents -**Check the vents in both the controller cabinet door and above the door, and at the top of the cabinet to ensure that they are free of any foreign material.
- **CMU / MMU Testing -** Verify that the time clock and date are correct in any CMU and MMU at all traffic signal cabinets. **Yearly testing** of all CMU and MMU equipment shall be completed with the use of an automated testing device that is calibrated yearly and tested by a Technician that is certified by the manufacture as defined by NEMA TS1, NEMA TS2, FHWA/Caltrans System 170 Standards. For example, ATSI PCMT 8000. The test results shall be printed on a report that is to be always maintained in the signal cabinet. An electronic copy shall be sent to the City within thirty (30) days from the final location tested via USB. The printed report containing the test results shall, at a minimum, include the following information: report header with the type of monitor tested and date tested; agency identification including manufacturer, model and serial number; related test

information including the operator, test site, and intersection location; and monitor verification with a description of the type of tests performed and conditions found (i.e., failure or non-failure). Note testing in monthly routine maintenance log and also in the appropriate sections of the Traffic Signal Management ArcGIS Map, along with current status and equipment information. In addition to the above, a summary report of failed units shall be provided in a spiral binder. Any monitors that fail testing are to be replaced immediately. See Appendix II for the inventory schedule.

- **Connectors -** Check all connectors (includes any connections on the main panel, interface panels, and under detector racks) to ensure they are secure and free of corrosion. Note in monthly routine maintenance log.
- **Controller Cabinet Mounting -** Check the snugness of the nuts on the controller cabinet anchor bolts and tighten if necessary being sure not to distort the cabinet door opening by over-tightening.
- **Controller Cabinet and A/C Service Foundation Seal -** Check the seal between the bottom of the cabinet and the foundation for deterioration. If standing water or evidence of water is present inside the bottom of the controller cabinet, reseal as necessary, and ensure there is a weep hole at the lowest point to allow any moisture in the cabinet to seep out.
- **Controller Operation -** Manually place vehicle and pedestrian calls on each phase through the controller cabinet test switches or the controller keyboard to verify controller servicing of each active phase. Maintain an accurate chronograph and set all real-time clocks to the National Bureau of Standards (WWV) time. When and where necessary, adjust clocks to Daylight Savings Time on following monthly inspection visit.
- **Detector Operation -** Check detector units and systems including, but not limited to, inductive loops, pedestrian pushbuttons, and video for the correct detection of both vehicles and pedestrians by observing the turn-on of the appropriate detection indicator as a vehicle passes over or through the detector loop(s)/zone; and adjust or repair said equipment as necessary to restore the system to its intended operation. Notify the City immediately of any video detection failures. If the video detection failure is determined to be unsafe, place in recall until contact is made with the City, and approval to proceed with repairs outside of warranty is given. Note any information from responding calls, repairs, tests, or observations in monthly maintenance and cabinet log, in addition to appropriate sections of the Traffic Signal Management ArcGIS Map.
- **Detection Setup -** Verify that the detector loop cables are correctly identified, connected to the correct vehicle detector field interface terminals and that the correct detector indicates a call. Verify that a call is placed on the correct controller detector input and that the input places a call on the correct controller phase.
- **Door Gasket -** Check all door gaskets on the controller cabinet, service cabinet, and any other enclosures for evidence of moisture or deterioration. Completely replace any gaskets showing signs of leaking or deterioration with City supply. Notify Public Works Services Director or designee when stock is low.

- **Door Panel Harness -** Check the harness leading from the door panel to the auxiliary panels on the cabinet door to ensure they are not being pinched and do not bind against the cabinet door. Adjust if necessary.
- **Equipment Displays and Indicators -** Verify that all LED, LCDs, and indications (controller, CMU, load switches, flasher, etc.) are working properly.
- **Flash -** Verify the operation of the flashers. Verify with a stopwatch that the flash rate is between 50 to 60 pulses per minute and that the "ON/OFF" state for each flash circuit is equal.
- **Ground Fault Receptacle -** Verify the proper operation of "Test" and "Reset" buttons on GFCI type outlets.
- **Hinges and Locks -** Check for free movement of all doors, latching assemblies, and locks on the controller cabinet, service cabinet, and any other enclosures. Use a minimum of oil or spray lubricant and remove any excess.
- **Insect Infestation -** Check for any signs of ants, wasps or other insects within the cabinet and take the necessary steps for extermination.

- **Interconnect -** Observe communication equipment within the cabinet and notify Public Works Services Director or designee of any suspected failures.
- **Inventory -** Once a year all equipment and status information found in the Traffic Signal Management ArcGIS map shall be verified against existing information and updated as needed. See Appendix II for the inventory schedule.
- **Interior Light -** Verify the proper operation of the controller cabinet's interior fluorescent or LED light, starter, and/or ballast.
- **Intersection Timing -** Compare controller phase timing against the signed City Engineer timing sheet, check any discrepancies against intersection log, and notify Public Works Services Director or designee of any deviations. Update the status of the timing sheet in the appropriate section on the Traffic Signal Management ArcGIS map.
- **Intersection Records -** Ensure that all intersection "As-Built" plans, cabinet wiring diagrams, necessary equipment operations manuals, controller data timing sheets, and logbook are corrected and inside the cabinet. Contact Public Works Services Director or designee to obtain any missing items.
- **Maintenance Log -** The Maintenance Log shall be updated with a summary of any visit during the routine maintenance that month. Note any information from responding calls, repairs, tests, or observations in appropriate sections of the Traffic Signal Management ArcGIS Map.
- **Plug-in Components -** Check that each plug-in component (rack mount detectors, relays, load switches, flasher, etc.) fits tightly and securely in its socket.
- **Preemption Devices and EVP Testing -** During routine maintenance, check EVP and/or Railroad if applicable to ensure the system is on and operational. Complete testing of EVP as per guidelines

outlined by the City every other quarter and alternate with UPS testing. Note any information from responding calls, repairs, tests, or observations in appropriate sections of the Traffic Signal Management ArcGIS Map. See Appendix II for the preventative maintenance/testing schedule and Appendix III for the testing procedures.

- **Service Connections -** Verify that the neutral, ground, and power connections are secure in the controller, tighten all connectors, and service cabinet at least once every **six (6) months.** Note in monthly routine maintenance log.
- **Switches -** Verify the correct operation of each position, including "OFF", of all switches. Repeatedly work all test and stop time switches to keep the switch contacts clean.
- **System Telemetry -** Check operation of telemetry at Field Master and local controller locations.
- **Terminal Connections -** Using the correct size insulated screwdriver, test each terminal screw backing off slightly then retightening to confirm that it is secure at least once every **six (6) months,** Note in monthly routine maintenance log.

- **Uninterrupted Power Supply Testing -** During routine maintenance, check the UPS to ensure the system is on and operational. Complete testing of the UPS as per guidelines outlined by the City every other Quarter and alternate with EVP testing. Note any information from responding calls, repairs, tests, or observations in appropriate sections of the Traffic Signal Management ArcGIS Map. See Appendix II for the preventative maintenance/testing schedule and Appendix IV for the testing procedures.
- **Vacuum Cabinet -** Blow or brush off shelves, terminal blocks, and components and thoroughly vacuum the interior of the controller cabinet including the police panel. Also, blow out or vacuum the vent openings above the controller cabinet door. All service meter pedestals are to be completed during the first UPS testing of each year.
- **Intersection Walk-Around -** Walk all the approaches of the intersection and visually inspect all signal poles, mast arms, signal heads, and indications, traffic control signs, pedestrian signals, illuminated street name signs, loop sealants, pull box covers, and any other devices, and verify the correct placement and/or operation. Any inoperable vehicle or pedestrian indications, safety lights, or illuminated sign lamps shall be replaced under extraordinary maintenance; illuminated signs damaged beyond repair shall be reported to the Public Works Services Director or designee and replaced under extraordinary maintenance. All vehicle and pedestrian indication heads found to be out of alignment shall be properly aligned, in addition all back plates found to be damaged are to be repaired. Missing signs shall be replaced under extraordinary maintenance, cracked or damaged loops sealants shall be resealed. All other equipment found missing or damaged shall be replaced or repaired. Remove any posters, signs, and/or graffiti, etc. from any poles and or regulatory signs at the intersection.
- **Pedestrian Signals and Push Buttons -** The Contractor shall maintain all pedestrian signal heads and push buttons in working order, and the cost incurred shall be included in the unit price for routine

preventative maintenance per intersection. The replacement of defective parts will be extraordinary maintenance. New parts shall conform to the current State of California Standard Specifications. Except as noted otherwise, new pedestrian signals shall be Clamshell mounted Type A housings with LED sections by GE Lighting Solution, Model PS7-CFF1-VLA Countdown Pedestrian Module. Pedestrian push button assemblies shall be Polara Bulldog BDL3-G.

- **Loop Detectors -** The Contractor shall verify the condition of the loops in the roadway and take necessary preventative measures to ensure the longevity of the loop. This includes the splicing (or re-splicing) of detector loops and/or replacement of loop sealant. Cutting and installing new loops is considered extra work and will require prior approval by the City before work is commenced. The failure of a loop due to lack of sealant maintenance is not considered extra work and will be repaired at the Contractor's expense. Note any information from responding calls, repairs, tests, or observations in appropriate sections of the Traffic Signal Management ArcGIS Map.
- **Video Detectors (Where Present) -** The Contractor shall verify that video detection camera lenses are clean and the system operable. The Contractor shall clean and polish all video detection camera lenses once every **twelve (12)** months, or as directed by the Public Works Services Director or designee on an individual basis. See Appendix II for the cleaning schedule. At that time, all signal heads, mast arm mounted street name signs, and optically programmed signal heads shall be realigned as necessary.

  Refer to Appendix I for the list of intersections with current video detection. Note this list expands throughout the year and additional intersections will be added periodically. The Traffic Signal Management Map does contain the most up to date information of the current type of detection and status. It is the Contractors responsibility to obtain the updated list prior to commencing of annual cleaning. At the intersections with EVP IR-Detectors, the lens will be cleaned at the same time as the camera lens.
- **Signs -** Traffic signs shall be cleaned and adjusted as routine maintenance. The Contractor shall repair or replace any damaged or missing traffic signs or pedestrian push button plates affixed to any signal mast arm or pole under extraordinary maintenance. Any faded signs in need of replacement shall be reported to the Public Works Services Director or designee.
- **Traffic Signal Controller Assembly -** The Contractor shall replace, repair, or otherwise render in good working order any defective traffic signal controller assemblies with like make and model assemblies as necessary to ensure the safe operation of said signal equipment. Solid-state equipment shall be maintained according to the manufacturer's specifications.
- **At completion of Preventative Maintenance Check -** Before leaving intersection during any routine or extraordinary maintenance, verify that all detector test switches are in the "normal" position and that the stop time switch is in the "auto" or "normal" position. Record all information complete with (first and last name, time, date, nature of work, etc.) in the cabinet logbook. Immediately correct all safety deficiencies found during routine inspections and schedule nonemergency work with City staff

unless preapproved under proactive guidelines. Any call outs or returns related to switches of any device or equipment accidently being left in the off, constant, or non-operable positions will be cause for non-payment of the monthly preventative maintenance and/or call out. In addition to the possible cost of City staff response time.

- **Communications Maintenance -** The Contractor shall include the communication maintenance personnel's qualifications in the bid. The City will notify the Contractor if, in the City's sole opinion, personnel proposed for any communication maintenance are not qualified to work on these systems. Within thirty (30) days after City makes the determination, the Contractor shall hire qualified subcontractor(s) specialized in communication equipment troubleshooting and repair to handle both routine and extraordinary maintenance without any additional compensation from the City.
- **Communication Maintenance Equipment -** The Contractor shall equip the Communication Maintenance Technician with a laptop/portable computer loaded with Aries, Iteris, and Centracs manufacturer's diagnostic and programming software, a portable video monitor with video input, and other accessory equipment to do both routine maintenance and extraordinary maintenance. The Contractor shall submit a list of equipment that will be used for troubleshooting and maintaining the communications equipment to the City within thirty (30) calendar days after the contract has been awarded.
- **Cabinet Record Files -** The Contractor shall organize the cabinet record files as directed by the Public Works Services Director or designee:
    - Timing Sheet
    - Conflict Monitor Test Results
    - Cabinet Test Results
    - Routine Maintenance
    - Extraordinary Maintenance
    - Extraordinary Condition - Items of damaged report not readily repaired. All records must be legibly written or printed.
    - Cabinet Print
    - Traffic Signal Plan
    - Manuals

All record files aforementioned shall be present in the cabinet record files. Any missing files shall be reported to the designated Public Works Services Director or designee.

Perform routine maintenance of flashing yellow beacons per month where shared with same service pedestal to ensure proper operations and all works necessary to maintain the system functioning properly.

4.28.2. ROUTINE MAINTENANCE OF FLASHING CROSSWALKS ONCE A MONTH

Inspection and service at each flashing crosswalk **once a month**, not less than 20 days or more than 40 days apart. The Contractor shall provide the labor, equipment, and material to perform this **complete** list of services, on a monthly basis:

- **Air Filter -** Clean or replace the air filter element in all equipment enclosures so equipped at least once every **six (6) months** and shall note in the monthly report any filter replacement. Wash or replace all air filter elements in all cabinets so equipped within **three (3) months** after the execution of this contract, and so note in the monthly report the date the filter elements are cleaned or replaced. Replace the air filters at least once every (6) months.
- **Equipment Enclosures and A/C Service Cabinet -** Remove any posters, signs, and/or graffiti, etc. from the controller and service cabinet exteriors. Check the interior and exterior of the controller and service cabinets for signs of deterioration to the cabinet's surface. Clean the traffic signal cabinets thoroughly on the inside including all components and remove any foreign materials monthly. Clean the A/C service cabinet during October UPS, inventory, and service meter audit.
- **Equipment Enclosure Fan and Thermostats -**Verify that the controller and exterior cabinet fans operate properly with minimal noise. Verify all cabinet fan thermostats are set to eighty-five (85) degrees Fahrenheit and operational.
- **Equipment Enclosure Vents -** Check the vents in both the controller cabinet door and above the door, and at the top of the cabinet to ensure that they are free of any foreign material.
- **Connectors -** Check all connectors to ensure they are secure and free of corrosion. Note in monthly routine maintenance log.
- **Equipment Enclosure Mounting -** Check the snugness of the nuts or bolts utilized to secure.
- **Equipment Enclosure and A/C Service Foundation Seal -** Check all seals associated and used with mounting for sealing the enclosure that there is no deterioration. If standing water or evidence of water is present inside the bottom of the controller cabinet, reseal as necessary, and ensure there is a weep hole at the lowest point to allow any moisture in the cabinet to seep out.
- **Flasher Control Operation -** Maintain an accurate chronograph and set all real-time clocks to the National Bureau of Standards (WWV) time. When and where necessary, adjust clocks to Daylight Savings Time on following monthly inspection visit.
- **Detector Operation -** Check detector units and systems including, but not limited to pedestrian pushbuttons for the correct detection of pedestrians by observing actuation and operation. Note any information from responding calls, repairs, tests, or observations in monthly maintenance and cabinet log, in addition to appropriate sections of the Traffic Signal Management ArcGIS Map.
- **Door Gasket -** Check all door gaskets on the equipment enclosure, service cabinet, and any other enclosures for evidence of moisture or deterioration. Completely replace any gaskets showing signs of leaking or deterioration with City supply. Notify Public Works Services Director or designee when stock is low.

- **Equipment Displays and Indicators -** Verify that all LED, LCDs, and indications (on any controller, load switches, flasher, etc.) are working properly.
- **Flash -** Verify the operation of the flashers. Verify with a stopwatch that the flash rate is between 50 to 60 pulses per minute and that the "ON/OFF" state for each flash circuit is equal.
- **Ground Fault Receptacle -** Verify the proper operation of "Test" and "Reset" buttons on GFCI type outlets.
- **Hinges and Locks** - Check for free movement of all doors, latching assemblies, and locks on the equipment enclosures, service cabinet, and any other enclosure. Use a minimum of oil or spray lubricant and remove any excess.
- **Insect Infestation** - Check for any signs of ants, wasps or other insects within the cabinet and take the necessary steps for extermination.
- **Interconnect -** Observe communication equipment within the cabinet and notify Public Works Services Director or designee of any suspected failures.

- **Inventory** - Once a year all equipment and status information found in the Traffic Signal Management ArcGIS map shall be verified against existing information and updated as needed. See Appendix II for the schedule.
- **Crosswalk Timing** - Compare timing against the signed City Engineer timing sheet, check any discrepancies against the intersection log, and notify Public Works Services Director or designee of any deviations. Update the status of the timing sheet in the appropriate section on the Traffic Signal Management ArcGIS map.
- **Intersection Records** - Ensure that all intersection "As-Built" plans, enclosure wiring diagrams, necessary equipment operations manuals, controller data timing sheets, and logbook are corrected and inside the enclosure. Contact Public Works Services Director or designee to obtain any missing items.
- **Maintenance Log -** The Maintenance Log shall be updated with a summary of any visit during the routine maintenance that month. Note any information from responding calls, repairs, tests, or observations in appropriate sections of the Traffic Signal Management ArcGIS Map.
- **Plug-in Components -** Check that each plug-in component (detectors, relays, load switches, flashers, etc.) fits tightly and securely in its socket.
- **Service Connections -** Verify that the neutral, ground, and power connections are secure within the enclosure, tighten all connectors, and service cabinet at least once every **six (6) months.** Note in monthly routine maintenance log.
- **Solar Panel -** Where applicable, visually check solar panel for any damage and orientated to south facing aspect. Clean the solar panel during the VDS camera cleaning schedule noted on Appendix II. Check batteries via meter during the UPS testing procedure months and note on cabinet logbook and also ArcGIS. See Appendix II for the UPS testing schedule.

- **Terminal Connections -** Using the correct size insulated screwdriver, test each terminal screw backing off slightly then retightening to confirm that it is secure at least once every **six (6) months,** Note in monthly routine maintenance log.
- **Vacuum Cabinet -** Blow or brush off inside the enclosure, terminal blocks, and components and thoroughly vacuum the interior. Also, blow out or vacuum the vent openings above the door. All service meter pedestals are to be completed during the first UPS testing of each year.
- **Crosswalk Walk-Around -** Walk all the approaches of the crosswalk and visually inspect all poles, mast arms, signal heads, and indications, traffic control signs, pedestrian signals, illuminated street name signs, pull box covers, and any other devices, and verify the correct placement and/or operation. Any inoperable vehicle or pedestrian indications, safety lights, or illuminated sign lamps shall be replaced under extraordinary maintenance; illuminated signs damaged beyond repair shall be reported to a Public Works Services Director or designee and replaced under extraordinary maintenance. All vehicle and pedestrian indication heads found to be out of alignment shall be properly aligned, in addition all back plates found to be damaged are to be repaired. Missing signs shall be replaced under extraordinary maintenance, cracked or damaged loops sealants shall be resealed. All other equipment found missing or damaged shall be replaced or repaired. Remove any posters, signs, and/or graffiti, etc. from any poles and or regulatory signs at the intersection.
- **Pedestrian Signals and Push Buttons -** The Contractor shall maintain all pedestrian signal heads and push buttons in working order, and the cost incurred shall be included in the unit price for routine preventative maintenance per intersection. The replacement of defective parts will be extraordinary maintenance. Except as noted otherwise, new pedestrian signals shall be Clamshell mounted Type A housings with LED sections by GE Lighting Solution, Model PS7-CFF1-VLA Countdown Pedestrian Module. Pedestrian push button assemblies shall be Polara Bulldog BDL3-G.
- **Signs -** Traffic signs shall be cleaned and adjusted as routine maintenance. The Contractor shall repair or replace any damaged or missing traffic signs or pedestrian push button plates affixed to any signal mast arm or pole under extraordinary maintenance. Any faded signs in need of replacement shall be reported to the Public Works Services Director or designee.
- **Controller Assembly -** The Contractor shall replace, repair, or otherwise render in good working order any defective controller devices with like make and model assemblies as necessary to ensure the safe operation of said signal equipment. Solid-state equipment shall be maintained according to the manufacturer's specifications.
- **At completion of Preventative Maintenance Check -** Before leaving intersection during any routine or extraordinary maintenance, verify that all detector test switches are in the "normal" position. Record all information complete with (name, time, date, nature of work, etc.) in the cabinet logbook. Immediately correct all safety deficiencies found during routine inspections and schedule nonemergency work with City staff unless preapproved under proactive guidelines. Any call outs or returns related to switches of any device or equipment accidently being left in the off, constant, or

non-operable positions will be cause for non-payment of the monthly preventative maintenance and/or call out. In addition to the possible cost of City staff response time.

- **Cabinet Record Files -** The Contractor shall organize the cabinet record files as directed by the Public Works Services Director or designee:
  - Timing Sheet
  - Cabinet Test Results
  - Routine Maintenance
  - Extraordinary Maintenance
  - Extraordinary Condition - Items of damaged report not readily repaired. All records must be legibly written or printed.
  - Cabinet Print
  - Traffic Signal Plan
  - Manuals

All record files aforementioned shall be present in the cabinet record files. Any missing files shall be reported to the designated Public Works Services Director or designee.

4.28.3. ROUTINE MAINTENANCE OF FLASHING BEACON AND SCHOOL FLASHING BEACON SYSTEMS ONCE A MONTH

Inspection and service at each flashing beacon **once a month**, not less than 20 days or more than 40 days apart. The Contractor shall provide the labor, equipment, and material to perform this **complete** list of services, on a monthly basis:

- **Air Filter -** Clean or replace the air filter element in all equipment enclosures so equipped at least once every **six (6) months** and shall note in the monthly report any filter replacement. Wash or replace all air filter elements in all cabinets so equipped within **three (3) months** after the execution of this contract, and so note in the monthly report the date the filter elements are cleaned or replaced. Replace the air filters at least once every (6) months.
- **Equipment Enclosures and A/C Service Cabinet -** Remove any posters, signs, and/or graffiti, etc. from the controller and service cabinet exteriors. Check the interior and exterior of the controller and service cabinets for signs of deterioration to the cabinet's surface. Clean the traffic signal cabinets thoroughly on the inside including all components and remove any foreign materials monthly. Clean the A/C service cabinet during October UPS, inventory, and service meter audit.
- **Equipment Enclosure Fan and Thermostats -** Verify that the controller and exterior cabinet fans operate properly with minimal noise. Verify all cabinet fan thermostats are set to eighty-five (85) degrees Fahrenheit and operational.
- **Equipment Enclosure Vents -** Check the vents in both the controller cabinet door and above the door, and at the top of the cabinet to ensure that they are free of any foreign material.
- **Connectors -** Check all connectors to ensure they are secure and free of corrosion. Note in monthly routine maintenance log.

- **Equipment Enclosure Mounting** - Check the snugness of the nuts or bolts utilized to secure.
- **Equipment Enclosure and A/C Service Foundation Seal** - Check all seals associated and used with mounting for sealing the enclosure that there is no deterioration. If standing water or evidence of water is present inside the bottom of the controller cabinet, reseal as necessary, and ensure there is a weep hole at the lowest point to allow any moisture in the cabinet to seep out.
- **Flasher Control Operation** - Maintain an accurate chronograph and set all real-time clocks to the National Bureau of Standards (WWV) time. When and where necessary, adjust clocks to Daylight Savings Time on following monthly inspection visit.
- **Detector Operation** - Check detector units and systems including, but not limited to pedestrian pushbuttons for the correct detection of pedestrians by observing actuation and operation. Note any information from responding calls, repairs, tests or observations in monthly maintenance and cabinet log, in addition to appropriate sections of the Traffic Signal Management ArcGIS Map.
- **Door Gasket** - Check all door gaskets on the equipment enclosure, service cabinet, and any other enclosures for evidence of moisture or deterioration. Completely replace any gaskets showing signs of leaking or deterioration with City supply. Notify Public Works Services Director or designee when stock is low.
- **Equipment Displays and Indicators** - Verify that all LED, LCDs, and indications (on any controller, load switches, flasher, etc.) are working properly.
- **Flash -** Verify the operation of the flashers. Verify with a stopwatch that the flash rate is between 50 to 60 pulses per minute and that the "ON/OFF" state for each flash circuit is equal.
- **Ground Fault Receptacle** - Verify the proper operation of "Test" and "Reset" buttons on GFCI type outlets.
- **Hinges and Locks** - Check for free movement of all doors, latching assemblies, and locks on the equipment enclosures, service cabinet, and any other enclosure. Use a minimum of oil or spray lubricant and remove any excess.
- **Insect Infestation -** Check for any signs of ants, wasps or other insects within the cabinet and take the necessary steps for extermination.
- **Interconnect -** Observe communication equipment within the cabinet and notify Public Works Services Director or designee of any suspected failures.
- **Inventory -** Once a year all equipment and status information found in the Traffic Signal Management ArcGIS map shall be verified against existing information and updated as needed. See Appendix II for the schedule.
- **Crosswalk Timing -** Compare timing against the signed City Engineer timing sheet, check any discrepancies against the intersection log, and notify Public Works Services Director or designee of any deviations. Update the status of the timing sheet in the appropriate section on the Traffic Signal Management ArcGIS map.

- **Intersection Records -** Ensure that all intersection "As-Built" plans, enclosure wiring diagrams, necessary equipment operations manuals, controller data timing sheets, and logbook are corrected and inside the enclosure. Contact Public Works Services Director or designee to obtain any missing items.
- **Maintenance Log -** The Maintenance Log shall be updated with a summary of any visit during the routine maintenance that month. Note any information from responding calls, repairs, tests, or observations in appropriate sections of the Traffic Signal Management ArcGIS Map.
- **Plug-in Components -** Check that each plug-in component (detectors, relays, load switches, flashers, etc.) fits tightly and securely in its socket.
- **Service Connections -** Verify that the neutral, ground, and power connections are secure within the enclosure, tighten all connectors, and service cabinet at least once every **six (6) months.** Note in monthly routine maintenance log.
- **Solar Panel -** Where applicable, visually check solar panel for any damage and orientated to south facing aspect. Clean the solar panel during the VDS camera cleaning schedule noted on Appendix II. Check batteries via meter during the UPS testing procedure months and note on cabinet logbook and also ArcGIS. See Appendix II for the UPS testing schedule.

- **Terminal Connections -** Using the correct size insulated screwdriver, test each terminal screw backing off slightly then retightening to confirm that it is secure at least once every **six (6) months,** Note in monthly routine maintenance log.
- **Vacuum Cabinet -** Blow or brush off inside the enclosure, terminal blocks, and components and thoroughly vacuum the interior. Also, blow out or vacuum the vent openings above the door. All service meter pedestals are to be completed during the first UPS testing of each year.
- **Crosswalk Walk-Around -** Walk all the approaches of the crosswalk and visually inspect all poles, mast arms, signal heads, and indications, traffic control signs, pedestrian signals, illuminated street name signs, pull box covers, and any other devices, and verify the correct placement and/or operation. Any inoperable vehicle or pedestrian indications, safety lights, or illuminated sign lamps shall be replaced under extraordinary maintenance; illuminated signs damaged beyond repair shall be reported to the Public Works Services Director or designee and replaced under extraordinary maintenance. All vehicle and pedestrian indication heads found to be out of alignment shall be properly aligned, in addition all back plates found to be damaged are to be repaired. Missing signs shall be replaced under extraordinary maintenance, cracked or damaged loops sealants shall be resealed. All other equipment found missing or damaged shall be replaced or repaired. Remove any posters, signs, and/or graffiti, etc. from any poles and or regulatory signs at the intersection.
- **Pedestrian Signals and Push Buttons -** The Contractor shall maintain all pedestrian signal heads and push buttons in working order, and the cost incurred shall be included in the unit price for routine preventative maintenance per intersection. The replacement of defective parts will be extraordinary maintenance. Except as noted otherwise, new pedestrian signals shall be Clamshell mounted Type A

housings with LED sections by GE Lighting Solution, Model PS7-CFF1-VLA Countdown Pedestrian Module. Pedestrian push button assemblies shall be Polara Bulldog BDL3-G.

- **Signs -**Traffic signs shall be cleaned and adjusted as routine maintenance. The Contractor shall repair or replace any damaged or missing traffic signs or pedestrian push button plates affixed to any signal mast arm or pole under extraordinary maintenance. Any faded signs in need of replacement shall be reported to the Public Works Services Director or designee.
- **Controller Assembly -** The Contractor shall replace, repair, or otherwise render in good working order any defective controller devices with like make and model assemblies as necessary to ensure the safe operation of said signal equipment. Solid-state equipment shall be maintained according to the manufacturer's specifications.
- **At completion of Preventative Maintenance Check -** Before leaving intersection during any routine or extraordinary maintenance, verify that all detector test switches are in the "normal" position. Record all information complete with (name, time, date, nature of work, etc.) in the cabinet logbook. Immediately correct all safety deficiencies found during routine inspections and schedule nonemergency work with City staff unless preapproved under proactive guidelines. Any call outs or returns related to switches of any device or equipment accidently being left in the off, constant, or non-operable positions will be cause for non-payment of the monthly preventative maintenance and/or call out. In addition to the possible cost of City staff response time.
- **Cabinet Record Files -** The Contractor shall organize the cabinet record files as directed by the Public Works Services Director or designee:
    - Timing Sheet
    - Cabinet Test Results
    - Routine Maintenance
    - Extraordinary Maintenance
    - Extraordinary Condition - Items of damaged report not readily repaired. All records must be legibly written or printed.
    - Cabinet Print
    - Manuals

All record files aforementioned shall be present in the cabinet record files. Any missing files shall be reported to the designated Public Works Services Director or designee.

4.28.4. ROUTINE MAINTENANCE OF FORTEL TRAFFIC CALMING SIGNS

- **Air Filter -** Clean or replace the air filter element in all equipment enclosures so equipped at least once every **six (6) months** and shall note in the monthly report any filter replacement. Wash or replace all air filter elements in all cabinets so equipped within **three (3) months** after the execution of this contract, and so note in the monthly report the date the filter elements are cleaned or replaced. Replace the air filters at least once every (6) months.

- **Equipment Enclosures -** Remove any posters, signs, and/or graffiti, etc. from the enclosures. Check the interior and exterior of the enclosures for signs of deterioration to the cabinet's surface. Clean the face of the sign and thoroughly on the inside including all components and remove any foreign materials monthly.
- **Equipment Enclosure Fan and Thermostats -** Verify that any fans operate properly with minimal noise. Verify fan thermostats are set to eighty-five (85) degrees Fahrenheit and operational where applicable.
- **Equipment Enclosure Vents -** Check the vents are free of any foreign material.
- **Connectors -** Check all connectors to ensure they are secure and free of corrosion. Note in monthly routine maintenance log.
- **Equipment Enclosure Mounting -** Check the snugness of the nuts or bolts utilized to secure.
- **Equipment -** Enclosure Check all seals associated and used with mounting for sealing the enclosure that there is no deterioration. If standing water or evidence of water is present inside the bottom of the controller cabinet, reseal as necessary, and ensure there is a weep hole at the lowest point to allow any moisture in the cabinet to seep out.
- **Radar Detector Operation -** Verify automobiles are being detected by radar detector. Note any information from responding calls, repairs, tests, or observations in monthly maintenance and cabinet log, in addition to appropriate sections of the Traffic Signal Management ArcGIS Map.
- **Door Gasket -** Check all door gaskets on the equipment enclosure and any other enclosures for evidence of moisture or deterioration. Completely replace any gaskets showing signs of leaking or deterioration with City supply. Notify Public Works Services Director or designee when stock is low.
- **Equipment Displays and Indicators -** Verify that all LED, LCDs, and indications are working properly.
- **Hinges and Locks -** Check for free movement of all doors, latching assemblies, and locks on the equipment enclosures, service cabinet, and any other enclosure. Use a minimum of oil or spray lubricant and remove any excess.
- **Insect Infestation -** Check for any signs of ants, wasps or other insects within the cabinet and take the necessary steps for extermination.
- **Inventory -** Once a year all equipment and status information found in the Traffic Signal Management ArcGIS map shall be verified against existing information and updated as needed. Noted on monthly preventative maintenance and test schedule. See Appendix II for the schedule.
- **Maintenance Log -** The Maintenance Log shall be updated with a summary of any visit during the routine maintenance that month. Note any information from responding calls, repairs, tests, or observations in appropriate sections of the Traffic Signal Management ArcGIS Map.
- **Plug-in Components -** Check that each plug-in component fits tightly and securely in its socket.
- **Service Connections -** Verify that the neutral, ground, and power connections are secure within the enclosure, tighten all connectors, and service cabinet at least once every **six (6) months.** Note in monthly routine maintenance log.

