



CITY OF LAWDALE
AGENDA OF THE LAWDALE
CITY COUNCIL REGULAR MEETING

Monday, August 4, 2025, 6:30 PM
Council Chambers
14717 Burin Ave
Lawndale, CA 90260

Any person who wishes to address the City Council regarding any item listed on this agenda or any other matter that is within its subject matter jurisdiction is invited, but not required, to fill out a Public Meeting Speaker Card and submit it to the City Clerk prior to the oral communications portion of the meeting. The purpose of the card is to ensure that the speaker's name is correctly recorded in the meeting minutes and, where appropriate, to provide contact information for staff follow-up.

How to observe the Meeting:

To maximize public safety while still maintaining transparency and public access, members of the public can now observe the meeting in person. Members of the public are still be able to view the meeting on YouTube "Lawndale CityTV", the City Website, and Lawndale Community Cable Television on Spectrum and Frontier Channel 3.

Copies of this Agenda may be obtained prior to the meeting inside the Lawndale City Hall foyer or on the **City Website**. Interested parties may contact the City Clerk Department at (310) 973-3213 for clarification regarding individual agenda items.

This Agenda is subject to revision up to 72 hours before the meeting.

A. CALL TO ORDER AND ROLL CALL

B. CEREMONIALS (Flag Salute and Inspiration)

C. PUBLIC SAFETY REPORT

1. Los Angeles County Sheriff's Department Update

2. Los Angeles County Fire Department Update

D. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA (Public Comments)

E. COMMENTS FROM COUNCIL

F. CONSENT CALENDAR

Items 3 through 6 will be considered and acted upon under one motion unless a City Councilmember removes individual items for further City Council consideration or explanation.

3. Motion to read by title only and waive further reading of all ordinances listed on the Agenda

— Recommendation: that the City Council read by title only and waive further reading of all ordinances listed on the agenda.

4. Accounts Payable Register

— Recommendation: Staff recommends that City Council adopts Resolution No. CC-2508-036 authorizing the payment of certain claims and demands in the amount of \$2,260,335.56.

5. Minutes of the Lawndale City Council Regular Meeting - July 21, 2025

— Recommendation: that the City Council approve the minutes.

6. Consideration of Claim Against the City

— Recommendation: that the City Council reject the claim filed by Iris Broussard and instruct staff to process the appropriate correspondence to the claimant.

G. PUBLIC HEARING

7. Building & Safety Permit Fee Update for FY 2025-26

— Recommendation: that the City Council conduct a public hearing to receive testimony regarding the City's Building & Safety Permit Fee Update and adopt Resolution No. CC-2508-35. The project is exempt from the California Environmental Quality Act (CEQA) because the creation of a government funding mechanism which does not involve any commitment to any specific project is not a "project" under CEQA pursuant to Public Resources Code Section 21080 and CEQA Guideline 15378(b)(4).

H. ADMINISTRATION

8. Award of Contract for 2025 Pavement Management System

— Recommendation: that the City Council 1.) Award a contract to Bucknam Infrastructure Group, Inc. in the amount of \$36,991.00 for the 2025 Pavement Management System; and 2.) Approve a contingency of \$6,000 for the 2025 Pavement Management System.

9. Quarterly Financial Report

— Recommendation: that the City Council receive and file the Quarterly Investment Report for the quarter ended June 30, 2025.

10. Notice of Completion for CDBG Project No. 602487-22

— Recommendation: that the City Council 1.) Accept the project completion by Onyx Paving Company, Inc., for the CDBG Project No. 602487-22; 2.) Authorize staff to file the Notice of Completion with the Los Angeles County Registrar-Recorder County Clerk's Office for the CDBG Project No. 602487-22; and 3.) Authorize staff to release the retention in the amount of \$16,823.20 for the CDBG Project No. 602487-22.

I. CITY MANAGER REPORT

J. ITEMS FROM CITY COUNCILMEMBERS

11. Consider Updates to City Council Policy No. 26-95 Recognition Requests

— Recommendation: that the City Council 1.) Adopt Resolution No. CC-2508-038, approving the amendments to Council Policy No. 26-95, Recognition Requests; or, 2) Provide further direction to staff.

12. Amend City Council Policy No. 62-01 - Use of City Seal/Logo

— Recommendation: that the City Council 1.) Adopt Resolution No. CC-2508-037, amending Council Policy No. 62-01, Use of City Seal/Logo; or, 2.) Provide further direction to staff.

13. Report of Attendance at Meetings

K. ADJOURNMENT

The next regularly scheduled meeting of the City Council will be held at 6:30 p.m. on Monday, August 18, 2025, in the Lawndale City Hall Council Chamber, 14717 Burin Avenue, Lawndale, California.

It is the intention of the City of Lawndale to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you need special assistance beyond what is normally provided, we will attempt to accommodate you in every reasonable manner. Please contact the City Clerk Department (310) 973-3213 prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodation to attend or participate in meetings on a regular basis.

I hereby certify under penalty of perjury under the laws of the State of California that the agenda for the regular meeting of the City Council to be held on Monday, August 4, 2025, was posted no less than 72 hours prior to the meeting.

/s/ Yvette Palomo
Yvette Palomo, Assistant City Clerk

Date Posted: July 31, 2025



CITY OF LAWNDALE

14717 BURIN AVENUE, LAWNDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: August 4, 2025
TO: Honorable Mayor and City Council
FROM: Dr. Sean M. Moore, City Manager
PREPARED BY: Vanesa Alvarez, Administrative Assistant
SUBJECT: **Los Angeles County Sheriff's Department Update**

No supporting documentation was forwarded to the City Clerk Department for this item.



CITY OF LAWDALE

14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: August 4, 2025
TO: Honorable Mayor and City Council
FROM: Dr. Sean M. Moore, City Manager
PREPARED BY: Vanesa Alvarez, Administrative Assistant
SUBJECT: **Los Angeles County Fire Department Update**

No supporting documentation was forwarded to the City Clerk Department for this item.



CITY OF LAWDALE

14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: August 4, 2025

TO: Honorable Mayor and City Council

FROM: Dr. Sean M. Moore, City Manager

PREPARED BY: Vanesa Alvarez, Administrative Assistant

SUBJECT: **Motion to read by title only and waive further reading of all ordinances listed on the Agenda**

RECOMMENDATION

Staff recommends that the City Council read by title only and waive further reading of all ordinances listed on the agenda.



CITY OF LAWDALE

14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: August 4, 2025
TO: Honorable Mayor and City Council
FROM: Dr. Sean M. Moore, City Manager
PREPARED BY: Hrant Manuelian, Finance Director/City Treasurer
SUBJECT: **Accounts Payable Register**

RECOMMENDATION

Staff recommends that City Council adopts Resolution No. CC-2508-036 authorizing the payment of certain claims and demands in the amount of \$2,260,335.56.

Attachments

[A. CC-2508-036- AP Resolution - August 4, 2025.pdf](#)

ATTACHMENT A

RESOLUTION NO. CC-2508-036

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWNSDALE, CALIFORNIA
AUTHORIZING CERTAIN CLAIMS AND DEMANDS
IN THE SUM OF \$2,260,335.56**

THE CITY COUNCIL OF THE CITY OF LAWNSDALE, CALIFORNIA, DOES HEREBY
RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. That in accordance with Sections 37202 and 37209 of the Government Code, the Director of Finance, as certified below, hereby attests to the accuracy of these demands and to the availability of funds for the payment thereof.

SECTION 2. That the following claims and demands have been audited as required by law, and that appropriations for these claims and demands are included in the annual budget as approved by the City Council.

SECTION 3. That the claims and demands paid by check numbers 207876 through 207959 for the aggregate total of \$2,260,335.56 are hereby authorized.

Effective Date: August 4th, 2025

Approved by:

Hrant Manuelian, Director of Finance

Gregory M. Murphy, City Attorney

PASSED, APPROVED AND ADOPTED this 4th day of August 2025.

Robert Pullen-Miles, Mayor

ATTEST:

State of California)
County of Los Angeles) SS
City of Lawnsdale)

I, Erica Harbison, City Clerk of the City of Lawndale, California, do hereby certify that the City Council of the City of Lawndale duly approved and adopted the foregoing Resolution No. CC-2508-036 at a regular meeting of said Council held on the 4th day of August 2025, by the following roll call vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Robert Pullen-Miles, Mayor					
Pat Kearney, Mayor Pro Tem					
Bernadette Suarez					
Sirley Cuevas					
Francisco M. Talavera					

Erica Harbison, City Clerk

City of Lawndale
Summary of Audited Claims and Demands

Claims and Demands Paid By Check:

Check Date	Check Number		Aggregate Total
	Beginning	Ending	
7/17/2025	207876	207910	576,170.46
7/17/2025	207911	207917	50,642.07
7/24/2025	207918	207940	761,352.33
7/24/2025	207941	207959	872,170.70
Total Checks			2,260,335.56

Claims and Demands Paid By Electronic ACH Transfer:

Date	Name of Payee	Description	Amount
Total ACH Payments			0.00
Total Audited Claims and Demands Paid			2,260,335.56

Check Register Report

Date: 07/16/2025

Time: 4:42 pm

Page: 1

City of Lawndale

BANK: WELLS FARGO BANK N.A

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
WELLS FARGO BANK N.A Checks							
207876	07/17/2025	Printed		2207	ASAP SIGN & BANNER, LLC	NO ILLEGAL FIREWORK BANNERS	1,547.00
207877	07/17/2025	Printed		0372C	AT & T	PHONE CHARGES	2,258.28
207878	07/17/2025	Printed		0142	BOULEVARD FLORIST	SYMPATHY FLOWERS TO R. FELTON	110.23
207879	07/17/2025	Printed		7766	BURKE, WILLIAMS &	LEGAL SERVICES - MAY 2025	96,955.31
207880	07/17/2025	Printed		0219	COUNTY OF LA DEPT OF PUBLIC WK	FASHING RED TRAFFIC SIGNAL	870.21
207881	07/17/2025	Printed		8307	DEVELOPERS GENERAL CONTRACTING	CITY HALL & PW IMPROV. PROJECT	303,690.22
207882	07/17/2025	Printed		8316	DIAMOND ENVIRONMENTAL SERVICES	BARRICADES -	706.00
207883	07/17/2025	Printed		5702	DIV OF THE STATE ARCHITECT	Q2 2025 CASP FEE REPORT	87.60
207884	07/17/2025	Printed		7809	DUNCAN'S SOO BAHK DO LLC	INSTRUCTOR FEES MARTIAL ARTS	2,313.67
207885	07/17/2025	Printed		0242	FEDEX	SHIPPING CHARGE	15.52
207886	07/17/2025	Printed		8584	FITNESS MACHINE TECHNICIANS	REPAIR SERVICE - TREADMILL	647.17
207887	07/17/2025	Printed		5746	INTL ELECTRONIC ENTERPRISES IN	CITY VIDEO EDITING STORAGE	36,688.00
207888	07/17/2025	Printed		0308	LOS ANGELES COUNTY	SPECIAL EVENT 5/24/25 @	1,796.04
207889	07/17/2025	Printed		8640	TEWODROS MENGESHA	FACILITY DEPOSIT REFUND	707.85
207890	07/17/2025	Printed		7890	ODP BUSINESS SOLUTIONS LLC	OFFICE SUPPLIES	1,020.03
207891	07/17/2025	Printed		7047	PRECISION AUTO CARE, INC	OIL CHANGE & AC INSPECTION -	431.79
207892	07/17/2025	Printed		8619	PRIMO BRANDS	BOTTLE WATER SERVICE -	2,253.38
207893	07/17/2025	Printed		5068A	QUADIENT FINANCE USA INC	CITY HALL POSTAGE - JUNE 2025	889.02
207894	07/17/2025	Printed		7170	RESOURCE RECYCLING & RECOVERY	FY2022/23 UNSPENT FUNDS	7,893.60
207895	07/17/2025	Printed		5895	RICOH USA INC	USAGE CHARGES FOR COPIERS-	663.82
207896	07/17/2025	Printed		1899	SOUTH BAY 25 CLUB	DONATION FROM COUNCILMEMBER	200.00
207897	07/17/2025	Printed		0439	SOUTHERN CALIFORNIA EDISON CO.	UTILITIES ELECTRICITY	23,072.68
207898	07/17/2025	Printed		0440	SOUTHERN CALIFORNIA GAS CO.	UTILITY GAS CHARGES	1,340.78
207899	07/17/2025	Printed		8177	SOUTHWEST PATROL, INC.	ARMED SECURITY SERVICES -	5,200.00
207900	07/17/2025	Printed		4582	STATE CONTROLLER'S OFFICE	2024 OFFSET PROGRAM	1,353.22
207901	07/17/2025	Printed		0849	THE SAFEMART OF SO CAL INC	FEE TO OPEN R. FELTON'S OFFICE	177.57
207902	07/17/2025	Printed		8141	TRANSPORTATION CONCEPTS	LAWNDALE BEAT FIXED ROUTE -	67,674.78
207903	07/17/2025	Printed		3672-ASD	U.S. BANK	CREDIT CARD PAYMENT	248.80
207904	07/17/2025	Printed		3672-CMD	U.S. BANK	CREDIT CARD PMT FY 25/26	1,740.12
207905	07/17/2025	Printed		3672-CSD	U.S. BANK	CREDIT CARD PAYMENT	4,864.40
207906	07/17/2025	Printed		3672-FIN	U.S. BANK	CREDIT CARD PAYMENT	139.93
207907	07/17/2025	Printed		3672-MSD	U.S. BANK	CREDIT CARD PAYMENT	1,508.21
207908	07/17/2025	Printed		3672-PWD	U.S. BANK	CREDIT CARD PAYMENT	2,112.86
207909	07/17/2025	Printed		2883	UNDERGROUND SERVICE ALERT SC	MONTHLY MAINT. FEE	71.54
207910	07/17/2025	Printed		3373	VERIZON WIRELESS	DESK & CELL PHONE SERVICE/ SIM	4,920.83
				Total Checks: 35			Checks Total (excluding void checks): 576,170.46
				Total Payments: 35			Bank Total (excluding void checks): 576,170.46
				Total Payments: 35			Grand Total (excluding void checks): 576,170.46

Check Register Report

Date: 07/17/2025
Time: 9:04 am
Page: 1

City of Lawndale

BANK: WELLS FARGO BANK N.A

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
WELLS FARGO BANK N.A Checks							
207911	07/17/2025	Printed		7470	ARAMARK REFRESHMENT SVCS LLC	COFFEE SUPPLIES	270.70
207912	07/17/2025	Printed		0155A	CALIF. CONTRACT CITIES ASSOC.	2025-26 MEMBERSHIP DUES	4,700.00
207913	07/17/2025	Printed		7889	CHARTER COMMUNICATIONS	INTERNET SERVICES	1,008.21
207914	07/17/2025	Printed		4629	L.A COUNTY AUDITOR CONTROLLER	2025/2026 LAFCO FEES	805.37
207915	07/17/2025	Printed		7392	ONLINE SOLUTIONS LLC	ANNUAL BILLING - CITIZENSERVE	28,800.00
207916	07/17/2025	Printed		0442	SO CALIF ASSOC OF GOVERNMENTS	2025/26 MEMBERSHIP DUES	4,681.00
207917	07/17/2025	Printed		4444	TYLER TECHNOLOGIES INC	ACCOUNTING SOFTWARE ANNUAL FEE	10,376.79
				Total Checks: 7			Checks Total (excluding void checks): 50,642.07
				Total Payments: 7			Bank Total (excluding void checks): 50,642.07
				Total Payments: 7			Grand Total (excluding void checks): 50,642.07

Check Register Report

Date: 07/24/2025

Time: 11:13 am

Page: 1

City of Lawndale

BANK: WELLS FARGO BANK N.A

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
WELLS FARGO BANK N.A Checks							
207918	07/24/2025	Printed		8357	4LEAF INC.	CDD PERMIT TECHNICIAN SVCS -	10,080.00
207919	07/24/2025	Printed		3228	ALLIANT INSURANCE SERVICES	SPECIAL EVENT LIABILITY INS.	988.00
207920	07/24/2025	Printed		7052	AMALEA JOY FISHER, LLC	INSTRUCTOR FEES - SENIOR	795.00
207921	07/24/2025	Printed		4333	CALIF BLDG STANDARDS COMMISSIO	SURCHARGE QTR ENDING	132.00
207922	07/24/2025	Printed		0163	CAPITAL OF SOUTH BAY INC.	REPLACED LAMPS @ CSD	93.54
207923	07/24/2025	Printed		7209	CE FLOOR CARE	CARPET CLEANING -	3,400.00
207924	07/24/2025	Printed		0615	CLEANSTREET, LLC	STREET SWEEPING & DEBRIS	29,095.78
207925	07/24/2025	Printed		0219	COUNTY OF LA DEPT OF PUBLIC WK	BUILDING & SAFETY SERVICES	35,245.35
207926	07/24/2025	Printed		0218	DEPARTMENT OF JUSTICE	FINGERPRINTING APPS(3)-	96.00
207927	07/24/2025	Printed		8129	DEPT OF CONSERVATION	Q2 2025 - STRONG MOTION FEES	406.57
207928	07/24/2025	Printed		8129	DEPT OF CONSERVATION	Q1 2025 - STRONG MOTION FEES	185.26
207929	07/24/2025	Printed		8584	FITNESS MACHINE TECHNICIANS	REPAIR SERVICE - TREADMILL	756.18
207930	07/24/2025	Printed		0441	GOLDEN STATE WATER CO.	WATER USAGE SERVICES	27,172.11
207931	07/24/2025	Printed		5193	KI	DURALITE TABLES @ CSD MAIN	5,091.71
207932	07/24/2025	Printed		0308	LOS ANGELES COUNTY	PUBLIC SAFETY SERVICES -	599,529.71
207933	07/24/2025	Printed		7940	MARIPOSA LANDSCAPES, INC	LANDSCAPE MAINTENANCE SERVICES	44,943.88
207934	07/24/2025	Printed		8646	WASIF MUHAMMAD	PLANNING DEPOSIT REFUND	434.65
207935	07/24/2025	Printed		6123	PRUDENTIAL OVERALL SUPPLY	WEEKLY COVERALL CHARGES	413.92
207936	07/24/2025	Printed		0440	SOUTHERN CALIFORNIA GAS CO.	UTILITY GAS CHARGES	104.49
207937	07/24/2025	Printed		0211	SOUTHERN CALIFORNIA NEWS GROUP	LEGAL ADS - CASE 25-16	710.43
207938	07/24/2025	Printed		0458	THE SALVATION ARMY	MEALS ON WHEELS - JUNE 2025	232.00
207939	07/24/2025	Printed		5319A	THREE BROTHERS PARTY RENTALS	TENTS, TABLES, CHAIRS -	720.00
207940	07/24/2025	Printed		8641	MOHAMMAD YUSIFZAI	PLANNING DEPOSIT REFUND	725.75
Total Checks: 23							Checks Total (excluding void checks): 761,352.33
Total Payments: 23							Bank Total (excluding void checks): 761,352.33
Total Payments: 23							Grand Total (excluding void checks): 761,352.33

Check Register Report

City of Lawndale

BANK: WELLS FARGO BANK N.A

Date: 07/24/2025
 Time: 9:20 am
 Page: 1

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
WELLS FARGO BANK N.A Checks							
207941	07/24/2025	Printed		3228	ALLIANT INSURANCE SERVICES	2025/26 ACIP CRIME ANNUAL PREM	1,771.00
207942	07/24/2025	Printed		0163	CAPITAL OF SOUTH BAY INC.	LAMPS FOR MSD RESTROOM	14.12
207943	07/24/2025	Printed		0190	COLONIAL LIFE & ACCIDENTS, INC	JULY 2025-INS PRE-TAX/POST TAX	3,295.06
207944	07/24/2025	Printed		7934	COMPUTERSHARE CORPORATE TRUST	ACCOUNT#: LAWNDALE09TA	841,877.68
207945	07/24/2025	Printed		0216	DELTA DENTAL	JULY 2025 DENTAL PREMIUM	2,711.96
207946	07/24/2025	Printed		0389	DELTA DENTAL INSURANCE COMPANY	JULY 2025 DENTAL PREMIUM	271.98
207947	07/24/2025	Printed		1288	EWING IRRIGATION PRODUCTS INC	IRRIGATION REPAIR PARTS -	469.28
207948	07/24/2025	Printed		8150	HEALTH AND HUMAN RESOURCE	JULY 2025 EMPLOYEE ASSIST	76.14
207949	07/24/2025	Printed		8643	PHAT HUYNH	CONS & DEMO DEPOSIT REFUND	7,800.00
207950	07/24/2025	Printed		8642	GLEN JOHNSON	SECURITY DEPOSIT REFUND	500.00
207951	07/24/2025	Printed		8286	MARVIN SERVICES INC	OIL CHANGE - VEH#532	1,066.14
207952	07/24/2025	Printed		1755	ANTHONY OWENS	SHOP LOCAL HOME IMPROV. REBATE	500.00
207953	07/24/2025	Printed		7047	PRECISION AUTO CARE, INC	ENGINE R&R FLEX PLATE REPAIR	843.46
207954	07/24/2025	Printed		8645	HAGOP TAKARLEKIAN	CONS & DEMO DEPOSIT REFUND	3,508.50
207955	07/24/2025	Printed		8644	VATCHE TAKARLEKIAN	PLANNING DEPOSIT REFUND	1,805.29
207956	07/24/2025	Printed		2002	THE STANDARD, UNIT 22	LIFE,AD&D,LTD INSURANCE PREM -	1,721.74
207957	07/24/2025	Printed		8120	TUCKER TOURS, LLC	TRAVEL CLUB - VIEJAS CASINO	2,450.00
207958	07/24/2025	Printed		7768	UNITED SITE SERVICES	PORTABLE RESTROOM RENTAL	103.31
207959	07/24/2025	Printed		0479	VISION SERVICE PLAN	VISION PREMIUM JULY 2025	1,385.04
				Total Checks: 19			Checks Total (excluding void checks): 872,170.70
				Total Payments: 19			Bank Total (excluding void checks): 872,170.70
				Total Payments: 19			Grand Total (excluding void checks): 872,170.70

Council Meeting 8/04/2025
Details of US Bank Credit Card Charges & Petty Cash Expenses

Vendor# 3672-ASD

Date	Vendor	Description	Amount
6/2/2025	Amazing Balloons By Gee	Balloons For Employee Appreciation Event	208.85
6/19/2025	FS Portfolio	Employee Relations Software - Subscription For HR	39.95
Check Date 7/17/2025; Check# 207903			\$ 248.80

Vendor# 3672-CMD

Date	Vendor	Description	Amount
6/2/2025	L.A. Uniform & Tailoring	Logo Patch added to four shirts (F. Talavera)	50.46
6/2/2025	Kasai Teriyaki Bowl	15 Pre-Council Meeting Meals (5 orders for elected's and 10 orders for staff) - June 2025 council meeting	242.81
6/12/2025	ClickSend	Street Sweeping Notification App Recharge Inv 4125496927	20.00
6/16/2025	E&H Trophy & Engraving	3 Plqs - SBCCOG Outgoing Chair Rodney Tanaka; Daniel Woods, PRSSC Outgoing Commissioner; Judy Oldzwieski, Beautification Committee Outgoing Member	280.31
6/16/2025	Kasai Teriyaki Bowl	12 Pre-Council Mtg Meals (5 Elected's meals and 7 staff meals) - June 16, 2025 council meeting	202.68
6/18/2025	Daily Breeze Torrance	Digital Subscription for 52 weeks - June 7/25 - 6/6/26 - FY 24/25 budget. (For weekly newspaper clippings)	120.86
6/18/2025	League of California Cities	LCC Division Meeting - 8/7/25 - S. Cuevas	75.00
6/18/2025	APA (American Planning Association)	City Manager Membership in APA - FY 25/26 (charged to Community Development Department Budget)	748.00
Check Date 7/17/2025; Check# 207904			\$ 1,740.12

Vendor# 3672-CSD

Date	Vendor	Description	Amount
5/22/2025	Smart & Final	Senior Lunch kitchen supplies	33.11
5/22/2025	Smart & Final	Memorial Day continental breakfast supplies	77.67
5/22/2025	Boulevard Florist	Memorial Day wreath	132.60
5/22/2025	Dollar Tree	Memorial Day table covers	8.29
5/22/2025	Amazon	smart plugs and compartment caddies for office	82.14
5/22/2025	Amazon	Senior Father's Day Lua Luncheon decoration supplies	43.61
5/22/2025	Party City	Cups for Memorial Day event	19.79

5/21/2025	The Home Depot	x5 Storage Shelving Units for storage rooms	972.40
5/25/2025	Amazon	Return bulleting board due to its size	(131.38)
5/23/2025	Minuteman Press	Memorial Day color flyers printed	134.28
5/22/2025	Michaels Stores	Memorial Day supplies	64.05
5/23/2025	Costco	Memorial Day continental breakfast	125.08
5/22/2025	The Home Depot	repair supplies for podium	30.80
5/24/2025	The Home Depot	Community Center repair supplies	58.41
5/27/2025	Party City	Community Outreach event supplies	11.00
5/29/2025	Uline Ship Supplies	Utility cart for Senior Lunch Program	319.18
5/28/2025	The Home Depot	Chair cleaning supplies	40.84
5/31/2025	The Home Depot	Office cleaning supplies	103.69
6/4/2025	Office Depot	Pens and labels	68.42
6/7/2025	Dollar Tree	Pet Fair supplies	5.53
6/7/2025	Amazon	Hand Sanitizer refills, wall clock, bucket brush, steamer	322.10
6/11/2025	Smart & Final	Office coffee supplies	47.41
6/11/2025	Smart & Final	Senior Lunch kitchen supplies	79.49
6/12/2025	Target	Father's Day Lua Senior Luncheon Raffle Prizes	198.30
6/12/2025	Amazon	Coffee pod drawer and microfiber cloths	38.63
6/13/2025	Video & Audio Center	Portable bluetooth speaker	439.78
6/16/2025	LA Sign Factory	x2 signs for Yoga on the Lawn class	123.76
6/18/2025	Target	Office cleaning supplies	14.35
6/18/2025	Uline Ship Supplies	Stainless steel trash cans for lunch program	879.73
6/18/2025	LA Sign Factory	Music Festival x5 of 2x5 banners for parks	414.38
6/19/2025	Amazon	Stapler, facial tissue, disinfecting wipes	40.45
6/19/2025	Kettler Intl	ping pong table parts	28.49
6/22/2025	Amazon	Office Supplies - acrylic sign holders, expo markers, batteries	38.02
Check Date 7/17/2025; Check# 207905			\$ 4,864.40

Vendor# 3672-FIN

Date	Vendor	Description	Amount
6/5/2025	Microsoft	Microsoft 365 Audio Conferencing - adjustment 5/01/25 - 5/31/25	(4.92)
6/5/2025	Microsoft	Microsoft 365 Business Basic - one year commitment adjustment 5/01/25 - 5/31/25	132.95
6/5/2025	Amazon.com	USB - Cable for Printer/External Hard Drive - D. Parsley	11.90
Check Date 7/17/2025; Check# 207906			\$ 139.93

Vendor# 3672-MSD

Date	Vendor	Description	Amount
5/23/2025	Amazon	Return of power mirror switch control for msd Fleet	(18.32)
5/23/2025	Amazon	Mirror control switch for msd fleet	46.05
5/30/2025	Lightning Express Carwash	Car wash for msd fleet veh #520 emp #1561	9.00
5/30/2025	Piggies	Food For Coffee w/ a cop	352.22
6/2/2025	Lightning Express Carwash	Car wash for msd fleet veh #522 emp # 1560	16.00
6/2/2025	Amazon	Dog paw party favors pet fair, coloring books	151.21
6/2/2025	Amazon	200 dog poop bags for Pet Fair	44.19
6/3/2025	Amazon	200 dog poop bags for Pet Fair	176.76
6/4/2025	Costco	dog treats for pet fair	89.44
6/5/2025	RCH Orthobackus	Refund for shoes	(40.44)
6/5/2025	Amazon	Office chair for msd staff	207.73
6/5/2025	Amazon	Office chair for msd staff	141.93
6/9/2025	Office Depot	Office depot avery labels for msd staff	25.90
6/9/2025	Lightning Express Carwash	Car wash for msd flee veh #519 emp # 1160	16.00
6/10/2025	Amazon	Refund for emergency preparedness supplies	(3.62)
6/10/2025	Amazon	Shipment total for emergency preparedness supplies	77.60
6/11/2025	Lightning Express Carwash	Car wash for msd fleet veh #522 emp # 1560	16.00
6/11/2025	Amazon	Mini flash light for emergency preparedness	48.28
6/13/2025	Lightning Express Carwash	Car wash for msd fleet veh #522 emp # 1560	16.00
6/16/2025	Amazon	Mini first aid kit for emergency preparedness	77.28
6/16/2025	The home depot	Gift cards for home awards beautification	50.00
6/17/2025	Lightning Express Carwash	Car wash for msd fleet emp # 1309	9.00
Check Date 7/17/2025; Check# 207907			\$ 1,508.21

Vendor# 3672-PWD

Date	Vendor	Description	Amount
5/21/2025	The Home Depot	Metal flat cover and padlock	30.63
5/23/2025	Best Buy	Full motion TV wall mount for City Hall	66.29
5/22/2025	The Home Depot	Masking tape, mini paint roller, heavy duty wire paint roller roller, metallic water proof flat cover, padlock, kneeling pads	89.99
5/22/2025	The Home Depot	Metallic waterproof cover, flat head stainless steel screws, swivel bolt snap	12.22
5/27/2025	Amazon	Prime	8.28

5/29/2025	The Home Depot	Toilet seat for Rudolph Park	36.43
6/2/2025	VIP Detail	Car wash for vehicle # 517	34.74
6/4/2025	Wayfair	Compost Bins	924.72
6/2/2025	The Home Depot	Fly trap ribbon, whisk broom, Air Wick, disinfecting wipes	50.28
6/2/2025	The Home Depot	Fruit fly trap, flying insect trap refills, trap starter kit	55.15
6/6/2025	The Home Depot	Multi cleaner	13.24
6/7/2025	The Home Depot	Standard air filters	7.04
6/10/2025	Grainger	Reflective tape	159.53
6/10/2025	Grainger	Reflective tape	159.53
6/9/2025	The Home Depot	Linear LED tube light bulb	28.66
6/10/2025	The Home Depot	Push to connect valve fitting	13.87
6/12/2025	Costco Wholesale	Office supplies	135.87
6/11/2025	The Home Depot	WD-40, disinfecting wipes, and hand sanitizer	47.63
6/13/2025	Costco Wholesale	Office supplies returned	(39.99)
6/13/2025	Costco Wholesale	Office supplies	42.89
6/13/2025	The Home Depot	Clear drum liners	55.18
6/18/2025	RJ'S Construction	Concrete Blade	42.62
6/18/2025	Amazon	5x7 rug with felt rubber for Lucho's office	60.72
6/20/2025	Amazon	8X10 rug with pad for Lucho's office	77.34
Check Date 7/17/2025; Check# 207908			\$ 2,112.86

Petty Cash

*No petty cash replenishment during this period.



CITY OF LAWDALE

14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: August 4, 2025

TO: Honorable Mayor and City Council

FROM: Dr. Sean M. Moore, City Manager

PREPARED BY: Vanesa Alvarez, Administrative Assistant
Yvette Palomo, Assistant City Clerk

SUBJECT: **Minutes of the Lawndale City Council Regular Meeting - July 21, 2025**

RECOMMENDATION

Staff recommends that the City Council approve the minutes.

Attachments

[Draft Minutes 07-21-25.pdf](#)

ATTACHMENT A

DRAFT MINUTES
LAWNDALE CITY COUNCIL REGULAR MEETING
July 21, 2025

A. CALL TO ORDER AND ROLL CALL

Mayor Pullen-Miles called the meeting to order at 6:31 p.m. in the City Hall Council Chamber, 14717 Burin Avenue, Lawndale, California.

Councilmembers Present: Mayor Robert Pullen-Miles, Mayor Pro Tem Pat Kearney, Councilmember Bernadette Suarez, Councilmember Sirley Cuevas, Councilmember Francisco M. Talavera

Other Participants: City Manager Dr. Sean M. Moore, City Attorney Gregory M. Murphy, City Clerk Erica Harbison, Assistant City Clerk Yvette Palomo, Deputy City Manager/Director of Human Resources Raylette Felton, Los Angeles County Sheriff's Captain Nicole Palomino, Municipal Services Director Michael Reyes, Finance Director Hrant Manuelian, Community Services Director Jason Minter, Community Development Director Peter Kann

B. CEREMONIALS

Mayor Pro Tem Kearney led the flag salute. Pastor Mathew Harbison of Lawndale Wesleyan Church provided the inspiration.

C. PUBLIC SAFETY REPORT

1. Los Angeles County Sheriff's Department Update

Captain Palomino summarized the recent law enforcement activities and invited the community to attend National Night Out on August 6, 2025 from 5:00 p.m. to 8:00 a.m. at the Lawndale Civic Center Plaza.

2. Los Angeles County Fire Department Update

Acting Assistant Fire Chief Brian Kane was not present.

D. PRESENTATIONS

3. Proclamation - Parks and Recreation Month - July 2025

Presentation of Proclamation to the Community Services Department proclaiming July 2025 as Parks and Recreation Month.

Mayor Pullen-Miles and the City Council presented the City of Lawndale proclamation certificate to the Community Services Department proclaiming July 2025 as Parks and Recreation Month.

Community Services Director Minter presented a video about parks.

E. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA (Public Comments)

Danyal Rafed, Resident, commented on recent Immigration and Customs Enforcement (ICE) actions in the community.

Holly Osborne, Redondo Beach Resident, commented on the Metro C-Line (Green) Project.

Kaitlin Coulter, Interim Library Manager, announced the library's upcoming events.

Deena Sopko, Resident, offered her condolences to the family of the three Los Angeles County Sheriff's Department (LASD) Deputies who passed away, commented in favor of banning safe and sane fireworks, clearing overgrown weeds from parkways, Neighborhood Watch and Beautification Committee meetings, the City's Heart and Soul Music Festival, and trash services provided by Republic Services.

Randall Abram, Resident, commented on the Neighborhood Watch meeting, fireworks in the City during the July 4th holiday, illegal fireworks citations issued and the City of Carson's fireworks suppression efforts.

Annette Owens, Resident, suggested that the City provide local resources and support to the community instead of issuing a formal statement regarding ICE activity, thanked the Mayor and City Council for implementing the Shop Local Reimbursement Program, and suggested that the program continue and be advertised more to assist residents with essential repairs.

Ray Hollar, Resident, commented on green space, the security guard at the shopping center on Hawthorne Boulevard and Marine Avenue, and offered his condolences to the family of the three LASD Deputies who passed away.

Mathew Harbison, Resident, thanked staff for addressing the railroad crossing issue at 161st Street, commented on ongoing pothole repairs, expressed concerns about inconsistent trash pickup, residents misuse of trash bins, and thanked Deputies for issuing illegal fireworks citations during the July 4th holiday.

F. COMMENTS FROM COUNCIL

Councilmember Talavera thanked everyone that attended tonight's meeting, commented in support of the City making a formal statement in response to ICE activity, thanked Redondo Beach Resident Osborne for the information about the Metro C-Line (Green) Project, asked residents to provide any handouts they wish to present to the City Council before the meeting, thanked Interim Library Manager Coulter for providing the library updates, thanked residents for their concerns about illegal fireworks, stated that the Fireworks Ad Hoc Subcommittee will discuss suppression options, thanked Resident Owens for bringing awareness to the Shop Local Rebate Program, asked if the link to the South Bay Environmental Justice Alliance website can be placed on the City's website, thanked resident Harbison for commenting on pothole repairs, and commented on bulky items picked up by Republic Services.

City Manager Dr. Moore responded that he will follow up on the City's policy to place the South Bay Environmental Justice Alliance link on the City's webpage.

Councilmember Suarez thanked everyone that attended tonight's meeting and made public comments, commented in support of the City providing a formal statement in response to ICE activity, thanked Interim Library Manager Coulter for providing the library's updates, asked for an update on Republic Services labor strike activity, asked how drone recordings are responsive to public records requests, asked for a report about the Shop Local Rebate Program, and thanked Resident Hollar for mentioning the three Deputies who passed away.

City Manager Dr. Moore responded that Republic Services had a labor negotiations related strike on the East Coast, the strike ended, a plan was put in place for trash collection, and all trash will be picked up by this week.

Councilmember Cuevas thanked everyone that attended tonight's meeting, commented in support of the City making a formal statement in response to ICE activity, asked if the City can receive a report of ICE enforcement in the City, requested information on drone usage, and asked if Republic Services will restart their regular trash collection schedule this week.

City Manager Dr. Moore responded that he will ask Republic Services about the status of the trash collection schedule.

Mayor Pro Tem Kearney thanked everyone that spoke at tonight's meeting, commented in favor of providing immigration resources to residents, thanked Interim Library Manager Coulter for providing the library's updates, suggested revising the Neighborhood Watch meeting schedule, stated that he enjoyed the Heart and Soul Music Festival and it may have had low attendance due to recent ICE activity, commented on Republic Services resuming trash collection services, and reminded residents to pick up a compost bin from the Public Works Department.

Mayor Pullen-Miles asked if the Republic Services strike violated the City's agreement, commented in support of the City issuing a formal statement in response to recent ICE activity, suggested working with the State Senator to provide a resource fair for immigrants, thanked Redondo Beach Resident Osborne for her comments about the Metro C-Line (Green) Project, thanked residents who attended the Neighborhood Watch meeting, and requested information about drone usage. Mayor Pullen-Miles requested that the Shop Local Rebate Program be continued, thanked Resident Hollar for his comment honoring the three LASD Deputies who passed away, and announced that the meeting will be adjourned in their memory.

City Attorney Murphy responded that the Republic Services strike was not in violation of the agreement because they provided a plan for remediation.

Finance Director Manuelian commented that the deadline for the Shop Local Rebate Program has been extended and the City is currently accepting applications.

G. CONSENT CALENDAR

4. **Motion to read by title only and waive further reading of all ordinances listed on the Agenda**
Recommendation: that the City Council read by title only and waive further reading of all ordinances listed on the agenda.
5. **Accounts Payable Register**
Recommendation: that City Council adopts Resolution No. CC-2507-034 authorizing the payment of certain claims and demands in the amount of \$2,359,643.69.
6. **Minutes of the Lawndale City Council Regular Meeting - June 16, 2025**
Recommendation: that the City Council approve the minutes.
7. **Approval of an Agreement with the City of Gardena for the Elder Nutrition Program**
Recommendation: that the City Council approve the Contract Services Agreement for Elderly Nutrition Program Services agreement between the City of Lawndale and the City of Gardena for a term beginning Monday, July 1, 2025, through June 30, 2026.

8. US Bank Agreement

Recommendation: that the City Council authorize the City Manager to enter into the custody agreement with US Bank National Association.

Councilmember Suarez requested that Consent Calendar Item No. G.8. be pulled and considered separately.

By consensus, Mayor Pullen-Miles pulled Consent Calendar Item No. G.8. from the consent calendar to be considered separately.

A motion was made by Mayor Pro Tem Kearney and seconded by Councilmember Cuevas to approve Consent Calendar Items No. G.4 through G.7. The motion passed by a vote of 5-0.

8. US Bank Agreement

Recommendation: that the City Council authorize the City Manager to enter into the custody agreement with US Bank National Association.

This item was considered separately at this time.

Councilmember Suarez asked if the investment policy indicates which bank to use and requested that staff look into completing a request for proposal process for next year.

In response to Councilmember Suarez's and City Attorney Murphy's questions, Finance Director Manuelian responded that the Investment Policy indicates that the City must have a custody account, the new product US Bank offers is best for the City, there are no fees associated with the account, and the approval of this agreement is time sensitive.

A motion was made by Councilmember Cuevas and seconded by Councilmember Suarez to authorize the City Manager to enter into the custody agreement with US Bank National Association. The motion passed by a vote of 5-0.

H. ADMINISTRATION

9. Designation of Voting Delegate & Alternate(s) to the 2025 League of California Cities Conference

Recommendation: that the City Council 1.) Select a Voting Delegate and Voting Alternate(s) to represent the City at the 2025 League of California Cities Annual Conference; 2.) Direct staff in the City Clerk Department to forward the appropriate formal minute action of such designation to the League of California Cities and the City Manager Department; 3.) Determine if additional Council Members will attend the conference, if yes; 4.) Direct the Finance Director/City Treasurer to identify and appropriate the additional funding required, and make the appropriate transfer of funds to the City Council Travel/Meetings Fund No. 100-110-510.620; and 5.) Direct staff in the City Manager's Department to make the appropriate reservations for the approved travel.

By consensus, the City Council selected Councilmember Cuevas to represent the City at the 2025 League of California Cities Annual Conference as the voting delegate, Mayor Pro Tem Kearney as the alternate, directed staff in the City Clerk Department to forward the appropriate formal minute action of such designation to the League of California Cities and the City Manager Department, directed the Finance Director/City Treasurer to identify and appropriate the additional funding required, make the appropriate transfer of funds to the City Council Travel/Meetings Fund No. 100-110-510.620 and directed staff in the City Manager's Department to make the appropriate reservations for the approved travel.

10. Agreement for CDBG Administration Assistance, Implementation and Labor Compliance (FY 2025-2026)

Recommendation: that the City Council approve the professional services agreement with Michael Baker International Inc. for the Community Development Block Grant Administration and Labor Compliance Services for FY 2025-2026.

Community Development Director Kann presented the staff report.

A motion was made by Mayor Pro Tem Kearney and seconded by Councilmember Cuevas to approve the professional services agreement with Michael Baker International Inc. for the Community Development Block Grant Administration and Labor Compliance Services for FY 2025-2026. The motion passed by a vote of 5-0.

11. Request to Renew Contract with SPCA for Kenneling and Animal Care Services

Recommendation: that the City Council approve the request to renew the contract with the Society for the Prevention of Cruelty to Animals for Kenneling and Animal Care Services at the total annual cost of \$169,200 for fiscal year 2025/26.

Municipal Services Director Reyes presented the staff report.

In response to Councilmember Cuevas' questions, Municipal Services Director Reyes stated that there are no agencies accepting new clients, there is a surrender fee billed to pet owners and contract fees have been budgeted.

A motion was made by Councilmember Suarez and seconded by Councilmember Cuevas to approve the request to renew the contract with the Society for the Prevention of Cruelty to Animals for Kenneling and Animal Care Services at the total annual cost of \$169,200 for fiscal year 2025/26. The motion passed by a vote of 5-0.

12. Request to Renew Contract with Southwest Patrol for Fiscal Year 2025/26

Recommendation: that the City Council approve the request to renew the contract with Southwest Patrol for fiscal year 2025/26, which will include 112 guard hours per week and provide the City armed guard coverage 16 hours per day, every day of the year for a total of \$340,494.

Municipal Services Director Reyes presented the staff report.

In response to Councilmember Cuevas's questions, Municipal Services Director Reyes stated that the proposal includes holiday coverage, explained that Southwest Patrol guards are not certified to issue illegal citations for illegal activity and emphasized safety concerns associated with asking them to issue citations.

Councilmember Suarez commented that she will not be voting in favor of this item.

A motion was made by Councilmember Talavera and seconded by Mayor Pro Tem Kearney to approve the request to renew the contract with Southwest Patrol for fiscal year 2025/26, which will include 112 guard hours per week and provide the City armed guard coverage 16 hours per day, every day of the year for a total of \$340,494. The motion passed by a vote of 4-1 with Councilmember Suarez voting no.

I. CITY MANAGER REPORT

City Manager Dr. Moore commented that he had nothing to report.

J. ITEMS FROM CITY COUNCILMEMBERS

13. Report of Attendance at Meetings

Councilmember Talavera attended two Senior Lunches, South Bay Cities Council of Governments (SBCCOG) meeting, the City's Heart and Soul Music Festival, Senior's July 4th luncheon, Hawthorne Lawndale Ministerial Association Breakfast, El Camino College Art Exhibition, Neighborhood Watch meeting, congratulated Councilmember Suarez for being elected President of the SBCCOG, thanked her for her service and extended his condolences to the families of the three LASD Deputies who passed away.

Councilmember Suarez offered her condolences to the families and the department of the three LASD Deputies who passed away, announced that she was sworn in as SBCCOG's President, attended a Torrance Refinery meeting, and requested a presentation of the process for the public to make public comments at City Council meetings.

Councilmember Cuevas attended the Alondra Park Ho'olaule'a event, the City's Heart and Soul Music Festival, thanked staff for organizing it, suggested hosting events in the late afternoon, asked for an update on the vacant lot on Hawthorne Boulevard and Manhattan Beach Boulevard, and the Youth Development Center, asked if creating an ordinance to allow sound or security walls along the proposed Metro Project corridor can be discussed, asked if new hotels are being built, and offered her condolences to LASD for the passing of the three Deputies.

City Manager Dr. Moore responded that development for one hotel is in progress.

Mayor Pro Tem Kearney attended the City's Heart and Soul Music Festival, Liability Trust and Oversight Committee meeting, Los Angeles County West Vector Control District meeting, Neighborhood Watch meeting, and the Alondra Park Ho'olaule'a event.

Mayor Pullen-Miles attended the City's Heart and Soul Music Festival, Los Angeles County Sanitation District meeting, and a Neighborhood Watch meeting.

K. ADJOURNMENT

There being no further business to conduct, Mayor Pullen-Miles adjourned the meeting at 8:05 p.m. in memory of Los Angeles County Sheriff's Department Detectives Joshua Kelley-Eklund, Victor Lemus, and William Osborn, who lost their lives while serving the public.

Robert Pullen-Miles, Mayor

ATTEST:

Erica Harbison, City Clerk
Approved: August 4, 2025

DRAFT



CITY OF LAWNDALE

14717 BURIN AVENUE, LAWNDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: August 4, 2025
TO: Honorable Mayor and City Council
FROM: Dr. Sean M. Moore, City Manager
PREPARED BY: Raylette Felton, Deputy City Manager/Director of Human Resources
SUBJECT: **Consideration of Claim Against the City**

BACKGROUND

The City of Lawndale received a claim for property damage filed by Iris Broussard (Claimant) on or about June 27, 2025. The claim filed alleges that on June 8, 2025, vehicle was flooded due to a potential watermain line brake on Manhattan Beach Boulevard and Freeman Avenue. This matter was referred to the City's third-party claims administrator (Carl Warren & Company) for review and investigation.

STAFF REVIEW

The City's third-party claims administrator, Carl Warren & Company, reviewed the claim as filed and determined that the liability for the claim could not be assigned to the City and recommends that the City reject the claim as filed.

LEGAL REVIEW

N/A

FISCAL IMPACT

N/A

RECOMMENDATION

Staff recommends City Council reject the claim filed by Iris Broussard and instruct staff to process the appropriate correspondence to the claimant.

Attachments

[Attachment A - Claim for damages Iris Broussard.pdf](#)

ATTACHMENT A



CITY OF LAWDALE
CLAIM FOR DAMAGES TO PERSON OR PROPERTY

Reserve for Filing Stamp

File with the City Clerk
14717 Burin Ave., Lawndale, CA 90260
(310) 973-3200, Fax: (310) 644-4556

Claim No.: _____

Instructions:

1. Claims for death, injury to person or to personal property must be filed not later than six (6) months after the occurrence. (Gov. Code Sec. 911.2)
2. Claims for damages to real property must be filed not later than one (1) year after the occurrence. (Gov. Code Sec. 911.2)
3. Read entire claim form before filing.
4. See page 2 for diagram upon which to locate place of accident.
5. This claim form must be signed on page 2 at bottom.
6. Attach separate sheets, if necessary, to give full details. SIGN EACH SHEET.
7. Claim must be filed with the City Clerk. (Gov. Code Sec. 915a)

CITY OF LAWDALE			
Claimant's Name	<u>Iris Broussard</u>	Claimant's Occupation	
Claimant's Home Address	[REDACTED]	Claimant's Home Phone #	[REDACTED]
Claimant's Business Address		Claimant's Business Phone #	[REDACTED]

Address and telephone number to which you desire notices or communications to be sent regarding this claim:

[REDACTED] Lawndale CA 90260

When did DAMAGE or INJURY occur?

Date: Sun Jun 8, 2008 Time: 9am

If claim is for Equitable Indemnity, give date claimant served with the complaint:

Date: _____

Names of any city employees involved in INJURY or DAMAGE

N/A

Where did DAMAGE or INJURY occur? Describe fully, and locate on diagram on reverse side of this sheet. Where appropriate, give street names and address and measurements from landmarks:

The damage occurred on Manhattan Beach Blvd my car was parked in front of 4170 I went outside Sunday morning to my car being in above water and mud. I was able to start car to move it. That evening when I went to Watermain broke underground get in car it would not start.

2) Why do you claim the city is responsible?

Watermain broke on Manhattan Beach Blvd
City is responsible for any water main break

3) Describe in detail each INJURY or DAMAGE

Car was flooded car will not start

25 JUN 27 11:19 AM

The amount claimed, as of the date of presentation of this claim, is computed as follows:

Damages incurred to date (exact):	\$	Estimated prospective damages as far as known:	\$
Damage to property	\$	Future expenses for medical and hospital care	\$
Expenses for medical and hospital care	\$	Future loss of earnings	\$
Loss of Earnings	\$	Other prospective special damages	\$
Special Damages for	\$	Prospective general damages	\$
		Total estimate prospective damages	\$
General Damages	\$		
Total Damages incurred to date	\$		
Total amount claimed as of date of presentation of this claim			\$ <u>N/A</u>

Was damage and/or injury investigated by police? N If so, what city? _____ File #: _____

Were paramedics or ambulance called? N If so, name city or ambulance _____

If injured, state date, time, _____

name and address of doctor of your first visit _____

WITNESSES to DAMAGE or INJURY: List all persons and addresses of person known to have information:

Name _____ Address _____ Phone _____

Name _____ Address _____ Phone _____

Name _____ Address _____ Phone _____

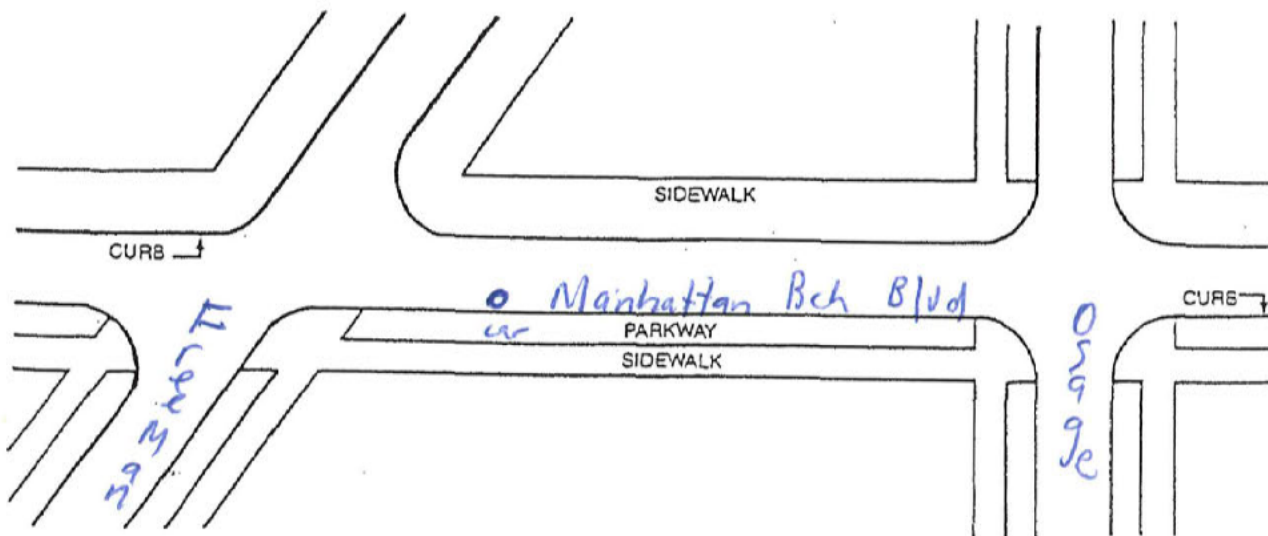
DOCTORS and HOSPITALS:

Hospital _____ Address _____ Date of Hospitalization _____

Doctor _____ Address _____ Date of Treatment _____

Doctor _____ Address _____ Date of Treatment _____

For all accident claims place on following diagram names of streets, including North, East, South and West; indicate place of accident by "X" and by showing house numbers or distances to street corners. If city vehicle was involved, designate by letter "A" location of city vehicle when you first saw it, and by "B" location of yourself or your vehicle when you first saw city vehicle; location of city vehicle at time of accident by "A-1" and location of yourself or your vehicle at the time of the accident by "B-1" and the point of impact by "X". NOTE: if diagrams below do not fit the situation, attach hereto a proper diagram signed by claimant.



Signature of Claimant or person filing on his/her behalf giving relationship to Claimant:

Typed/Printed Name

Date

[Redacted Signature]

IRIS BROUSSARD

6/25/25

THIS CLAIM MUST BE SIGNED ON PAGE 2

over →

7/24/2025

TO: City of Lawndale

ATTENTION: Shaundra Burnam, Raylette Felton

RECOMMENDATION TO REJECT

RE:	Claimant:	Iris Broussard
	Our Client:	City of Lawndale
	Date of Loss:	06-08-2025
	Our File Number:	CJP-3054417

Please allow this correspondence to acknowledge receipt of the captioned claim. Please take the following action:

- **CLAIM REJECTION:** Send a standard rejection letter to the claimant.

Please include proof of mailing with your rejection notice to the claimant. Please provide us with a copy of the Notice of Rejection and a copy of the Proof of Mailing. If you have any questions, feel free to contact the assigned adjuster or the undersigned claims specialist.

Very Truly Yours,

Janice Baluyut

Janice Baluyut
Claims Examiner

Carl Warren & Company, LLC | **A Venbrook Company**

Direct: 657.622.4326

Email: JBaluyut@CarlWarren.com



CITY OF LAWNDALE

14717 BURIN AVENUE, LAWNDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: August 4, 2025

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager

PREPARED BY: Peter Kann, Community Development Director
Adrian Gutierrez, Administrative Assistant II

SUBJECT: **Building & Safety Permit Fee Update for FY 2025-26**

BACKGROUND

The City of Lawndale (“City”) contracts with Los Angeles County (“County”) for building and safety services and is charged rates adopted by the County in 2023. On July 1st of every year, the County increases their permit fees based on the Consumer Price Index (“CPI”), as published by the U.S. Bureau of Labor Statistics for the Greater Los Angeles Area (See Attachment “A”). Moreover, contract cities, like the City, utilizing the services of County’s Building & Safety Department, often use a multiplier that is applied to the County’s permit fees to recover administrative and staff services costs incurred for building plan check, inspections, record keeping, code enforcement and other miscellaneous services.

Per State law, the City Council must authorize the 2.0 multiplier that the City applies to the permit fees to recover the City’s costs to provide these services in addition to the costs for County’s services. Moreover, as the County is increasing its fees with the annual CPI, to remain compliant with statutory requirements, staff is presenting this report to justify the City’s implementation of the 2.0 multiplier. This item will be brought forward annually for the City Council’s consideration each year that the County increases its fees for building and safety services.