- **Solar Panel -** Visually check solar panel for any damage and orientated to south facing aspect. Clean the solar panel during the VDS camera cleaning schedule noted on Appendix II. Check batteries via meter during the UPS testing procedure months and note on cabinet logbook and also ArcGIS. See Appendix II for the UPS testing schedule.
- **Terminal Connections -** Using the correct size insulated screwdriver, test each terminal screw backing off slightly then retightening to confirm that it is secure at least once every **six (6) months,** Note in monthly routine maintenance log.
- **Vacuum Enclosures -** Blow or brush off inside the enclosure, terminal blocks, and components and thoroughly vacuum the interior. Also, blow out or vacuum the vent openings above the door.
- **Crosswalk Walk-Around -** Walk all the approaches of the sign and visually inspect all sign, pole, mast, signal, indications, traffic control signs, and any other devices and verify the correct placement and/or operation. Remove any posters, signs, and/or graffiti, etc. from any poles and or regulatory signs at the location.

- **Signs -** Traffic signs shall be cleaned and adjusted as routine maintenance. The Contractor shall repair or replace any damaged or missing traffic signs.
- **Controller Assembly -** The Contractor shall replace, repair, or otherwise render in good working order any defective controller devices with like make and model assemblies as necessary to ensure the safe operation of said signal equipment. Equipment shall be maintained according to the manufacturer's specifications.
- **At completion of Preventative Maintenance Check -** Record all information complete with (name, time, date, nature of work, etc.) in the cabinet logbook. Immediately correct all safety deficiencies found during routine inspections and schedule nonemergency work with City staff unless preapproved under proactive guidelines. Any call outs or returns related to switches of any device or equipment accidently being left in the off, constant, or non-operable positions will be cause for non-payment of the monthly preventative maintenance and/or call out. In addition to the possible cost of City staff response time.

4.29. Extraordinary Maintenance

Furnish and install replacement vehicle and pedestrian signal lamps per City specifications and at the bid price.

- Furnish and install replacement safety lights or ISNS
- Cut and install replacement detector loops per City specifications and at the bid price.
- Paint signal equipment
- Replace damaged equipment.

Extraordinary maintenance as listed in the Scope of Work includes all the labor equipment and materials necessary to ensure the safe and efficient operation of the City's traffic signal system that goes beyond the normal routine preventative maintenance program established by this Scope of Work.

- **Lamp Replacement -** During any inspection, all broken or deteriorated parts shall be replaced as necessary. The Contractor shall furnish and replace all incandescent or LED signal lamps that have failed or burned-out with new LEDs. An LED signal module shall be manufactured by GE Lighting Solution, Models DR6GCFB-VLA-032, DR6-GCAAN-17A, DR6-YTFB-VLA-032, DR6-YTAAN-17A-YX, DR6RTFB-VLA-032, DR6-RTAAN-17A or an approved equal shall illuminate all new optical units using LED traffic signal lamps. Programmed visibility lamps shall be replaced in kind unless otherwise directed by City. Replacement of said vehicle signal lamps shall be considered extraordinary maintenance work as defined in this Scope of Work unless a said failure occurs within the initial warranty period of the signal lamp. All new LEDs shall be approved by the City. The Contractor shall indicate the date the signal lamp was installed on every signal lamp replaced and installed by the Contractor.

4.30. Additional Work Not Listed Above

At times, it will be necessary for the Contractor to perform additional work above and beyond the routine and extraordinary work listed in the Scope of Work. Contractor must be available to perform this type of work on an as needed basis. The Contractor shall supply not to exceed cost estimates for work to be done in these cases. Such cost estimates shall be provided for budgeting purposes only. Billing for such additional work shall reflect the labor rates, actual hours worked, and materials supplied. The Contractor's invoice for additional work shall indicate:

- Work order number, the person giving authorization and date of work
- Contractor's invoiced material (maximum mark up: 15%)
- Contractor's labor charge
- Contractor's equipment charge
- Brief description of work completed and location of work.

The City will compensate the Contractor for such additional work based on the verified invoice cost of materials, equipment, and labor plus markup.

The Contractor shall be available to assist with inspection of new installations when requested by the City on a per hour basis paid at the rate of a Traffic Signal Maintenance Technician.

- **Inductive Circular Loop Replacement -** Upon receiving a request from the City, the **Contractor must immediately schedule the work and complete the work within 10 working days.**

Install Type E and Type D circular detector loops per the following specifications:
Detector loops shall conform to the 2018 Caltrans Provisions in Section 87-1-1.03V "Detectors", of the Standard Specifications and this Scope of Work.

Loops shall be installed on the same day in which the loop slots are cut. This shall include the placement of the loop conductors and slot sealant. Loop detector lead-in cable shall be Type 8.

Detector loop locations shall be approved by the City, in the field before installation.

In testing a vacant loop, any drift that exceeds an average of more than 1 Hertz/minute shall be cause for rejection.

Type E and D detector loops (circular), per the 2018 Caltrans Standard Plan ES-5A shall be six (6) feet in diameter.

The sides of the slot shall be vertical and the minimum radius of the slot entering and leaving the circular part of the loop shall be three (3) inches. Loop wire for circular loops shall be Type 2.

Slot sealant shall be Hot-Melt Rubberized Asphalt Sealant and conform to the provision in Section 86-1.02W4 of the 2018 Caltrans Standard Specifications and as directed by the designated City representative in the field.

Additional work includes items of work not listed above in **Routine Maintenance or Extraordinary Maintenance** and shall include items such as, but not limited to, the following:

- Furnish and install replacement signal poles and/or mast arms
- Furnish and install replacement signal heads
- Furnish and install replacement cabinet assemblies
- Furnish and install replacement signal interconnect cables
- Furnish and install replacement signal controller assemblies
- Emergency call-out response
- Furnish and install other signal equipment as requested by the Traffic Engineer or Public Works Services Director or designee.

4.31. WORK AUTHORIZATION

Additional work, except for emergency repairs as provided for in this "Scope of Work", shall require prior written authorization from the Public Works Services Director or designee. In situations requiring an immediate response, verbal authorization from the Public Works Services Director or designee is sufficient followed by written authorization.

4.32. PAYMENT FOR ADDITIONAL WORK

Upon receipt of an itemized invoice within thirty (30) days of completion of work, the City shall compensate the Contractor for additional work including labor, material, equipment, and markup as identified in Section 3-3 Extra Work (sheet GP-5). In the event a negotiated price cannot be reached, the City of Rancho Cucamonga

reserves the right to repair and/or solicit quotations or invite bids and award work to any Contractor to perform such additional work.

4.33. Advanced License Plate Reader (ALPR) and Public Safety Video Networking (PSVN)

Provide services in response to emergencies and upon request to the City of Rancho Cucamonga and San Bernardino County Sheriff's Department to assist with troubleshooting, installing, and/or removing cameras and communication infrastructure attached to traffic signal equipment.

4.34. Patents

The Contractor shall assume all responsibilities arising from the use of patented materials, equipment, devices, or processes used on or incorporated in the work.

4.35. Administrative Elements

1. The Contractor shall make available at least one (1) full-time traffic signal maintenance technician to work in the City on an as-needed basis. These technicians shall have certification of Traffic Signals Level III or higher as a Traffic Signal Maintenance Technician from the International Municipal Signal Association (IMSA) and National Electrical Contractors (NEC) certification. Skilled laborers can make hardware repairs under the direct supervision of the technician. The City reserves the right at all times to concur with the Contractor's assignment of personnel to the City. If appropriate, the Contractor shall replace any personnel assigned to the City whose performance or behavior is considered unacceptable by the City or the standards established per the specifications. The Contractor shall have adequate personnel and facilities to perform an inspection of new equipment. When requested by the City, the Contractor may be required to assist in the field inspection of new installations and provide written "punch list" reports upon request. Prior to the commencement of the contract, the Contractor shall provide a list of employees potentially working on the City's signals, indicating their level of certifications and job classifications. The Contractor shall update employee lists annually or as personnel change. IMSA and NEC certifications by employees shall be held in good standing and shall be maintained current throughout the entire duration of the contract.

2. The Contractor shall provide all necessary personnel, instruments, equipment, and materials to perform the described services.

3. Evaluation Criteria: The information submitted will be evaluated by the City of Rancho Cucamonga. The evaluation will consider the following criteria when reviewing each proposal.
    a. Approach to work including, but not limited to, task breakdown and staffing.

b. Reports of references, the experience (including certifications, vehicles, and other equipment used for the maintenance of traffic signals), and technical competence of the firm and key people on similar projects of equal complexity.
c. The willingness to agree to all terms of the Contract. Refer to sheets C-1 through C-6.

5. EVALUATION AND VENDOR SELECTION PROCESS

5.1. INITIAL SCREENING

All RFP responses will undergo an initial review to determine responsiveness to the instructions herein. Those RFP responses initially determined to be responsive by meeting the RFP requirement as indicated herein will proceed to the next phase of the evaluation process.

5.2. EVALUATION ACTIVITIES

RFP responses deemed as having met the standard RFP requirements as indicated herein are then evaluated by an Evaluation Committee. The RFP submittals are scored and assigned a ranking of zero (0) through ten (10), ten being the highest possible score. The following criteria have been assigned percentages that the criteria will be scored against, based upon but not limited to the following evaluation criteria factors:

Criteria

Criteria Description	Assigned Percentage
Vendor Expertise	25
Quality of proposed services or goods	30
Extent to which the Vendors services or goods meet the City 's needs	10
Cost	15
Experience of key personnel	20

5.3. COST EVALUATION

Cost Proposals are evaluated and scored based on the following calculations;

Score = Lowest Proposal Cost / Cost of Proposal being scored X Maximum Points Available (10)

The score is then added to the spreadsheet criteria scores.

5.4. REFERENCE CHECKS

If determined to be required reference checks are conducted by the Procurement Division and the requesting department may or may not be present during the process. The reference checks may be conducted by phone with the information being scribed or conducted by a written form, submitted to the Vendor's reference contact. Reference contacts will be asked several predetermined questions for response and to provide a score from one (1) to ten (10), ten being the highest. Scores are then tabulated and added to the spreadsheet with the criteria scores. It is imperative that Vendors provide up to date and accurate information regarding contact information for reference checks. All scores are then tabulated into the final Vendor ranking.

Evaluators do not see the Vendor References or pricing line items. The proposed pricing is evaluated by the Procurement Division during the initial review of the RFP response, only to ensure that the proposed cost is not over the City 's budgeted amount or Not-to-Exceed amount for the project.

5.5. Demonstrations/ Interviews

Upon completion of the RFP evaluations and data analysis, and only if necessary, selected top ranked Vendors will be provided an opportunity to interview and conduct a demonstration or presentation to further expand on their RFP response. Vendor interviews/demonstrations are scored and assigned a ranking of one (1) through ten (10), ten being the highest possible score, based upon but not limited to the evaluation criteria factors as stated within the RFP.

5.6. Best and Final Offer

Upon completion of Vendor presentations, the City reserves the right to conduct pre-award discussions and/or pre-contract negotiations with all or only top ranked Vendors. At which time the City may request a Best and Final Offer to be submitted from one or all finalists.

5.7. Vendor Selection

The final Vendor selection is based on which Vendor is the most responsive, meeting the City 's requirements, offering the best value at the most competitive price. The City is not obligated to award to the lowest price proposal.

The City may conduct negotiations with several Vendors simultaneously. The City may also negotiate contract terms with the selected Vendors prior to award. The City, at its sole discretion, reserves the right, unless otherwise stated, to accept or reject all or any RFP responses, or any part thereof, either separately or to waive any informality and to split or make the award in any manner determined to be in the best interest of the City.

5.8. Letter of Intent to Award

After a final Vendor selection is determined, a Letter of Intent to Award (LOI) will be posted for review by all participating, responsive Vendors. Negotiations shall be confidential and not subject to disclosure to competing Vendors unless an agreement is reached. If contract negotiations cannot be concluded successfully, City may negotiate a contract with the next highest scoring Vendor or withdraw the RFP entirely.

"EXHIBIT A, CITY OF RANCHO CUCAMONGA CONFLICT OF INTEREST/NON-DISCLOSURE STATEMENT"

It is the policy of the City to prevent personal or organizational conflict of interest, or the appearance of such conflict of interest, in the award and administration of City Contracts, including, but not limited to Contracts for Professional Services Agreements ("PSA") with potential Vendors.

I do not have specific knowledge of confidential information regarding RFP responses received in response to the **Request for Proposal ("RFP") #24/25-002 for Traffic Signal Maintenance.**

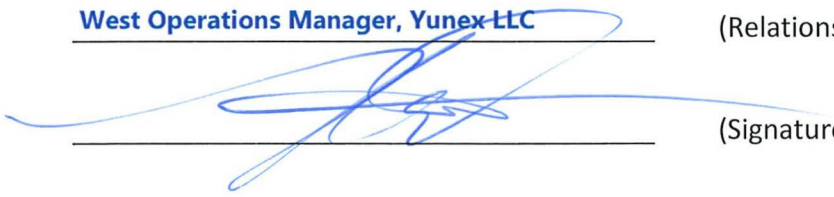
I agree not to disclose or otherwise divulge any information pertaining to the contents, status, or ranking of any RFP response to anyone. I understand the terms and "disclose or otherwise divulge" to include, but are not limited to, verbal conversations, written correspondence, reproduction of any part or any portion of any RFP response, or removal of same from designated areas.

I, the undersigned, hereby certify that the following statements are true and correct and that I understand and agree to be bound by commitments contained herein.

Michael J. Hutchens (Print Name)

Traffic Signal Maintenance - Current Vendor (Relationship to the City)

West Operations Manager, Yunex LLC (Relationship to the Vendors)



(Signature)

03/26/2024 (Date)

Exhibits are not to be included in your bid response. All referenced Exhibits must be submitted in Planet Bids system under the Response Types, Exhibits A – G.

ACKNOWLEDGMENT

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

State of California
County of Riverside)

On 03-26-2024 before me, Melissa Marie Torna - Notary Public
(insert name and title of the officer)

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

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

WITNESS my hand and official seal.

MELISSA MARIE TORNA
Notary Public · California
Riverside County
Commission # 2372969
My Comm. Expires Aug 30, 2025

Signature _____ **(Seal)**

"EXHIBIT B, PROFESSIONAL SERVICES AGREEMENT EXCEPTIONS SUMMARY"

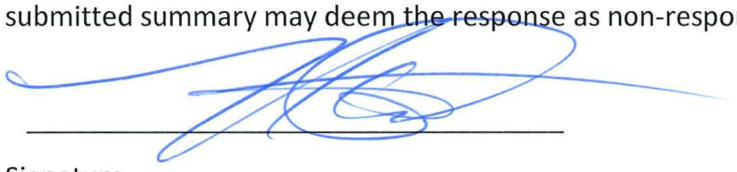
Mark the appropriate choice, below:

_____ Vendors accepts the PSA without exception.

OR

__X__ Vendors proposes exceptions to the PSA. **(Exceptions on the following page)**

Summarize all exceptions on a separate document. Enclose a written summary of each change and title as "Exception Summary", which shall include the Vendors' rationale for proposing each such exception. Each exception must be labeled with the Section number in the PSA. Failure to properly reference exceptions in the submitted summary may deem the response as non-responsive.



Signature

Michael J. Hutchens

Printed Name

West Operations Manager

Title

03/26/2024

Date

Exhibits are not to be included in your bid response. All referenced Exhibits must be submitted in Planet Bids system under the Response Types, Exhibits A – G.

The City of Rancho Cucamonga
Request for Proposal ("RFP") #24/25-002
for Traffic Signal Maintenance

EXCEPTION SUMMARY

Sample PSA Article 4.4. Yunex Traffic will allow audits 1) with reasonable notice, 2) at reasonable times, 3) for document specifically related to this project, but not including cost information. Information provided or obtained during an audit, may not be removed, copied, transmitted, scanned, or photographed, or otherwise removed from Yunex premises.

Sample PSA Article 7. Yunex Traffic takes exception to Article 7 of the Sample PSA. This contract does not include developing a new product so there will not be any technical data or Work Product developed or originating for this contract. To the extent Yunex Traffic gathers Technical Data in the execution of its scope, Customer shall have a non-exclusive, royalty-free, nontransferable perpetual license to use Yunex Traffic Technical Data in matters relating to the contract but shall not disclose Yunex Traffic Intellectual Property including base Source Code to any third party under any circumstances. All customer-produced data shall remain the property of the customer, consistent with Article 9. Otherwise, each party shall retain rights, title, and interest in its own intellectual property. Yunex Traffic will have full control of defending and resolving infringement claims against it.

Sample PSA Article 11. Yunex Traffic will indemnify Customer only for third party claims against Customer to the extent damages are a direct result of Yunex Traffic's negligent performance or willful misconduct. Further, Yunex Traffic must be promptly informed of any third-party claims and have full control of all defense decisions (including counsel) and outcome, except Yunex will not do anything to expressly admit culpability of Customer without its written consent.

Sample PSA Article 14. In the event City terminates the Contract without cause, Contractor shall be entitled to reasonable, verifiable direct expenses including ramp down and/or handover costs plus reasonable overhead.

Sample PSA – Proposed Article 25 Yunex Traffic assumes that all damages be capped at 100% of the contract price in the aggregate, and all indirect, consequential, special, incidental, punitive and similar damages are expressly waived by the Parties.

RFP Article 4.20 Yunex Traffic assumes that all implied warranties not expressly agreed upon in the Contract are waived. The remedies established in the warranty provision(s) shall be Customer's sole and exclusive remedies relating to warranty.

- Yunex Traffic assumes that all rights and remedies of the Customer shall be expressly stated in the Contract and shall be the sole and exclusive remedies of the Customer for claims arising from the Contract.

"EXHIBIT C, ACKNOWLEDGMENT OF INSURANCE REQUIREMENTS AND CERTIFICATION OF ABILITY TO PROVIDE AND MAINTAIN COVERAGES SPECIFIED"

I, Michael J. Hutchens the West Operations Manager
(President, Secretary, Manager, Owner or Representative)

of Yunex LLC, certify that the
(Name of Company, Corporation or Owner)

Specifications and General Provisions regarding insurance requirements as stated within the Professional Services Agreement (PSA), for the Purchase Contract designated **Request for Proposal ("RFP") #24/25-002 FOR Traffic Signal Maintenance** have been read and understood and that our Vendors is able to provide and maintain the coverage as specified in the PSA. Failure to provide said coverage, upon request to finalize the PSA prior to award shall be enough cause for immediate disqualification of award. Failure to maintain said coverage shall result in termination of the contract.

Signature

Michael J. Hutchens
Printed Name

West Operations Manager
Title

03/26/2024
Date

Exhibits are not to be included in your bid response. All referenced Exhibits must be submitted in Planet Bids system under the Response Types, Exhibits A – G.

"EXHIBIT D, ADDENDUM ACKNOWLEDGEMENT"

The Vendors hereby acknowledges the following Addenda Number(s) to this RFP have been received, if any. Vendors understands failure to acknowledge any addenda issued may cause the RFP response to be considered non-responsive. It is the Vendors' responsibility to log into the Bid System to identify and download the number of addenda that have been posted.

- None
- _____
- _____
- _____

_____

Signature

Michael J. Hutchens

Printed Name

West Operations Manager

Title

03/26/2024

Date

Exhibits are not to be included in your bid response. All referenced Exhibits must be submitted in Planet Bids system under the Response Types, Exhibits A – G.

"EXHIBIT E, DEBARMENT and SUSPENSION CERTIFICATION FORM"

I certify that neither Yunex LLC (Vendor) nor any of its proposed subcontractors are not currently listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the guidelines under 2 CFR 200 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), and that neither Vendor nor any of its proposed subcontractors are tax delinquent with the State of California.

I acknowledge that if Vendors or any of its subcontractors subsequently are placed under suspension or debarment by a local, state or federal government entity, or if Vendors or any of its subcontractors subsequently become delinquent in California taxes, our Proposal will be disqualified.

Signature

Michael J. Hutchens

Printed Name

West Operations Manager

Title

03/26/2024

Date

Exhibits are not to be included in your bid response. All referenced Exhibits must be submitted in Planet Bids system under the Response Types, Exhibits A – G.

"EXHIBIT F, PARTICIPATION CLAUSE"

It is hereby understood that other government entities, such as cities, counties, and special/school districts may utilize this RFP response at their option for equipment or services at the RFP response price for a period of 365* days. Said entities shall have the option to participate in any award made because of this solicitation. Any such piggy-back awards will be made independently by each agency, and the City is not an agent, partner or representative of these agencies and is not obligated or liable for any action of debts that may arise out of such independently negotiated piggy-back procurement. Each public agency shall accept sole responsibility of its own order placement and payments of the Vendors.

Successful Vendors will extend prices as proposed herein to other governmental agencies, please specify.

YES X **NO** _____

*** or the duration of this contract.**

Exhibits are not to be included in your bid response. All referenced Exhibits must be submitted in Planet Bids system under the Response Types, Exhibits A – G.

"EXHIBIT G, SIGNATURE OF AUTHORITY"

The undersigned firm declares that he has carefully examined the specifications and read the above terms and conditions, and hereby proposes and agrees, if this RFP response is accepted, to furnish all material in accordance with the specifications and instructions, in the time and manner therein prescribed for the unit cost amounts set forth in the following RFP response.

THE VENDOR IN SUBMITTING THIS RFP RESPONSE MUST FILL IN THE FOLLOWING INFORMATION. FAILURE TO DO SO MAY DEEM YOUR RFP RESPONSE AS NON-RESPONSIVE.

Company Name: **Yunex LLC**	Address: (Street, Su. # City, State, Zip) **2250 Business Way Riverside, CA 92501**
Telephone #: **(951) 784-6600**	
Fax #: **(951) 784-6700**	
E-mail address: **michael.hutchens@yunextraffic.com**	Web Address: **https://www.yunextraffic.com/**
Authorized Representative: (print) **Michael J. Hutchens**	Title: **West Operations Manager**
Signature:	Date: **03/26/2024**

Exhibits are not to be included in your bid response. All referenced Exhibits must be submitted in Planet Bids system under the Response Types, Exhibits A – G.

ACKNOWLEDGMENT

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

State of California
County of Riverside)

On 03-26-2024 before me, Melissa Marie Torna - Notary Public
(insert name and title of the officer)

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

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

WITNESS my hand and official seal.

MELISSA MARIE TORNA
Notary Public - California
Riverside County
Commission # 2372969
My Comm. Expires Aug 30, 2025

Signature _____ (Seal)

"EXHIBIT H" REFERENCES WORKSHEET

The following References Worksheet must be complete, please do not mark "See Attached". Provide a minimum of four (4) clients that are similar in size to the City of Rancho Cucamonga that your company has conducted comparable or like services. Preferred references should be government agencies and be a current customer within the past three (3) years. Please verify accuracy of contact information.

Reference 1	
Company Name	**City of Chino**
Contact Name and Title	**Mario Flores - Associate Engineer**
Company Address	**13220 Central Ave, Chino, CA 91710**
Contact Telephone Number	**(909) 591-9828**
Contact Email	**mflores@cityofchino.org**
Description of Comparative Services and Project Cost (please be specific)	**Traffic Signal Maintenance and Repair Services $918,374 Annually Term: 07/2012 - Current**
Reference 2	
Company Name	**City of Anaheim**
Contact Name and Title	**John Thai - Principal Traffic Engineer**
Company Address	**201 S. Anaheim Blvd., Anaheim, CA 92805**
Contact Telephone Number	**(714) 765-5202**
Contact Email	**jthai@anaheim.net**
Description of Comparative Services and Project Cost (please be specific)	**On-Call Traffic Signal Maintenance and Repair Services $1,080,000 Annually Term: 10/2004 - Current**

Reference 3	
Company Name	**City of Newport Beach**
Contact Name and Title	**Bryan Loo - Civil Engineer**
Company Address	**100 Civic Center Drive, Newport Beach, CA 92660**
Contact Telephone Number	**(949) 644-3324**
Contact Email	**bloo@newportbeachca.gov**
Description of Comparative Services and Project Cost (please be specific)	**Traffic Signal Maintenance and Repair Services $280,000 Annually Term: 10/2004 - Current**
Reference 4	
Company Name	**City of Irvine**
Contact Name and Title	**La'Ron Ferguson - Supervising Traffic Systems Specialist**
Company Address	**1 Civic Center Plaza, Irvine, CA 92606-5207**
Contact Telephone Number	**(949) 337-6692**
Contact Email	**lferguson@cityofirvine.org**
Description of Comparative Services and Project Cost (please be specific)	**Traffic Signal Maintenance and Repair Services $850,826 Annually Term: 09/1998- Current**

Yunex LLC has many more references that can be provided upon request.

Exhibits are not to be included in your bid response. All referenced Exhibits must be submitted in Planet Bids system under the Response Type, Exhibit H.

Exhibit B

YUNEX TRAFFIC

Work Proposal

Traffic Signal Maintenance
(RFP# 24/25-002)
for the City of Rancho Cucamonga

March 27th, 2024

Yunex Traffic
2250 Business Way
Riverside, CA 92501
www.yunextraffic.com

March 27th, 2024

YUNEX TRAFFIC

Ms. Ruth Cain
CPPB, Procurement Manager
City of Rancho Cucamonga
10500 Civic Center Drive
Rancho Cucamonga, CA 91730

RE: Proposal for: Traffic Signal Maintenance (RFP #24/25-002)

Ms. Cain,

Yunex LLC would like to express our sincere appreciation for the opportunity to participate in the proposal process for providing Traffic Signal Maintenance and Repair Services for the City's traffic signal system. The prices and terms stated in our proposal package will remain in effect for 90-days from the date of submission, March 27th, 2024.

Yunex LLC is a corporation, incorporated in the State of Delaware on February 17th, 2021. Our federal tax employer I.D. number is 86-2136678 and our corporate address is 9225 Bee Cave Road, Building B, Austin, TX 78733.

Yunex LLC is an electrical contracting firm who is a California licensed A & C-10 contractor (CA License #1080007) and is also a registered Public Works Contractor (DIR No. 1000815000), who provides leading edge traffic technology for the fast-paced Intelligent Transportation Systems world. Whether providing maintenance services, local controllers, controller firmware, central systems, system analysis, design, or integration, Yunex LLC brings innovative and reliable solutions to customers.

During the evaluation, if there are any questions regarding this proposal, please feel free to contact either of us using the contact information listed below. We look forward to **continuing to serve** the needs of the City of Rancho Cucamonga and would like to thank you in advance for your consideration.

Respectfully,

Yunex LLC

Michael J. Hutchens
West Operations Manager
2250 Business Way
Riverside, CA 92501
(951) 784-6600 Office
(951) 784-6700 Fax
michael.hutchens@yunextraffic.com

Yunex LLC

Robert Paquette
Sales Manager
2250 Business Way
Riverside, CA 92501
(951) 784-6600 Office
(951) 784-6700 Fax
robert.paquette@yunextraffic.com

2. Table of Contents

1. Cover Letter / Introduction 2
2. Table of Contents 3
3. Executive Summary 4
4. Experience 6
   - Years in Business 6
   - Company Profile 6
   - Recently Awarded Public Sector Contracts: 7
   - Firm Ownership 8
   - Pending Litigation 8
   - Contractor's License / DIR Registration 9
5. Third-Party / Subcontractors 10
6. Staff Biographies 11
   - Project Manager 11
     - Project Coordinator 12
   - Field Supervisors 13
     - Field Supervisor Technician 15
     - Field Traffic Signal Technicians 16
     - Street Lighting Technician 18
     - Crane Operators 19
     - Fiber Optic Technician 21
   - In-House Specialist / Engineering Technician / Lab Manager 22
   - Organization Chart 23
7. Proposal Response 24
   - Methodology 24
     - Our Approach / Response Times 24
   - Work Plan/Scope of Work 25
     - Routine Maintenance 25
     - Extraordinary Services 28
   - Fleet/Equipment List 30
   - Spare Materials 33
   - On-Line Portal (Service Business Platform @ITS) 34
   - Customer Portal 35

Delegation of Approval Authority 37

©2024 Yunex Traffic

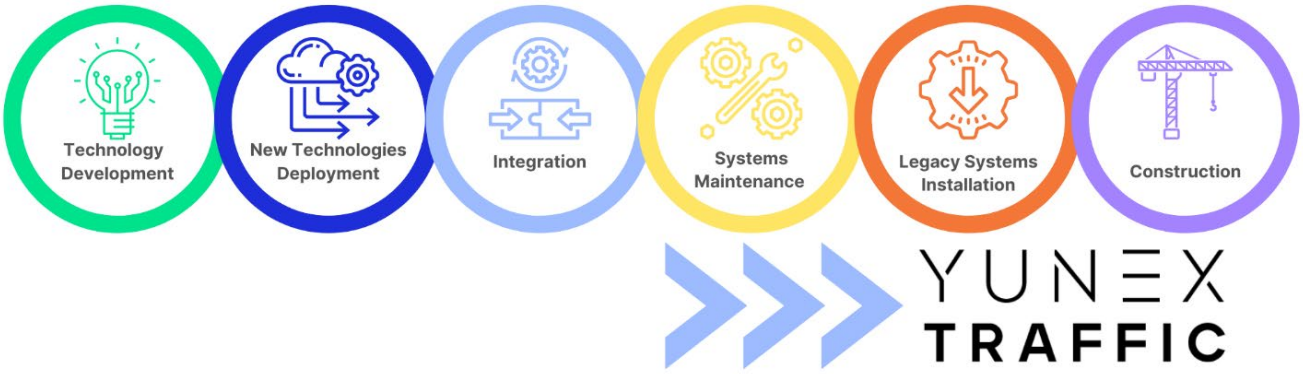
3. Executive Summary

Yunex Traffic stands uniquely positioned to ***continue to partner*** with the City of Rancho Cucamonga for Traffic Signal Maintenance and Repair Services. In fact, we believe that ***our 20 years' experience handing this contract***, value proposition, a unique mix of corporate characteristics, industry focus, and experiences, is unmatched in the current market. Specifically, we at Yunex Traffic believe that we are the best fit for this contract, based on 5 key attributes:

1. Corporate/Divisional Competency
2. Experience
3. Locality
4. Scalability
5. Updated Project Management

Our Corporate/Divisional Focus and Competency

Yunex Traffic is a major global player in the industry, driving innovation in technology and physical products that are used by partners, both public and private, throughout the world. The Field Services Division at Yunex Traffic is focused on the installation, integration, and maintenance of all systems, from legacy technology to the newest and most advanced traffic management devices on the market. While this ability to work with all systems is a requisite competency for any maintainer, Yunex Traffic is unique in its occupation of a space that straddles innovation and deployment in a field environment.



Our competitors typically focus on narrower aspects of the Traffic market: Heavy Construction, Traditional Maintenance, or Technological Innovation. By comparison, Yunex Traffic and our Field Services Division provides customers with a wide base of expertise across the spectrum of innovation, deployment, integration, and maintenance of systems and devices.

Our Experience

Yunex Traffic has been extremely successful in retaining traffic signal, streetlight, fiber optic, and engineering customers due to our desire to offer the best possible customer service. We have an exemplary customer service track-record highlighted by our well-qualified field personnel, knowledgeable customer service representatives, and proprietary detailed monthly reports. We understand what is required to maintain a community's infrastructure and strive to exceed our customer's expectations.

©2024 Yunex Traffic

Our Locality

Our project office, in nearby Riverside, is approximately 18 miles from the City of Rancho Cucamonga. We are poised to react quickly with additional or specialty equipment, supplementary personnel when required, and with materials that the city requires. This location is not a temporary office specific to this project; we have been firmly planted for over 40 years in the area with multiple certified technicians within minutes of your city.

Our Scalability

Yunex Traffic Field Services operates maintenance and project contracts across the United States, serving more than 300 public customers**.** Unlike a regional player, the distributed Yunex footprint allows us to respond to emerging requirements by shifting resources to where they are needed most. We are the company you are looking for - both local and global. Since we operate in multiple markets, our personnel and equipment are not affected by the same circumstances.

Our Project Management

To provide efficient and effective project management, project progress is tracked in real time using digital tools such as Power BI, Map box, ArcGIS, and Tableau, which enable transparency between Yunex Traffic and its client, while reducing risks of delays.

©2024 Yunex Traffic

4. Experience

Yunex Traffic has over 40 years of experience in traffic management solutions and services. From there, we have taken the comprehensive expertise in the field of intelligent traffic solutions with us in our way into the future. We enjoy an outstanding reputation as a global solution partner for future proof mobility concepts. In doing so, we combine in-depth industry experience and market leadership with the agility of a startup. Yunex Traffic has had a long and storied history in traffic signals, streetlights, fiber optic, and customer service.

Years in Business

Yunex currently maintains traffic signals, streetlights, fiber optic, and other related equipment for over 138 agencies encompassing over 4,000 signalized locations of assorted sizes from full function intersections to in-pavement flashing crosswalks and rapid flashing beacons. We are dedicated to meeting and exceeding the challenging public safety requirements associated with our industry. We have been in the traffic signal maintenance industry worldwide for over 50 years. In the United States, we have been in business for over 40 years servicing numerous contracts throughout the country.

Company Profile

The Yunex Traffic Customer Service Division is a licensed A & C-10 electrical contracting and transportation engineering firm specializing in the maintenance, testing, repair, upgrading and replacement of traffic signals, streetlights, fiber optic, and exterior commercial lighting. We have a broad range of expertise and experienced personnel including registered professional transportation engineers, International Brotherhood Electrical Workers (IBEW), Journeymen Electricians/Technicians and International Municipal Signal Association (IMSA) Certified Technicians. Our listed field technicians are certified as “Qualified Electrical Workers” and have the necessary IMSA certifications required within the RFP.

We are proud to say that we are one of the most successful traffic signal, streetlight, and fiber optic maintenance/construction contractors in the United States. Our employees and equipment are dedicated for traffic signal, streetlight, and fiber optic maintenance/repair. We issue insulated bucket trucks to all our linemen and electricians. Each truck is equipped with all the necessary tools, equipment, and inventory to perform 100% of project specifications, including all maintenance and repairs for traffic signals. All vehicles are appropriately marked with the company logo, Department of Transportation (D.O.T.) markings, and each employee is issued a company phone and a laptop, or tablet computer.

As the leader in the private traffic signal and streetlight maintenance industry in the United States, Yunex Traffic can provide unparalleled expertise and outstanding value in traffic signal and street lighting related services.

Among the most beneficial:

- Yunex Traffic has the largest workforce of IMSA Level III Certified Technicians, NEC Certified Electricians, and construction personnel in the industry.

Yunex Traffic has the largest workforce of IMSA Level III Certified Traffic Signal Technicians and NEC Certified Electricians in the industry.

©2024 Yunex Traffic

- Yunex Traffic has strategically positioned field offices with an abundance of inventory and technical resources, should the need arise.
- All technicians are assigned vehicles which are taken home daily to ensure rapid response in case of emergency.
- Yunex Traffic employees live in geographical areas, which allow them to respond quicker than our competition. This provides our customers with the most efficient response times in the industry.
- Yunex Traffic owns and operates approximately 100 service vehicles ***(including three cranes)*** of several types and sizes in the State of California, the bulk of which are in Southern California.

- Yunex Traffic will provide and maintain emergency service response on a three hundred and sixty-five (365) day basis, including all holidays.

Yunex Traffic is focused on delivering what your city needs the most today; safe, reliable infrastructure solutions that help decrease costs, increase revenue, and have a positive environmental impact for the City of Rancho Cucamonga and its residents.

Recently Awarded Public Sector Contracts:

1. County of San Diego – As-Needed Traffic Signal Preventative Maintenance – 03/2024
2. County of San Diego – As-Needed Traffic Signal Emergency Work Services – 03/2024
3. City of San Bernardino – Traffic Signal On-Call and Emergency Repairs – 01/2024
4. City of Glendale – Traffic-Related Electrical Devices Maintenance – 10/2023
5. City of Anaheim – Traffic Signal Maintenance and Emergency On-Call – 09/2023
6. Western Riverside Council of Governments (WRCOG) – Streetlight Maint. – 08/2023
7. City of Banning – Traffic Signals Maintenance & Repair – 08/2023
8. City of Santa Paula – On-Call Traffic Signal Repair Services – 07/2023
9. City of Indian Wells – On-Call Traffic Signal Maintenance – 07/2023
10. City of Westminster – Maintenance of Traffic Signals and Appurtenances – 06/2023
11. City of Cypress – Traffic Signal Maintenance Services – 06/2023
12. City of Santa Monica – Street Light Electrical Repair Services – 05/2023
13. City of Stanton – Traffic Signal and Streetlight Maintenance Services – 05/2023
14. City of Rancho Palos Verdes – Traffic Signal Maintenance Services – 05/2023
15. City of Rancho Palos Verdes – Streetlight Maintenance Services – 05/2023
16. City of Temecula – On-Call Traffic Signal and Streetlight Maintenance – 05/2023
17. City of Solana Beach – Traffic Signal and Safety Lighting Maintenance – 05/2023
18. City of Newport Beach – Traffic Signal Maintenance Services – 04/2023
19. City of Gardena – Traffic Signal Emergency On-Call Services – 04/2023
20. City of Malibu – Annual Signal Maintenance Services – 04/2023
21. City of Azusa – Traffic Signal Maintenance Services – 04/2023
22. City of Irvine – Traffic Signal Maintenance and Emergency On-Call Services – 03/2023

©2024 Yunex Traffic

Firm Ownership

- **Firm Name:** Yunex LLC, DBA, Yunex Traffic
- **Address:** 9225 Bee Cave Rd, Bldg. B, Ste 201 Austin, Texas 78733
- **Phone:** 512-837-8300 **Fax:** 512-421-6617
- **Form of Ownership:** LLC
- **State of Incorporation:** Incorporated in the State of Delaware in February 2021

Number of employees locally and nationally

Our Yunex Traffic US headquarters is in Austin, TX and employs more than 200 people - engineers, developers, integrators, and support staff - all driving our traffic systems business. An additional 100 technical staff are in multiple field offices across the country to complete local projects and provide customer support. Our robust portfolio of products and experience will help drive your project's success.

Location of Company Offices

Yunex Traffic US Headquarters
9225 Bee Cave Rd, Bldg. B, Ste 201
Austin, Texas 78733
512-837-8300
https://www.yunextraffic.com/global/en/

Project Office
Yunex Traffic – Riverside/San Bernadino
Office, Warehouse, and **Testing Facility**
2250 Business Way
Riverside, California 92501

Other California Offices

Yunex Traffic - Orange/Los Angeles
Office, Warehouse, & Invoicing
1026 E. Lacy Ave.
Anaheim, CA 92805

Yunex Traffic – Bay Area
Office & Warehouse
20956 Corsair Blvd.
Hayward, CA 94545

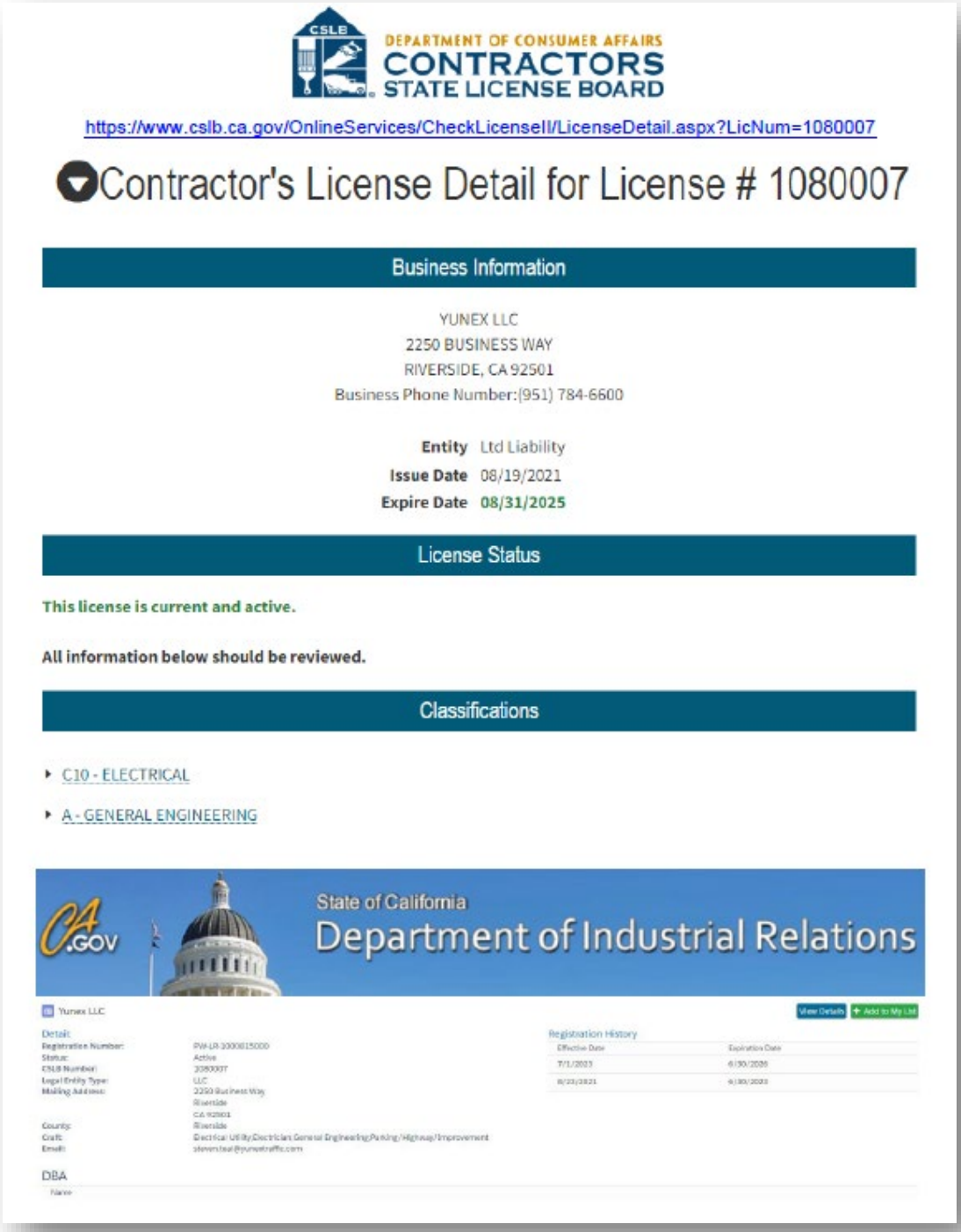
Yunex Traffic - San Diego
Office & Warehouse
1820 John Towers Ave., Suite A
El Cajon, CA 92020

Pending Litigation

At present Yunex Traffic has no pending criminal, civil or administrative litigations. Please note that this certification primarily reflects information related only to this business unit and not to its affiliates. As a result, we cannot ensure the completeness of such information. Consequently, a material risk of insolvency to either the Service Provider or Guarantor or materially affects the Service Provider's or Guarantor's ability to perform their obligations due to pending litigation is not apparent. Yunex LLC performs tens of thousands of projects annually through over one hundred offices worldwide.

©2024 Yunex Traffic

Contractor's License / DIR Registration



DEPARTMENT OF CONSUMER AFFAIRS
CONTRACTORS STATE LICENSE BOARD

https://www.cslb.ca.gov/OnlineServices/CheckLicenseII/LicenseDetail.aspx?LicNum=1080007

Contractor's License Detail for License # 1080007

Business Information

YUNEX LLC
2250 BUSINESS WAY
RIVERSIDE, CA 92501
Business Phone Number:(951) 784-6600

Entity Ltd Liability
Issue Date 08/19/2021
Expire Date 08/31/2025

License Status

This license is current and active.

All information below should be reviewed.

Classifications

- C10 - ELECTRICAL
- A - GENERAL ENGINEERING

State of California
Department of Industrial Relations

Yunex LLC

Detail:
Registration Number: PW-LR-1000015000
Status: Active
CSLB Number: 1080007
Legal Entity Type: LLC
Mailing Address: 2250 Business Way, Riverside, CA 92501
County: Riverside
Craft: Electrical Utility;Electrician General Engineering;Parking/Highway Improvement
Email: steven.tsai@yunextraffic.com

Registration History

Effective Date	Expiration Date
7/1/2023	6/30/2025
8/23/2021	6/30/2023

DBA
Name

Principal Contact Person Regarding Proposal:
Robert Paquette
2250 Business Way
Riverside, California 92501
Office: (951) 784-6600 / Fax: (951) 784-6700
robert.paquette@yunextraffic.com

©2024 Yunex Traffic

5. Third-Party / Subcontractors

All services outlined in the RFP will be provided and performed by Yunex Traffic as the Prime Contractor. With that stated, we at Yunex do maintain relationships with numerous specialty contractors throughout the industry to be able to respond to our customers needed as a complete one-stop solution for all things traffic signal, streetlight, and fiber-optic related. Should the need for a subcontract arise, we will immediately notify our City Representative prior to utilizing them.

©2024 Yunex Traffic

6. Staff Biographies

Project Manager

If ***re-selected***, Candace Gallaher ***would continue to be*** the Project Manager servicing the City of Rancho Cucamonga. Candace, her Project Coordinator, Melissa Torna, the Maintenance Field Supervisor, Fred Molina, and the Construction Field Supervisor, Christopher Slocum will be responsible for maintaining communication with the city regarding daily operation and maintenance of all traffic signal equipment. Our account management team/field staff will work closely with you/your team to ensure that all your requests are being effectively addressed.

Candace Gallaher

Project Manager

candace.gallaher@yunextraffic.com

EXPERTISE

- Project Management
- ITS Maintenance and Repair
- Traffic Signal / Streetlighting Maintenance, Repair, and Construction

CERTIFICATIONS

- IMSA Work Zone Safety
- IMSA Level I Certified Traffic Signal Field Technician

EXPERIENCE

- Siemens/Yunex Traffic: 14 years
- Industry: 16 years

PROFILE

Candace has over 16 years of experience with project coordinating and contract management related to traffic signal and streetlight maintenance. She has served as Project Coordinator, Senior Project Account Coordinator and is now one of our top Project Managers. Candace is accountable for the overall performance for all contracts in the San Bernardino and Riverside County areas, manages 9 field employees and will be responsible for the overall contract performance and day-to-day correspondence. Candace will be the first point of contact for the City and can assist with all inquiries pertaining to the entire agreement.

RELEVANT EXPERIENCE

Project Manager – 2021 to Present
Yunex Traffic

Project Manager – 2015 to 2021
Siemens

Senior Project Coordinator – 2009 to 2015
Siemens

Jr. Project Manager – 2008 to 2009
Republic ITS

Project Coordinator – 2007 to 2008
Republic ITS

Certifications

Certifications can/will be provided upon request.

©2024 Yunex Traffic

Project Coordinator

Melissa (Torna) McCullough

Senior Project Coordinator

melissa.torna@yunextraffic.com

EXPERTISE

- Project Coordination
- Material Logistics

CERTIFICATIONS

- IMSA Work Zone Safety
- IMSA Level I Certified Traffic Signal Field Technician

EXPERIENCE

- Siemens/Yunex Traffic: 12 years
- Industry: 12 years

PROFILE

Melissa has over 12 years of experience maintaining customer contracts and providing support to the management and field execution team. She is well versed in many software applications and systems including, but not limited to, Microsoft Excel, Word, Outlook, Live Meeting, SAP ERP systems, MCompanion, and SharePoint. Melissa is responsible for day-to-day coordination, dispatching, customer billing, and supports Candace and the field technicians with all other activities.

RELEVANT EXPERIENCE

Senior Service Coordinator – 2021 to Present
Yunex Traffic

Project Coordinator – 2012 to 2021
Siemens

Administrative Assistant – 2011 to 2012
Siemens

Certifications

Certifications can/will be provided upon request.

Field Supervisors

Fred Molina

Maintenance Field Supervisor

fred.molina@yunextraffic.com

EXPERTISE

- Traffic Signal and Streetlight Maintenance and Repair
- ITS Maintenance and Repair

CERTIFICATIONS

- IMSA Work Zone Safety
- IMSA Level I, II, III Certified Traffic Signal Technician

EXPERIENCE

- Siemens/Yunex Traffic: 4 years
- Industry: 29 years

PROFILE

Fred has 33 years of experience in traffic signal and street lighting maintenance, with extensive experience on all types of systems. He is extremely knowledgeable with all field elements including, but not limited to construction, modifications, installations, maintenance, troubleshooting, and repairs to both traffic signal and street lighting systems. Fred will be responsible for supporting the Project Management Team with monitoring maintenance field activities, site inspections, and scheduling/supervision of maintenance technicians.

RELEVANT EXPERIENCE

Responsible for managing traffic signal, streetlight, and ITS maintenance projects and personnel in Southern California.

Maintenance Field Supervisor – 2021 to Present
Yunex Traffic

Maintenance Field Supervisor – 2019 to 2021
Siemens

Traffic Signal and Street Lighting Technician / Inspector – 2006 to 2019
City of Corona

Technician / Construction Foreman / Area Supervisor – 2001 to 2006
Republic Electric

Construction Foreman – 1990 to 2001
Computer Service Company

Certifications

Full size certifications can/will be provided upon request.

Christopher Slocum

Construction Field Supervisor

christopher.slocum@yunextraffic.com

EXPERTISE

- Traffic Signal and Streetlighting Maintenance, Repair, and Construction
- ITS Maintenance, Repair, and Construction

CERTIFICATIONS

- IMSA Work Zone Safety
- NEC Certified (Cert. No. 107504, exp. 09/21/2024)

EXPERIENCE

- Siemens/Yunex Traffic: 12 years
- Industry: 29 years

PROFILE

Chris has more than 29 years of experience with all aspects of streetlight and traffic signal maintenance, repair, and construction. He has worked in many capacities, such as Groundsman, Electrician, Foreman, and Superintendent. Chris is well-versed in managing construction projects from simple traffic signal modifications to complete turnkey traffic signal system installations. Chris will be responsible for monitoring all field work and scheduling utility crews and extraordinary repairs.

RELEVANT EXPERIENCE

Responsible for managing traffic signal, streetlight, and ITS construction projects and personnel in Southern California.

Construction Field Supervisor – 2021 to Present
Yunex Traffic

Construction Field Supervisor – 2011 to 2021
Siemens

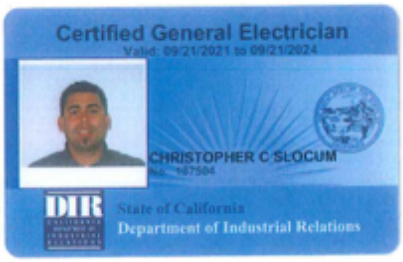
Superintendent – 2006 to 2011
Moore Electric

Construction Foreman/Inspector – 2001 to 2006
Moore Electric

Journeyman Electrician – 1994-2001
Moore Electric

Certifications

Full size certifications can/will be provided upon request



©2024 Yunex Traffic

Field Supervisor Technician

Timothy Walker

Traffic Signal Technician

timothy.waker@yunextraffic.com

EXPERTISE

- Traffic Signal Maintenance and Repair
- ITS Maintenance and Repair
- ARCGIS
- Asset Tiger

CERTIFICATIONS

- IMSA Work Zone Safety
- IMSA Level I, II, III Certified Traffic Signal Senior Field Technician
- NEC Certified (Cert. No. 126754, exp. 09/19/2024)
- Econolite ASC3 Controller Certified
- Econolite Autoscope Certified
- ATSI CMU/MMU Test Equipment Certified
- Bucket Truck Certified

EXPERIENCE

- Siemens/Yunex Traffic: 13 years
- Industry: 27 years

PROFILE

Mr. Walker has over 27 years of experience in traffic signal maintenance, with extensive experience on all types of traffic signal systems. He has experience in all video detection systems, communications, and all other aspects of traffic signal maintenance, troubleshooting and repair. His knowledge of traffic signal systems is unsurpassed and will be available as an expert resource.

RELEVANT EXPERIENCE

Traffic Signal Technician – 2021 to Present
Yunex Traffic

Traffic Signal Technician – 2010 to 2021
Siemens

Traffic Signal Technician – 2002 to 2010
Republic ITS

Traffic Signal Technician – 1996 to 2002
Computer Service Corporation

Certifications

Full size certifications can/will be provided upon request.

Please note: Tim is currently in the process of renewing both of his IMSA Certifications. Once he obtains a copy, we will provide it to you.

Field Traffic Signal Technicians

Albert Alexander

Traffic Signal & Streetlight Technician

YUNEX TRAFFIC

albertalexander@yunextraffic.com

EXPERTISE

- Traffic Signal & Streetlight Maintenance and Repair
- ITS Maintenance and Repair
- ARCGIS
- Asset Tiger

CERTIFICATIONS

- IMSA Work Zone Safety
- IMSA Level I, II, Certified Traffic Signal Field Technician
- Iteris Video Detection Certified
- OSHA 10 Certified
- Metrolink Railroad Safety Certified
- Bucket Truck Certified
- AA in Liberal Arts

EXPERIENCE

- Siemens/Yunex Traffic: 5 years
- Industry: 5 years

PROFILE

Albert has 5 years of experience with all facets of traffic signal and streetlight maintenance and repair. He is extremely knowledgeable on various types of traffic signal and streetlighting equipment. Albert has worked in the City of Rancho Cucamonga, Chino, Fontana, Apple Valley, and Coachella. Albert has extensive experience in locating, troubleshooting, and repairing conditions/failures that threaten public safety.

RELEVANT EXPERIENCE

Responsible for ongoing daily ITS, traffic signal and streetlight maintenance, repair, and installation in Southern California.

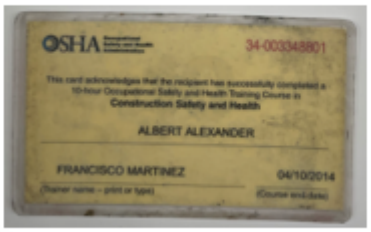
Traffic Signal & Streetlight Technician – 2021 to Present
Yunex Traffic

Traffic Signal & Streetlight Technician – 2019 to 2021
Siemens

Construction Crew – 2014 to 2019
People Ready Staffing

Certifications

Full size certifications can/will be provided upon request.



Jeff Dickinson

Traffic Signal & Streetlight Technician

jeff.dickinson@yunextraffic.com

EXPERTISE

- Traffic Signal & Streetlight Maintenance and Repair
- ITS Maintenance and Repair
- ARCGIS
- Asset Tiger

CERTIFICATIONS

- IMSA Work Zone Safety
- IMSA Level I, II Certified Traffic Signal Field Technician
- Polara Certified
- Metrolink Certified
- Bucket Truck Certified

EXPERIENCE

- Siemens/Yunex Traffic: 5 years
- Industry: 5 years

PROFILE

Jeff started in 2019 as a Streetlight Technician for various Streetlight Retrofit Projects. Since then, he has obtained multiple certifications for Traffic Signal Technician. He is currently maintaining the City of Murrieta, Norco, Redlands, and Rancho Cucamonga. He also assists with our utility crew on construction projects and the streetlight crew as time allows. Prior to joining the Yunex Traffic Team he assisted his father for many years as a general contractor.

RELEVANT EXPERIENCE

Responsible for ongoing daily ITS, traffic signal and streetlight maintenance, repair, and installation in Southern California.

Traffic Signal & Streetlight Technician – 2021 to Present
Yunex Traffic

Streetlight Technician – 2019 to 2021
Siemens

Certifications

Full size certifications can/will be provided upon request.

©2024 Yunex Traffic

Street Lighting Technician

Christopher Franco

Streetlight Technician / Electrician

christopher.franco@yunextraffic.com

EXPERTISE

- Traffic Signal / Streetlight Maintenance and Repair
- ITS Maintenance and Repair
- ARCGIS
- Asset Tiger

CERTIFICATIONS

- IMSA Work Zone Safety
- IMSA Level I, II, III Certified Traffic Signal Senior Field Technician
- IMSA Roadway Lighting Certified
- NEC Certified (Cert. No. 156990, exp. 06/26/2025)
- Bucket Truck Certified

EXPERIENCE

- Siemens/Yunex Traffic: 13 years
- Industry: 14 years

PROFILE

Chris has over 16 years of experience in streetlight maintenance, with extensive experience on all types of lighting systems (streetlight, safety lighting, park lighting, sports field lighting, etc.). He is extremely knowledgeable with all aspects of streetlight maintenance, troubleshooting, and construction.

RELEVANT EXPERIENCE

Streetlight Technician – 2021 to Present
Yunex Traffic

Streetlight Technician – 2010 to 2021
Siemens

Streetlight Technician – 2007 to 2010
Republic ITS

Certifications

Full size certifications can/will be provided upon request.

Please note: Chris is currently in the process of renewing his Roadway Lighting Technician Level II Certification. Once he obtains a copy, we will provide it to you.

©2024 Yunex Traffic

Crane Operators

Frank Jaurigue

Certified Crane Operator & Utility Technician

frank.jaurigue@yunextraffic.com

EXPERTISE

- Traffic Signal & Streetlight Maintenance, Repair, and Installation
- ITS Maintenance and Repair

CERTIFICATIONS

- Class A License
- Mobile Crane Operator Certified
- IMSA Work Zone Safety
- IMSA Level I, II Certified Traffic Signal Field Technician
- Bucket Truck Certified

EXPERIENCE

- Siemens/Yunex Traffic: 13 years
- Industry: 14 years

PROFILE

Frank has 13 years of experience with all facets of traffic signal / streetlight maintenance, repair, and installation. Frank is our primary certified Crane Operator (specializing in installation of traffic signal & streetlight poles) and is extremely knowledgeable with all types of systems for both traffic signals and streetlights. He has a vast understanding of the field elements such as traffic signal / streetlight poles, traffic signal / streetlight wiring, loop detection, video detection, emergency vehicle and railroad preemption, etc.

RELEVANT EXPERIENCE

Responsible for ongoing daily ITS, traffic signal and streetlight maintenance, repair, and installation in Southern California.

Crane Operator & Utility Technician – 2021 to Present
Yunex Traffic

Crane Operator & Utility Technician – 2011 to 2021
Siemens

Certifications

Full size certifications can/will be provided upon request.

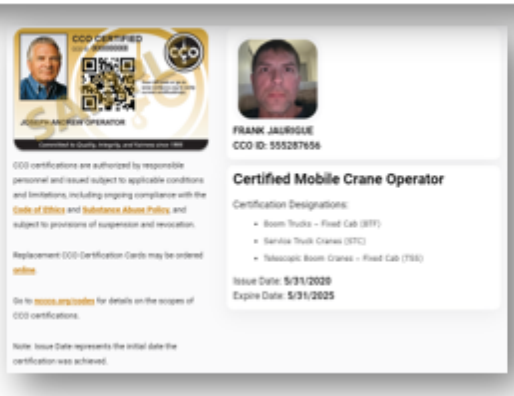
597 Haverty Court, Suite 100
Rockledge, FL 32955
321-392-0500 www.IMSAsafety.org

Name: Frank Jaurigue
IMIS ID: 122628
Section: Far Western
Signature:

Certification and Expire Date

IMSA Traffic Signal Field Tech II - Renewal - 6/22/2025
IMSA Traffic Signal Technician I - Renewal - 6/22/2025
IMSA Work Zone Temp Traffic Control Tech - Renewal - 6/22/2025

Conforms to PennDOT Pub 408 Section 901.3(y)



FRANK JAURIGUE
CCO ID: 555287656

Certified Mobile Crane Operator

Certification Designations:

Issue Date: 5/31/2020
Expire Date: 5/31/2025

Hugo Munoz

Traffic Signal Foreman & Certified Crane Operator

hugo.munoz@yunextraffic.com

EXPERTISE

- Traffic Signal & Streetlight Construction, Repair, and Installation
- ITS Construction and Repair
- License Plate Reader (LPR) Installation

CERTIFICATIONS

- Class A License
- Mobile Crane Operator Certified

EXPERIENCE

- Siemens/Yunex Traffic: 13 years
- Industry: 23 years

PROFILE

Hugo has over 13 years of experience with traffic signal/streetlight construction and repair. He is extremely knowledgeable with traffic signal/streetlight equipment and is also one of our certified crane operators (specializing in installation of traffic signal & streetlight poles). Hugo has extensive experience in boring, equipment operation (skid-steer, mini x, etc.), concrete/asphalt repairs, and has a vast understanding of all elements related to traffic signals/streetlights.

RELEVANT EXPERIENCE

Responsible for ongoing daily ITS, traffic signal and streetlight maintenance, repair, and installation in Southern California.

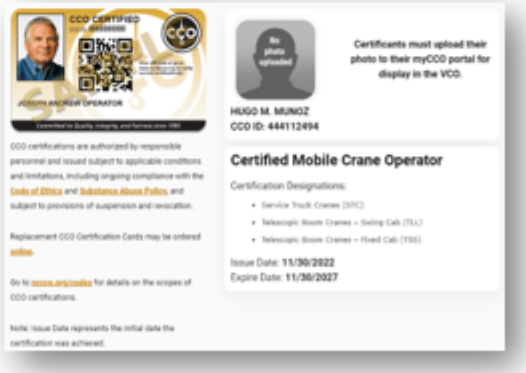
Foreman and Certified Crane Operator – 2021 to Present
Yunex Traffic

Laborer, Foreman, and Certified Crane Operator – 2011 to 2021
Siemens

Communications Technician– 2001 to 2011
Bay Construction

Certifications

Full size certifications can/will be provided upon request.



Fiber Optic Technician

Charles Hamilton

Fiber Optic Splicer / Wireless / Fiber Integration

charles.hamilton@yunextraffic.com

EXPERTISE

- Fiber Optic Maintenance, Repair, and Installation
- Iteris Maintenance, Repair, and Installation

CERTIFICATIONS

- Corning "Certified Fiber Installer"
- Electric Vehicle Infrastructure Program (EVITP)
- Iteris Certified Installer – Level I
- Concrete cutting and coring
- Fabricator – TIG & MIG

EXPERIENCE

- Siemens/Yunex Traffic: 1 year
- Industry: 16 years

PROFILE

Charles has over 16 years of experience with all facets of fiber optic maintenance/repair. He is extremely knowledgeable with fiber splicing, testing, and troubleshooting of fiber optic networks. Charles has completed complete fiber backbones of up to 432 SMFO, FDU's, and Fiber PON cabinets. Charles has extensive history with Corning, CommScope, and Coyote product lines. Charles also has training/experience in VDS / CCTV cameras.

RELEVANT EXPERIENCE

Fiber Optic Splicer / Wireless / Fiber Integration – 2021 to Present
Yunex Traffic

Fiber Optic Splicer / Wireless / Fiber Integration – 2019 to 2021
Elecnor Belco

TV / Internet / VOIP Technician – 2007 to 2019
AT&T

Certifications

- **Corning "Certified Fiber Installer"**
- Electric Vehicle Infrastructure Program (EVITP)
- Iteris Certified Installer – Level I
- Concrete cutting and coring
- Fabricator – TIG & MIG

Charles Hamilton
Corning Fiber Installation Certified Class

Charles Hamilton
Corning Fiber Installation - Virtual Series
Part d - Virtual System Build

In-House Specialist / Engineering Technician / Lab Manager

Minh Tran

Engineering Technician / Lab Manager

minh.tran@yunextraffic.com

EXPERTISE

- Repair of traffic signal and ITS equipment
- Testing and certification of traffic signal cabinets

CERTIFICATIONS

- IMSA Work Zone Safety
- IMSA Level I, II, III Certified Traffic Signal Senior Field Technician
- NEC Certified (Cert. No. 118210, exp. 11/29/2024)
- Econolite ASC3 Controller Certified
- Econolite Autoscope Certified
- ATSI CMU/MMU Test Equipment Certfiied

EXPERIENCE

- Siemens/Yunex Traffic: 22 years
- Industry: 36 years

PROFILE

Minh has over 36 years of experience in the traffic signal systems industry. Minh provides technical support assistance for our Traffic Signal Technicians and is responsible for our local test and repair laboratory. Minh also has extensive knowledge in the installation, diagnosis, and repair of CMS and CCTV systems, and is proficient with fiber optics terminating, splicing, and testing. Minh also received an associate degree in Electrical Engineering from Cal State Fullerton.

RELEVANT EXPERIENCE

Responsible for our local test and repair laboratory, which includes the testing and certification of new traffic signal cabinets.

Engineering Technician – 2021 to Present
Yunex Traffic

Engineering Technician – 2010 to 2021
Siemens

Engineering Technician – 2006 to 2010
Republic ITS (acquired by Siemens in 2010)

Foreman/Senior Traffic Signal Technician – 2001 to 2006
Republic ITS

Traffic Signal Maintenance Supervisor – 1987 to 2001
Computer Service Company

Certifications

Full size certifications can/will be provided upon request

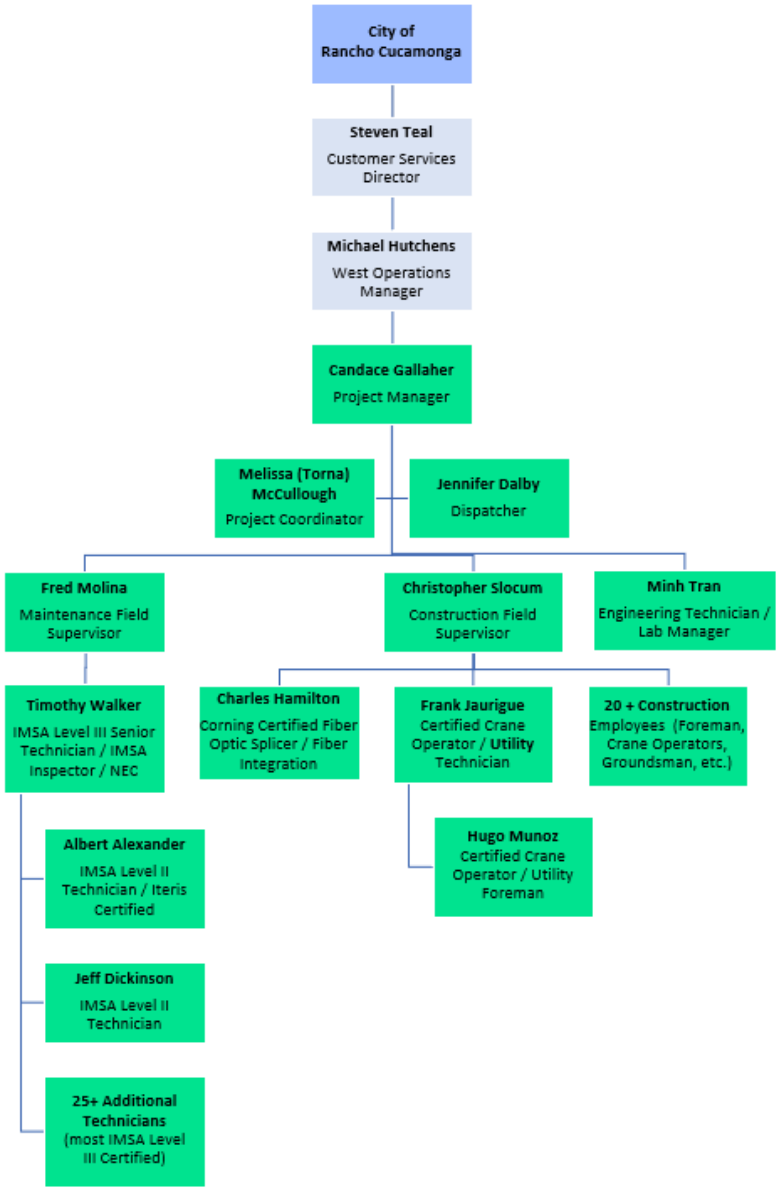
IMSA and Other Certifications
As requested in the RFP, copies of all employee certifications have been uploaded to PlanetBids under the “Appendices” tab.