To clarify, the City is not reviewing or approving the County’s annual CPI increases. The CPI increases are pass-through fees adopted by the County. This matter has been properly noticed for a public hearing as required by Lawndale Municipal Code Chapter 3.32.

The City has not updated the Building & Safety Fee schedule since July 1, 2023. The proposed Fee Update will help the City cover current costs to provide LA County Building & Safety services.

Since the last update to the permit fee schedule in 2023, the County has increased their fees twice: 2024 (4% CPI increase) and 2025 (3% CPI increase).

STAFF REVIEW

The City has direct and indirect costs for providing building and safety services. An example of a direct cost is the amount invoiced by the City’s building and safety contractor (Los Angeles County Department of Public Works, Building and Safety Division). The County provides counter services, plan check, permit issuance and construction inspections services as needed by the public. Other services provided by the County include assistance with code adoptions, reports, statistical records of building activities, and technical expertise as requested by the City. Other direct costs that are incurred include City personnel costs such as records management, direct client service, building code enforcement, general supervision and custodial services. The costs include the following:

- Staffing costs (City Manager, Community Development Director, Code Enforcement Officer, Administrative Assistant, and Planners);
- Personnel overhead costs;
- Facilities;
- Utilities;
- Supplies; and
- Custodial.

The City's Building Division is subject to normal overhead rates that include supervision costs (i.e. management costs), various staff support, pro rata share of building utilities, insurance and maintenance expenses, miscellaneous office supplies and furnishings.

Multiplier

Pursuant to State law, public agencies may only collect fees that represent the reasonable estimated cost to provide a service. The City's fees have always complied with this mandate and often charges fees lower than those authorized by law. Hence, some jurisdictions have significantly higher permit fees than those charged by the City. The higher fees typically reflect the full cost allocation and recovery for services provided (i.e. value of space, pro-rata share of utilities, pro-rata share of personnel and support functions, etc.). As shown on the attachments, the simplification of the City's costs for the services provided by City staff in conjunction with the Building Division services provided by the County of Los Angeles resulting from the modifier results in lower fees. As an example, the multiplier is added onto the permit fee, plus the CPI of 4.0 percent, times the 2.0 multiplier, results in a fee.

The multiplier utilized by other cities that contract with the County for building and safety services range from 2.0 to 3.0 (Lomita and Rolling Hills Estates); whereas the City's proposed 2.0 multiplier is less than other contract cities, although up slightly by .05 due to increased overall costs in managing the contract. The proposed effective date for the new fees is August 5, 2025.

Discussions

The calculations of buildings fees is based on a project valuations, which is the estimated cost of construction and plays a significant role in determining the permit fee. The building fee schedule charges fees as a percentage of the overall project valuation. Therefore, the more expensive and costlier the project, the higher the permit fee.

Exhibit E to this staff report displays other Contract Cities that established services with L.A. County for building review and inspection services. The purpose of the contracts with the County is often to achieve cost savings and operational efficiency by leveraging the resource and expertise of the larger county government. Exhibit E show these contract cities' fee schedule based on a project's valuation. The contract cities listed are similar in terms of building and safety operations to Lawndale. Lawndale is the lowest when compared to similar Cities.

ENVIRONMENTAL ASSESSMENT

The project is exempt from the California Environmental Quality Act (CEQA) because the creation of a government funding mechanism which does not involve any commitment to any specific project is not a "project" under CEQA pursuant to Public Resources Code Section 21080 and CEQA Guideline 15378(b)(4).

LEGAL REVIEW

The City Attorney's office has reviewed Resolution No. CC-2508-35 and has approved it to form.

PUBLIC NOTICING

Notices of a public hearing were posted on the public noticing board located just outside City Hall and published in the *Daily Breeze* on July 11, 2025, pursuant to the City's public noticing requirements. As of the drafting of this staff report, no comments were received from the public concerning this project.

FISCAL IMPACT

No budget appropriation is required. Adopting the revised building permit fee schedule will reduce the use of general funds to cover the operational costs of the Building Division.

RECOMMENDATION

Staff recommends that the City Council:

- Conduct a public hearing to receive testimony regarding the City's Building & Safety Permit Fee Update; and
- Adopt Resolution No. CC-2508-35

Attachments

[Attachment A - LA County Increase Notices \(2024 and 2025\)](#)

[Attachment B - Resolution No. CC-2508-035](#)

[Attachment C - Proof of Publishing](#)

[Attachment D - Building Permit and Plan Check Fee Schedule for FY 2025-2026](#)

[Attachment E - Permit & Plan Check Fees - LA County Building & Safety Contract Cities Comparison](#)

Attachment “A”

LA County Increase Notices (2024 and 2025)



**EFFECTIVE JULY 1, 2024
BUILDING AND SAFETY
FEES WILL BE
INCREASED 4.0%**

**THIS INCREASE IS BASED ON THE
CONSUMER PRICE INDEX RISE BETWEEN
MARCH 2023 AND MARCH 2024
AS PUBLISHED BY THE
U.S. BUREAU OF LABOR STATISTICS FOR THE
LOS ANGELES-LONG BEACH-ANAHEIM, CA AREA**



**EFFECTIVE JULY 1, 2025
BUILDING AND SAFETY
FEES WILL BE
INCREASED 3.0%**

**THIS INCREASE IS BASED ON THE
CONSUMER PRICE INDEX RISE BETWEEN
MARCH 2024 AND MARCH 2025
AS PUBLISHED BY THE
U.S. BUREAU OF LABOR STATISTICS FOR THE
LOS ANGELES-LONG BEACH-ANAHEIM, CA AREA**

Attachment “B”

Resolution No. CC-2508-035

RESOLUTION NO. CC-2508-035

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWNSDALE, CALIFORNIA
ADOPTING A REVISED FEE SCHEDULE FOR BUILDING,
ELECTRICAL, MECHANICAL, PLUMBING, AND GRADING
PERMITS AND SERVICES PROVIDED TO THE PUBLIC**

WHEREAS, requests for certain services from the City of Lawnsdale ("City") are made by the public to the City to allow the public to comply with the Lawnsdale Municipal Code and state and federal laws; and

WHEREAS, the provision of building, electrical, mechanical, plumbing, and grading permits and services by City staff occur at an expense to the City; and

WHEREAS, the City has always intended to recover the costs it incurs for providing such services to the general public by collecting fees to reimburse the City's costs; and

WHEREAS, the City is currently collecting such fees pursuant to a 2023 fee schedule enacted to adequately reimburse the City for its expenses; and

WHEREAS, City staff has prepared the updated cost evaluation, justification, and fee schedules attached hereto as Exhibit "A", and incorporated herein by reference for the permit fees and charges proposed to be levied for providing certain building, electrical, mechanical, plumbing, grading and landscape services; and

WHEREAS, the California Government Code requires that fees for services charged by municipalities not exceed the cost of providing the service for which the fee is levied and that no fee or service charge or increase in an existing fee or charge may be levied without the public having an opportunity to make oral or written public comment at a regularly scheduled City Council meeting; and

WHEREAS, Lawnsdale Municipal Code Chapter 3.32 requires the City Council to conduct a public hearing before the City adopts any new or updated administrative fees; and

WHEREAS, the City Council, after notice duly given as required by law, held a public hearing on August 4, 2025, in the City Hall council chamber located at 14717 Burin Avenue, Lawnsdale, California, to consider staff's recommendation on this matter; and

WHEREAS, based upon oral and written presentations by City staff and members of the public, including but not limited to the staff report, exhibits, attachments, the fee analysis, the City Council now desires to adopt updated fees for certain building, electrical, mechanical, plumbing, grading and landscape services.

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

SECTION 1. The recitals above are true and correct and incorporated herein by reference.

SECTION 2. The fees set forth in Exhibit "A" does not exceed the estimated reasonable costs of providing each such services to the public.

SECTION 3. The City Council hereby adopts the fee and cost schedules attached hereto and incorporated herein as Exhibit "A" as the City's fee schedule for providing such building-related services effective August 5, 2025.

SECTION 4. As of the effective date of these new fees all prior inconsistent fees are rescinded.

SECTION 5. That the adoption of these fees is exempt from the provisions of the California Environmental Quality Act (CEQA) because the creation of a government funding mechanism which does not involve any commitment to any specific project is not a "project" under CEQA pursuant to Public Resources Code Section 21080 and CEQA Guideline 15378(b)(4).

SECTION 6. If any section, subsection, sentence, clause, or phrase of this resolution is for any reason held to be invalid or unconstitutional by a decision of any court of any competent jurisdiction, such decision shall not affect the validity of the each and every section, subsection, sentence, clause and phrase thereof not declared invalid or remaining portions of this ordinance. The City Council hereby declares that it would have passed this resolution, and unconstitutional without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

SECTION 7. REPEAL OF PRIOR RESOLUTIONS. That all portions of prior resolutions which adopted fees for building, electrical, mechanical, grading, and plumbing services are hereby repealed as of the effective date of the fees adopted pursuant to this resolution.

SECTION 8. The City Clerk shall certify to the passage and adoption of this resolution, and shall make a minute of the passage and adoption thereof in the records of and the proceedings of the City Council at which the same is passed and adopted.

PASSED, APPROVED AND ADOPTED this 4th day of August 2025.

Robert Pullen-Miles, Mayor

ATTEST:

State of California)
County of Los Angeles) SS
City of Lawndale)

I, Erica Harbison, City Clerk of the City of Lawndale, California, do hereby certify that the City Council of the City of Lawndale duly approved and adopted the foregoing Resolution No. CC-2508-035 at a regular meeting of said Council held on the 4th day of August, 2025, by the following roll call vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Robert Pullen-Miles, Mayor					
Pat Kearney, Mayor Pro Tem					
Bernadette Suarez					
Sirley Cuevas					
Francisco M. Talavera					

Erica Harbison, City Clerk

APPROVED AS TO FORM:

Gregory M. Murphy, City Attorney

Attachment “C”
Proof of Publishing

2615 Pacific Coast Highway #329
Hermosa Beach, California 90254
(310) 543-6635
pfernandez@scng.com

City of Lawndale
14717 Burin Ave
Lawndale, California 90260

Account Number: 5007749
Ad Order Number: 0011745209
Customer's Reference/PO Number:
Publication: Daily Breeze
Publication Dates: 07/11/2025
Total Amount: \$292.65
Payment Amount: \$0.00
Amount Due: \$292.65
Notice ID: BQchm5euHT1rc2245dtD
Invoice Text:

CITY OF LAWNDALENOTICE OF PUBLIC HEARINGBEFORE THE CITY COUNCILNotice is hereby given that at 6:30 p.m. on Monday, August 4, 2025, the Lawndale City Council will hold a public hearing at the City Hall Council Chamber located at 14717 Burin Avenue, Lawndale, CA to review the following:CASE NO. 25-14: CONSIDERATION TO AMEND THE CITY OF LAWNDALE'S BUILDING AND SAFETY FEES FOR DEVELOPMENT WITHIN THE CITY AND APPROVAL OF A CATEGORICAL EXEMPTION PURSUANT TO CEQA.The files for this proposal are available for review Monday through Thursday, 7:00 a.m. to 6:00 p.m., at the Community Development Department offices located at 14717 Burin Avenue, Lawndale, California. Any grounds for opposing this project must be made at the time of the meeting or made in written correspondence. If you challenge this matter in court, you may be limited to raising only those issues that you or someone else raised during the meeting.The City of Lawndale's contact person for this case is Peter Kann, Community Development Director, Community Development Department, at (310) 973-3231 or atpkann@lawndale.ca.gov. Daily BreezePublished: 7/11/25

DAILY BREEZE

Local. News. Matters.
dailybreeze.com

Daily Breeze
2615 Pacific Coast Highway #329
Hermosa Beach, California 90254
(310) 543-6635

0011745209

City of Lawndale
14717 Burlin Ave
Lawndale, California 90260

PROOF OF PUBLICATION (2015.5 C.C.P.)

STATE OF CALIFORNIA County of Los Angeles

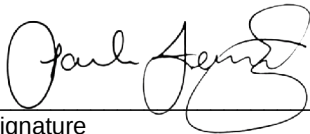
I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not party to or interested in the above-entitled matter. I am the principal clerk of the printer of Daily Breeze, a newspaper of general circulation, printed and published in the City of Torrance*, County of Los Angeles, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of County of Los Angeles, State of California, under the date of June 15, 1945, Decree No. Pomo C-606. The notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

07/11/2025

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Dated at Hermosa Beach, California

On this 11th day of July, 2025.



Signature

*Daily Breeze circulation includes the following cities: Carson, Compton, Culver City, El Segundo, Gardena, Harbor City, Hawthorne, Hermosa Beach, Inglewood, Lawndale, Lomita, Los Angeles, Long Beach, Manhattan Beach, Palos Verdes Peninsula, Palos Verdes, Rancho Palos Verdes, Rancho Palos Verdes Estates, Redondo Beach, San Pedro, Santa Monica, Torrance and Wilmington

CITY OF LAWDALE

NOTICE OF PUBLIC HEARING BEFORE THE CITY COUNCIL

Notice is hereby given that at 6:30 p.m. on Monday, August 4, 2025, the Lawndale City Council will hold a public hearing at the City Hall Council Chamber located at 14717 Burlin Avenue, Lawndale, CA to review the following:

CASE NO. 25-14:
CONSIDERATION TO AMEND
THE CITY OF LAWDALE'S
BUILDING AND SAFETY FEES
FOR DEVELOPMENT WITHIN
THE CITY AND APPROVAL OF
A CATEGORICAL EXEMPTION
PURSUANT TO CEQA.

The files for this proposal are available for review Monday through Thursday, 7:00 a.m. to 6:00 p.m., at the Community Development Department offices located at 14717 Burlin Avenue, Lawndale, California. Any grounds for opposing this project must be made at the time of the meeting or made in written correspondence. If you challenge this matter in court, you may be limited to raising only those issues that you or someone else raised during the meeting.

The City of Lawndale's contact person for this case is Peter Kann, Community Development Director, Community Development Department, at (310) 973-3231 or at pkann@lawndale.ca.gov.
Daily Breeze
Published: 7/11/25

Daily Breeze
Published: 7/11/25

Attachment “D”

Building Permit and Plan Check Fee Schedule for FY 2025-2026

EXHIBIT A

CITY OF LAWNDALÉ

FY 2025-2026 BUILDING & SAFETY PERMIT FEE SCHEDULE

Building Permit Fees

City of Lawndale
FY 2025-2026 – Building & Safety Permit Fee Schedule

Item	LA County Fee		
	FY 2023-2024	FY 2024-2025	FY 2025-2026
	Base fee	4% CPI increase	3% CPI increase
Permit Issuance Fee	\$37.33	\$38.83	\$38.45
For inspections for which no fee is specifically indicated, per hour	\$132.74	\$138.05	\$136.73
For inspection of barriers for swimming pools, spas and hot tubs	\$124.54	\$129.53	\$128.28
For additional review required by complexity of plans or changes, additions or revisions of approved or resubmitted plans or reports, per hour	\$154.01	\$160.18	\$158.64
For search of office records and a single copy of microfilmed permit	\$4.04	\$4.21	\$4.17
For each hour expended responding to public records request which do not reasonably describe identifiable records	\$48.32	\$50.26	\$49.77
Certificate of Occupancy	\$142.25	\$147.94	\$146.52
Temporary Certificate of Occupancy	\$213.65	\$222.20	\$220.06
Extension of Temporary Certificate of Occupancy	\$142.25	\$147.94	\$146.52
Minimum plan check fee for "standardized" plans - 70% of building permit fee	\$211.81	\$220.29	\$218.17
Minimum plan check fee	\$110.75	\$115.18	\$114.08
Plan Check Fee - 85% of building permit fee	N/A	N/A	N/A
Plan Maintenance Fee (2% of building permit fee) - minimum	\$13.91	\$14.47	\$14.33
Plan Maintenance Fee (2% of building permit fee) - maximum	\$592.52	\$616.23	\$610.30
Investigation fee - owner-builder	\$236.83	\$246.31	\$243.94
Investigation fee - contractor	\$473.67	\$492.62	\$487.89
Demolition of a structure	\$221.09	\$229.94	\$227.73
Processing Fee	\$69.27	\$72.05	\$71.35
For inspections outside of normal business hours, per hour	\$132.74	\$138.05	\$136.73
Residential solar - up to 15kW	\$450.00	\$450.00	\$450.00

City Fee		
FY 2023-2024	FY 2024-2025	FY 2025-2026
w/ 2.0 multiplier added to County Fee		
\$74.66	Fees were not updated during FY 2024-2025	\$76.90
\$265.48		\$273.46
\$249.08		\$256.56
\$308.02		\$317.28
\$8.08		\$8.34
\$96.64		\$99.54
\$284.50		\$293.04
\$427.30		\$440.12
\$284.50		\$293.04
\$423.62		\$436.34
\$221.50		\$228.16
N/A		N/A
\$27.82		\$28.66
\$1,185.04		\$1,220.60
\$473.66		\$487.88
\$947.34		\$975.78
\$442.18		\$455.46
\$138.54		\$142.70
\$265.48		\$273.46
\$450.00		\$450.00

City of Lawndale
FY 2025-2026 – Building & Safety Permit Fee Schedule

Item	LA County Fee		
	FY 2023-2024	FY 2024-2025	FY 2025-2026
	Base fee	4% CPI increase	3% CPI increase
Residential solar - above 15kW (per each kW above 15)	\$15.00	\$15.00	\$15.00
Commercial solar - up to 50kW	\$1,000.00	\$1,000.00	\$1,000.00
Commercial solar - between 51 to 250kW (per kW above 51)	\$7.00	\$7.00	\$7.00
Commercial solar - above 250kW (per kW above 250)	\$5.00	\$5.00	\$5.00
Strong Motion Fee: All other occupancies (minimum) (building permit fee shall be increased by a surcharge of 0.00028% per \$1,000 of estimated valuation, after \$1,786)	\$0.50	\$0.50	\$0.50
Strong Motion Fee: Group-R occupancy (minimum) (building permit fee shall be increased by a surcharge of 0.00013% per \$1,000 of estimated valuation, after \$3,850)	\$0.50	\$0.50	\$0.50

City Fee		
FY 2023-2024	FY 2024-2025	FY 2025-2026
w/ 2.0 multiplier add to County Fee		
\$15.00	Fees were not updated during FY 2024-2025	\$15.00
\$1,000.00		\$1,000.00
\$7.00		\$7.00
\$5.00		\$5.00
\$0.50		\$0.50
\$0.50		\$0.50

EXHIBIT B

CITY OF LAWNDALÉ

FY 2025-2026 BUILDING & SAFETY PERMIT FEE SCHEDULE

Building Permit Fees (by valuation)

City of Lawndale
FY 2025-2026 – Building & Safety Permit Fee Schedule

Item	LA County Fee		
	FY 2023-2024	FY 2024-2025	FY 2025-2026
	Base fee	4% CPI increase	3% CPI increase
Valuation: \$0 - \$700	\$59.01	\$61.37	\$63.21
Valuation: \$700 - \$25,000	\$88.56	\$92.10	\$94.87
per each additional \$1,000 or fraction thereof in excess of \$1,000	\$22.81	\$23.73	\$24.44
Valuation: \$25,001 - \$50,000	\$637.44	\$662.94	\$682.83
per each additional \$1,000 or fraction thereof in excess of \$25,000	\$17.53	\$18.23	\$18.77
Valuation: \$50,001 - \$100,000	\$1,082.63	\$1,125.93	\$1,159.71
per each additional \$1,000 or fraction thereof in excess of \$50,000	\$13.27	\$13.80	\$14.22
Valuation: 100,000 or more	\$1,743.09	\$1,812.82	\$1,867.20
per each additional \$1,000 or fraction thereof	\$9.02	\$9.38	\$9.66
Strong Motion Fee: All other occupancies (minimum) (building permit fee shall be increased by a surcharge of 0.00028% per \$1,000 of estimated valuation, after \$1,786)	\$0.50	\$0.50	\$0.50
Strong Motion Fee: Group-R occupancy (minimum) (building permit fee shall be increased by a surcharge of 0.00013% per \$1,000 of estimated valuation, after \$3,850)	\$0.50	\$0.50	\$0.50

City Fee		
FY 2023-2024	FY 2024-2025	FY 2025-2026
w/ 2.0 multiplier added to County Fee		
\$118.02	Fees were not updated during FY 2024-2025	\$126.42
\$177.12		\$189.74
\$45.62		\$48.88
\$1,274.88		\$1,365.66
\$35.06		\$37.54
\$2,165.26		\$2,319.42
\$26.54		\$28.44
\$3,486.18		\$3,734.40
\$18.04		\$19.32
\$0.50		\$0.50
\$0.50		\$0.50

EXHIBIT C

CITY OF LAWNDALÉ

FY 2025-2026 BUILDING & SAFETY PERMIT FEE SCHEDULE

Electrical Permit Fees

City of Lawndale
FY 2025-2026 – Building & Safety Permit Fee Schedule

Item	LA County Fee		
	FY 2023-2024	FY 2024-2025	FY 2025-2026
	Base fee	4% CPI increase	3% CPI increase
Permit Issuance Fee	\$37.33	\$38.83	\$38.45
New residential building - one & two-family (per sq. ft.)	\$0.20	\$0.22	\$0.22
New residential building - multi-family (per sq. ft.)	\$0.10	\$0.11	\$0.11
Branch circuits: 15-20 amp, 120v (for each circuit between 1 to 10)	\$23.44	\$24.38	\$24.15
Branch circuits: 15-20 amp, 120v (for each circuit between 11 to 40)	\$19.50	\$20.28	\$20.09
Branch circuits: 15-20 amp, 120v (for each circuit above 40)	\$17.42	\$18.12	\$17.95
Branch circuits: 15-20 amp, 208-207v	\$36.92	\$38.40	\$38.03
Electrical panel (0-300 amp, under 600v)	\$52.68	\$54.79	\$54.27
Electrical panel (400-1,000 amp, under 600v)	\$103.18	\$107.31	\$106.28
Electrical panel (over 1,000 amp, under 600v)	\$219.64	\$228.43	\$226.23
Temporary power pole & appurtenances	\$59.01	\$61.38	\$60.79
Lighting fixtures (for each fixture between 1 to 20)	\$2.90	\$3.02	\$2.99
Lighting fixtures (for each fixture above 20)	\$1.97	\$2.05	\$2.03
Outlets (for each outlet between 1 to 20)	\$2.90	\$3.02	\$2.99
Outlets (for each outlet above 20)	\$1.97	\$2.05	\$2.03
Fixed appliances not over 3HP	\$14.41	\$14.99	\$14.85
Residential appliances of 3HP or less	\$20.95	\$21.79	\$21.58
Miscellaneous apparatus, conduits, & conductors	\$88.46	\$92.00	\$91.12
Power apparatus & large appliances (rating 3-10HP)	\$26.96	\$28.04	\$27.77
Power apparatus & large appliances (rating 11-50HP)	\$62.32	\$64.82	\$64.19
Power apparatus & large appliances (rating 51-100HP)	\$116.56	\$121.23	\$120.06
Power apparatus & large appliances (rating above 100HP)	\$192.67	\$200.38	\$198.46
Residential swimming pool	\$109.71	\$114.10	\$113.01
Spas, hot tubs, whirlpools, & others	\$73.83	\$76.79	\$76.05
Sign with one branch circuit	\$52.68	\$54.79	\$54.27
For each additional branch circuit for sign	\$17.42	\$18.12	\$17.95
Busways for cable trays, trolley, and plug-in types	\$35.47	\$36.89	\$36.54

City Fee		
FY 2023-2024	FY 2024-2025	FY 2025-2026
w/ 2.0 multiplier added to County Fee		
\$74.66	Fees were not updated during FY 2024-2025	\$76.90
\$0.40		\$0.44
\$0.20		\$0.22
\$46.88		\$48.30
\$39.00		\$40.18
\$34.84		\$35.90
\$73.84		\$76.06
\$105.36		\$108.54
\$206.36		\$212.56
\$439.28		\$452.46
\$118.02		\$121.58
\$5.80		\$5.98
\$3.94		\$4.06
\$5.80		\$5.98
\$3.94		\$4.06
\$28.82		\$29.70
\$41.90		\$43.16
\$176.92		\$182.24
\$53.92		\$55.54
\$124.64		\$128.38
\$233.12		\$240.12
\$385.34		\$396.92
\$219.42		\$226.02
\$147.66		\$152.10
\$105.36		\$108.54
\$34.84		\$35.90
\$70.94		\$73.08

City of Lawndale
FY 2025-2026 – Building & Safety Permit Fee Schedule

Item	LA County Fee		
	FY 2023-2024	FY 2024-2025	FY 2025-2026
	Base fee	4% CPI increase	3% CPI increase
Carnivals, circuses electrical generators	\$52.68	\$54.79	\$54.27
Carnivals, circuses mechanically driven rides lighting	\$22.09	\$22.98	\$22.76
Carnivals, circuses booth lighting	\$22.09	\$22.98	\$22.76
Decorative lighting, Christmas tree sales, firework stands, booths	\$28.93	\$30.09	\$29.80
Lighting fixture for pole, platform mounted, or theatrical type	\$3.42	\$3.56	\$3.53
Electrical inspection resulting from defective workmanship or materials	\$44.80	\$46.60	\$46.15
Special inspection	\$148.08	\$154.01	\$152.53
Electrical plan check fee (minimum) – plan check fee is based on 70% of the required permit fee	\$148.08	\$154.01	\$152.53

City Fee		
FY 2023-2024	FY 2024-2025	FY 2025-2026
w/ 2.0 multiplier add to County Fee		
\$105.36	Fees were not updated during FY 2024-2025	\$108.54
\$44.18		\$45.52
\$44.18		\$45.52
\$57.86		\$59.60
\$6.84		\$7.06
\$89.60		\$92.30
\$296.16		\$305.06
\$296.16		\$305.06

EXHIBIT D

CITY OF LAWNDALÉ

FY 2025-2026 BUILDING & SAFETY PERMIT FEE SCHEDULE

Grading Plan Check Fees (by cubic yards)

City of Lawndale
FY 2025-2026 – Building & Safety Permit Fee Schedule

Item	LA County Fee		
	FY 2023-2024	FY 2024-2025	FY 2025-2026
	Base fee	4% CPI increase	3% CPI increase
CY: 1 - 1,000	\$387.53	\$403.04	\$415.12
per additional 100 CY in excess of 100 CY	\$131.80	\$137.07	\$141.19
CY: 1,001 - 10,000	\$1,577.07	\$1,640.15	\$1,689.36
per additional 1,000 CY in excess of 1,000 CY	\$109.40	\$113.78	\$117.19
CY: 10,001 - 100,000	\$2,561.08	\$2,663.52	\$2,743.43
per additional 1,000 CY in excess of 10,000 CY	\$64.50	\$67.08	\$69.09
CY: 100,001 - 500,000	\$8,383.00	\$8,718.32	\$8,979.87
per additional 10,000 CY in excess of 100,000 CY	\$178.47	\$185.61	\$191.17
CY: 500,000 or more	\$15,518.91	\$16,139.67	\$16,623.86
per additional 10,000 CY in excess of 500,000 CY	\$161.98	\$168.46	\$173.51

City Fee		
FY 2023-2024	FY 2024-2025	FY 2025-2026
w/ 2.0 multiplier added to County Fee		
\$775.06	Fees were not updated during FY 2024-2025	\$830.24
\$263.60		\$282.38
\$3,154.14		\$3,378.72
\$218.80		\$234.38
\$5,122.16		\$5,486.86
\$129.00		\$138.18
\$16,766.00		\$17,959.74
\$356.94		\$382.34
\$31,037.82		\$33,247.72
\$323.96		\$347.02

EXHIBIT E

CITY OF LAWNDALÉ

FY 2025-2026 BUILDING & SAFETY PERMIT FEE SCHEDULE

Grading Permit Fees (by cubic yards)

City of Lawndale
FY 2025-2026 – Building & Safety Permit Fee Schedule

Item	LA County Fee		
	FY 2023-2024	FY 2024-2025	FY 2025-2026
	Base fee	4% CPI increase	3% CPI increase
CY: 1 - 50	\$219.01	\$227.78	\$234.61
CY: 51 - 1,000	\$325.62	\$338.65	\$348.80
per additional 100 CY in excess of 100 CY	\$110.23	\$114.64	\$118.08
CY: 1,001 - 10,000	\$1,318.55	\$1,371.30	\$1,412.43
per additional 1,000 CY in excess of 1,000 CY	\$92.60	\$96.31	\$99.20
CY: 10,001 - 100,000	\$2,150.95	\$2,236.99	\$2,304.09
per additional 1,000 CY in excess of 10,000 CY	\$59.11	\$61.48	\$63.32
CY: 100,001 or more	\$7,473.14	\$7,772.07	\$8,005.23
per additional 10,000 CY in excess of 100,000 CY	\$147.25	\$153.14	\$157.74

City Fee		
FY 2023-2024	FY 2024-2025	FY 2025-2026
w/ 2.0 multiplier added to County Fee		
\$438.02	Fees were not updated during FY 2024-2025	\$469.22
\$651.24		\$697.60
\$220.46		\$236.16
\$2,637.10		\$2,824.86
\$185.20		\$198.40
\$4,301.90		\$4,608.18
\$118.22		\$126.64
\$14,946.28		\$16,010.46
\$294.50		\$315.48

EXHIBIT F

CITY OF LAWNDALÉ

FY 2025-2026 BUILDING & SAFETY PERMIT FEE SCHEDULE

Mechanical Permit Fees

City of Lawndale
FY 2025-2026 – Building & Safety Permit Fee Schedule

Item	LA County Fee		
	FY 2023-2024	FY 2024-2025	FY 2025-2026
	Base fee	4% CPI increase	3% CPI increase
Air inlet/outlet	\$5.70	\$5.93	\$5.88
Air inlet/outlet (unknown number or air inlets and outlets, for each 1,000 sq. ft. or fraction thereof of conditioned area)	\$50.29	\$52.31	\$51.80
Absorption unit (up to 100,000 BTU)	\$36.71	\$38.18	\$37.82
Absorption unit (100,001 to 500,000 BTU)	\$70.72	\$73.55	\$72.85
Absorption unit (500,000+ BTU)	\$177.12	\$184.21	\$182.44
Air handling unit up to 2,000 CFM (1- 10 each)	\$17.42	\$18.12	\$17.95
Air handling unit up to 2,000 CFM (above 10, each)	\$5.39	\$5.61	\$5.56
Air handling unit (2,001 to 10,000 CFM)	\$52.68	\$54.79	\$54.27
Air handling unit (10,000+ CFM)	\$88.56	\$92.11	\$91.22
Boiler (up to 100,000 BTU)	\$36.71	\$38.18	\$37.82
Boiler (100,001 to 500,000 BTU)	\$70.72	\$73.55	\$72.85
Boiler (500,000+ BTU)	\$177.12	\$184.21	\$182.44
Commercial kitchen hood spray booth, conv. duct system	\$88.56	\$92.11	\$91.22
Compressor (up to 100,000 BTU)	\$36.71	\$38.18	\$37.82
Compressor (100,001 to 500,000 BTU)	\$70.72	\$73.55	\$72.85
Compressor (500,000+ BTU)	\$177.12	\$184.21	\$182.44
Duct system alteration	\$36.71	\$38.18	\$37.82
Evaporative cooler	\$29.66	\$30.85	\$30.55
Fire damper	\$14.31	\$14.89	\$14.74
Fireplace/gas log (up to 100,000 BTU)	\$36.71	\$38.18	\$37.82
Fireplace/gas log (100,001 to 500,000 BTU)	\$70.72	\$73.55	\$72.85
Fireplace/gas log (500,000+ BTU)	\$177.12	\$184.21	\$182.44
Furnace (up to 100,000 BTU)	\$36.71	\$38.18	\$37.82
Furnace (100,001 to 500,000 BTU)	\$70.72	\$73.55	\$72.85
Furnace (500,000+ BTU)	\$177.12	\$184.21	\$182.44
Heater (up to 100,000 BTU)	\$36.71	\$38.18	\$37.82
Heater (100,001 to 500,000 BTU)	\$70.72	\$73.55	\$72.85
Heater (500,000+ BTU)	\$177.12	\$184.21	\$182.44

City Fee		
FY 2023-2024	FY 2024-2025	FY 2025-2026
w/ 2.0 multiplier added to County Fee		
\$11.40	Fees were not updated during FY 2024-2025	\$11.76
\$100.58		\$103.60
\$73.42		\$75.64
\$141.44		\$145.70
\$354.24		\$364.88
\$34.84		\$35.90
\$10.78		\$11.12
\$105.36		\$108.54
\$177.12		\$182.44
\$73.42		\$75.64
\$141.44		\$145.70
\$354.24		\$364.88
\$177.12		\$182.44
\$73.42		\$75.64
\$141.44		\$145.70
\$354.24		\$364.88
\$73.42		\$75.64
\$59.32		\$61.10
\$28.62		\$29.48
\$73.42		\$75.64
\$141.44		\$145.70
\$354.24		\$364.88
\$73.42		\$75.64
\$141.44		\$145.70
\$354.24		\$364.88
\$73.42		\$75.64
\$141.44		\$145.70
\$354.24		\$364.88

City of Lawndale
FY 2025-2026 – Building & Safety Permit Fee Schedule

Item	LA County Fee		
	FY 2023-2024	FY 2024-2025	FY 2025-2026
	Base fee	4% CPI increase	3% CPI increase
Vent installation	\$17.42	\$18.12	\$17.95
Ventilation system	\$45.84	\$47.68	\$47.22
Ventilation fans (which serve a single register) each fan up to 10	\$21.67	\$22.54	\$22.33
Ventilation fans (which serve a single register) each fan above 10	\$7.57	\$7.88	\$7.80
Mechanical plan check fee (minimum) – plan check fee is based on 50% of the required permit fees a. Exemption: identical appliances of 100,000 BTU or less, installed in a single building: up to 10-50% of permit fee b. Exemption: identical appliances of 100,000 BTU or less, installed in a single building: each appliance over 10 – an additional 5% of its permit fee	N/A	N/A	N/A
Installation of commercial type I or II hood (include in scope of work)	\$227.73	\$236.84	\$234.57
Installation of garage ventilation systems (included in scope of work)	\$227.73	\$236.84	\$234.57
Installation of stairs pressurization systems (included in scope of work)	\$227.73	\$236.84	\$234.57
Installation of product conveying system (included in scope of work)	\$227.73	\$236.84	\$234.57
Installation of commercial type I or II hood (individual system)	\$341.90	\$355.58	\$352.16
Installation of garage ventilation systems (individual system)	\$341.90	\$355.58	\$352.16
Installation of stairs pressurization systems (individual system)	\$341.90	\$355.58	\$352.16
Installation of product conveying system (individual system)	\$341.90	\$355.58	\$352.16

City Fee		
FY 2023-2024	FY 2024-2025	FY 2025-2026
w/ 2.0 multiplier add to County Fee		
\$34.84	Fees were not updated during FY 2024-2025	\$35.90
\$91.68		\$94.44
\$43.34		\$44.66
\$15.14		\$15.60
N/A		N/A
\$455.46		\$469.14
\$455.46		\$469.14
\$455.46		\$469.14
\$455.46		\$469.14
\$683.80		\$704.32
\$683.80		\$704.32
\$683.80		\$704.32
\$683.80		\$704.32

EXHIBIT G

CITY OF LAWNDALÉ

FY 2025-2026 BUILDING & SAFETY PERMIT FEE SCHEDULE

Plumbing Permit Fees

City of Lawndale
FY 2025-2026 – Building & Safety Permit Fee Schedule

Item	LA County Fee		
	FY 2023-2024	FY 2024-2025	FY 2025-2026
	Base fee	4% CPI increase	3% CPI increase
Replacing water piping	\$9.13	\$9.50	\$9.88
Waste inlet	\$12.03	\$12.52	\$12.40
Backflow prevention device/sprinkler	\$22.09	\$22.98	\$22.76
Backwater valves	\$63.36	\$65.90	\$65.27
Bathtub, shower	\$22.09	\$22.98	\$22.76
Cap-off gas line	\$22.09	\$22.98	\$22.76
Cap-off plumbing	\$22.09	\$22.98	\$22.76
Clothes washer	\$22.09	\$22.98	\$22.76
Dishwasher	\$22.09	\$22.98	\$22.76
Drainage vent, water piping and backflow prevent	\$22.09	\$22.98	\$22.76
Drinking fountain	\$22.09	\$22.98	\$22.76
Gas meter	\$22.09	\$22.98	\$22.76
Gas pressure regulator	\$22.09	\$22.98	\$22.76
Hose bib	\$22.09	\$22.98	\$22.76
House re-pipe	\$22.09	\$22.98	\$22.76
Kitchen sink/bathroom sink	\$22.09	\$22.98	\$22.76
Pressure regulator - prv/water	\$22.09	\$22.98	\$22.76
Pretreatment interceptor, vent, grease interceptors	\$22.09	\$22.98	\$22.76
Repair/alteration of drainage/vent piping	\$22.09	\$22.98	\$22.76
Roof drain	\$22.09	\$22.98	\$22.76
Shower valve	\$22.09	\$22.98	\$22.76
Swimming pool drainage and trap interceptor	\$22.09	\$22.98	\$22.76
Swimming pool receptor	\$22.09	\$22.98	\$22.76
Trap primer	\$22.09	\$22.98	\$22.76
Waster closet, urinal, bidet, toilet	\$22.09	\$22.98	\$22.76
Water heater	\$22.09	\$22.98	\$22.76
Water-treating equipment/filter/softener	\$22.09	\$22.98	\$22.76
Service line 1"-1 1/2" and smaller	\$22.09	\$22.98	\$22.76
Service line 2" - 3"	\$68.55	\$71.30	\$70.61
Service line over 3"	\$148.08	\$154.01	\$152.53

City Fee		
FY 2023-2024	FY 2024-2025	FY 2025-2026
w/ 2.0 multiplier added to County Fee		
\$18.26	Fees were not updated during FY 2024-2025	\$19.76
\$24.06		\$24.80
\$44.18		\$45.52
\$126.72		\$130.54
\$44.18		\$45.52
\$44.18		\$45.52
\$44.18		\$45.52
\$44.18		\$45.52
\$44.18		\$45.52
\$44.18		\$45.52
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\$44.18		\$45.52
\$44.18		\$45.52
\$44.18		\$45.52
\$44.18		\$45.52
\$44.18		\$45.52
\$44.18		\$45.52
\$44.18		\$45.52
\$137.10		\$141.22
\$296.16		\$305.06

City of Lawndale
FY 2025-2026 – Building & Safety Permit Fee Schedule

Item	LA County Fee		
	FY 2023-2024	FY 2024-2025	FY 2025-2026
	Base fee	4% CPI increase	3% CPI increase
Gas piping system, low pressure, any 1m. or alt. 5 outlets or less	\$22.09	\$22.98	\$22.76
Gas piping system, low pressure, any 1m. or alt. outlets over 5 (each)	\$5.60	\$5.83	\$5.77
Gas piping system, medium/high pressure	\$90.84	\$94.48	\$93.57
Gas piping system, medium/high pressure, outlets (each)	\$5.60	\$5.83	\$5.77
Additional gas connectors (above 5), each	\$5.60	\$5.83	\$5.77
Drainage or sewer backwater valve	\$63.36	\$65.90	\$65.27
Solar portable water-heating system, including heater and vent	\$73.83	\$76.79	\$76.05
Residential swimming pools other	\$73.81	\$76.77	\$76.03
Plumbing plan check fee (minimum) – plan check fee is based on 40% of the required permit fees	\$148.08	\$154.01	\$152.53
Combination waste and vent system	\$227.73	\$236.84	\$234.57
Gas system containing an earthquake actuated shut-off valve	\$79.54	\$82.73	\$81.93
Chemical waste system	\$45.32	\$47.14	\$46.68
Rainwater system	\$148.08	\$154.01	\$152.53
For plan checking individual systems not required to be reviewed under subsection (a) above: combination waste and vent systems	\$341.90	\$355.58	\$352.16
For plan checking individual systems not required to be reviewed under subsection (a) above: gas system containing an earthquake actuated shut-off valve	\$113.76	\$118.32	\$117.18
For plan checking individual systems not required to be reviewed under subsection (a) above: chemical waste system	\$68.55	\$71.30	\$70.61
For plan checking individual systems not required to be reviewed under subsection (a) above: rainwater system	\$227.73	\$236.84	\$234.57
For plan checking individual systems not required to be reviewed under subsection (a) above: grey water system	\$130.14	\$135.35	\$134.05

City Fee		
FY 2023-2024	FY 2024-2025	FY 2025-2026
w/ 2.0 multiplier add to County Fee		
\$44.18	Fees were not updated during FY 2024-2025	\$45.52
\$11.20		\$11.54
\$181.68		\$187.14
\$11.20		\$11.54
\$11.20		\$11.54
\$126.72		\$130.54
\$147.66		\$152.10
\$147.62		\$152.06
\$296.16		\$305.06
\$455.46		\$469.14
\$159.08		\$163.86
\$90.64		\$93.36
\$296.16		\$305.06
\$683.80		\$704.32
\$227.52		\$234.36
\$137.10		\$141.22
\$455.46		\$469.14
\$260.28		\$268.10

City of Lawndale
FY 2025-2026 – Building & Safety Permit Fee Schedule

Item	LA County Fee		
	FY 2023-2024	FY 2024-2025	FY 2025-2026
	Base fee	4% CPI increase	3% CPI increase
For additional review required by complexity of plans, or revisions of approved plans or reports, or for services beyond first and second plan check, due to changes, errors, or omissions, per hour.	\$148.08	\$154.01	\$152.53

City Fee		
FY 2023-2024	FY 2024-2025	FY 2025-2026
w/ 2.0 multiplier add to County Fee		
\$296.16	Fees were not updated during FY 2024-2025	\$305.06

EXHIBIT H

CITY OF LAWNDALÉ

FY 2025-2026 BUILDING & SAFETY PERMIT FEE SCHEDULE

Sewer Permit Fees

City of Lawndale
FY 2025-2026 – Building & Safety Permit Fee Schedule

Item	LA County Fee		
	FY 2023-2024	FY 2024-2025	FY 2025-2026
	Base fee	4% CPI increase	3% CPI increase
Cap off sewer	\$22.09	\$22.97	\$23.66
Alter, repair, or abandon house sewer or disposal system	\$40.96	\$42.60	\$43.88
Connect additional building or work to house sewer	\$40.96	\$42.60	\$43.88
Disconnect house sewer or disposal system	\$40.96	\$42.60	\$43.88
House sewer connecting to private disposal system	\$40.96	\$42.60	\$43.88
House sewer connecting to public sewer	\$63.36	\$65.89	\$67.87
Cesspool, overflow seepage pit, percolation test pit, swimming pool drywell	\$63.36	\$65.89	\$67.87
Gray water system storage tanks	\$130.14	\$135.35	\$139.41
Overflow seepage pit, drain field extension, drywell, manhole	\$63.36	\$65.89	\$67.87
Septic tank, storage tank, seepage pit or pits, and/or drain field	\$130.14	\$135.35	\$139.41

City Fee		
FY 2023-2024	FY 2024-2025	FY 2025-2026
w/ 2.0 multiplier added to County Fee		
\$44.18	Fees were not updated during FY 2024-2025	\$47.33
\$81.92		\$87.75
\$81.92		\$87.75
\$81.92		\$87.75
\$81.92		\$87.75
\$126.72		\$135.74
\$126.72		\$135.74
\$260.28		\$278.81
\$126.72		\$135.74
\$260.28		\$278.81

Attachment “E”

Permit & Plan Check Fees - LA County Building &
Safety Contract Cities Comparison

Permit & Plan Check Fees - LA County Building & Safety Contract Cities Comparison

The fees shown below is the total **basic permit fee** plus the **plan check fee** for that specific valuation.

		FY 25-26	FY 24-25	FY 24-25	FY 24-25	FY 24-25	FY 24-25	FY 21-22
		Lawndale	Artesia	Westlake Village	Irwindale	Lomita	Rolling Hills	Rolling Hills Estates
Valuation:	\$1,000	\$417.90	\$442.69	\$442.69	\$442.69	\$453.75	\$497.97	\$567.22
Valuation:	\$10,000	\$1,164.87	\$1,301.80	\$1,301.80	\$1,301.80	\$1,334.32	\$1,464.37	\$1,669.69
Valuation:	\$50,000	\$4,193.25	\$4,766.14	\$4,766.14	\$4,766.14	\$4,885.13	\$5,361.10	\$6,111.37
Valuation:	\$100,000	\$6,869.01	\$7,740.75	\$7,740.75	\$7,740.75	\$7,933.94	\$8,706.72	\$9,919.92
Valuation:	\$300,000	\$14,021.30	\$15,737.21	\$15,737.21	\$15,737.21	\$16,129.67	\$17,699.49	\$20,138.77
Valuation:	\$500,000	\$21,169.70	\$23,747.89	\$23,747.89	\$23,747.89	\$24,339.96	\$26,708.25	\$30,376.77
Valuation:	\$700,000	\$28,318.10	\$31,758.57	\$31,758.57	\$31,758.57	\$32,550.26	\$35,717.02	\$40,614.77
Valuation:	\$1,000,000	\$39,040.70	\$43,774.59	\$43,774.59	\$43,774.59	\$44,865.70	\$49,230.16	\$55,971.77



CITY OF LAWNDALE

14717 BURIN AVENUE, LAWNDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: August 4, 2025

TO: Honorable Mayor and City Council

FROM: Dr. Sean M. Moore, City Manager

PREPARED BY: Lucho Rodriguez, Public Works Director
Nick Petrevski, Associate Engineer

SUBJECT: **Award of Contract for 2025 Pavement Management System**

BACKGROUND

The current Pavement Management System (PMS) for the City of Lawndale (City) was completed in 2022. PMS reports are to be updated every three years for a city to be eligible for state funding. The PMS is a report that provides the condition of the pavement on the streets measured by the Pavement Condition Index (PCI). A street's pavement condition is rated from 100 for a new paved street, to 0 for a street section that has structurally failed and deteriorated dramatically. The PCI, is utilized on an annual basis to establish a street list to resurface for capital improvement projects. The City has 45 centerline miles of paved roads, comprised of 24 miles of local streets, 6.7 miles of collector streets, 9.1 miles of arterial streets and 5.2 miles of alleyways for a total of over 7.5 million square feet of pavement. The FY 2025-26 approved budget includes an allocation of \$90,000 to update the existing PMS.

The Citywide condition of the City's streets is considered to be "Fair" as reported in the 2022 report, with an average pavement condition index of 73.3.

STAFF REVIEW

On May 28, 2025, the City released a request for proposal (RFP) for professional engineering services for the 2025 Pavement Management Program update.

On June 18, 2025, proposals were received from four (4) engineering firms: Bucknam Infrastructure Group, Inc. (Bucknam), Fugro USA Land, Inc., GMU Pavement Engineering, and Roadway Management Technologies, LLC. Public Works staff reviewed and ranked all of the proposals and after review, Bucknam Infrastructure Group, Inc. was ranked as the best qualified firm to perform the services, based on the firm's approach and methods, relevant experience and expertise, administration and, schedule and cost. Bucknam Infrastructure Group, Inc. provided the total not-to-exceed fee schedule of \$36,991.00. Bucknam has successfully completed previous PMS updates for the City of Lawndale.

The City's proposed PMS project goals are to:

- Determine the present average pavement condition index of the City's entire roadway network.
- Identify the feasible rehabilitation alternatives per street segment and approximate costs.
- Prepare a ten-year rehabilitation program for the needed street segments with respect to the City's budget.
- Forecast future pavement performance for each street segment.

LEGAL REVIEW

The City Attorney has reviewed this report.

FISCAL IMPACT

The current FY 2025-26 budget includes funding in the amount of \$90,000 for this project in account number 207-310-700.293.

RECOMMENDATION

Staff recommends that the City Council:

1. Award a contract to Bucknam Infrastructure Group, Inc. in the amount of \$36,991.00 for the 2025 Pavement Management System; and
2. Approve contingency of \$6,000 for the 2025 Pavement Management System in the event additional data or analysis is needed.

Attachments

[A. Professional Services Agreement.pdf](#)

[B. Bucknam Infrastructure Group Proposal.pdf](#)

[C. All Other Proposals.pdf](#)

Attachment A

CITY OF LAWDALE
CONTRACT SERVICES AGREEMENT FOR
PAVEMENT MANAGEMENT SYSTEM SERVICES

This Contract Services Agreement ("Agreement") is made and entered into this 4th day of August, 2025, by and between the City of Lawndale, a municipal corporation ("City"), and Bucknam Infrastructure Group, Inc. ("Consultant"). The term Consultant includes professionals performing in a consulting capacity. The parties hereto agree as follows:

1.0 SERVICES OF CONSULTANT

1.1 Scope of Services. In compliance with all terms and conditions of this Agreement, Consultant shall provide the work and services specified in the "Scope of Services" attached hereto as *Exhibit "A"* and incorporated herein by this reference. Consultant warrants that all work or services set forth in the Scope of Services will be performed in a competent, professional and satisfactory manner.

1.2 Consultant's Proposal. The Scope of Services shall include the Consultant's proposal 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. All work and services rendered hereunder shall be provided in accordance with all ordinances, resolutions, statutes, rules, and regulations of the City and any Federal, State or local governmental agency having jurisdiction.

1.4 Licenses, Permits, Fees and Assessments. Consultant 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. Consultant shall have the sole obligation to pay for any fees, assessments, taxes, including applicable penalties and interest, which may be imposed by law and arise from or are necessary for the Consultant's performance of the services required by this Agreement; and shall indemnify, defend and hold harmless City against any claim for such fees, assessments, taxes, penalties or interest levied, assessed or imposed against City hereunder.

1.5 Familiarity with Work. By executing this Agreement, Consultant warrants that Consultant (a) has thoroughly investigated and considered the scope of services to be performed, (b) has carefully considered how the work and services should be performed, and (c) fully understands the facilities, difficulties and restrictions attending performance of the services under this Agreement.

1.6 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 to the Consultant, incorporating therein any adjustment in (i) the Contract Sum, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of the Consultant. Any increase in compensation must be approved by the City Council. It is expressly understood by Consultant that the provisions of this Section shall not apply to services specifically set forth in the Scope of Services or reasonably

contemplated therein. Consultant 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 Consultant anticipates and that Consultant shall not be entitled to additional compensation therefor.

1.7 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.

1.8 Environmental Laws. Consultant shall comply with all applicable environmental laws, ordinances, codes and regulations of Federal, State, and local governments. Consultant shall also comply with all applicable mandatory standards and policies relating to energy efficiency.

2.0 COMPENSATION

2.1 Contract Sum. For the services rendered pursuant to this Agreement, Consultant shall be compensated in accordance with the "Fee Proposal" attached hereto as *Exhibit "C"* and incorporated herein by this reference. The method of compensation may include: (i) a lump sum payment upon completion, (ii) payment in accordance with the percentage of completion of the services, (iii) payment for time and materials based upon the Consultant's rates as specified in the Schedule of Compensation, but not exceeding the Contract Sum or (iv) such other methods as may be specified in the Schedule of Compensation. Compensation may include reimbursement for actual and necessary expenditures approved by the Contract Officer in advance if specified in the Schedule of Compensation. The Contract Sum shall include the attendance of Consultant at all project meetings reasonably deemed necessary by the City.

Consultant agrees that if Consultant becomes aware of any facts, circumstances, techniques, or events that may or will materially increase or decrease the cost of the work or services or, if Consultant is providing design services, the cost of the project being designed, Consultant shall promptly notify the Contract Officer of said fact, circumstance, technique or event and the estimated increased or decreased cost related thereto and, if Consultant is providing design services, the estimated increased or decreased cost estimate for the project being designed.

2.2 Method of Payment. Unless some other method of payment is specified in the Schedule of Compensation, in any month in which Consultant wishes to receive payment, no later than the first (1st) working day of such month, Consultant shall submit to the City, in a form approved by the City's Director of Finance, an invoice for services rendered prior to the date of the invoice. Except as provided in Section 7.2, City shall pay Consultant for all expenses stated thereon which are approved by City pursuant to this Agreement generally within thirty (30) days, and no later than forty-five (45) days, from the submission of an invoice in an approved form. City will review each invoice submitted by Consultant to determine whether the work performed and expenses incurred are in compliance with this Agreement. If no charges or expenses are disputed, the invoice will be approved and paid. In the event any charges or expenses are disputed by City, the invoice will be returned by City to Consultant for correction and resubmission. City reserves the right to withhold future payment to Consultant if any aspect of the Consultant's work is found substantially inadequate.

2.3 Availability of Funds. It is mutually understood between the parties that this Agreement is valid and enforceable only if sufficient funds are made available by the City Council of the City for

the purposes of this Agreement. The availability of funding is affected by matters outside the City's control, including other governmental entities. Accordingly, the City has the option to void the whole Agreement or to amend the Agreement to reflect unanticipated reduction in funding for any reason.

3.0 PERFORMANCE SCHEDULE

3.1 Time of Essence. Time is of the essence in the performance of this Agreement.

3.2 Schedule of Performance. Consultant 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"*, if any, and incorporated herein by this reference.

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 Consultant, 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 Consultant 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 Consultant be entitled to recover damages against the City for any delay in the performance of this Agreement, however caused; Consultant's sole remedy being extension of the Agreement pursuant to this Section.

3.4 Term. Unless earlier terminated in accordance with Section 7.4 below, this Agreement shall begin on August 4, 2025 and continue in full force and effect until completion of the services no later than August 3, 2026.

4.0 COORDINATION OF WORK

4.1 Representative of Consultant. Peter J. Bucknam is hereby designated as being the representative of Consultant authorized to act on its behalf with respect to the work or services specified herein and to make all decisions in connection therewith.

It is expressly understood that the experience, knowledge, capability and reputation of the representative was a substantial inducement for City to enter into this Agreement. Therefore, the representative shall be responsible during the term of this Agreement for directing all activities of Consultant and devoting sufficient time to personally supervise the services hereunder. For purposes of this Agreement, the representative may not be replaced nor may his responsibilities be substantially reduced by Consultant without the express written approval of City.

4.2 Contract Officer. The City's City Manager is hereby designated as the representative of the City authorized to act in its behalf with respect to the work and services and to make all decisions in connection therewith ("Contract Officer"). It shall be the Consultant's responsibility to assure that the Contract Officer is kept informed of the progress of the performance of the services and the Consultant

shall refer any decisions which must be made by City to the Contract Officer. The City may designate another Contract Officer by providing written notice to Consultant.

4.3 Prohibition Against Subcontracting or Assignment. The experience, knowledge, capability and reputation of Consultant, its principals and employees were a substantial inducement for the City to enter into this Agreement. Therefore, Consultant 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 or assigned without the prior written approval of City. Transfers restricted hereunder shall include the transfer to any person or group of persons acting in concert of more than twenty five percent (25%) of the present ownership and/or control of Consultant taking all transfers into account on a cumulative basis. A prohibited transfer or assignment shall be void. No approved transfer shall release the Consultant or any surety of Consultant of any liability hereunder without the express consent of City.