©2024 Yunex Traffic

Staff Availability

All staff members listed are ***currently working on this contract***; therefore, they have the knowledge, experience, availability, and bandwidth ***to continue*** successfully managing this contract for the City of Rancho Cucamonga for its entire duration.

Organization Chart



Yunex Traffic has 25+ additional technicians (mostly IMSA Level III Certified) located in San Bernardino, Riverside, San Diego, Orange, Los Angeles, and Ventura County areas. We also employ over 20+ key construction personnel for major repairs. These include ***certified crane operators***, dedicated utility locators for (USA) Dig Alert Service, Corning certified ***fiber optic*** technicians, and our own ***in-house*** loop crew.

©2024 Yunex Traffic

7. Proposal Response

Methodology

It is our understanding that the City of Rancho Cucamonga is seeking a qualified traffic signal maintenance firm to provide Traffic Signal Maintenance and Repair Services. The selected service company will be responsible for providing a continuing, comprehensive, routine, and extraordinary maintenance program for the City's equipment. The City's expectation is that the maintenance program will reduce the incidence of malfunctions, reduce complaints, promote safety, and proactively extend the longevity of the equipment, thus reducing the overall operating cost for the City's traffic signal system.

Our goal is always to exceed our customer's expectations. We have a broad range of experienced personnel including IMSA Level III Traffic Signal Maintenance personnel. The technicians assigned to this contract have ***over 140 years of combined experience*** managing and maintaining traffic signal systems, fiber networks, and central systems.

Our in-house traffic signal laboratories (located in Riverside) provide a full range of technical services including complete controller/cabinet testing, repair, and conflict monitor testing/certification. Services for this contract include the provision of appropriately trained personnel and equipment necessary to perform maintenance activities as outlined in your RFP.

We understand that the general Scope of Work to be done consists of routine preventative maintenance and repair of your Traffic Signal Devices as well as general and emergency repairs of the same. These services will provide your city with safe and efficient operations. Yunex Traffic will have available and readily accessible, qualified personnel, tools, equipment, facilities, and material required to perform all work necessary for the maintenance of the City's traffic signal systems, as outlined in the Scope of Work and in compliance with current City and State standards.

Our Approach / Response Times

To be able to respond immediately to emergency calls, Yunex Traffic's field technicians are authorized to take their work vehicles home daily. All work vehicles are stocked with proper field equipment so he/she may sufficiently address most problems they encounter while responding.

Emergency response call outs and unscheduled repairs are initiated by calling our toll-free emergency phone number, **1-800-229-6090.** A live dispatcher will be available 24 hours a day, 7 days per week, 365 days per year. Our dispatcher will create a work order in our visual planning board and once the work order is released, it will immediately transfer to our technician's queue on their mobile device. As part of our quality control practice, our dispatcher will follow up with a phone call to our technician to confirm that he/she is in receipt of the call out/work order. For emergency calls, the technician will arrive at the site **within one (1) hour** to assess and correct the reported problem. Once the problem is corrected, the technician will inform the city of the repair actions.

©2024 Yunex Traffic

Work Plan/Scope of Work

It is always the goal of Yunex Traffic to tailor our services around our customer's needs. We understand that throughout the term of a contract, those needs may change. We approach all our contracts with the same vision; build a partnership with the City's staff and work towards achieving common goals set forth through that partnership. We realize that this is an ever-evolving process and that is why we believe that the only successful route is through establishing common goals. This methodology and a commitment to service will be applied to every aspect of our services for the City of Rancho Cucamonga.

Routine Maintenance

We will execute a comprehensive monthly routine maintenance program as outlined in the City's Scope of Work, Appendix's I-IV, as recommended by the manufacturer, and as listed below. Yunex Traffic will also maintain, at the same unit price, additional traffic signals and appurtenant devices as they are installed or become a part of the maintenance requirements of the city.

Yunex Traffic technicians will, at a minimum, perform the following tasks on the City's traffic control systems (Traffic Signals, Signalized Crosswalks, Flashing Crosswalks, Flashing Beacons, School Flashing Beacons, Radar Speed Limit Signs, and Fiber Hubs) monthly:

- Routine maintenance is typically scheduled by the technician as they are more aware of the geography of the area. He will take into consideration contract requirements and your preference when scheduling routine preventive maintenance.
- Once our technician arrives at the location, he will complete a job hazard analysis (JHA) determining any potential hazards at the location. Following the JHA, they will secure the area with proper traffic control as referenced in the most recent editions of the CAMUTCD and W.A.T.C.H. Handbooks and in accordance with the city's traffic control requirements.
- Our technician will clean and vacuum the controller and battery backup cabinets (if equipped) and ensure the cabinet vents are un-obstructed, the air filter is clean, properly inserted, and secure (air filters will be replaced semi-annually). During this process, your Yunex Traffic technician will perform the following checks inside the controller cabinet:
    - Confirm the controller cabinet is securely mounted to the foundation and inspect the seal for deterioration. Excessive dampness and plant/animal intrusion inside the controller cabinet will be reported to the city and repaired immediately.
    - Verify fan operation and ensure the thermostat is set to 85 degrees Fahrenheit and that there is sufficient airflow through the cabinet.
    - Inspect cabinet hardware (i.e., door gaskets, hinges, locks, etc.) for proper operation. All deficiencies will be repaired and reported to the city.

©2024 Yunex Traffic

  - Inspect electrical components (i.e., relays, load switches, equipment displays and indications, flasher(s), rack-mount detectors, harness/connectors, service connections, system telemetry, communications system, cabinet grounding, GFCI receptacles, terminal connections cabinet lights and switches, CMU (interlock) door switch, the police panel switches, etc.) for proper operation and adjust, as necessary. We will also verify proper operation of all equipment displays and cabinet/controller indicator lamps. Deficiencies that pose a safety concern will be corrected immediately.
  - Semi-annually verify that controller software/firmware is up to date.

- Following the visual inspection, your Yunex Traffic technician will examine the functionality of the controller in relation to traffic at the intersection and confirm all phase and coordination timing is programmed correctly and is current based on the timing sheet located in the controller cabinet.
- In addition to monitoring phase actuation from vehicle/traffic, they will also confirm proper intersection cycling by manually placing vehicle and pedestrian calls on each phase through the cabinet test switches or the controller keypad to verify controller servicing of each phase.
- Yunex Traffic technicians will ensure your controller's date and time is correct and we will adjust all controller clocks within 48 hours of time changes related to Daylight Savings Time. This also includes confirming the correct date and time in all Conflict Monitor Units and Malfunction Management Units (CMU/MMU) during each visit.
- Your Yunex Traffic technician will check the controller log buffers and investigate any faults that may have surfaced since the last maintenance visit.
- CMU's/MMU's will be tested annually. Technicians will be ATSI CMU/MMU Test Equipment Certified. Individual test results will meet the city's documentation requirements and be available in each controller cabinet and an electronic file (USB) will be delivered to the city within 30 days after completing the testing. This test will also be documented on the routine maintenance log located in the controller cabinet. The cost for annual CMU/MMU testing is included with routine monthly maintenance.
- The technician will confirm all detector loop cables are correctly identified, connected to the correct vehicle detector field terminals, and that a call is placed on the correct detector input, and that the input places a call on the correct controller phase. We will adjust or re-tune detector amplifiers and correct substandard splices, as necessary. Loops requiring re-seal or replacement will be documented and reported to the city immediately.
- If the intersection is equipped with video/radar detection our technician will verify that detection zones are properly structured. They will also verify proper camera operation by monitoring the vehicle call on the video processor unit and confirm that the calls are registering in the controller and actuating the correct phase in the controller. The technician will verify that detection system software has been properly updated. Annual Video Detection lens cleaning is included with routine monthly maintenance.
- If equipped, your Yunex Traffic technician will confirm operation of all preemption devices (i.e., railroad, emergency vehicle preemption (EVP), fire station preemption, etc.). EVP testing will be completed quarterly and is included with routine monthly maintenance.

Our technicians are extremely knowledgeable with the installation, handling, and testing of interconnect and **fiber optic** systems.

- Inspect CCTV cameras for correct operation. Check for damage to wiring or housing and clean lens. If requested, CCTV camera lens cleaning can be done and will be billed under time and material.
- The technician will also test your interconnect systems to maintain existing operation and will notify you of any deficiencies.
- If equipped, your Yunex Traffic technician will check the battery back-up systems / uninterruptible power supplies (UPS) including checking/logging the battery and load levels. In addition, we will confirm all battery connections to ensure they are clean and secure. Semi-Annual testing by electrical bypass for proper operation is included with routine monthly maintenance. We will report any batteries that require replacement immediately. All events and run time will be documented inside each controller cabinet.
- Yunex Traffic will perform a monthly night check of safety lights/illuminated street name signs (IISNS) at all signalized intersections (if equipped). Our findings will be submitted to the city and required repairs will be made according to the Extraordinary Maintenance schedule. Monthly night checks will be billed under Extraordinary Maintenance.
- Our technician will walk the intersection (clockwise and counterclockwise) and visually inspect all poles, signal heads, pedestrian signals, associated framework, and signal mounted signs for proper operation, alignment, and broken or missing parts. During this process, your Yunex Traffic technician will perform the following checks outside of the controller cabinet:
    - Depress all pedestrian push buttons and observe proper timing and display.
    - Visually inspect the loops for sufficient sealant or exposed loop wires.
    - Inspect pull boxes, pull box lids and hand-hole covers. Missing covers/lids will be replaced immediately.
    - Visually inspect all signal doors, back plates, and visors and confirm they are secure.
    - Remove unauthorized signs, stickers, and posters that can be easily removed from traffic signal poles and the controller cabinet. Graffiti will also be removed within twenty-four (24) hours of notification.
    - Prepare a list of locations where painting may be necessary, which will be submitted to the City for approval. Painting rates can be provided, if requested.

- The technician will lubricate cabinet door locks and padlocks semi-annually, unless required sooner.
- Maintain a yearly inventory list of all equipment in the controller cabinet at each location. This list will also be updated electronically and provided to the city yearly in a Microsoft Excel spreadsheet, or as requested.
- Your Yunex Traffic technician will document all maintenance activities on the city approved Preventative Maintenance checklist, on the cabinet log, and in their mobile device which is wirelessly communicating to our maintenance server enabling our customers to view all progress in virtually real-time.

©2024 Yunex Traffic

- Signalized Crosswalks noted in the RFP will be inspected monthly for proper operation. Routine adjustments and routine repairs will be made as needed.
- Flashing Yellow Beacons noted in the RFP will be inspected monthly for proper operation and alignment. Routine adjustments, routine repairs, and alignment corrections will be made as needed. Air filters will be replaced Semi-Annually.
- Flashing Crosswalks noted in the RFP will be inspected monthly for proper operation. Routine adjustments, routine repairs, and alignment corrections will be made as needed. Air filters will be replaced Semi-Annually, and solar panels will be checked/cleaned, as needed.
- School Flashing Beacons noted on the RFP will be inspected monthly for proper operation and alignment. Routine adjustments, routine repairs, and corrections will be made as needed. Air filters will be replaced Semi-Annually.
- Speed Radar Signs will be inspected monthly for proper operation. Routine adjustments, routine repairs, and corrections will be made as needed. Air filters will be replaced Semi-Annually. Solar panels will be checked and cleaned, as needed.
- Fiber Hubs noted in the RFP will be inspected monthly for proper operation. Routine adjustments, routine repairs, and corrections will be made as needed.

Extraordinary Services

In addition to the Preventative Maintenance program, we will provide other Extraordinary Services such as scheduled repairs, emergency response and technical support services to the City's traffic signal systems in accordance with City requirements and as listed below.

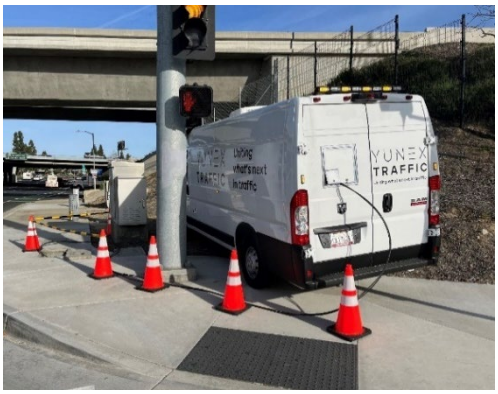
Our Extraordinary and Emergency Response Services include, but not limited to, the following services:

- Furnish and install replacement safety lights or illuminated street name signs.
- Downed signal heads, poles, signal on flash, signal blackout, burned out lamps, damaged controllers and cabinets, damaged illuminated street name signs, damaged inductive loops, sensing elements, pedestrian push buttons, electroliers, pedestrian signal heads, wiring, and other operational equipment related issues.
- Assisting the City for special events or for City construction projects, as necessary to implement revised traffic signal timing and phasing for changed traffic conditions. If requested, prepare punch list items, and follow through with city representative to ensure a successful completion. Perform overhead maintenance on traffic signals, safety lighting, street name and regulatory signs, video detection cameras, Opticom systems, and license plate reader (LPR) systems.
- Provide support for underground maintenance including conduit repair or replacement, wire inspection and installation, and interconnect installation.
- Repair, replace or otherwise render in good working order all defective parts of the traffic signal equipment with like make and

©2024 Yunex Traffic

model parts. Whenever equipment is removed, the city representative will be notified within twenty-four (24) hours.

- USA Dig Alert – Locating services using **in-house locators**.
  - Yunex Traffic will respond to all **Underground Service Alert (USA)** requests/notices or at the request of city staff for the marking and protection of traffic signal underground facilities such as traffic signal and electrical conduits, interconnect facilities, loops, safety light conduits, and other appurtenant equipment which might conflict with other right-of-way construction or repairs. Our technicians are equipped and certified with the proper locating devices provided by Metrotech.
- **Fiber Optic** related maintenance services such as: Installation, splicing, terminations, troubleshooting, on-reel testing, and integration.



- **Signal Loop Replacement**. Yunex Traffic is the **only** maintenance provider who performs Loop replacements in-house.

Yunex Traffic will notify the City prior to any traffic signal deactivations that may be necessary to provide the required services. Traffic signal shutdowns will not be scheduled without the approval of an authorized representative of the City. Also, Yunex Traffic will not proceed with any extraordinary repairs without authorization from the city, unless it is a matter of public safety.

©2024 Yunex Traffic

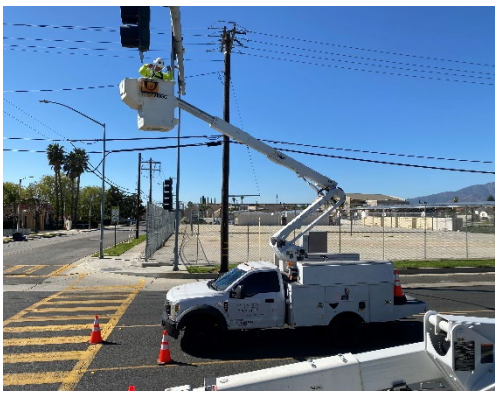
Fleet/Equipment List

Yunex Fleet #	YEAR	MAKE_DESC	MODEL_DESC	Unit Type
BT1601	2016	RAM	RAM CHASSIS 5500	Bucket Truck
BT1602	2016	RAM	RAM CHASSIS 5500	Bucket Truck
BT1603	2016	FORD	F450 SUPER DUTY	Bucket Truck
BT1605	2016	FORD	F550 SUPER DUTY	Bucket Truck
BT1606	2016	FORD	F450 SUPER DUTY	Bucket Truck
BT1701	2017	FORD	F550 SUPER DUTY	Bucket Truck
BT1703	2017	FORD	F550 SUPER DUTY	Bucket Truck
BT1704	2017	FORD	F550 SUPER DUTY	Bucket Truck
BT1705	2017	FORD	F550 SUPER DUTY	Bucket Truck
BT1706	2017	FORD	F550 SUPER DUTY	Bucket Truck
BT1707	2017	FORD	F550 SUPER DUTY	Bucket Truck
BT1708	2017	FORD	F550 SUPER DUTY	Bucket Truck
BT1709	2017	FORD	F550 SUPER DUTY	Bucket Truck
BT1710	2017	FORD	F550 SUPER DUTY	Bucket Truck
BT1801	2018	RAM	5500 CHASSIS CAB TRADESMA	Bucket Truck
BT1803	2018	FORD	SUPER DUTY F-550 DRW XL/X	Bucket Truck
BT1902	2019	FORD	SUPER DUTY F-450 DRW XL/X	Bucket Truck
BT1904	2019	FORD	SUPER DUTY F-550 DRW XL/X	Bucket Truck
BT1905	2019	FORD	SUPER DUTY F-550 DRW XL/X	Bucket Truck
BT1906	2019	FORD	SUPER DUTY F-550 DRW XL/X	Bucket Truck
BT1907	2019	FORD	SUPER DUTY F-550 DRW XL/X	Bucket Truck
BT1908	2019	FORD	SUPER DUTY F-550 DRW XL/X	Bucket Truck
BT1909	2019	FORD	SUPER DUTY F-550 DRW XL/X	Bucket Truck
BT1910	2019	FORD	SUPER DUTY F-550 DRW XL/X	Bucket Truck
BT1911	2019	FORD	SUPER DUTY F-550 DRW XL/X	Bucket Truck
BT1912	2019	FORD	SUPER DUTY F-550 DRW XL/X	Bucket Truck
BT1914	2019	FORD	SUPER DUTY F-550 DRW XL/X	Bucket Truck
BT1915	2019	FORD	F-550 CC REGULAR	Bucket Truck
BT1918	2019	FORD	F-550 CC REGULAR	Bucket Truck
BT1919	2019	FORD	F-550 CC REGULAR	Bucket Truck
BT1920	2019	FORD	F-550 CC REGULAR	Bucket Truck
BT1922	2019	FORD	F-550 CC REGULAR	Bucket Truck
BT1923	2019	FORD	F-550 CC REGULAR	Bucket Truck
BT2202	2022	FORD	SUPER DUTY F-550 DRW XL/X	Bucket Truck
BT2203	2022	FORD	SUPER DUTY F-550 DRW XL/X	Bucket Truck
BT2205	2022	FORD	F-550 CC REGULAR	Bucket Truck
BT2206	2022	FORD	F-550 CC REGULAR	Bucket Truck
BT2207	2022	FORD	F-550 CC REGULAR	Bucket Truck
BT2208	2022	FORD	F-550 CC REGULAR	Bucket Truck
BT2209	2022	FORD	F-550 CC REGULAR	Bucket Truck
CR1401	2014	FREIGHTLINER	108SD CONVENTIONAL CAB	Crane Truck
CR2001	2020	PETERBILT	520 6X4 LCF 58 BBC 164 WB	Crane Truck
CR2002	2020	PETERBILT	520 6X4 LCF 58 BBC 164 WB	Crane Truck
DV1601	2016	FORD	F-550 CC REGULAR CAB 60CA	Dump Truck
FB1702	2017	FORD	F-550 CC REGULAR CAB 60CA	Flat Bed (Delivery Truck)
PU1701	2017	CHEVROLET	COLORADO BASE/WT EXT CAB 6'BOX	Pickup
PU1801	2018	CHEVROLET	COLORADO BASE/WT EXT CAB 6'BOX	Pickup
PU1802	2018	FORD	F-250 SUPERCAB 6.75' BOX	Pickup
PU1901	2019	FORD	F-150 SUPERCREW 5.5' BOX	Pickup
PU1902	2019	FORD	F-150 SUPERCREW 5.5' BOX	Pickup
PU2001	2020	FORD	F-250 REGULAR CAB 8' BOX	Pickup
PU2002	2020	FORD	F-250 REGULAR CAB 8' BOX	Pickup
UT1101	2011	FORD	F-550 REG CAB C&C	Utility Body
UT1201	2012	FORD	F-550 Chassis	Utility Body
UT1701	2017	FORD	F-550 CC REGULAR CAB 60CA	Utility Body
UT1801	2018	FORD	F-250 SUPERCAB 6.75' BOX	Utility Body

©2024 Yunex Traffic

UT1802	2018	FORD	F-350 CC SUPERCAB SRW 60 CA	Utility Body
UT1803	2018	FORD	F-350 Chassis	Utility Body
UT1804	2018	FORD	F-350 Chassis	Utility Body
UT1901	2019	FORD	F-350 Chassis	Utility Body
UT1902	2019	FORD	F-550 CC REGULAR CAB 60CA	Utility Body
VH1801	2018	TOYOTA	PRIUS TWO	Night Check Vehicle
VH2001	2020	TOYOTA	PRIUS LE AWD	Night Check Vehicle
VN1901	2019	FORD	TRANSIT CONNECT LWB XL SWING	Transit Van
VN1902	2019	FORD	TRANSIT CONNECT LWB XL SWING	Transit Van
VN1903	2019	FORD	TRANSIT CONNECT LWB XL SWING	Transit Van
AB0601	2006	Arrowboard, Towable	UTILITY TRAILER	Arrowboard, Towable
AB1401	2014	CMS, Towable	TRAIL KING TRAILER	CMS, Towable
AB1402	2014	CMS, Towable	TRAILER 6X12	CMS, Towable
AB2201	2022	Arrowboard, Towable	2022 CUSTOM 12X60 DRY W/GLASS	Arrowboard, Towable
AB2202	2022	Arrowboard, Towable	2022 CUSTOM 12X60 DRY W/GLASS	Arrowboard, Towable
AB2203	2022	Arrowboard, Towable	2022 CUSTOM 12X60 DRY W/GLASS	Arrowboard, Towable
AB2204	2022	Arrowboard, Towable	2022 CUSTOM 12X60 DRY W/GLASS	Arrowboard, Towable
AB2205	2022	Arrowboard, Towable	2022 CUSTOM 12X60 DRY W/GLASS	Arrowboard, Towable
AB2206	2022	Arrowboard, Towable	2022 CUSTOM 12X60 DRY W/GLASS	Arrowboard, Towable
AB9901	1999	Arrowboard, Towable	TRAILER	Arrowboard, Towable
AC0501	2005	Air Compressor, Towable	EQUIPMENT	Air Compressor, Towable
AC0701	2007	Air Compressor, Towable	TRAILER	Air Compressor, Towable
AC0801	2008	Air Compressor, Towable	TRAILER	Air Compressor, Towable
AC0802	2008	Air Compressor, Towable	TRAILER	Air Compressor, Towable
AC1201	2012	Air Compressor, Towable	TRAILER	Air Compressor, Towable
AC2201	2022	Air Compressor, Towable	2022 CUSTOM 12X60 DRY W/GLASS	Air Compressor, Towable
AC2202	2022	Air Compressor, Towable	2022 CUSTOM 12X60 DRY W/GLASS	Air Compressor, Towable
AC2203	2022	Air Compressor, Towable	2022 CUSTOM 12X60 DRY W/GLASS	Air Compressor, Towable
AC2204	2022	Air Compressor, Towable	2022 CUSTOM 12X60 DRY W/GLASS	Air Compressor, Towable
CM2101	2020	EQUIPMENT	TAYLOR-DUNN MX-600 MAINT EXPED	Concrete Mixer, Towable
CT0001	2000	TRAILER	TANDEM AXLE DRY FREIGHT VAN	Cable/Conductor Trailer
CT0701	2007	TRAILER	TRAILER	Cable/Conductor Trailer
CT8001	1980	EQUIPMENT	RESPONSE TRUCK	Cable/Conductor Trailer
DT2001	2020	TRAILER	BIG TEX 20' PINTLE UTILITY TAN	Dump Trailer
DT2101	2021	TRAILER	BIG TEX 20'VANGUARD 9.990 TAND	Dump Trailer
DT2102	2021	TRAILER	BIG TEX 20'VANGUARD 9.990 TAND	Dump Trailer
FL0501	2005	FORKLIFT	HYSTER FORKLIFT	Forklift
FL0502	2005	FORKLIFT	HYSTER FORKLIFT	Forklift
FL0503	2005	FORKLIFT	HYSTER LIFT TRUCK	Forklift
FL0601	2006	TRAILER	48' UTILITY	Utility Trailer
HM1201	2000	TRAILER	AG1000 WAGON	Hot Melt Machine, Towable
MX1801	2018	TRAILER	ALUMA ENCLOSED 6X10 SPORT SNGL	Mini Excavator
TR1801	2018	TRAILER	ALUMA ENCLOSED 6X10 SPORT SNGL	Utility Trailer
VT1001	2010	TRAILER	TRAILER	Vacuum, Towable

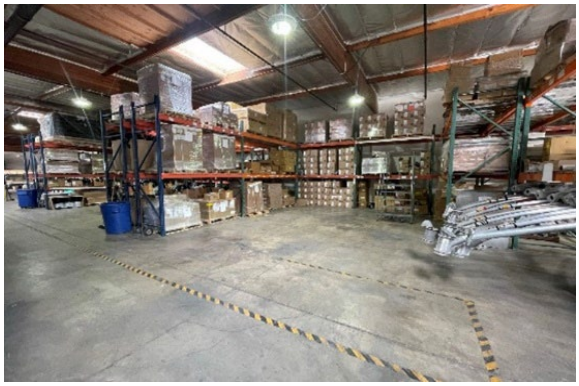
Fleet/Equipment Pictures

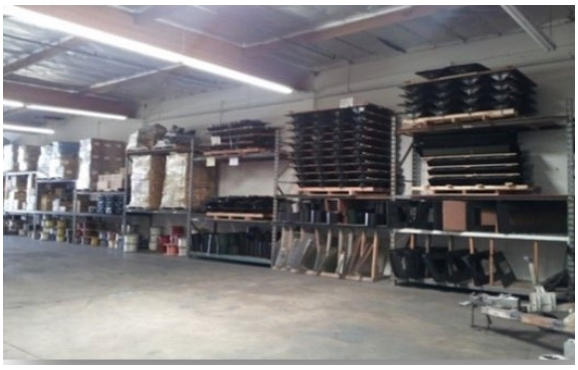


Spare Materials

Yunex Traffic has over $1,500,000 in inventory locally and available to the City of Rancho Cucamonga:

- 25+ – 2070 controllers from various manufacturers
- 25+ – NEMA controllers (such as Econolite ASC3, ASC2-S, Cobalt, etc.)
- 25 – 24VDC Power Supply
- 25+ – MMU/CMU's from various manufacturers
- 150 – Load Switches
- 60+ - Detectors
- 6 – Type P controller cabinets
- 3 – 332 controller cabinets
- 250+ – Replacement LED Lamps (Red/Yellow/Green) / LED pedestrian signals
- 50 – ADA compliant pedestrian activation buttons
- 25+ - Battery Backup Batteries (sizes/manufacturers vary)
- 25+ - Several types/sizes of Marbelite streetlight poles
- 20+ - Luminaire Mast Arms of various lengths
- 20+ – Luminaires of various manufactures and wattages
- 250+ - Photocells/shorting caps from various manufactures
- 50,000+ - Feet of various wire types



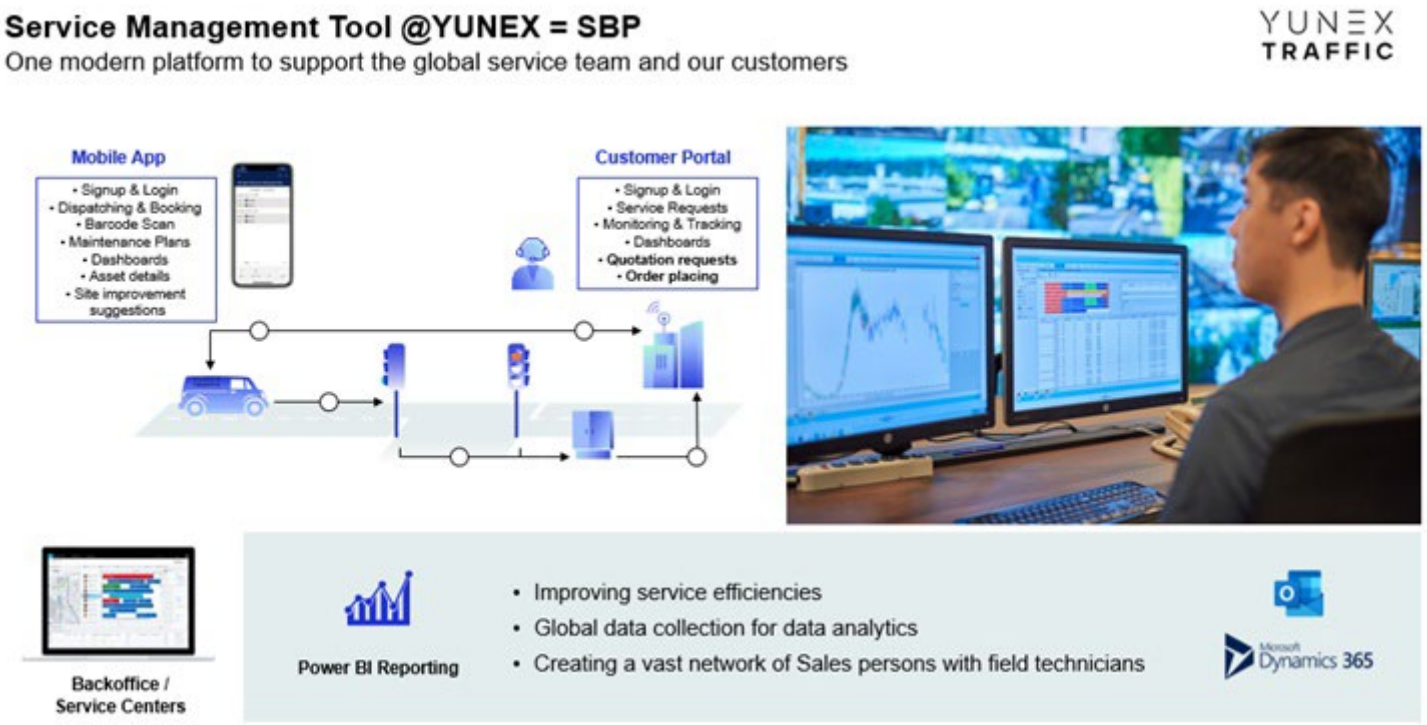


©2024 Yunex Traffic

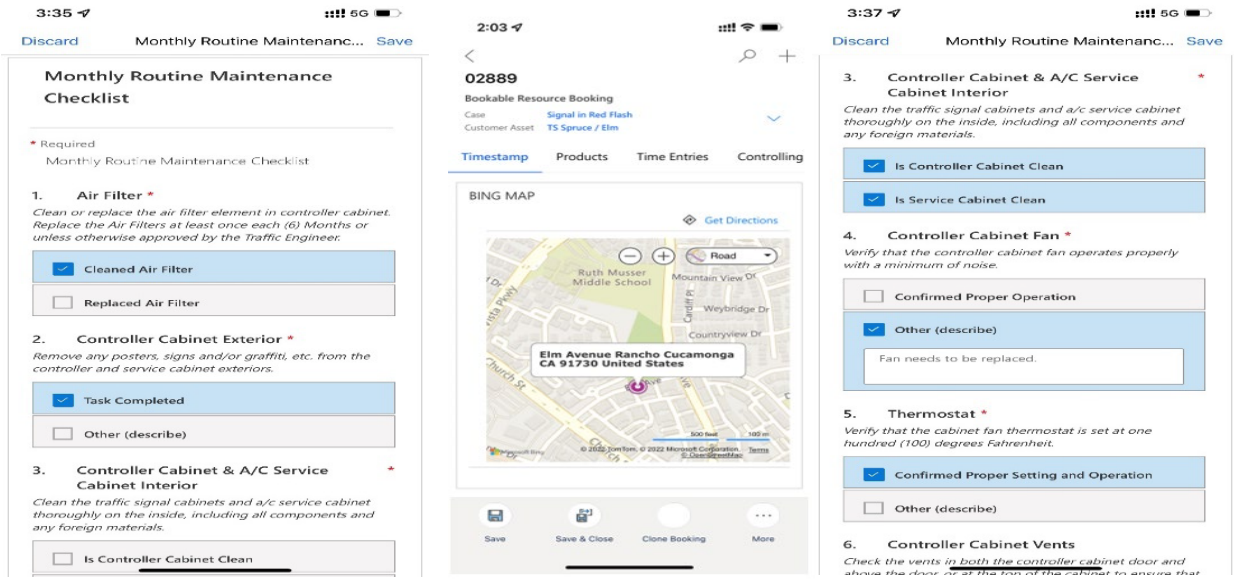
On-Line Portal (Service Business Platform @ITS)

Yunex Traffic has rolled out a new service tool called SBP (Service Business Platform), which is a proprietary management system designed to effectively manage all service order progress, remotely update our ERP system (SAP) and as work is performed.