4.4 Independent Contractor. Neither the City nor any of its employees shall have any control over the manner or means by which Consultant or employees, perform the services required herein, except as otherwise set forth herein. Consultant shall perform all services required herein as an independent contractor of City and shall remain under only such obligations as are consistent with that role. Consultant represents and warrants that the personnel used to provide services to the City pursuant to this Agreement are classified by Consultant as employees. Consultant shall not at any time or in any manner represent that it or any of its employees are employees of City. City shall not in any way or for any purpose become or be deemed to be a partner of Consultant in its business or otherwise or a joint venturer or a member of any joint enterprise with Consultant. In the event that Consultant or any employee of Consultant providing services under this Agreement claims or is determined by a federal or state agency, a court of competent jurisdiction, or the California Public Employees' Retirement System ("CalPERS") to be classified as other than an independent contractor for the City, then Consultant shall indemnify, defend, and hold harmless the City for the payment of any and all assessed fines, penalties, judgments, employee and/or employer contributions, and any other damages and costs assessed to the City as a consequence of, or in any way attributable to, the assertion that Consultant or any staff Consultant used to provide services under this Agreement are employees of the City.

5.0 INSURANCE AND INDEMNIFICATION

5.1 Insurance. Consultant shall procure and maintain, at its sole cost and expense, in a form and content satisfactory to City, during the entire term of this Agreement including any extension thereof, the following policies of insurance:

(a) Commercial General Liability Insurance. A policy of commercial general liability insurance using Insurance Services Office "Commercial General Liability" policy form CG 00 01, with an edition date prior to 2004, or the exact equivalent. Coverage for an additional insured shall not be limited to its vicarious liability. Defense costs must be paid in addition to limits. Limits shall be no less than \$1,000,00.00 per occurrence for all covered losses and no less than \$2,000,000.00 general aggregate.

(b) Workers' Compensation Insurance. A policy of workers' compensation insurance on a state-approved policy form providing statutory benefits as required by law with employer's liability limits no less than \$1,000,000 per accident for all covered losses.

(c) Automotive Insurance. A policy of comprehensive automobile liability insurance written on a per occurrence basis in an amount not less than \$1,000,000.00 per accident, combined single limit. Said policy shall include coverage for owned, non owned, leased and hired cars.

(d) Professional Liability or Error and Omissions Insurance. A policy of professional liability insurance in an amount not less than \$1,000,000.00 per claim with respect to loss arising from the actions of Consultant performing professional services hereunder on behalf of the City. Any policy inception date, continuity date, or retroactive date must be before the effective date of this Agreement and Consultant agrees to maintain continuous coverage through a period no less than three (3) years after completion of the services required by this Agreement.

All of the above policies of insurance shall be primary insurance. The general liability policy shall name the City, its officers, employees and agents ("City Parties") as additional insureds and shall waive all rights of subrogation and contribution it may have against the City and the City's Parties and their respective insurers. Moreover, the insurance policy must specify that where the primary insured does not satisfy the self-insured retention, any additional insured may satisfy the self-insured retention. All of said policies of insurance shall also provide that said insurance may be not cancelled without providing ten (10) days prior written notice by registered mail to the City. In the event any of said policies of insurance are cancelled or amended, Consultant shall, prior to the cancellation or amendment date, submit new evidence of insurance in conformance with this Section 5.1 to the Contract Officer. No work or services under this Agreement shall commence until Consultant has provided City with Certificates of Insurance or appropriate insurance binders evidencing the above insurance coverages and said Certificates of Insurance or binders are approved by City.

Consultant agrees that the provisions of this Section 5.1 shall not be construed as limiting in any way the extent to which Consultant may be held responsible for the payment of damages to any persons or property resulting from Consultant's activities or the activities of any person or persons for which Consultant is otherwise responsible. If the Consultant's insurance policies have higher limits and coverage than those required by this contract, the City will have access to those higher limits and coverage maintained by the Consultant.

The insurance required by this Agreement shall be satisfactory only if issued by companies qualified to do business in California, rated "A" or better in the most recent edition of Best Rating Guide or The Key Rating Guide, and only if they are of a financial category Class VII or better, unless such requirements are waived by the Risk Manager of the City due to unique circumstances.

In the event that the Consultant is authorized to subcontract any portion of the work or services provided pursuant to this Agreement, the contract between the Consultant and such subcontractor shall require the subcontractor to maintain the same policies of insurance that the Consultant is required to maintain pursuant to this Section 5.1.

5.2 Indemnification.

(a) Indemnity for Design Professional Liability. When the law establishes a professional standard of care for Consultant's services, to the fullest extent permitted by law, and except for the statutory limits set forth under California Civil Code Section 2782.8 applicable to services provided by a "design professional", Consultant shall indemnify, defend and hold harmless City and the City's Parties from and against any and all losses, liabilities, damages, costs and expenses, including

attorneys' fees and costs to the extent same are caused in whole or in part by any negligent or wrongful act, error or omission of Consultant, its officers, employees of subcontractors (or any entity or individual for which Consultant shall bear legal liability) in the performance of professional services under this Agreement.

(b) Indemnity for Other Than Design Professional Liability. Other than in the performance of design professional services and to the full extent permitted by law, Consultant shall indemnify, defend and hold harmless City and City's Parties from and against any liability (including liability for claims, suits, actions, losses, expenses or costs of any kind, whether actual, alleged or threatened, including attorneys' fees and costs, court costs, defense costs and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Consultant or by any individual or entity for which Consultant is legally liable, including but not limited to officers, employees or subcontractors of Consultant.

6.0 RECORDS AND REPORTS

6.1 Reports. Consultant 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.

6.2 Records. Consultant shall keep, and require subcontractors to keep, such 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. 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.

6.3 Ownership of Documents. All drawings, specifications, reports, records, documents and other materials prepared by Consultant, its employees, and subcontractors 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 Consultant shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights of ownership of such documents and materials. Consultant may retain copies of such documents for its own use and Consultant shall have an unrestricted 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 Consultant fails to secure such assignment, Consultant shall indemnify City for all damages resulting therefrom. Except as necessary for the performance of services under this Agreement, no documents prepared under this Agreement may be released by Contractor to any other person or entity without City's prior written approval. Consultant warrants that all Documents it drafts and completes pursuant to this Agreement constitute original work. Specifically, Consultant understands and agrees that use of artificial intelligence (AI) tools including, without limitation, ChatGPT, Microsoft's Bing Chat, Google's Bard, and Meta's LLaMA (Large Language Model Meta AI), in the performance of this Agreement does not constitute an original work, i.e., submitting Documents generated by such AI tools to City and representing it as Consultant's original work constitutes a material breach of this Agreement, constitutes a false claim, and may also violate applicable intellectual property right laws including, without limitation, United States Copyright Law. Accordingly, and notwithstanding any other provision of this Agreement as to ownership, City specifically rejects ownership of such Documents. Consultant

is required to indemnify and defend City to the fullest extent allowed by applicable law should it violate this Section.

6.4 Confidentiality of Information. All information gained or work product produced by Contractor in performance of this Agreement will be considered confidential, unless such information is in the public domain or already known to Contractor. Contractor may not release or disclose any such information or work product to persons or entities other than City without prior written authorization from the City Manager, except as may be required by law. Contractor, its officers, employees, or agents, may not, without prior written authorization from the City Manager or unless requested by the City Attorney of City, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the services performed under this Agreement. Response to a subpoena or court order will not be considered “voluntary” provided Contractor gives City notice of such court order or subpoena. If Contractor, or any officer, employee, or agent of Contractor, provides any information or work product in violation of this Agreement, then City will 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. Contractor must promptly notify City should Contractor, its officers, employees, or agents 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 services performed under this Agreement. 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 such response. All media and press releases, including graphic display information, must be approved and distributed solely by City, unless otherwise agreed to in writing by City. All media interviews regarding the performance of services under this Agreement are prohibited unless expressly authorized by City.

7.0 ENFORCEMENT OF AGREEMENT

7.1 California Law. This Agreement shall be construed and interpreted 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 Consultant agrees to submit to the personal jurisdiction of such court in the event of such action.

7.2 Retention of Funds. Consultant hereby authorizes City to deduct from any amount payable to Consultant (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 Consultant's acts or omissions in performing or failing to perform Consultant'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 Consultant, 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 Consultant to insure, indemnify, and protect City as elsewhere provided herein.

7.3 Waiver. 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. A party's consent to or approval of any act by the other party requiring the party's consent or approval shall not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. 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.

7.4 Termination Prior to Expiration of Term. Either party may terminate this Agreement at any time, with or without cause, upon thirty (30) days' written notice to the other party. Upon receipt of any notice of termination, Consultant shall immediately cease all work or services hereunder except such as may be specifically approved by the Contract Officer. Consultant shall be entitled to compensation for the reasonable value of the work product actually produced 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 and City shall be entitled to reimbursement for any compensation paid in excess of the services rendered.

7.5 Completion of Work After Termination for Default of Consultant. If termination is due to the failure of the Consultant 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 Consultant 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 Consultant for the purpose of set-off or partial payment of the amounts owed the City as previously stated.

7.6 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, shall be entitled to reasonable attorneys' fees, whether or not the matter proceeds to judgment, and to all other reasonable costs for investigating such action, taking depositions and discovery, including all other necessary costs the court allows which are incurred in such litigation.

8.0 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 Consultant, 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 Consultant or to its successor, or for breach of any obligation of the terms of this Agreement.

8.2 Conflict of Interest; City. No officer or employee of the City shall have any financial interest in this Agreement nor shall any such officer or employee participate in any decision relating to the Agreement which affects his financial interest or the financial interest of any corporation, partnership or association in which he is interested, in violation of any State statute or regulation.

8.3 Conflict of Interest; Consultant. Consultant 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. Consultant shall comply with all conflict of interest laws and regulations including, without limitation, City's Conflict of Interest Code which is on file in the City Clerk's office. Accordingly, should the City Manager determine that Consultant will be performing a specialized or general service for the City and

there is substantial likelihood that the Consultant's work product will be presented, either written or orally, for the purpose of influencing a governmental decision, the Consultant and its officers, or employees, as applicable, shall be subject to the City's Conflict of Interest Code.

8.4 Covenant Against Discrimination. Consultant covenants that, by and for itself, its 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, marital status, national origin, or ancestry in the performance of this Agreement. Consultant 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, marital status, national origin or ancestry.

9.0 MISCELLANEOUS PROVISIONS

9.1 Notice. Any notice or other 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, City of Lawndale, 14717 Burin Avenue, Lawndale, California 90260, and in the case of the Consultant, to the person at the address designated on the execution page of this Agreement. 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 Integration; Amendment. 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, agreements and understandings, if any, between the parties, and none shall be used to interpret this Agreement. This Agreement may be amended at any time by an instrument in writing signed by both parties.

9.4 Severability. Should a portion of this Agreement be declared invalid or unenforceable by a judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining portions of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties 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.

9.5 Corporate 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) the entering into this Agreement does not violate any provision of any other Agreement to which said party is bound. This Agreement is binding upon the heirs, executors, administrators, successors and assigns of the parties.

9.6 Counterparts. This Agreement may be executed in several counterparts, each of which will constitute one and the same instrument and will become binding upon the parties when at least one copy has been signed by both parties. This Agreement and any amendment will be considered executed when the signature page of a party is delivered by facsimile or other electronic transmission. Such electronic signatures will have the same effect as an original signature, provided that a wet signature copy is also mailed to the other party.

9.7 Modification of Agreement. No amendment to or modification of this Agreement will be valid unless made in writing and approved by Consultant and by the City Council or City Manager, as applicable. The parties agree that this requirement for written modifications cannot be waived and that any attempted waiver will be void.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties have executed and entered into this Agreement as of the date first written above.

CITY:
CITY _____ OF _____ LAWNDALE,
a municipal corporation

By: _____
Robert Pullen -Miles, Mayor

ATTEST:

Erica Harbison, City Clerk

APPROVED AS TO FORM:
Burke Williams & Sorensen, LLP

Gregory M. Murphy, City Attorney

CONSULTANT:
Bucknam Infrastructure Group, Inc.
a [California corporation]

By: _____
Name: Peter Bucknam
Title: President

By: _____
Name: Peter Bucknam
Title: Secretary

Address: 3548 Seagate Way STE 230
Oceanside, CA 92056

EXHIBIT "A"

SCOPE OF SERVICES

Provide on-call Civil Engineering services. The following services are specifically requested:

Task 1 - Meet with City staff to review schedule, budget, project documents, project goals, format of deliverables and clarify responsibility of each party.

Task 2 - Review all database inventory, consultant shall review and update the GIS/PMP linkage, functional class, direction of travel of arterial sections, street name, length, width, area, and planning area/zone.

Task 3 - Perform an automated pavement condition survey of the entire roadway network, including all asphalt streets and all concrete streets. The survey shall include the following:

- Evaluation of surface condition and identification of surface distresses for vehicular streets.
- Evaluation of ride quality for vehicular streets

Document the methodology for performing the Pavement Condition Survey, including quality control procedures, to be included in the Final Report. **Either a driving “windshield survey” or any type of vehicle machine evaluation/survey will be acceptable.** It is preferred to have one evaluator/rater conduct the entire survey. Enter Pavement Condition Survey data in PMP software and determine present status of roadway network; present status of network should be performed for the entire network.

Task 4 - PCI Calculations: Perform the required analysis by Los Angeles County Transportation Authority (METRO) as part of the triennial certification.

Task 5 - Formatting the updated pavement condition data base for the City’s Paver software, and GIS software.

EXHIBIT "B"

SPECIAL REQUIREMENTS

A new Section 2.4 is added to the Agreement to read as follows:

“2.4 Prevailing Wages; Indemnification. Consultant and all subcontractors shall comply with the State Labor standards. State Labor standards provisions, including prevailing wage requirements, will be enforced such that the general rate of per diem wages (prevailing wage) shall be paid for each craft, classification, or type of worker needed to execute the contract to all workers employed in the execution of the contract for the work to be performed by Willdan. The State General Prevailing Wage Determination is as established by the California Department of Industrial Relations for Los Angeles County. *(Refer to <http://www.dir.ca.gov/OPRL/PWD/Determinations/Statewide/C-TT.pdf> for additional information.)* The prevailing rate of per diem wages are on file at the City of Lawndale Department of Public Works, 4722 Manhattan Beach Boulevard, Lawndale, California 90266, and are available to any interested party on request. The statutory provisions for penalties for failure to pay prevailing wages and/or failure to otherwise comply with state's wage and hour laws will be enforced. The Consultant is required to post at the job site the prevailing rate of per diem wages and other notices prescribed by regulation.

The Consultant and all subcontractors must submit electronic certified payroll records weekly directly to the Labor Commissioner (aka Division of Labor Standards Enforcement) no less than monthly and must comply with all statutory requirements relating to certified copies of payroll records, including the maintenance of the records, their certification, and their availability for inspection as required by [Labor Code Section 1776](#) and as required under Subsection 7-2.6 of said Standard Specifications for Public Works Construction.

Consultant shall indemnify, defend with legal counsel approved by the City, and hold the City and City's Parties harmless from and against any all liability, loss, damage, costs, or expenses (including attorneys' fees and court costs) arising from or as a result of any action, claim, or determination relating in any way to the failure to properly pay of prevailing wages. Moreover, the City retains the right to settle or abandon any such the matter without the Consultant's consent as to the City's liabilities or rights only.”

- A new Section 5.1(e) is added to the Agreement to read as follows:

(e) Cyber Liability Insurance. The cyber liability insurance must include the following coverage:

- Liability arising from the theft, dissemination and/or use of confidential or personally identifiable information; including credit monitoring and regulatory fines arising from such theft, dissemination or use of the confidential information.

- Network security liability arising from the unauthorized use of, access to, or tampering with computer systems.
- Liability arising from the failure of technology products (software) required under the Agreement for Contractor to properly perform the services intended.
- Electronic media liability arising from personal injury, plagiarism or misappropriation of ideas, domain name infringement or improper deep-linking or framing, and infringement or violation of intellectual property rights.
- Liability arising from the failure to render professional services

If coverage is maintained on a “claims-made” basis, Contractor must maintain such coverage for an additional period of three years following termination of the Agreement.

EXHIBIT "C"

SCHEDULE OF COMPENSATION

Fee Schedule



Cost Proposal

Task Items 1 through 4 can be accomplished on a **time and materials, not-to-exceed** basis in accordance with the standard hourly rate schedule attached. Our anticipated fee including labor and reimbursable expenses is projected to be \$36,991. We have included our fee schedule below for the City's consideration.

	Description	Principal	Project Manager	GIS Manager	Senior Technician	Field Technician(s)	Admin	Total by Task
	2025-26 Base Fee	\$311/hr	\$235/hr	\$175/hr	\$162/hr	\$115/hr	\$105/hr	
Task 1	Project Implementation							
Task 1.1	Project Kickoff		2		1			\$632
Task 1.2	Project Status Meetings - Quality Control Program		4	2	2	12		\$2,994
Task 2	Client Satisfaction							
Task 2.1	Project Deliverables	1	2	2		1	2	\$1,476
Task 3	Project Schedule							
Task 3.1	Work Flow / Project Schedule		3	2		2		\$1,285
Task 4	Scope of Work							
Task 4.1	Update Maintenance and Rehabilitation History		2	1		16		\$2,483
Task 4.2	Pavement Condition Surveys							
	- True Area Segmentation Calculation							\$3,850
	- Arterial / Collector, Local & Alley Surveys (49 miles)		3	1	4	88		\$11,648
Task 4.3	Maintenance and Rehabilitation Assessment / Priorities		4		3			\$1,426
Task 4.4	Circulate CIP / Pavement Rehabilitation Program	1	27	3	2		1	\$7,638
Task 4.5	PMP - GIS Mapping		1	6				\$1,285
Task 4.6	Lawrence MyRoads® PMP Web-Portal							\$400
	Reimbursables (mileage, printing, materials)							\$1,880
	All deliverables will become property of the City of Lawrence							
	All Tasks are negotiable							
	Total Hours per Staff	2	48	17	12	119	3	
	2025-26 Total Base Fee	\$ 652	\$ 11,280	\$ 2,975	\$ 1,944	\$ 13,685	\$ 315	\$36,991
	2025-26 Optional Fee							
Task 4.7	ArcGIS Online (AGOL) Pothole Tracking System Dashboard Implementation							\$10,500
	Ongoing Maintenance / Data Updates							\$12,500
Task 4.8	Automated Asset Data Collection (RAS)							
	Additional assets shown below							See Table Below
	Additional services outside of this contract will be negotiated with the City where we will use the Standard Hourly Rate Schedule shown here.							
	*Notes / Assumptions:							
All	All Tasks - Bucknam and inspectors are qualified through ASTM D6433 / OCTA until FY 2027							
All	It is Bucknam's understanding that the MicroPAVER license fee will be paid by the City outside of this contract							
Task 4.2	True Area PMP Segment Calculation can be utilized as an optional service							
Task 4.5	Bucknam will work with the City's IT/GIS staff to ensure all GIS data is published within MyRoads® and City's GIS Enterprise							

Should the City desire to increase the service level above the hours outlined above for the Task items 1 through 4 or require other services not described herein, a fee adjustment would be negotiated and mutually agreed upon by both parties.

Fee Schedule



City of Lawndale, CA Automated Asset Data Collection		
Task	Description	Fee
Required Services		
1	Centerline Identification, Field Set-up, GPS Network Creation & Mobilization (lump sum) ¹	\$11,500
2	Collect Street Network (best miles) 2 pass testing on arterials/collectors ²	\$15,180
¹ Assumes GIS linked subsegment and segment feature class will be provided in GIS. ² Arterials and collectors are two pass collection. ³ 881 monthly, lump sum based on percent complete for each task item.		
Task	Optional Services Description	Fee
3	Roadway Signs Inventory (Lane Miles)	\$7,889
4	Retro-reflectivity Surveys (Warning and Regulatory Signs)	\$16,905
5	Street Lights Inventory (lane mile)	\$5,635
6	Pavement Striping & Crosswalk Inventory (Lane Miles)	\$6,190
7	Pavement Markings Inventory (Lane Miles)	\$5,072
8	Curb Ramps Inventory (Lane Miles)	\$5,072
9	Pavement Width Measurements (Lane Miles)	\$2,818
10	Sidewalks Inventory (lane mile)	\$6,189
11	Sidewalk Obstructions (lane mile)	\$5,072
12	Signals Inventory (lane mile)	\$5,635
13	Inlets Inventory (lane mile)	\$5,635
14	Curb and Gutter Inventory (lane mile)	\$6,762
15	Control/Vault boxes Inventory (lane mile)	\$5,072
16	Backflow and backflow enclosures Inventory (lane mile)	\$5,072
17	Fire Hydrants Inventory (lane mile)	\$5,072
18	Transformers Inventory (lane mile)	\$5,072
19	Parking Meters Inventory (lane mile)	\$5,072
20	Utility Poles Inventory (lane mile)	\$5,635
21	Meter Boxes Inventory (lane mile)	\$5,072
22	Retaining Walls Inventory (lane mile)	\$6,762
23	Driveways Inventory (Drive path) (lane mile)	\$7,320
24	Bus Shelters Inventory (lane mile)	\$5,072
25	Guardrails Inventory (lane mile)	\$4,568
26	Bike Lanes and Bike Lane Hazards Inventory (lane mile)	\$5,072
27	Bikeway Bollards Inventory (lane mile)	\$4,568
28	Traffic Calming Devices Inventory (lane mile)	\$5,635

Fee Schedule



Standard Hourly Rate Schedule

<u>Category</u>	<u>Rate</u>
Principal	\$ 331
Pavement Management Project Manager	235
Senior Project Manager	225
Management Analyst	190
Project Engineer / Planner	180
Sr. Engineer / GIS Manager / Sr. Inspector	175
Assistant Engineer / Sr. Technician / GIS Analyst	162
CADD Operator	125
Field / GIS Technician	115
Administrative Assistant	105
Clerical / Word Processing	105

Reimbursables

Mileage	\$0.81/mile
Subconsultant Services	Cost + 15%
Reproduction	Cost + 15%
Travel & Subsistence	Cost + 15%
Fees & Permits	Cost + 15%
Computer Services (External)	Cost + 15%

Rates Effective 7/1/25



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EXHIBIT "D"

SCHEDULE OF PERFORMANCE

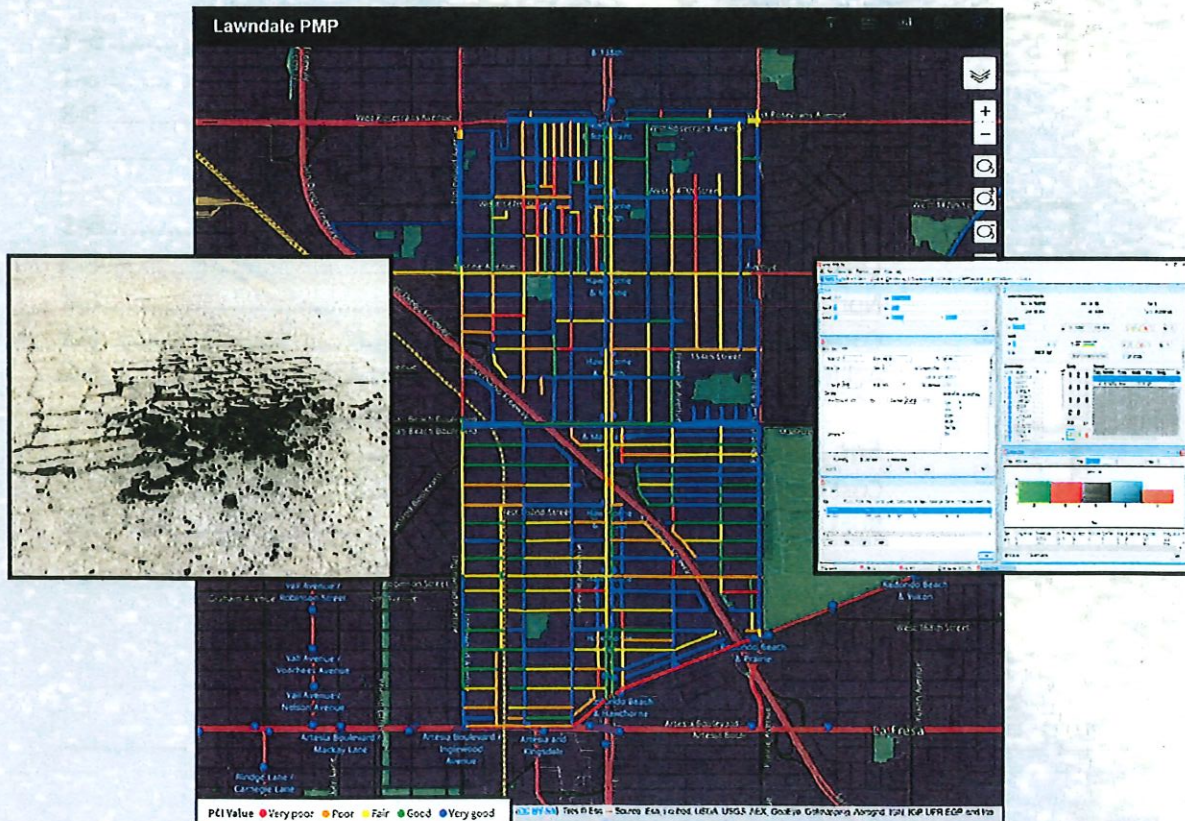
3) Project Schedule

TASK 3.1: Workflow / Project Schedule

Our project schedule shows each major task identified in our scope of work, as well as quality control milestones and meetings. Bucknam currently has ample staff to apply to this project in order to meet an aggressive schedule (two field technicians will drive the proactive schedule). See key milestone dates from the project schedule below which will be utilized:

Task Name	10-Aug	23-Aug	30-Aug	7-Sep	14-Sep	21-Sep	1-Oct	8-Oct	20-Oct	18-Nov	2-Dec
BASE SCOPE OF WORK											
1) Project Implementation											
Task 1.1 - Project Kickoff	X										
Assess PMP data / Establish Survey											
Task 1.2 - Project Status Meetings - Quality Control											
Project Status Meetings	X				X			X			
2) Client Satisfaction											
Task 2.1 - Project Deliverables											
3) Project Schedule	X								X	X	X
Task 3.1 - Work Flow/Project Schedule											
4) Scope of Work											
Task 4.1 - Update Maintenance and Rehabilitation Activities											
Assessment of PMP Database											
Task 4.2 - At True Area PMP Segment Calculation											
Pavement Condition Surveys:											
48.7 Miles (Arterial/Collector, Local and Alley)											
PCI Reporting							30%	60%	100%		
Quality Control Checks											
Develop Recommended Improvement Program											
Task 4.3 - Maintenance and Rehabilitation Assessment / Priorities											
Update Maintenance & Rehab Activities											
Task 4.4 - Citywide CIP / METRO Compliance Budget Reports											
City Review of Draft Final Report											
Project Status Meeting						X		X		X	X
Delivery of Final CIP Report											
Task 4.5 - PMP - GIS Mapping											
Task 4.6 - Landerale MyRoads® PMP Web-Portal											
Optional Services											
Task 4.7 - ArcGIS Online (AGOL) Pothole Tracking System											
Task 4.8 - Automated Asset Extraction (Roadway Asset Services)											

Attachment B





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June 18, 2025

City of Lawndale
Nick Petrevski, Associate Engineer
Department of Public Works
4722 Manhattan Beach Blvd.
Lawndale, CA 90260

Subject: Proposal for Pavement Management Program Update (RFP No. 2411-32)

Dear Nick,

It is our pleasure to submit our proposal to assist the City of Lawndale in the continued proactive management of your Pavement Management Program (PMP). With the City seeking to move toward stronger infrastructure management methodologies through advanced pavement inspections, neighborhood/zone scheduling, capital improvement reporting, and GIS management, Bucknam Infrastructure Group, Inc. has identified a proactive and cost-efficient method to assist the City in updating your PMP and improving your overall PCI. Our team will focus on our long-term PMP knowledge, extensive Los Angeles County experience and GIS/GPS technologies to optimize the City's maintenance/rehabilitation budgets.

Bucknam served as the City's PMP consultant for the 2022 PMP Update. Our project staff can be relied upon again to provide outstanding service to the City. This will be accomplished by assisting the City in updating the neighborhood/zone M&R schedule, formulating a proactive Arterial CIP budget and providing realistic maintenance recommendations. Our firm is unique in that we provide:

- ❖ Relevant and accurate PMP services based on our ongoing work with numerous Los Angeles, Orange County, Inland Empire and San Diego local agencies such as:
 - 38 of 88 Los Angeles County local agencies; 42% of LA County cities (e.g. Lawndale, Manhattan Beach, Gardena, Rancho Palos Verdes, Compton, Lomita, Signal Hill, Lakewood, South Gate, Culver City, Alhambra, South El Monte, Monrovia, Sierra Madre, Covina, La Verne, South Pasadena, Whittier, Downey, Lynwood, Long Beach, etc.)
 - Recent OCTA Pavement Preservation Program project where Bucknam assessed and generated a countywide 10-yr economic forecast for all 35 Orange County local agencies (MicroPAVER / StreetSaver assessments)
 - 21 of 35 Orange County Local agencies;
 - 20 San Diego/Inland Empire local agencies; and
 - Army Corps of Engineers ASTM D6433 compliant surveying, reporting and pavement analysis on an annual basis;
- ❖ Our project manager has worked within the SoCal Pavement Management industry for over twenty-seven (27) years and has worked extensively with MicroPAVER and StreetSaver PMP software's through turn-key data conversion projects to long-term, proactive pavement CIP scheduling that relies on accurate and cost-efficient bid documentation;



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- ❖ Project/engineering experience that brings the understanding that MicroPAVER results are not set in stone; we proactively use the available data to enhance budget forecasting and CIP/O&M project planning;
- ❖ Cost effective management methodologies, from the project kickoff through final reporting, gained through our Project Manager's experience and use of Bucknam's MyRoads® dynamic PMP-GIS web-portal;
- ❖ As Project Manager, my goal is not just to meet the requirements of this project but establish a living document (Arterial & Local pavement CIP submittal) that will be used throughout the term of the CIP as well as implement achievable long-term infrastructure management goals in coordination with City schedules.

By selecting Bucknam Infrastructure Group, Inc., the City of Lawndale will continue to receive a strong, knowledgeable, innovative, and communicative team with the experience of updating a cost-effective pavement management program. Our handpicked pavement management professionals are committed to delivering quality services to the City. We have already scheduled time for your project and eagerly await our kick-off meeting with City staff and you.

Respectfully submitted,

Bucknam Infrastructure Group, Inc.



Peter J. Bucknam
President/Project Manager



Firm Profile and Qualifications

Bucknam Infrastructure Group, Inc.
(est. 2011, S-Corporation, FE I.D. 45-2723662) has a full-service office in Southern California and is committed to



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building stronger relationships with government organizations through frequent communication and team building. We build long-term partnerships with agencies that expect and require accuracy, efficiency, and integrity in all aspects of community services. Our experienced staff is committed to ensuring that immediate and long-term goals are met and are a top priority in the development of pavement management, infrastructure management, financial, geographic information systems (GIS), and facility management projects. Our full-service Infrastructure Management - GIS Division provides comprehensive engineering and infrastructure/GIS management services, as well as database management, pavement / ROW field inspection services, and GIS automation / management.

Our extensive professional service offerings include:

Regarding Pavement Management Programs, our firm is currently assisting 75+ local agencies complying with LA, Orange, Riverside, San Bernardino, and SD County's pavement reporting requirements.

Pavement-CIP Management (PMP)	Public Works Management
Pavement Data Conversion	ADA Self-Evaluation/Transition Planning
Pavement Condition Surveys	GASB 34 Compliance/Reporting
PMP Assessments/Software	Intranet GIS Implementation
PMP/GIS Deliverables	Contract GIS Services
ArcGIS Online Apps/Tool Development	Traffic Control Device/Sign Inventory
Public Right-of-Way Inventories	Maintenance Management Programs
PMP OCTA-Compliance Reporting	Record Retention/Scanning Services
Digital Roadway Imaging/Survey	Utility GIS Services

Regarding Pavement Management Programs, our firm is currently assisting 75+ SoCal local agencies complying with the County pavement reporting requirements. In addition to the extensive knowledge and experience of our infrastructure management professionals, Bucknam provides a broad scope of administrative, inspection, civil engineering, and GIS services to public agencies. We look forward to working with you on your project. Our handpicked management professionals are committed to delivering quality services to the City.

Our office is located in Oceanside, CA 3548 Seagate Way, Suite 230 (12 employees).

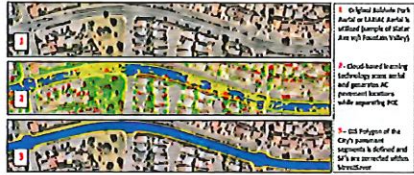
Delineation of Bucknam Infrastructure Group's Strengths

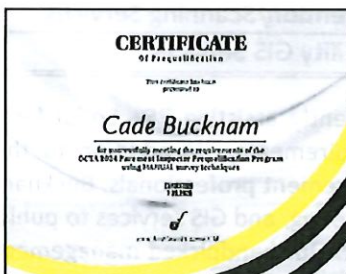
As Bucknam approaches twenty-seven (27) years of pavement management experience, our firm is distinct and unique in the fact that we have continued to improve upon our long-term local agency client based throughout Los Angeles County. Building and establishing long-term client relationships through PMP management is a clear delineation of our professional services.

Firm Profile



Bucknam's experience and qualifications directly related to this project and other key delineation strengths include:

- 38 of 88 Los Angeles County local agencies; 42% of LA County local agencies (e.g. Lawndale, Manhattan Beach, Gardena, Rancho Palos Verdes, Compton, Lomita, Signal Hill, Lakewood, South Gate, Culver City, Alhambra, South El Monte, Monrovia, Sierra Madre, Covina, La Verne, Whittier, Downey, Lynwood, Long Beach, etc.);
 - Providing PMP services for 21 of the 35 Orange County local agencies in the past two years (60%);
 - 20 San Diego/Inland Empire local agencies;
 - Bucknam now implements Cloud-based Artificial Intelligence (AI) Learning Technology to calculate pavement section AC/PCC True Area quantities;
- 
- Updating the Lawndale MyRoads® – PMP mapping (web-based access/use); requires no GIS software to view your PMP online (See Task 4.6 within Scope of Work);
 - Staff / Firm is certified through MTC and OCTA for use and management of MicroPAVER / StreetSaver respectively
 - Bucknam is ASTM D6433 certified through OCTA until June, 2026 for PMP services/inspections to local agencies;
 - Focused managers / field technicians that perform infrastructure management services at cost-competitive rates and deliver quality products;
 - Local presence (Oceanside office) allows our firm to be on-site within one hour to respond to Lawndale's requests and needs;
 - Proven Southern California PMP economic ROI regarding long-term Pavement CIP's recommendations, implementation, maintenance applications and increased PCI's



Project Understanding & Approach to Scope of Work



Project Understanding / Approach

As the City of Lawndale infrastructure matures, the City's staff is striving to update the City's Pavement Management Program (PMP) through cost effective condition surveys, engineering cost evaluation, Arterial CIP and "neighborhood" budgetary reporting and work history updates within the PMP database. **Bucknam's experience through adherence to scope, schedule and cost have proven itself over the past twenty-seven (27) years of PMP service to Southern California local agencies. Bucknam served as the City's PMP consultant for the 2022 PMP Update**

The City requires a team that will continue to not only survey the defined sections using cost-conscious methodologies but will create a comprehensive program that includes the enhancement of your multi-year PMP CIP, neighborhood maintenance, essential data for PS&E bid document preparation, MyRoads® and the knowledge of the inner workings of your MicroPAVER PMP software.

Bucknam will provide these services through our proactive and accurate update of your PMP; we will address the City's primary goals of:

- Updating MicroPAVER with 2025 maintenance data, segmentation improvements and inspections;
- Enhancing the Lawndale PMP database with 2022 to 2025 work history data entries;
- Surveying 49 centerline miles of the City's Arterial/Collector, Local & Alley network during FY 2025-26;
 - Verifying / Updating pavement centerline and metric data (PMP vs. GIS);
 - Generating 2025 Pavement Condition Index (PCI) ratings for each segment;
- Developing a proactive preventative slurry seal / overlay rehabilitation schedules based on existing/current capital funding allocations;
- Establishing solid recommendations for current / future maintenance and rehabilitation needs;
- Utilizing the City's existing/current funding to generate a multi-year Capital Improvement Program (CIP);
- Recommending alternative maintenance budgets that demonstrate realistic return-on-investments (ROI), i.e., increase PCI and maintain PCI models, etc.
- Updating the Lawndale MyRoads® PMP web-portal application

We have defined detailed phases to the scope of work in accordance to the City's RFP;

1. Project Implementation
2. Client Satisfaction
3. Project Schedule
4. Scope of Work (Major Tasks)



1) Project Implementation

TASK 1.1: Project Kickoff

The first step in updating a successful pavement management program truly resides in frequent communication and timely scheduled data updates. For the City of Lawndale, it will be essential to establish, up front, the Public Works department's pavement management priorities. Our team will set up a Project Kickoff meeting with City staff (i.e. Mr. Nick Petrevski) to discuss and review in detail the expectations of the project, technical approach, section ID / GIS management & surveys, district/zone maintenance, MicroPAVER upgrades & use, deliverables within the scope of work and the review of schedule.

This effort will build consensus between the Public Works and Engineering staff as well as build stronger Arterial CIP and Local neighborhood maintenance programs that complement large Public Works CIP projects and annual maintenance projects.

Additional key topics to be discussed will include the review and assessment of the existing MicroPAVER pavement plan/data; its current and future use, MyRoads®, survey areas based on recent maintenance work and schedules, new construction, data quality and condition, current pavement procedures, historical expenditure levels and desired service levels.

Deliverable: Meeting minutes, revised project schedule (if necessary)

TASK 1.2: Project Status Meetings - Quality Control Program

Status Meetings and Progress Reports

- Minimum of three meetings during the project (kickoff, committee, City Council and status meetings) – minimum of eight (8) hours; Field review meetings; additionally bi-monthly progress status reports will be delivered to the City project manager.

Quality Control (QC)

We will use a statistical sampling approach for measuring the quality of our field technician's work. In this manner, 10 percent of the original annual surveys will be re-surveyed by an independent survey crew, supervised by a field supervisor, and the results will be compared to the original surveys (this will include a total of 5 miles of QC). Our QC process involves checking the field crews' work in a "blind study" fashion. This will ensure that all field personnel are properly collecting distresses and pavement quantities for all street segments. PCI variance reporting will be performed where previous PCI data will be compared to newly inspected 2025 PCI data; if

PCI's vary more than ten (10) points per year Bucknam staff will assess the potential cause through unrecorded work history, accelerated pavement deterioration, etc. Bucknam will record/log any discrepancies between the previous and current PMP databases (any corrections/changes to the database shall not be made without prior City staff approval).

Since we are collecting distress information on our field MobileRater tablets with the Lawndale PMP database live, our staff will perform several quality control tests within MicroPAVER using a sample set of the City of Lawndale's street distress data.

Project Understanding & Approach to Scope of Work



This will ensure that all system and analysis settings as well as City recommendations and standards are being followed. Over the past two years, Bucknam has submitted fifty (50+) METRO/OCTA compliant reports for LA and Orange County municipalities, they include:

Los Angeles County PMP Clients (Current)		
Long Beach	Alhambra	El Segundo
Duarte	Culver City	Lomita
Rancho Palos Verdes	Downey	Glendora
Signal Hill	Pomona	Sierra Madre
Diamond Bar	Hermosa Beach	South Pasadena
Compton	Lynwood	Norwalk
Monrovia	Rosemead	Bellflower
Lawndale	Covina	Beverly Hills
La Verne	South Gate	La Habra Heights
San Marino	Temple City	South El Monte
West Covina	Commerce	Lakewood
Gardena	Manhattan Beach	Whittier
	Bell	
Orange County PMP Clients (Current)		
Brea	La Palma	Rancho Santa Margarita
Costa Mesa	Orange	Tustin
Laguna Hills	Laguna Beach	Westminster
Fountain Valley	San Juan Capistrano	La Habra
Huntington Beach	Laguna Woods Village	Fullerton
Seal Beach	Santa Ana	Placentia
Buena Park	Cypress	Stanton
	Garden Grove	

Our surveys follow the accepted ASTM D6433 procedure requirements. A copy of the QA/QC plan utilized by our staff during the project will be submitted along with the PMP certification documents. Our staff attends the OCTA PMP Distress Training Classes held each year, 2011 thru 2025.

In May 2025 our staff was acknowledged as "qualified inspectors and firm" to prepare PMP's compliant with the OCTA Countywide Pavement Management Guidelines (this certification/compliance runs through June 2027).

Additionally, Bucknam was selected by the Orange County Transportation Authority (OCTA) in 2022 to perform a 10-year Pavement Management Plan analysis on ALL 35 Orange County local agencies PMP's.

2) Client Satisfaction

TASK 2.1: Project Deliverables

Shown throughout our Scope of Work, each Task is summarized with project deliverables. Client satisfaction will derive from frequent communication with the Project Manager and key staff members from the Public Works department. Project success is created by delivering on three main factors;

- 1) Adherence to scope tasks and deliverables
- 2) Performing to the standard set by the Project Schedule; and

Project Understanding & Approach to Scope of Work



3) Controlling costs.

Our Project Manager will follow each of these factors throughout the duration of the project. Bucknam's experience through adherence to scope, schedule and budget have proven itself over the past twenty-seven (27) years of PMP service to Southern California local agencies.

Deliverable: Project Status Updates, as stated in Task 1.2

3) Project Schedule

TASK 3.1: Workflow / Project Schedule

Our project schedule shows each major task identified in our scope of work, as well as quality control milestones and meetings. Bucknam currently has ample staff to apply to this project in order to meet an aggressive schedule (two field technicians will drive the proactive schedule). See key milestone dates from the project schedule below which will be utilized:

Task Name	01 Dec	01 Jan	01 Feb	01 Mar	01 Apr	01 May	01 Jun	01 Jul	01 Aug	01 Sept	01 Oct	01 Nov	01 Dec
BASE SCOPE OF WORK													
1) Project Implementation													
Task 1.1 - Project Kickoff	X												
Assess PMP data / Establish Survey													
Task 1.2 - Project Status Meetings - Quality Control													
Project Status Meetings	X					X					X		
2) Client Satisfaction													
Task 2.1 - Project Deliverables											X		X
3) Project Schedule	X												
Task 3.1 - Work Flow/Project Schedule													
4) Scope of Work													
Task 4.1 - Update Maintenance and Rehabilitation Activities													
Assessment of PMP Database													
Task 4.2 - All True Area PMP Segment Calculation													
Pavement Condition Surveys													
48.7 Miles (Arterial/Collector, Local and Alley)													
PCI Reporting													
Quality Control Checks													
Develop Recommended Improvement Program													
Task 4.3 - Maintenance and Rehabilitation Assessment / Priorities													
Update Maintenance & Rehab Activities													
Task 4.4 - Citywide CIP / METRO Compliance Budget Reports													
City Review of Draft Final Report													
Project Status Meeting											X		X
Delivery of Final CIP Report												X	
Task 4.5 - PMP - GIS Mapping													
Task 4.6 - Lawndale MyRoads! PMP Web Portal													
Optional Services													
Task 4.7 - ArcGIS Online (AGOL) Pothole Tracking System													
Task 4.8 - Automated Asset Extraction (Roadway Asset Services)													

4) Scope of Work (Major Tasks)

TASK 4.1: Update Maintenance and Rehabilitation Activities

The City will provide Bucknam with a complete listing of all major work (overlay, slurry, etc.) in hard copy/digital format to Bucknam for updating specific section work histories and PCI ratings. Bucknam will review all maintenance and rehabilitation projects completed and/or scheduled by the City since the last PMP update in 2022; this will include work history updates on arterials, locals, and alleys. Our staff will enter the necessary work history updates as mentioned above (i.e. data entry of maintenance / rehabilitation activities) into your MicroPAVER database.

Deliverable: Update PMP data, Work History report



TASK 4.2: Pavement Condition Surveys

First and foremost, the assessment of the City's pavement segmentation is one of the key priorities for this project. With three years between major inspections, it will be essential to verify that all PMP segmentation is up-to-date and that section true area SF quantities are verified, accurate and reliable.

This will be completed by utilizing Bucknam's cloud-based learning technology (AI) to correctly quantify square footages for each pavement section (see sample). Bucknam's use of cloud-based learning technology is initiated by providing the AI with the City of Lawndale most recent aerial image; in doing so, all AC and PCC pavement true areas are calculated. These calculations are possible due to the cloud-based learning tech's inherent working knowledge of how to recognize edge-of-pavement, surface types, medians, bus pads and AC/PCC surface limits.



This ability will allow Bucknam to obtain the necessary quality control measurements for defined Lawndale PMP segments and to perform segment true area SF variance reports. This will in turn create more accurate PCI's, engineering project cost estimations, total centerline / square footages of the network as well as for unique pavement segments. We will review/assess new and/or missing streets previously excluded from the last PMP update and create the necessary segmentation within the Lawndale PMP database + GIS links.

Once the pavement segmentation has been assessed and verified, the necessary inspections will be performed. Our survey methodology will include the following approach based on ASTM D6433 guidelines:

1. **Walking** - All sections are surveyed through "two-pass test" walking methodologies. AC/PCC distress types will be collected based upon actual surface conditions and physical characteristics of the segment.

Surveying methods will be conducted by remaining consistent with ASTM D6433 & the Army Corp of Engineers AC/PCC sampling guidelines while being flexible to current City requirements. All sample locations are observed through walking surveys; samples areas will cover a minimum of 20% of the total section area and will be 2,500 SF +/- 1,000 SF in size. The following Lawndale pavement sections are to be surveyed for the upcoming 2026 PMP update:

- **FY 2025-26** - The inspection of 49 miles of Arterial, Local & Alley segment miles will be performed.

Our use of MicroPAVER tablet units allows our staff to collect pavement data with the City of Lawndale's MicroPAVER database live in the field. Updated PMP data/inspections are transferred immediately to the Bucknam's PMP Dashboard and can be reviewed at any time for quality control and management. Our Tablet methodology sets us apart from the competition since we are using a paper-less inventory process to enter data; this in turn generates cost savings to enhance the project schedule and other portions of the project such as True Area SF calcs, CIP reporting, MicroPAVER training and on-call services.

Project Understanding & Approach to Scope of Work



Roadway Verification Survey - A listing of the field attribute data that is updated/verified during the survey for the pavement management database is listed below (METRO survey guidelines will be followed):

2. Field Attribute Data (updated and/or verified)

- Street name, from/to, indicating the assigned limits of the section
- Street ranking indicating arterial, collector, local, # of lanes, surface type (AC, PCC)
- Historical PCI tracking from previous inspections and 2025 PCI inspections
- Segment quantities, indicating the length, width and area of the section

3. Conditional data will be evaluated for all street segments and will include:

- ASTM D6433 20 AC & 19 PCC distresses by type, severity and extent
- Sampling/conditional data typically pulled from within edge-of-pavement to edge-of pavement
- PCI ratings (0-100), taking into account the surface condition, level of distress

We welcome staff members from the City of Lawndale to join our surveys. All pavement data will be entered into the City's MicroPAVER licensed software (purchased through this contract). All items listed above will be maintained by our staff for the duration of this project.

4. Section Distress and PCI Reporting

Upon 50% and 100% completion of the required condition surveys, we will prepare draft PCI Reports and PCI GIS maps that document the conditions of all pavement segments. This report will provide the necessary data for Bucknam and the City to use and determine projected street rehabilitation and maintenance project locations.

The City and our staff will review the PCI reports to ensure that all inventory data is correct and the project is running smoothly. Our PCI Reporting will include:

- PCI Report – Sorted by Name (A to Z), PCI Order (0-100), Zone (1, 2, 3);
- Work history report; and
- GIS Maps presenting PCI's by section.

Once the City has reviewed, assessed and commented on the draft report, we will address all requested revisions and deliver the final reports.

Deliverable: Citywide PCI reports, compliant METRO PCI reports, PCI Variance report

DEVELOP RECOMMENDED IMPROVEMENT PROGRAM

TASK 4.3: Maintenance and Rehabilitation Assessment / Priorities

We will assist the City in developing the most cost-effective preventive maintenance and rehabilitation strategies necessary to achieve the desired level of serviceability. This will be accomplished by meeting with the City to discuss and strategize maintenance/rehabilitation

Project Understanding & Approach to Scope of Work



activities that are currently being used by the City. Based on the City's current AAS & PCC applications, and other maintenance practices used, we will conduct an historical and prospective analysis on the conditional and financial impact these practices have on the pavement network.

We will update the Lawndale MicroPAVER "decision tree" that will be used to generate pavement recommendations that match current fiscal year maintenance/rehabilitation approaches/City practices. This will be accomplished by assessing/updating the unique and individual PCI ranges and deterioration curves within PMP software based on functional class (i.e. arterial, collector and local) and age. Our staff will review the Lawndale deterioration curves that have been developed based on historical pavement condition, inspection, surface type, and road class data.

All maintenance practices/unit costs and scheduled projects will be integrated into the PMP and will be derived from the most recent construction bids. We will account for inflation rates when long-term revenue projections are made.

Our Project Manager/Principal will work closely with the City in defining sound engineering based repair and rehabilitation strategies for each fiscal year and for each defined PMP zone within the network. **Once the repair/rehabilitation strategies have been defined, a 10-year Forecast Maintenance & Rehabilitation (FMR) recommendations will be generated.**

The recommended budget scenarios will be identified on the basis of several criteria:

- Minimization inconveniences for Lawndale residents by providing more efficient annual CIP/rehabilitation plans
- Assessment and review of the City's Pavement CIP
- Present pavement conditions; Desired levels of service and available resources
- Projected / Forecasted PCI's per section
- Cost benefit of individual strategies (minimum of three (3) scenarios)
- Scheduling with the City's major CIP projects (water, sewer, etc.)
- Budgetary findings/recommendations that satisfy METRO guidelines
- Local "Neighborhood Zone" fiscal year reporting/improvement scheduling
- Future routine maintenance needs based on projected deterioration rates

The primary emphasis of this task is to maximize the scheduling of street maintenance using the most cost-effective strategies available and taking into account a life-cycle cost analysis.

TASK 4.4: Citywide CIP / METRO Compliance Budget Reports

We will deliver the Final Report to the City which will be essential for staff reference and use as well as being presented in a way that is beneficial for elected officials/upper management.

This report will assist the City in complying with METRO guidelines and submittal requirements. The report will be prepared in a format that uses the information delivered by MicroPAVER in conjunction with the information and analysis performed by our team. The report will provide the City with information on:

- Identify present performance status of the entire network (section by section) as well as historical PCI performance;

Project Understanding & Approach to Scope of Work



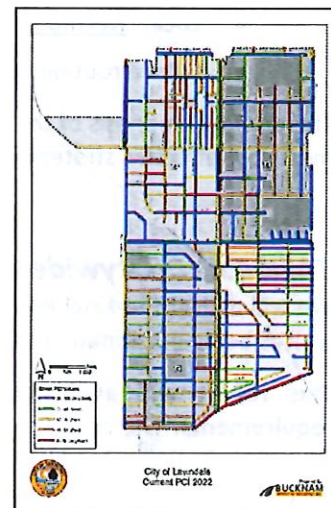
- Current inventory and pavement conditions indices (PCI) for all road classes;
- Bucknam will identify standing water locations and implement these findings within the Final Report;
- Projected / feasible annual rehabilitation programs for street maintenance for a 10-yr period (Forecast Maintenance Reports FY 2026-2036) that show the largest return on investment and acceptable levels of service;
 - This will include a minimum of three (3) total scenarios;
- Modeling and comparison of budget scenarios typically include:
 - Current City proposed PMP budget; FY 2026-36;
 - Maintain PCI for ten years;
 - Increase PCI within ten years;
- Strategies and recommendations for the City's CIP/maintenance programs and procedures, including a preventive maintenance schedule;
- Recommended action plan for future PMP updates and Arterial/Collector, Local & Alley survey schedules
- Representation of forecasted scenarios within GIS mapping
- Supporting documentation required by METRO;
- A detailed breakdown of deferred maintenance (backlog); and

Deliverable: One (1) digital copy of the Final Pavement PMP Report (.pdf), will be sent to the City. Bucknam will also provide three (3) hard copies and final digital copies of the project related GIS files.

TASK 4.5: PMP – GIS Mapping

As an enhancement and proactive approach to this project, our staff will update the Pavement-GIS link between MyRoads® and the City's GIS Enterprise. Bucknam has access to the 2022 PMP-GIS shapefile; this allows our staff to immediately utilize the file and prepare for internal PMP editing, survey and reporting. Our staff will review, with City staff, all ongoing upcoming capital projects that may impact the GIS mapping delivered for this project. The maps described below will be incorporated into the City's Final PMP report:

- PCI condition values for every section
- Work History identifications
- 10-yr Arterial / Local Rehabilitation and Slurry Seal Programs
- Functional classification and surface type maps



Project Understanding & Approach to Scope of Work



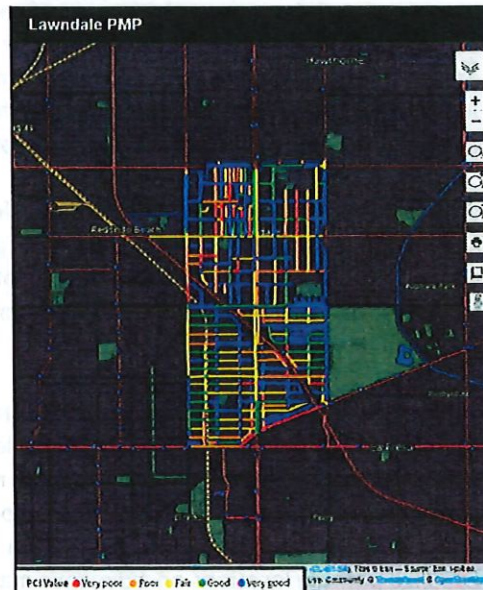
Once the Pavement Segmentation Report is finalized, we will update the necessary MicroPAVER-GIS linkages. By using the unique Street ID's within MicroPAVER and the City's ESRI PMP shapefile ID's, we will update the one-to-one match for each pavement section in the GIS. Our staff will coordinate all project deliveries with the Public Works and the GIS division to ensure that the most current and accurate PMP-GIS maps are represented within the City's GIS enterprise.

Deliverable: Complete GIS files/themes based on list above (project .mxd/shapefiles).

TASK 4.6: Lawndale MyRoads® PMP Web-Portal

Lawndale MyRoads® Web-Portal - Bucknam's MyRoads® is a great match for the Lawndale PMP today and the future. **MyRoads® brings your PMP data to life within a dynamic dashboard! Bucknam has shown the Lawndale MyRoads® account in active use!**

Bucknam now provides all our PMP clients with a unique and agency driven "MyRoads®" web-portal that provides instantaneous access to your pavement management database. This "dashboard" allows users to toggle through individual sections via GIS mapping selections, zone queries, rank selection, PCI ranges, etc. to review all section metrics, latest/previous inspections, work histories generate filtered PCI reports and identify potential maintenance costs based upon your unique needs.