- SBP allows us to monitor many key performance items such as time arrived onsite, time of completion, materials used, and vehicle/equipment used.
- SBP keeps historical records for every location which allows the technicians an additional resource when troubleshooting.
- When creating a new service request, the SBP will query the location history and will flag the order if it appears to be a repeated call out or duplicate order.
- Technicians transmit response and routine maintenance items in real-time using IOS or Android devices.
- The contractual Scope of Work and all maintenance activities are also available for technicians to review to ensure all tasks are completed within the specified timeframe.
- Customer specific checklists for routine preventative maintenance will be available to the technicians so all required tasks are completed, per your Scope of Work.



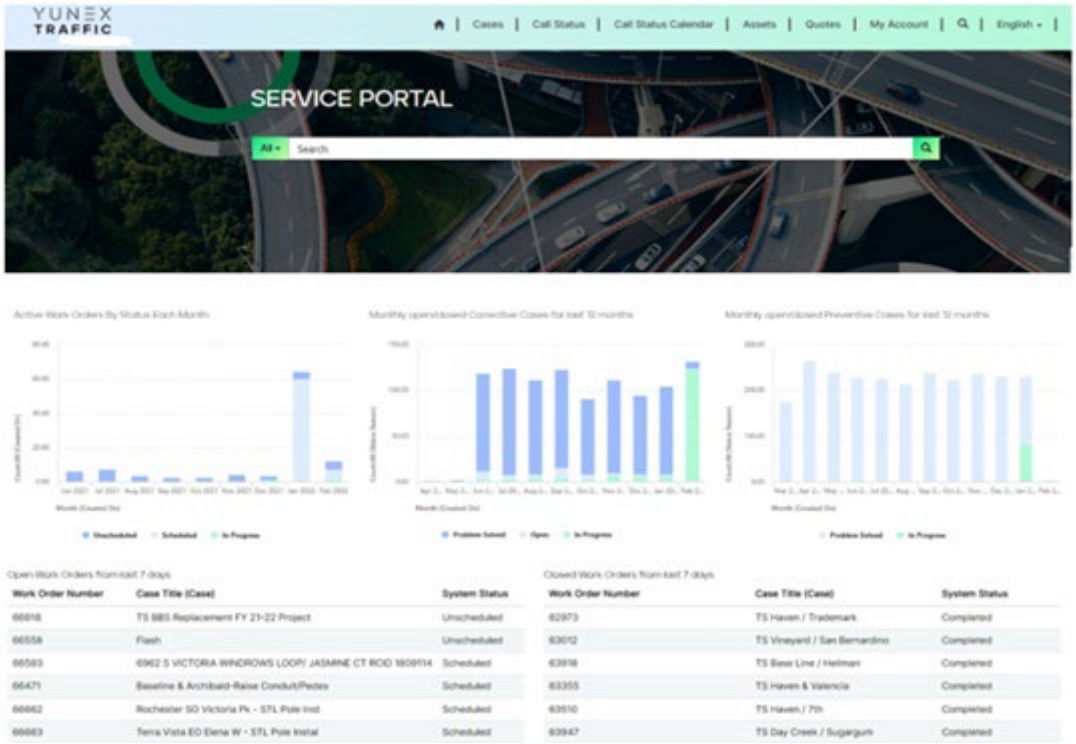
©2024 Yunex Traffic

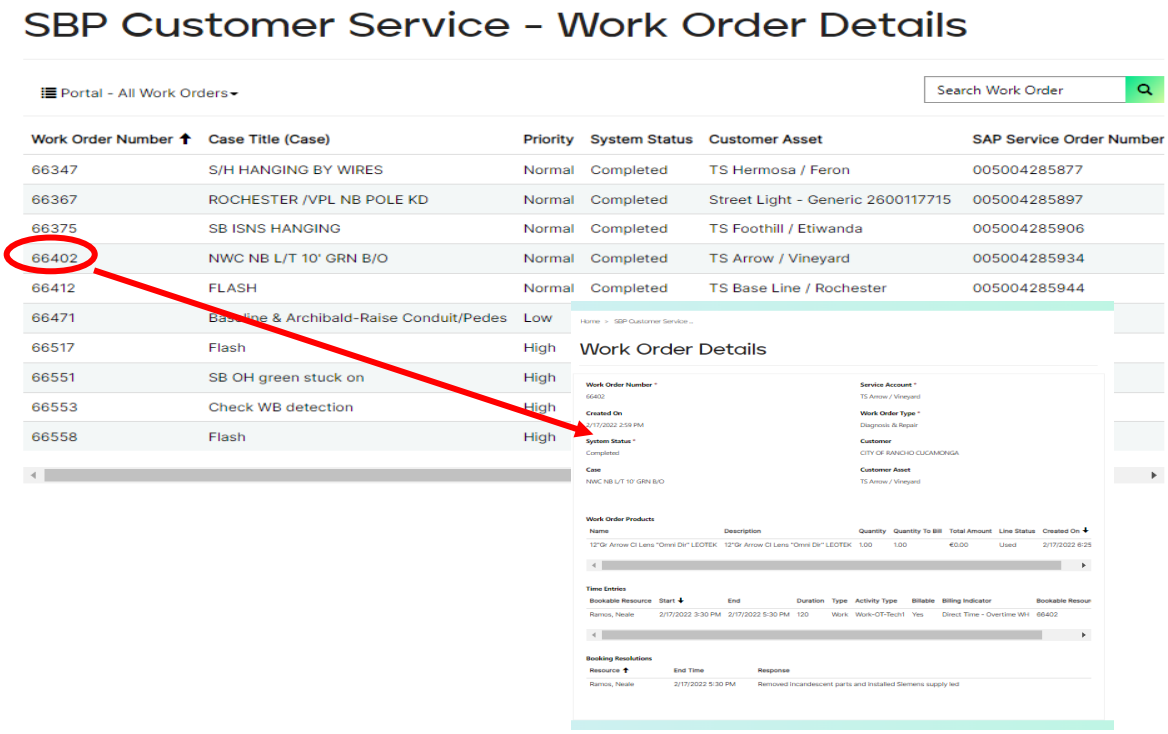


Customer Portal

The SBP Customer Portal gives our customers access to:

- Monitor real-time status of routine maintenance and service calls.
- Location history (sort/filter by date, location, call type, etc.).
- Overall historical maintenance and repair data.
- Real-time equipment inventories, maps, and event reporting.
- Asset management (including digital photographs, GIS data, etc.).





Yunex is more than willing to provide a training session on SBP and our Customer Portal to any city employees that are interested.

Tracking as Related to Invoicing

In addition to our Customer Portal, you will receive a monthly detailed billing report with each invoice that lists labor and equipment hours billed for each service order.

TS B - Merrill / Bloomington / Riverside

Date Completed: **Fri, MAR/18/2016 01:00** Work Order #: **5002764108** Debit Memo Req. **3801177197**

Description: **NEC POLE KD * CALLER: PD**

Response: **REMOVED DAMAGED EQUIPMENT. DRILLED & INSTALLED NEW 1D POLE, TV2T, TWO 3 SEC. PV HEAD S WITH ARROW LENSES, 2 R, 2 Y & 2 G PV LEDS, COUNT-DOWN COMBO M8 LED. RE-USED PEDHEAD & PPB ASSY. REPLACED PPB AND DIRECTIONAL PLATE. OLD S/H WEREN'T PROGRAM. WILL FOLOW UP WITH BALL LENSES & PROGRAM S/H'S IF CITY WANT THEM PROGRAMMED.**

Item:	Qty and Unit Cost	Extra Charges	Routine Maint.	
ELECTRICIAN (RT)	12.000 H @ per H	$	$ 0.00	
ELECTRICIAN (OT)	8.000 H @ per H	$	$ 0.00	
ELECTRICIAN (PT)	6.000 H @ per H	$	$ 0.00	
SERVICE BUCKET TRUCK	26.000 H @ per H	$	$ 0.00	
MATERIALS	1 PC @ per PC	$	$ 0.00	
	Visit Total	$	$ 0.00	
	Total	$	$ 0.00	$

THIS DELEGATION ONLY APPLIES TO YUNEX, LLC. ALL CONTRACTS, BIDS, CERTIFICATES, AFFIDAVITS OR ANCILLARY DOCUMENTS TO BE SIGNED ON BEHALF OF SIEMENS MOBILITY, INC. MUST BE SIGNED BY RODNEY MATHIS AND DIRK RAUBER WITHOUT EXCEPTION

DELEGATION OF APPROVAL AUTHORITY FROM

CEO-PRESIDENT & MANAGING DIRECTOR AND CFO-MANAGING DIRECTOR FINANCE

YUNEX, LLC.

A. The undersigned **Rodney Mathis, CEO President & Managing Director** and **Dirk Rauber, CFO & Managing Director Finance** of the Yunex, LLC. (the "Corporation"), a corporation duly organized and existing under the laws of the State of Delaware, by virtue of the authority vested as President and CFO to sign or countersign and otherwise execute in the name, or on behalf of the Corporation, any bids, projects, contracts, agreements and any certificates, affidavits or ancillary documents in connection therewith to the extent the foregoing instruments and are consistent with the limits of authority granted under LoA guidelines and grants of release for and on behalf of the Corporation, do hereby delegate to and acknowledge that the following person(s) may exercise such authority for and on our behalf up to $3 million.

AUTHORIZED SIGNATORIES	
Business Operations (Name/Position)	Finance/Central Support Function (Name/Position)
	Manager, Procurement

B. It is further acknowledged that the following individuals are hereby authorized to sign or countersign and otherwise execute in the name, or on behalf of the Corporation, the same documents as referenced in paragraph A, up to and including a transactional limit of $1,500,000. Any such delegation extends to but is limited to the same scope, documents and subject matter as referenced and granted in paragraph A, limited to the monetary amount stated in this paragraph.

AUTHORIZED SIGNATORIES	
Business Operations (Position)	Finance/Central Support Function (Position)
Director, PLM/R&D	Commercial Manager, Service
Head of Projects	Commercial Manager, Products
Project Manager, Miami & Florida	Commercial Project Manager, Miami
Director, Service	Commercial Manager, Projects
V.P. Sales	Controller/Head of Accounting
V.P. Operations	

C. It is further acknowledged that the following individuals are hereby authorized to sign or countersign and otherwise execute in the name, or on behalf of the Corporation, the same documents as referenced in paragraph A, up to and including a transactional limit of $500,000. Any such delegation extends to but is limited to the same scope, documents and subject matter as referenced and granted in paragraph A, limited to the monetary amount stated in this paragraph.

AUTHORIZED SIGNATORIES

Restricted

Business Operations (Position)	Finance/Central Support Function (Position)
Operations Manager	Commercial Project Manager
Project Manager	Commercial Service Manager
Material Manager	
Technical Project Manager	

D. It is further acknowledged that the following individuals are hereby authorized to sign or countersign and otherwise execute in the name, or on behalf of the Corporation, the same documents as they are referenced in paragraph A, up to and including a transactional limit of $100,000. Any such delegation extends to but is limited to the same scope, documents and subject matter as referenced and granted in paragraph A, limited to the monetary amount stated in this paragraph.

AUTHORIZED SIGNATORIES	
Business Operations (Name/Position)	Finance/Central Support Function (Name/Position)
Service Account Manager	SCM Expert
Sales Manager	
Bid Manager	

E. It is further acknowledged that each of the signatures of the persons referred to in paragraphs A, B, C, D, and E are binding upon the Corporation.

F. It is further acknowledged that any delegate's authority extends only to the scope and extent of the delegate's respective job responsibilities. For instance, a project manager's delegation extends only to the limits described herein and only to the project(s) for which the delegate has responsibility.

G. It is further acknowledged that any document shall require the signature of two (2) of the above Authorized Signatories, one each from Business Operations and from Finance/Central Support Functions, whom shall have the requisite signature authority to be legally binding upon the Corporation.

H. It is further acknowledged that each of the persons referred to herein is authorized to delegate such person's authority hereunder to additional members of his or her management team up to the limit of such person's delegation of authority, provided that such delegation is in written form signed by the delegator and filed with the Legal Department.

I. It is further acknowledged that the Secretary or an Assistant Secretary of the Corporation is authorized to issue certifications attesting to the incumbency, authority and status of any of the persons referred to in this resolution.

J. Any prior versions of this general Delegation of Authority policy are void.

IN WITNESS WHEREOF, we have hereunto subscribed our names and affixed the corporate seal of the said company, as of the 25th day of August 2022.

Rodney Mathis

Digitally signed by Rodney Mathis
DN: cn=Rodney Mathis, c=US, o=Yunex Traffic, ou=Yunes Traffic, email=rodney.mathis@yunextraffic.com
Reason: I am approving this document
Date: 2022.08.25 16:28:28 -05'00'

_____

Rodney Mathis
President & Managing Director
Yunex, LLC.

Digitally signed by Rauber Dirk
Date: 2022.08.25 13:53:55
-07'00'

Dirk Rauber
Managing Director Finance
Yunex, LLC

CERTIFICATE

I, Pamela Brickner, certify that I am the Secretary of Yunex, LLC, that Rodney Mathis and Dirk Rauber who signed this agreement for this corporation, were then President and Managing Director USA and Managing Director Finance USA of this corporation; and this agreement was duly signed for and on behalf of this limited liability company by authority of its governing body and within the scope of its corporate powers. Witness my hand and seal of this corporation on this 25th day of August 2022.

By: _____

(CORPORATE SEAL)

Restricted

"EXHIBIT A, CITY OF RANCHO CUCAMONGA CONFLICT OF INTEREST/NON-DISCLOSURE STATEMENT"

It is the policy of the City to prevent personal or organizational conflict of interest, or the appearance of such conflict of interest, in the award and administration of City Contracts, including, but not limited to Contracts for Professional Services Agreements ("PSA") with potential Vendors.

I do not have specific knowledge of confidential information regarding RFP responses received in response to the **Request for Proposal ("RFP") #24/25-002 for Traffic Signal Maintenance.**

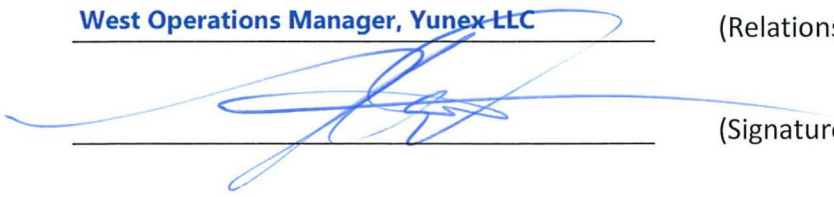
I agree not to disclose or otherwise divulge any information pertaining to the contents, status, or ranking of any RFP response to anyone. I understand the terms and "disclose or otherwise divulge" to include, but are not limited to, verbal conversations, written correspondence, reproduction of any part or any portion of any RFP response, or removal of same from designated areas.

I, the undersigned, hereby certify that the following statements are true and correct and that I understand and agree to be bound by commitments contained herein.

Michael J. Hutchens (Print Name)

Traffic Signal Maintenance - Current Vendor (Relationship to the City)

West Operations Manager, Yunex LLC (Relationship to the Vendors)



(Signature)

03/26/2024 (Date)

Exhibits are not to be included in your bid response. All referenced Exhibits must be submitted in Planet Bids system under the Response Types, Exhibits A – G.

ACKNOWLEDGMENT

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

State of California
County of Riverside)

On 03-26-2024 before me, Melissa Marie Torna - Notary Public
(insert name and title of the officer)

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

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

WITNESS my hand and official seal.

MELISSA MARIE TORNA
Notary Public · California
Riverside County
Commission # 2372969
My Comm. Expires Aug 30, 2025

Signature _____ **(Seal)**

"EXHIBIT B, PROFESSIONAL SERVICES AGREEMENT EXCEPTIONS SUMMARY"

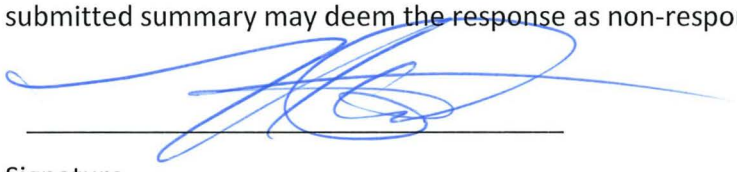
Mark the appropriate choice, below:

_____ Vendors accepts the PSA without exception.

OR

__X__ Vendors proposes exceptions to the PSA. **(Exceptions on the following page)**

Summarize all exceptions on a separate document. Enclose a written summary of each change and title as "Exception Summary", which shall include the Vendors' rationale for proposing each such exception. Each exception must be labeled with the Section number in the PSA. Failure to properly reference exceptions in the submitted summary may deem the response as non-responsive.



Signature

Michael J. Hutchens

Printed Name

West Operations Manager

Title

03/26/2024

Date

Exhibits are not to be included in your bid response. All referenced Exhibits must be submitted in Planet Bids system under the Response Types, Exhibits A – G.

The City of Rancho Cucamonga
Request for Proposal ("RFP") #24/25-002
for Traffic Signal Maintenance

EXCEPTION SUMMARY

Sample PSA Article 4.4. Yunex Traffic will allow audits 1) with reasonable notice, 2) at reasonable times, 3) for document specifically related to this project, but not including cost information. Information provided or obtained during an audit, may not be removed, copied, transmitted, scanned, or photographed, or otherwise removed from Yunex premises.

Sample PSA Article 7. Yunex Traffic takes exception to Article 7 of the Sample PSA. This contract does not include developing a new product so there will not be any technical data or Work Product developed or originating for this contract. To the extent Yunex Traffic gathers Technical Data in the execution of its scope, Customer shall have a non-exclusive, royalty-free, nontransferable perpetual license to use Yunex Traffic Technical Data in matters relating to the contract but shall not disclose Yunex Traffic Intellectual Property including base Source Code to any third party under any circumstances. All customer-produced data shall remain the property of the customer, consistent with Article 9. Otherwise, each party shall retain rights, title, and interest in its own intellectual property. Yunex Traffic will have full control of defending and resolving infringement claims against it.

Sample PSA Article 11. Yunex Traffic will indemnify Customer only for third party claims against Customer to the extent damages are a direct result of Yunex Traffic's negligent performance or willful misconduct. Further, Yunex Traffic must be promptly informed of any third-party claims and have full control of all defense decisions (including counsel) and outcome, except Yunex will not do anything to expressly admit culpability of Customer without its written consent.

Sample PSA Article 14. In the event City terminates the Contract without cause, Contractor shall be entitled to reasonable, verifiable direct expenses including ramp down and/or handover costs plus reasonable overhead.

Sample PSA – Proposed Article 25 Yunex Traffic assumes that all damages be capped at 100% of the contract price in the aggregate, and all indirect, consequential, special, incidental, punitive and similar damages are expressly waived by the Parties.

RFP Article 4.20 Yunex Traffic assumes that all implied warranties not expressly agreed upon in the Contract are waived. The remedies established in the warranty provision(s) shall be Customer's sole and exclusive remedies relating to warranty.

- Yunex Traffic assumes that all rights and remedies of the Customer shall be expressly stated in the Contract and shall be the sole and exclusive remedies of the Customer for claims arising from the Contract.

"EXHIBIT C, ACKNOWLEDGMENT OF INSURANCE REQUIREMENTS AND CERTIFICATION OF ABILITY TO PROVIDE AND MAINTAIN COVERAGES SPECIFIED"

I, Michael J. Hutchens the West Operations Manager
(President, Secretary, Manager, Owner or Representative)

of Yunex LLC, certify that the
(Name of Company, Corporation or Owner)

Specifications and General Provisions regarding insurance requirements as stated within the Professional Services Agreement (PSA), for the Purchase Contract designated **Request for Proposal ("RFP") #24/25-002 FOR Traffic Signal Maintenance** have been read and understood and that our Vendors is able to provide and maintain the coverage as specified in the PSA. Failure to provide said coverage, upon request to finalize the PSA prior to award shall be enough cause for immediate disqualification of award. Failure to maintain said coverage shall result in termination of the contract.

Signature

Michael J. Hutchens
Printed Name

West Operations Manager
Title

03/26/2024
Date

Exhibits are not to be included in your bid response. All referenced Exhibits must be submitted in Planet Bids system under the Response Types, Exhibits A – G.

"EXHIBIT D, ADDENDUM ACKNOWLEDGEMENT"

The Vendors hereby acknowledges the following Addenda Number(s) to this RFP have been received, if any. Vendors understands failure to acknowledge any addenda issued may cause the RFP response to be considered non-responsive. It is the Vendors' responsibility to log into the Bid System to identify and download the number of addenda that have been posted.

- None
- _____
- _____
- _____

_____

Signature

Michael J. Hutchens

Printed Name

West Operations Manager

Title

03/26/2024

Date

Exhibits are not to be included in your bid response. All referenced Exhibits must be submitted in Planet Bids system under the Response Types, Exhibits A – G.

"EXHIBIT E, DEBARMENT and SUSPENSION CERTIFICATION FORM"

I certify that neither Yunex LLC (Vendor) nor any of its proposed subcontractors are not currently listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the guidelines under 2 CFR 200 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), and that neither Vendor nor any of its proposed subcontractors are tax delinquent with the State of California.

I acknowledge that if Vendors or any of its subcontractors subsequently are placed under suspension or debarment by a local, state or federal government entity, or if Vendors or any of its subcontractors subsequently become delinquent in California taxes, our Proposal will be disqualified.

Signature

Michael J. Hutchens

Printed Name

West Operations Manager

Title

03/26/2024

Date

Exhibits are not to be included in your bid response. All referenced Exhibits must be submitted in Planet Bids system under the Response Types, Exhibits A – G.

"EXHIBIT F, PARTICIPATION CLAUSE"

It is hereby understood that other government entities, such as cities, counties, and special/school districts may utilize this RFP response at their option for equipment or services at the RFP response price for a period of 365* days. Said entities shall have the option to participate in any award made because of this solicitation. Any such piggy-back awards will be made independently by each agency, and the City is not an agent, partner or representative of these agencies and is not obligated or liable for any action of debts that may arise out of such independently negotiated piggy-back procurement. Each public agency shall accept sole responsibility of its own order placement and payments of the Vendors.

Successful Vendors will extend prices as proposed herein to other governmental agencies, please specify.

YES X **NO** _____

*** or the duration of this contract.**

Exhibits are not to be included in your bid response. All referenced Exhibits must be submitted in Planet Bids system under the Response Types, Exhibits A – G.

"EXHIBIT G, SIGNATURE OF AUTHORITY"

The undersigned firm declares that he has carefully examined the specifications and read the above terms and conditions, and hereby proposes and agrees, if this RFP response is accepted, to furnish all material in accordance with the specifications and instructions, in the time and manner therein prescribed for the unit cost amounts set forth in the following RFP response.

THE VENDOR IN SUBMITTING THIS RFP RESPONSE MUST FILL IN THE FOLLOWING INFORMATION. FAILURE TO DO SO MAY DEEM YOUR RFP RESPONSE AS NON-RESPONSIVE.

Company Name: **Yunex LLC**	Address: (Street, Su. # City, State, Zip) **2250 Business Way Riverside, CA 92501**
Telephone #: **(951) 784-6600**	
Fax #: **(951) 784-6700**	
E-mail address: **michael.hutchens@yunextraffic.com**	Web Address: **https://www.yunextraffic.com/**
Authorized Representative: (print) **Michael J. Hutchens**	Title: **West Operations Manager**
Signature:	Date: **03/26/2024**

Exhibits are not to be included in your bid response. All referenced Exhibits must be submitted in Planet Bids system under the Response Types, Exhibits A – G.

ACKNOWLEDGMENT

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

State of California
County of Riverside)

On 03-26-2024 before me, Melissa Marie Torna - Notary Public
(insert name and title of the officer)

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

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

WITNESS my hand and official seal.

MELISSA MARIE TORNA
Notary Public - California
Riverside County
Commission # 2372969
My Comm. Expires Aug 30, 2025

Signature _____ (Seal)

"EXHIBIT H" REFERENCES WORKSHEET

The following References Worksheet must be complete, please do not mark "See Attached". Provide a minimum of four (4) clients that are similar in size to the City of Rancho Cucamonga that your company has conducted comparable or like services. Preferred references should be government agencies and be a current customer within the past three (3) years. Please verify accuracy of contact information.

Reference 1	
Company Name	**City of Chino**
Contact Name and Title	**Mario Flores - Associate Engineer**
Company Address	**13220 Central Ave, Chino, CA 91710**
Contact Telephone Number	**(909) 591-9828**
Contact Email	**mflores@cityofchino.org**
Description of Comparative Services and Project Cost (please be specific)	**Traffic Signal Maintenance and Repair Services $918,374 Annually Term: 07/2012 - Current**
Reference 2	
Company Name	**City of Anaheim**
Contact Name and Title	**John Thai - Principal Traffic Engineer**
Company Address	**201 S. Anaheim Blvd., Anaheim, CA 92805**
Contact Telephone Number	**(714) 765-5202**
Contact Email	**jthai@anaheim.net**
Description of Comparative Services and Project Cost (please be specific)	**On-Call Traffic Signal Maintenance and Repair Services $1,080,000 Annually Term: 10/2004 - Current**

Reference 3	
Company Name	**City of Newport Beach**
Contact Name and Title	**Bryan Loo - Civil Engineer**
Company Address	**100 Civic Center Drive, Newport Beach, CA 92660**
Contact Telephone Number	**(949) 644-3324**
Contact Email	**bloo@newportbeachca.gov**
Description of Comparative Services and Project Cost (please be specific)	**Traffic Signal Maintenance and Repair Services $280,000 Annually Term: 10/2004 - Current**
Reference 4	
Company Name	**City of Irvine**
Contact Name and Title	**La'Ron Ferguson - Supervising Traffic Systems Specialist**
Company Address	**1 Civic Center Plaza, Irvine, CA 92606-5207**
Contact Telephone Number	**(949) 337-6692**
Contact Email	**lferguson@cityofirvine.org**
Description of Comparative Services and Project Cost (please be specific)	**Traffic Signal Maintenance and Repair Services $850,826 Annually Term: 09/1998- Current**

Yunex LLC has many more references that can be provided upon request.

Exhibits are not to be included in your bid response. All referenced Exhibits must be submitted in Planet Bids system under the Response Type, Exhibit H.

Candace L. Gallaher

is hereby certified as a

Traffic Signal Technician Level I

by completing all requirements and examination for certification
on 5/6/2022

Valid thru 5/6/2025
Certification #AA_124586

Toby Cummings

Toby Cummings, CAE - Executive Director

Melissa M. Torna

is hereby certified as a

Traffic Signal Technician Level I

by completing all requirements and examination for certification
on 4/5/2022

Valid thru 4/5/2025
Certification #AA_124624

Toby Cummings

Toby Cummings, CAE - Executive Director

Certified General Electrician

Valid: 09/21/2021 to 09/21/2024

CHRISTOPHER C SLOCUM
No. 107504

DIR
CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS

State of California
Department of Industrial Relations

CERTIFIED PUBLIC SAFETY TECHNICIAN

IMSA

Fred Molina

is hereby certified as a

Renewal IMSA Traffic Sig. Sr. Field Tech III

by completing all requirements and examination for certification
on 2/9/2023

Valid thru 2/9/2026
Certification #CE_25303

Toby Cummings

Toby Cummings, CAE - Executive Director

Timothy D. Walker

is hereby certified as a

Traffic Signal Senior Field Tech Level III

by completing all requirements and examination for certification
on 3/10/2021

Valid thru 3/10/2024
Certification #CE_55921

Currently in the renewal process. Once we receive the updated certificate, we will provide to you.

Toby Cummings

Toby Cummings, CAE - Executive Director

Timothy D. Walker

is hereby certified as a

Traffic Signal Inspector

by completing all requirements and examination for certification
on 3/10/2021

Valid thru 3/10/2024
Certification #SI_55921

Currently in the renewal process. Once we receive the updated certificate, we will provide to you.

Toby Cummings, CAE - Executive Director

Certificate of Completion

This is to certify that

Tim Walker

has successfully completed the

PCMT-8000 User Training Course

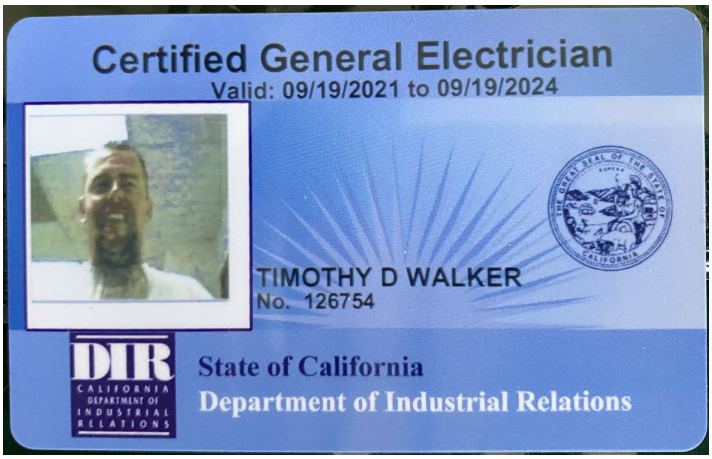
on

May 04, 2020

Course Instructor:

Jeff McKnight

Athens Technical Specialists, Inc.


Certified General Electrician
Valid: 09/19/2021 to 09/19/2024
TIMOTHY D WALKER
No. 126754
DIR
CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS
State of California
Department of Industrial Relations

Albert J. Alexander

is hereby certified as a

Traffic Signal Field Technician Level II

by completing all requirements and examination for certification
on 4/15/2022

Valid thru 4/15/2025
Certification #BE_126867

Toby Cummings, CAE - Executive Director

Vantage Basic
Video Detection Training

Albert Alexander

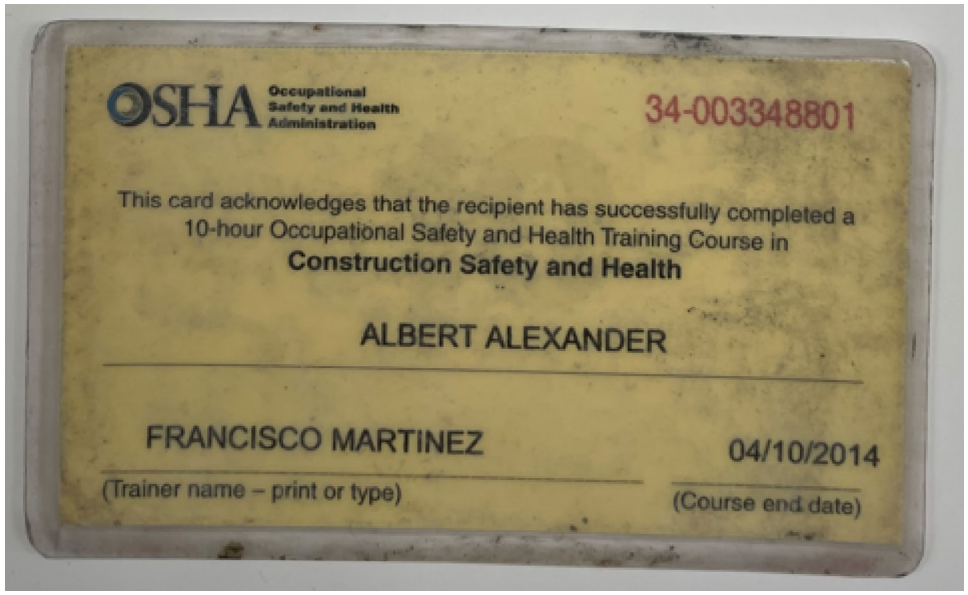
Has completed the basic training

course on Iteris Video Detection.

iteris®

Vance A. Gonzales

Trainer Name Vance A. Gonzales
IMSA ID# 54370
Trainer Title PS Eng. *6 hours IMSA*


OSHA
Occupational
Safety and Health
Administration
34-003348801
This card acknowledges that the recipient has successfully completed a
10-hour Occupational Safety and Health Training Course in
Construction Safety and Health
ALBERT ALEXANDER
FRANCISCO MARTINEZ
(Trainer name – print or type)
04/10/2014
(Course end date)

Jeff Thom Dickinson

is hereby certified as a

IMSA Traffic Signal Field Technician II

by completing all requirements and examination for certification
on 11/28/2023

Valid thru 11/28/2026
Certification #BE_137561

Toby Cummings - Executive Director

Jeff Thom Dickinson

is hereby certified as a

IMSA Work Zone Temporary Traffic Control Technician

by completing all requirements and examination for certification
on 4/7/2022

Valid thru 4/7/2025
Certification #ZZ_137561

Toby Cummings - Executive Director

Christopher Franco

is hereby certified as a

Traffic Signal Senior Field Tech Level III

by completing all requirements and examination for certification
on 8/15/2022

Valid thru 8/15/2025
Certification #CE_97054

Toby Cummings

Toby Cummings, CAE - Executive Director

Christopher Franco

is hereby certified as a

Roadway Lighting Technician Level I

by completing all requirements and examination for certification
on 10/7/2019

Valid thru 10/7/2022
Certification #RR_97054

Currently in the renewal process. Once we receive the updated certificate, we will provide to you.