This tool will be accessed by City staff simply through a Username/Password methodology. As changes are made to the Lawndale PMP database the MyRoads® dataset is changed to reflect work history edits, PCI inspections and section changes.

In summary, MyRoads® allows the user to perform the following dynamic functions:

- Query specific pavement segment(s) to view current/historic PCI, work history inspection;
- Filter for pavement sections within a defined zone, PCI range and/or functional class;
- Select a pavement section or grouping of section through the on-board GIS tool;
- Enter slurry, overlay & reconstruction unit costs to determine preliminary cost of maintenance and resulting citywide PCI
 - Display critical street / sidewalk / ROW assets along pavement section(s) that are critical to Engineering Bid development and solicitation (ADA ramps, utilities, manholes, trees, etc.

Project Understanding & Approach to Scope of Work



- Displays all final GIS project maps (PCI, work history, 10-yr forecasted maintenance, etc.)
- Bucknam will train Lakewood staff in the simple use of the MyRoads® dashboard.

Deliverable: PMP software training, field and internal technical support

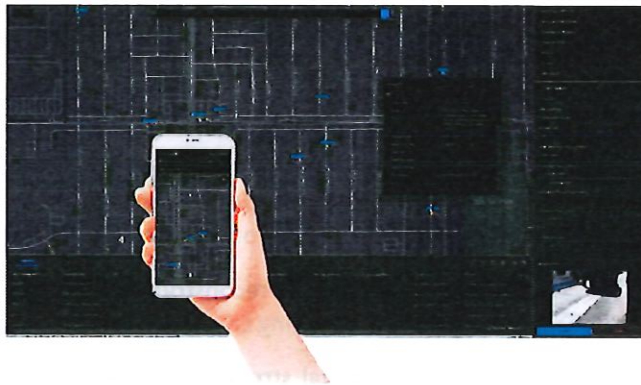
OPTIONAL SERVICES

Task 4.7: ArcGIS Online (AGOL) Pothole Tracking System

Bucknam has developed a proactive solution to enhance the current approach to managing pavement maintenance activities, specifically as it relates to identifying and tracking the repair of potholes. We have outlined below our approach that will allow City staff to continuously access/query pothole data and monitor maintenance progress through a fully customizable ArcGIS Online (AGOL) Dashboard. The Dashboard mirrors the City's existing repair methodology and serves as a tool for City staff to accomplish these efforts internally.

With many Cities receiving pothole data from a variety of sources, including staff inspections and resident service requests, there is a growing need to centralize and track this data in a meaningful way. A clear understanding of pothole locations, repair timelines, and recurring trouble areas is essential to increasing maintenance efficiency and reducing roadway safety risks and liability.

Bucknam will work closely with key City staff to assess existing pothole data. If the City does not have pothole data, Bucknam can collect this through our manual pavement survey methodology. Once this information is reviewed and finalized, it will be integrated and published into the City's ArcGIS Online account. Bucknam will then design a Dashboard interface that allows staff to interact with the data in real time. The Dashboard will allow City staff to visualize pothole locations on a dynamic map, query attributes such as repair status and dates of repair, and assign maintenance personnel to the specific pothole locations. Users will be able to filter data by zones, neighborhoods, or user-defined project areas. Additionally, potholes marked as repaired will be reflected in real time in the Dashboard metrics, ensuring accurate tracking of work history. This solution provides a scalable tool to support day-to-day operations and long-term pavement planning. Beyond potholes, Bucknam has successfully implemented this same management approach for sidewalk distresses, curb markings, signage, ADA ramps, and more. This solution is shown as an optional service within our proposed fee below.

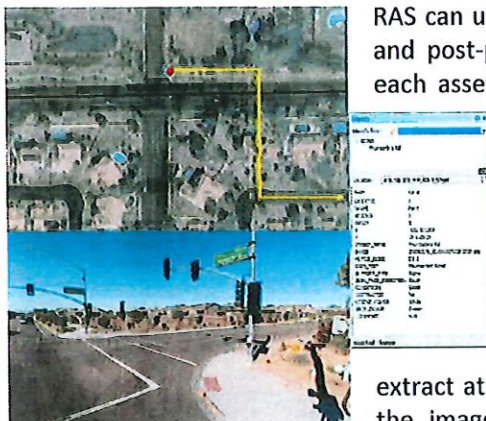


Above is a screenshot of the City of Lakewood's AGOL Pothole Dashboard and its corresponding mobile field application in active use.

Bucknam has identified a solution to collect additional assets through Roadway Asset Services' (RAS) automated data collection methodology. This work will be performed in conjunction with our PMP Inventory processes. By utilizing the City's high-resolution aerial imagery, street-view technology resources, automated roadway imaging technology (see image right) and GIS digitization to collect these street/ROW assets. Prior to survey all asset attribute definitions/metrics will be submitted to the City for review and approval. General conditions will be collected during our field inventories and our findings and recommendations will be submitted as part of the Asset Management Report. Bucknam will deliver unique asset GIS layers in ESRI GIS format and ensure that each layer is published within the City's GIS Enterprise. General quantity summary findings will be delivered as well as a citywide traffic control asset map book.



The high-definition panoramic Ladybug camera can be used to inventory and capture right-of-way (ROW) assets for extraction. The images are collected as a 360° right-of-way panorama, including forward, rearward, and downward pavement viewing images. Each image will be electronically tagged with location information for plotting within a spatial environment.



include curb and gutter, sidewalks, pavement markings/stripping, pedestrian curb ramps, traffic calming devices, storm water inlets, traffic signals, streetlights, fire hydrants, bus stop shelters, medians, street trees, and many others. These additional assets are shown as an optional task within our Fee Schedule for the City's consideration.



Quality Management Plan

Quality Assurance / Quality Control

Introduction

When performing data collection in any field, the need for quality control is paramount as it is essential for accurate planning, analysis and design. This is particularly true for collecting pavement distress data for a pavement management program.

The Quality Assurance / Quality Control (QA/QC) Plan establishes minimum quality standards for performance and procedures for updating the pavement management program.

Objectives

This document constitutes a formal QA/QC Plan for the City of Lawndale. It was prepared in June, 2025 and last revised in June, 2025.

Specifically, it is intended for the 2025 Pavement Management Plan Update. The focus is on the collection of network-level pavement distress data (defined by National Cooperative Highway Research Program (NCHRP) Synthesis 401 Quality Management of Pavement Data Collection, as "Network-level data collection involves collection of large quantities of pavement condition data, which is often converted to individual condition indices or aggregated into composite condition indices".

Structure of QA/QC Plan

The following components are addressed in this QA/QC Plan:

- Condition survey procedures used;
- Accuracy required for data collection;
- Inspector qualifications and experience; and
- Safety.

Condition Survey Procedures

The governing document in performing condition surveys for the City of Lawndale is ASTM D6433 "Standard Practice for Roads and Parking Lots Pavement Condition Index (PCI) Surveys." Both asphalt concrete (AC) and Portland cement concrete (PCC) pavements are included in this protocol. The following distresses are collected for each pavement type:

For the purposes of this report, Bucknam has demonstrated below how our project team will implement QA/QC procedures during the project.

Asphalt Concrete	Portland Cement Concrete (Jointed)
1. Alligator (fatigue) cracking	1. Blow-up/Buckling
2. Bleeding	2. Corner Breaks
3. Block Cracking	3. Divided Slab
4. Bumps and sags	4. Durability ("D") Cracking
5. Corrugation	5. Faulting
6. Depression	6. Joint Seal damage
7. Edge Cracking	7. Lane/Shoulder Drop-off
8. Joint Reflection Cracking	8. Linear Cracking
9. Lane/Shoulder Drop-off	9. Patching (large) and Utility Cuts
10. Longitudinal & Transverse Cracking	10. Patching (small)
11. Patching and Utility Cut Patching	11. Polished Aggregate
12. Polished aggregate	12. Popouts
13. Potholes	13. Pumping
14. Railroad Crossing	14. Punchout
15. Rutting	15. Railroad Crossing
16. Shoving	16. Scaling, map cracking and crazing
17. Slippage Cracking	17. Shrinkage Cracks
18. Swell	18. Spalling (corner)
19. Weathering	19. Spalling (joint)
20. Raveling	

Our QA/QC plan focuses on how each pavement inspection is performed, what distresses are collected and ensures that it complies with the METRO/OCTA PMP guidelines. We have summarized our QA/QC procedures below:



- a. **Descriptions of condition survey** - Our staff follows the required Condition Survey Protocols (CPMPG, Chapter 2); our staff assesses each pavement section for the minimum distresses outlined within Chapter 2, page 2-1. Additionally, based on the pavement conditions found, we collect all MicroPAVER/StreetSaver Army Corps of Engineers (USACE) distresses, if found within the sample sections; for example, if slippage cracking, potholes, etc. are found our survey technicians record the proper information.
- b. **How data was collected** - Our surveys follow the METRO/OCTA accepted walking guidelines. All sections that our staff surveys are performed through the walking method. Our staff physically measures the width of every section as well as measure for any square footage adjustment that need to be added or taken away from a sections "true area" (i.e. cul-de-sac, bus pads, street width variances, etc.). Samples taken always include a minimum of 2,500 SF coverage unless specific section limits prohibit this. Arterial section samples utilize a 3,500 SF sample size due to the larger section area (this is within the ASTM D6433 sample size calculation. Field crews typically include one individual for residential pavement sections while Arterial (MPAH) routes utilize a two-person crew for safety, traffic control and increases quality control.
- c. **Accuracy required for data collection** - We use a statistical sampling approach for measuring the quality of our field technician's work. In this manner, 10 percent of the original surveys are re-surveyed by a different survey crew than the original, supervised by a field supervisor, and the results are compared to the original surveys. Our QC process involves checking the field crews' work in a "blind study" fashion. Quality control checks are performed at the end of each survey week. This ensures that all field personnel are properly collecting section samples, distress types and distress severities for all street segments.
 - ❖ When QA/QC issues are found, our staff documents the issues within MicroPAVER's user interface. If distress types found are not within the 97% accuracy our QA/QC is expanded beyond our minimum 10% resurvey to 20% of the original survey
- d. **Random and Systematic Re-Inspections** – As described above our staff re-inspects, as a minimum, 10% of the original survey. Per the agency's requests, our staff will submit PCI reports to the agency as project status reports for their review. Agencies will typically review specific pavement sections for PCI accuracy based on recent overlay or slurry seal maintenance; this serves as an initial accuracy check on our surveys (outside Bucknam QC efforts). Additionally, our staff performs "ride-a-long" surveys with local agency staff to build consensus on how our MicroPAVER USACE surveys are performed, recorded and reported on. Random re-inspections will include a representative selection across the following categories:
 - Functional classed (i.e. MPAH, locals);
 - Surface types (e.g. AC or PCC);
 - Pavement conditions (e.g. good, fair, poor);
 - Inspectors;
 - Geographical areas, if applicable.



For systematic re-inspections, this could be due to trends noticed such as specific treatment types (e.g. open-graded mixed), a specific inspector or geographical area. In these cases, Bucknam continues to utilize a 10% re-inspection policy.

- e. **PCI Comparison with Past Surveys** - if previous inspection data is available, new PCI's calculated through the most recent inspections will be compared to previous PCI's. If the variance in PCI is greater than +/- 10 PCI points, these sections will be flagged for further investigation and/or re-inspection.
- f. **Schedule of data submittal** – Pending on the City's last major PMP submittal, Bucknam will assist the agency in submitting the following:
 - ❖ Master Plan of Arterial Highways (MPAH) routes will be surveyed and reported on at least once every three years
 - ❖ Local streets will be surveyed and reported on every three years
 - ❖ Corresponding MPAH and local PCI reporting and budgetary reporting will be submitted every two years
- g. **Experience of Inspectors** – Bucknam staff have been trained on the use of MicroPAVER and the USACE MicroPAVER segment calibration and inspection practices. Mr. Peter Bucknam (Project Manager) and essential staff have completed the MicroPAVER Certification of Professional Development courses. All Bucknam field technicians are trained using the USACE survey methodologies and have passed OCTA's prequalification testing (see below).

Inspector Name	Date of ASTM D6433 Training	Training Conducted By
Cade Bucknam	17-Jul	OCTA
Niko Bustamante	17-Jul	OCTA
Aaron Cohodas	17-Jul	OCTA

Bucknam Infrastructure Group inspectors have attended formal training on pavement condition distress surveys. This training was conducted prior to performing any work using the ASTM D6433 protocols, consistent with OCTA's requirements.

- h. **Field data collection safety procedures** – Bucknam field survey techniques utilize the following procedures:
 - a. All vehicles are properly marked or flagged with appropriate sign markings indicating that a "PAVEMENT SURVEY IS IN PROGRESS"
 - b. All vehicles have the proper flashing amber light beacons placed on the top of the vehicle to allow for proper visibility and line-of-site warning
 - c. Large MPAH routes are surveyed using two field technicians to increase traffic control warning and safety
 - d. While parking or stopping along the survey route, vehicles legally park within the right-of-way or use a parking lot
 - e. All field technicians wear ANSI – 105 Class II safety vests



Relevant PMP Project Experience

The following project experience presents our description of work, its relevance in completing similar projects for numerous other agencies, Proposition C / LA County METRO compliance, OCTA Measure M2 PMP compliance, PMP software training expertise, and the broad knowledge of our pavement project team. Our project team brings over 75 years of public/private engineering and data management experience to the City of Lawndale. This includes over 750+ PMP projects covering turn-key projects, simply training of Agency staff with pavement management methods, County Measure/Proposition compliancy, financial strategies and CIP's.

Over the past twenty-seven (27) years, we have worked on numerous projects similar to Lawndale's current PMP project. We have listed five (5) similar "long-term" pavement management projects that cover the same task descriptions as listed in your RFP:

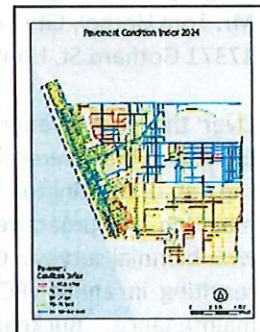
Bucknam Infrastructure Group, Inc.

Citywide Pavement Management Program

City of Manhattan Beach (2024-25)

Mr. Gilbert Ramos, Associate Engineer – (310) 802-5362; 3621 Bell Avenue, Manhattan Beach, CA, 90266 gramos@manhattanbeach.gov

Bucknam was recently selected for the 2024 PMP update that included City-wide pavement inspections for 100 miles of Arterial/Collector, Local and pedestrian-oriented streets. Mr. Peter Bucknam served as the City's consultant PMP Project Manager. Our pavement inspections will also be utilized to evaluate the ride quality for all vehicle streets. Bucknam updated the City's StreetSaver "decision tree" that will be used to generate pavement recommendations that match current fiscal year maintenance/rehabilitation approaches/City practices. These efforts led to the implementation of the Manhattan Beach MyRoads® account that we have shown actively working in Task 4.7 within our scope of work.

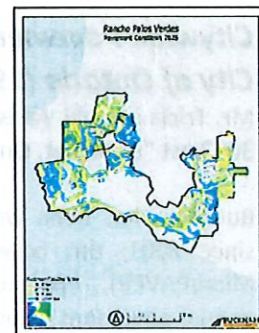


Citywide Pavement Management Program

City of Rancho Palos Verdes (2013-25)

Mr. James O'Neill, Project Manager – (310) 544-5247; 30940 Hawthorne Blvd., RPV, CA, 90275 joneill@rpvca.gov

Bucknam-RAS was recently selected for the 2025 PMP update that also includes ROW asset collection (sidewalks, C&G, guardrails, etc.) Historically, Bucknam was contracted with the City in 2013 for Pavement Management services and has performed triennial PMP updates for the past 12 years. Mr. Peter Bucknam has served as the City's consultant PMP Project Manager since 2013. Our annual pavement inspection and reporting services for the City's Engineering and Operations PMP has led to yearly, proactive increases in both the City's Arterial and Local conditions. Bucknam teamed with Roadway Asset Services (RAS).



References

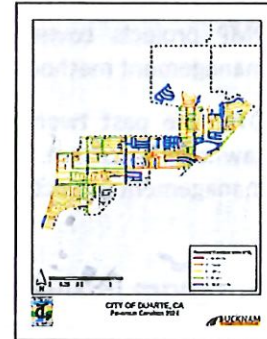


Citywide Pavement Management Program-GIS, City of Duarte (2018-2024)

Mr. Stephanie Sandoval, (626) 357-7931 x233; 1600 Huntington Dr., Duarte, CA 91010

(ssandoval@accessduarte.com)

Since 2018 Bucknam has been contracted to perform citywide infrastructure management inventories for the City of Duarte (six years). Our initial project consisted of a complete turn-key effort in "re-segmenting" the City's pavement management network, converting previous PCI inspection data, performing an ASTM D6433 based survey, implementation of PMP software and PMP-GIS integration. Additionally, our services included a complete evaluation of the City's PMP budget, short-term and long-term budgetary analysis (Actual, Maintain and Recommended budgets) and GIS services that linked the City's PMP database to the City's GIS enterprise. Our team just contracted with the City for 2024 PMP services; additionally, since 2019 Bucknam has provided annual GIS support services to the City.

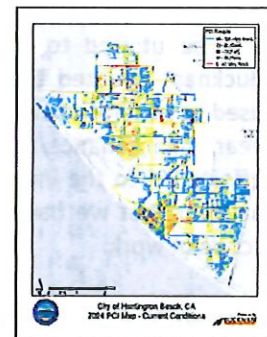


Citywide Pavement Management Program City of Huntington Beach (FY 2001-2024)

Mr. Tom Herbel, City Engineer – (714) 374-1732

17371 Gothard St, Huntington Beach, CA 92647 Tom.Herbel@surfcity-hb.org

Over the past twenty-three years, our Project Manager (Mr. Peter Bucknam) has overseen/managed nine (11) biennial PMP projects for the City of Huntington Beach. The City has over 450 miles of streets to maintain and proactive manage. Bucknam has assisted the City staff with biennial surveys, GIS development and PMP compliance reporting resulting in annual PCI increases and reduction of deferred overlay maintenance. Bucknam was recently awarded the FY 2023-24 PMP update where we will be performing 315 miles of survey (MPAH + a portion of their Locals), implementation of MyRoads® web-portal PMP and the use of IBM-Watson SF calculations for AC / PCC pavements. Bucknam utilizes the most current ESRI ArcGIS Pro, ArcGIS Online, ArcMap for the management of the City's pavement, sidewalk and utility datasets; as well as within Bucknam's MyRoads® GIS web-portal app.

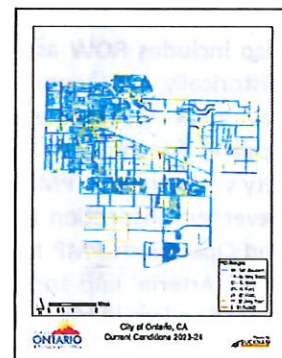


Citywide Pavement Management Program-GIS City of Ontario (1998 thru 2030)

Mr. Tricia Maruki, Assistant City Engineer – (909) 395-2188

303 East "B" Street, Ontario, CA 91764 tmaruki@ontarioca.gov

Bucknam has been working with the City of Ontario and its PMP since 2001; this covers over fourteen phases of inspection (all MicroPAVER), reporting and GIS management. Our services cover annual pavement inspections, CIP/maintenance budget analysis and reporting. Over the past twenty years our services have assisted the



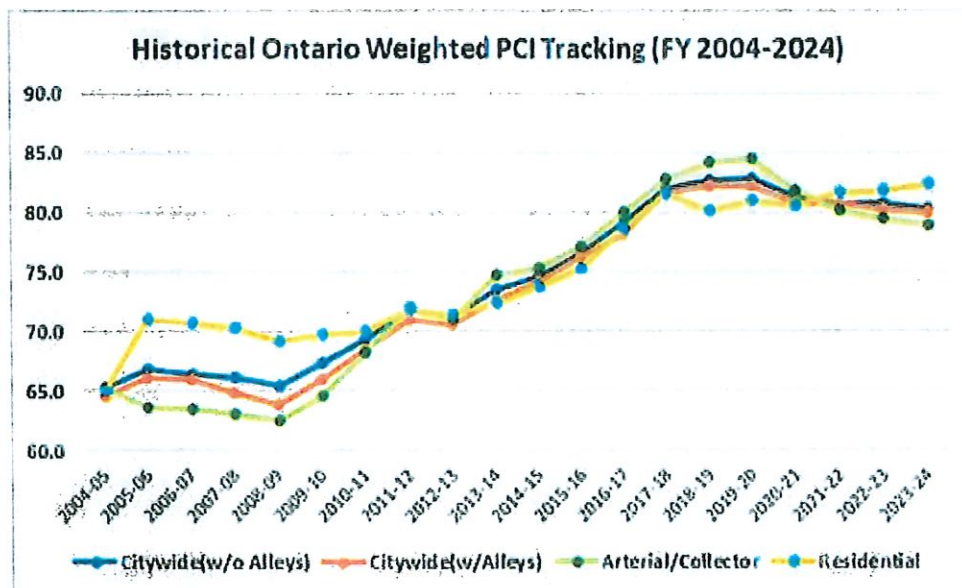
References



City in increasing their overall weighted PCI from the low 60's to the high 70's. The City includes almost 600+ miles of streets. Our Project Manager has worked with the City since 2001 and has worked with five different City project managers in regard to the PMP; this trust comes from our adherence to project deliveries, cost management and proactive PMP goals. **Bucknam is now under a five-year contract until FY 2030.**

Bucknam utilizes the most current ESRI ArcGIS Pro, ArcGIS Online, ArcMap for the management of the City's pavement and utility datasets; as well as within Bucknam's MyRoads® GIS web-portal app.

Historical PMP tracking of an agency's conditions (PCI's) truly reflects how the PMP is being managed; shown below is the City of Ontario's historical PCI from 2004 to 2024. Bucknam has been working with Ontario since 1998 and has been an essential part of long-term success shown.



Experience & Qualifications of Key Personnel



Project Team

The *Bucknam* pavement management team's local agency expertise is demonstrated through:

- ❖ Our experience of managing pavement projects over the past twenty-seven years;
- ❖ Assisting cities comply with Los Angeles County PMP Propositions/Measures;
- ❖ Implementing MicroPAVER/StreetSaver throughout Southern California;
- ❖ Extensive Los Angeles, Orange, San Diego and Inland Empire PMP project management experience;
- ❖ Our understanding of public works projects from the "City" side through City Engineer and Public Works Director experience;
- ❖ Implementing a realistic, proactive and sustainable PMP methodology that matches your agencies needs and goals.

Bucknam will bring our extensive experience to the City of Lawndale by building upon our knowledge and understanding of your PMP goals. Mr. Peter Bucknam's pavement team includes twelve (12) dedicated, qualified managers, GIS and field technicians that have served under his management for over twenty-seven years on PMP projects. Our office is located in Oceanside, CA 3548 Seagate Way, Suite 230.

All key personnel will be available for the project; no key person designated to this project will be removed or replaced w/o prior written consent from the

His team of inspectors will update your PMP through sound Army Corps of Engineers – ASTM inspection methodologies. Mr. Bucknam's experience covers the implementation and management of infrastructure management programs that exceed 65,500 miles of pavement for more than 75 cities and 750+ PMP projects.

Bucknam – Key Project Team / Experience

PETER BUCKNAM, Project Manager, will be responsible for the day-to-day management, daily performance of the project, conditional review and provide budgetary modeling / analysis. He has managed 750+ pavement management projects over the past 27 years in the Southern California region and will be the Project Manager for Lawndale's PMP project. Within this time, he has served as project manager for over seventy-five agencies in Southern California. Peter is committed to the project from the receipt of the notice-to-proceed through completion and furthermore he is a PMP software trainer on StreetSaver/MicroPAVER and has performed numerous training sessions for local agencies. He has performed numerous training workshops covering software's such as StreetSaver and MicroPAVER. He brings his expertise to cities through converting, implementing, updating, and enhancing pavement management programs; this covers 20+ years (16 with Bucknam Infrastructure Group, 5 with Bucknam & Associates and 5 with Berryman and Henigar).

For example, Mr. Bucknam recently completed and provided a 10-yr Pavement Management Plan for the Orange County Transportation Authority (OCTA) which covered all 35 local agencies datasets, PCI evaluations, unit cost/annual revenue allocations and GIS. A Countywide evaluation that projected PMP needs for each agency and the County itself through 2032!

Experience & Qualifications of Key Personnel



Mr. Bucknam will bring new, fresh and proactive recommendations to this project and will identify realistic program management and fiscal goals to assist the City in its upcoming CIP. Lawndale will continue to receive recommendations that are sound and achievable, rather than timid or unrealistic.

STEVE BUCKNAM, P.E., Principal-in-Charge, will be responsible for the overall performance of the project and will provide quality assurance review. Mr. Steve Bucknam is a licensed Civil Engineer (LIC #20903) and will oversee all tasks for this project. Mr. Bucknam is a former Deputy City Manager for Public Works and City Engineer of Norwalk, and City Engineer in Arcadia and Pacifica, California. He has over 45 years of professional experience and has managed street maintenance, reconstruction and improvement programs. He has developed and administered Street maintenance and improvement programs in those cities as well as the City of Newport Beach where he served as Design Division head. He has extensive experience in capital program planning, pavement construction and budgeting for street improvement programs.

AARON SUTTON, GIS Manager, will oversee all GIS and PMS data migration prior and during the project. He drives all GIS creation, PMS mapping, editing and deliverables for the project and is our key staffer for the ArcGIS Online web-hosting services that we provide. Mr. Sutton has been involved with over 65 pavement management projects within Los Angeles, Orange, San Bernardino, Riverside, San Diego counties.

AARON COHODAS, Field Technician, will be a supportive field surveyor for this project. His responsibilities will include surveying, quality control, and working with our management staff to ensure the updated PMP database is complete. Mr. Cohodas has been involved with over 90 pavement management projects and brings his wealth of PMP software, GIS and inspection experience to this project. **Aaron is a certified ASTM D6433-20 inspector.**

NIKO BUSTAMANTE, Field Technician, will be a supportive field surveyor for this project. His responsibilities will include surveying, quality control, and working with our management staff to ensure the updated PMP database is complete. Mr. Bustamante has been involved with over 70 pavement management projects and brings his wealth of PMP software, GIS and inspection experience to this project. **Niko is a certified OCTA/ASTM D6433 inspector.**

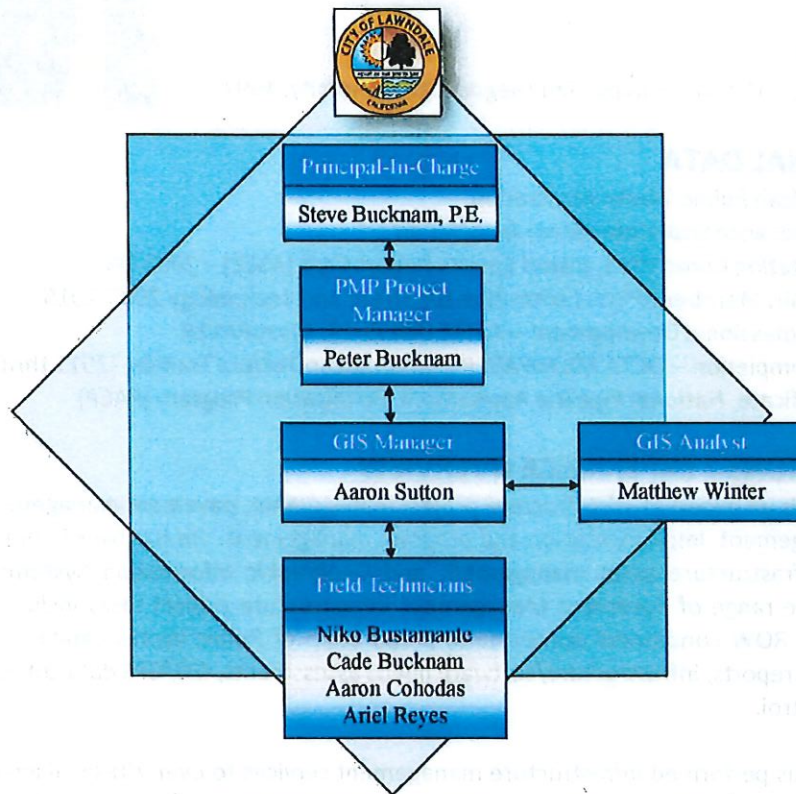
CADE BUCKNAM, Field Technician, will be a supportive field surveyor for this project. His responsibilities will include surveying, quality control, and working with our management staff to ensure the updated PMP database is complete. He has been involved with over 30 pavement management projects and brings his wealth of PMP inspection, GIS and software experience to this project. **Cade is a certified OCTA/ASTM D6433 inspector.**

With multiple technicians on this project, that are trained in the Army Corps of Engineers survey methodology and available to begin work immediately, our survey schedule will be expedited.

Our team will be able to survey the 49 centerline miles of Arterial/Collector, Local & Alley network within 4 weeks due to our experience, availability and manpower.



Team Organization Chart



Resumes on the following pages

Peter J. Bucknam / Project Manager
Director of Infrastructure Management – GIS



EDUCATION

B.A., Geography – Urban Planning, San Diego State University, 1997

PROFESSIONAL DATA

Member, American Public Works Association

Member, Maintenance Superintendents Association

Chair, Transportation Committee, Inland Empire Report Card (ASCE) – 2005/06 &
2008/09 Co-Chair, Member APWA Committee for Street and Technology 2003-2015

Certificate of Professional Development – ASTM D6433-18; MicroPAVER

Certificate of Completion – OCTA MicroPAVER / StreetSaver Distress Training (2011 thru 2023)

NASSCO – Certificate, National Pipeline Assessment Certification Program (PACP)

QUALIFICATIONS / EXPERIENCE OVERVIEW

Peter Bucknam is an expert in infrastructure project management, pavement management-training, planning, resource management, implementation and program management. He has over twenty years' experience in the area of infrastructure asset management and Geographic Information Systems. Mr. Bucknam has managed a wide range of Pavement Management infrastructure project tasks including the collection and input of PMP - ROW conditional survey data, preparation of Public Works capital improvement program projections and reports, infrastructure/software needs assessments, GIS/GPS data collection, data conversion and quality control.

Mr. Bucknam has performed infrastructure management services to over 70+ local agencies and is currently serving as project manager for numerous pavement management programs throughout Southern California. He has personally served as project manager for 750+ PMP projects throughout Riverside, San Diego, San Bernardino, Orange and Los Angeles counties. He has worked with over 20 San Diego/Inland Empire County cities, 36 of the 88 Los Angeles cities and he is currently working with 21 of the 35 Orange County agencies regarding Measure M2 StreetSaver/MicroPAVER compliance.

His project level and management experience covers: pavement/sidewalk management, Traffic Control Device Inventories (TCDI), GIS implementation, Traffic Signal surveys, Right-of-Way (ROW) surveys, and ADA survey/compliance. In managing over 700+ infrastructure projects in the past twenty-six years, Mr. Bucknam has used a diverse amount of software to assist local agencies implement infrastructure management programs and GIS Enterprises. These programs include MicroPAVER, MTC StreetSaver, Zoom's GPSVision, CartéGraph, ESRI products, Crossroads, Lucity, Energov, Spillman, GBA Master Series, and MapInfo.

Prior to joining *Bucknam Infrastructure Group, Inc.*, Mr. Bucknam served as Director of Infrastructure Management-GIS with an Engineering consulting firm where he managed numerous public works infrastructure/ROW projects ranging from surveying, maintenance life-cycles, cost & benefit analysis, financing and construction cost estimating. This included researching, surveying, converting and implementing multiple phase pavement management projects which provided better management practices, data efficiencies and GIS functionality within local governments and maintenance facilities. In addition, he provided technical (software) support for the on-going citywide PMP projects as well as developing capital improvement plans/budgets for integrating Tablet-GIS data management functionality into future maintenance efforts.

SAMPLE OF PETER BUCKNAM'S PROJECT MANAGEMENT EXPERIENCE (1997-2025)

- 2025 Pavement Management Program, City of Glendora
- 2025 Pavement Management Program, City of San Juan Capistrano
- 2025 Pavement Management Program, City of Perris
- 2025 Pavement Management Program, City of La Habra
- 2024 Pavement Management Program, City of Temple City
- 2024 Pavement Management Program, City of Bellflower
- 2024 Pavement Management Program, City of Downey
- 2024 Pavement Management Program, City of Rancho Palos Verdes
- 2024 Pavement Management Program, City of Menifee
- 2024 Pavement Management Program, City of Garden Grove
- 2024 GIS Support Services, City of Alhambra
- 2024 GIS Support Services, City of Duarte
- 2024 Sidewalk Mngt. / GIS Support Services, City of Lakewood
- 2024 Pavement Management Program, City of Vista
- 2024 Pavement Management Program, Indian Wells CC, FAMD #1
- 2022-27 Pavement Management Program, City of Indian Wells
- 2024 Pavement Management Program, City of Monrovia
- 2024 Pavement Management Program, City of Whittier
- 2024 Pavement Management Program, City of Vista
- 2024-29 Pavement Management Program, City of Ontario
- 2019-24 Pavement Management Program, City of Ontario
- 2024-29 Sidewalk Management Program, City of Ontario (OMUC)
- 2023 Sidewalk Management Program-Pilot Study, City of Ontario (OMUC)
- 2024 Pavement Management Program, City of Gardena
- 2023-24 Sidewalk-ROW Management Program, City of Lakewood
- 2024 Pavement Management Program, City of Manhattan Beach
- 2023-24 Sidewalk Management Program, City of Fullerton
- 2024 Pavement Management Program, City of La Palma
- 2023-24 GIS Enterprise Support Services, City of Fountain Valley
- 2024 Pavement Management Program, City of Laguna Beach
- 2024 Pavement Management Program, City of Westminster
- 2024 Pavement Management Program, City of Norwalk
- 2024 Pavement Management Program, City of Buena Park
- 2024 Pavement Management Program, City of Duarte
- 2023 Pavement Management Program, City of Santa Ana
- 2023 Pavement Management Program, City of Orange
- 2023 Pavement Management Program, City of RSM
- 2023 Pavement Management Program, City of Laguna Hills
- 2023 Pavement Management Program, City of Del Mar
- 2023 Pavement Management Program, City of Fountain Valley
- 2023 Pavement Management Program, City of Compton
- 2023 Pavement Management Program, City of Lomita
- 2023 Pavement Management Program, City of Coronado
- 2023 Pavement Management Program, Orange County Water District
- 2023 Pavement Management Program, City of Huntington Beach

C. Stephen Bucknam, Jr., P.E., Principal-in-Charge

EDUCATION

B.S., Civil Engineering, Loyola University of Los Angeles, 1967
M.S., Environmental Engineering, Loyola University of Los Angeles, 1972



PROFESSIONAL DATA

Registered Professional Engineer, States of California (No.20903) and Washington (No.17310)
California State Community College Teaching Credential
Fellow, American Society of Civil Engineers
Former, City Engineer, Deputy City Manager, City of Norwalk
Member, Board of Directors – Urban Water Institute
Life Member, American Public Works Association
Member, Water Environment Foundation
Member, University of California Irvine, Civil & Environmental Engineering Affiliates
Honorary Member, Chi Epsilon

EXPERIENCE OVERVIEW

Over forty years' experience in the administration, management, planning, design and construction management of public works and development programs and projects including: water and wastewater projects, pavement management programs, transportation, drainage, including: program management, master planning, infrastructure planning and maintenance programming, environmental studies, street, highway, alley, storm drain, water and sewer system design, rate studies, emergency planning, facilities design, groundwater studies, wells, reservoirs, site studies, pump stations, lift stations, intergovernmental negotiations and agreements, hydrology, treatment facilities, building design, grants, regulatory permitting, system appraisals, R/W negotiations, acquisitions and documentation, project management, production control, operations studies, capital improvement programming and budgeting, hydroelectric projects, underground utilities, assessment districts, surveying, mapping, legal testimony to public boards, commissions and councils, and direction of technical advisory committees to joint powers agencies and water districts.

Transportation / Streets – Highways - Traffic

Served as Contract City Engineer for the City of Arcadia responsible for long range advanced planning of the City's transportation engineering program. Directed the preparation of the City's Transportation Master Plan which identified, consistent with the City's General Plan the transportation related needs under these requirements so of AB 1600 nexus constraints.

Acted as Principal in charge over a Pacific Coast Highway (SR-1)/Newport Boulevard (SR-55) interchange, City of Newport Beach. Project involves a study of various alternatives, conventional and unconventional, for improvements to the existing interchange.

Restraints include limited right-of-way, environmental challenges (e.g., Newport channel bridge widening, "Arches" liquor store and restaurant property acquisition, and existing bridge aesthetics), and potential hazardous waste issues. Alternatives were evaluated and selected to include in the PSR. Included project coordination with various agencies and sub consultants, and oversight of concept geometries, cost estimating, and report preparation.

Conceptual study, Project Study Report, and Project Report for I-710/Firestone Boulevard interchange modification and Firestone Boulevard improvements for City of South Gate. Also involved a feasibility study which included preparation of a traffic study, conceptual plans for several types of interchanges, construction cost estimates, and preliminary Caltrans Project Study Report. Prepared ISTE National Highway System funding application for authorization and appropriation. Coordination with Caltrans District 7.

Mr. Bucknam has served as the working Principal / Civil Engineer for all pavement management related projects that Bucknam has performed. This includes projects listed below:

- 2024 Pavement Management Program, Indian Wells CC, FAMD #1
- 2022-27 Pavement Management Program, City of Indian Wells
- 2024 Pavement Management Program, City of Monrovia
- 2024 Pavement Management Program, City of Whittier
- 2024 Pavement Management Program, City of Vista
- 2024-29 Pavement Management Program, City of Ontario
- 2019-24 Pavement Management Program, City of Ontario
- 2024-29 Sidewalk Management Program, City of Ontario (OMUC)
- 2023 Sidewalk Management Program-Pilot Study, City of Ontario (OMUC)
- 2024 Pavement Management Program, City of Gardena
- 2023-24 Sidewalk-ROW Management Program, City of Lakewood
- 2024 Pavement Management Program, City of Manhattan Beach
- 2023-24 Sidewalk Management Program, City of Fullerton
- 2024 Pavement Management Program, City of La Palma
- 2023-24 GIS Enterprise Support Services, City of Fountain Valley
- 2024 Pavement Management Program, City of Laguna Beach
- 2024 Pavement Management Program, City of Westminster
- 2024 Pavement Management Program, City of Norwalk
- 2024 Pavement Management Program, City of Buena Park
- 2024 Pavement Management Program, City of Duarte
- 2023 Pavement Management Program, City of Santa Ana
- 2023 Pavement Management Program, City of Orange
- 2023 Pavement Management Program, City of RSM
- 2023 Pavement Management Program, City of Laguna Hills
- 2023 Pavement Management Program, City of Del Mar
- 2023 Pavement Management Program, City of Fountain Valley
- 2023 Pavement Management Program, City of Compton
- 2023 Pavement Management Program, City of Lomita
- 2023 Pavement Management Program, City of Coronado
- 2023 Pavement Management Program, Orange County Water District
- 2023 Pavement Management Program, City of Huntington Beach
- 2023 Pavement Management Program, City of Lake Elsinore
- 2023 Pavement Management Program, City of Placentia
- 2023 Sign Management Program, City of Placentia
- 2023 Pavement Management Program, City of Norwalk
- 2023 PMP Program Management, Inland Empire Utilities Agency
- 2021-23 Pavement Preservation Plan, OCTA
- 2023 Pavement Management Program, City of Fullerton

Required Forms



Required Forms

Bucknam has attached our required forms on the following pages:

- **Certification of Proposal**
- **Non-Collusion Affidavit**
- **Compliance with Insurance Requirements**
- **Acknowledgement of Professional Services Agreement**

6.3 Required Forms

6.3.1 Certification of Proposal

RFP #: 2411-32

The undersigned hereby submits its proposal and agrees to be bound by the terms and conditions of this Request for Proposal (RFP).

1. Proposer declares and warrants that no elected or appointed official, officer or employee of the City has been or shall be compensated, directly or indirectly, in connection with this proposal or any work connected with this proposal. Should any agreement be approved in connection with this Request for Proposal, Proposer declares and warrants that no elected or appointed official, officer or employee of the City, during the term of his/her service with the City shall have any direct interest in that agreement, or obtain any present, anticipated or future material benefit arising therefrom.
2. By submitting the response to this request, Proposer agrees, if selected to furnish services to the City in accordance with this RFP.
3. Proposer has carefully reviewed its proposal and understands and agrees that the City is not responsible for any errors or omissions on the part of the Proposer and that the Proposer is responsible for them.
4. It is understood and agreed that the City reserves the right to accept or reject any or all proposals and to waive any informality or irregularity in any proposal received by the City.
5. The proposal response includes all of the commentary, figures and data required by the Request for Proposal
6. The proposal shall be valid for 90 days from the date of submittal.

7. Proposer acknowledges that the City may issue addendums related to this RFP and that the proposer has reviewed the following addendums which have been issued:

Addendum: _____

Addendum: _____

Addendum: _____

Addendum: _____

8. Proposer further acknowledges the provisions of any addendums issued have been incorporated into their proposal.

Signature of Authorized Representative:



Peter Bucknam, President

Printed Name and Title

6.3.2 Non-Collusion Affidavit

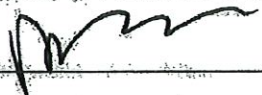
RFP #: 2411-32

The undersigned declares states and certifies that:

1. This proposal is not made in the interest of or on behalf of any undisclosed person, partnership, company, association, organization or corporation.
2. This proposal is genuine and not collusive or sham.
3. I have not directly or indirectly induced or solicited any other Proposer to put in a false or sham proposal and I have not directly or indirectly colluded, conspired, connived, or agreed with any other Proposer or anyone else to put in a sham proposal or to refrain from submitting to this RFP.
4. I have not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the proposal price or to fix any overhead, profit or cost element of the proposal price or to secure any advantage against the City of Lawndale or of anyone interested in the proposed contract.
5. All statements contained in the Proposal and related documents are true.
6. I have not directly or indirectly submitted the proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any person, corporation, partnership, company, association, organization, RFP depository, or to any member or agent thereof, to effectuate a collusive or sham proposal.
7. I have not entered into any arrangement or agreement with any City of Lawndale public officer in connection with this proposal.
8. I understand collusive bidding is a violation of State and Federal law and can result in fines, prison sentences, and civil damage awards.

[INSERT CONTRACTOR NAME]

Signature of Authorized Representative:



Printed Name and Title:

Peter Bucknam, President

6.3.3 Compliance with Insurance Requirements

RFP #: 2411-32

The selected consultant will be expected to comply with the City's insurance requirements contained within this RFP.

The undersigned declares states and certifies that:

1. Proposer agrees, acknowledges and is fully aware of the insurance requirements as specified in the Request for Proposal.
2. If selected, proposer agrees to accept all conditions and requirements as contained therein.

[INSERT CONTRACTOR NAME]

Signature of Authorized Representative:



Printed Name and Title:

Peter Buckham, President

6.3.4 Acknowledgement of Professional Services Agreement

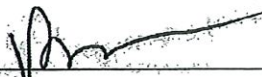
RFP #: 2911-32

The selected consultant will be expected to comply with and sign the City's Professional Services Agreement. Proposers should identify and/or indicate any exceptions to the Sample Professional Services Agreement included in Section 6.2. The City Attorney or their designee retains the discretion to accept or reject proposed exceptions or modifications to the City's Professional Services Agreement.

1. Proposer agrees, acknowledges and is fully aware of the conditions specified in the City's Sample Professional Services Agreement.
2. Proposer agrees to accept all conditions and requirements as contained therein with exceptions noted as follows:

[INSERT CONTRACTOR NAME]

Signature of Authorized Representative:



Printed Name and Title:

Peter Buckham, President

Fee Schedule



Cost Proposal

Task Items 1 through 4 can be accomplished on a **time and materials, not-to-exceed** basis in accordance with the standard hourly rate schedule attached. Our anticipated fee including labor and reimbursable expenses is projected to be \$36,991. We have included our fee schedule below for the City's consideration.

	Description	Principal	Project Manager	GIS Manager	Senior Technician	Field Technician(s)	Admin	Total by Task
	2025-26 Base Fee	\$331/hr	\$235/hr	\$175/hr	\$162/hr	\$115/hr	\$105/hr	
Task 1	Project Implementation							
Task 1.1	Project Kickoff		2		1			\$632
Task 1.2	Project Status Meetings - Quality Control Program		4	2	2	12		\$2,994
Task 2	Client Satisfaction							
Task 2.1	Project Deliverables	1	2	2		1	2	\$1,476
Task 3	Project Schedule							
Task 3.1	Work Flow / Project Schedule		3	2		2		\$1,285
Task 4	Scope of Work							
Task 4.1	Update Maintenance and Rehabilitation History		2	1		16		\$2,485
Task 4.2	Pavement Condition Surveys							
	- True Area Segmentation Calculation							\$3,850
	- Arterial / Collector, Local & Alley Surveys (49 miles)		3	1	4	88		\$11,648
Task 4.3	Maintenance and Rehabilitation Assessment / Priorities		4		3			\$1,426
Task 4.4	Citywide CIP / Pavement Rehabilitation Program	1	27	3	2		1	\$7,630
Task 4.5	PMP - GIS Mapping		1	6				\$1,285
Task 4.6	Lawndale MyRoads® PMP Web-Portal							\$400
	Reimbursables (mileage, printing, materials)							\$1,880
	All deliverables will become property of the City of Lawndale							
	All Tasks are negotiable							
	Total Hours per Staff	2	48	17	12	119	3	
	2025-26 Total Base Fee	\$ 662	\$ 11,280	\$ 2,975	\$ 1,944	\$ 13,685	\$ 315	\$36,991
	2025-26 Optional Fee							
Task 4.7	ArcGIS Online (AGOL) Pothole Tracking System Dashboard Implementation							\$10,500
	On-going Maintenance / Data Updates							\$12,500
Task 4.8	Automated Asset Data Collection (RAS)							
	Additional assets shown below							See Table Below
Additional services outside of this contract will be negotiated with the City where we will use the Standard Hourly Rate Schedule shown here.								
*Notes / Assumptions: All All Tasks - Bucknam and inspectors are qualified through ASTM D64333 / OCTA until FY 2027 All It is Bucknam's understanding that the MicroPAVER license fee will be paid by the City outside of this contract Task 4.2 True Area PMP Segment Calculation can be utilized as an optional service Task 4.5 Bucknam will work with the City's IT/GIS staff to ensure all GIS data is published within MyRoads® and City's GIS Enterprise								

Should the City desire to increase the service level above the hours outlined above for the Task items 1 through 4 or require other services not described herein, a fee adjustment would be negotiated and mutually agreed upon by both parties.

Fee Schedule



City of Lawndale, CA Automated Asset Data Collection			
Task	Description	Fee	
Required Services			
1	Centerline Identification, Field Set-up, GPS Network Creation & Mobilization (lump sum) ¹	\$11,500	
2	Collect Street Network (test miles) 2 pass testing on arterials/collectors ²	\$15,180	
¹ Assumes GIS linked subsegment and segment feature class will be provided in GIS. ² Arterials and collectors are two pass collection. ³ Bill monthly, lump sum based on percent complete for each task item.			
Task	Optional Services Description	Fee	
3	Roadway Signs Inventory (Lane Miles)	\$7,889	
4	Retro-reflectivity Surveys (Warning and Regulatory Signs)	\$18,905	
5	Street Lights Inventory (lane mile)	\$5,635	
6	Pavement Striping & Crosswalk Inventory (Lane Miles)	\$6,199	
7	Pavement Markings Inventory (Lane Miles)	\$5,072	
8	Curb Ramps Inventory (Lane Miles)	\$5,072	
9	Pavement Width Measurements (Lane Miles)	\$2,818	
10	Sidewalks Inventory (lane mile)	\$6,199	
11	Sidewalk Obstructions (lane mile)	\$5,072	
12	Signals Inventory (lane mile)	\$5,635	
13	Inlets Inventory (lane mile)	\$5,635	
14	Curb and Gutter Inventory (lane mile)	\$8,782	
15	Control/vault boxes Inventory (lane mile)	\$5,072	
16	Backflow and backflow enclosures Inventory (lane mile)	\$5,072	
17	Fire Hydrants Inventory (lane mile)	\$5,072	
18	Transformers Inventory (lane mile)	\$5,072	
19	Parking Meters Inventory (lane mile)	\$5,072	
20	Utility Poles Inventory (lane mile)	\$5,635	
21	Meter Boxes Inventory (lane mile)	\$5,072	
22	Retaining Walls Inventory (lane mile)	\$8,782	
23	Driveways Inventory (Drive path) (lane mile)	\$7,328	
24	Bus Shelters Inventory (lane mile)	\$5,072	
25	Guardrails Inventory (lane mile)	\$4,508	
26	Bike Lanes and Bike Lane Hazards Inventory (lane mile)	\$5,072	
27	Bikeway Bollards Inventory (lane mile)	\$4,508	
28	Traffic Calming Devices Inventory (lane mile)	\$5,635	

Fee Schedule



Standard Hourly Rate Schedule

<u>Category</u>	<u>Rate</u>
Principal	\$ 331
Pavement Management Project Manager	235
Senior Project Manager	225
Management Analyst	190
Project Engineer / Planner	180
Sr. Engineer / GIS Manager / Sr. Inspector	175
Assistant Engineer / Sr. Technician / GIS Analyst	162
CADD Operator	125
Field / GIS Technician	115
Administrative Assistant	105
Clerical / Word Processing	105

Reimbursables

Mileage	\$0.81/mile
Subconsultant Services	Cost + 15%
Reproduction	Cost + 15%
Travel & Subsistence	Cost + 15%
Fees & Permits	Cost + 15%
Computer Services (External)	Cost + 15%

Rates Effective 7/1/25



BUCKNAM
INFRASTRUCTURE GROUP, INC

3548 Seagate Way, Suite 230
Oceanside, CA 92056
T: (760) 216-6529
www.bucknam-inc.com

Attachment C

Inventory Family Modeling Cont. Perf. Analysis MEER Family Models

12/2/2021

VehicleID: 1444444 Make: Landolt FRP

BranchID: 270 Name: 157TH STREET

StationID: 500 From: KINGSLEYWOOD To: CONROTHAYE

One

12/2/2021

Summary at time of inspection Click here to refresh

Branch: ROADWAY Surface Type: AQ Park: H Length: 638 Ft Width: 28 Ft

Tree Age: 17,035 Sq Ft

Inspection: Click here to refresh

12/2/2021 Est H Ea D TCI/PT

Show Conditions Estimated Est H Ea D TCI/PT

Sample: Click here to refresh

002 2000 3/4 1/4 Est H Ea D TCI/PT

Branch: 157TH STREET Station: 500 Est H Ea D TCI/PT

Entrance selection Quantity Distance

Entrance selection	Quantity	Distance
1	2	3
4	5	6
7	8	9
C	0	

Entrance Description	Quantity	Distance
1. ALLEYWAY	1	10
10. LATCH	1	10

03 BLOCK CUT-L

Right click delete or left click the mouse to delete link

12/2/2021

12/2/2021

Pavement Management Program Update



Submitted to:

City of Lawndale
Lawndale City Hall
Office of the City Clerk
14717 Burin Avenue
Lawndale, CA 90260
Attn: Yvette Palomo

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Fugro USA Land, Inc.
170 Newport Center Drive, Suite 230
Newport Beach, CA 92660

June 18, 2025

Attn: Yvette Palomo

City of Lawndale
Lawndale City Hall
Office of the City Clerk
14717 Burin Avenue
Lawndale, CA 90260

RE: Requests for Proposals (RFP) No. 2411-32, Pavement Management Program Update

Dear Ms. Palomo,

Fugro USA Land, Inc. (Fugro) is pleased to submit our proposal for Requests for Proposals (RFP) No. 2411-32, Pavement Management Program Update for the City of Lawndale (City). Fugro has over 77 years of experience in pavement and asset data collection, implementing and updating pavement management systems (PMS), and geotechnical and pavement engineering. Fugro understands that maintaining valuable assets, such as roadway infrastructure, has never been more critical and complex due to budget constraints and the growing usage of the infrastructure system.

We offer a wealth of experience with new technologies and methods used by various agencies to monitor existing roadway conditions and prioritize maintenance and capital improvements. Nearly 50% of US DOTs and numerous federal and municipal agencies rely on our automated data collection technology for their roadway asset management needs and we have nearly a quarter of a million miles presently under contract for data collection and analysis services. In the past 25 years, we have collected and processed more than 3,000,000 miles of pavement data collection in North America.

Fugro has performed similar projects throughout the State of California. Currently, Fugro has a multiyear contract with the California Department of Transportation (Caltrans) to collect data for the entire Caltrans Highway System. Fugro collects over 58,000 miles of pavement distress and right-of-way (ROW) asset data per year. Because of this active project, Fugro has multiple data collection vehicles in California year-round. In addition to the Caltrans project, Fugro collected over 7,000 miles of pavement data for the City of San Jose in the last few years and over 3,000 miles of pavement data for the City of San Diego last year.

The goals of the project are to a) determine the present pavement condition index of the City's entire roadway network (segment by segment), b) identify the feasible rehabilitation alternatives per street segment and associated costs, c) prepare a ten-year rehabilitation program for the needed street segments with respect to the City's budget, and d) forecast future pavement performance for each street segment.



As described in our proposal, Fugro will use our Automatic Road Analyzer (ARAN) equipment for pavement distress and asset data collection at prevailing traffic speeds with no interruption to traffic flow. Fugro's ARAN is designed with high precision measurement systems and relevant safety systems to exceed the expectations of roadway condition data collection. Fugro will collect geo-referenced data with our inertial aided Global Positioning System (GPS). In addition, ROW digital images will be collected using high resolution cameras. These images can be used in the future to develop asset inventories such as pavement markings (linear and point), sidewalks, curbs, traffic signs, and traffic signals.

Fugro will collect the pavement condition data following ASTM D6433, Standard Practice for Roads and Parking Lots Pavement Condition Index Survey. The final data will then be formatted for upload into the City's existing PAVER database. In addition to the pavement inspections, Fugro will provide PMS services including determining the present Pavement Condition Index (PCI), forecasting future pavement performance, evaluating budget scenarios over a 10-year period, and providing a final Pavement Management Program (PMP).

The requested contact information for persons authorized to enter into an agreement are listed below:

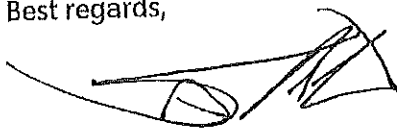
Consultant Name & Address:	Fugro USA Land Inc. 170 Newport Center Dr., Suite 230, Newport Beach, CA 92660	
Phone Number:	905-567-2067	949-287-6414
Contact Person:	Denis Charland, PMP	Sirous Alavi, Ph.D., P.E., PTOE
Email Address:	dcharland@fugro.com	salavi@fugro.com

Mr. Michael P. Tavares, PE will be the contract manager that will serve as the day-to-day contact for this project. The requested contact information is listed below:

Consultant Name & Address:	Fugro USA Land Inc. 170 Newport Center Dr., Suite 230, Newport Beach, CA 92660	
Phone Number:	949-287-6414	
Contact Person:	Michael P. Tavares, P.E.	
Email Address:	mtavares@fugro.com	

Fugro has not received any addendums as of the date of this letter. Please do not hesitate to contact me if you have questions or need additional information.

Best regards,



Sirous Alavi, Ph.D., P.E., PTOE
Director, Pavement Engineering & Infrastructure Management Americas

FUGRO

1.0 Firm Profile

Fugro USA Land, Inc. (Fugro) is pleased to submit our proposal to the City of Lawndale, California (City) in response to Request for Proposals (RFP) No. 2411-32, Pavement Management Program Update. The City is responsible for approximately 49 section miles and is seeking a qualified firm to provide pavement condition data collection, update the existing PMS database, perform budget analyses, and generate a PMP update for the City's roadway network.

- 77 years of experience
- 17 offices across the USA
- Over 11,000 employees globally
- Federal ID No. 74-2426512
- California SOS No. C2972980

Fugro's project team has years of experience collecting pavement management data, implementing and updating PMS, recommending maintenance and rehabilitation (M&R) strategies, and developing budget scenarios. Fugro understands that maintaining valuable assets, such as roadway infrastructure, has never been more critical and complex due to budget constraints and the growing usage of the infrastructure system. Fugro is currently collecting pavement condition data for over 58,000 miles annually for Caltrans) and could effortlessly extend our data collection activities to the City.

Formed in 1947, Fugro is a corporation that offers decades of knowledge and experience to support the diverse needs of our clients. Fugro has evolved to become the world's leading geo-data specialist, collecting, and analyzing comprehensive information about the Earth and the structures built upon it. Fugro's diversity enables us to support all business areas within our client's organization, providing comprehensive, innovative solutions. Our service commitment to our customers involves providing quality services, timely deliveries, support and responsiveness, and actively seeking customer feedback. Figure 1 shows the diversity within Fugro. Besides our Roads professionals, we can bring in other experts as needed on any project.

Fugro's philosophy for our pavement condition assessment services projects is to help agencies optimize their resources and funding for their roadway network. Pavement and asset management are crucial for maintaining and enhancing this vital infrastructure. We help agencies adopt a robust pavement management system tailored to their unique network, which allows for smart choices that have both short and long-term benefits. By assessing pavement conditions, optimizing treatment plans, and measuring progress, agencies can ensure the most efficient use of taxpayer dollars while extending the life of their roadways. This strategic approach not only preserves but also improves the largest and most valuable asset of any community—its roadway network.

Our experience and industry knowledge allow us to be innovative and responsive to the changing economic conditions facing transportation agencies, balancing reduced budgets, and staffing with the demands for maintaining a safe, reliable, and efficient transportation network. Currently, we are working with over half the North American Departments of Transportation (DOTs) and many municipalities providing a full range of innovative custom roadway management solutions including data collection, PMS and AMS services, and M&R work plan development. We provide



the engineering expertise, state-of-the-art technology, and the necessary resources to ensure each project is delivered on time, within budget, and beyond the quality standards expected by our clients.

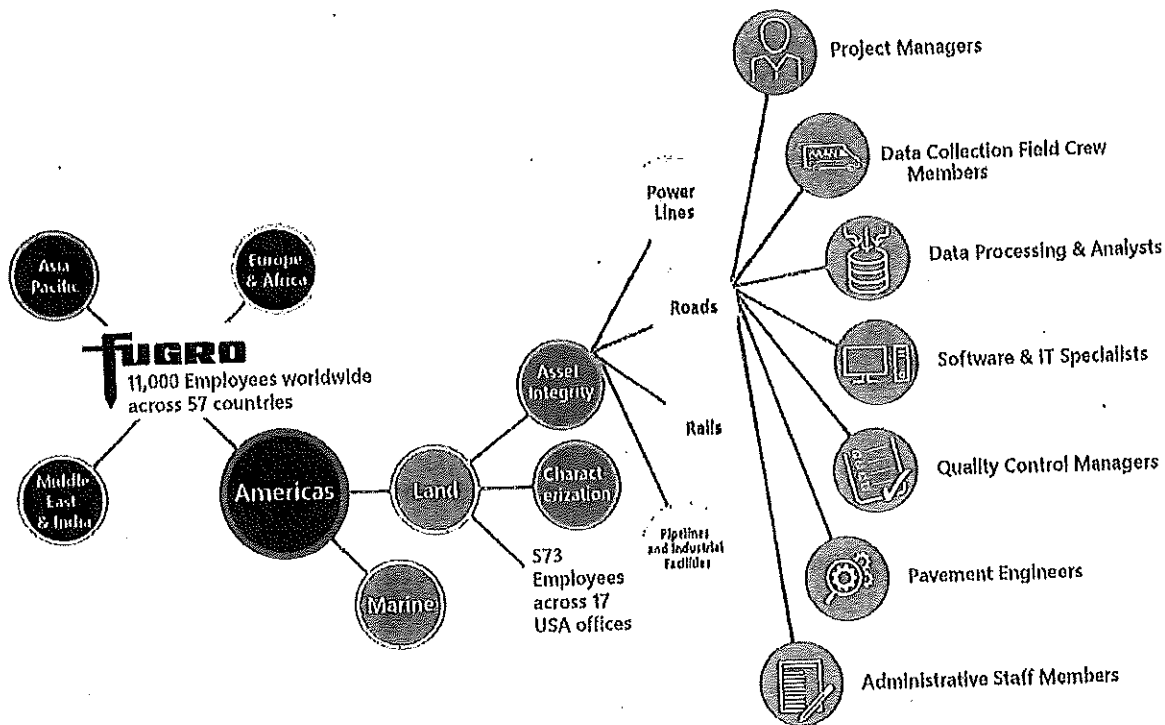


Figure 1: Fugro's Diverse Team Overview

Please see our response for requested information:

- **Consultant's official name and address** – Fugro USA Land, Inc. Our local address with project manager is 170 Newport Center Drive, Suite 230, Newport Beach, CA 92660.
- **Name, address, email, and telephone number of the consultant's primary point of contact** – For day-to-day project management, Mr. Michael P. Tavares, P.E. will be the primary point of contact. He is located at 170 Newport Center Drive, Suite 230, Newport Beach, CA 92660. His phone number is 949-287-6414 and his email address is mtavares@fugro.com.
- **Type of business entity of consultant (corporation, company, joint venture, etc.). Please enclose a copy of the Joint Venture Agreement if the entity is a joint venture** – Fugro is a corporation.
- **Federal Employer I.D. Number** – 74-2426512
- **Indication whether firm is totally or partially owned by another business organization (parent company) or individual** – Fugro (USA) Holdings, Inc.....
- **Number of years consultant has been in business under the present business name** – 8 years (Effective 12/31/2016).

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- Number of years of experience the consultant has had in providing required, equivalent, or related services – 77 years.
- Any failures or refusals to complete a contract, and explanation – None.

2.0 Project Understanding & Approach to Scope of Work

In this section, Fugro has provided a detailed narrative of how we will provide our services as described in the City's RFP, Questions/Answers, and/or Addendums.

2.1 Statement of Project Understanding

As mentioned in our cover letter, the City would like a qualified consultant to determine the present PCI of the City's entire roadway network, identify feasible rehabilitation alternatives per street segment and associated costs, prepare a ten-year rehabilitation program for the needed street segments with respect to the City's budget, and forecast future pavement performance for each street segment.

Fugro will use our ARAN equipment for pavement distress data collection that is geo-referenced. In addition, ROW digital images will be collected using high resolution cameras that can be used for future asset inventories and for further evaluation of pavement distresses. The data will be evaluated per ASTM D6433, Standard Practice for Roads and Parking Lots Pavement Condition Index Survey. The data will then be formatted for upload into the City's existing PAVER database. Fugro will determine the present PCI, forecast future pavement performance, evaluate budget scenarios over a 10-year period, and provide a final Pavement Management Program (PMP). Fugro will also provide letter for PMS certification per the Los Angeles County Metropolitan Transportation Authority (METRO).

2.2 Organizational Chart

Figure 2 shows the proposed project team organizational chart with our key personnel, their availability, and their project responsibilities.

2.3 Approach to Work Program

In this section Fugro will describe the tasks and optional tasks required to meet the City's project goals.

2.3.1 Task 1 – Project Administration

Fugro believes successful projects are dependent upon clear and open communication with our clients, a strong professional team and project manager, and the utilization of a detailed work plan. Our consistent record of delivering data collection and pavement engineering projects exceeds the expectations of even our most complex clients' projects, both in terms of time and budget.



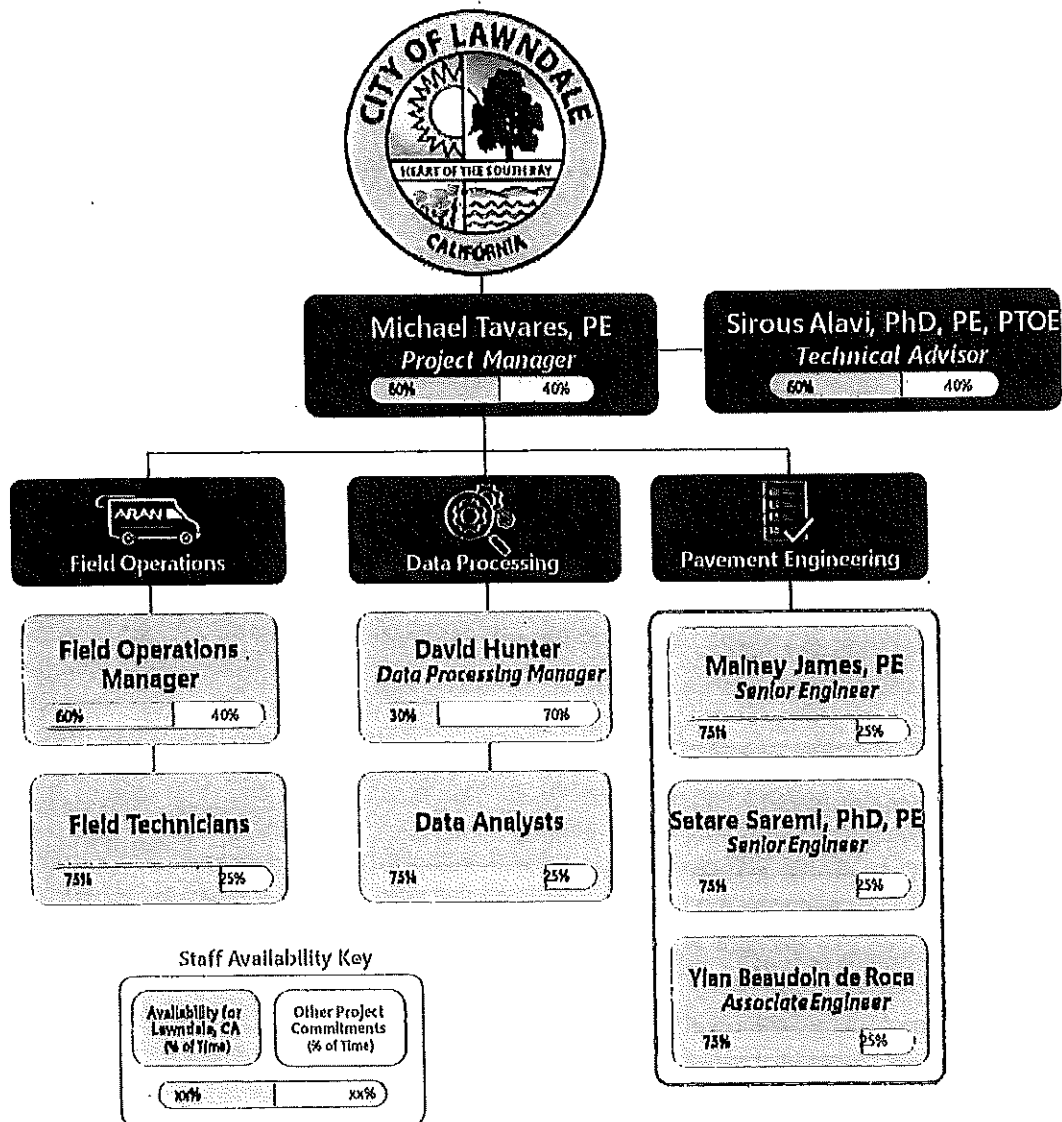


Figure 2: Project Team Organizational Chart

As part of our project initiation, Fugro recommends a kick-off meeting. Upon receipt of the notice to proceed (NTP), Fugro will work with the City's Project Manager to schedule a project kick-off meeting that will include both key members of Fugro's Project Team and City staff. During the meeting, the draft scope of services or work plan, project schedule, budget, project documents, project goals, and format of deliverables, will be reviewed in detail to ensure that all adhere to the City's specific requirements. Roles and responsibilities will also be covered.

During the kick-off meeting, Fugro will request and/or confirm:

- 1) Review of progress schedule including data collection, processing, and all data delivery milestones and their prioritization.



- 2) Shapefile of the City's current GIS roadway network.
- 3) Latest PAVER database (Have already received this file.)
- 4) Review the existing database of roadway segments.
- 5) Review previous maintenance projects and practices.
- 6) Historical M&R activities.

Fugro will manage the project and coordinate the work with the City's Project Manager. Fugro will have project update meetings with the City for the duration of the project. We will be available through emails, office phones, mobile phones, via the web with MS Teams meetings, and in person meetings as needed. Fugro will also be available for any meetings in addition to the monthly project meetings to discuss significant milestones or critical path items.

2.3.2 Task 2 – Pavement Database Updates

2.3.2.1 Access to PAVER

As mentioned in the RFP, the City utilizes the PAVER software program to manage its existing roadway network. PAVER has been in use by the Department of Defense (DOD) since the late 1970s and was used to manage pavement maintenance for military bases. Over time, PAVER became a state-of-the-art technology in pavement management and its development greatly benefitted from strong supporters such as the US Air Force, US Army, US Navy, Federal Aviation Administration (FAA), and FHWA. It is used by many local agencies as their PMS. Fugro has years of experience using PAVER (Figure 3). For this project, Fugro would request the PAVER database files from the City (e.g., *.E70 file) in order to review the already developed roadway network and to later upload the newly collected pavement condition data.

Please note that Fugro is experienced with a variety of pavement management system software packages such as StreetSaver, Cartegraph NAV, Cartegraph OMS, AgileAssets Pavement Analyst, and PAVER. Our experience with these software packages includes developing condition listings, condition maps, work plans, budget optimization, and maintenance and rehabilitation alternatives for agencies.

2.3.2.2 Existing GIS Mapping

Once Fugro has received the shapefile of the City's GIS roadway network and access to PAVER, Fugro will review the shapefile for accuracy and verify the sections that will be collected within the City. All data streams collected with Fugro's ARAN are geotagged and synchronized within 2 milli seconds (msec). This precise synchronization allows Fugro's data to be linked to any GIS system.

Other attributes that can be updated are the functional class (per the City's definition), direction of travel of arterial sections, street name, length, width, area, and planning area/zone (per the City's definition). Lastly, Fugro will update the shapefile with new sections or removal of section as needed with the City's approval.



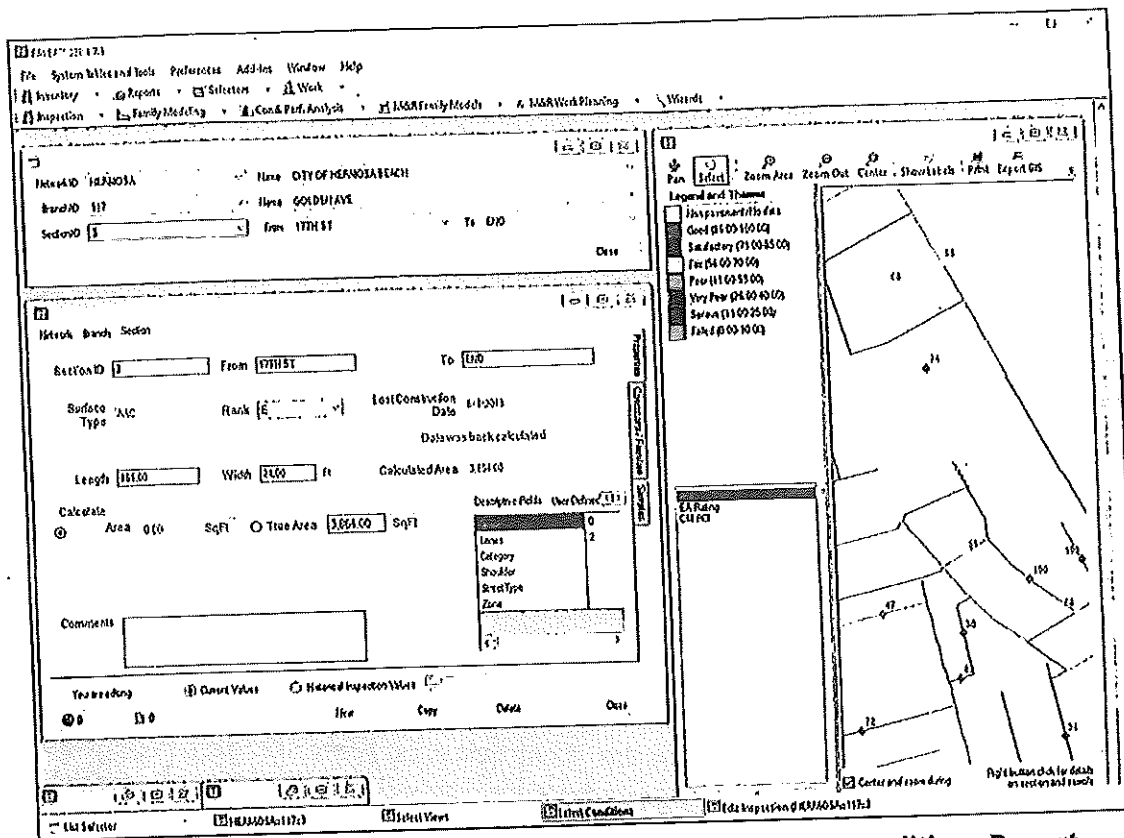


Figure 3: Screen Capture of PAVER Inventory and Latest Conditions Report

2.3.2.3 Review M&R Activities

Fugro will review all M&R activities conducted by the City since the last PMS update in 2022. The work history provides historical information about a given section and will allow us to perform quality control of our calculated condition indices. Fugro can enter these activities into PAVER's work history module.

2.3.3 Task 3 – Pavement Condition Survey

Fugro will conduct the automated pavement condition surveys on the City's roadway network using our ARAN vehicle. Fugro's ARAN collects distress/asset data at prevailing traffic speeds, with no interruption to traffic flow, state-of-the-art safety features, and great accuracy in reported pavement distress data. Unlike manual and windshield surveys data collection, no sampling methods will be used for pavement rating and 100% of the ARAN traveled lane will be distress surveyed and reported. Hence, the resulting PCI value will be due to the pavement distresses for the entire traveled lane and not based on some random samples (as is the case with manual surveys). For this project, Fugro will collect data during daylight hours with no adverse weather conditions. The City has approximately 49 centerline miles of paved roads.

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2.3.3.1 Project Data Collection Test Miles

Based on the review of the City's GIS shapefile, review of the City's PAVER database, and discussions with the City, the number of test miles will be finalized. Our recommendation for the number of test miles is the following:

- For local streets and alleys, collect only one lane. Given our ARAN coverage of 100% of a lane, this will result in 50% surface area coverage on 2-lane local streets and an even higher percentage on alleys and bike paths. ASTM recommends at least 10% surface area coverage.
- For arterial and collector streets, collect one in each direction. If roads are already divided by median or other structures, Fugro would also recommend collection on each direction. Our proposed coverage will be more than the minimum ASTM recommendation of 10% coverage.

As shown in Table 1, the estimated test miles for the project are 74.2 which is based on our review of the latest *.E70 file.

Table 1: Estimated Test Miles

Functional Class	Rank*	Number of ARAN Passes	Centerline mile	Test Miles
Arterial	A (Principal)	2	15.3	30.6
	B (Arterial)	2	1.50	3
Collector	C (Collector)	2	3.5	7
Locals	E (Residential)	1	27.6	27.6
Alleys	X (Other)	1	5.9	5.9
	[Blank]	1	0.03	0.03
Total			53.8	74.2

*PAVER has the roadways identified as Rank, where A=Principal, B=Arterial, C=Collector, D=Industrial, E=Residential, N=Not Applicable, P=Primary, S=Secondary, T=Tertiary, X=Other.

Please note that there are 23 shapes in the City's shapefile that do not have a Branch ID, Section ID, or a previous inspection. These are located around the boundary of the City and may not be part of the City's roadway network.

Please note that we are available to implement any requested testing scheme. Our automated data collection procedure saves time, does not interrupt traffic flow, increases safety as we do not have personnel walking the roadways, and provides more representative pavement data due to its superior sampling coverage. Traffic control is not required for our data collection efforts. Fugro can modify its schedule, number of vehicles, and number of personnel to best fit the City's needs.

2.3.3.2 Fugro's Automatic Road Analyzer (ARAN)

Developed in 1977, our ARAN was the first automated data collection vehicle available in the market and continued to evolve with the latest technology and equipment. Figure 4 shows our current sixth generation ARAN. The ARAN includes cutting-edge gyroscopes, sensors, cameras, computers, software, and related equipment, all designed to withstand the rigors of collecting



seven days a week, 365 days a year in all landscapes and climates. Fugro's experience and industry knowledge have allowed us to be innovative and responsive to the changing economic conditions facing transportation agencies, balancing reduced budgets, and staffing with the demands for maintaining a safe, reliable, and efficient transportation network.

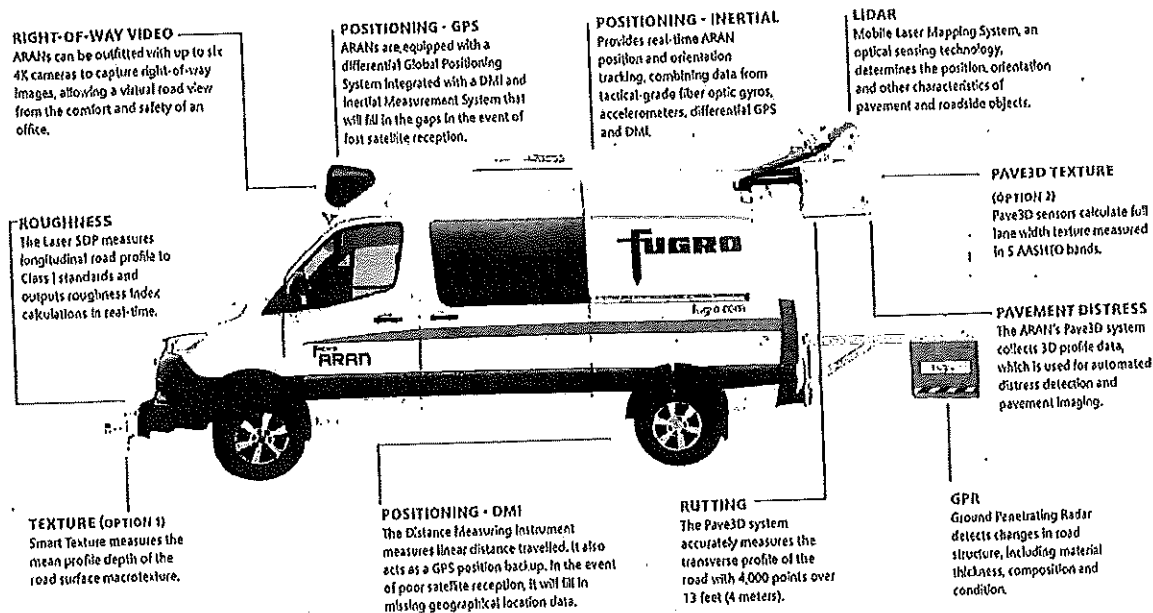


Figure 4: Fugro ARAN

The following describes some of the specific ARAN subsystems that are pertinent to the project:

Locational Referencing and Positioning

The ARAN is equipped with a Distance Measuring Instrument (DMI) mounted on the driver's side rear wheel as shown in Figure 5. The DMI is used to provide distance based triggers to the ARAN subsystems and translate wheel revolutions into measurements of velocity and linear distance traveled. The DMI meets the Class 1 requirements per ASTM E950, Standard Test Method for Measuring the Longitudinal Profile of Traveled Surfaces with an Accelerometer Established Inertial Profiling Reference.

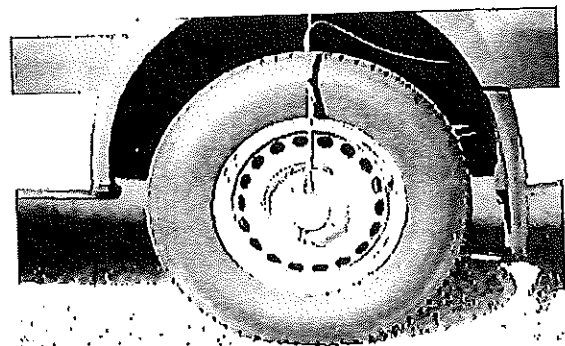


Figure 5: Distance Measuring Instrument (DMI)

The ARAN also incorporates a Differential Global Positioning System (DGPS) using Applanix's POS LV 220. The POS LV is a Global Navigation Satellite System (GNSS)-aided inertial technology that mitigates the real-world effects of GPS outage.

The POS LV 220 tracks and reports the position (latitude, longitude, and elevation) and orientation (heading) of the ARAN in real-time using complementary locating technologies. The GPS corrects any drift evident in the inertial sensor over time, while the inertial sensor ensures that accurate positioning will be continuously available, even during periods of GPS outage due to tree canopy, mountainous terrain, tunnels, or urban canyons.

Figure 6 is an image of the Applanix POS LV system.

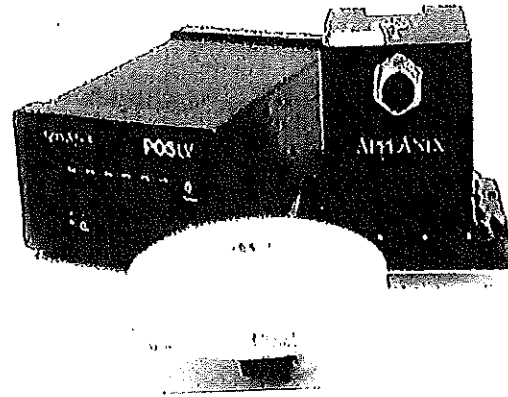


Figure 6: Applanix POS LV

Downward Pavement Image Collection

Fugro's Pave3D uses downward-facing high-speed cameras, custom optics, and laser line projectors to output range and intensity data, which derive a 3D image of the pavement surface as seen in Figure 7. These capabilities improve the performance of post-processing techniques resulting in superior accuracy for identifying pavement crack severity. These images facilitate automated and manual crack identification methods.

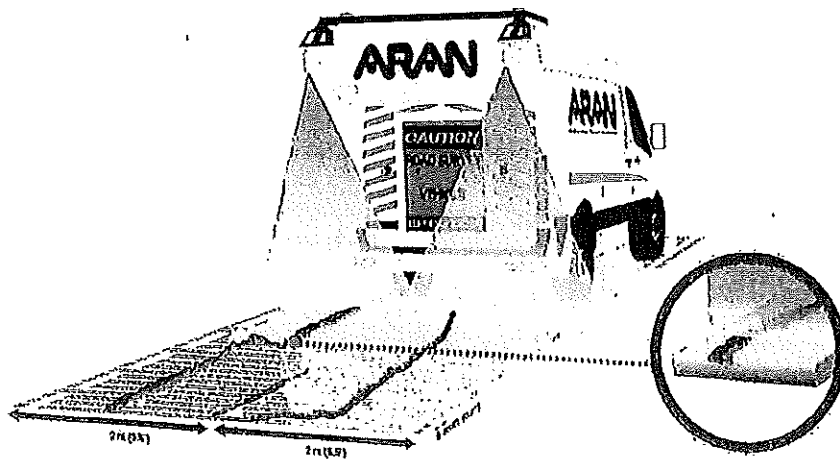


Figure 7: Downward Scanning Capabilities

Figure 8 depicts the range, intensity, and 3D views captured by Fugro's Pave3D system. The range image represents depth in grayscale; lower elevations due to defects like cracks, potholes, corner breaks, etc., appear dark. A range image means only actual pavement distress is detected and no other artifacts on the road like oil, skid marks, or dampness in hairline cracks. The intensity image is a more "traditional" camera image showing the surface as the human eye would see it. An intensity image is essential for the visual verification of non-crack-related distresses like raveling. The 3D view combines the Range and Intensity images to provide an enhanced image of the roadway that is ideal for visual rating and quality control of the cracking detected by the automated distress tool. Using both range and intensity information matched pixel for pixel, we can better determine the exact locations of cracks based on width, depth, texture, color, and other surrounding features.

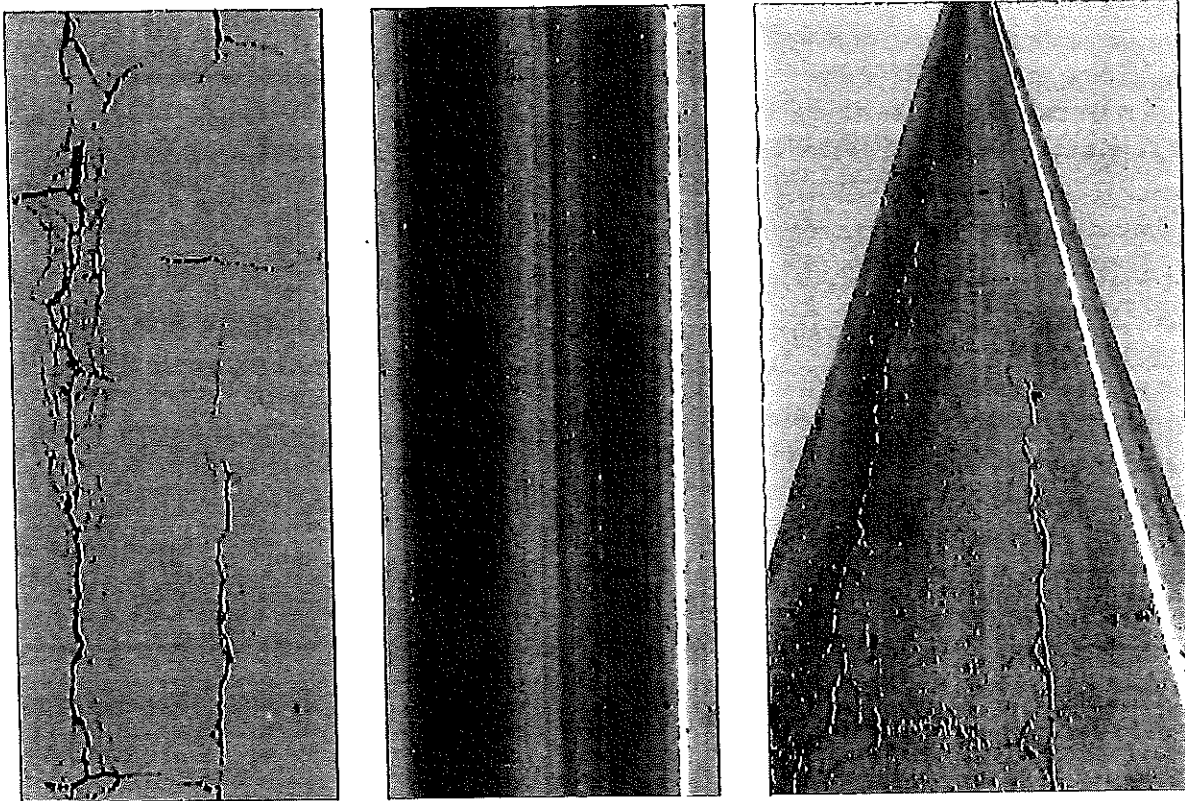


Figure 8: Range View (left), Intensity View (middle), and 3D View (right)

Some of the advantages of using the Pave3D system over conventional pavement images include:

- Uninterrupted operation in all lighting conditions during the day and at night without the need for artificial pavement illumination.
 - Sun and shadows and various pavement types ranging from dark asphalt to light-colored concrete can be measured at highway survey speeds and on roads reaching 14 feet in width and still achieve the 0.19 inches longitudinal resolution.



- Continuous collection of pavement images along the roadway's length with no interruptions.
 - This feature allows the user to select their desired reproduction interval length of generated pavement images, which align with predetermined right-of-way image intervals. The high-definition images are processed for various condition and distress ratings within Fugro's Vision software.

Laser SDP (South Dakota Profiler)

Fugro's Laser SDP (South Dakota Profiler) system shown in Figure 9 is a non-contact Class 1 inertial profiler (per ASTM E950) that uses lasers and accelerometers mounted at the front of the vehicle over each wheel path. The system measures the longitudinal profile for 100% of all lane miles to calculate the International Roughness Index (IRI) for maximum accuracy. The equipment conforms with AASHTO R 57 "Standard Practice for Operating Inertial Profiling System" and the 2018 Caltrans Standard Specifications.

The ARAN saves raw longitudinal profile data for every one (1) inch of pavement in both wheel paths along with the standard deviations of each. The result is computed IRI values (in inches/mile) for each segment for both the left and right wheel paths. Highlights of Fugro's Laser SDP system for IRI data collection include:

- Equipped with GoCator dispersion lasers providing a full 100mm (4-inch) line of data across the road surface (like that of a tire footprint). This offers improved consistency, repeatability, and accuracy in the collection of the longitudinal profile.
- Ability to collect at variable testing speeds while maintaining a bias of less than 5%.
- Allowance for testing at low speed and "Stop and Go" conditions.
- High accuracy; measurements within $\pm 5\%$ of all popular manual profiling techniques.
- High repeatability with standard deviation for repeat runs within $\pm 5\%$ of the mean. GoCator sensors' use further improves on this consistency, regardless of the testing surface type or condition.
- Real-Time IRI reporting for immediate operator identification of system issues.
- Two standard conformance tests, one static, and the other dynamic, ensure that both the laser and accelerometer components of the system are operating as intended.
- Multiple parameters reported, including mean and max IRI and standard deviation by segment.

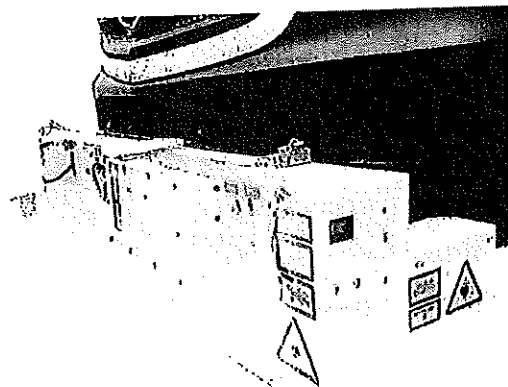


Figure 9: ARAN Laser SDP



Fugro has developed reliable, speed-sensitive algorithms to improve the accuracy of the longitudinal profile calculated in low speed zones. These algorithms reduce the impact of the unwanted frequencies in the accelerometer signal that affect profile and IRI calculations. Since the low-speed algorithms are non-casual, meaning that they incorporate future data into the calculation, the low speed roughness feature recalculates the longitudinal profile and IRI during the processing stage for maximum accuracy and repeatability.

Right-of-Way (ROW) Images

With our long history of working with States, Counties, and municipalities, we understand the value that transportation agencies receive from high quality digital images that offer a clear, focused view of the roadway and surrounding area. We have taken great care to source, calibrate, and maintain the best cameras in the industry. The image collection for this project will include both continuous ROW and downward facing pavement imaging. The collection will be performed on dry pavement and when weather and light do not inhibit the visibility of pavement and ROW.

ROW cameras will capture the lane of travel and ROW. These images shall be captured at a minimum interval (e.g., 25 feet), at typical City speeds, and will provide 100% and continuous coverage of the ROW in full-frame with a high pixel resolution (near 360 degree HD imagery). The ARAN will collect ROW images utilizing Sony FX9 HD cameras that offer a resolution of up to 3840 x 2160 pixels at a 16:9 aspect ratio. Figure 10 provides an example of Fugro's superior ROW image quality collected for one of our current clients. Each image is tied to a GPS location as well as a linear reference, which allows all images to be tied back to each other. All images can then be used to extract visible assets now or in the future.



Figure 10: Example of Fugro's Superior ROW Image Quality



2.3.3.3 Routing

Upon approval of the City's final road network, an experienced Fugro GIS analyst will prepare a collection package (called routing) for the ARAN. Once this package is completed, and before sending it to the ARAN for collection, a series of standard queries are performed that ensure the road network elements such as road description, GPS, length, one way roads, lane designation and direction are logical, correct and in a proper order to ensure the accurate and timely collection of these sections. The master routed table produced by our routing department will then be used by downstream quality control and quality assurance procedures in both the data collection and also the data processing departments, to ensure full coverage of the City's network.

2.3.3.4 Data Processing and Analysis

Fugro is a pioneer in developing data processing and visualizing software products. Fugro's Vision and iVision software are customized to be used in combination with the ARAN for efficient data processing and asset extraction processes. Fugro's engineers have developed sophisticated and proven algorithms to greatly improve the detection, classification, rating, and reporting of data. For this task, we have described the distress standards to be used, the processing software, and our QA/QC protocols.

Distress Standards

The images provide a visual representation of various cracking types, surface defects, patches, and other distresses along the roadway. Fugro will identify the distresses as defined in ASTM D6433, Standard Practice for Roads and Parking Lots Pavement Condition Index Survey. The ASTM D6433 standard is used by many municipalities worldwide to calculate PCI for their roadway networks. PCI uses a scale from 0 to 100, where 0 represents a completely failed pavement and 100 represents a pavement in perfect condition. PCI is calculated based on the type, severity, and extent of surface distresses. Each distress type includes a severity level (i.e., low, medium, and high) and has a different impact or "deduct" value for pavement condition depending on its quantity (i.e., extent). Since each distress type has a different impact on pavement performance, deduct values are specific to individual distresses in accordance with the ASTM D6433 standard. High severity distresses and/or high distress quantities result in more reductions in PCI scores. In general, deduct values for fatigue cracking are higher than deduct values of other types of cracking. Presence of load related fatigue cracking results in lower PCI scores, when compared with similar severities and extents for cracking associated with environmental conditions such as transverse cracking. Table 2 and Table 3 present the asphalt and concrete pavement distresses and their classifications.

Data Processing Software – Vision

Vision software is considered an integral part of data processing and QC methodology in Fugro's pavement condition assessment approach. Vision was developed by Fugro to ensure a simple and accurate process for analyzing ARAN data. The software facilitates the entire data processing workflow including key modules for data upload, georeferencing and segmentation, video and sensor data quality analysis, and pavement distress analysis. It synchronizes all of the data



(imagery along with sensor and map data) allowing the analyst to virtually drive on the road to assess quality, investigate anomalies, and confirm locations and conditions.

Table 2: Asphalt Concrete Pavement Distresses and Classification

ID #	Load Related	ID#	Climate/Durability Related	ID#	Other Related
1	Alligator Cracking	3	Block Cracking	2	Bleeding
7	Edge Cracking	8	Joint Reflection Cracking	4	Bumps & Sags
13	Pothole	10	Longitudinal/Transverse Cracking	5	Corrugation
15	Rutting	19	Raveling	6	Depression
		20	Weathering	9	Lane/Shoulder Drop Off
				11	Patch/Utility Cut
				12	Polished Aggregate
				14	Railroad Crossing
				16	Shoving
				17	Slippage Cracking
				18	Swell

Table 3: Concrete Pavement Distresses and Classifications

ID #	Load Related	ID#	Climate/Durability Related	ID#	Other Related
22	Corner Break	21	Blow Up	25	Faulting
23	Divided Slab	24	Durability Cracking	27	Lane/Shoulder Drop Off
28	Linear Cracking	26	Joint Seal Damage	29	Large Patch/Utility Cut
34	Punchout	37	Shrinkage Cracking	30	Small Patch
		38	Corner Spalling	31	Polished Aggregate
		39	Joint Spalling	32	Popouts
				33	Pumping
				35	Railroad Crossing
				36	Scaling

Automated & semi-automated algorithms are incorporated in Vision for pavement distress detection, classification, and rating. Digital pavement images collected by the ARAN serve as input to the distress rating process. ROW images are also used to enhance the distress-rating accuracy. Each distress can be identified in terms of location, severity, exact dimensions, and other characteristics. The software also allows for customized distress rating protocols. Moreover, Vision's Report Generator module facilitates the creation of custom reports and data deliveries using a post-processed collection of all pavement performance parameters. This module allows Fugro staff to modify and apply reporting templates to ensure that data conforms to client requirements. Figure 11 provides a screenshot of Fugro's Vision software.



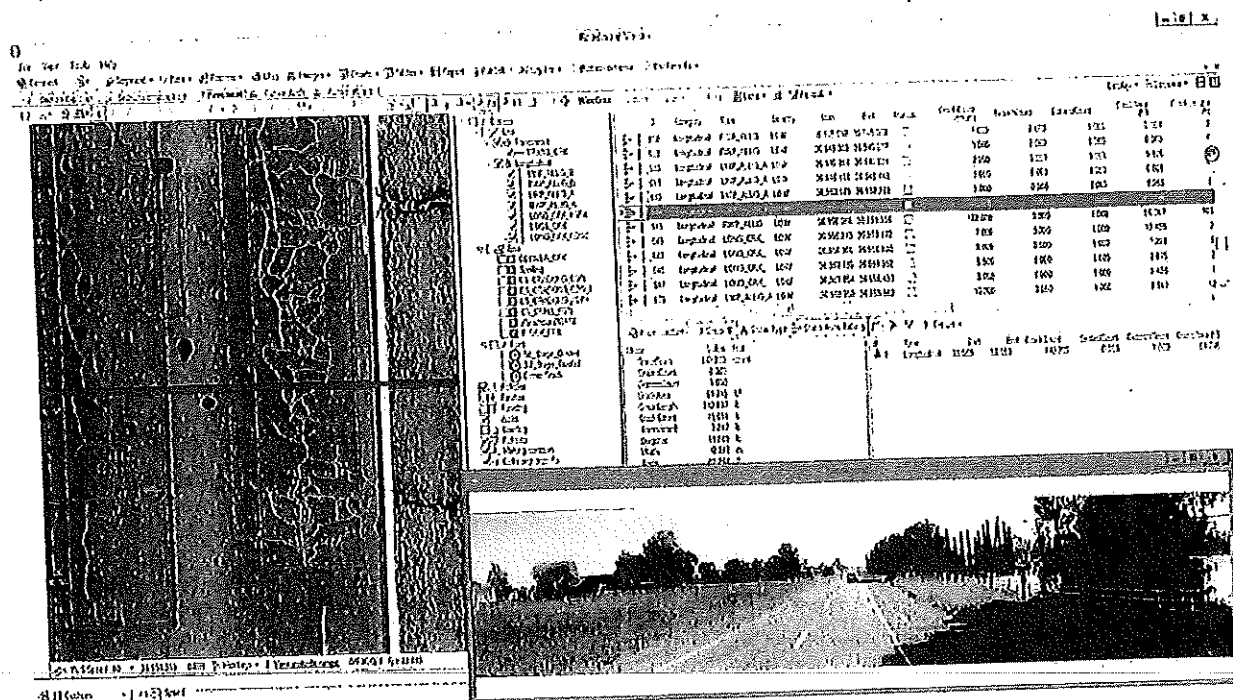


Figure 11: Fugro's Vision Processing Software

Crack Detection – WiseCrax

Accurate and consistent crack measuring starts with a good foundation. In this case, the good foundation is our ARANs equipped with LCMS, supplying a superior laser-based image for the identification of true cracking. This allows for easy determination of cracking versus other elements such as texture in the pavement. Fugro builds upon its superior hardware used to collect the raw data with our world leading Vision software. WiseCrax offers a customizable surface distress setup for classification and severity rating, continuous full-lane or zone rating, zone detection, and crack maps for quality control of the distress rating. Our distress technicians use this module to easily quantify each pavement crack by the software's automatic determination of a crack's beginning, end, width, depth, and orientation. Measuring cracks is conducted using a three phase process. The following provides an overview of each phase as shown in Figure 12:

- **3D Laser Image –The Foundation for Proper Crack Measurement:** The 3D laser image provides the ability to easily distinguish cracking from anomalies on the road surface by using depth.
- **Detection:** Extraction of crack maps on 3D pavement imagery. Depth is used in the detection of cracks on the 3D image.
- **Classification:** Analysis of the crack map. For some projects, Fugro would place detected cracks into various categories such as longitudinal, transverse, or alligator. Fugro could also detect crack lengths and widths and place them in five zones per ASTM E3303.
- **Rating:** Fugro would report the various metrics based on MTC's standard and data dictionary requirements such as length of cracking, width of cracking, and crack density.

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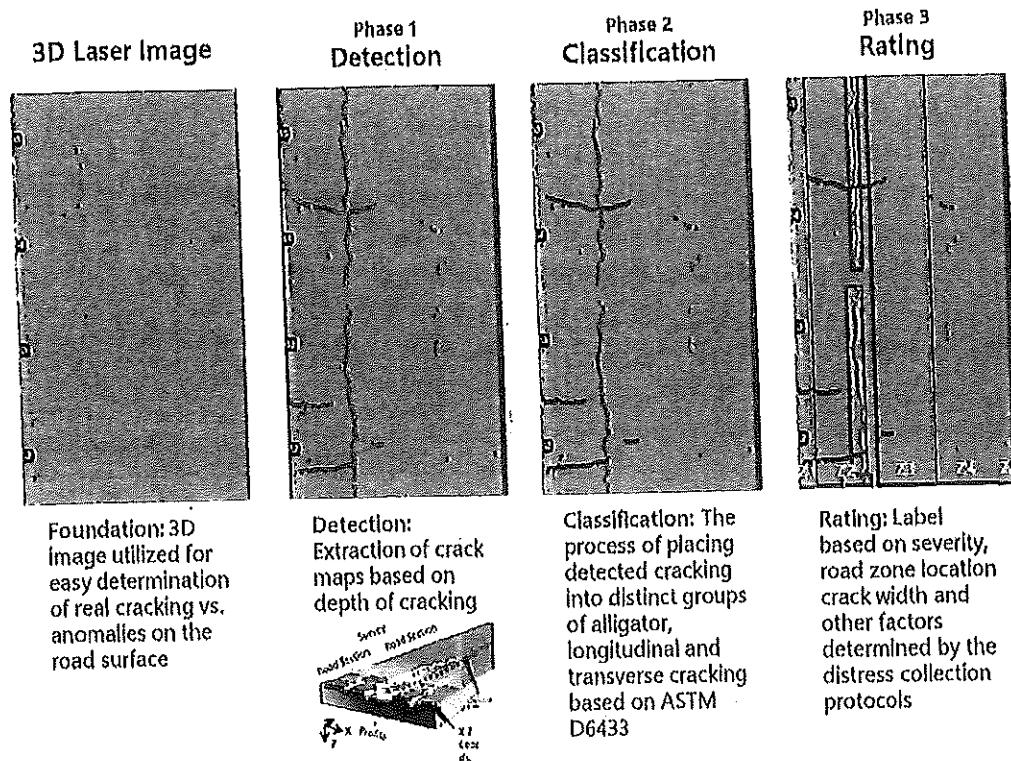


Figure 12: Fugro's Three Phase Approach for Measuring Cracks & Reporting

The WiseCrax editor allows our technicians to easily input specific distress severity and extent criteria such as:

- Number of cracks and their respective severity per cracking type (e.g., Alligator, Block, Edge, Longitudinal, Transverse, etc.).
- Location and orientation of the cracking across the lane width.
- The total length of a given crack and its orientation.
- Total crack lengths per distress type and severity are summarized on a pavement image and segment/network basis.
- Visual representation of pavement crack location on a given pavement image; color-coded according to its allocated severity state. (Cracks can be manually overwritten or deleted by the distress technicians.)
- Automated determination of pavement line markings, which can be used to restrict and classify pavement cracking.
- Automated statistic reports displaying summary graphs and tables of the entire collection (network) or defined section.

The distress information in WiseCrax is visually overlaid on the pavement imagery to facilitate the manual validation of the automated distress rating and to add in any distresses that require manual intervention.



2.3.4 Task 4 – PCI Calculations

2.3.4.1 Upload Data into PAVER

The data that has been analyzed per ASTM D6433 will be uploaded into the City's existing PAVER software program. After processing and analyzing the collected data, we can export the data into a variety of formats. Depending on how the City's PAVER database is configured, Fugro would export the shapefile of the existing PAVER database. The shapefile would be modified as needed (e.g., removal of old sections, addition of new sections, etc.). Fugro would then use an in-house program to convert our data delivery into an XML format that is recognized and accepted by PAVER for the importation of new survey data (i.e., Import XML Inspection Wizard). Fugro would then review the updated PAVER file for completeness and perform QC checks. After a satisfactory review, the PAVER file would be exported and shared with the County.

2.3.4.2 Calculating PCI

Fugro would utilize PAVER to calculate and report the PCI values for each section of the County's PMS. An example of a typical PCI rating scale is shown in Table 4 which shows pavement condition categories and PCI breakpoints. These are used as critical decision points for maintenance and rehabilitation treatments. Figure 13 illustrates the relation between PCI scores and asphalt concrete (AC) pavement distresses. From the pictures shown in the figure, an increase in distress quantities and severity level results in a decrease in the PCI.

Table 4: Example of Pavement Condition Categories by PCI

PCI	Condition Description
100-85	Good
85-71	Satisfactory
70-56	Fair
55-41	Poor
40-26	Very Poor
25-11	Serious
10-0	Failed

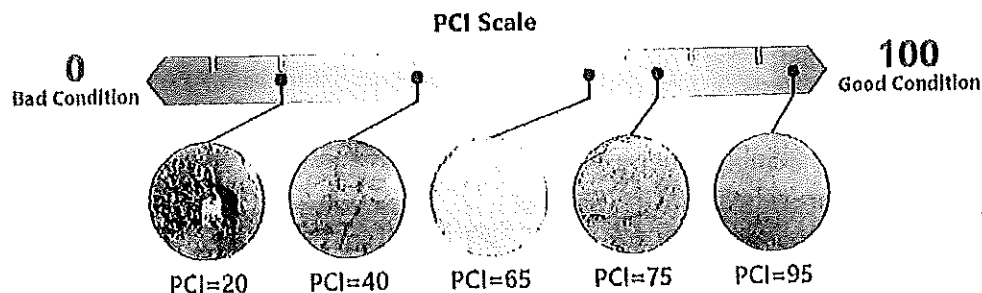


Figure 13: Schematic Illustration of the Relation between PCI and AC Pavement Distress

After calculating the PCI, the City will have an updated PMS that can be used for various M&R work plan development activities.

2.3.4.3 Budget Analysis

In addition to collecting pavement condition data, the City is requesting budgetary analysis services. Fugro will assist the City in producing a 10-year plan for road M&R.

Deterioration Curves

Deterioration curves have likely been assigned in PAVER to the roadways already. Typically, the deterioration curves are assigned to each functional classification and pavement surface type. Fugro would discuss with the City and determine if any changes are needed. All models will be approved by the County.

M&R Strategies and a Decision Tree

To facilitate the development of M&R recommendations, Fugro would work with the agency staff to create or update the M&R decision strategy tree. M&R decision strategies would be based on the PCI values. Other factors such as the agency's past experience with various M&R strategies and also types and severity of distresses (i.e., load related distresses, weather related distresses, and materials & construction related distress) contributing to a PCI value will also impact the M&R decision strategies. Fugro would develop the M&R decision strategy tree based on practices that have worked well for the City. Fugro personnel have national and local experience with typical life expectancies of various maintenance/rehabilitation strategies. Fugro would discuss with the City staff to establish treatment types for use in the M&R decision strategy tree (Figure 14).

Fugro would provide recommendations to the City with regard to current maintenance activities, which may include pavement preservation techniques such as slurry seals, micro-surfacing, chip-seals, overlays, pulverization, or even total pavement replacement.

Treatment Costs

Fugro would work with the City to assign unit costs to each treatment type in the M&R decision tree for the development of the M&R plan.

Budget Analysis and Funding Scenarios

Budget analyses would be performed to understand the funding necessary to address certain pavement conditions. Fugro is very experienced at performing various budget analyses for agencies. Fugro would first compute the "Budget Needs" analysis for the City. The budget needs analysis represents the "ideal world" or unconstrained funding levels. Based on the County's M&R strategies and the condition indices of the sections, the PMS program would select a maintenance or rehabilitation action and compute the total costs over a period of time (e.g., 10 year M&R work plan). The results of the budget needs analysis can then be compared with several "what-if" budget analyses.



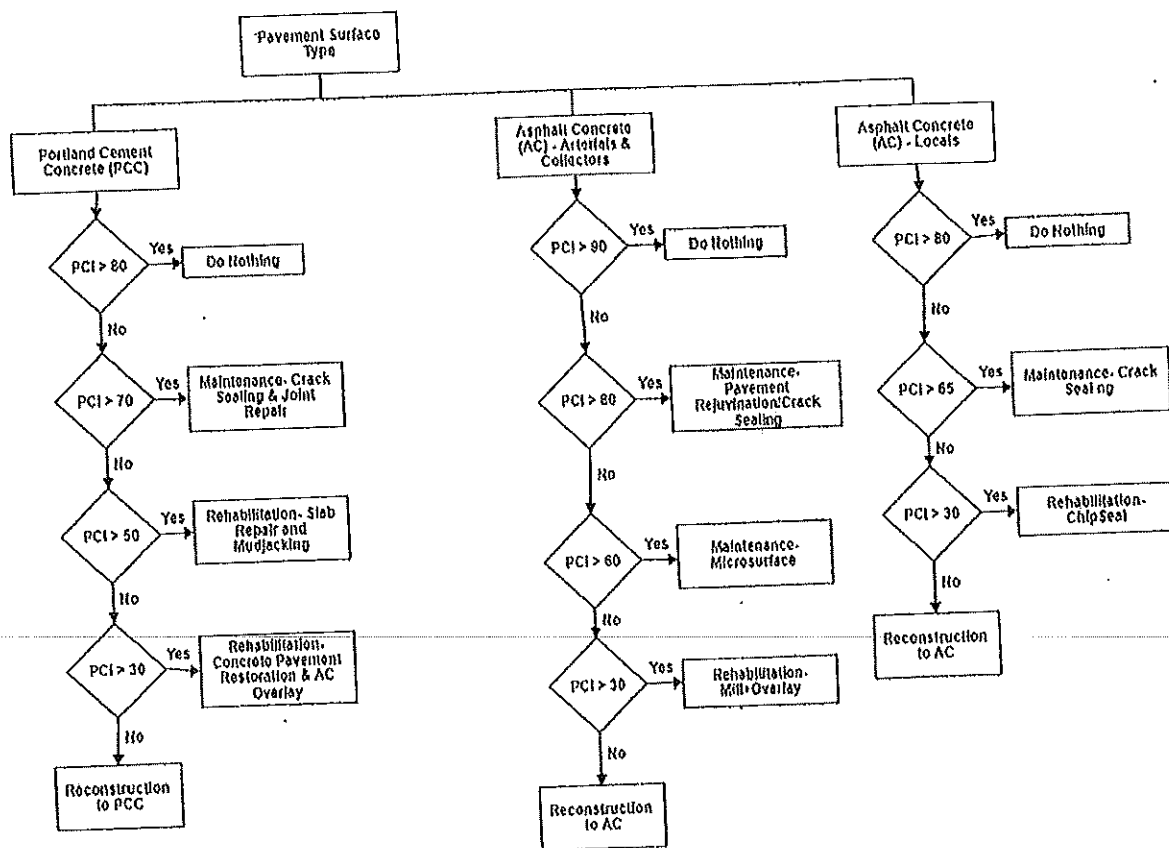


Figure 14: Example M&R Decision Tree for Agency

Based on discussions with the City, Fugro would prepare several budget scenarios that are either "budget" driven or "target" driven. Under a "budget" driven scenario, Fugro would utilize the PMS program to evaluate the impact of a given (predetermined) annual "existing budget" for the M&R program on the overall network PCI value with time. Under a "target" driven scenario, Fugro will utilize the PMS program to determine the annual M&R budget needed for maintaining (or improving) the overall network PCI value by a predetermined target value. Figure 15 shows an example of the effect of various funding levels on the network PCI. Typical scenarios that could be included are the following: Budget Needs Assessment, Existing Budget, Maintain Current PCI, Improve Network PCI (by 5 pts), Increase Existing Budget by 10%, Decrease Existing Budget by 10%, etc.