Toby Cummings

Toby Cummings, CAE - Executive Director

Certified General Electrician

Valid: 06/26/2022 to 06/26/2025

CHRISTOPHER R FRANCO

No. 156990

DIR
CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS

State of California

Department of Industrial Relations

597 Haverty Court, Suite 100
Rockledge, FL 32955
321-392-0500 www.IMSAsafety.org

Name: Frank Jaurigue
IMIS ID: 122628
Section: Far Western
Signature:

Certification and Expire Date

IMSA Traffic Signal Field Tech II - Renewal - 6/22/2025
IMSA Traffic Signal Technician I - Renewal - 6/22/2025
IMSA Work Zone Temp Traffic Control Tech - Renewal - 6/22/2025

Conforms to PennDOT Pub 408 Section 901.3(y)

CCO certifications are authorized by responsible personnel and issued subject to applicable conditions and limitations, including ongoing compliance with the **Code of Ethics** and **Substance Abuse Policy**, and subject to provisions of suspension and revocation.

Replacement CCO Certification Cards may be ordered **online**.

Go to **nccco.org/codes** for details on the scopes of CCO certifications.

Note: Issue Date represents the initial date the certification was achieved.

FRANK JAURIGUE
CCO ID: 555287656

Certified Mobile Crane Operator

Certification Designations:

- Boom Trucks – Fixed Cab (BTF)
- Service Truck Cranes (STC)
- Telescopic Boom Cranes – Fixed Cab (TSS)

Issue Date: **5/31/2020**
Expire Date: **5/31/2025**

CCO certifications are authorized by responsible personnel and issued subject to applicable conditions and limitations, including ongoing compliance with the **Code of Ethics** and **Substance Abuse Policy**, and subject to provisions of suspension and revocation.

Replacement CCO Certification Cards may be ordered **online**.

Go to **nccco.org/codes** for details on the scopes of CCO certifications.

Note: Issue Date represents the initial date the certification was achieved.

HUGO M. MUNOZ
CCO ID: 444112494

Certificants must upload their photo to their myCCO portal for display in the VCO.

Certified Mobile Crane Operator

Certification Designations:

- Service Truck Cranes (STC)
- Telescopic Boom Cranes – Swing Cab (TLL)
- Telescopic Boom Cranes – Fixed Cab (TSS)

Issue Date: **11/30/2022**
Expire Date: **11/30/2027**

CERTIFIED PUBLIC SAFETY TECHNICIAN

IMSA

Minh N. Tran

is hereby certified as a

Traffic Signal Senior Bench Tech Level III

by completing all requirements and examination for certification
on 8/23/2021

Valid thru 8/23/2024
Certification #CC_18309

Toby Cummings

Toby Cummings, CAE - Executive Director

Minh N. Tran

is hereby certified as a

Traffic Signal Inspector

by completing all requirements and examination for certification
on 8/23/2021

Valid thru 8/23/2024
Certification #SI_18309

Toby Cummings

Toby Cummings, CAE - Executive Director

Certificate of Completion

This is to certify that

Minh Tran

has successfully completed the

PCMT-8000 User Training Course

on

May 04, 2020

Course Instructor:

Jeff McKnight

Athens Technical Specialists, Inc.

Certified General Electrician
Valid: 11/29/2021 to 11/29/2024
MINH N TRAN
No. 118510
DIR
CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS
State of California
Department of Industrial Relations

Corning Optical Communications recognizes

Charles Hamilton

for completing the

Corning See the Light® Training

Corning Fiber Installation Certified Class

for **7 BICSI** continuing education credits

on Apr 26, 2022

EVENT ID: OV-CORN-NC-0322-2

BICSI CONTINUING EDUCATION CREDIT PROVIDER

Jennifer Heavner

Corning Authorized Instructor / Program Manager

ELECTRONICS TECHNICIANS ASSOCIATION ETA INTERNATIONAL

Corning Optical Communications recognizes

Charles Hamilton

for the completion of See the Light® Training

Corning Fiber Installation - Virtual Series

Part 4 - Virtual System Build

EVENT ID: OV-CORN-NC-0221-1

Exhibit C

Vendor: **Yunex LLC**
Contract No: **CO 2024-085**
Project: **Traffic Signals and Safety Lighting Maintenance Contract**
Subject: **Pricing for Fiscal Year 2024/25**

Section I - Routine Maintenance

			FY 2024/25			
Item	Description	Bid Quantity	Quantity	Unit	Unit Price per Month	Subtotal
1	Traffic Signal: Monthly Routine Maintenance (Each)	181	194	EA	$95.50	$ 18,527.00
2	Flashing Crosswalk: Monthly Routine Maintenance (Each)	8	18	EA	$64.00	$1,152.00
3	Signalized Crosswalk: Monthly Routine Maintenance (Each)	8	12	EA	$64.00	$768.00
4	Flashing School Beacons: Monthly Routine Maintenance (Each)	4	4	EA	$64.00	$256.00
5	Flashing Beacons: Monthly Routine Maintenance (Each)	4	6	EA	$53.00	$318.00
6	Radar Speed Limit Signs: Monthly Routine Maintenance (each)		2	EA	$53.00	$106.00
7	Fiber Hubs: Monthly Routine Maintenance (each)		4	EA	$75.00	$300.00
8	Safety Lights: Monthly Routine Maintenance (each)		1,182	EA	$0.97	$1,146.54
9	Internally Illuminated Street Name Signs: Monthly Routine Maintenance (each)		783	EA	$0.97	$759.51
10	Reflectorized Street Name Signs: Monthly Routine Maintenance (each)		19	EA	$0.97	$18.43
	Routine Maintenance (per month) Total					**$23,351.48**

Section II - Extraordinary Maintenance

			FY 2024/25			
Item	Title	Quantity	Quantity	Unit	Straight Time	Overtime
11	Superintendent	1	1	Hour	$99.00	$148.50
12	Engineering Technician	1	1	Hour	$147.00	$220.50
13	Laboratory Technician	1	1	Hour	$147.00	$220.50
14	Traffic Signal Senior Field Technician Level III (Lead) – IMSA Certification	1	1	Hour	$147.00	$220.50
15	Traffic Signal Senior Bench Technician Level III – IMSA Certification	1	1	Hour	$140.00	$210.00
16	Fiber Optics for ITS, Traffic, and Communication Systems Technician Level I – IMSA Certification Utility Technician – Lead	1	1	Hour	$147.00	$220.50
17	Traffic Signal Construction Technician Level II – IMSA Certification	1	1	Hour	$140.00	$210.00
18	Traffic Signal Field Technician Level II – IMSA Certification	1	1	Hour	$140.00	$210.00
19	Traffic Signal Technician Level I – IMSA Certification	1	1	Hour	$120.00	$180.00
20	Roadway Lighting Technician Level I – IMSA Certification	1	1	Hour	$100.00	$150.00
21	Construction Laborer	1	1	Hour	$120.00	$180.00
22	Traffic Signal Senior Field Technician Level III (Lead) – IMSA Certification (master system communication experience/certification)(1 day = 8 hours) ($147/hr Straight Time)	1	1	Day	$1,120.00	
23	Traffic Signal Field Technician Level II – IMSA Certification (1 day = 8 hours) ($147/hr Straight Time)	1	1	Day	$1,176.00	

Exhibit C

Section II - Extraordinary Maintenance (continued)

			FY 2024/25		
Item	Labor and Material	Quantity	Quantity	Unit	Unit Cost
24	Install 6x6 traffic loop (4 or less)	1	1	EA	$695.00
25	Install 6x6 traffic loop (more than 4))	1	1	EA	$600.00
26	Install bike loop 6x6	1	1	EA	$695.00
27	Install 6' diameter circular loop (4 or less)	1	1	EA	$695.00
28	Install 6' diameter circular loop (more than 4)	1	1	EA	$600.00
29	Swap out Video Detection Camera (City to provide replacement camera)	1	1	EA	$260.00
30	Swap out Video Detection Camera (Contractor to provide City specified Iteris RG4)	1	1	EA	$2,500.00
31	Furnish and Install No. 3 1/3 pullbox	1	1	EA	$1,050.00
32	Furnish and Install No 5 pullbox	1	1	EA	$1,755.00
33	Furnish and Install No 6 pullbox	1	1	EA	$1,825.00
34	Install City furnished pedestrian signal head	1	1	EA	$175.00
35	Furnish and install City specified pedestrian signal head	1	1	EA	$980.00
36	Install City furnished ADA push button	1	1	EA	$45.00
37	Furnish and install City specified ADA push button	1	1	EA	$300.00
38	Install City furnished NEMA conflict monitor	1	1	EA	$260.00
39	Install City furnished Traffic Signal Cabinet	1	1	EA	$2,800.00
40	Conduct Traffic Signal Cabinet operational test	1	1	EA	$1,150.00
41	Conduct Safety Light and ISNS night survey	1	1	EA	$1,075.00
42	Paint Traffic Signal Cabinet	1	1	EA	$1,357.78
43	Paint Vehicle Head	1	1	EA	$386.45
44	Paint Pedestrian Head	1	1	EA	$308.11
45	Rewire 8-phase intersection with new cable and conductors	1	1	EA	Time & Materials
46	Install City furnished regulatory sign on signal mast arm	1	1	EA	$175.00
47	Replace Type 1-A (10') pole	1	1	EA	$1,200.00
48	Furnish and install Decorative street light per City Standard Plan 409	1	1	EA	$10,026.70
49	Furnish and install Marbelite street light per City Standard Plan 410	1	1	EA	$7,728.92
50	De-energize and remove damaged Decorative street light	2	2	EA	$1,253.00
51	De-energize and remove damaged Marbelite street light	1	1	EA	$1,253.34
52	Adjust alignment of signal head on pole	1	1	EA	$90.00
53	Adjust alignment of signal head on mast arm	1	1	EA	$130.00
54	Replace Incandescent or LED Signal Indication with City furnished LED indication	1	1	EA	$87.00
55	Replace Incandescent or LED type Signal with contractor supplied red, green or amber LED (City Spec.).	1	1	EA	$125.00
56	Replace ISNS panel with City furnished ISNS panel	1	1	EA	$125.00
57	Install City furnished ISNS	1	1	EA	$175.00
58	Furnish and install City specified 6' ISNS	1	1	EA	$3,550.00
59	Furnish and install City specified 8' ISNS	1	1	EA	$4,325.00
60	Install City furnished LED retrofit for ISNS	1	1	EA	$175.00
61	Furnish and install City specified LED retrofit for ISNS	1	1	EA	$775.00
62	Measure, order and install ISNS davit arm	1	1	EA	$4,750.00
63	Install City supplied ISNS davit arm and hand existing sign	1	1	EA	$995.00
64	Furnish and install SDLC cable terminal block and rack for detection replacement in TS1 and TS2 Econolite Traffic Signal Controller cabinets	1	1	EA	$5,222.24
65	Install and tune City provided ITERIS Video Detection system for 8 phase intersection	1	1	EA	$5,550.00
66	Install City Supplied Street Light Pole on Existing Foundation (Price includes clean-up of pole knockdown)	1	1	EA	$3,579.08
67	Install City Supplied Street Light Pole on New Foundation (Price includes clean-up of pole knockdown)	1	1	EA	$4,287.04

Exhibit C

Section III - Equipment			FY 2024/25		
Item	Type of Equipment	Quantity	Quantity	Unit	Cost per Job/Trip
68	Pick-up Truck	1	1	Trip	$42.00
69	30' Boom/Service Truck	1	1	Trip	$60.00
70	50' Height Boom Truck	1	1	Trip	$350.00
71	Crane Truck	1	1	Trip	$325.00
72	Water Truck	1	1	Trip	$60.00
73	Dump Truck	1	1	Trip	$60.00
74	Concrete Saw	1	1	Trip	$15.00
75	Complete Paint Rig	1	1	Trip	$165.00
76	Jackhammer/Compressor	1	1	Trip	$15.00
77	Trencher	1	1	Trip	$350.00
78	Vacuum Truck	1	1	Trip	$60.00
79	Backhoe	1	1	Trip	$4,250.00

Location Schedule

Type/Location	Quantity	Notes
Traffic Signal		
19th / Amethyst		VDS
19th / Archibald		VDS
19th / Beryl		VDS
19th / Carnelian		VDS
19th / Hellman		VDS
19th / Hermosa		VDS
19th / Jasper		VDS
19th / Sapphire		VDS
4th / Barrington / Catherine Bridge Pl		VDS
4th / Golden Oak		VDS
4th / Resort		VDS
6th / Buffalo		VDS
6th / Cleveland		VDS
6th / Golden Oak		Inductive Loops
6th / Resort		VDS
6th / Richmond		VDS
6th / Utica		VDS
Archibald / 4th		VDS
Archibald / 6th		VDS
Archibald / 8th		VDS
Archibald / 9th		VDS
Archibald / Banyan		Inductive Loops
Archibald / Church		Inductive Loops
Archibald / Highland		Inductive Loops
Archibald / Lemon		Inductive Loops
Archibald / San Bernardino		VDS
Archibald / Tryon		Inductive Loops
Arrow / Archibald		VDS
Arrow / Baker		VDS
Arrow / Center		Inductive Loops + VDS (NB only)
Arrow / Etiwanda		VDS
Arrow / Haven		VDS
Arrow / Hellman		VDS
Arrow / Hermosa		VDS
Arrow / Pecan		VDS
Arrow / Red Oak		Inductive Loops
Arrow / Rochester		VDS
Arrow / Vineyard		Inductive Loops
Arrow / White Oak		Inductive Loops
Arrow / Yellowwood		VDS (Formerly known as Private Drive)
Banyan / East		Inductive Loops
Banyan / Etiwanda		Inductive Loops
Banyan / Fredericksburg		Inductive Loops
Banyan / Golden Lock		Inductive Loops
Banyan / Wardman Bullock/Youngs Canyon		Inductive Loops
Base Line / Alta Cuesta		Inductive Loops
Base Line / Amethyst		VDS
Base Line / Archibald		Inductive Loops
Base Line / Beryl		Inductive Loops
Base Line / Carnelian		Inductive Loops
Base Line / Central Park		Inductive Loops
Base Line / Day Creek		VDS
Base Line / Day Creek Marketplace		VDS
Base Line / East		VDS
Base Line / Ellena West		VDS

Location Schedule

Type/Location	Quantity	Notes
Base Line / Etiwanda		VDS
Base Line / Haven		VDS
Base Line / Hellman		VDS
Base Line / Hermosa		Inductive Loops
Base Line / Milliken		VDS
Base Line / Mountain View		VDS
Base Line / Ramona		VDS
Base Line / Rochester		VDS
Base Line / San Carmela		VDS
Base Line / Shelby		Inductive Loops
Base Line / Spruce		VDS
Base Line / Valencia		Inductive Loops
Base Line / Victoria Park Ln		Inductive Loops
Base Line / Vineyard		VDS
Carnelian / Banyan		VDS
Carnelian / Highland/Beryl Park		Inductive Loops
Carnelian / LaVine/LaGrande		Inductive Loops
Carnelian / Lemon		VDS
Carnelian / Red Hill CC		Inductive Loops
Carnelian / Vineyard		VDS
Carnelian / Vivero		Inductive Loops
Carnelian @ Wilson		Inductive Loops
Church / Arbor		Inductive Loops
Church / Center		Inductive Loops
Church / Elm East		Inductive Loops
Church / Elm West		Inductive Loops
Church / Malaga		Inductive Loops
Church / Mayten		VDS
Church / Spruce		VDS
Church / Terra Vista Pkwy East		Inductive Loops
Church / Terra Vista Pkwy West		Inductive Loops
Church / Victoria Gardens/Victoria Park Lane		Inductive Loops
Day Creek / Banyan		Inductive Loops
Day Creek / Church		Inductive Loops
Day Creek / Firehouse		Inductive Loops
Day Creek / Highland		Inductive Loops
Day Creek / Madrigal		VDS
Day Creek / North Mainstreet		Inductive Loops
Day Creek / Silverberry		Inductive Loops
Day Creek / South Mainstreet		Inductive Loops
Day Creek / Sugargum		Inductive Loops
Day Creek / Victoria Gardens		Inductive Loops
Day Creek / Victoria Park Lane		Inductive Loops
Day Creek / Vintage		Inductive Loops
Day Creek / Wilson		Inductive Loops
East / Miller		VDS
East / Victoria		VDS
Etiwanda / Church/Miller		Inductive Loops
Etiwanda / Garcia		Inductive Loops + VDS (WB only)
Etiwanda / Highland		Inductive Loops
Etiwanda / Napa		VDS
Etiwanda / Victoria		VDS
Etiwanda / Whittram		VDS
Foothill / Archibald		VDS
Foothill / Aspen		VDS
Foothill / Baker		VDS

Location Schedule

Type/Location	Quantity	Notes
Foothill / Center		VDS
Foothill / Cornwall		VDS
Foothill / Day Creek		VDS
Foothill / East		VDS
Foothill / Elm		VDS
Foothill / Etiwanda		VDS
Foothill / Haven		VDS
Foothill / Hellman		VDS
Foothill / Hermosa		VDS
Foothill / Highridge		VDS
Foothill / Masi		VDS
Foothill / Mayten		VDS
Foothill / Milliken		VDS
Foothill / Orchard Plaza/Gemco		VDS
Foothill / Ramona		VDS
Foothill / Rochester		VDS
Foothill / Sacred Heart/Marketplace		VDS
Foothill / San Bernardino		VDS
Foothill / Spruce		VDS
Foothill / Victoria Commons/Promenade		VDS
Foothill / Vineyard		VDS
Grove / 9th		Inductive Loops
Grove / Arrow		Inductive Loops + VDS (EB only)
Grove / San Bernardino		Inductive Loops
Haven / 19th		VDS
Haven / 6th		VDS
Haven / 7th		VDS
Haven / Alta Loma		VDS
Haven / Amber/Chaffey College		VDS
Haven / Banyan		VDS
Haven / Church		VDS
Haven / Civic Center		VDS
Haven / Jersey		VDS
Haven / Lemon		VDS
Haven / Town Center		VDS
Haven / Trademark		VDS
Haven / Valencia		VDS
Haven / Victoria		VDS
Haven / Wilson		VDS
Hellman / 6th		VDS
Hellman / 8th		VDS
Hermosa / 6th		VDS
Hermosa / 8th		VDS
Hermosa / Church		VDS
Hermosa / Feron		Inductive Loops
Milliken / 5th		VDS
Milliken / 6th		VDS
Milliken / 7th		Inductive Loops
Milliken / Arrow		Inductive Loops
Milliken / Banyan		Inductive Loops
Milliken / Central Park		Inductive Loops
Milliken / Church		Inductive Loops
Milliken / Fairmont		Inductive Loops
Milliken / Grizzly		Inductive Loops
Milliken / Jersey		VDS
Milliken / Kenyon		Inductive Loops

Location Schedule

Type/Location	Quantity	Notes
Milliken / Millennium / Century		Inductive Loops
Milliken / Mountain View		Inductive Loops
Milliken / Park		Inductive Loops
Milliken / Terra Vista Pkwy		Inductive Loops
Milliken / Victoria Park Ln		Inductive Loops
Milliken / Vintage		Inductive Loops
Rochester / 6th		VDS
Rochester / Chervil		VDS
Rochester / Church		VDS
Rochester / Highland		VDS
Rochester / Jack Benny		Inductive Loops
Rochester / Jersey		VDS
Rochester / Lark		VDS
Rochester / Stadium Way		Inductive Loops + VDS (EB + Wb only)
Rochester / Victoria Park Lane		VDS
Rochester / Vintage		Inductive Loops
Spruce / Elm		VDS
Spruce / Town Center		VDS
Terra Vista / Mountain View		Inductive Loops
Victoria Gardens / Kew		Inductive Loops + VDS (SB only)
Victoria Gardens / Monet		Inductive Loops
Victoria Gardens / North Mainstreet		Inductive Loops
Victoria Park Lane / Long Meadow		Inductive Loops
Vineyard / 9th		VDS
Vineyard / San Bernardino		VDS
Wilson / Canistel		Inductive Loops
Wilson / San Sevaine		Inductive Loops
Wilson / Wardman Bullock		Inductive Loops
Traffic Signal Total	**195**	
Flashing Crosswalk		
Amethyst / La Grande		Solar
Amethyst / Pacific Electric Trail		AC Service + Solar
Arbor / Gatsby S/O Church		Solar
Baker /Salina		Solar
Church / Layton		Solar
Etiwanda / Craig		Solar
Etiwanda / Saddleridge		Solar
Hermosa / Feron		Solar
Kenyon / Pacific Electric Trail		AC Service + Solar
Mountain E/O Milliken / Pacific Electric		
Mountain W/O Milliken / Pacific Electric		
Ramona / Pacific Electric Trail		AC Service + Solar
Resort X-Walk #2 S/O Connect		Name change from: Resort / No Name 2 S/O 6th - Solar
Resort X-Walk #3 N/O Connect		Name change from: Resort / No Name 3 S/O 6th - Solar
Resort X-Walk #4 S/O 6th		Name change from: Resort / No Name 4 S/O 6th - Solar
Resort X-Walk #5 N/O 6th		Name change from: Resort / No Name 5 S/O 6th - Solar
Victoria / E/O Etiwanda High School		Solar
Victoria W/O Etiwanda High School		Solar
Flashing Crosswalk Total	**18**	
Signalized Crosswalk		
Archibald / Pacific Electric Trail		Inductive Loops
Base Line / Pacific Electric Trail		Inductive Loops
East / Pacific Electric Trail		Inductive Loops
Elm / Greenway Corridor		Inductive Loops

Location Schedule

Type/Location	Quantity	Notes
Etiwanda / Pacific Electric Trail		Inductive Loops
Grove / Pacific Electric Trail		Inductive Loops
Haven / Pacific Electric Trail		VDS (Specific to BIKE)
Hellman / Pacific Electric Trail		Inductive Loops
Hermosa / Pacific Electric Trail		Inductive Loops
Rochester / Pacific Electric Trail		Inductive Loops
Rochester / RCHS PED Xing		N/A
Terra Vista / Greenway Corridor		Inductive Loops
Signalized Crosswalk Total	**12**	
Flashing School Beacon		
Banyan E/O Roberts Pl		Solar
Banyan W/O East Ave		Solar
Hermosa N/O Feron		Solar
Hermosa S/O Feron		Solar
Flashing School Beacon Total	**4**	
Flashing Beacon		
Carnelian N/O Red Hill Country Club		
Carnelian S/O Vineyard		Solar
East S/O Wilson		Solar
Highland E/O Day Creek		
Highland W/O Day Creek		
Wilson E/O East		Solar
Flashing Beacon Total	**6**	
Radar Speed Limit		
Carnelian N/O Lomita		Fortel Speed Limit Sign Solar
Haven N/O Manzanita		Fortel Speed Limit Sign Solar
Carnelian N/O Lomita		Fortel Speed Limit Sign Solar
Haven N/O Manzanita		Fortel Speed Limit Sign Solar

AWARD AN AGREEMENT TO YUNEX, LLC FOR TRAFFIC SIGNAL MAINTENANCE

PUBLIC WORKS

CITY COUNCIL

JULY 8, 2025

WILLIAM WITTKOPF, PUBLIC WORKS DIRECTOR

TRAFFIC SIGNAL MAINTENANCE

Background

- The City of Glendora has 62 signalized intersections:
  - 51 entirely within the City
  - 9 Shared with Los Angeles County
  - 1 Shared with the City of Azusa
  - 1 Shared with the City of San Dimas
- The City has contracted with Los Angeles County Public Works to perform maintenance and repair of all City traffic signals since July of 2022.
- Los Angeles County Public Works provides quarterly inspections of each intersection and repair services as needed.

TRAFFIC SIGNAL MAINTENANCE

Procurement

- Glendora Municipal Code (GMC) Section 2.40.100(c)(8) allows for a contract to be awarded based on a competitive procurement conducted by another public agency.
- The City of Rancho Cucamonga issued a formal Request for Proposals (RFP) in early 2024 for traffic signal maintenance and awarded an agreement to Yunex, LLC (Yunex) on May 1, 2024.
- Staff negotiated an agreement with Yunex to provide traffic signal maintenance to the City of Glendora based on the Rancho Cucamonga Contract.

TRAFFIC SIGNAL MAINTENANCE

CURRENT

LOS ANGELES COUNTY

Quarterly Maintenance

- Comprehensive Annual Inspection
- Conflict Monitoring Unit Testing every 3-years
- No nighttime safety lighting surveys
- Annual Cost - $1,008 per location

Repairs

- Repairs paid on a time and materials basis

PROPOSED

YUNEX, LLC

Monthly Maintenance

- Comprehensive Monthly Inspection
- Annual Conflict Monitoring Unit Testing
- Monthly Nighttime Safety Lighting Surveys
- Annual Cost - $1,303

Repairs

- Repairs paid on a fixed cost basis per contract rates

TRAFFIC SIGNAL MAINTENANCE

Benefits

- Comprehensive Monthly Inspections.
- Minor repairs will be completed during monthly inspections reducing the need for expensive call-outs.
- Nighttime Safety Lighting Inspections
- Fixed pricing for most common traffic signal repair items.

TRAFFIC SIGNAL MAINTENANCE

Fiscal Impact

Estimated Expenditures			
Description	Account	FY 2025/26	FY 2026/27
Routine Monthly Maintenance	25570520-56400	$67,750	$70,500
Extra Work	25570520-56400	$482,250	$479,500
Traffic Signal Upgrades	23300990-70000	$400,000	$400,000
Total		$950,000	$950,000

Adopted Budget			
Fund	Account	FY 2025/26	FY 2026/27
Gas Tax (255)	25570520-56400	$550,000	$550,000
Measure R Transportation 2009 (233)	23300990-70000	$400,000	$400,000
Total		$950,000	$950,000

TRAFFIC SIGNAL MAINTENANCE

Recommendations

- Award an Agreement for Contract Services with Yunex, LLC for Traffic Signal Maintenance in an amount not to exceed Nine Hundred Fifty Thousand Dollars ($950,000) annually during the Term or any Extended Term;
- Authorized a ten percent (10%) contingency in the amount of $95,000 annually; and
- Authorize the City Manager to execute the Agreement.

STAFF REPORT

TO:	**Mayor and Council Members**	**DATE:**	**July 8, 2025**
FROM:	**Human Resources**	**DISTRICT(S):**	**Citywide**

SUBJECT: **Memorandum of Understanding between the City of Glendora and Glendora Police Management Association (GPMA) for the three-year term of July 1, 2025, through June 30, 2028**

RECOMMENDATION

That the City Council:

1. Waive full reading, read by title only and adopt a City Council Resolution entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENDORA, CALIFORNIA, APPROVING A 2025-2028 MEMORANDUM OF UNDERSTANDING (MOU) WITH THE GLENDORA POLICE MANAGEMENT ASSOCIATION;" and
2. Authorize the City Manager to execute the agreement and any and all non-substantive changes to the Memorandum of Understanding.

STRATEGIC FOCUS AREAS

Not Applicable

BACKGROUND

On August 23, 2022, the City Council approved a Tentative Agreement with the Glendora Police Management Association (GPMA) for a three-year term ending June 30, 2025. In compliance with the Myers-Milias-Brown Act (MMBA), representatives from the City and the GPMA commenced negotiations toward a successor MOU. Both parties were able to come to a tentative successor agreement what will cover the period from July 1, 2025, through June 30, 2028. A summary of the negotiated changes is listed below.

GPMA informed the City on July 2, 2025, that their membership had voted to accept the proposed terms. This action tonight seeks City Council approval of those terms and conditions negotiated.

ANALYSIS

The following summarizes the changes to the provisions of the negotiated tentative agreement:

1. Contract Term

- Three (3) year contract term: **July 1, 2025, through June 30,2028**.

2. Wages

- Effective the first full payroll period commencing on or after:
  - July 1, 2025, base salaries to be increased by two and a half percent **(2.5%)** COLA.
  - July 1, 2026, base salaries to be increased by two and a half percent **(2.5%)** COLA.
  - July 1, 2027, base salaries to be increased by two percent **(2%)** COLA.

3. Deferred Compensation – City Contribution

- A deferred compensation match, up to $50 per pay period, maximum $1,200.00 annually.

3. Cafeteria Plan

- PMA members will be allotted the following cafeteria allowance:
    - Effective the first full pay period after July 1, 2025, cafeteria allowance will increase by $150 per month to $1,850 maximum.
        - Any and all amounts in excess of $1,005 per month shall not be convertible to cash (cash out).

4. POST Certificate

- Effective the first full payroll period commencing on or after July 1, 2025.
    - P.O.S.T. Certification pay shall be provided as follows for Employees who have qualified and applied for a P.O.S.T. Certification.

Beginning	July 1, 2025	July 1, 2026	July 1, 2027
GAP	$7,500/year	$8,000/year	$8,500/year
Supervisory	$8,500/year	$9,000/year	$9,500/year
Management	$9,500/year	$10,000/year	$10,500/year

5. Shooting Bonus

- Members with range scores of an average of 290 or more over the course of the calendar year (January through November), with validation from the range master, will be eligible to receive a one time bonus of $750.00 payable the first full pay period of December in each fiscal year.

6. Longevity Pay

- Effective the first full payroll period commencing on or after July 1, 2025, currently employed members who have completed, regular, continuous, full-time years of service with the City may receive longevity pay as follows:
    - Ten (10) through fourteen (14) years - four hundred dollars ($400) per month.

FISCAL IMPACT

The total cost of the proposed MOU is projected at $1,619,901 for the increases in the salary and benefits for Glendora Police Management Association employees over the three-year term.

The projected annual cost of implementation is as follows:

Net Change		Year 1	Year 2	Year 3	
Salary	Dollars	218,712	181,946	136,180	
	Percent	7%	6%	4%	
Benefits	Dollars	91,585	67,950	53,038	
	Percent	7%	5%	4%	
Total	Dollars	310,297	249,896	189,218	
	Percent	*7%*	*5%*	*4%*	
Cumulative Change		**Year 1**	**Year 2**	**Year 3**	**Total**
	Year 1	310,297	310,297	310,297	
	Year 2		249,896	249,896	
	Year 3			189,218	
Total		**$310,297**	**$560,193**	**$749,411**	**$1,619,901**

ENVIRONMENTAL DETERMINATION

Not Applicable.