Each budget scenario studied would show future pavement maintenance needs and future rehabilitation needs. Fugro would show the deferred maintenance cost (unfunded backlog) for each budget scenario. Based on the budget analyses, the City would then select a scenario that best fits its current and upcoming funds.

FUGRO

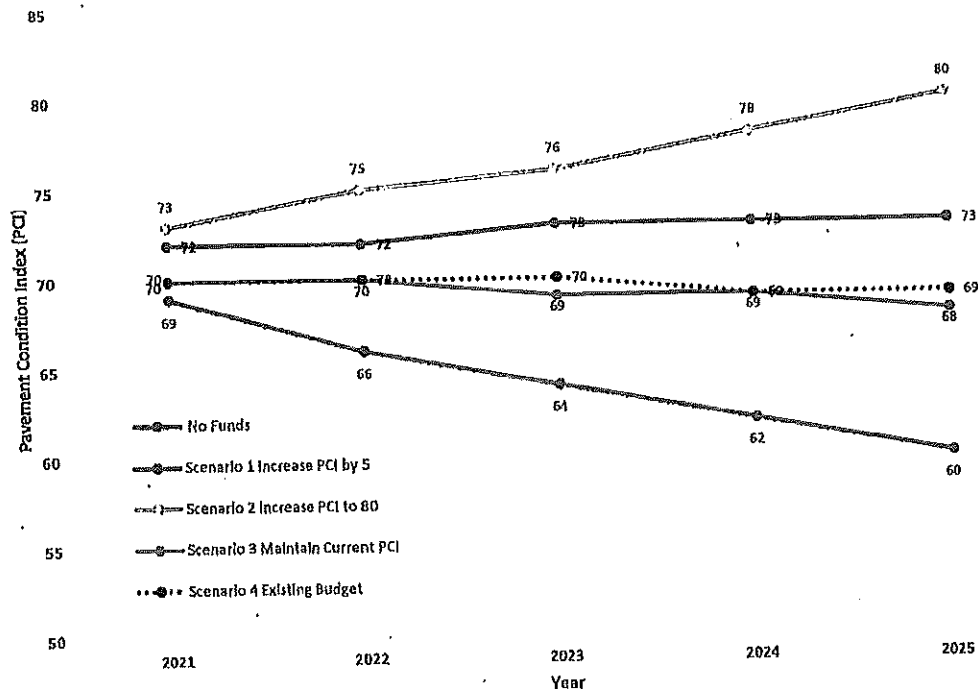


Figure 15: Example of Different Funding Levels on Network PCI

Project Report

Fugro will prepare a single comprehensive Pavement Management Program (PMP) report, containing all items in the draft report and the following items:

- **Executive Summary** – Fugro will provide a summary outlining the completed project that would be suitable for stakeholders to review.
- **Relevant Background Information** – This will include the purposes of the project and background on PMS.
- **Methodology for Pavement Condition Survey** – Fugro will describe the equipment used for the field survey. We will also discuss the data processing and analysis used to report the data.
- **Description of work history or completed M&R** – Fugro will provide a description of the completed M&R that the City has recently performed. Most of this information will have been provided by the City prior to our data collection. Fugro will also provide an inventory of any applied maintenance.
- **Maintenance Treatment Decision Tree** – Fugro will provide a table that shows the decision tree used in the budget analyses.
- **Inventory Report** – Fugro will provide a report from PAVER that shows each section.
- **PCI Report** – Fugro will provide a report from PAVER that shows each section's PCI.
- **Methodology for Budget Analysis** – Fugro will provide a thorough discussion of the budget analysis performed for the City. This will include showing the costs of deferred maintenance, the ten year budget and/or target driven scenario analysis.



- **Ten Year M&R Work Plan** – Based on the budget analyses and in consultation with the City, a scenario would be selected that best fits the City's current and upcoming funds. The work plan (e.g., 10 years) would indicate which treatments would be applied during which year to each pavement section based on the M&R decision tree and the associated costs.

Additional items provided to the City include:

- International Roughness Index (IRI)
- iVision software for one year
- Image Delivery
- Geodatabase roadway segments and corresponding attribute data
- Potential Future Assets Extraction with ROW Camera Calibration

2.3.5 Task 5 – Database Deliverables

As mentioned in Section 2.3.4.1, Fugro will update the PAVER database with an updated shapefile (if needed) and will upload the pavement condition data with our XML code. The result will be an updated PAVER database. We will export an updated *.E70 file that can be opened in the City's PAVER software. Second, shapefiles or geodatabases (GDB) can be exported from PAVER for the City's GIS use. Typical shapefiles can include PCI (e.g., current vs forecasted), the M&R work plan (e.g., type of M&R per year).

2.4 Additional Services

In this section, Fugro has described additional services that are offered as an added value (no cost) and an optional task (would need additional scope and cost).

2.4.1 Added Value – Data Viewing Software – iVision

Fugro's iVision5 viewing software provides the agency with a powerful tool to review collected images and asset data in a synchronized, GIS-based environment. iVision5 is hosted by Fugro and available on any device with access to the internet, this meets a remotely positioned workforce's needs. Fugro will upload all raw images and data to our Vision processing software, data will be processed by our team, and post processed data will be synchronized with iVision5.

iVision5 contains a user-friendly interface that seamlessly integrates the collected data and imagery, GPS, distress and asset calculation tools, and mapping layers. The software's dashboard is fully customizable to meet the unique needs of each City's requirements. iVision5 offers open data schemas that enable customized data querying, extraction, and linking with other systems to provide maximum flexibility and data-synchronization capabilities. These advanced data sharing and integration mechanisms allow the application to be launched and linked to multiple different asset management applications.



Figure 16 provides an example of one display option for iVision5's rich dashboard layout. This dashboard is customizable to the user's preferences and needs. All displayed data is playing in a synchronized view as the user navigates along the roadway on the GIS-based map. The agency will be then provided with multiple licenses to use the software for one year at no additional cost. After one year, licenses can be renewed annually for an additional cost.

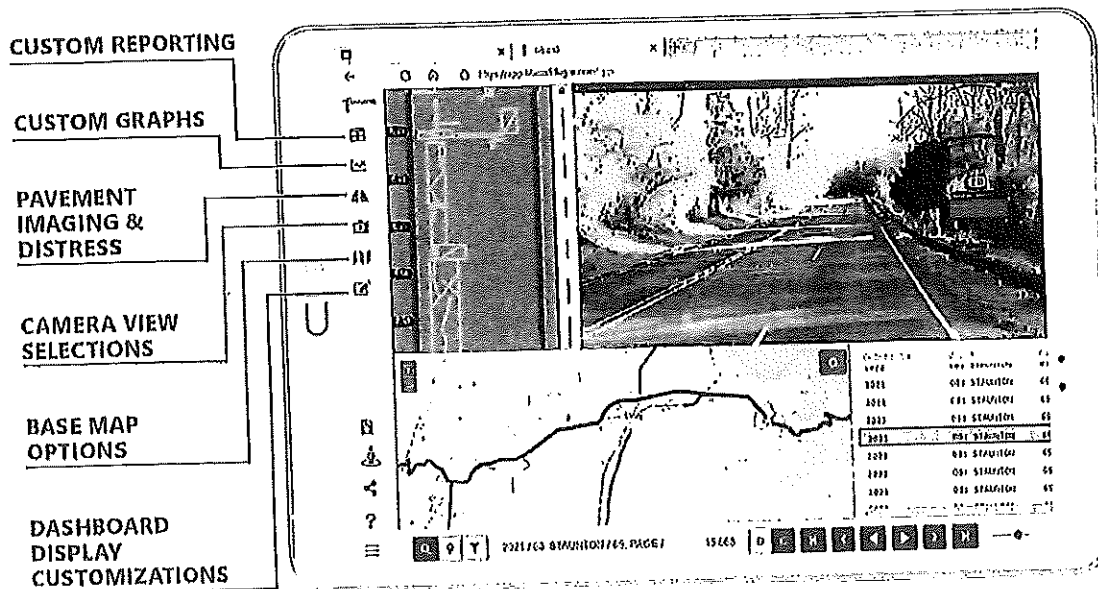


Figure 16: iVision5 Dashboard Example

2.4.2 Optional Task – Asset Extraction with Surveyor

Fugro would welcome the opportunity to provide this service to the City. Agencies are increasingly seeking to inventory and assess the condition of in-road and roadside assets. We offer asset inventories using our ARAN digital images. The advantage of digital image based asset extractions is the safety of employees versus traditional manual field-based inventories. All the data is then available from iVision (discussed later) reducing the number of in-field visits by staff during the planning and design of projects. Fugro has extensive experience collecting roadway assets and has extracted and delivered over 70 different asset types totaling 5.1 million unique assets over 216,000 miles of road for municipal and State/Province agencies since 2008. Examples of assets that can be extracted from our photogrammetry include the type of signs, signals, poles, manholes, curb and gutter, sidewalks, ramps, pavement striping, pavement symbols, etc. Figure 17 shows examples of different assets that can be extracted.

Fugro's Surveyor software uses the calibrated geo-referenced images collected by the ARAN to capture, extract, measure, and store data on the client's visible roadside assets. Assets can be provided to clients via geodatabases for incorporation into the client's GIS system. Figure 18 shows a screen capture of Surveyor's Asset Attribute Editor. Digital images used for asset inventory and other analytics are dependent upon "line-of-sight" measurements, which means



obstructions such as buses, parked vehicles, garbage canisters, and vegetation can impact the "line-of-sight" measurements and image collection.

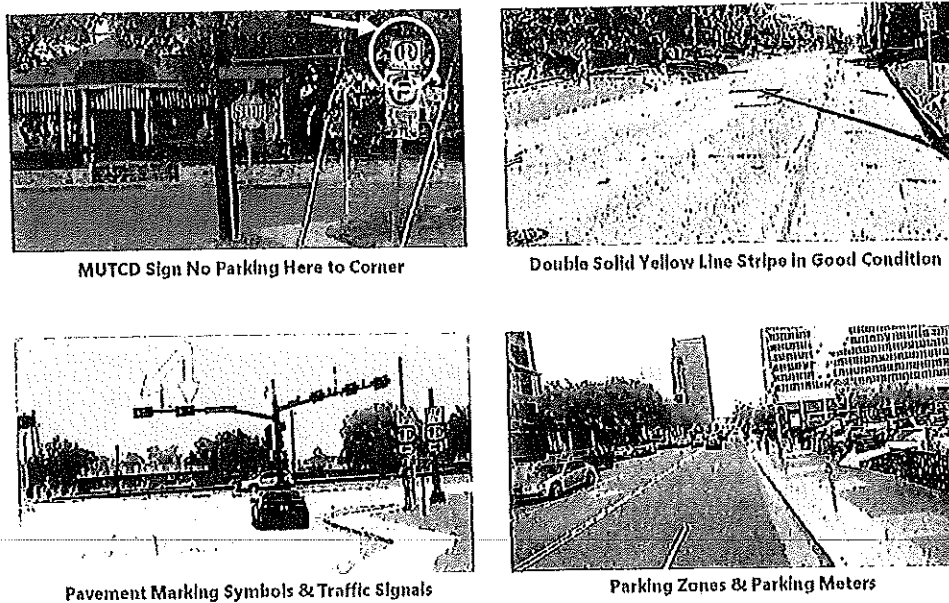


Figure 17: Example of Assets that Can Be Extracted from Images

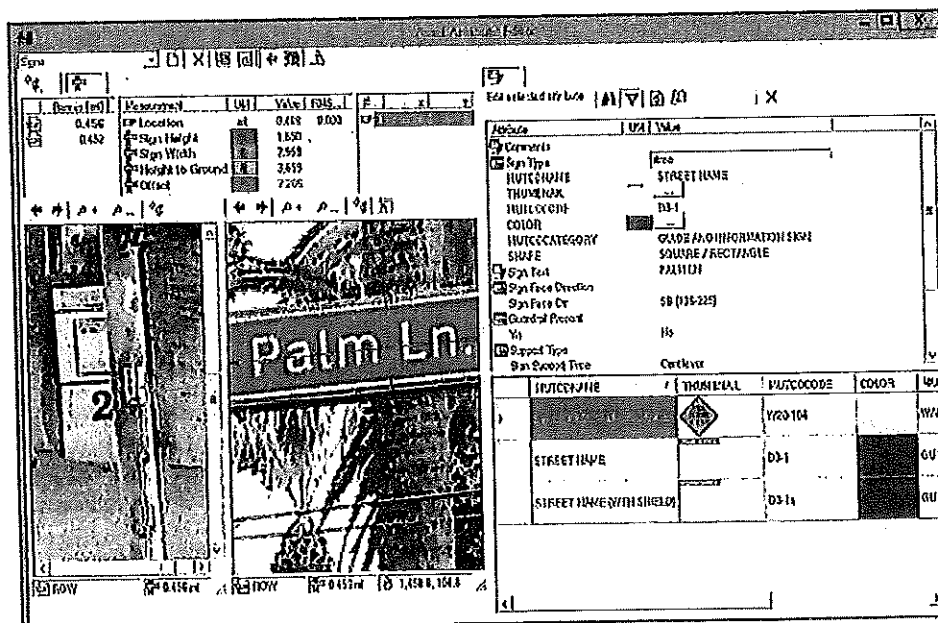


Figure 18: Screen Capture of Surveyor Software used to Perform Sign Inventory

The following is a partial list of point and linear assets that Fugro can extract using photogrammetry. We would develop a data dictionary with the attributes and get approval from the City prior to processing.

- ADA Ramps
- Brush & Tree Control
- Cemetery
- Curb & Gutter
- Emergency Call Boxes
- Fire Station
- Guardrails
- HOV Lanes
- Lane Widths
- Manholes
- Meters
- Number of Lanes
- Paved Ditch
- Police Station
- Raised Pavement Markings
- Rock Slide Protections
- Schools
- Sidewalks
- Slopes
- Speed Cameras
- Traffic Count Stations
- Tunnels
- Unpaved Ditches
- Bicycle Lanes
- Cable Barriers
- Church
- Driveways & Access Points
- Fences
- Gates
- Highway Lighting
- Intersections
- Linear Pavement Markings
- Median Openings
- Mile Markers
- On Route Parking
- Plowable Markers
- Post Office
- Red Light Cameras
- Rumble Strips
- Shoulder Widths
- Sight Distance (Passing Lanes)
- Snow Fences
- Speed Limit Signs
- Traffic Lights
- Turf Condition
- Utility Poles
- Bridges
- Cattle Guards
- Concrete Barriers
- Drop Inlets / Catch Basins
- Fire Hydrants
- Guard Walls
- Hospital
- ITS Devices
- Low Water Crossings
- Medians
- MUTCD Signs
- Overpasses
- Point Pavement Markings
- Railroad Crossings
- Retaining Walls
- School Zones
- Shoulders
- Sign Supports
- Sound Barriers
- Toll Plazas
- Trees
- Turn Lanes
- Water Valves

2.5 Roles and Responsibilities for City Staff

Based on our discussion in Section 2.3 – Approach to Work Program, Fugro would request attendance at meetings, support with regards to M&R treatments and treatment costs that the City is currently using, and support from personnel currently using PAVER. All of these activities are generally project related and needed for a successful project delivery.

3.0 Project Management Plan

Fugro has described its project management activities in Section 2.3.1. As mentioned previously, Fugro believes successful projects are dependent upon clear and open communication with our clients, a strong professional team and project manager, and the utilization of a detailed project management plan. Our proposed team has extensive experience in developing and following project management plans. Figure 19 shows high-level activities of our typical project management including the following:

- Start-up activities such as a kick-off meeting, review of GIS shapefile, review of the communication plan, review of a customized quality control plan, and review of pavement and asset data dictionary.
- Data collection and delivery schedules.
- List of data collection vehicles, equipment, personnel, and equipment calibrations and certifications.



- Access to our field and data analysis tracking systems to ensure that data is delivered on or ahead of schedule.
- Discussion of PMS activities including PMS software selection, pavement condition indices, preventive maintenance strategies and decision trees, unit costs for treatments, project selection optimization for various budget scenarios, etc.

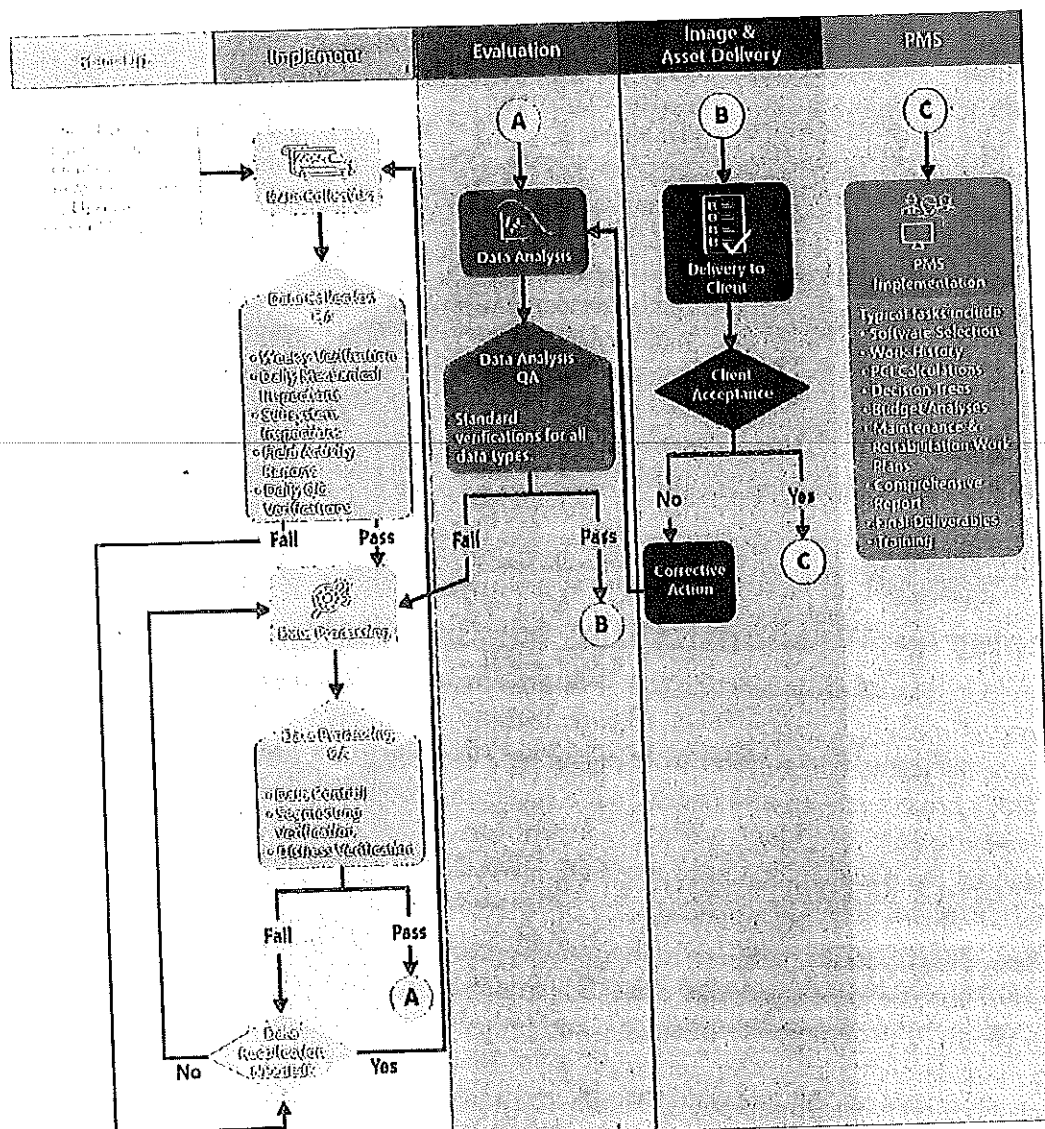


Figure 19: Project Management Activities

3.1 Communications Approach

3.1 Communications Approach

Fugro will manage the project and coordinate the work with the City's Project Manager. Fugro anticipates having a kick-off meeting and project update meetings with the City for the duration of the project. We will be available through emails, office phones, mobile phones, via the web with MS Teams meetings, and in person meetings as needed. Fugro will also be available for any

meetings in addition to the monthly project meetings to discuss significant milestones or critical path items.

3.2 Quality Control/Quality Assurance (QC/QA)

Fugro understands that the quality of collected pavement distress data is the key to the successful implementation and maintenance of any asset management system. Figure 20 shows an example of quality checks from project start up to data delivery. We use reasonable quality control and manage the data collection and delivery process to effectively provide data that meets or exceeds the City's expectations.

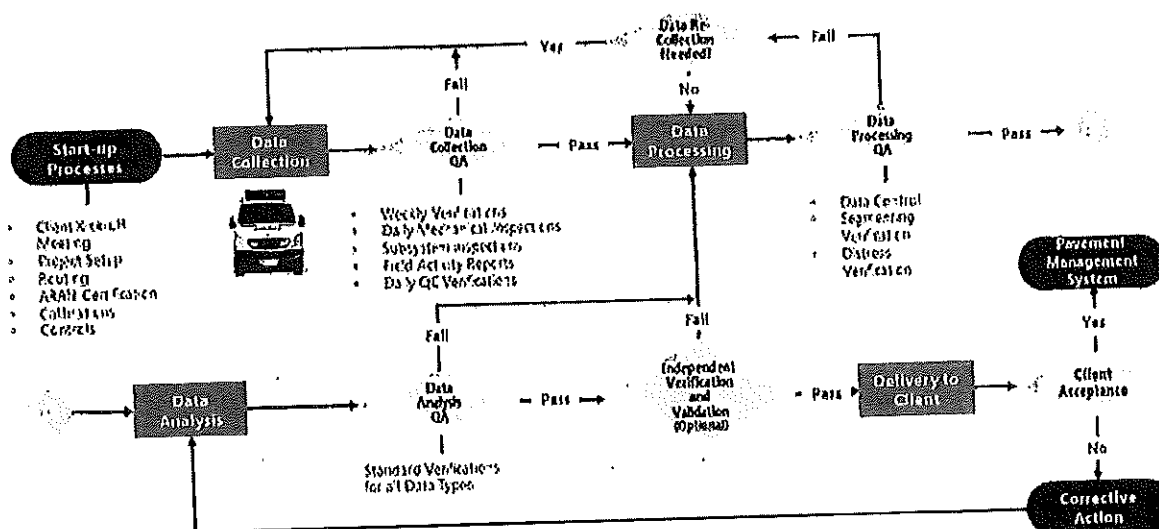


Figure 20: Example of QC/QA Procedures and Checks for the City

Fugro understands that data quality is imperative for all transportation agencies. Fugro's International Standards Organization (ISO) 9001:2008 Quality Management System (QMS) includes Standard Operating Procedures (SOPs) with proven calibration and quality control processes and principles. Fugro has developed SOPs for controlling quality both in the field and office. These SOPs ensure each task is performed with consistency and discipline resulting in high quality work. The following are some of Fugro's Standard Operating Procedures and Plans:

- Location-Referencing Standard Operating Procedure
- Adverse Weather Standard Operating Procedure
- Initial Data Screening Standard Operating Procedure
- International Roughness Index Standard Operating Procedure
- Rut Depth Standard Operating Procedure
- Pavement Imagery Standard Operating Procedure
- Distress Data Reduction Standard Operating Procedure
- Roadway Photo Imagery Standard Operating Procedure
- Roadway Characteristics and Asset Data Standard Operating Procedure
- Roadway Pavement Structural Composition/ Thickness Data Standard Operating Procedure



4.0 Experience & Qualifications

4.1 Summary of Relevant Projects

In the past five years, Fugro has conducted over 40 pavement condition inventory, assessment, and pavement management system updates and implementations using various software for state and local agencies. Table 5 presents client, services provided, personnel assigned (with respect to this proposal), performance period, and contract value.

Table 5: Summary of Relevant Projects

Client Name	Services Provided	Personnel Assigned*	Performance Period*	Total Contract Value
City of Abilene, TX	Pavement Condition Assessment, 10-year M&R work plan, FWD data collection, Structural Strength Index (SSI) parameter	SA, MT, MJ, SS, DH	2021-2022	\$217,210
City of Alameda, CA	MTC PTAP Round 21, StreetSaver inventory, update, analysis, reporting	SA, MT	2020 - 2021	\$37,500
City of Brisbane, CA	MTC PTAP Round 21, StreetSaver inventory, update, analysis, reporting	SA, MT	2020 - 2021	\$15,000
City of Buda, TX	Pavement Management System Update	SA, DH	2020	\$61,100
City of Bulverde, TX	Pavement Assessment and Evaluation	SA, DH	2020	\$40,220
City of Burleson, TX	Street Pavement Assessment	SA, MJ, DH	2023	\$151,250
City of Burlingame, CA	MTC PTAP Round 21, StreetSaver inventory, update, analysis, reporting	SA, MT	2020 - 2021	\$24,700
City of Corinth, TX	Pavement Management System Update	SA, DH	2020	\$70,200
City of Dallas, TX	Pavement condition assessment, asset collection, FWD, and GPR	SA, MJ, DH	2016-2020	\$2,940,848
City of Dallas, TX	Pavement Condition Survey	SA, DH	2022	\$350,000
City of DeSoto, TX	Pavement Management System Update	SA, DH	2022-2023	\$129,460
City of East Palo Alto, CA	MTC PTAP Round 21, StreetSaver inventory, update, analysis, reporting	SA, MT	2020 - 2021	\$15,000
City of Foster City, CA	MTC PTAP Round 21, StreetSaver inventory, update, analysis, reporting	SA, MT	2020 - 2021	\$16,200
City of Hampton, VA	Pavement Data Collection Services	SA, MT	2022, 2025	\$285,100
City of Hempstead, TX (IDS Engineering Group)	Roadway Pavement Assessment	SA, MT	2023	\$49,000
City of Hercules, CA	MTC PTAP Round 20, StreetSaver inventory, update, analysis, reporting	SA, MT	2019 - 2020	\$17,400
City of Irving, TX	Pavement Condition Surveys and Management Services	SA, MT, MJ, SS, DH	2015 and 2025	\$439,708
City of Jacksonville, NC	Pavement Management System Update	SA, SS, DH	2022-2023	\$68,000
City of Kerrville, TX	Pavement Evaluation and Pavement Management System Update	SA, DH	2020	\$77,250
City of Laurel, MS (Neel Schaffer)	Pavement Evaluation and Pavement Management System Update	SA, DH	2018-2020	\$37,500
City of Manvel, TX	Pavement Management System Update	SA, DH	2021-2023	\$37,500
City of McKinney, TX	Pavement Condition Survey and PMS Services	SA, MT, MJ, SS, DH	2020	\$301,080
City of Missouri City, TX	Pavement Condition Assessment and 10-year M&R work plan	SA, MJ, DH	2019-2020	\$285,100



Client Name	Services Provided	Personnel Assigned*	Performance Period*	Total Contract Value
City of Missouri City, TX	Pavement & Sidewalk Evaluation	SA, MJ, DH	2020	\$285,100
City of North Richland Hills, TX	Pavement Management and Asset Inventory Services	SA, DH	2020	\$131,871
City of Pacifica, CA	MTC PTAP Round 21, StreetSaver inventory, update, analysis, reporting	SA, MT	2020 – 2021	27,100
City of Richardson, TX	Pavement Management System Update	SA, DH	2020 – 2021	\$268,100
City of San Bruno, CA	MTC PTAP Round 20, StreetSaver inventory, update, analysis, reporting	SA, MT	2019 – 2020	\$26,700
City of San Diego, CA	Pavement condition assessment of roads and bike paths	SA, SS, DH	2022-2023	\$497,400
City of San Jose, CA	MTC PTAP Round 20, StreetSaver inventory, update, analysis, reporting	SA, MT	2019 – 2020	\$100,000
City of Saratoga, CA	MTC PTAP Round 20, StreetSaver inventory, update, analysis, reporting	SA, MT	2019 – 2020	\$42,300
City of Schertz, TX	Pavement Management System Update	SA, SS, DH	2021	\$117,480
City of Sonoma, CA	MTC PTAP Round 18, 20, StreetSaver inventory, update, analysis, reporting	SA, MT	2019 – 2020	\$15,000
City of Steinbach, MB, CAN	Pavement Management System Update	SA, MT	2022	\$19,950
City of Sugar Land, TX	Street Pavement Assessment & Asset Data Collection	SA, MT	2020	\$310,640
City of Waco, TX	Pavement Management System Update	SA, MT	2021 (2022-2023)	\$275,000
City of Waller, TX	Pavement Management System Update	SA, MT	2022	\$30,000
New Mexico DOT	Airport Pavement Condition Assessment	SA, MT	2022	\$1,089,887
New Mexico DOT	Airport Pavement Management System Update (48 Airports)	SA, MT	2022-Ongoing	\$280,740
Province of Manitoba	Pavement Management System Replacement	SA, MT	2021-2022	\$239,350
Town of Addison, TX	Pavement Condition Surveys, Asset Inventory, and Pavement Management Services	SA, MT	2023	\$82,500
Town of Fairfax, CA	MTC PTAP Round 20, StreetSaver inventory, update, analysis, reporting	SA, MT	2019 – 2020	\$15,000
Town of Hillsborough, CA	MTC PTAP Round 21, StreetSaver inventory, update, analysis, reporting	SA, MT	2020 – 2021	\$25,000
Town of Ross, CA	MTC PTAP Round 20, StreetSaver inventory, update, analysis, reporting	SA, MT	2019 – 2020	\$15,000
Town of Woodside, CA	MTC PTAP Round 21, StreetSaver inventory, update, analysis, reporting	SA, MT	2020 – 2021	\$15,000

*SA= Sirous Alavi, MT=Michael Tavares, MJ=Malney James, SS=Setare Saremi, DH=David Hunter.

4.2 References

Fugro has provided three projects with a similar scope of work completed within the last five years.



City of San Diego Pavement Condition Assessment

Contact: Aida Vance, P.E.

Title: Project Manager

Address: 1200 Third Avenue, Suite 200, San Diego, CA 92101

Email: avance@sandiego.gov

Phone: 619-527-8074

Dates of Service: 2022-2023

Additional Contact Person: Chris Hudson

Phone: 619-527-8081

Email: chudson@sandiego.gov

Dates of Service: 2022-2023

Scope of Work: Fugro was contracted by the City of San Diego to assess the pavement conditions of their roadway network (approximately 2,756 centerline miles of roadways and 235 miles of alleys) using our ARAN technology. Additionally, Fugro collected the pavement condition of the City's bike paths (71 miles) using our mobile golf cart-sized vehicle technology. The pavement condition assessment provided updated pavement condition data for the City's PMS. Fugro provided Pavement Condition Index (PCI) and Ride Condition Index (RCI) scores, uploaded the data into the City's Cartegraph OMS, and published the results on the City's public webpage.



City of Abilene – Pavement Condition Survey and Management Services

Contact: Max Johnson

Title: City Engineer

Address: 555 Walnut Street, Abilene, Texas 79601

Email: max.johnson@abilenetx.gov

Phone: 325-676-6283

Additional Contact Person: Michael Rice, P.E.

Email: michael.rice@abilenetx.gov

Phone: 325-676-6386



Dates of Service: 2021-2022

Fugro performed an automated pavement inspection for Abilene's roadway network (approximately 650 centerline miles). Fugro previously collected their network in 2015-2016. The condition survey was conducted in accordance with ASTM D6433, and condition data was imported into their PMS system to update the pavement management database. Fugro updated Abilene's PCI and IRI values. Fugro also developed a 10-year M&R work plan for Abilene based on newly defined decision trees. We evaluated five different budget scenarios and made recommendations. Another part of the contract included collecting FWD data for approximately 59 centerline miles of arterials to develop a Structural Strength Index (SSI) parameter for the City. Fugro prepared a comprehensive final report and presented the findings to the Abilene City Council.



City of Missouri City – Pavement Condition Survey and Management Services

Contact: Shashi Kris Kumar, P.E., CFM

Title: Director of Public Works and City Engineer

Address: 1522 Texas Parkway, Missouri City, Texas 77489

Email: shashi.kumar@missouricitytx.gov

Phone: 281-403-8579

Dates of Service: 2019-2020



Fugro performed an automated pavement inspection for Missouri City's 600 lane miles of street network. Fugro performed a similar inspection for the City in 2013. The condition survey was conducted in accordance with ASTM D6433, and condition data was imported into the City's PMS system to update the pavement management database. Fugro also conducted a manual sidewalk assessment survey for Missouri City. Fugro utilized a GPS data collection system capable of sub-meter accuracy to record locations of sidewalk, localized failures, and vegetation in accordance with the City's sidewalk policy. The collected sidewalk data was delivered in file formats compatible with Missouri City's GIS and PMS databases. This project highlights our ability to conduct manual field surveys of assets such as sidewalk or curb ramps for ADA compliance measurements. Fugro updated City's PCI and IRI values. Fugro also developed a 10-year M&R work plan for Missouri City based on newly defined decision trees. We evaluated five different budget scenarios and made recommendations in a comprehensive final report.

4.3 Key Personnel

In this section, Fugro describes the qualifications of all key personnel, who will be responsible for conducting the work and their years of experience. This team has performed similar work for numerous other agencies in North America.

4.3.1 Responsible Principals

Project Manager – Michael P. Tavares, P.E.

Mr. Michael P. Tavares, P.E. is the proposed Project Manager and is the person responsible for day-to-day management of the project. He is currently a Principal Engineer for Fugro. He has a Master of Science Degree in Civil Engineering from The University of Texas at El Paso with **over 26 years of experience** in pavement engineering. He is a licensed professional engineer in California and Nevada. In the past, Mr. Tavares has been accredited at the Federal Highway Administration (FHWA) Pavement Distress Accreditation Workshops, and Orange County Transportation Authority (OCTA) Rater Certification Program. He is currently certified by the Metropolitan Transportation Commission (MTC) StreetSaver Pavement Distress Rater Certification Program. He is currently certified by AgileAssets Partner's Program to carry out pavement analysis through the Pavement Analyst Module of the software. He is also certified by Cartegraph for Cartegraph OMS. He has extensive experience using both PAVER and StreetSaver. The work included updating PMS inventories, adding pavement condition surveys, updating any work history, updating performance modeling, developing various budget scenarios, and performing Pavement Management Plan (PMP) analyses and reporting.



Technical Advisor – Sirous Alavi, Ph.D., P.E., PTOE

Dr. Sirous Alavi, P.E., PTOE is the proposed Technical Advisor, who is a representative authorized to sign an agreement for the firm. He is the Director of Pavement Engineering and Infrastructure Management Americas for Fugro. He is a graduate of the University of California at Berkeley with a Ph.D. in Civil Engineering, specializing in Pavement Engineering. He is a licensed professional engineer in several states including California. Dr. Alavi has over **32 years of experience** in the U.S. pavement engineering community. Dr. Alavi served three full terms as a member on the National Academy of Science Transportation Research Board (TRB) Committee AFD60 on Flexible Pavement Design and Committee ABJ35 on Highway Traffic Monitoring. His experience includes serving as the principal investigator for a number of national and state agency pavement engineering & research projects including the FHWA Long Term Pavement Performance Program (LTPP), and FHWA Next Generation Pavement Performance Measures and Asset Management Protocols. He was the Project Manager for the MTC of San Francisco Bay Area P-TAP StreetSaver projects for Rounds 18-21. He has also served as the Project Manager for the State of Alaska PMS update and the Government of Manitoba PMS replacement projects. He has managed over 100 pavement and asset management projects and routinely oversees many of Fugro's projects including many projects related to PMS updates. Lastly, his experience includes serving as the Principal Investigator for a number of national and state agency pavement engineering & research projects including the NCHRP Synthesis on Falling Weight Deflectometer (FWD) Usage, FHWA LTPP, and FHWA Next Generation Pavement Performance Measures and Asset Management Protocols.

4.3.2 Pavement Engineering

Senior Engineer – Mainey James, P.E.

Ms. Mainey James, P.E. is a Senior Engineer for Fugro. She has a Master of Science Degree in Civil Engineering from the University of Arkansas with **over 16 years of experience** in pavement engineering including pavement evaluation, design, management, and research. Her research experience includes the FHWA LTPP study evaluating the influence of materials, climate, traffic, and pavement distresses on the long-term performance of pavements, the National Cooperative Highway Research Program (NCHRP) projects for performance based specification for pavement construction, sensitivity analysis of AASHTOWare Pavement ME Design software for materials characterization, deflection back-calculation analysis, analysis of seasonal impacts on pavement evaluation, and pavement forensic investigation. She also worked on the City of Dallas network level structural capacity testing and evaluation using FWD, remaining life analysis, and life-cycle cost analysis. She worked on the PMS update projects for the Cities of Abilene, Burleson, and McKinney, Texas.

Senior Engineer – Setare Saremi, Ph.D., P.E.

Dr. Setare Saremi is a Project Engineer for Fugro. She has a Ph.D. in Civil Engineering (Geotechnical and Pavement) from the University of Maryland. Dr. Saremi has extensive research in pavement engineering, development of prediction models, structural evaluation, and non-destructive testing methods. As a project engineer at Fugro for **over three years**, her expertise in examining concrete strength by a combination of destructive and non-destructive testing methods is a major



contributor to our pavement engineering group. She is also knowledgeable in civil engineering materials testing and data analysis. Throughout her academic career, she was awarded several research fellowships from the University of Maryland. Her most recent experience includes PMS updates for the Cities of Abilene, McKinney, San Diego, and Hampton.

Associate Engineer – Ylan Beaudoin de Roca

Mr. Ylan Beaudoin de Roca is a proposed Associate Engineer. Having worked in multiple industries, Mr. Ylan Beaudoin de Roca has experience in pavement research, data management and data analysis. As an engineer at Fugro, he conducts quality control assessments for distress rating in pavement data collection to ensure the accuracy and reliability of the data, calculates the PCI, as well as prepares M&R plans for pavement networks

4.3.3 Field Operations

Over 70 field data collection crew members are available for this project. All of our field crews have extensive experience performing automated pavement condition surveys for state DOTs, counties, and local agencies. Our field crews are trained and certified for project requirements and conduct daily quality reviews. Fugro's field crew members have in-depth experience with equipment operations, troubleshooting, software diagnostics, and data collection best practices (e.g., best time and directions to collect data).

4.3.4 Data Processing

Distress Processing Manager – David Hunter

Mr. David Hunter brings over **10 years of experience** to our team offering an exceptionally diverse set of skills that are focused on the successful delivery of data. He possesses expert-level programming skills and is responsible for our quality assurance routines. He is very knowledgeable in establishing processes for in-place data analysis, data quality verification, and developing trend tools to ensure the delivered data will stand reasonableness tests. Mr. Hunter's software training and experience includes ArcGIS (including such extensions as Spatial Analyst, Geostatistical Analyst, 3D Analyst), AutoCAD, ER Mapper, Map Info Professional, and Microsoft Office Suite.

4.3.5 Additional Staff

In addition to the Fugro team members listed in this proposal, there are over 150 Fugro experienced professionals including pavement engineering experts with graduate degrees (i.e., M.S. & Ph.D.), ARAN operators, data handling and processing units, administrative support, and corporate support that work closely as one Fugro team to ensure the successful, on-time, and within-budget delivery of our project deliverables.



Michael P. Tavares, P.E.

Project Manager, Principal Engineer

Years of Experience: 26 years

Length of Time with the Company: 9 years

Project Responsibilities & Role:

Mr. Michael P. Tavares, P.E. is the proposed Project Manager. Mr. Tavares has over 26 years of experience in transportation engineering including pavement evaluation, pavement design, and pavement & asset management working on projects for Federal, State, and Local Agencies. Mr. Tavares is a registered professional engineer in California and Nevada. Mr. Tavares serves as a principal engineer and project manager for pavement engineering and management projects and provides support to business development activities. He has been the lead engineer on over 100 transportation engineering projects including transportation research, pavement designs, pavement rehabilitations, pavement management systems, asset management systems, traffic impact studies, corridor studies, pedestrian studies, circulation studies, signal warrant studies, and traffic & pavement data collection studies. Mr. Tavares is an expert in life-cycle cost analysis, pavement data collection, quality control & quality assurance (QC/QA), and pavement data analysis.

Education Background/Professional Certifications

1995 – The University of Texas at El Paso, BSc Civil Engineering

1998 – The University of Texas at El Paso, MSc Civil Engineering

Professional Engineering Licenses

Professional Engineer: California (#C68608), Nevada (#20411)

Professional Affiliations

ASCE, APWA, Alpha Chi, CalAPA, Chi Epsilon, Golden Key National Honor Society, ITS Nevada, Tau Beta Pi, Transportation Research Board (Past Young Member) on Committee AFD Highway Traffic Monitoring

Training/Skills

Metropolitan Transportation Commission (MTC) StreetSaver Certified Rater (Current)

Trimble/AgileAssets Pavement Analyst Certification

Cartegraph OMS Certification

Orange County Transportation Authority (OCTA) Prequalified Pavement Inspector (Past)

Trimble/AgileAssets Pavement Analyst, PAVER, StreetSaver, AASHTOWare Pavement ME Design, AASHTO 93, FPS21 (Pavement design software). ELMOD, Modulus 6.0, ProVAL, AutoCAD, FHWA Realcost (Life-Cycle Cost Analysis Software), ArcGIS, Microsoft Office

Project-Related Experience

- MTC of San Francisco Bay Area Pavement Technical Assistant Contract (P-TAP) – Mr. Tavares served as Senior Engineer, Certified Rater, and Supervisor of all field data collection tasks. The contract was a multi-year project to provide PMS data collection and analysis including developing pavement management maintenance & rehabilitation (M&R) plans for various jurisdictions within the San Francisco Bay Area Region utilizing StreetSaver. The program objectives included providing information with regards to the collected pavement distress data quality management, network level pavement repair options, budget analysis with annual and



multi-year programming, impact of varying levels of budgets, and cost-effective pavement repair recommendations. Mr. Tavares served 22 agencies under this contract.

- Government of Manitoba PMS Replacement Project (2021-2022) – Mr. Tavares served as Senior Engineer and certified Pavement Analyst user. Fugro replaced Manitoba's legacy PMS software with AgileAssets' Pavement Analyst. Work included review of past data, conversion of data to new LRM, and development of network-level performance models.
- City of Sugar Land, Texas Street Pavement Assessment – Served as the Project Manager responsible for all project related activities, communication, quality, and client deliverables. Fugro collected pavement, asset, and lidar data for over 1,000 test miles of City streets. Assets included curb type, curb ramps, traffic signals, linear pavement markings, point pavement markings, etc. Lidar included .LAS point cloud with calibrated 360-degree ladybug imagery.
- Federal Highway Administration (FHWA) Identification of Effective Next Generation Pavement Performance Measures and Asset Management Methodologies to Support MAP-21 Performance Management Requirements – The objective of this study was to identify effective next generation pavement performance measures and asset management methodologies to support "The Moving Ahead for Progress in the 21st Century Act (MAP-21)." Mr. Tavares served as a Project Engineer providing a literature review and co-authored the final report.
- FHWA – Long-Term Pavement Performance Southern Regional Support Contract - Served as the pavement traffic data coordinator on FHWA LTPP Southern Regional Support Contract (SRSC). In 1987, the LTPP program began an ongoing study consisting of rigorous long-term field experiments monitoring of more than 2,400 asphalt and Portland-cement concrete pavement test sections across the U.S. and Canada. Mr. Tavares oversaw traffic data QC/QA and analysis for over 600 test sections in eleven southern states and Puerto Rico.

Selected Publications, Reports, and Presentations:

- Alavi, S., N. Kargah-Ostadi, M. Tavares, J. Daleiden, "Pavement Performance Measures and Asset Management Methodologies to Support MAP-21 Performance Management Requirements," prepared for FHWA Contract Number: DTFH6115C00046, September, 2016.
- Alavi, S., M. Tavares, "Highway Project Cost Estimating and Management", Report #FHWA/MT-08-007/8189, prepared for the Montana Department of Transportation in cooperation with FHWA, February, 2009.
- Alavi, S., J. Le Cates, M. Tavares, "Falling Weight Deflectometer Usage", NCHRP Synthesis 381, 2008.
- Alavi, S., M. Tavares, "Ride Specification Review for the Montana Department of Transportation," Final Report to MDT, FHWA/MT-004-8179, June 2006.
- Alavi, S., M. Tavares, Nadarajah Suthahar, "Flexible Pavement Design Manual", Regional Transportation Commission of Washoe County, February 2007.
- Alavi, S., M. Tavares, "Guidelines for Traffic Calming", prepared for the City of Sparks, Nevada, December 2005.



Sirous Alavi, Ph.D., P.E., PTOE

Director, Pavement Engineering & Infrastructure Management Americas

Years of Experience: 33 years

Length of Time with the Company: 9 years

Project Responsibilities and Role:

Dr. Sirous Alavi, P.E., PTOE is the proposed Project Manager. Dr. Alavi has over 33 years of experience in the U.S. transportation community and in the areas of transportation engineering, traffic engineering, pavement design & rehabilitation, and pavement & infrastructure asset management. In his professional career so far, he has managed over 200 transportation engineering consulting projects for federal, state, and local agencies. Throughout his career, he has served various engineering consulting firms as senior engineer, chief engineer, senior consultant, department manager, division manager, member of the board of directors, and president. He is a professional engineer in several states including California.

Dr. Alavi's transportation engineering projects include transportation research, pavement designs, pavement rehabilitations, pavement and asset management systems, traffic impact studies, corridor studies, pedestrian studies, circulation studies, signal warrant studies, and traffic & pavement data collection studies for cities, counties, and state agencies. Dr. Alavi has authored numerous publications, reports, and technical briefs and has made presentations at conferences, seminars, and various agencies. He routinely serves as a reviewer and a technical committee member for scientific journals.

Education Background/Professional Certifications

1992 – Ph.D. Civil Engineering, Transportation Engineering, (Ph.D. Thesis in Pavement Engineering, Minors: Construction Management, City & Regional Planning), University of California at Berkeley
1988 – M. Eng. in Civil Engineering, Transportation Engineering, University of California at Berkeley
1985 – MSc. Civil Engineering, Structural Engineering, The George Washington University
1983 – BSc. Civil Engineering, The George Washington University

Professional Traffic Operation Engineer (PTOE # 3930)

Professional Engineering Licenses

California (#84641), Florida (#PE93921), Virginia (#0402029560), Texas (#134692), Nevada (#14157), Arizona (#62404), New Hampshire (#15264), Tennessee (#123476), Delaware (#25837), Utah (#13099901-2202), Wyoming (#18140), Maryland (#62768)

Professional Affiliations

American Society of Civil Engineers (Past Board Member: Orange County Transportation & Development Institute), Institute of Transportation Engineers, Association of Asphalt Paving Technologists, Transportation Research Board [Past Committee Member ABJ35 Highway Traffic Monitoring (9 Years), Past Committee Member AFD60 Flexible Pavement Design (9 Years)], Transportation Research Board (Current Committee Member AKP50 Pavement Surface Properties and Vehicle Interaction)

Project Management Experience

- Served as the Project Manager for over 50 PMS Update Projects in the Past 5 Years
 - Province of Manitoba Pavement Management System Replacement (2021-2025)



- City of Hampton Pavement Data Collection (2024-2025)
- City of Burleson Street Pavement Assessment (2023)
- City of Jacksonville Pavement Management System Update (2022-2023)
- City of DeSoto Pavement Management System Update (2022-2023)
- City of Manvel Pavement Management System Update (2021-2023)
- City of Hampton Pavement Data Collection Services (2022)
- New Mexico DOT Airport Pavement Management System Update (2022-2026)
- City of Steinbach Pavement Management System Update (2022)
- City of Dallas Pavement Condition Survey (2022)
- City of Schertz Pavement Management System Update (2021)
- City of Richardson Pavement Management System Update (2020-2021)
- City of Bulverde Pavement Assessment and Evaluation (2020)
- City of Corinth Pavement Management System Update (2020)
- City of Buda Pavement Management System Update (2020)
- City of Dallas Pavement Condition Assessment Asset Collection, FWD, and GPR (2018-2019)
- City of Abilene Pavement Condition Assessment (2021-2022)
- City of Missouri City Pavement Condition Assessment (2019-2020)
- FHWA Next Generation Pavement Performance and Asset Management System Development Government of Manitoba PMS Replacement Project (with Trimble/AgileAssets Pavement Analyst) 2021-2022
- Alaska DOT&PF Trimble/AgileAssets Pavement Analyst and Pavement Engineering Support 2022-2023
- MTC of San Francisco Bay Area Pavement Technical Assistant Contract (MTC P-TAP) - Agency StreetSaver PMS Updates 2017-2020
- NCHRP Synthesis 381 Falling Weight Deflectometer (FWD) Usage
- FHWA Long-Term Pavement Performance Western Regional Support Contract
- Montana Department of Transportation (MDT) Highway Project Cost Estimating and Management
- FHWA/NCHRP Accelerated Field Test of Performance-Related Specifications for Hot-Mix Asphalt Construction (WesTrack) Project
- State of Montana Project on Ride Specification Review for Flexible Pavements
- Nevada Department of Transportation (NDOT) Project Cost Estimation for Planning
- Montana Department of Transportation (MDT) Highway Project Cost Estimating and Management
- State of Arizona Development of New Pavement Design Equivalent Single Axle Load (ESAL) Project
- Vehicle Miles Traveled Fee Study, Phase I, for Nevada DOT
- American Society of Civil Engineering Research Foundation (CERF) Weigh-In-Motion (WIM) Evaluation



Mainey James, P.E.

Senior Engineer

Years of Experience: 17 years

Length of Time with the Company: 17 years

Project Responsibilities & Role:

Ms. Mainey James, P.E. is a proposed Senior Engineer. Ms. James has over 17 years of experience in pavement engineering including pavement evaluation, design, management, and research. Her research experience includes FHWA Long-Term Pavement Performance (LTPP) study evaluating the influence of materials, climate, traffic, and pavement distresses on the long-term performance of pavements, the National Cooperative Highway Research Program (NCHRP) projects for performance based specification for pavement construction, sensitivity analysis of AASHTOWare Pavement ME Design software for materials characterization, deflection back-calculation analysis, analysis of seasonal impacts on pavement evaluation, and pavement forensic investigation.

She implements the principles of project management to plan and execute projects within the expected schedule and cost. Her pavement engineering and research experience ensures that the deliverables are of high quality and beneficial to the client and their stakeholders. Example projects include assisting the TxDOT State Highway 99 construction team in the quality testing and verification of the pavement layers using Falling Weight Deflectometer (FWD) testing. For the City of Abilene, she led the analysis for the network level structural capacity testing using FWD, and Pavement Management System (PMS) implementation. She recently was the project manager for PMS and asset services for City of Waller, TX; City of Missouri City, TX, and City of Spring Valley Village, TX.

Education Background/Professional Certifications

2007 – M.Sc. Civil Engineering, University of Arkansas

Professional Engineering Licenses

Professional Engineer: Texas (#107425)

Professional Affiliations

Texas Department of Transportation (TxDOT) Pre-Certified (24432)

American Society of Civil Engineers (10748805)

Training/Skills

Project Management, Non-destructive Pavement Evaluation and Analysis, Pavement Distress Survey, Roadway Skid Evaluation, Profile evaluation (PROVAL), Pavement Structural Capacity and Load Limit Analysis using Falling Weight Deflectometer (FWD) non-destructive data analysis (layer moduli backcalculation analysis using MODULUS, ELMOD, BACKFAA), Pavement Design (TxDOT FPS-21, TxCRCP-ME, AASHTO 93, AASHTOWare Pavement ME), Airfield Pavement Design (FAARFIELD, COMFAA), Pavement Remaining Life Analysis (AASHTO), Life-Cycle Cost Analysis (FHWA RealCost), Sidewalk Pavement Survey (Pinpoint GIS software), Pavement Management System (PAVER), geo-spatial data analysis (ArcGIS), and Quality Related Specification Software (QRSS) for Hot-Mix Asphalt Construction

Project-Related Experience

- City of Missouri City Pavement Services – 2024 – For the City's Sienna MUD, Fugro performed network level pavement condition and sidewalk assessment. As the project manager, Ms. James



is currently performing the project coordination, pavement and sidewalk data analysis and reporting for the project.

- City of Spring Valley Village Pavement Condition Assessment – 2024 – Fugro performed network level pavement data collection and PCI reporting. As the project manager, Ms. James oversees the project coordination, pavement data collection, ARAN demo, data analysis and reporting for the project.
 - NMDOT Aviation HWD Testing and PCR Reporting 2024 – For the NMDOT Aviation Division, Fugro performed network level HWD testing and International Civil Aviation Organization (ICAO)'s Pavement Classification Rating (PCR) reporting for 9 airports. As the project task lead, Ms. James oversees the pavement data collection, data analysis and reporting for the project.
 - City of Burleson Pavement Data Collection – 2023 – As a part of the City's pavement management program, Fugro performed network level pavement data collection and asset extraction (pavement markings, signs, and traffic signals). As the project manager, Ms. James oversaw the project coordination, pavement data collection, data analysis and reporting for the project.
 - Town of Addison Pavement Data Collection – 2023 – As a part of the City's pavement management program, Fugro performed network level pavement data collection and asset extraction (pavement signs, sidewalk length, sidewalk ramps). As the project manager, Ms. James oversaw the project coordination, pavement data collection, data analysis and reporting for the project.
 - City of Abilene Pavement Data Collection and PMS Analysis – 2021 – As a part of the City's pavement management program, Fugro is collecting network level pavement data collection including pavement structural testing using FWD to include structural parameter in treatment selection decision matrix and perform PMS update to develop a 5-year treatment work plan. As the project engineer, Ms. James is currently assisting with the structural capacity testing of the arterial streets in the network.
 - City of Waller PMS Services – 2022 – Fugro performed network level pavement data collection and PMS update to develop a 10-year treatment work plan. As the project manager, Ms. James performed the data analysis to develop the recommended 10-year work plan considering their maintenance treatment types, decision matrix, and multiple budget scenarios using Cartegraph software.
 - Missouri City Network-Level Sidewalk Survey – 2020 - For the City's network-level PMS update, along with the pavement data collection, manual sidewalk survey and reporting using GIS based pin-point software was performed. As the project engineer, Ms. James performed the survey, data quality review, analysis, and reporting.
 - City of Dallas Network-Level Pavement Structural Capacity Evaluation – 2019-2020 – For understanding the network-level structural condition of the City of Dallas arterial streets, a comprehensive pavement structural evaluation using non-destructive techniques such as Ground Penetrating Radar (GPR) and FWD was performed. As the project engineer, Ms. James performed data quality checks, data analysis, and reporting.
-



Setare Ghahri Saremi, Ph.D., P.E.