Prepared By	Jaclyn Brown, Human Resources Analyst
Concurs With	Not Applicable
Reviewed By	Rita Wendling, Assistant Director - Human Resources
Certified to Availability of Funds	Marie Ricci, Deputy City Manager
Approved By	Adam Raymond, City Manager
Legal Review	Danny Aleshire, City Attorney
CEQA Review	Not Applicable

Attachments:

A. Glendora Police Management Association Memorandum of Understanding
B. City-wide Salary Schedule
C. Resolution

Attachments

A. Glendora Police Management Association Memorandum of Understanding.pdf

B. City-wide Salary Schedule.pdf

C. Resolution.pdf

MEMORANDUM OF UNDERSTANDING

BETWEEN

THE GLENDORA POLICE MANAGEMENT ASSOCIATION

AND

THE CITY OF GLENDORA

JULY 1, 2025 - JUNE 30, 2028

DRAFT

Approved by the Glendora City Council
on July 8, 2025

Resolution CC _____

TABLE OF CONTENTS FOR
POLICE MANAGEMENT ASSOCIATION MOU
7/1/25- 6/30/28

SUBJECT	PAGE
ARTICLE 1 - PURPOSE	4
ARTICLE 2 - RECOGNITION	4
ARTICLE 3 - NON-DISCRIMINATION	4
ARTICLE 4 - CITY RIGHTS	4
ARTICLE 5 - GLENDORA POLICE MANAGEMENT ASSOCIATION RIGHTS	5
ARTICLE 6 - TERM	6
ARTICLE 7 - NO STRIKE	6
ARTICLE 8 - HOURS	6
ARTICLE 9 - WAGES	10
ARTICLE 10 – ADDITIONAL PAYS	10
COMMUNITY SERVICE	10
COMPENSATION FOR VEHICLE USE	10
EDUCATION PAY	10
LONGEVITY PAY	10
PEACE OFFICER STANDARD TRAINING POST CERTIFICATION PAY	10
SHIFT DIFFERENTIAL	11
SHOOTING PAY	11
SPECIAL ASSIGNMENT PAY	11
SPECIAL ENFORCEMENT TEAM (FSET) PAY	11
TEMPORARY ASSIGNMENT COMPENSATION	12
UNIFORMS	12
ARTICLE 11 - BENEFITS	12
BENEFIT PLAN	12

DRAFT

DEFERRED COMPENSATION 13
HEALTH INSURANCE 13
HOLIDAYS 15
LIFE INSURANCE 15
RETIREE MEDICAL REIMBURSEMENT 16
RETIREMENT 16
TUITION REIMBURSEMENT 20
ARTICLE 12 – LEAVES 21
BEREAVEMENT LEAVE 21
FAMILY AND MEDICAL LEAVE ACT 21
JURY DUTY 22
PERSONAL EMERGENCY LEAVE & FAMILY ILLNESS LEAVE 22
PREGNANCY LEAVE 22
SICK LEAVE 22
VACATION LEAVE 23
ARTICLE 13 – LAY OFF RANKING 23
ARTICLE 14 - IRS SECTION 125 AND 129 23
ARTICLE 15 – MEAL REIMBURSEMENT 24
ARTICLE 16 - MEDICARE DEDUCTION 24
ARTICLE 17 - RESIDENCY REQUIREMENT 24
ARTICLE 18- MANAGEMENT AUTHORITY 24
ARTICLE 19 - SAVINGS CLAUSE 24
ARTICLE 20 - CITY PERSONNEL RULES 24
ARTICLE 21 - PERSONNEL RULE 9.0 PRE-DISCIPLINE, DISCIPLINE AND APPEALS PROCEDURE 25
ARTICLE 22 - PERSONNEL RULE 4.5-SALARY ADVANCEMENT 25
ARTICLE 23 - PERSONNEL RULE 6.0-PROBATION 25

DRAFT

MEMORANDUM OF UNDERSTANDING
BETWEEN
GLENDORA POLICE MANAGEMENT ASSOCIATION & THE CITY OF GLENDORA
THREE YEAR TERM: JULY 1, 2022 – JUNE 30, 2025

ARTICLE 1 - PURPOSE

It is the purpose of this Memorandum of Understanding to set forth the full and entire understanding of the parties reached as a result of good faith negotiations regarding the wages, hours and other terms and conditions of employment of the employees covered hereby, which understanding the parties intend jointly to submit and recommend for approval and implementation to the Glendora City Council. It is agreed that this Memorandum of Understanding shall not be binding upon the parties unless and until said Glendora City Council acts, by majority vote, formally to approve said Memorandum of Understanding.

ARTICLE 2 - RECOGNITION

Pursuant to the provisions of the City's Employee Relations Ordinance, the City of Glendora hereby recognizes the Glendora Police Management Association as the certified bargaining representative for Sergeants, Lieutenants and Captains of the Glendora Police Department.

ARTICLE 3 - NON-DISCRIMINATION

The Association and the City recognize and agree to protect the rights of all employees to join and/or participate in protected Association activities or to refrain from joining or participating in Association activities.

The Association and the City agree that they shall not illegally discriminate against any employee because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status, or any other basis protected by law and shall act affirmatively to accomplish equal employment opportunities for all employees. The Association and the City shall reopen any provision of this Agreement for the purpose of complying with any final order of a Federal or State agency or court of competent jurisdiction requiring a modification or change in any provision or provisions of this Agreement in compliance with State or Federal antidiscrimination laws.

ARTICLE 4 - CITY RIGHTS

It is understood that all rights, powers and authority possessed by the City prior to the execution of this Agreement are retained by the City and remain exclusively and without limitation within the rights of the City. Such rights include, but are not limited to,

DRAFT

determinations as to appropriate levels of service; consideration of the merits, necessity or organization of any service; determining the missions of its constituent departments; setting standards of service; determining manning requirements; assigning and approving overtime; determining the procedures and standard of selection for employment and promotion; directing its employees; contracting for any work or operation; determining the number and location of work stations; determining employee performance standards including but not limited to, quality and quantity standards; determining the methods, means and personnel by which government operations are to be conducted; determining the content of job classifications; taking disciplinary action up to and including discharge for cause; relieving employees from duty because of lack of work or other economic reasons; taking all necessary actions to carry out its missions in emergencies, including the determination of whether or not an emergency exists; exercising control and discretion over its organization and the technology of performing its work, and establishing reasonable work and safety rules and regulations in order to maintain the efficiency and economy desirable in the performance of City services.

ARTICLE 5 - GLENDORA POLICE MANAGEMENT ASSOCIATION RIGHTS

It is understood and agreed that the Glendora Police Management Association has the right to:

A. Represent unit members at meet and confer sessions with Management representatives regarding wages, hours, and other terms and conditions of employment as the certified bargaining representative.

B. Inspect an employee's personnel file at a reasonable time, by appointment, during normal business hours, provided the employee is present. The Association may not inspect background investigation material obtained from other employers and agencies at the time the employee was hired.

C. Use City facilities for membership meetings and conferences upon reasonable advance notice to the appropriate City official, subject to applicable City regulations and availability. No Association meetings to interview and/or to endorse political candidates will be held within the Police Department or the Glendora City Hall building including the City Council chambers. Association may book and use other City facilities for such political purposes subject to the required facility use and insurance rules, and City will waive any applicable rental fees. However, Association meetings that are not utilized to interview and/or to endorse political candidates may be held at the Police Department, City Hall or other City facilities, subject to the facility use being pre-approved and availability, but without showing of insurance or payment of rental fees, unless rental fees are imposed upon the City for use of the facility. The Association shall pay any such rental fees.

D. In compliance with *Janus v. AFSCME* 585 U.S. (2018) and California Senate Bill No. 866, upon written authorization by each Member, the City shall, on behalf of

DRAFT

the Glendora Police Management Association, deduct monthly Association dues from the Members' salary.

ARTICLE 6 - TERM

The term of this Memorandum of Understanding shall commence on July 1, 2025 and shall supersede any other agreements in effect at that time. This Memorandum of Understanding shall expire and otherwise be fully terminated at 12 midnight on June 30, 2028.

ARTICLE 7 - NO STRIKE

A. It is agreed and understood that there will be no concerted strike, sympathy strike, work stoppage, slowdown, obstructive picketing, or concerted refusal or failure to fully and faithfully perform job functions and responsibilities, or other concerted interference with the operations of the City by the Association or by its officers, agents, or members during the term of this Agreement. Compliance with the request of other labor organizations to engage in such activities is included in this prohibition.

B. The Association recognizes the duty and obligation of its representatives to comply with the provisions of this Agreement and to make every effort toward inducing its members not to engage in any strike, sympathy strike, work stoppage, slowdown, or obstructive picketing. If such should occur, the Association agrees in good faith to actively take affirmative action to cause those employees to cease such action.

C. It is agreed and understood that any employee concertedly violating this Article may be subject to disciplinary action up to and including discharge.

D. The expiration or violation of this Agreement shall not prejudice the City's right to assert the illegality of any such activities mentioned above if engaged in by the Association or employees.

ARTICLE 8 – HOURS

A. Definitions

1. The work period for employees covered by the MOU will be 160 hours in a 28 day work period as defined below:

    a. Members working patrol will work shifts designed to provide optimal public safety coverage and service to the community. The following schedules are available to be assigned and may be changed as deemed necessary by the Chief of Police, provided that he/she will meet and confer with the GPMA and

DRAFT

a 30 day notice be provided before changes are implemented. The 30 day notice can be waived

a. in the event of a natural disaster or other citywide emergency/crime spree that threatens public safety
b. By mutual agreement between the Member and Chief of Police

b. Members working patrol will work 3 consecutive 12 1/3-hour shifts and will be required to work one additional 12-hour shift each 28-day work period.

c. Members not working patrol will work either a 4/10 or 9/80 schedule at the discretion of the Chief of Police. Non-patrol Members will receive a 30 minute lunch period included in their assigned work day. They may also take another 30 minute meal break that is uncompensated.

The parties agree that the work schedule for the classification of Captain shall be established as determined at the sole discretion of the Chief of Police.

d. With the exception of the schedule for Captain, other schedules may be agreed to between the Chief of Police and the GPMA.

e. DISASTER SHIFT SCHEDULE: Patrol employees will be assigned 12 hours on/12 hours off. Some Members may be assigned to overlap shifts of 8 or 10 hours as needed to properly staff and manage the emergency. This deployment will be discontinued at the direction of the Chief once the disaster has been controlled and the City returns to normal operations.

B. Rules Governing Overtime

1. Supervisorial Authority

A supervisory Member shall have the authority to exercise control over a subordinate's work hours for the purpose of assuring adequate staffing to meet Department needs. A Member may award CTO instead of paid overtime, provided that they shall notify the subordinate in advance. All such CTO must be used during the same pay period in which it was accrued or within the following pay period.

2. Accumulation of Comp Time Off (CTO)

DRAFT

Sergeants or Lieutenants may accumulate a maximum of 100 hours of CTO subject to current departmental rules regulating the scheduling of compensatory time off. All time accumulated above 100 hours shall be compensated by pay. At the first pay period in June of each year, all accumulated CTO will be paid off at the current rate of pay. Members may carry over up to 40 hours into the next fiscal year.

3. Overtime Calculation

All paid leaves shall be considered as time worked for purposes of overtime calculation.

C. Compensation Schedule

1. Captains are not eligible for overtime compensation or CTO. Upon promotion to Captain, existing CTO hours may be retained or cashed out at the employee's option and at the employee's current rate of pay as a Captain.

2. Time and One-Half Compensation

Sergeants and Lieutenants will receive one and one-half their normal hourly rate for:

a. Involuntary hours worked in excess of their normal daily work shift.

b. Involuntary work in excess of 171 hours in a work period.

c. Off duty court appearances or administrative hearings will be compensated at a 3 hour minimum or for actual hours spent in court, whichever is longer. Travel time to Pomona and Citrus Courts will not be compensated. All other required appearances on behalf of the City will include normal travel time.

d. Off duty range attendance, when pre-approved by a Captain, will be compensated for time actually spent at the range with a minimum rate of two hours.

e. Special Duty Compensation

Sergeants or Lieutenants who work special duty assignments shall not receive CTO, but be paid cash only.

Special duty assignments will have a three hour minimum and, whenever possible, they will be filled on a voluntary basis.

DRAFT

When there are too few volunteers available for the special duty assignments, the Field Operations Commander or the Chief shall have the authority to assign members to provide necessary coverage.

A member may be assigned to special duty whenever three or more officers have been assigned to the same event.

f. Training/Travel Time

When a Member is assigned to training or other outside administrative duties, they will, to the extent possible, have their work period adjusted by their immediate supervisor to travel on duty time. Overtime for travel/training may be awarded whenever adjustment of work hours is not feasible or practical.

Members, who request non-assigned training, are subject to the discretionary approval of the Chief of Police for compensation.

3. Straight Time Compensation

Sergeants and Lieutenants will receive straight time for:

a. Extradition

If extradition duties are conducted during the normal work week, a maximum of four hours straight time will be paid regardless of the number of hours involved over eight hours per 24 hour period. If extradition duties are conducted entirely while the Member is off duty, they will be compensated at straight time for the hours worked to a maximum of 12 hours per 24 hour period.

b. On Call Status

Members who have been subpoenaed into court, workers' compensation hearings, DMV hearings, or summoned by the District Attorney or City legal counsel, of which they are not a party, on an "on call" status, shall receive 3 hours of compensation for all time spent on call prior to noon and 3 hours of compensation for all time spent on call after noon.

D. Days/Hours

Any reference to "day" in this or any other section of the MOU shall be changed to the hourly equivalent of eight (8) hours.

DRAFT

ARTICLE 9 - WAGES

A. Effective the first full payroll period commencing on or after:

1. July 1, 2025, base salaries to be increased by two and a half percent **(2.5%)** COLA.
2. July 1, 2026, base salaries to be increased by two and a half percent **(2.5%)** COLA.
3. July 1, 2027, base salaries to be increased by two percent **(2%)** COLA.

ARTICLE 10 – ADDITIONAL PAYS

A. COMMUNITY SERVICES

Members may receive a reimbursement of up to $50 per fiscal year for community organization membership on a budgeted basis.

B. COMPENSATION FOR VEHICLE USE

The authorized use of a personal vehicle on City business will be reimbursed at the same rate as approved by the IRS effective January 1st each year.

C. EDUCATION PAY

a. Members who possess a Master of Arts or Master of Science degree will receive 5.5% additional compensation to their base monthly salary.
b. Members who possess a Bachelor of Arts or Bachelor of Science degree will receive 3.0% additional compensation to their base monthly salary.
c. Education Pay under Section C of this Article is not cumulative, and an employee shall receive the highest amount for which he or she qualifies.

D. LONGEVITY PAY

Employees are eligible for monthly Longevity Pay upon completion of continuous full-time employment with the City of Glendora.

- Ten (10) through fourteen (14) years - four hundred dollars ($400) per month
- Fifteen (15) or more years – five hundred dollars ($500) per month

E. PEACE OFFICER STANDARDS AND TRAINING (POST) CERTIFICATION PAY

a. Effective the first full payroll period commencing on or after July 1, 2025.

- P.O.S.T. Certification pay shall be provided as follows for Employees who have qualified and applied for a P.O.S.T. Certification.

	July 1, 2025	July 1, 2026	July 1, 2027
GAP	$7,500/year	$8,000/year	$8,500/year
Supervisory	$8,500/year	$9,000/year	$9,500/year
Management	$9,500/year	$10,000/year	$10,500/year

DRAFT

b. Members promoting from Corporal to Sergeant, who are not yet eligible to obtain Supervisor POST certification, shall be provided POST Gap Pay.

c. An eligible member shall receive pay only for the most advanced certificate.

F. SHIFT DIFFERENTIAL

2.5% additional compensation to base salary plus POST certificate pay for staff assigned to patrol working the 5:10 p.m. to 5:30 a.m. shift.

G. SHOOTING PAY

Members with range scores of an average of 290 or more over the course of the calendar year (January through November), with validation from the range master, will be eligible to receive a one-time bonus of $750.00 payable the first full pay period of December in each fiscal year.

H. SPECIAL ASSIGNMENT PAY

a. Sergeants and Lieutenants regularly assigned to Administration shall receive additional salary compensation of **5%.** There will be no retention pay once the assignment has ended.
b. Sergeants and Lieutenants regularly assigned to the Detective Bureau shall receive additional salary compensation of 5%.
c. Sergeants and Lieutenants shall retain 2.5% after regular assignment in the Detective Bureau ends. The 2.5% retention is a maximum amount and will not be cumulative. Employees may only receive pay for special assignment or retention, but not both. Sergeants and Lieutenants who have previously been assigned to the Detective Bureau as a Sergeant or Lieutenant shall be eligible for the 2.5% retention pay.
d. Special assignment pay, and/or special assignment retention pay, shall not be carried over when an employee promotes from a position within the Police Officer Association unit to a position within the Police Management Association unit.
e. Special assignment pay is calculated on the sum of Base Salary and POST Certificate pay.

I. SPECIAL ENFORCEMENT TEAM (FSET) PAY

Sergeants and Lieutenants who belong to the Foothills Special Enforcement Team (FSET) and who pass the annual physical agility test shall receive a bonus amount of $150.00 per month.

DRAFT

J. TEMPORARY ASSIGNMENT COMPENSATION

As provided in the City Personnel Rules, a Member working in a higher classification assignment for a period exceeding 30 consecutive calendar days shall receive additional temporary compensation retroactive back to the first day of the pay period that includes the first day in that assignment, pro-rated on an hourly basis for the period of time worked in the higher classification as follows:

Acting Lieutenant	$363 per month
Acting Captain	$422 per month

K. UNIFORMS

Eligible members shall receive a uniform allowance of $87.50 per month (annual equivalent is $1,050.00) upon successful completion of one (1) year of employment. The allowance shall be paid through the City's normal payroll process. To be eligible for the Uniform Allowance, members must purchase and maintain uniforms or other articles of clothing designated as required by the Chief of Police and/or those currently listed in Police Department Policy. If required uniforms or other articles of clothing are not maintained, the City may remove the Uniform Allowance at any time. Safety equipment, uniforms or personal clothing damaged in the line of duty will be repaired or replaced at City expense with the approval of the Chief of Police or the Chief's designee.

This stipend represents a good faith estimate by POA and the City as to the average cost to maintain and purchase uniforms.

ARTICLE 11 – BENEFITS

A. BENEFIT PLAN

1. Effective July 1, 2025, Sworn Employees shall receive a flexible benefit amount of $1,850.00 per month to be applied to benefits described in Article 11.
    a. Any and all amounts in excess of $1,005 per month shall not be convertible to cash (cash out).

2. Members are allotted a flexible benefit amount of $1,850.00 per month to be applied to benefits described in Article 11. Cash out provisions remain the same as allowed in Section A(1)a.

3. For Members (including any Sworn Member previously covered under POA MOU) hired by the City of Glendora on or after January 1, 2018, none of the flexible benefit amount in Section A(1)a, above, is convertible to cash as otherwise may be allowed in any subsection of Article 11 and none of the

DRAFT

flexible benefit is eligible for deposit into a Deferred Compensation Plan as otherwise may be allowed in any subsection of Article 11.

4. Allocation of Flexible Benefit Amounts: The Member will designate how the flexible benefit amount will be allocated for medical insurance, dental insurance, vision coverage, CLEA, cash (which is taxable), deferred compensation (Medicare taxable) or additional life insurance

B. DEFERRED COMPENSATION

1. Employees covered by this MOU may participate in the City's deferred compensation plan up to the maximum amount allowed by law.

2. The city will match up to $50 per pay period, maximum $1,200.00 annually.

C. HEALTH INSURANCE

1. Medical Coverage:

The City will maintain its contract with CalPERS to provide coverage under the Public Employees' Medical and Hospital Care Act (PEMHCA), including Section 22821. Section 22821 allows continuation of medical plan availability for survivors of an employee at the survivor's expense. City will not contribute to any premium under Section 22821. Annuitants may participate in PEMHCA plans at their cost subject to CalPERS regulations. The City pays the required employer contribution amount for eligible Annuitants. Annuitants who opt out are not eligible to take this payment as cash.

A Member is required to carry one of the City's designated medical plans unless they opt out. To the extent any premium exceeds the flexible benefit amount the employee will pay the additional cost.

a. Circumstances Under Which an Employee May Opt Out of City Coverage:

A Member may opt out of the City's designated medical plans during the annual open enrollment period by signing a waiver each year. If the employee provides a signed waiver and documentation confirming that he/she is enrolled in an alternative group health plan that satisfies the Patient Protection and Affordable Care Act's (ACA) group health plan mandates, that employee will also be entitled to the flexible benefit as described in Section A.

2. Dental Coverage:

DRAFT

It is mandatory for Members to enroll in the City's designated dental plan, unless waived with proof of other comparable insurance coverage, with optional dependent coverage applied to the Flexible Benefit Plan or at employee's cost.

3. Long Term Disability

Members are required to carry long-term disability (LTD) insurance, and all PMA members are enrolled in the California Law Enforcement Association (CLEA) LTD plan. The City will deduct the prescribed monthly premium for each PMA member, as an after tax deduction, from the member's paycheck. This monthly LTD premium, divided in half, will be added to the current twice a month check made payable to the PMA.

The PMA will handle all enrollments and financial transactions for the PMA members enrolled in CLEA, and the City will only be responsible for deducting and conveying those prescribed monthly premiums to the PMA.

In the future, PMA Members may enroll in the long-term disability plan offered by the City (through The Standard Insurance Company, if they elect in a subsequent MOU to participate as a group.)

4. Elective Coverage:

Members may purchase any of the following benefits with the remainder of their flexible benefit allowance or may opt to receive up to their current amount convertible to cash as stated in this Article 11, Section A(1)a , in cash (taxable), in lieu of the following:

(a) Members may purchase up to 40 hours of **vacation** each calendar year at the hourly rate being earned at the time the vacation is purchased (not subject to PERS & taxable).

(b) Purchase **additional life insurance** to a maximum of $500,000 or 5 times annual salary whichever is less subject to the terms and conditions of the insurance policy.

(c) Members hired before January 1, 2018 may participate, up to the maximum amount allowed by law, in any **deferred compensation** plan provided by the City. (Participation is not limited to Flexible Benefit Funds.)

(d) Members may enroll in the City's designated **vision** plan (currently VSP) for themselves and eligible dependents.

DRAFT

D. HOLIDAYS

There shall be 96 hours of paid holidays earned during the pay period occurring for the holidays listed below, for eligible full-time employees covered by this Agreement. These holidays shall be:

1. New Year's Eve Day
2. New Year's Day
3. Martin Luther King Jr. Day
4. Presidents' Day
5. Memorial Day
6. Independence Day
7. Labor Day
8. Veterans Day
9. Thanksgiving Day
10. Friday after Thanksgiving
11. Christmas Eve Day
12. Christmas Day

a. Non-patrol Personnel: These Members will normally be required to take off each of the City designated holidays, as set forth above, unless required to work that day or another day in the same pay period by the Bureau Commander or the Chief of Police, in which case a full eight (8) hour holiday may be taken off within the two week pay period it occurs.

Except as provided above, in lieu of such holidays, if a Member below the rank of Captain works a full regular work schedule of 80 hours, including accumulated leave, during a 14 day pay period which includes a holiday, they shall receive eight (8) hours additional pay for the pay period in which the holiday falls.

a. Patrol Personnel: For patrol personnel, holiday pay shall be paid as part of the regular payroll process at 3.69 hours/pay period. At the employee's option, they can annually advise payroll that they wish to continue to receive holiday pay in the pay period in which the holiday occurs in lieu of 3.69 hours/pay period. This compensation should be in lieu of time off for the designated holiday.

b. Additional Compensation: Members who work a designated holiday will receive compensation in the pay period in which the holiday occurs.

c. Floating Holiday: Captains, Lieutenants and Sergeants receive (32) hours of management Floating Holiday per fiscal year which must be used during each year.

E. LIFE INSURANCE

The City shall provide a one hundred-thousand-dollar ($100,000) life insurance policy for each full-time employee represented by the Glendora Police Management Association. The parties understand that all or part of the premium

DRAFT

paid by the City for the increased life insurance coverage, are mandated by the I.R.S. as being taxable income to the employee.

F. RETIREE MEDICAL REIMBURSEMENT

In recognition of increased medical insurance costs for retirees, in addition to the employer contribution described above, a supplemental reimbursement payment will be paid to Members who retire from their employment with the City of Glendora after September 16, 1998, by taking a regular service retirement in accordance with CalPERS and PEMHCA requirements, provided the Member has a minimum of 20 years of service as a California Peace Officer with a minimum of 10 years of service as a Glendora Police Officer or Manager, under the following terms and conditions.

The supplemental reimbursement payment will be for medical insurance premium costs incurred for the retiree, reimbursed quarterly upon submittal quarterly of proof of retiree incurred medical insurance coverage and costs of coverage, to age 65. The City supplemental reimbursement will only be allowed for actual out-of-pocket medical insurance premium expenses incurred by the covered retiree up to the appropriate amount stated below with proof of payment.

- Up to $400/month for Members who retire on or after 7/1/2019
- Up to $300/month for Members who retire on or after 1/1/16-6/30/19
- Up to $200/month for Members who retire 1/1/04-12/31/15
- Up to $150/month for Members who retire 7/1/98-12/31/03

For eligible retirees currently, or in the future, enrolled in one of the CalPERS authorized health plans and reported monthly to the City as enrolled, the City will waive the requirement for proof of coverage and automatically reimburse the retiree on a quarterly basis.

The quarterly payments shall be subject to withholding tax and other deductions required by law. If the State and/or Federal governments enact legislation to require the employer to pay toward retiree's medical insurance an amount equal to or greater than the above supplemental payment, this payment shall cease. If such legislation requires the employer to pay a lesser amount, the supplemental payment shall be reduced by that amount.

G. RETIREMENT

A. Retirement Formula

1. The City of Glendora is a contracting agency of the State Public Employees Retirement System (CalPERS). Full-time Police Officers, unless otherwise exempted, become members immediately

DRAFT

upon appointment. The City of Glendora has a three tier safety retirement plan as follows:

Tier 1
3% at 50 formula for employees hired on or before October 15, 2012.

The employee pays 100% of the mandated CalPERS member contribution, which is **nine percent (9%)** of compensation according to the terms provided in Article 15,G.

Tier 2
2% at 50 formula for employees hired after October 15, 2012 and for employees hired on or after January **1,** 2013 who are considered "Classic Members" by CalPERS under PEPRA.

The employee pays 100% of the mandated CalPERS member contribution, which is **nine percent (9%)** of compensation according to the terms provided in Article 15,G..

Tier 3
2.7% at 57 formula for employees hired on or after January 1, 2013 that meet the definition of "New Member" under PEPRA.

Pursuant to PEPRA, Gov. Code section 7522.30, Tier 3 employees shall pay the employee contribution of 50% of the total normal cost of the plan as calculated annually by CalPERS.

2. The City amended its contract with CalPERS, to become effective the first pay period beginning in July 2004, to add Section 21024, "Military Service Credit as Public Service. **Note**: A Member opting under Section 21024 is to be responsible for payment to CalPERS for any employee "catch up" contributions owed to CalPERS.

B. Unused Sick Leave Credit

The City shall contract with CalPERS to provide the unused sick leave credit (Section 20965).

1. At the time the City's election pursuant to Government Code Section 20965 became effective, a permanent record of each Member's accumulated sick leave time and current salary was made and placed on file.

   All sick leave time taken subsequent to that date will be paid at the rate in effect at the time sick leave is taken and shall reduce the hours

DRAFT

of sick leave accumulated on a "last in, first out basis." In the event a Member is awarded a work related disability retirement, they shall receive a cash payment for sick leave time accumulated prior to the City's election of Government Code Section 20965, less debited sick leave usage, at the salary rate at the date of retirement.

For the purposes of Government Code Section 21025.2, the provisions of this part constitute the "provisions of a local ordinance or a resolution of the rules or regulations of the employer" and shall have no further force or effect in the event that the effective date of a Member's disability retirement does not have to be extended pursuant to statutory or case law until all accumulated sick leave has been exhausted.

2. When a Member receives a normal retirement, all accumulated sick leave time earned prior to the effective date of the City's election pursuant to Government Code 20965, less debited sick leave usage, plus sick leave time subsequently credited and on account, shall be reported to CALPERS upon retirement, so as to implement the provisions of Government Code 20965 in extending service time credit.

C. Final Retirement Compensation

The City shall maintain contract with CalPERS to retain "single highest year retirement compensation" formula (Retirement law Section 20042) for **Tier 1** employees (3% at 50 formula).

Tier 2 employees (2% at 50 formula) and **Tier 3** employees (2.7% at 57 formula) are subject to a "final compensation" determination based on the highest average annual compensation earnable by a CALPERS member during the three consecutive years/"three highest years" of employment.

D. Increased 1959 Survivor Benefit Program (4th Level)

The City shall contract with the Public Employees Retirement System to provide the 1959 survivor benefit coverage to the fourth level of coverage. Members agree to pay the additional $3 per month employee cost (total payment of $5 per month).

E. The City will contract with CALPERS to include Sections 21635 and 21551 allowing surviving spouses to continue to receive benefits after remarriage.

F. Reporting the Value of Employer Paid Member Contributions (EPMC) to CALPERS

DRAFT

Pursuant to Resolution No. 98-88 the City will continue reporting the value of Employer Paid Member Contributions (EPMC) as additional compensation for all Tier 1 and Tier 2 members of the PMA as allowed under Government Code Section 20636(c)4. In other words, the employees will continue to receive their current base salary and the City will continue to contribute up to 9% of the member's "compensation earnable" as EPMC. The EPMC (9%) will be reported to CALPERS as additional compensation, and only the regular base salary will be reported to the IRS as ordinary income, as allowed by 414h2 of the IRS Code of Regulations. In return, each bargaining unit employee's flexible benefit plan allotment as described in Article 11 A, was reduced by an amount equal to 1.5% of base salary effective July 1, 1999.

In the event that a court of law or IRS regulation later determines that the value of reported EPMC is subject to Federal or State income, Social Security or Medicare taxation, both employer and employee will pay their respective tax liabilities.

G. All Tier 1 and Tier 2 unit members shall individually reimburse the City 9% of PERSable compensation to CalPERS compensation to offset a portion of the City's costs related to CalPERS retirement benefits via payroll deduction.

i. The employee cost sharing will be accomplished through pre-tax deductions in the manner contemplated by Government Code Section 20516(f). The parties recognize that the IRS has yet to take a position on the pre-tax status of deductions made under Section 20516(f) and in the event that, subsequent to the effective date of this provision approved in any approved MOU, the IRS determines that such deductions do not qualify for pre-tax status, the parties agree to meet to discuss the effects thereof. Additionally, should there be a CalPERS determination that such employee contributions are not permitted under CalPERS law, the parties will meet and confer to resolve how future contributions will be accomplished. Moreover in the event that there is a change in law that mandates employees' payment of some or all of the required employee's contribution to CalPERS, the parties shall immediately take whatever action is required to decrease Government Code Section 20516(f) method of cost sharing by the amount of the employee's required payment of the employee contribution to CalPERS. For example, if a law is passed that requires that employees pay 4% of their retirement costs and at such time sworn employees are paying 6% through Government Code Section 20516(f) method of cost sharing, the parties shall immediately take all action necessary to reduce the employee's payment of the 20516(f) cost sharing by 4% to 2%.

DRAFT

H. Post Retirement Survivor Allowance: Pursuant to Glendora Resolution No. 79-107, the City amended its contract with CALPERS, effective October 29, 1979, to provide the Post-Retirement Survivor Allowance, Sections 21263 and 21263.1 (now Sections 21624, 21626 & 21628 of the Government Code).

I. TUITION REIMBURSEMENT

1. All non-probationary Members of the City shall be eligible for the tuition reimbursement program for courses of study or training taken at an Accredited College or University, directly related to the job or for preparing for future promotions within the City, subject to the limitations and provisions as described below: (Nonetheless, in the event of provision of tuition reimbursement on a City-wide basis resulting in the necessity of either a General Fund deficit or in the transfer into the General Fund of revenues from other sources, the tuition reimbursement provision may be suspended until a deficit no longer exists, and any external funding source has been reimbursed for its transfer into the General Fund. However, in any instance where pre-course enrollment authorization to participate in the tuition reimbursement program was provided, a subsequent General Fund deficit as described herein, shall not impact eligibility of such an employee to receive the tuition reimbursement benefits set forth in this Article, but only for the particular unit(s) for which authorized enrollment was granted prior to incurring of the budgetary shortfall.)

2. All course work must be personally attended by the Member at a California Community College or a non-profit California Institution of Higher Learning. With the approval of the Department Head and the City Manager, on-line courses of instruction offered by a California Community College or California State College or University may be substituted in lieu of personal attendance in a classroom.

3. Each eligible Member shall obtain approval from his department head and City Manager for his/her course of study a minimum of two weeks prior to enrollment. Approval must be obtained for place of education, course of study, time of completion and a total estimated cost to the City for the course or courses anticipated. Reapproval must be obtained for each change in course or place of education. Maximum costs for tuition and books taken each year under this program shall be reimbursed for actual out-of-pocket costs incurred, based on the current cost of one academic year's undergraduate tuition (or portion thereof), at Cal Poly Pomona. The City, for the purposes of maximum reimbursement to employees, will view the academic year as September through August and will reimburse tuition at an amount not to exceed the cost of an academic year for 6.1 or more undergraduate units taken at Cal Poly Pomona, as shown on the State University Fee Schedule.

DRAFT

4. Reimbursement shall be limited to tuition costs only. There shall be no reimbursement for books and/or fees.

5. Tuition reimbursement eligibility shall apply only to expenditures at State of California accredited community colleges and universities, or at State of California accredited private not for profit institutions. On-line or other home-study courses and institutions shall not be eligible for reimbursement unless they are from California colleges and universities.

6. The employee shall be reimbursed by the City, upon successful course completion and, upon submittal of verified receipts of pre-payment by the employee of tuition costs related to the program.

7. In order to receive reimbursement from the City for the course of study, the employee must complete the course with a minimum "C" or passing "credit" for classes without letter grades for each class taken within the time set forth, except for reasons of death, disability, involuntary service in the Armed Forces, or involuntary termination of employment.

8. If the employee voluntarily terminates his/her employment with the City within one year after completion of his/her course of study, the employee shall be required to repay to the City all sums expended in his/her behalf for the educational program during the one year prior to his/her termination, except that he/she will receive credit on the basis of one-twelfth (1/12) of the cost each month that he/she worked after completion of the course.

ARTICLE 12 – LEAVES

A. BEREAVEMENT LEAVE

If there is a death in the immediate family, including grandparents, great-grandparents, grandparents-in-law and great-grandparents-in-law, as defined under Section 10.8 of the Personnel Rules, a Member may be allowed a leave of absence to attend to family needs up to 40 hours, with full pay.

B. FAMILY AND MEDICAL LEAVE ACT

Members shall be eligible for family and medical leave to the extent mandated by Federal and State Law and may use Personal Emergency Leave in such situations as provided under Article 20. (See City of Glendora Administrative Policy No. 6.11-Family and Medical Leave Policy).

a. Effective concurrent with Council adoption of this MOU, City Administrative Policy 6.11 FMLA shall be modified to reflect that when an employee is eligible for and requests FMLA leave, or when the City acquires

DRAFT

knowledge that an employee's leave is for an FMLA qualifying reason, the City shall require the employee to use paid accrued leave concurrently with FMLA qualifying leave. However, the City shall not require employees to use sick leave when leave is taken for an ill family member. FMLA will not commence during the period of time an employee is on 4850 medical leave.

C. JURY DUTY

When required to serve on jury duty, a Member shall be assigned to a day shift or a day watch and shall receive regular compensation during and up to a maximum of ten calendar jury service days (whole or partial day = one day), pursuant to Section 10.7 of the City Personnel Rules. In the event an employee is impaneled on a jury case prior to the completion of ten days service, regular compensation will be paid for the duration of that case not to exceed an additional ten days.

D. PERSONAL EMERGENCY LEAVE AND FAMILY ILLNESS LEAVE

1. Personal Emergency Leave

Employees who have at least 144 accumulated hours of sick leave on record may, with department head approval, use up to twenty-four (24) hours of sick leave as "Personal Emergency Leave" per 12 month period commencing the last pay period in the month of December. Personal emergency leave may include such situations as lawyers and doctors appointments, driver license renewal, home repair appointments, domestic situations not involving family illnesses, and business appointments which normally cannot be done at other non-work times. It shall not be used to extend vacation time.

2. Family Illness Leave

Subject to the provisions of this MOU, the City Personnel Rules, and Section 233 of the California Labor Code, employees may use one-half (not to exceed 48 hours) of their annually accrued earned sick leave annually to attend to the illness of a family member, child, parent, spouse or registered domestic partner of the employee as defined under applicable law.

E. PREGNANCY LEAVE

City shall administer employee pregnancy leaves in accordance with Federal and State laws.

F. SICK LEAVE

Sick leave for a full-time employee is accumulated at the rate of eight (8) hours for each month of service on an unlimited basis.

DRAFT

G. VACATION LEAVE

All eligible full-time employees earn vacation credits at the rate of eight (8) hours per month. After completion of five (5) years of service, sworn employees will receive longevity vacation hours credited each pay period on a prorated basis. The schedule below shows the number of hours of vacation relative to years of service.

Beginning of Year	Hours
6	120
7	128
8	136
9	144
10	152
13	160
16	168
20	176

Employees will stop accruing vacation leave if they have more than 160 working hours of vacation leave at the time of the first pay period that ends in January of each year. Only under special situations may more than 160 hours be carried over to the next calendar year and then only with the consent of the City Manager and the department head.

If an employee has more than 160 hours of vacation leave at the end of the calendar year, the employee shall cease accruing vacation leave until the employee no longer has hours in excess of 160. If the City Manager and the department head agree to carry over hours in excess of 160 hours, this will not effect the employee's ability to accrue additional hours as vacation leave.

ARTICLE 13 – LAY OFF RANKING

For purposes of determining the order of lay off under City Personnel Rule No. 8, seniority ranking (SR) shall mean the total months of City service in the rank or classification. Once an employee(s) has been reduced in rank due to a layoff, that employee(s) shall be placed at the top of the layoff ranking (LR) of the reduced rank.

ARTICLE 14 - IRS SECTION 125 AND 129

Eligible employees shall be provided with the opportunity to choose between paying premiums on a pre-tax or after tax basis for medical insurance, dental insurance, vision insurance, voluntary life (to the IRS specified limit), accidental death and dismemberment

DRAFT

insurance and/or dependent care premiums. The City retains the right to structure the plan and select the third-party administrator as necessary

ARTICLE 15 – MEAL REIMBURSEMENT

Commuter lunch for training purposes shall not exceed $11. For POST or other authorized related off-site training, which requires an overnight stay, per diem meal reimbursement shall not exceed $45 per day calculated in the amounts of $9 breakfast, $11 lunch, and $25 dinner. No meal receipts are required for per diem meals. Any meals, excluding continental breakfast, provided by the hotel or training conference which are included in the registration or hotel fee will be deducted from the per diem. If meal reimbursement is deemed taxable income, the employee shall pay the tax, if any.

ARTICLE 16 – MEDICARE DEDUCTION

Members hired by the City of Glendora on or after April 1, 1986, must participate in Medicare with the appropriate amount deducted from wages.

ARTICLE 17 - RESIDENCY REQUIREMENT

In order to provide an adequate response in the event of a natural disaster, major civil disobedience or other law enforcement needs, all Members hired by the City of Glendora Police Department after September 16, 1996, must have a permanent primary (i.e.: 51% or more of the time) residence within sixty-five (65) miles or less of the Glendora Police facility building.

ARTICLE 18 - MANAGEMENT AUTHORITY

The City Council, and its members, during the term hereof, shall deal with the administrative services of the City only through the City Manager, except for the purposes of inquiry; and neither the City Council nor any member thereof shall give orders to any subordinates of the City Manager. This is not to be interpreted so as to restrict communications initiated by the PMA or its members with the City Council or its members.

ARTICLE 19 - SAVINGS CLAUSE

If any part or provision of this Memorandum of Understanding is held to be invalid or unenforceable by any tribunal of competent jurisdiction, such decision shall not affect the validity of the remainder of this Memorandum of Understanding.

ARTICLE 20 - CITY PERSONNEL RULES

The parties to this Memorandum of Understanding agree that the City Personnel Rules, dated July 1, 1985, and later amended by City Council action of December 13, 1999, are adopted and herein incorporated by reference as a part of this Agreement. In the event there is a conflict between the Rules and the MOU, the MOU shall prevail.

DRAFT

ARTICLE 21 – PERSONNEL RULE 9.0
PRE-DISCIPLINE, DISCIPLINE, AND APPEALS

A. Effective June 26, 2012, City of Glendora Personnel Rules for Sworn Police Officers and Sworn Management Police Officers, Rule 9.0, subsection 9.7.5 was modified to read as follows:

9.7.5 Appeal of Disciplinary Action. Any employee may appeal a proposed suspension without pay in excess of three (3) work days, demotion, restitution, or dismissal to the City Clerk within 10 working days after the receipt by the employee of the department head's answer. An appeal within the described time frame **shall not** suspend the effective date of the discipline.

B. All remaining personnel rule conditions precedent to Pre-Discipline, Discipline and Appeals Procedures shall remain unchanged

C. Notwithstanding City Personnel Rule No. 9.6, a Member given a suspension without pay for three (3) days or less shall be entitled to grievance procedure review as provided under Rule No. 11.0. This provision is in compliance with the "Police Officers Bill of Rights."

ARTICLE 22 – PERSONNEL RULE 4.5
PROMOTIONAL STEP ADVANCEMENT

A. Effective June 26, 2012, City of Glendora Personnel Rules for Sworn Police Officers and Sworn Management Police Officers, Rule 4.50, paragraph 3 was modified to read as follows:

"In the event an employee is appointed or promoted to a higher classification (Sergeant, Lieutenant, or Captain), regardless of their appointment step, they will be eligible for advancement to the next step after 12 months of service and annually thereafter. This provision does not apply to any Sergeant, Lieutenant, or Captain who is a member of the Police Management Association prior to the adoption of this MOU. For those current members who promote to a higher rank, they will continue to advance to the next step at the conclusion of 6 months and annually thereafter)"

B. All remaining personnel rule conditions precedent to Salary Advancement shall remain unchanged.

ARTICLE 23 – PERSONNEL RULE 6.0
PROBATIONARY PERIOD

A. Effective June 26, 2012, City of Glendora Personnel Rules for Sworn Police Officers and Sworn Management Police Officers, Rule 6.0, subsection 6.3 was modified to read as follows:

DRAFT

6.3 Probation on Promotion, Reinstatement or Reclassification. On accepting a promotion, reinstatement or an appointment to a different classification, an employee serves a new probationary period of twelve (12) months. Promotions, reinstatements or reclassifications will not be permanent until the successful completion of this probationary period.

B. All remaining personnel rule conditions precedent to Probation shall remain unchanged.

DRAFT

[SIGNATURES]

DRAFT

CITY OF GLENDORA
AFSCME SALARY SCHEDULE
SALARY SCHEDULE EFFECTIVE JULY 7, 2025

Revised 6/10/25 3% Increase

	APPROXIMATE MONTHLY				
POSITION TITLE	**Step 1**	**Step 2**	**Step 3**	**Step 4**	**Step 5**
ACCOUNTANT	5,828.85	6,120.30	6,426.31	6,747.63	7,085.01
ACCOUNTING TECHNICIAN	4,125.24	4,331.50	4,548.07	4,775.48	5,014.25
ASSISTANT PLANNER	5,974.57	6,273.30	6,586.97	6,916.32	7,262.13
ASSOCIATE PLANNER	6,759.68	7,097.67	7,452.55	7,825.18	8,216.44
BUILDING/CONSTRUCTION INSPECTOR TRAINEE	4,667.33	4,900.69	5,145.73	5,403.02	5,673.17
BUILDING INSPECTOR	5,974.57	6,273.30	6,586.97	6,916.32	7,262.13
BUILDING TECHNICIAN	4,667.33	4,900.69	5,145.73	5,403.02	5,673.17
CIVIL ENGINEERING ASSISTANT	5,974.57	6,273.30	6,586.97	6,916.32	7,262.13
CIVIL ENGINEERING ASSISTANT II	6,928.67	7,275.11	7,638.86	8,020.81	8,421.85
COMMUNITY PRESERVATION OFFICER	5,547.99	5,825.39	6,116.65	6,422.49	6,743.61
COMMUNITY SERVICES OFFICER	4,553.49	4,781.17	5,020.22	5,271.23	5,534.80
CONSTRUCTION INSPECTOR	6,123.94	6,430.14	6,751.64	7,089.22	7,443.69
COURT LIASON	5,686.69	5,971.02	6,269.57	6,583.05	6,912.20
DIGITAL MEDIA SPECIALIST	6,594.81	6,924.55	7,270.78	7,634.32	8,016.04
DIGITAL MEDIA TECHNICIAN	5,547.99	5,825.39	6,116.65	6,422.49	6,743.61
ENGINEERING TECHNICIAN	4,903.61	5,148.79	5,406.23	5,676.54	5,960.37
HUMAN SERVICES AND OUTREACH COORDINATOR	5,686.69	5,971.02	6,269.57	6,583.05	6,912.20
JAILER	4,667.33	4,900.69	5,145.73	5,403.02	5,673.17
LIBRARIAN I	5,686.69	5,971.02	6,269.57	6,583.05	6,912.20
LIBRARIAN II	6,594.81	6,924.55	7,270.78	7,634.32	8,016.04
LIBRARY TECHNICIAN	4,125.24	4,331.50	4,548.07	4,775.48	5,014.25
MAINTENANCE LEAD WORKER	5,280.65	5,544.69	5,821.92	6,113.02	6,418.67
MAINTENANCE WORKER	4,228.37	4,439.79	4,661.78	4,894.87	5,139.61
MECHANIC	4,903.61	5,148.79	5,406.23	5,676.54	5,960.37
OFFICE ASSISTANT	3,646.11	3,828.41	4,019.84	4,220.83	4,431.87
PAYROLL ACCOUNTANT	5,828.85	6,120.30	6,426.31	6,747.63	7,085.01
PLANNING TECHNICIAN	4,784.01	5,023.21	5,274.37	5,538.09	5,815.00
PLANS EXAMINER	6,928.67	7,275.11	7,638.86	8,020.81	8,421.85
POLICE DISPATCHER I	4,903.61	5,148.79	5,406.23	5,676.54	5,960.37
POLICE DISPATCHER II	5,974.57	6,273.30	6,586.97	6,916.32	7,262.13
POLICE OFFICER TRAINEE	5,547.99	5,825.39	6,116.65	6,422.49	6,743.61
POLICE RECORDS SPECIALIST	4,024.62	4,225.85	4,437.15	4,659.00	4,891.95
PROPERTY AND EVIDENCE TECHNICIAN	5,151.86	5,409.45	5,679.92	5,963.92	6,262.11
RECREATION & HUMAN SERVICES COORDINATOR	4,667.33	4,900.69	5,145.73	5,403.02	5,673.17
REGISTERED ASSOCIATE CIVIL ENGINEER	7,839.16	8,231.12	8,642.67	9,074.81	9,528.55
SENIOR ACCOUNTANT	6,759.68	7,097.67	7,452.55	7,825.18	8,216.44
SENIOR ACCOUNTING TECHNICIAN	4,667.33	4,900.69	5,145.73	5,403.02	5,673.17
SENIOR BUILDING INSPECTOR	7,279.44	7,643.41	8,025.58	8,426.86	8,848.20
SENIOR COMMUNITY SERVICES OFFICER	5,547.99	5,825.39	6,116.65	6,422.49	6,743.61
SENIOR DIGITAL MEDIA SPECIALIST	7,647.96	8,030.36	8,431.88	8,853.47	9,296.14
SENIOR LIBRARY TECHNICIAN	4,442.43	4,664.55	4,897.78	5,142.67	5,399.80
SENIOR MAINTENANCE WORKER	4,667.33	4,900.69	5,145.73	5,403.02	5,673.17
SENIOR OFFICE ASSISTANT	4,024.62	4,225.85	4,437.15	4,659.00	4,891.95
SENIOR PERMIT TECHNICIAN	5,686.69	5,971.02	6,269.57	6,583.05	6,912.20
WATER CONSERVATION OFFICER	5,151.86	5,409.45	5,679.92	5,963.92	6,262.11
WATER PRODUCTION LEAD OPERATOR	6,277.04	6,590.89	6,920.43	7,266.46	7,629.78
WATER PRODUCTION OPERATOR I	5,151.86	5,409.45	5,679.92	5,963.92	6,262.11
WATER PRODUCTION OPERATOR II	5,686.69	5,971.02	6,269.57	6,583.05	6,912.20
WATER UTILITY LEADWORKER	5,974.57	6,273.30	6,586.97	6,916.32	7,262.13
WATER UTILITY WORKER I	4,784.01	5,023.21	5,274.37	5,538.09	5,815.00
WATER UTILITY WORKER II	5,412.67	5,683.30	5,967.47	6,265.84	6,579.13
WATER UTILITY WORKER TRAINEE	4,125.24	4,331.50	4,548.07	4,775.48	5,014.25

CITY OF GLENDORA
GLENDORA MANAGEMENT ASSOCIATION SALARY SCHEDULE
SALARY SCHEDULE EFFECTIVE JULY 7,2025

Revised 7/2/2025 3% Increase

POSITION TITLE	APPROXIMATE MONTHLY Step 1	Step 2	Step 3	Step 4	Step 5
ACCOUNTING MANAGER	9,209.32	9,669.78	10,153.27	10,660.93	11,193.98
ACCOUNTING SUPERVISOR	8,139.69	8,546.68	8,974.01	9,422.71	9,893.85
ADMINSTRATIVE ASSISTANT	4,728.06	4,964.46	5,212.69	5,473.32	5,746.99
ASSISTANT BUILDING OFFICIAL	8,765.56	9,203.84	9,664.03	10,147.23	10,654.59
ASSISTANT DIRECTOR COMMUNITY DEVELOPMENT	11,788.70	12,378.14	12,997.04	13,646.90	14,329.24
ASSISTANT DIRECTOR FINANCE	11,788.70	12,378.14	12,997.04	13,646.90	14,329.24
ASSISTANT DIRECTOR HUMAN RESOURCES	11,788.70	12,378.14	12,997.04	13,646.90	14,329.24
ASSISTANT DIRECTOR PUBLIC WORKS	11,788.70	12,378.14	12,997.04	13,646.90	14,329.24
BUILDING OFFICIAL	10,165.36	10,673.63	11,207.31	11,767.68	12,356.06
BUSINESS SERVICES MANAGER	9,675.54	10,159.31	10,667.28	11,200.64	11,760.68
CITY CLERK SPECIALIST	5,620.18	5,901.19	6,196.25	6,506.06	6,831.36
CITY PLANNER	10,165.36	10,673.63	11,207.31	11,767.68	12,356.06
CRIME ANALYST	7,194.30	7,554.02	7,931.72	8,328.30	8,744.72
DEPUTY CITY CLERK/ RECORDS MANAGER	7,374.16	7,742.87	8,130.01	8,536.51	8,963.34
ECONOMIC DEVELOPMENT & HOUSING MGR	10,165.36	10,673.63	11,207.31	11,767.68	12,356.06
EQUIPMENT MAINTENANCE SUPERVISOR	6,517.68	6,843.57	7,185.75	7,545.03	7,922.28
EXECUTIVE ASSISTANT	5,760.68	6,048.72	6,351.15	6,668.71	7,002.14
FACILITIES MAINTENANCE SUPERVISOR	6,517.68	6,843.57	7,185.75	7,545.03	7,922.28
HUMAN RESOURCES ANALYST	6,358.71	6,676.65	7,010.48	7,361.01	7,729.06
HUMAN RESOURCES TECHNICIAN	5,218.89	5,479.84	5,753.83	6,041.52	6,343.60
HUMAN SERVICES MANAGER	9,209.32	9,669.78	10,153.27	10,660.93	11,193.98
HUMAN SERVICES SUPERVISOR	6,517.68	6,843.57	7,185.75	7,545.03	7,922.28
INFORMATION TECHNOLOGY PROJECT MGR	9,675.54	10,159.31	10,667.28	11,200.64	11,760.68
LANDSCAPE SUPERVISOR	6,203.62	6,513.81	6,839.50	7,181.47	7,540.54
LIBRARY SERVICES MANAGER	9,209.32	9,669.78	10,153.27	10,660.93	11,193.98
MANAGEMENT AIDE	5,620.18	5,901.19	6,196.25	6,506.06	6,831.36
MANAGEMENT ANALYST	6,203.62	6,513.81	6,839.50	7,181.47	7,540.54
OFFICE COORDINATOR	5,620.18	5,901.19	6,196.25	6,506.06	6,831.36
PARKS & LANDSCAPE CONTRACTS SUPERVISOR	6,517.68	6,843.57	7,185.75	7,545.03	7,922.28
PAYROLL SUPERVISOR	8,139.69	8,546.68	8,974.01	9,422.71	9,893.85
POLICE DISPATCH SUPERVISOR	6,680.62	7,014.66	7,365.39	7,733.66	8,120.34
POLICE RECORDS SUPERVISOR	6,203.62	6,513.81	6,839.50	7,181.47	7,540.54
PRINCIPAL CIVIL ENGINEER	9,675.54	10,159.31	10,667.28	11,200.64	11,760.68
PRINCIPAL PLANNER	8,765.56	9,203.84	9,664.03	10,147.23	10,654.59
PURCHASING COORDINATOR	5,904.70	6,199.93	6,509.93	6,835.43	7,177.20
PW MAINTENANCE & OPERATIONS MGR	9,209.32	9,669.78	10,153.27	10,660.93	11,193.98
PW MAINTENANCE & OPERATIONS SUPVSR	6,517.68	6,843.57	7,185.75	7,545.03	7,922.28
RECREATION MANAGER	9,209.32	9,669.78	10,153.27	10,660.93	11,193.98
RECREATION SUPERVISOR	6,517.68	6,843.57	7,185.75	7,545.03	7,922.28
RISK MANAGMENT ADMINISTRATOR	7,194.30	7,554.02	7,931.72	8,328.30	8,744.72
SENIOR HUMAN RESOURCES ANALYST	7,747.48	8,134.85	8,541.59	8,968.67	9,417.11
SENIOR LIBRARIAN	6,203.62	6,513.81	6,839.50	7,181.47	7,540.54
SENIOR MANAGEMENT ANALYST	7,194.30	7,554.02	7,931.72	8,328.30	8,744.72
SENIOR PLANNER	7,941.16	8,338.22	8,755.13	9,192.89	9,652.53
SUPPORT SERVICES MANAGER	6,052.32	6,354.93	6,672.68	7,006.31	7,356.63
SUPPORT SERVICES SUPERVISOR	7,747.48	8,134.85	8,541.59	8,968.67	9,417.11
WATER DIVISION MANAGER	9,675.54	10,159.31	10,667.28	11,200.64	11,760.68
WATER PRODUCTION SUPERVISOR	7,194.30	7,554.02	7,931.72	8,328.30	8,744.72
WATER UTILITY SUPERVISOR	7,194.30	7,554.02	7,931.72	8,328.30	8,744.72

CITY OF GLENDORA
POLICE OFFICERS ASSOCIATION SALARY SCHEDULE
SALARY SCHEDULE EFFECTIVE JULY 7, 2025

Revised 6/10/ Revised 6/10/25 4% Increase

	APPROXIMATE MONTHLY				
POSITION TITLE	**Step 1**	**Step 2**	**Step 3**	**Step 4**	**Step 5**
POLICE OFFICER	7,866.92	8,260.26	8,673.28	9,106.93	9,562.29
POLICE OFFICER - INT POST	8,181.59	8,590.67	9,020.21	9,471.21	9,944.78
POLICE OFFICER - ADVANCED POST	8,417.60	8,838.48	9,280.40	9,744.42	10,231.65
POLICE CORPORAL	9,120.66	9,576.69	10,055.53	10,558.30	10,822.26
POLICE CORPORAL - INT POST	9,485.48	9,959.75	10,457.75	10,980.63	11,255.15
POLICE CORPORAL - ADVANCED POST	9,759.10	10,247.06	10,759.42	11,297.38	11,579.82

CITY OF GLENDORA
POLICE MANAGEMENT ASSOCIATION SALARY SCHEDULE
SALARY SCHEDULE EFFECTIVE JULY 7, 2025

Revised 7/2/2025 2.5% Increase

	APPROXIMATE MONTHLY				
POSITION TITLE	**Step 1**	**Step 2**	**Step 3**	**Step 4**	**Step 5**
POLICE SERGEANT	11,481.08	12,055.13	12,657.88	13,290.78	13,955.32
POLICE SERGEANT - GAP POST	12,106.08	12,680.13	13,282.88	13,915.78	14,580.32
POLICE SERGEANT - SUPERVISORY POST			13,366.21	13,999.11	14,663.65
POLICE SERGEANT - MANAGEMENT POST					
POLICE LIEUTENANT	13,958.02	14,655.92	15,388.71	16,158.15	16,966.06
POLICE LIEUTENANT - SUPERVISORY POST	14,666.36	15,364.25	16,097.04	16,866.48	17,674.39
POLICE LIEUTENANT - MANAGEMENT POST			16,180.38	16,949.82	17,757.73
POLICE CAPTAIN	16,158.86	16,198.05	17,815.13	18,705.89	19,641.19
POLICE CAPTAIN - SUPERVISORY POST	16,867.19	16,906.39	18,523.47	19,414.23	20,349.52
POLICE CAPTAIN - MANAGEMENT POST	16,950.53	16,989.72	18,606.80	19,497.56	20,432.85

CITY OF GLENDORA
PART-TIME EMPLOYEES
SALARY SCHEDULE

Revised 7/2/25 PTL-3% Non-Safety, 4% POA, 2.5% PMA

			APPROXIMATE HOURLY				
POSITION TITLE	**TYPE**	**EFF.**	**Step 1**	**Step 2**	**Step 3**	**Step 4**	**Step 5**
PT ADMINISTRATIVE ASSISTANT	PTL	7/7/2025	27.28	28.64	30.07	31.58	33.16
PT BUILDING INSPECTOR	PTL	7/7/2025	34.47	36.19	38.00	39.90	41.90
PT COMMUNITY SERVICES OFFICER	PTL	7/7/2025	26.27	27.58	28.96	30.41	31.93
PT EXECUTIVE ASSISTANT	PTL	7/7/2025	33.23	34.90	36.64	38.47	40.40
PT JAILER	PTL	7/7/2025	26.93	28.27	29.69	31.17	32.73
PT LIBRARIAN I	PTL	7/7/2025	32.81	34.45	36.17	37.98	39.88
PT LIBRARIAN II	PTL	7/7/2025	38.05	39.95	41.95	44.04	46.25
PT MAINTENANCE WORKER	PTL	7/7/2025	24.39	25.61	26.89	28.24	29.65
PT OFFICE ASSISTANT	PTL	7/7/2025	21.04	22.09	23.19	24.35	25.57
PT PLANNING TECHNICIAN	PTL	7/7/2025	27.60	28.98	30.43	31.95	33.55
PT POLICE LIEUTENANT	PTL	7/7/2025	80.53	84.55	88.78	93.22	97.88
PT POLICE OFFICER	PTL	7/7/2025	43.64	45.82	48.11	50.52	53.05
PT POLICE RECORDS SPECIALIST	PTL	7/7/2025	23.22	24.38	25.60	26.88	28.22
PT POLICE SERGEANT	PTL	7/7/2025	66.24	69.55	73.03	76.68	80.51
PT POLICE DISPATCHER I	PTL	7/7/2025	28.29	29.70	31.19	32.75	34.39
PT POLICE DISPATCHER II	PTL	7/7/2025	34.47	36.19	38.00	39.90	41.90
PT REC & HUMAN SERVICES COORD	PTL	7/7/2025	26.93	28.27	29.69	31.17	32.73
PT RETIRED ANNUITANT	PTL	7/7/2025	24.29	30.69	32.23	33.84	36.60
PT SENIOR OFFICE ASSISTANT	PTL	7/7/2025	23.22	24.38	25.60	26.88	28.22
PT WATER CONSERVATION OFFICER	PTL	7/7/2025	29.72	31.21	32.77	34.41	36.13
PT ADMINISTRATIVE INTERN	PT	12/23/2024	21.12	22.18	23.29	24.45	25.67
PT ASSISTANT MECHANIC	PT	12/23/2024	19.61	20.59	21.62	22.70	23.84
PT LIBRARY AIDE I	PT	12/23/2024	16.50	17.33	18.19	19.10	20.06
PT LIBRARY AIDE II	PT	12/23/2024	19.13	20.09	21.10	22.15	23.26
PT LIBRARY AIDE III	PT	12/23/2024	21.65	22.73	23.87	25.06	26.32
PT LIBRARY AIDE IV	PT	12/23/2024	23.90	25.09	26.35	27.66	29.05
PT LIBRARY AIDE V	PT	12/23/2024	33.77	35.45	37.23	39.09	41.04
PT MAINTENANCE AIDE II	PT	12/23/2024	23.31	24.48	25.70	26.99	28.34
PT MARKETING INTERN	PT	12/23/2024	16.50	17.33	18.19	19.10	20.06
PT OFFICE AIDE I	PT	12/23/2024	16.50	17.33	18.19	19.10	20.06
PT OFFICE AIDE II	PT	12/23/2024	18.21	19.12	20.08	21.08	22.14
PT OFFICE AIDE III	PT	12/23/2024	19.13	20.09	21.10	22.15	23.26
PT OFFICE AIDE IV	PT	12/23/2024	20.61	21.64	22.72	23.85	25.05
PT POLICE CADET	PT	12/23/2024	16.50	17.33	18.19	19.10	20.06
PT RECREATION AIDE	PT	12/23/2024	16.50	17.33	18.19	19.10	20.06
PT RECREATION LEADER	PT	12/23/2024	19.61	20.59	21.62	22.70	23.84
PT RECREATION SPECIALIST I	PT	12/23/2024	22.75	23.88	25.08	26.33	27.65
PT RECREATION SPECIALIST II	PT	12/23/2024	26.38	27.70	29.08	30.54	32.06
PT RESERVE POLICE OFFICER	PT	12/23/2024	17.77	18.66	19.59	20.57	21.60

CITY OF GLENDORA
EXECUTIVE DIRECTORS
SALARY SCHEDULE

Revised 6/10/25 3% Increase 3% CM

				APPROXIMATE MONTHLY									
POSITION TITLE	**CLASS**	**RANGE**	**EFFECTIVE**	**Step 1**	**Step 2**	**Step 3**	**Step 4**	**Step 5**	**Step 6**	**Step 7**	**Step 8**	**Step 9**	**Step 10**
CITY MANAGER	5101	01	1/6/2025	26,179.17									
ASSISTANT CITY MANAGER	5109	12	7/7/2025	18,316.46	18,774.37	19,243.73	19,724.83	20,217.94	20,723.39	21,241.48	21,772.52	22,316.83	22,874.75
CITY CLERK/COMMUNICATIONS DIRECTOR	5108	09	7/7/2025	13,420.69	13,756.20	14,100.11	14,452.61	14,813.93	15,184.28	15,563.88	15,952.98	16,351.80	16,760.60
COMMUNITY DEVELOPMENT DIRECTOR	5401	11	7/7/2025	15,099.24	15,476.72	15,863.64	16,260.22	16,666.73	17,083.40	17,510.48	17,948.25	18,396.95	18,856.88
DEPUTY CITY MANAGER	5110	13	7/7/2025	17,224.43	17,655.04	18,096.41	18,548.82	19,012.55	19,487.86	19,975.06	20,474.43	20,986.29	21,785.43
FINANCE DIRECTOR/CITY TREASURER	5201	11	7/7/2025	15,099.24	15,476.72	15,863.64	16,260.22	16,666.73	17,083.40	17,510.48	17,948.25	18,396.95	18,856.88
INFO TECHNOLOGY DIRECTOR	5801	09	7/7/2025	13,420.69	13,756.20	14,100.11	14,452.61	14,813.93	15,184.28	15,563.88	15,952.98	16,351.81	16,760.60
LIBRARY DIRECTOR	5601	10	7/7/2025	12,501.85	12,814.40	13,134.76	13,463.12	13,799.70	14,144.69	14,498.31	14,860.77	15,232.29	15,613.10
POLICE CHIEF	5302	12	7/7/2025	18,316.46	18,774.37	19,243.73	19,724.83	20,217.94	20,723.39	21,241.48	21,772.52	22,316.83	22,874.75
PUBLIC WORKS DIRECTOR	5501	08	7/7/2025	15,099.24	15,476.72	15,863.64	16,260.22	16,666.73	17,083.40	17,510.48	17,948.25	18,396.95	18,856.88
RECREATION AND HUMAN SERVICES DIRECTOR	5701	09	7/7/2025	13,420.69	13,756.20	14,100.11	14,452.61	14,813.93	15,184.28	15,563.88	15,952.98	16,351.81	16,760.60

CITY OF GLENDORA
ELECTED CITY COUNCIL
SALARY SCHEDULE

Revised 12/1/2024

				APPROXIMATE MONTHLY									
POSITION TITLE	**CLASS**	**RANGE**	**EFFECTIVE**	**Step 1**	**Step 2**	**Step 3**	**Step 4**	**Step 5**	**Step 6**	**Step 7**	**Step 8**	**Step 9**	**Step 10**
CITY COUNCIL	7010	01	12/9/2024	1,600.00									

RESOLUTION CC 2025-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENDORA APPROVING THE 2025-2028 MEMORANDUM OF UNDERSTANDING AGREEMENT WITH THE GLENDORA POLICE MANAGEMENT ASSOCIATION.

THE CITY COUNCIL
City of Glendora, California

WHEREAS, the representative of the City of Glendora and the Glendora Police Management Association (PMA) met and negotiated a 2025-2028 Memorandum of Understanding, which was voted upon and approved by the PMA membership.

NOW, THEREFORE, THE CITY COUNCIL THE CITY OF GLENDORA, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. That the City Council approves the 2025-2028 Memorandum of Understanding between the City of Glendora and the Glendora Police Management Association attached as Exhibit A

SECTION 2. The Mayor shall sign and the City Clerk shall certify to the passage and adoption of this Resolution, shall enter the same into the Book of Original Resolutions and that this Resolution shall take effect and be in force on this date.

SECTION 3. The City Clerk is hereby directed to forward a copy of this Resolution to the Assistant Director - Human Resources.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Glendora this ___ day of ____, ____.

BY: _____
DAVID FREDENDALL
Mayor

APPROVED AS TO FORM:
Aleshire & Wynder, LLP

_____
DANNY WYNDER
City Attorney

CERTIFICATION

I, do hereby certify that the foregoing Resolution was duly adopted by the City Council of the City of Glendora at a regular meeting held on the ____ day of ____, ____, by the following vote:

AYES: MEMBERS:
NOES: MEMBERS:

ABSENT: MEMBERS:
ABSTAIN: MEMBERS:

Dated:

KATHLEEN R. SESSMAN
City Clerk/Communications Director