Senior Engineer

Years of Experience: 3 years

Length of Time with the Company: 3 years

Project Responsibilities & Role:

Dr. Setare Ghahri Saremi is a proposed Senior Engineer. Dr. Saremi has been an engineer on a number of our recent projects including the City of San Diego, CA and the City of Schertz, TX. Dr. Saremi has extensive experience in pavement engineering, development of prediction models, structural evaluation, and non-destructive testing methods. She is very knowledgeable in data mining and machine learning modeling as well. As an engineer at Fugro, her expertise in examining concrete strength by a combination of destructive and non-destructive testing methods has been a major contribution to the pavement engineering group. Throughout her academic career, she was awarded several research fellowships from the University of Maryland.

Education Background/Professional Certifications

2022 – Ph.D., Civil Engineering (Geotechnical and Pavement), University of Maryland

2018 – M.S., Civil Engineering (Transportation Geotechnics & Infrastructure Materials), University of Texas at El Paso

2014 – B.S., Civil Engineering, Sharif University of Technology

Professional Engineering Licenses

Professional Engineer: Texas (#155237)

Training/Skills

Cartegraph OMS Certification, Proficient in a variety of programming and pavement engineering software, including R, MATLAB, Python, SQL, Java, ArcGIS, PAVER, Cartegraph, MODULUS, KENPAVE, FPS21, AASHTOWare, StreetPave, AutoCAD, and more.

Project-Related Experience

- NMDOT Aviation Airport Pavement Management (2022-2025) – Fugro is performing a four-year pavement condition survey on 48 airports to update the NMDOT Aviation's Airport Pavement Management System (APMS). As a project engineer, Dr. Saremi is assisting with ensuring the quality control standards for the distress rating and pavement network data collection process, calculating the PCIs for collected sections, and developing airport specific work plans.
- City of Steinbach Pavement Management Services (2022) – Fugro collected pavement condition data for 60 miles and provided a PMS update. Dr. Saremi was the Lead Engineer for all project activities including data processing, PCI reporting, providing multiple budget/treatment scenarios analysis, and the City's 10-year network level maintenance and rehabilitation treatment work plan.
- City of Jacksonville Pavement Management Services (2022) – Fugro collected pavement condition data for 165 miles and provided a PMS update. Dr. Saremi was the Lead Engineer for all project activities including data processing, PCI reporting, providing multiple budget/treatment scenarios analysis, and the City's 10-year network level maintenance and rehabilitation treatment work plan.
- City of San Diego Pavement Assessment and Management Services (2023) – Fugro collected pavement condition data and uploaded the data into the City's PMS. The project included pavement distress data collection for over 3,800 test miles, data processing, and network level pavement condition results. Fugro also collected the pavement condition of the City's bike paths



using an innovative smaller-sized vehicle. Dr. Saremi was the Lead Engineer for all project activities.

- City of Hempstead Roadway Pavement Assessment (2023) – Fugro collected pavement condition data for 108 miles and updated network level PCI of the City. Dr. Saremi was the Lead Engineer for the project activities including data processing and PCI reporting.
- City of Missouri City Pavement Condition Assessment (2024) – Fugro conducted a pavement condition survey to report pavement distresses for about 26 miles of Sienna MUD's roadway network. Dr. Saremi imported the pavement data into Cartegraph, configured the PMS, and calculated the network PCI.
- City of Spring Valley Pavement Condition Assessment (2024) – Fugro conducted a pavement condition survey to report pavement distresses for about 19 miles. Dr. Saremi imported the pavement data into Cartegraph, configured the PMS, and calculated the network PCI.
- City of Abilene Pavement Management Services (2021) – Fugro collected pavement condition data from approximately 765 miles and provided a PMS update. Dr. Saremi imported the data into Cartegraph, configured the PMS, calculated the network PCI, provided budget analyses and optimization, and developed an updated 10-year M&R work plan.
- City of DeSoto Pavement Condition Surveys, Assets Inventory and Pavement Management Services (2022) – Fugro collected pavement condition data for 270 miles and provided a PMS update. Fugro also collected inventory data for City assets consisting of sidewalks, signs, curb ramps, and curbs & gutters on arterial roads and provided the geo referenced data. Dr. Saremi imported the data into Cartegraph, configured the PMS, calculated the network PCI, provided budget analyses and optimization, and developed an updated 10-year M&R work plan.
- City of Burleson Pavement Condition Surveys, Assets Inventory and Pavement Management Services (2023) – Fugro conducted a pavement condition survey to report pavement distresses for about 252 miles. Fugro also reported assets inventory with available attributes of pavement markings, signs, and traffic signals. Dr. Saremi imported the pavement data into Cartegraph, configured the PMS, and calculated the network PCI.
- Pennsylvania Department of Transportation (PennDOT) District 4 & 5 Ground Penetrating Radar (GPR) Survey (2020-2022) – Fugro is providing project-level GPR surveys, alongside annual collection, processing and delivery of roadway condition data. Fugro provides iVision hosting services for access to the data and images. Dr. Saremi serves as Project Engineer responsible for supporting all project-related activities, communication, quality and client deliverables.
- City of Toronto, Ontario, Canada Ground Penetrating Radar (GPR) Survey and Analysis (2021) – Fugro provided GPR data collection and analysis of about 1,500 lane-miles of city streets for the City of Toronto. The GPR data collection is performed as part of annual Citywide automated distress data collection. The data analysis tasks consisted of establishing the network-level GPR data processing methodology, reviewing construction history and pavement/geotechnical core information, and developing a continuous pavement layer thickness database



David Hunter

Data Processing Manager

Years of Experience: 14 years

Length of Time with the Company: 14 years

Project Responsibilities & Role:

Mr. David Hunter is the proposed Data Processing Manager. Mr. Hunter brings over 14 years of industry experience to our team offering an exceptionally diverse set of skills that are focused on the successful delivery of data. He possesses expert-level programming skills and is responsible for our quality assurance routines. David is very knowledgeable on setting in-place analysis, quality verification, and trend tools to ensure the delivered data will stand the reasonableness test. Combining his ten years of experience with data, he also has direct experience on the previous CRPC contract.

Education Background/Professional Certifications

2009 – Advanced Certification in Geographic Information Systems (GIS) McMaster University

Project-Related Experience

- Alaska Department of Transportation & Public Facilities (ADOT & PF) – Highway Data Collection – 2017-2022 – Annual collection, processing and delivery of roadway condition data including IRI, rutting, surface distress, geometry, and pavement and HD ROW images for 5,600 miles of road network. Fugro developed and built a 4 x 4 Automatic Road Analyzer (ARAN) in order to meet the demands of performing data collection over Alaska's very diverse, challenging terrain. Optional items for the project include asset inventory, pavement engineering, friction testing, Falling Weight Deflectometer (FWD), coring, and GPR. Mr. Hunter served on the Data Processing Team in the past year when joining the DOT&PF project team.
- Louisiana Department of Transportation and Development (LADOTD) – Pavement Distress Data Collection Statewide – 2016- 2022 – Annual collection, processing and delivery of roadway condition data including longitudinal profile and IRI, rutting, surface distress, texture, geometrics, pavement and HD ROW Images, Global Positioning System (GPS) and elevation data for 36,000 miles of highway network.
- Virginia Department of Transportation (VDOT) – Pavement Data & Evaluation Services – 2015 – 2020 – Annual collection, processing and delivery of roadway condition data including longitudinal profile and IRI, transverse profile and rutting, faulting, surface distress, pavement and HD ROW images for 30,000 miles of highway network.
- Arizona Department of Transportation (ADOT) – Transportation Consulting, Geospatial Roadway Data Collection and Inventory – 2017 - 2020 – Collection, processing and delivery of roadway condition data including roughness, transverse profile and rutting, faulting, surface distress, pavement and HD ROW images for 15,000 miles of highway network.
- New Mexico Department of Transportation (NMDOT) – Pavement Condition Data Collection – 2018-2022 – Annual collection, processing and delivery of roadway condition data including roughness, rutting, surface distress, faulting, GPS and Linear Referencing System (LRS), pavement and HD ROW images for 12,700 miles of highway network.



5.0 Required Forms

The following four pages are the completed required forms.

6.3 Required Forms

6.3.1 Certification of Proposal

RFP #: 2411-32

The undersigned hereby submits its proposal and agrees to be bound by the terms and conditions of this Request for Proposal (RFP).

1. Proposer declares and warrants that no elected or appointed official, officer or employee of the City has been or shall be compensated, directly or indirectly, in connection with this proposal or any work connected with this proposal. Should any agreement be approved in connection with this Request for Proposal, Proposer declares and warrants that no elected or appointed official, officer or employee of the City, during the term of his/her service with the City shall have any direct interest in that agreement, or obtain any present, anticipated or future material benefit arising therefrom.
2. By submitting the response to this request, Proposer agrees, if selected to furnish services to the City in accordance with this RFP.
3. Proposer has carefully reviewed its proposal and understands and agrees that the City is not responsible for any errors or omissions on the part of the Proposer and that the Proposer is responsible for them.
4. It is understood and agreed that the City reserves the right to accept or reject any or all proposals and to waive any informality or irregularity in any proposal received by the City.
5. The proposal response includes all of the commentary, figures and data required by the Request for Proposal.
6. The proposal shall be valid for 90 days from the date of submittal.
7. Proposer acknowledges that the City may issue addendums related to this RFP and that the proposer has reviewed the following addendums which have been issued:

Addendum: N/A (NONE)

Addendum: _____

Addendum: _____

Addendum: _____

8. Proposer further acknowledges the provisions of any addendums issued have been incorporated into their proposal.

Signature of Authorized Representative:



Printed Name and Title:

Sirous Alavi, Ph.D., P.E., PTOE

TUGRO

6.3.2 Non-Collusion Affidavit

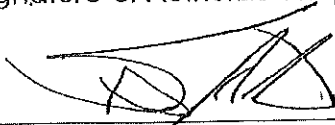
RFP #: 2411-32

The undersigned declares states and certifies that:

9. This proposal is not made in the interest of or on behalf of any undisclosed person, partnership, company, association, organization or corporation.
10. This proposal is genuine and not collusive or sham.
11. I have not directly or indirectly induced or solicited any other Proposer to put in a false or sham proposal and I have not directly or indirectly colluded, conspired, connived, or agreed with any other Proposer or anyone else to put in a sham proposal or to refrain from submitting to this RFP.
12. I have not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the proposal price or to fix any overhead, profit or cost element of the proposal price or to secure any advantage against the City of Lawndale or of anyone interested in the proposed contract.
13. All statements contained in the Proposal and related documents are true.
14. I have not directly or indirectly submitted the proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any person, corporation, partnership, company, association, organization, RFP depository, or to any member or agent thereof, to effectuate a collusive or sham proposal.
15. I have not entered into any arrangement or agreement with any City of Lawndale public officer in connection with this proposal.
16. I understand collusive bidding is a violation of State and Federal law and can result in fines, prison sentences, and civil damage awards.

Fugro USA Land, Inc.

Signature of Authorized Representative:



Printed Name and Title:

Sirous Alavi, Ph.D., P.E., PTOE



6.3.3 Compliance with Insurance Requirements

RFP #: 2411-32

The selected consultant will be expected to comply with the City's insurance requirements contained within this RFP.

The undersigned declares states and certifies that:

1. Proposer agrees, acknowledges and is fully aware of the insurance requirements as specified in the Request for Proposal.
2. If selected, proposer agrees to accept all conditions and requirements as contained therein.

Fugro USA Land, Inc.

Signature of Authorized Representative:



Printed Name and Title:

Sirous Alavi, Ph.D., P.E., PTOE



6.3.4 Acknowledgement of Professional Services Agreement

RFP #: 2411-32

The selected consultant will be expected to comply with and sign the City's Professional Services Agreement. Proposers should identify and/or indicate any exceptions to the Sample Professional Services Agreement included in Section 6.2. The City Attorney or their designee retains the discretion to accept or reject proposed exceptions or modifications to the City's Professional Services Agreement.

17. Proposer agrees, acknowledges and is fully aware of the conditions specified in the City's Sample Professional Services Agreement.

18. Proposer agrees to accept all conditions and requirements as contained therein with exceptions noted as follows:

Fugro USA Land, Inc.

Signature of Authorized Representative:



Printed Name and Title:

Sirous Alavi, Ph.D., P.E., PTOE

FUGRO

6.0 Fee Schedule

Our Cost Proposal (Fee Schedule) has been submitted along with this Technical Proposal in a separate envelope.

[illegible]

Pavement Management Program Update



Submitted to:

City of Lawndale
Lawndale City Hall
Office of the City Clerk
14717 Burin Avenue
Lawndale, CA 90260
Attn: Yvette Palomo

6.0 Fee Schedule

Fugro USA Land, Inc. (Fugro) has provided its costs in a separate sealed envelope for the City of Lawndale (City) as per the Request for Proposals (RFP) No. 2411-32 Pavement Management Program Update. Table 1 shows the total cost of \$59,960 to complete the project. Please note the following items:

- The cost does not include PMS software license for the City. This would be approximately \$2,000.
- Fugro has assumed the number of test miles based on the PAVER file provided by the City, section miles of City streets. Some streets such as arterials and collectors may be collected in each direction. Residential streets and alleys will be collected in only one direction. Fugro's ARAN data collection coverage is greater than the 10% sampling rate per ASTM, PAVER, and StreetSaver specifications and guidelines. Additional data can be collected and processed at the \$230 per test mile as shown in Table 1.
- This cost proposal does not include any asset extraction costs. The ROW images collected by the ARAN can be used in combination with our Surveyor software to create asset inventories for curbs, sidewalks, pedestrian ramps, street signs, trees, traffic signals, etc. If requested by the City, Fugro can develop and present a scope of work and budget to the City.
- Fugro will publish the processed data to iVision for online review purposes once the data has passed all quality control steps. The City will then be provided with five licenses to use the software for one year. After one year, licenses can be renewed with an annual subscription fee of \$1,500 if City desires.

Figure 1 shows the proposed schedule of activities. After the Notice to Proceed (NTP), Fugro anticipates completing the project within 4 months.



Table 1: Cost Breakdown Per Task

Staff	Position	Rate (\$ / Hour)	Task 1. Project Administration		Task 2. Pavement Database Updates		Task 3. Pavement Condition Survey		Task 4. PCI Calculations		Task 5. Database Deliverables		Total Hours	Total Cost (\$)
			Hrs	Cost (\$)	Hrs	Cost (\$)	Hrs	Cost (\$)	Hrs	Cost (\$)	Hrs	Cost (\$)		
Michael P. Tavares, P.E.	Project Manager	230	26	5,980	2	460	2	460	2	460	2	460	34	7,820
Sirous Alavi, Ph.D., P.E., PTOE	Technical Advisor	280	4	1,120	0	0	0	0	4	1,120	0	0	8	2,240
Mainey James, P.E.	Senior Engineer	200	0	0	8	1,600	0	0	0	0	0	0	8	1,600
Setare Saremi, Ph.D., P.E.	Senior Engineer	200	0	0	8	1,600	8	1,600	26	5,200	20	4,000	62	12,400
Ylan Beaudoin de Roca	Associate Engineer	160	0	0	30	4,800	24	3,840	40	6,400	24	3,840	118	18,880
ESTIMATED TOTAL DIRECT LABOR HOURS & COSTS			30	7,100	40	6,860	34	5,900	80	14,780	46	8,300	230	42,940
OTHER DIRECT COSTS (ODCs)														
ARAN Collection & Processing (up to 74 test miles @ \$230/test mile) (Additional test miles will use same rate)				0		0		17,020		0		0		17,020
TOTAL ODCs				0		0		17,020		0		0		17,020
TOTAL PROJECT COST				7,100		6,860		22,920		14,780		8,300		59,960

*Please note that this does not include any costs for PMS software.

**Please note this cost proposal does not include any asset extraction costs. If requested by the City, Fugro can develop and present a scope of work and budget to the City for asset extraction.

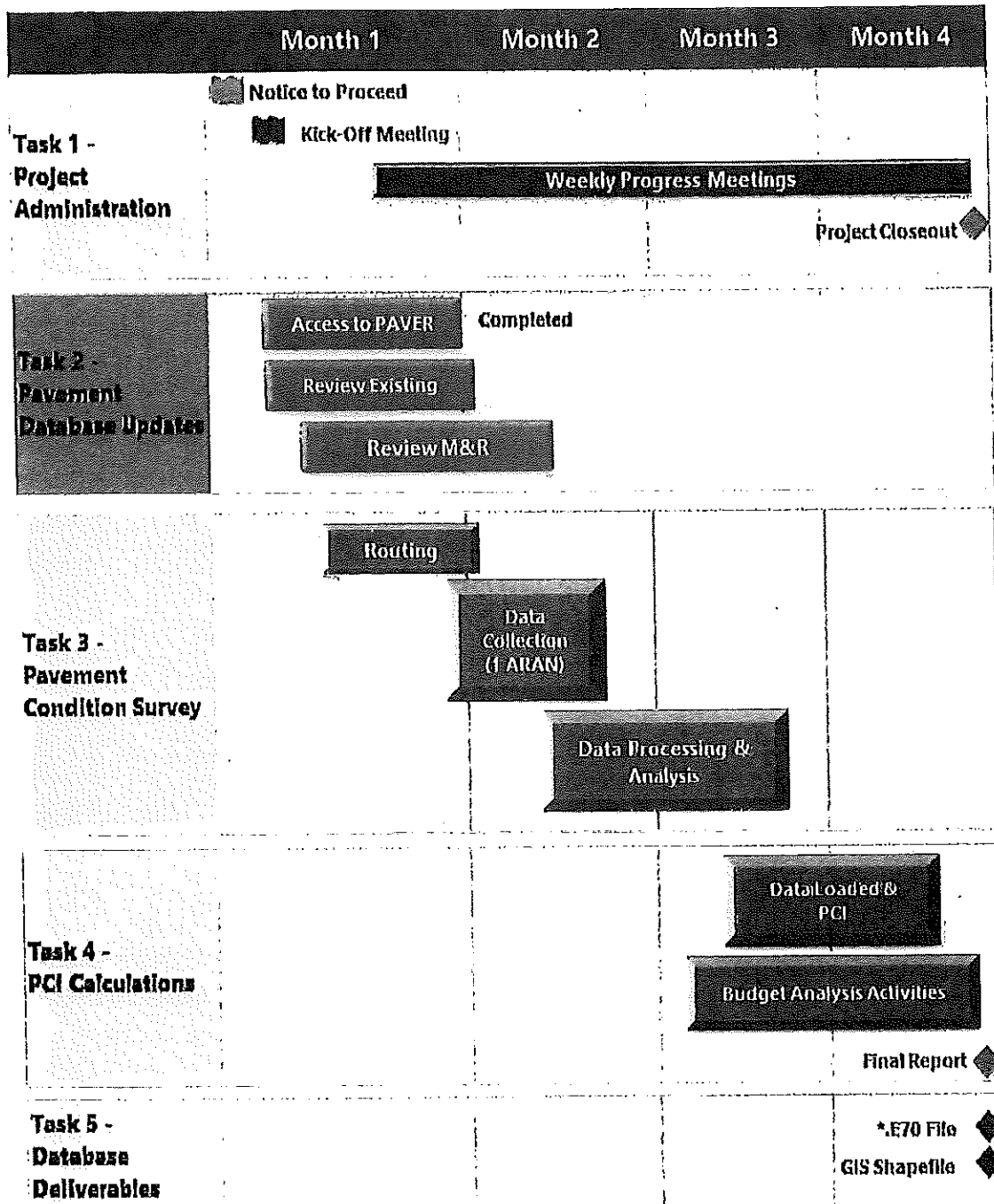
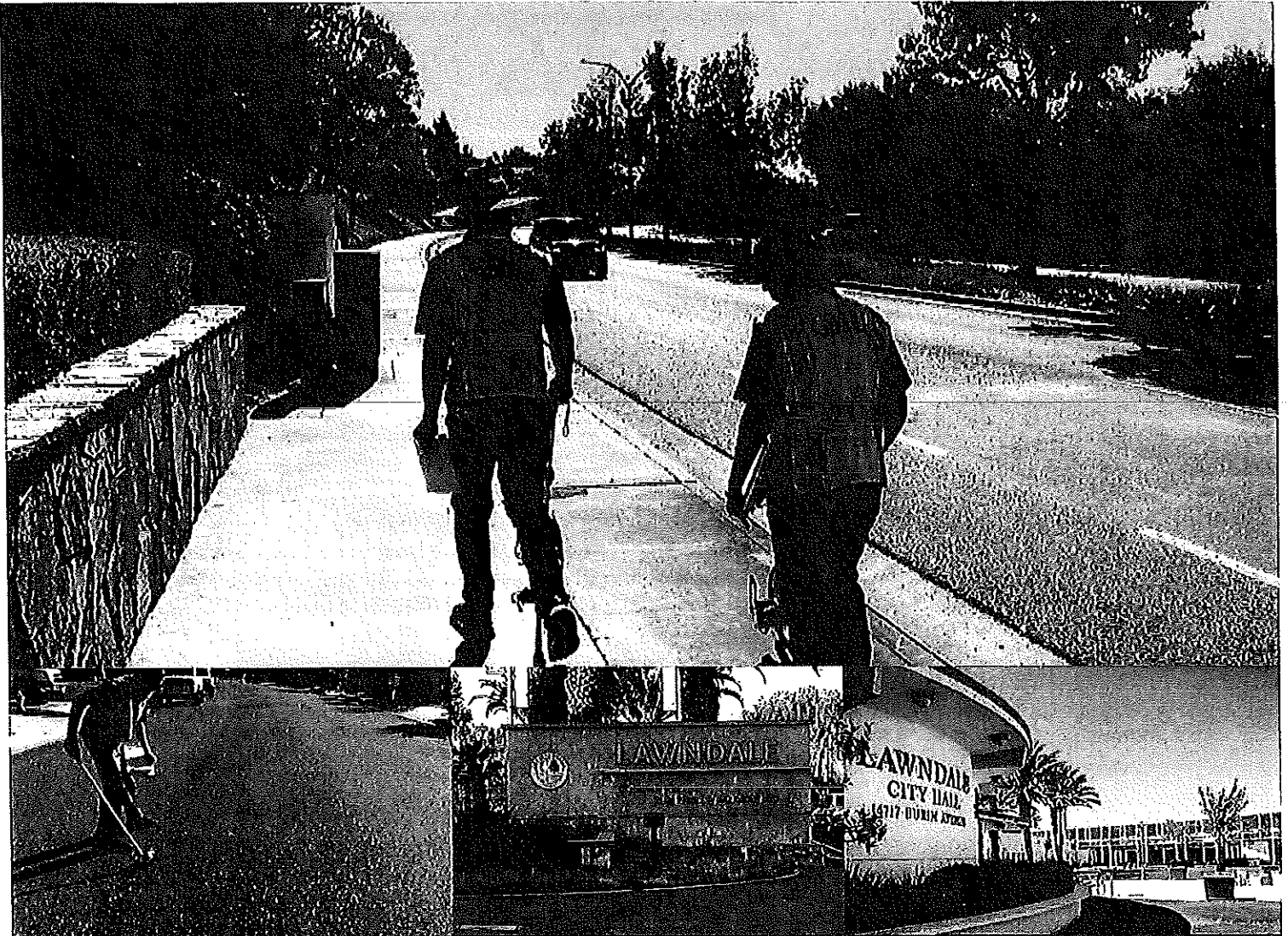


Figure 1: Tentative Schedule



City of Lawndale, California

Proposal to Provide
Pavement Management Program (PMP) Update Services
Request For Proposals (RFP) NO. 2411-32

June 17, 2025

GMU Proposal 25.162.00P
GMU
30336 Esperanza
Rancho Santa Margarita, CA 92688



June 17, 2025

Mr. Lucho Rodriguez
Public Works Director / City Engineer
CITY OF LAWNDALE
14717 Burlin Avenue,
Lawndale, CA 90260

GMU Proposal 25.162.00P

Subject: Technical Proposal to Provide Pavement Management Program (PMP)
Update for the City of Lawndale, California

References: (1) "Request for Proposals (RFP) No. 2411-32 – Pavement Management
Program Update in the City of Lawndale, California", Issued date May 28,
2025.

(2) "Final Report – 2022 Pavement Management Program (Citywide)",
City of Lawndale, California, Dated May 26, 2022.

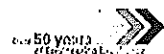
Dear Mr. Rodriguez,

GMU is pleased to submit this proposal to the City of Lawndale (City) to update the City's Pavement Management Program (PMP) for 2025, in response to the Reference (1) Request for Proposals (RFP). We have thoroughly reviewed the RFP scope of work and are fully prepared to deliver high-quality results that align with the City's goals and Los Angeles County Transportation Authority (METRO) requirements.

GMU, California Secretary of State Entity Number C1642537, was established in 1967 and has been providing geotechnical and pavement engineering services for nearly 60 years. This history and experience allow us to efficiently and effectively deliver the proposed scope of work outlined in this Proposal.

GMU has served as a pavement engineering consultant for numerous public and private entities. Our in-house scope of expertise includes specialization in pavement engineering, specifically preparation of network-level pavement management plans, project-level pavement evaluations/designs, pavement mix design development, PS&E development, and pavement observation/testing services. The pavement engineering department of GMU has become a trusted resource for many local municipalities. A select list includes the following:

- | | | |
|--------------------|-----------------|--------------------------|
| • San Fernando | • El Monte | • El Segundo |
| • Hermosa Beach | • Inglewood | • Mission Viejo |
| • Cypress | • Irvine | • Dana Point |
| • Garden Grove | • Laguna Niguel | • La Habra |
| • Huntington Beach | • Laguna Hills | • Rancho Santa Margarita |
| • Buena Park | • Los Angeles | • Aliso Viejo |
| • Newport Beach | Department of | • San Juan |
| • Anaheim | Public Works | Capistrano |
| • Fountain Valley | • Chino Hills | |



Mr. Lucho Rodriguez, CITY OF LAWNDALE

Proposal to Provide Pavement Management Program (PMP) Update Services, City of Lawndale, California

This proposal highlights our qualifications, experience, and capabilities in providing pavement management program services.

GMU understands that the City is seeking to update its Pavement Management Program (PMP). The proposed scope of work includes updating the City's roadway network inventory, incorporating maintenance and rehabilitation activities, conducting pavement condition surveys of the City streets, analyzing funding needs to optimize network condition, recommending Maintenance and Rehabilitation (M&R) strategies for the next 10 years, and updating the GIS database.

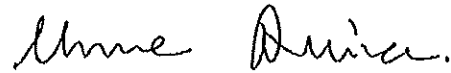
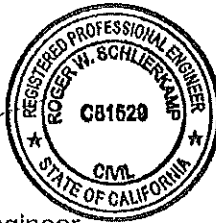
GMU is confident that the deliverables for this project will comply with the Los Angeles County MTA (METRO) Pavement Management System (PMS) requirements and greatly assist the City in prioritizing pavement repairs, budgets, and schedules. We appreciate the opportunity to submit this proposal and welcome any questions or comments. Please feel free to call the undersigned (949.888.6513).

We acknowledge that there were no addenda issued for this RFP.

Respectfully Submitted,
GMU GEOTECHNICAL, INC.



Roger W. Schlierkamp, M.Sc., P.E.
Vice President, Principal Pavement Engineer



Amina Mannan, PhD, PE
Senior Engineer

Legal name of company & corporate address:

GMU Engineers & Geologists (GMU)
30336 Esperanza
Rancho Santa Margarita, California
949-888-6513 office
949-888-1380 fax

Primary Point of Contact for this Contract:

Roger Schlierkamp, MS, PE
Vice President/Principal Pavement Engineer
E-mail: rschlierkamp@gmugeo.com

GMU's California Secretary of State Entity Number: is C1642537. The proposal will remain valid for a period of not less than 90 days from the due date. All information submitted within this proposal is true and accurate

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Proposal to Provide Pavement Management Program (PMP) Update Services, City of Lawndale, California

APPENDIX A --Resumes and Certifications
APPENDIX B -- Required Forms

Mr. Lucho Rodriguez, CITY OF LAWNDALÉ

Proposal to Provide Pavement Management Program (PMP) Update Services, City of Lawndale, California

A. FIRM PROFILE

GMU's single office and Caltrans-certified pavement/solls materials laboratory is located in Rancho Santa Margarita, California. GMU is the primary consultant for this project and will provide the requested scope of services.

GMU was formed in 1967 and has established a reputation for reliability, innovation, accuracy, efficiency, and excellent service, and has provided pavement, geotechnical, testing, and inspection services for over 50 years. This is exemplified by the wide variety of projects that we have successfully worked on, the long-term relationships that we have developed with our diverse group of clients, and the number of project achievement awards that GMU has been awarded. GMU is able to offer an unparalleled level of service because of active principal involvement in each project and a professional staff of individuals who are leaders and experts in their respective fields.

GMU's office houses a 45-person team of highly qualified professional engineers, geologists, and engineering technicians with specialized experience in pavement engineering, geotechnical engineering, engineering geology, and materials testing. GMU's staff includes:

- Four (4) pavement distress inspectors, qualified to perform pavement distress surveys to satisfy **Orange County Transportation Authority (OCTA) requirements;**
- Eleven (11) professional, pavement, and geotechnical engineers licensed in California;
- Five Pavement Engineers, including three (3) Master's degrees and one (1) PhD in pavement engineering;
- Four (4) certified engineering geologists licensed in California; and
- Engineering technicians with an average of 15 to 25+ years of experience.

Official Name and Address

GMU
30336 Esperanza
Rancho Santa Margarita, California
949-888-6513 office
949-888-1380 fax



GMU Established
1967

OCTA Pre-Qualified Consultant for Pavement Management Plan Services

Three (3) certified OCTA pavement distress inspectors

Professional Staff

Five (5) Pavement Engineers
Ten (10) Professional and Geotechnical Engineers

Pavement / Materials Laboratory
Caltrans Certified

Local Knowledge and Expertise
Company located in specifically in Rancho Santa Margarita.

Public Works Contract Registr.
No.:
1000018001

Federal Employer Identification No.:
330359134

Small Business Enterprise (SBE)
No.:
59914

Type of Entity
Privately Held S-Corporation

Mr. Lucho Rodriguez, CITY OF LAWNDALE

Proposal to Provide Pavement Management Program (PMP) Update Services, City of Lawndale, California

Primary Point of Contact for this Contract

Roger Schlierkamp, MSc, PE
Vice President, Principal Pavement Engineer
949-888-6513 office
949-546-0017 direct
rschlierkamp@gmugeo.com

Roger Schlierkamp, the point of contact and project manager for this project, has over fifteen (15) years of experience in the field of pavement engineering.

Alternate Representative and Point of Contact for this Contract

Amina Mannan, PhD, PE
Senior Engineer
949-888-6513 office
amlnnan@gmugeo.com

Amina Mannan, the alternate point of contact and project engineer for this project, has over fourteen (14) years of experience in the field of pavement engineering.

GMU is not partially or totally owned by another business organization or individual.

GMU does not have any failures or refusals to complete a contract or any conditions that may impede the ability to provide the proposed scope of work.

GMU is in good financial standing. There are no foreseeable conditions that may impede our ability to provide the proposed scope of services.

B. PROJECT UNDERSTANDING AND APPROACH SCOPE OF WORK

Statement of Project Understanding

The City of Lawndale performs a routine update of its Pavement Management System (PMS) in order to assist policy makers in making decisions for road maintenance budgets as well as to comply with the Los Angeles County MTA (METRO) Pavement Management System (PMS) requirements. Maintaining a citywide street network is a complex undertaking. It involves many layers of information that can have a significant impact on pavement performance and cost.

Based on our review of the City's 2022 Pavement Management Program Report titled "Final Report – 2022 Pavement Management Program (Citywide)", we understand The City of Lawndale, is responsible for maintaining approximately 48.7 centerline miles of pavement within the City's limits, in which 26.4 miles of local streets, 16.8 miles of arterial/collector streets, and 5.5 miles of alleyways. The overall city's PCI value based on the last inspection in May 2022 was 73.3.

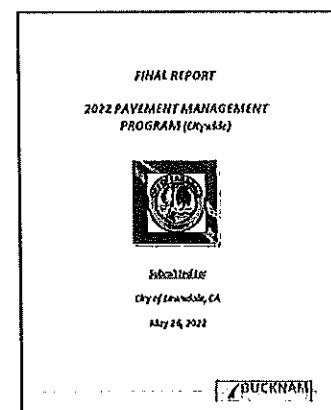


Figure 1. GMU reviewed the City's 2022 PMS report.

This proposal outlines our understanding and approach to provide the requested scope of work. Our proposed approach will address the requested services, including:

- **Kick-off and Progress Meetings:** GMU will coordinate and attend a kickoff meeting with City staff to review the project schedule, budget, available project documents, and overall project goals. We will regularly meet with City staff to give an update on the progress and findings of the PMP update.
- **Review and Update of Roadway Network Inventory (Database):** We will review the existing MicroPAVER database to identify and correct any discrepancies in street segment limits, continuity, and surface areas. All findings will be summarized, discussed with the city, and updated as needed.
- **Pavement Condition Survey:** GMU will conduct pavement distress surveys in accordance with ASTM D6433 guidelines to ensure consistency with funding requirements and industry standards for both arterial and local streets.

We will perform a quality control on the surveyed data by (i) comparing the PCI data to that of the last update, and flag streets that show a significant increase/decrease in the PCI value; and (ii) by re-inspecting 10% of the sections by a different inspector and comparing the collected data.

- **PCI Analysis and Report:** We will perform the required Pavement Condition Index (PCI) analysis in accordance with the METRO triennial certification requirements. PCI calculations will be conducted using PAVER software. We will prepare a detailed PCI report that includes the PCI for each pavement section and the area-weighted PCI for the entire City pavement network. The report will include the analysis performed by GMU, which spans analysis of various budget scenarios, including predicted pavement performance based on available funds and the required budget to achieve a target network PCI. A 10-Year M&R plan with respect to city's budget will also be provided.
- **Update MicroPAVER and GIS:** We will update the City's MicroPAVER database to integrated the updated PCI. Updated PCI data will be integrated into the City's GIS system. We will provide an updated GIS-based map layer showing PCI values across the City's street network.

GMU has provided the scope of work presented in this proposal for several Cities, including the City of San Fernando, the City of Hermosa Beach, the City of Laguna Niguel, the City of Newport Beach, and the City of Chino Hills. Moreover, a similar scope of work has been provided to the Newport Mesa Unified School District (NMUSD), Irvine Company Office Properties (ICOP), and numerous owners that possess a large pavement inventory to help them manage their pavement network.

Organizational Chart

The following figure illustrates how GMU will interact with the City and its internal staff to execute this project. All proposed services will be performed in-house, without the need for outside subconsultants.

Mr. Lucho Rodriguez, CITY OF LAWNDALE

Proposal to Provide Pavement Management Program (PMP) Update Services, City of Lawndale, California

As a company, GMU understands the importance of communication, so much so that we tend to over-communicate in order to ultimately provide our services to exceed expectations.

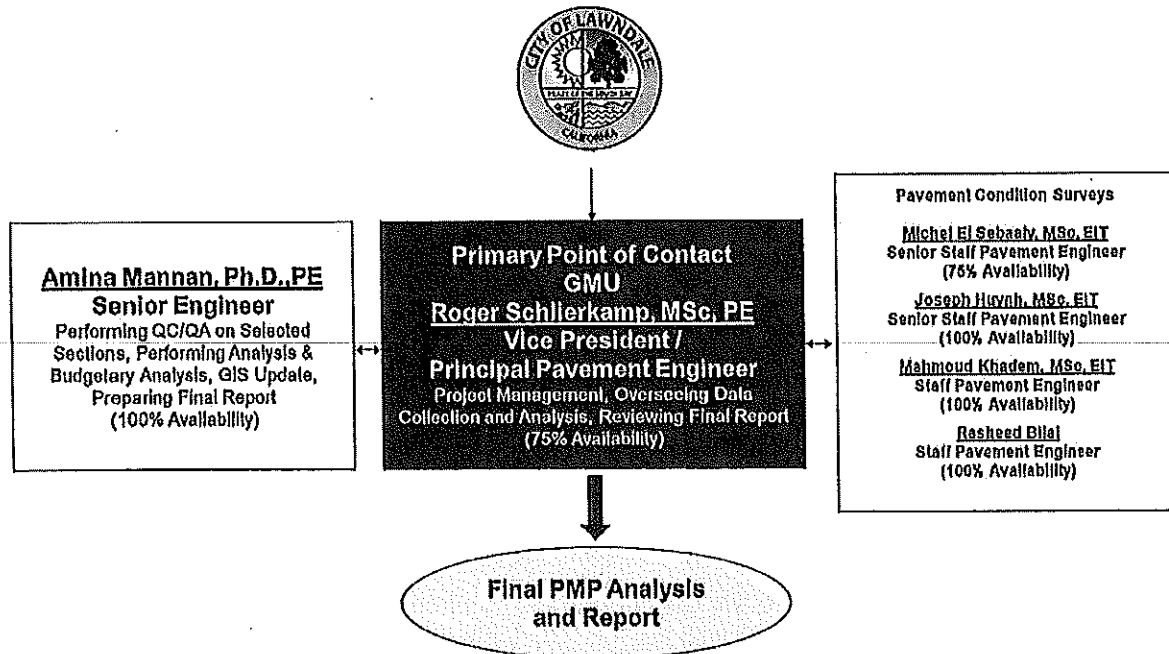


Figure 2. Project Team.

We will utilize the same key personnel identified in this organization chart for the duration of the contract for the services assigned to each individual. Any changes to key personnel during the execution of the work will be discussed, justified, and approved by the City prior to performing the work.

Additional background on our key pavement engineering staff for this proposed project is summarized in the Key Personnel Experience and Qualification section.

Approach to Work Program

Task 1 – Kick-off and Progress Meeting with the City Staff

GMU will first meet with the City of Lawndale to kick off the project and will schedule additional meetings to give regular updates on the work progress. The meetings will include the following discussion items:

- Project schedule, budget, and invoice items
- Specific project limits to confirm network inventory (private streets, public streets, etc.)
- Existing and future budgets for maintenance and rehabilitation projects
- Unit costs for various strategies from past bid histories

Mr. Lucho Rodriguez, CITY OF LAWNDALÉ

Proposal to Provide Pavement Management Program (PMP) Update Services, City of Lawndale, California

- Street classifications
- Quality Control Plan
- Past pavement management plan reports, Excel files, or databases
- Pavement repair strategies (pavement repair "toolbox")
- Other topics that may arise during the project.

We will also perform a document review of all the available City records of previous projects, inventory, maps, and other related information.

Deliverables

- GMU will prepare a meeting agenda prior to each meeting
- Meeting minutes, with action items and due dates, will be provided after each meeting
- Draft QA/QC Plan

Task 2 – Review and Update of Roadway Network Inventory (Database)

We will review the existing MicroPAVER database to identify and correct any discrepancies in street segment limits, continuity, and surface areas. All findings will be summarized, discussed with the city, and updated as needed. Our review and updates will include, but are not limited to, the following:

- **Street Name** – Verify and update as needed based on field observations.
- **From/To Limits** – Review the segment limits to confirm accurate start and stop points; adjust where segments begin and end or continue.
- **Street Classification** – Verify functional classification (e.g., local, collector, arterial) and update if discrepancies are found.
- **Number of Travel Lanes** – Confirm number of lanes and revise database entries as needed.
- **Segment Quantities** – Measure and verify street segment lengths, right-of-way (ROW), widths, and total area; update any discrepancies.
- **Surface Type** – Confirm surface type (e.g., AC, PCC, gravel, dirt) during the field survey and update records where needed.

GMU will incorporate the Maintenance and Rehabilitation (M&R) activities (i.e., work history) performed since the last PMP update into the PMP database. GMU will request the following information from the City:

- Project plans and specifications
- Project limits
- General repair/treatment types
- Approximate work dates
- Construction cost information or bid results

Incorporating the M&R history into the PMP is essential. It improves pavement condition predictions and allows more accurate M&R schedules and cost estimates to be derived.

Additionally, absent work history information can lead to discrepancies between the predicted PCI and the actual measured PCI. The following graph illustrates this concept.

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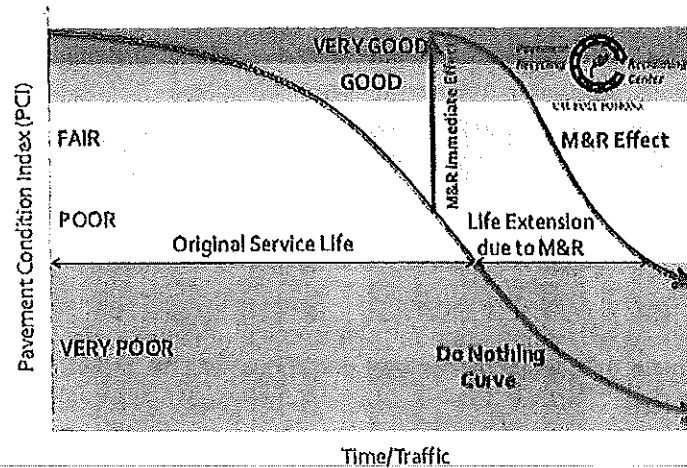


Figure 3: Illustration showing the effect of M&R activities on pavement performance.
Not recording the M&R activity may lead to PCI prediction discrepancies.

Deliverables

- QA/QC of the existing MicroPAVER Database
- MicroPAVER database with updated M&R work history
- Maintenance and Rehabilitation (M&R) history table

Task 3 – Pavement Condition Survey

To objectively rate the current condition of the pavements managed by the City, GMU will perform manual pavement surface condition assessments in general accordance with American Society of Testing and Materials (ASTM) D6433 "Standard Practice for Roads and Parking Lots Pavement Condition Index Surveys". Additionally, GMU personnel who will perform the pavement surface condition assessments are certified by the Orange County Transportation Authority (OCTA).

To summarize ASTM D6433, this standard test method defines 20 different asphalt concrete pavement distress types and 19 different Portland cement concrete distress types, how to rate and measure them, and how to calculate the Pavement Condition Index (PCI). For asphalt concrete and Portland cement concrete pavements, the different pavement distress types defined by the test method are summarized as follows:

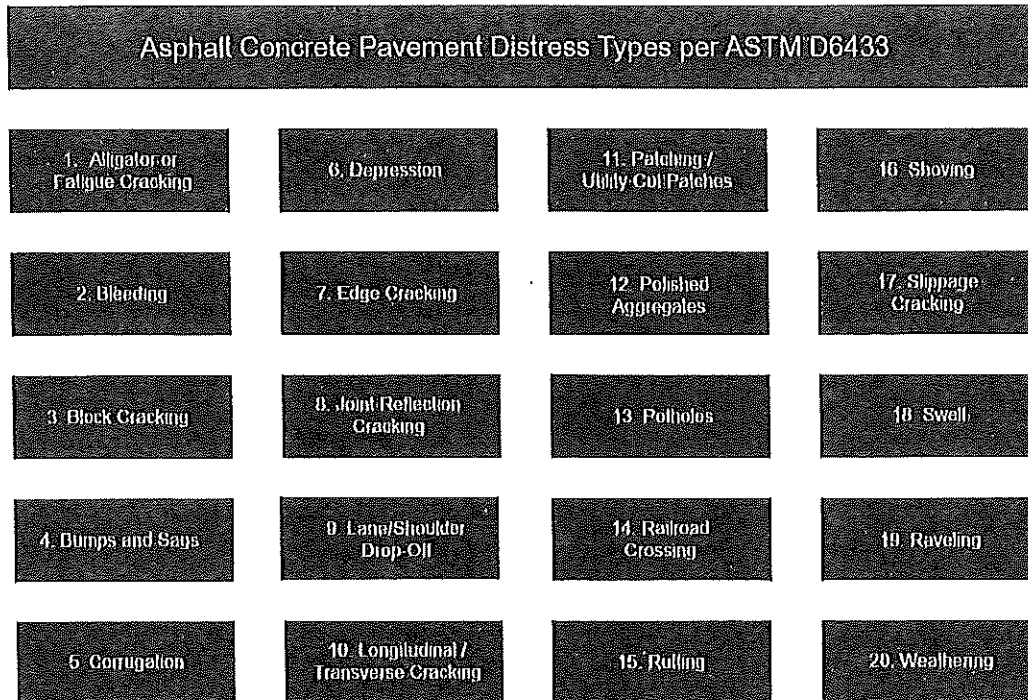


Figure 4. Asphalt Concrete Pavement Distress Types per ASTM D6433.

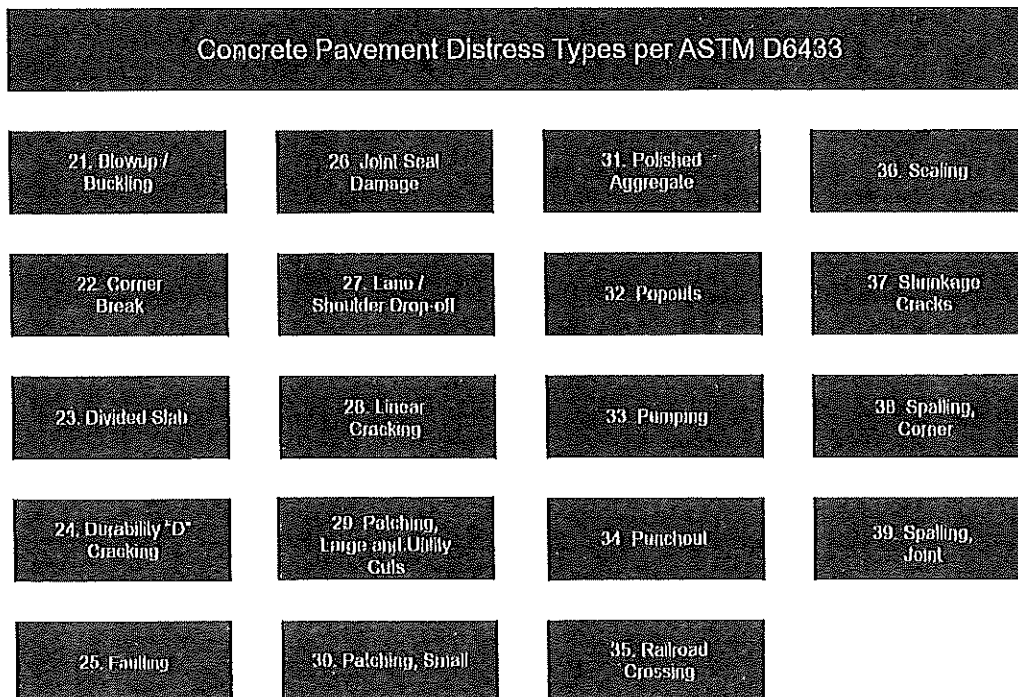


Figure 5. Concrete Pavement Distress Types per ASTM D6433.

Mr. Lucho Rodriguez, CITY OF LAWNDALDE

Proposal to Provide Pavement Management Program (PMP) Update Services, City of Lawndale, California

Besides identifying the distress type, the severity level of the given distress type is also considered (i.e., low, medium, or high typically), as well as the quantity of each distress type (i.e., square foot or linear foot typically).

The type, extent, and severity level of the distresses identified and measured are used to calculate the Pavement Condition Index (PCI). The PCI is on a 0 to 100 rating scale, where new and properly constructed pavements have a PCI of 100 or close to 100. In general, a street with more distresses, greater quantity of distresses, and higher severity level of distresses will have a lower PCI. Identifying the pavement's PCI allows the streets to be objectively prioritized and scheduled for improvements.



Figure 6: GMU Staff Engineer performing a PCI survey.

Task 4 – PCI Calculations and Final Report

Task 4.1 Pavement Condition Index (PCI) Analysis

Using MicroPAVER, the Pavement Condition Index (PCI) of each section will be calculated. As summarized in Task 3, the distress types, extent, and severities observed during the pavement surface condition assessments will be inputted into the software. A PCI summary table will also be prepared to summarize the condition of each street.

Task 4.2 Quality Control Procedures

Accurate data collection is critical for any field-based activity, especially for pavement distress surveys used in pavement management planning. GMU recognizes the importance of data quality and incorporates robust quality control procedures throughout the data collection process.

PCI surveys will be performed by OCTA-certified pavement inspectors, who earned certification by demonstrating proficiency in identifying pavement distresses within control sample units selected by OCTA. Certification is awarded only after OCTA reviews and confirms the inspector's ability to accurately identify distress types, severities, and extents, and to calculate PCI values in accordance with ASTM D6433.

In addition to using certified inspectors, GMU will implement supplemental quality control procedures outlined in the OCTA guidelines to further enhance PCI survey accuracy. These procedures are summarized as follows.

PCI Data Quality Control: A second GMU OCTA-certified pavement inspector will perform walking re-inspections of random sections inspected by the first inspector. The selected sections will be randomly chosen to span different conditions, such as:

- Different Pavement Types (AC or PCC)
- Different Pavement Conditions (streets with different PCI ranges)
- Different Pavement Age
- Different M&R history
- Different Functional Classifications

Mr. Lucho Rodriguez, CITY OF LAWNDALÉ

Proposal to Provide Pavement Management Program (PMP) Update Services, City of Lawndale, California

For the data to be acceptable, the types and severities of the distresses must be the same and the quantities must be within 10% of each other. If more than 10% of the sites have unacceptable data, then additional sites will be reviewed and compared. This process will continue until at least 95% of the selected sites meet the acceptability criteria. Costs and time to perform re-inspections will not be collected from the City.

Current PCI Data vs Historical PCI Data Quality Control & Comparison: As another level of quality control, GMU will compare the newly collected PCI data with past PCI data. If no M&R is performed between the two inspection dates, properly designed and constructed pavements typically deteriorate at a rate of approximately 2 to 4 PCI points per year. Discrepancies beyond this range are flagged for further review.

PCI data is considered acceptable if they differ by less than 10 PCI points compared to the previous inspection/projection. Otherwise, the sections will be investigated under the following two scenarios:

- Scenario 1 – PCI increases by more than 10 points: the section will be investigated to check if M&R activities have occurred but were not recorded. M&R activities such as crack sealing, slurry seal, overlay, patching etc. will increase the PCI of the section.
- Scenario 2 – PCI decreases by more than 10 points: The section will be investigated to check if the deterioration rate is acceptable. In case the deterioration exceeds the typical and default rates; the section will be re-inspected.

Task 4.3 – Unit Cost Update

We will review historical bid results provided to us, collaborate with the City on the development of new/revised unit costs for various maintenance and repair strategies, and develop updated unit costs for various maintenance and repair strategies.

Our experience in the construction phase of pavement projects allows us to advise on unit costs for various pavement maintenance, rehabilitation, and reconstruction strategies. In addition to our experience in construction and understanding of unit costs of various strategies, GMU regularly performs pavement evaluation projects that consider construction cost. These designs involve comparing the estimated construction cost for multiple strategies and considering the expected life of the treatment/repair.

The unit cost assigned for various maintenance and rehabilitation (M&R) strategies will have a significant impact on the strategy selection, the City's funding projections, and the needs assessment. GMU's comprehensive range of pavement engineering expertise, from design to construction, will allow us to uniquely execute this task.

Task 4.4 – Budgetary Analysis

GMU proposes to evaluate three funding scenarios:

1. Current Budget Scenario (existing budget)
2. Maintain PCI Scenario (budget required to maintain existing network PCI)
3. Improve PCI Scenario (budget required to improve the network PCI to 80)

Mr. Lucho Rodriguez, CITY OF LAWNDALÉ

Proposal to Provide Pavement Management Program (PMP) Update Services, City of Lawndale, California

The information gathered from the previous tasks will be used to prioritize streets for maintenance and/or rehabilitation for each funding scenario. Factors such as funding scenario, strategy selection, unit costs, and pavement condition all affect how the streets are prioritized and what repair should be implemented to achieve the desired budget or PCI goal. A table will be provided that shows the 10-year maintenance and rehabilitation schedule that includes the following:

- Street Names for Maintenance / Rehabilitation
- Year of M&R
- Type of M&R
- Recommend projects for future years

Task 4.5 – Final Report

GMU will prepare a final report that will span an analysis period of 10 years as required by LA METRO. The report will mainly include:

- Condition / Status of Pavement Segments
- Average PCI for
 - Arterial roadways
 - Local Streets
- Projected PCI under existing funding levels for
 - Arterial roadways
 - Local Streets
- Five-year plan for road maintenance and rehabilitation based on current and projected budget, including
 - Street name
 - Limits of work
 - Lengths, widths
 - Pavement areas
 - Type of treatment
 - Cost of treatment
 - Year of treatment
- Alternative funding levels required to
 - Maintain existing average network PCI
 - Improve average network PCI
- Backlog by year of unfunded pavement rehabilitation, restoration, and reconstruction needs
- Centerline mileage for arterial streets, local streets, and the total network.

Task 5 – Update MicroPAVER and GIS

The electronic copy of the City of Lawndale PMS MicroPAVER database (.e70 file format) will be provided to the City as it is being updated.

We will update the existing GIS dataset and submit it to the City as part of the deliverables. This dataset will consist of linear geographic features that represent road/street segments, and will include different attributes such as street name, street limits (from, to), length, PCI, etc.

Mr. Lucho Rodriguez, CITY OF LAWNDALÉ

Proposal to Provide Pavement Management Program (PMP) Update Services, City of Lawndale, California

Project Schedule

Task Description	Weeks from Notice to Proceed (Tentative award date: August 2025)											
	1	2	3	4	5	6	7	8	9	10	11	12
Task 1 – Kick-off and Progress Meeting with the City Staff												
Task 2 – Review and Update of Roadway Network Inventory (Database)												
Task 3 – Pavement Condition Survey												
Task 4 – PCI Calculations and Final Report												
Task 4.1 Pavement Condition Index (PCI) Analysis												
Task 4.2 Quality Control Procedures												
Task 4.3 – Unit Cost Update												
Task 4.4 – Budgetary Analysis												
Task 4.5 – Final Report												
Draft Report and Appendices												
Final Report (after City Review)												
Task 5 – Update MicroPAVER and GIS												

Additional Services

Pavement Engineering and Design Services

GMU has provided pavement engineering services since being established in 1967. Starting in 2005, GMU has employed dedicated pavement engineers to perform advanced pavement engineering. Today, GMU has the largest pavement engineering department located in Southern California, specifically devoted to performing advanced pavement engineering and testing. Our pavement engineering services currently include:

- Performing non-destructive pavement evaluation testing, including falling weight deflectometer (FWD) and ground-penetrating radar (GPR) testing for pavement evaluation projects. GMU provides these services in-house, using our own FWD/GPR equipment, resulting in cost savings and smoother scheduling for our clients.
- Preparing pavement management plans for cities and private community roadway networks, including pavement condition index (PCI) conducted by OCTA-certified pavement inspectors.
- Pavement-materials laboratory testing in our in-house Caltrans-certified pavement and soils laboratory. Pavement laboratory tests performed in-house by GMU include asphalt concrete mix designs for asphalt producers and quality control/quality assurance testing during construction.
- Preparation of pavement rehabilitation plans and specifications for pavement-focused projects.
- Pavement bid solicitation, construction management advisory, and pavement-construction materials observation-and-testing services.

Our full-spectrum expertise, from pavement management planning to project-level pavement evaluation to construction-phase materials testing, sets us apart from other firms. This full-circle approach enables us to see the complete picture and consistently develop practical, innovative solutions across all phases of work.

Mr. Lucho Rodriguez, CITY OF LAWNDALE

Proposal to Provide Pavement Management Program (PMP) Update Services, City of Lawndale, California

Roles of City Staff

GMU will not be responsible for GIS database management outside of the pavement management system updates and Public outreach or community engagement services.

We anticipate the following support and resources to be provided by the City:

- Provide existing pavement management system database files and previous reports;
- Provide GIS shapefiles;
- Maintenance and Rehabilitation (M&R) activities (i.e., work history) performed since the last PMP update;
- Provide access to secured areas or gated communities if needed for field work;
- Timely review of draft deliverables and prompt return of comments to maintain project schedule.

C. PROJECT MANAGEMENT PLAN

Communications Approach

GMU's communication approach focuses on maintaining clear, timely, and efficient coordination with the City. As detailed in **Task 1** of our work approach, we will begin with a project kick-off meeting to establish communication protocols, confirm the schedule, and clarify responsibilities. Additional meetings will be scheduled to provide regular progress updates, with the frequently bi-weekly or monthly for PMP services—to be confirmed with the City. In-person meetings can be arranged at key milestones or as requested. GMU is fully equipped to conduct virtual meetings and will coordinate as needed.

Quality Assurance / Quality Control

GMU is committed to delivering high-quality work through a structured Quality Assurance/Quality Control (QA/QC) process as outlined in **Task 4.2** of our work approach. Our QA/QC procedures include internal peer reviews, verification of data accuracy, and thorough evaluations at each project milestone to ensure consistency and technical soundness. All work products will be reviewed by senior staff with expertise in pavement management to ensure compliance with project requirements and industry standards.

D. EXPERIENCE AND QUALIFICATIONS

Summary of Relevant Projects

City of San Fernando – 2024 Pavement Management Program Update

Dates: 2024

Agency: City of San Fernando

Project Description: GMU recently finalized the City of San Fernando 2024 Pavement Management Update report. The PMS update services, and report were performed in compliance with METRO's requirements. GMU performed the following:

- Pavement distress survey following ASTM D6433
- Quality Control on the collected data

Mr. Lucho Rodriguez, CITY OF LAWNDALÉ

Proposal to Provide Pavement Management Program (PMP) Update Services, City of Lawndale, California

- Analysis of different budget scenario (PCI under current funding level, maintain PCI scenario, improve PCI scenario, and Unlimited Budget)
- Prepared reports following METRO's requirements.

Key Personnel: Roger Schlierkamp, Amina Mannan
Contract Value: \$35,280

City of Hermosa Beach – 2024 Pavement Management Program Update

Dates: 2024

Agency: City of Hermosa Beach

Project Description: GMU recently finalized the City of Hermosa Beach 2024 Pavement Management Update report. The PMS update services, and report were performed in compliance with METRO's requirements. GMU performed the following:

- Pavement distress survey following ASTM D6433
- Quality Control on the collected data
- Analysis of different budget scenario (PCI under current funding level, maintain PCI scenario, improve PCI scenario, and Unlimited Budget)
- Prepared reports following METRO's requirements.

Dates: 2024

Key Personnel: Roger Schlierkamp, Amina Mannan

Contract Value: \$38,260

City of Newport Beach – 2022-2026 Pavement Management Plan Update

Dates: 2022 to present

Agency: City of Newport Beach

Project Description: GMU finalized the City of Newport Beach 2025 Pavement Management Update report and is beginning our work for the 2025 OCTA submittal at this time. The PMS update services, and report were performed in compliance with OCTA's Measure M requirements. GMU performed the following:

- Pavement distress survey following ASTM D6433
- Quality Control on the collected data
- Analysis of different budget scenario (PCI under current funding level, maintain PCI scenario, and improve PCI scenario)
- Prepared reports following OCTA requirements.

GMU's services for the City of Newport Beach will include performing pavement management plan update services until 2026.

Key Personnel: Roger Schlierkamp, Amina Mannan
Contract Value: \$159,346

City of Laguna Niguel – 2020, 2022, & 2024 PMP Update

Dates: 2020 to 2024

Agency: City of Laguna Niguel

Mr. Lucho Rodriguez, CITY OF LAWNDALE

Proposal to Provide Pavement Management Program (PMP) Update Services, City of Lawndale, California

Project Description: GMU recently finalized the City of Laguna Niguel's 2024 Pavement Management Update report. The PMP update services and report were performed in compliance with OCTA's Measure M requirements. GMU performed the following:

- Pavement distress survey following ASTM D6433
- Quality Control on the collected data
- Analysis of different budget scenario (PCI under current funding level, maintain PCI scenario, and improve PCI scenario)
- Prepared reports following OCTA requirements.

Key Personnel: Roger Schlierkamp, Amina Mannan

Contract Value: \$66,724

City of Chino Hills – Pavement Management System (PMS) Update

Dates: 2021

Agency: City of San Fernando

Project Description: GMU worked on the 2021 Pavement Management System (PMS) update for the City of Chino Hills. The last PMS update was performed in 2005 and has not been updated since then. For this project, GMU performed a major update to the inventory and re-established the city's overall pavement management program, consisting of 193 centerline miles of streets. GMU performed the following:

- Pavement distress survey following ASTM D6433
- Quality Control of the collected data
- Analysis of various funding scenarios (PCI under current funding level, maintain PCI scenario, and improve PCI scenario)
- Recommending pavement management software for the City's pavement management system
- Training City staff on using MicroPAVER software

Key Personnel: Roger Schlierkamp, Amina Mannan

Contract Value: \$99,825

References

Reference 1

- **Name of Agency:** City of San Fernando
- **Agency Project Manager:** Mr. Kenneth Jones, Management Analyst
- **Email Address and Telephone Number:**
 - E-mail: KJones@sfcity.org
 - Phone: (818) 898-1240
- **Services Provided:** 2024 Pavement Management Program update, On-call pavement engineering services, including pavement evaluation and design, observation, testing, and materials testing for Capital Improvement Projects.

Mr. Lucho Rodriguez, CITY OF LAWNDALE

Proposal to Provide Pavement Management Program (PMP) Update Services, City of Lawndale, California

Reference 2

- **Name of Agency:** City of Newport Beach
- **Agency Project Manager:** Mr. Edgar Abrenica, Associate Civil Engineer
- **Email Address and Telephone Number:**
 - E-mail: ATran@newportbeachca.gov
 - Phone: (949) 644-3315
- **Services Provided:** Pavement Management Program update from 2022 to 2026, On-call pavement engineering services, including pavement evaluation and design, observation, testing, and materials testing for Capital Improvement Projects.

Reference 3

- **Name of Agency:** City of Laguna Niguel
- **Agency Project Manager:** Mr. Andy Tran, P.E., Principal Civil Engineer
- **Email Address and Telephone Number:**
 - E-mail: EAbrenica@cityoflagunaniguel.org
 - Phone: (949) 362-4338
- **Services Provided:** Pavement Management Program update from 2020 to 2024, On-call pavement engineering services, including pavement evaluation and design, observation, testing, and materials testing for Capital Improvement Projects.

Reference 4

- **Name of Agency:** City of Hermosa Beach
- **Agency Project Manager:** Mr. Heecheol Kwon, Senior Engineer
- **Email Address and Telephone Number:**
 - E-mail: hkwon@hermosabeach.gov
 - Phone: (310) 318-0267
- **Services Provided:** 2024 Pavement Management Program update

Reference 5

- **Name of Agency:** City of Chino Hills
- **Agency Project Manager:** Mr. Carl Hassel, Senior Engineer
- **Email Address and Telephone Number:**
 - E-mail: chassel@chlinohills.org
 - Phone: (909) 364-2817
- **Services Provided:** 2021 Pavement Management Program update

Mr. Lucho Rodriguez, CITY OF LAWNDALÉ

Proposal to Provide Pavement Management Program (PMP) Update Services, City of Lawndale, California

Experience and Qualifications of Key Personnel

Roger Schlierkamp, MSc, PE, Vice President and Principal Pavement Engineer

Mr. Roger Schlierkamp is the Vice President and Principal Pavement Engineer at GMU. He is a registered Professional Engineer in the state of California and has over 15 years of experience in the field of pavement engineering, including pavement management plan development, pavement mix design development, pavement design/evaluation, and construction observation and testing services. Roger successfully managed a Pavement Management Plan (PMP) update for the City of Laguna Niguel and ensured that all the OCTA reporting requirements were met. Roger's last Pavement Management Program (PMP) update was for the City of Newport Beach, which included evaluating 209 centerline miles of streets. Other notable ongoing PMP projects Roger is currently overseeing include Canyon Lake, Allso Viejo, Covenant Hills HOA, Casta Del Sol HOA, and Lake Forest II MHOA.



Roger's knowledge stems from his formal education and training in Pavement Engineering at the University of Nevada, Reno, which is the host of the Western Regional Superpave Center (WRSC), a center established by the Federal Highway Administration (FHWA) to establish standards and promote the implementation of Superpave pavement technology.

He has applied his specialized background in pavement engineering to a wide range of projects and clients, including local agencies, private-sector clients, ports, airports, material producers, and contractors. During construction, Roger also manages and oversees the quality-assurance/quality-control aspect of pavement projects. His full-circle experience from pavement design/evaluation to construction allows him to develop practical and cost-effective solutions to real-world and complex pavement-related challenges.

Amina Mannan, Ph.D., Senior Engineer

Amina brings 14 years of expertise in pavement engineering and 5 years in geotechnical engineering. She holds a Ph.D. and a Master's Degree in Pavement and Materials Engineering, earned from the University of New Mexico, Albuquerque, and the University of Akron, Ohio, respectively. Amina boasts a robust academic background and has contributed significantly to her field with over 40 publications in journals and conferences. Her professional services span a wide range of projects, offering specialized expertise in pavement and geotechnical engineering.



In pavement engineering, Amina excels in pavement condition assessment, material testing, pavement evaluation/design, pavement condition index, specification development, and mix design projects. Furthermore, her geotechnical engineering experience encompasses site investigation, geotechnical analysis and design, foundation design, slope stability analysis,

Mr. Lucho Rodriguez, CITY OF LAWNDALÉ

Proposal to Provide Pavement Management Program (PMP) Update Services, City of Lawndale, California

construction monitoring, and risk assessment. Amina is a licensed civil engineer in the state of Texas.

Resumes and Certifications

Resumes for key personnel are attached as **Appendix A**. Resumes for supporting personnel can be provided upon request.

Assignment of Key Personnel

Key personnel discussed above will be available to the extent proposed for the duration of the project. All proposed staff are fully available and qualified. Any substitutions will only be made with prior written approval from the City and will meet or exceed the original qualifications at the same or lower cost.

E. REQUIRED FORMS

Appendix B includes all the required forms.

F. COST PROPOSAL

GMU's Cost Proposal for all services is submitted in a separate sealed envelope along with this proposal.

We will provide the proposed services on a time-and-materials, Not to Exceed basis, in accordance with our 2025 Schedule of Charges rate sheet.

Please note, GMU has not exceeded the original contract amount on any of the past pavement management plan projects we have provided our services on, including all of the PMP projects presented in Public-Works Experience and Relevant Project Experience sections of this proposal.

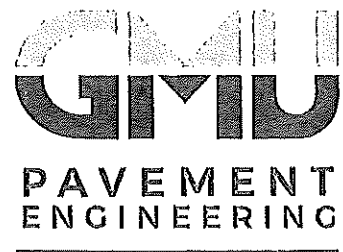
Appendix A

Resumes and Certifications



Appendix A-1

Key Personnel Resumes



ROGER W. SCHLIERKAMP, MSc, PE
Principal, Director of Pavement Engineering



PROFESSION

Civil Engineer

REGISTRATION

Registered Civil Engineer C81529
State of California

EDUCATION

M.S. Civil Engineering
(Pavement/Materials Engineering),
University of Nevada, Reno
B.S. Civil Engineering
University of Nevada, Reno

PROFESSIONAL EXPERIENCE

GMU Geotechnical, Inc.

(2014 – Present)
Principal / Director of Pavement
Engineering, Rancho Santa
Margarita, California

Twining, Inc.

(2011 – 2014)
Pavement Engineer
Long Beach, California

University of Nevada, Reno

(2009 – 2011)
Graduate Researcher, Pavement /
Materials
Reno, Nevada

PROFESSIONAL AFFILIATIONS

- California Asphalt Pavement Association (CalAPA)
- ASCE Orange County - Engineers without Borders
- American Society of Civil Engineer (ASCE)
- AGC
- American Public Works Association (APWA)
- Santiago Canyon College – Part Time Instruction (Construction Materials)

Roger Schlierkamp leads GMU's comprehensive range of pavement engineering services, including pavement evaluations/designs, PS&E development, construction management, observation-and-testing, mix design development, and pavement management planning. His full-circle knowledge allows him to develop innovative, practical, and cost-effective solutions for a complete scope of pavement challenges.

He shares his experience and knowledge in both workshop and classroom settings, having previously served as an instructor for "Construction Materials and Testing" at Santiago Canyon College. Additionally, his active role in the Greenbook Committee underscores his influence in shaping pavement construction specifications embraced by numerous agencies and projects across Southern California.

Roger possesses over 15 years of experience in pavement engineering and is a California-licensed civil engineer. A summary of his areas of expertise includes:

- Pavement engineering evaluation, structural analysis, rehabilitation design
- Pavement management planning (PMP)
- Pavement construction management advisory
- Pavement plans, specifications, and estimates
- Non-destructive testing, including falling-weight deflectometer (FWD) testing & ground-penetrating radar (GPR) testing
- Pavement smoothness testing
- Pavement mix designs, including hot-mix asphalt (HMA), rubberized hot-mix asphalt (RHMA), warm-mix asphalt (WMA) following Marshall, Hveem, and Superpave design methods, soil-stabilization, and cold recycled asphalt
- Pavement preservation strategies, including fog seals, slurry seals, scrub seals, micro-surfacing seals, and chip seals
- Pavement rehabilitation strategies, such as rubberized pavement overlays, cold recycling, full-depth reclamation, cement/lime base, and subgrade stabilization
- In-depth knowledge of various pavement construction specifications, including Caltrans, Greenbook, Airport, and Ports.
- Quality control / assurance laboratory testing expertise, including Hveem Stability, Hamburg Wheel Track, Moisture Susceptibility, Maximum Density, Wet Track Abrasion, and more.

Select Pavement Management Plan (PMP) Projects

City of Hermosa Beach, 2024 Citywide Pavement Management Plan Update: Managed the City's pavement management plan study consisting of 48 centerline miles of streets to comply with Los Angeles County Transportation Authority (METRO) pavement management requirements.

City of San Fernando, 2024 Citywide Pavement Management Plan Update: Managed the City's pavement management plan study consisting of 50 centerline miles of streets to comply with Los Angeles County Transportation Authority (METRO) pavement management requirements.

City of Newport Beach, Citywide Pavement Management Plan Updates for 2023, 2025, 2027 OCTA Measure M2 Funding: Managed the on-going, citywide pavement management plan study consisting of 205 centerline miles of streets to comply with OCTA Measure M2 funding requirements.

City of Chino Hills, CA, 2021 Citywide Pavement Management Plan Updates, 2021: Helping the City re-establish an up-to-date pavement management system since their last update in 2005. Performing pavement condition index (PCI) assessment of all city-maintained streets consisting of a total of approximately 193 centerline miles of streets.

City of Laguna Niguel, CA, 2020, 2022, and 2024 Citywide Pavement Management Plan Updates, 2020 to 2024: Pavement condition index (PCI) assessment of all city-maintained streets consisting of a total of approximately 141.5 centerline miles of streets and budget scenario analysis to help optimize the City's pavement maintenance and rehabilitation schedule and budget (approximately \$2M per year typically).

Crystal Cove Community Association, 2016 to 2020: Established a pavement management inventory in 2016 and performing yearly pavement management plan updates since to help the community cost-effectively maintain and optimize their roadway network condition.

Groves at Orchard Hills Homeowners Association, 2019 to Present: Established a pavement management inventory in 2019 and performed pavement management plan updates.

Casta Del Sol Community Association, 2017 to Present: Established a pavement management system in 2017 for approximately 22 centerline miles of streets managed by the HOA with a yearly street improvement budget of approximately \$800k to \$1.2M per year. Performing periodic reviews and updates to the community's pavement management plan each year.

Lake Forest II Master HOA, 2020 to Present: Established a pavement management system in 2020 for approximately 12 centerline miles of streets managed by the HOA with a yearly street improvement budget of approximately \$1.0M per year. Performing periodic reviews and updates of the community's pavement management plan each year.

Emerald Bay Community Association, 2019 to Present: Established a pavement management system in 2019 for approximately 6 centerline miles of streets managed by the HOA with a yearly street improvement budget of approximately \$300k per year. Performing periodic reviews and updates of the community's pavement management plan each year.

Ocean Ranch HOA, 2014 to Present: Established a pavement management system in 2014 for approximately 5 centerline miles of streets managed by the HOA with a yearly street improvement

budget of approximately \$600k per year. Performing periodic reviews and updates of the community's pavement management plan each year.

Select Pavement Evaluation and Design Projects

Local Municipalities and Agencies

Main Street from E 228th Street to E Lomita Boulevard, City of Carson, CA, September 2024: Pavement design engineer performing and overseeing the pavement evaluation of Main Street, including corings, laboratory testing, and analysis.

Brookhurst Street from Ball Road to La Palma Avenue, City of Anaheim, CA, August 2024: Pavement design engineer performing and overseeing the pavement evaluation of Brookhurst Street, including corings, laboratory testing, and analysis. The existing roadway exhibited primarily aging-related distress types. Pavement improvement strategy recommendations were developed to limit reflective cracking propagation.

Harbor Boulevard from Lincoln Avenue to North Street, City of Anaheim, CA, July 2024: Pavement design engineer performing and overseeing the pavement evaluation of Harbor Boulevard, including corings, laboratory testing, and analysis. The existing roadway exhibited a combination of localized load-related distress types and aging-related distress types. Pavement improvement strategy recommendations were developed to improve the structural capacity of localized areas and limit reflective cracking propagation.

Eastern Avenue from Huntington Drive to Valley Boulevard, City of Los Angeles, CA, December 2023: Pavement design engineer performing and overseeing the pavement evaluation of various segments of Eastern Avenue, including corings, ground-penetrating radar (GPR) testing to identify approximate limits of buried underlying PCC, laboratory testing, and analysis.

Camino Capistrano, City of San Juan Capistrano, CA 2016-2023: Pavement design engineer performing and overseeing the pavement evaluation of various segments of Camino Capistrano, including corings, ground-penetrating radar (GPR) testing to identify approximate limits of buried underlying PCC, laboratory testing, and analysis. Roger also oversaw the project during construction, managing construction materials observation and testing.

Hamilton Ave., Hell Ave., and Bolsa Ave. Pavement Evaluation Projects, City of Huntington Beach, CA, June 2023: Pavement design engineer overseeing the evaluation of 4 major arterial segments located throughout the city of Huntington Beach, including pavement surface condition assessment, corings, falling weight deflectometer testing, laboratory testing, analysis, and development of pavement rehabilitation recommendations.

Irvine Center Dr., Trabuco Rd., Irvine Blvd., Walnut Ave., MacArthur Blvd, and Sand Canyon Ave. Pavement Evaluation Projects, City of Irvine, CA, 2022-23: Pavement design engineer overseeing the evaluation of 6 major arterial segments located throughout the city of Irvine, including pavement surface condition assessment, corings, falling weight deflectometer testing, laboratory testing, analysis, and development of pavement rehabilitation recommendations.

Crenshaw Boulevard from 79th Street to I-105 Freeway, City of Inglewood, CA, July 2023: Pavement design engineer performing and overseeing the pavement evaluation of Crenshaw Boulevard,

Amina Mannan, Ph.D., P.E.

Senior Engineer, Pavement & Geotechnical Engineering



PROFESSION

Civil Engineer

REGISTRATION

Registered Civil Engineer, State of Texas

EDUCATION

Ph.D. Civil Engineering
(Pavement/Materials Engineering),
University of New Mexico, Albuquerque
M.S. Civil Engineering
(Pavement/Materials Engineering),
University of Akron, Akron, OH
B.S. Civil Engineering
Bangladesh University of Engineering and
Technology, Dhaka Bangladesh

PROFESSIONAL EXPERIENCE

GMU Geotechnical, Inc.

(2023 – Present)
Senior Engineer
Rancho Santa Margarita, California

Arias & Associates, Inc.

(2018 – 2023)
Senior Pavement & Geotechnical Engineer
San Antonio, Texas

Applied Research Associates Inc.

(Feb 2018 – Sept 2018)
Pavement Condition Consultant for FDOT
Gainesville, Florida

University of New Mexico

(2012 – 2017)
Graduate Researcher, Pavement / Materials
Albuquerque, New Mexico

University of Akron

(2010 – 2012)
Graduate Researcher, Pavement / Materials
Akron, Ohio

PUBLICATIONS

Author of over 40 journal and conference publications in pavement materials and engineering

Amina is a highly experienced senior pavement and geotechnical engineer with 14 years of experience in pavement engineering and 5 years of experience in geotechnical engineering projects. Her expertise includes pavement condition assessment, material testing, pavement evaluation/design, pavement condition index, specification development, and mix design development projects. In addition, she has experience in geotechnical engineering, such as site investigation, geotechnical analysis and design, foundation design, slope stability analysis, construction monitoring, and risk assessment. Amina has had the privilege of collaborating with state and local agencies, private sector clients, and civil engineering firms, and has previously worked with several state agencies (e.g., NMDOT, FDOT, and TxDOT) on pavement and geotechnical projects. Her unique proficiency in both pavement and geotechnical engineering enables her to provide her clients with high-quality, cost-effective, and reliable

- **Advanced Non-Destructive Testing:** Proficiency in utilizing non-destructive testing methodologies such as Falling Weight Deflectometer (FWD), Ground Penetrating Radar (GPR), Laser Crack Measurement System (LCMS), and Profiler, for comprehensive pavement condition assessments.
- **Pavement Evaluation and Design:** Demonstrated expertise in employing various design methods, including Caltrans, Greenbook, AASHTO'93, FAA, AASHTOWare Pavement ME for the evaluation and design of pavements.
- **Pavement Management Plans (PMP):** Experience in formulating PMP using the Pavement Condition Index (PCI), budget analysis and Maintenance and Rehabilitation (M&R) planning using PAVER.
- **Asphalt Mix Designs:** Proficiency in designing asphalt mixes, encompassing hot-mix asphalt (HMA) and warm-mix asphalt (WMA) with and without RAP, in accordance with Superpave mix design method.
- **Geotechnical Data and Design Recommendations:** Expertise in providing geotechnical data and design recommendations for utilities, retaining walls, and bridges based on the in-situ lab testing of soil and rock.
- **AC Laboratory Testing:** Experience in laboratory testing, including Dynamic Modulus Test, Low-Temperature Cracking Test, Beam Fatigue Test, Hamburg Wheel Tracking (HWT) Test, Moisture Induced Sensitivity Test (MIST), and more.
- **Asphalt Binder Testing:** Experience in binder testing, including Dynamic Shear Rheometer (DSR), Dynamic Mechanical Analyzer (DMA), Bending Beam Rheometers (BBR), Rotational Viscometer (RV), and more.

Select Pavement Management Plan (PMP) Projects

City of Newport Beach, Citywide Pavement Management Plan Updates for 2023, 2025, 2027: Managed the on-going, citywide pavement management plan study consisting of 205 centerline miles of streets to comply with OCTA Measure M2 funding requirements.

City of Laguna Niguel, CA, 2024 Citywide Pavement Management Plan Updates, 2020 to 2024: Pavement condition index (PCI) assessment of all city-maintained streets consisting of a total of approximately 141.5 centerline miles of streets and budget scenario analysis to help optimize the City's pavement maintenance and rehabilitation schedule and budget (approximately \$2M per year typically).

City of San Fernando, 2024 Citywide Pavement Management Plan Update: Managed the City's pavement management plan study consisting of 50 centerline miles of streets to comply with Los Angeles County Transportation Authority (METRO) pavement management requirements.

City of Hermosa Beach, 2024 Citywide Pavement Management Plan Update: Managed the City's pavement management plan study consisting of 48 centerline miles of streets to comply with Los Angeles County Transportation Authority (METRO) pavement management requirements.

Groves at Orchard Hills Homeowners Association, Pavement Management Plan Update 2024, Irvine, CA: Updated the pavement management inventory and performed pavement management plan updates in 2024.

Casta Del Sol Community Association, Pavement Management Plan Update 2024, Mission Viejo, CA: Updated the pavement management system for approximately 22 centerline miles of streets managed by the HOA with a yearly street improvement budget of approximately \$1.2M to \$2.2M per year. Performing periodic reviews and updates to the community's pavement management plan each year.

Canyon Lake Property Owners Association, Pavement Management Plan Update 2024, Canyon Lake, CA: Updated the pavement management system for approximately 37 centerline miles of streets managed by the HOA with a yearly street improvement budget of approximately \$3M per year.

Oasis Palm Desert Homeowners Association Pavement Management Plan, 2023, Palm Desert, CA: Creating the HOA's street network inventory, performing walking pavement condition assessment of the HOA streets, reviewing previous Maintenance and Rehabilitation (M&R) activities, performing various budget scenarios analysis, and recommending Maintenance and Rehabilitation (M&R) treatments for the next 5 years.

Select Pavement Evaluation and Design Projects – Local Municipalities and Agencies

Harbor Boulevard from Lincoln Avenue to North Street, Pavement Evaluation Project, City of Anaheim, CA, July 2024: Pavement design engineer overseeing the evaluation of the segments located in the City of Anaheim, including pavement surface condition assessment, corings, laboratory testing, analysis, and development of pavement rehabilitation recommendations.

Brookhurst Street from Ball Road to La Palma Avenue, Pavement Evaluation Project, City of Anaheim, CA, September 2024: Pavement design engineer overseeing the evaluation of the segments located in the City of Anaheim, including pavement surface condition assessment, corings, laboratory testing, analysis, and development of pavement rehabilitation recommendations.

2020 "Phase II" Citywide Pavement Evaluation Project, City of Aliso Viejo, CA, ongoing: Pavement design engineer overseeing pavement condition assessments, corings, laboratory testing, analysis, and

pavement repair recommendations of arterial and residential street segments.

Annual Residential Slurry Seal FY 2024-25 Project, City of Dana Point, CA, ongoing: Pavement design engineer performing and overseeing the pavement evaluation of various residential streets, including corings, ground-penetrating radar (GPR) testing, Falling Weight Deflectometer (FWD) testing, laboratory testing, and analysis.

Crenshaw Boulevard Rehabilitation Project, City of Torrance, CA, April 2019: Performed pavement evaluation to develop pavement rehabilitation repair recommendations.

Crenshaw Boulevard Between 79th Street and I-105 Freeway, City of Inglewood, CA, January 2024: Performing and analyzing ground-penetrating radar (GPR) testing to identify approximate limits of buried underlying PCC.

Seal Beach Boulevard from Westminster Boulevard to N Gate Road, City of Seal Beach, CA, March 2024: Performed pavement evaluation to develop rehabilitation repair recommendations for Seal Beach Boulevard.

Access Trail Evaluation and Pavement Design, City of Anaheim, CA, April 2024: Pavement design engineer overseeing the field exploration, laboratory testing, analysis, and development of pavement design recommendations.

Select Quality Assurance Testing and Observation Projects

Phase 3 Annual Street Resurfacing Project, City of San Fernando, CA, Ongoing: Construction management (CM) and quality assurance (QA) testing services.

2024 Asphalt Repairs and Asphalt Overlays of Various Streets, City of Mission Viejo, CA, Ongoing: Quality control and asphalt concrete observation and testing.

Cityside Fiber Micro-Trench Asphalt Restoration, City of Mission Viejo, CA, Ongoing: Quality control, field density testing, and asphalt concrete observation and testing.

Canyon Lake Property Owners Association, 2023-24 Pavement Improvement Project, Canyon Lake, CA: Construction Management Advisory and Materials Observation/Testing Services.

Select Homeowner Association Pavement Projects

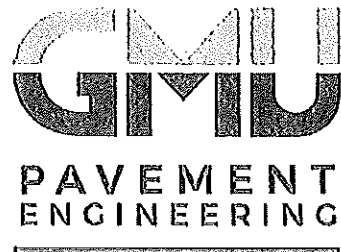
Oasis Palm Desert Homeowners Association Pavement Evaluation Project, March-June 2024
Pavement design engineer performing and overseeing the pavement evaluation including corings, Falling Weight Deflectometer (FWD) testing, laboratory testing, and analysis.

Caritas Corp. Pavement Evaluation Project, May-July 2024
Pavement design engineer performing and overseeing the pavement evaluation of three sites located in Brea and Vista, SC, including pavement condition index (PCI) surveys, corings, laboratory testing, and analysis. Provided 15-year plan of the recommended future pavement maintenance/rehabilitation for each site.

Connemara by the Sea Homeowners Association, San Juan Capistrano, CA, Pavement Evaluation Project, June-August 2024: performed pavement condition index (PCI) surveys, corings, laboratory testing, and analysis. Provided 5-year plan of the recommended future pavement maintenance/rehabilitation.

Appendix A-2

Certifications



CERTIFICATE

Of Prequalification

This certificate has been
presented to

Amina Mannan

for successfully meeting the requirements of the
OCTA 2024 Pavement Inspector Prequalification Program
using MANUAL survey techniques

EXPIRATION:
7.30.2028



www.WestCoastEC.com/OCTA

CERTIFICATE

Of Prequalification

This certificate has been
presented to

Mahmoud Khadem

for successfully meeting the requirements of the
OCTA 2024 Pavement Inspector Prequalification Program
using MANUAL survey techniques

EXPIRATION:
7.30.2026



www.WestCoastEC.com/OCTA

Appendix B

Required Forms

6.3 Required Forms

6.3.1 Certification of Proposal

RFP #: 2411-32

The undersigned hereby submits its proposal and agrees to be bound by the terms and conditions of this Request for Proposal (RFP).

1. Proposer declares and warrants that no elected or appointed official, officer or employee of the City has been or shall be compensated, directly or indirectly, in connection with this proposal or any work connected with this proposal. Should any agreement be approved in connection with this Request for Proposal, Proposer declares and warrants that no elected or appointed official, officer or employee of the City, during the term of his/her service with the City shall have any direct interest in that agreement, or obtain any present, anticipated or future material benefit arising therefrom.
 2. By submitting the response to this request, Proposer agrees, if selected to furnish services to the City in accordance with this RFP.
 3. Proposer has carefully reviewed its proposal and understands and agrees that the City is not responsible for any errors or omissions on the part of the Proposer and that the Proposer is responsible for them.
 4. It is understood and agreed that the City reserves the right to accept or reject any or all proposals and to waive any informality or irregularity in any proposal received by the City.
 5. The proposal response includes all of the commentary, figures and data required by the Request for Proposal
 6. The proposal shall be valid for 90 days from the date of submittal.
-
7. Proposer acknowledges that the City may issue addendums related to this RFP and that the proposer has reviewed the following addendums which have been issued:

Addendum: _____

Addendum: _____

Addendum: _____

Addendum: _____

8. Proposer further acknowledges the provisions of any addendums issued have been incorporated into their proposal.

Signature of Authorized Representative:

_____

Roger Schlierkamp, Vice President / Principal Pavement Engineer

Printed Name and Title

6.3.2 Non-Collusion Affidavit

RFP #: 2411-32

The undersigned declares states and certifies that:

1. This proposal is not made in the interest of or on behalf of any undisclosed person, partnership, company, association, organization or corporation.
2. This proposal is genuine and not collusive or sham.
3. I have not directly or indirectly induced or solicited any other Proposer to put in a false or sham proposal and I have not directly or indirectly colluded, conspired, connived, or agreed with any other Proposer or anyone else to put in a sham proposal or to refrain from submitting to this RFP.
4. I have not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the proposal price or to fix any overhead, profit or cost element of the proposal price or to secure any advantage against the City of Lawndale or of anyone interested in the proposed contract.
5. All statements contained in the Proposal and related documents are true.
6. I have not directly or indirectly submitted the proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any person, corporation, partnership, company, association, organization, RFP depository, or to any member or agent thereof, to effectuate a collusive or sham proposal.
7. I have not entered into any arrangement or agreement with any City of Lawndale public officer in connection with this proposal.
8. I understand collusive bidding is a violation of State and Federal law and can result in fines, prison sentences, and civil damage awards.

GMU Engineers & Geologists

Signature of Authorized Representative:



Printed Name and Title:

Roger Schlierkamp, Vice President / Principal Pavement Engineer

6.3.3 Compliance with Insurance Requirements

RFP #: 2411-32

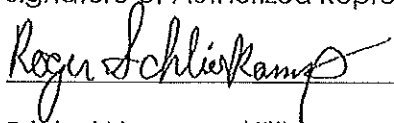
The selected consultant will be expected to comply with the City's insurance requirements contained within this RFP.

The undersigned declares states and certifies that:

1. Proposer agrees, acknowledges and is fully aware of the insurance requirements as specified in the Request for Proposal.
2. If selected, proposer agrees to accept all conditions and requirements as contained therein.

GMU Engineers & Geologists

Signature of Authorized Representative:



Printed Name and Title:

Roger Schlierkamp, Vice President / Principal Pavement Engineer

6.3.4 Acknowledgement of Professional Services Agreement

RFP #: 2411-32

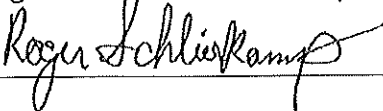
The selected consultant will be expected to comply with and sign the City's Professional Services Agreement. Proposers should identify and/or indicate any exceptions to the Sample Professional Services Agreement included in Section 6.2. The City Attorney or their designee retains the discretion to accept or reject proposed exceptions or modifications to the City's Professional Services Agreement.

1. Proposer agrees, acknowledges and is fully aware of the conditions specified in the City's Sample Professional Services Agreement.
2. Proposer agrees to accept all conditions and requirements as contained therein with exceptions noted as follows:

Add to page 25, section 5.2 (a): Given that the services will be performed under the supervision
of a licensed engineer, the Contractor's role under this agreement constitutes 'design professional
services' as defined by Civil Code § 2782.8.

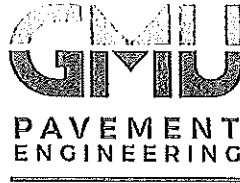
GMU Engineers & Geologists

Signature of Authorized Representative:



Printed Name and Title:

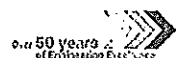
Roger Schlierkamp, Vice President / Principal Pavement Engineer



COST PROPOSAL

2025 Pavement Management Plan Update

Task 1 – Kick-off and Progress Meeting with the City Staff	\$ 3,220
Task 2 – Review and Update of Roadway Network Inventory (Database)	\$ 2,420
Task 3 – Pavement Condition Survey	\$21,320
Task 4 – PCI Calculations and Final Report	\$13,460
Task 5 – Update MicroPAVER and GIS	\$ 860
ESTIMATED NOT-TO-EXCEED TOTAL (TIME-AND-MATERIALS)	\$41,280





2025 SCHEDULE OF CHARGES

PROFESSIONAL SERVICES

Document Preparation and Project Services	\$ 110.00/hour
CAD/GIS Design Engineer	\$ 132.00/hour
Staff Engineer or Geologist	\$ 175.00/hour
Senior Staff Engineer or Geologist	\$ 192.00/hour
Project Engineer or Geologist	\$ 215.00/hour
Senior Engineer or Geologist	\$ 255.00/hour
Associate Engineer or Geologist	\$ 272.00/hour
Principal/Director	\$ 295.00/hour

FIELD INSPECTION & TESTING SERVICES

Staff Engineering Technician	\$ 110.00/hour*
• Services provided under direct supervision of a Senior Engineering Technician	
Senior Engineering Technician	\$ 130.00/hour*
• Inspections for soils/grading, asphalt, concrete, batch plants, piles/caissons, etc.	
• Certifications by ACI, ICC, Caltrans, local jurisdictions, etc.	
Registered Special Inspector (<i>No 4-hour minimum</i>)	\$ 130.00/hour*
• Certifications by ACI, ICC, Caltrans, local jurisdictions, etc.	
• Reinforced concrete, Post-Tension, Masonry, Welding, Bolting, Fireproofing	
Instrumentation Engineer	\$ 175.00/hour
• Slope inclinometer and Piezometer monitoring	
• Manometer for floor-level surveys	
• Stormwater turbidity & pH meter	
• Groundwater monitoring - pressure transducer, datalogger, water chemistry meter, etc.	
• Pipeline video camera for drains, wells, etc.	
Engineering Seismological Technician (includes 3-channel seismograph)	\$ 175.00/hour
• Blast vibration monitoring	
• Construction vibration & noise monitoring (pile driving, drilling, demolition, etc.)	

***Notes:**

- (1) Rates include vehicle, nuclear density gauge, and equipment for testing, inspection, and sampling.
- (2) No 4-hour minimum charges apply, except for night work.
- (3) Overtime is charged at 1.5 times the base rate. Overtime is defined as time worked on the project in excess of 8 hours per day and all time on Saturdays, Sundays, and holidays.
- (4) Prevailing Wage projects, additional hourly surcharge for Field Personnel per CA Labor Code §1720, et seq.

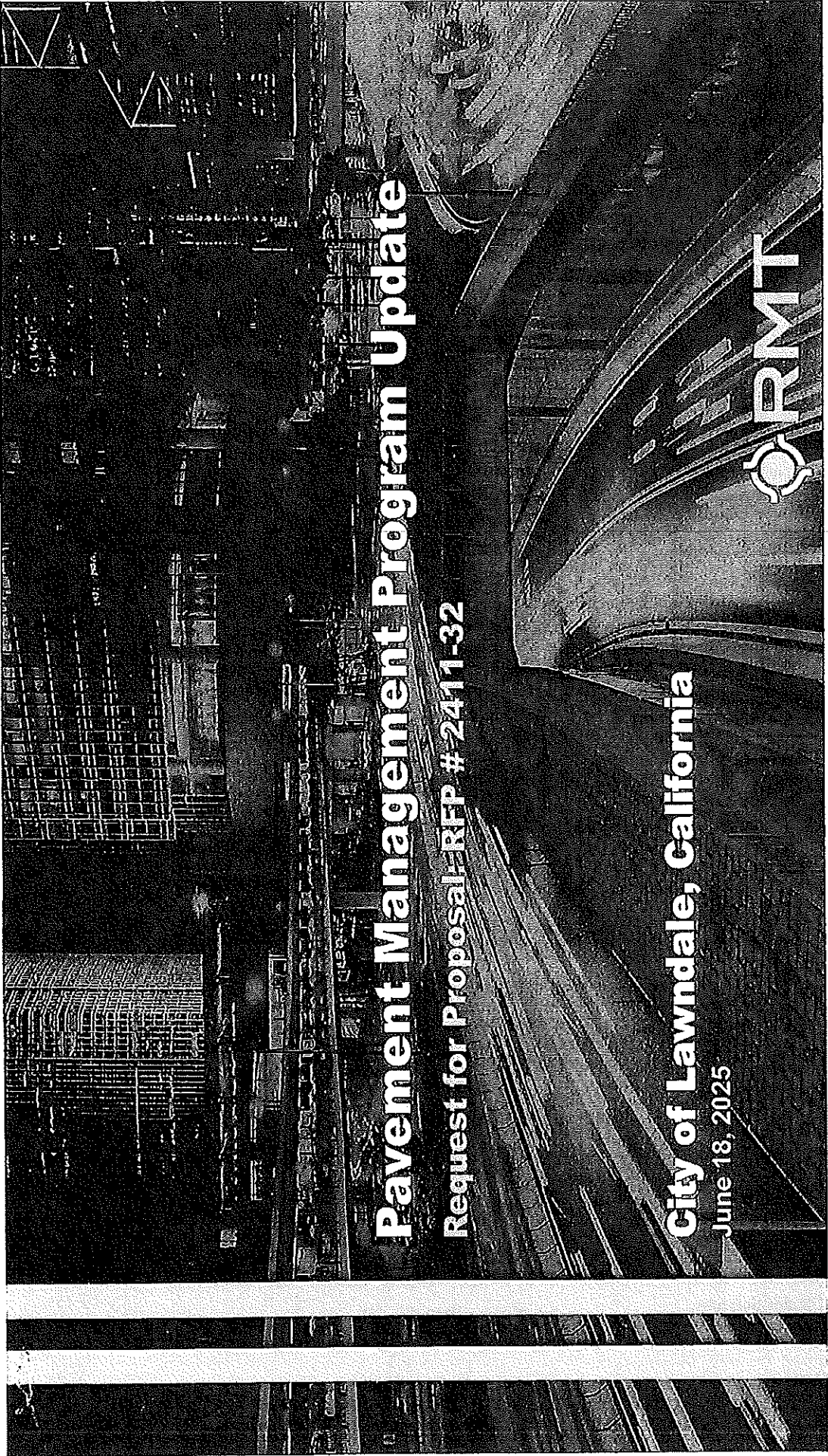
Add \$ 39.00/hour

LABORATORY TESTING SERVICES

Laboratory Testing	\$ 142.00/hour
<i>(For special materials testing and laboratory costs on a per-test basis, see GMU's Laboratory Fee Schedule)</i>	

OTHER CHARGES

Outside Services	Cost + 15%
Reimbursables & Reprographics	Cost



Pavement Management Program Update

Request for Proposal: RFP # 2411-32

City of Lawndale, California

June 18, 2025



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Cover Letter

3

Submitted to:
Lawndale City Hall
Office of the City Clerk
14717 Burn Avenue, Lawndale, CA 90260

To the Evaluation Committee,

On behalf of Roadway Management Technologies, LLC (RMT), I want to thank you for the opportunity to submit our proposal for RFP # 2411-32 -- Pavement Management Program Update. We understand that the City of Lawndale is seeking a partner that can provide reliable, accurate, and cost-effective pavement condition data collection and management. RMT is committed to delivering a comprehensive, GIS-integrated Pavement Management System that aligns with your operational needs, supports long-term rehabilitation strategies, and maximizes the value of every infrastructure investment.

We are fully prepared to deliver all services outlined in the RFP, including PCI scoring based on ASTM D6433 and seamless GIS linkage and database configuration for compatibility with MicroPAVER. Our experienced team is well-versed in large-scale urban surveys and predictive PCI modeling and is committed to providing industry-leading service, transparent communication, and on-time deliverables.

Authorized Personnel

Candler McCollum
Chief Executive Officer
Email: candler@roadmantech.com
Phone: (501) 626-1313

Contract Manager

Derek Hill
Key Account Manager
Email: derek@roadmantech
Phone: (352) 665-0075

Legal Name and Address:

Roadway Management Technologies, LLC
PO Box 678325
Orlando, FL 32867

We appreciate the opportunity to support the City of Lawndale and look forward to the potential to partner on this critical infrastructure initiative.

Respectfully,

Candler McCollum
Chief Executive Officer
Roadway Management Technologies, LLC



Firm Profile

- **Legal Name:** Roadway Management Technologies, LLC
- **Address:** PO Box 678325, Orlando, FL 32867
- **Primary Point of Contact:** Jamie Weathers, Chief Operating Officer
 - jamie@roadmantech.com | 904.631.8010
- **Type of Business:** Limited Liability Company
- **Federal Employer I.D. Number:** 83-2101130
- **Ownership:** Independently Owned
- **Years in Business:** 7
- **Years of Experience:** 50+
- **Failures or Refusals:** Not Applicable

Real-Time Roadway Intelligence

5

Roadway Management Technologies (RMT) is a technology company purpose-built for end-to-end Roadway Lifecycle Management. Headquartered in Atlanta, Georgia, we support agencies across 14 states across real-time pavement condition surveying, asset inventorying, AI-powered analytics, and workflow solutions. Our solution is the industry's only fully automated system—from continuous data collection through to advanced analysis and reporting—ensuring agencies have reliable, current insights to make high-impact network decisions. Our team brings unmatched experience in pavement management, software development, and machine learning, and we're committed to partnering with agencies to build the future of asset intelligence.

Real-Time Pavement Intel



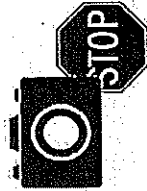
Continuous, automated pavement condition surveying and risk detection

SaaS Based Delivery



Scalable, cloud-based platform for pavement condition and asset inventory

Automated Asset Recognition



Captures roadside assets seamlessly within the same collection workflow

Proven Team



60+ years in pavement, 45+ in software, 10+ in AI and electrical engineering

Full Lifecycle Management



Covers data collection, analysis, reporting, and pavement & ROW asset planning

Award Winning Innovation



4-time APWA Top Tech winner & AEDC-funded platform since 2019

Project Understanding

**Approach to Work
Program**

**Project Management
Plan**

**Experience and
Qualifications**

**Required Forms and
Fee Schedule**

Project Understanding

Statement of Project Understanding

7

Roadway Management Technologies (RMT) understands that the City of Lawndale is seeking a qualified consultant to update its Pavement Management Program (PMP) in order to assess current pavement conditions and support long-term, cost-effective roadway maintenance and rehabilitation planning. The scope of services includes evaluating approximately 48.7 section miles of roadway—including arterials, local streets, and alleys—and updating the City's PMP database accordingly.

We recognize the importance of compliance with all applicable State, County, and Local requirements, including guidelines set forth by the Los Angeles County Metropolitan Transportation Authority (LA Metro) for triennial PMP certification, as well as standards established by Metropolitan Transportation Commission (MTC) and ASTM D6433 for pavement condition assessment and PCI calculation. Our team is well-versed in these regulations and will ensure that all data collection, analysis, and reporting align with these frameworks.

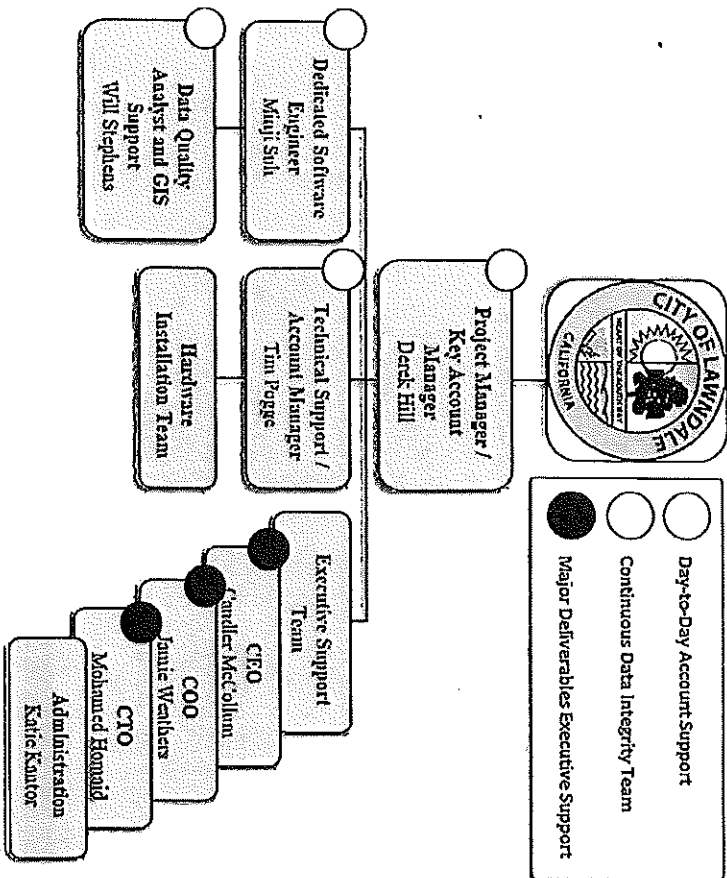
The project will involve a comprehensive review of the City's existing GIS and PMP data, automated pavement condition surveys, PCI calculations, and the identification of feasible rehabilitation strategies and cost estimates. The resulting ten-year capital improvement plan will be developed with careful consideration of the City's budget constraints and pavement preservation goals.

Roadway Management Technologies (RMT) is committed to delivering an accurate, defensible, and actionable PMP update that meets all applicable regulatory and technical standards. We will maintain clear communication, deliver high-quality work on schedule, and ensure seamless integration of the updated data into the City's MicroPAVER and GIS systems.

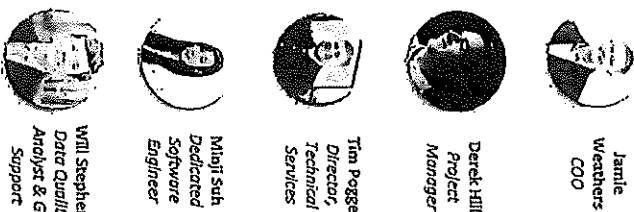
Organizational Chart

8

The following project members will be 100% dedicated to this project. RMT's model significantly differs from a one-time survey and engineering consulting model, that tracks hours for a specific task. Our project team will be full-time resources to the City of Lawndale during all phases of installation, onboarding, and the day-to-day operations within the platform throughout the contract's duration. RMT's project members will commit sole focus to the City of Lawndale to ensure continued customer satisfaction across all facets of the contract to ensure successful product use and client value realization. RMT's core team will be available throughout the entirety of the project, between 5 AM – 4 PM PT Monday through Friday. No subcontractors, billable hours, or "one off" project fees.



Core Project Team



- Oversees project execution and operations, ensuring efficient implementation of pavement evaluation and management solutions.
- Ensures alignment with industry standards and long-term planning. Integrating data-driven insights into pavement management strategies.
- Manages team to support project timelines and deliverables.

- Manages client communications, onboarding, optimizing data utilization and software integration.
- Coordinates between RMT and city personnel, streamlining workflows for data collection, reporting, and long-term planning.
- Leads daily operations, ensuring timelines for all planning and deliverables.

- Leads software implementation and data integration, ensuring seamless incorporation of pavement evaluation data into pavement management system.
- Provides technical and workflow support, optimizing GIS data handling and PCI assessment.
- Aligns system functionality with city processes, integrating pavement condition data into ArcGIS and long-term maintenance planning tools.

- Optimizes software features and GIS mapping, ensuring accurate pavement data visualization.
- Conducts system testing and performance enhancements.
- Supports data integration for pavement analysis.

- Analyzes and refines roadway data, ensuring optimal system performance.
- Conducts GIS mapping and data integration, enhancing roadway condition analysis and reporting.
- Tests and validates real-time data workflows, supporting planning workflows.

Project Understanding

Approach to Work
Program

Project Management
Plan

Experience and
Qualifications

Required Forms and
Fee Schedule

Approach to Work Program

The RoadManTech Platform

RMT's Roadway Lifecycle Management platform provides a single, end-to-end process and provider for collecting and analyzing data, planning, and helping you execute your entire planning process

"RoadRunner" Smart Fleets



We turn your fleet vehicles into secure, automated road survey tools that continuously collect data on your roads with zero labor or disruption to your daily operations.

Fleets capture pavement conditions and roadside asset data in real time, supporting inventory accuracy, planning, and GIS integration.

RoadWay AI



Delivers real-time, dynamic PCI and actual deterioration curves to drive smarter, faster decisions.

Roadway AI identifies pavement issues in real time and recommends the optimal maintenance effort for every road in your network, driven by your agency's preferred preservation strategies and cost structures.

RoadManTech SaaS



Enterprise-class visualization, workflow tools, and automated reporting deliver actionable intelligence that continuously updates in response to conditions in the field developing across all surfaces and treatments.

Fully cloud-based with unlimited access—no software installs, no user fees, no headaches.

Planning-as-a-Service



Our team works alongside yours to develop your paving plans using live network data, the RoadManTech project planning tool, and your budgetary constraints priorities.

Supports scenario planning, ROI modeling, and multi-year capital planning across all pavement strategies

Execution Support



Dedicated account team guides onboarding, training, and day-to-day platform success.

Ongoing support, regular check-ins, and executive involvement keep everything aligned and moving.

Continuous, Multi-Sensor Collection

11

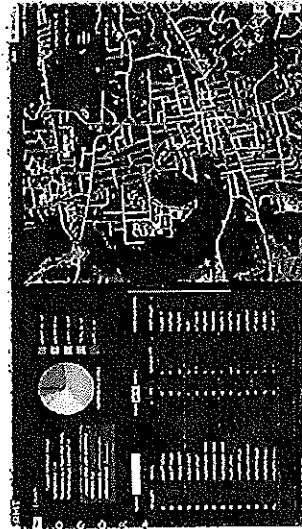
RMT is the only provider in the market using these multiple and patented sensors. This sensor-fusion approach uses a "trust but verify" model that capitalizes on the strengths of each sensor type. Our sensors "ride along" on your fleet vehicles every day, creating a living, continuously updating view into network health. All of RMT's sensors exceed industry standards for strength and quality.

Unlike one-time legacy and video-based assessments, RMT's RoadRunners collect data 365 days a year. This continuous data collection ensures that the City of Lawndale will always have access to current pavement condition information for timely, informed decisions.

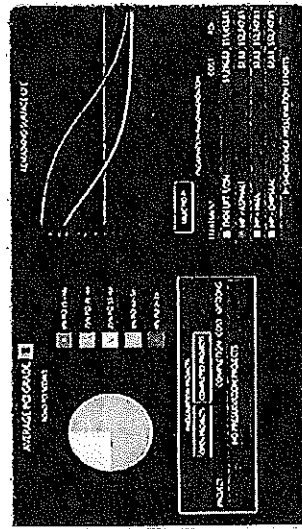
Unlike one-time surveys that are outdated immediately following collection, the RoadManTech Platform uses continuous, passive data collection to create dynamic deterioration curves for every road in the network. Traditional methods use assumed deterioration curves, which often leads to budget misallocation and waste over time. Dynamic, real-time curves are only possible through live, continuous collection. No other company in the market has this capability.

High-frequency collection allows our AI to create dynamic predictive modeling and performance models that optimize budget output through treating the right road, with the right treatment, at the right time.

Full + Frequent Coverage



Actual Deterioration Curves



Accelerometer + Gyroscope

Two vibrational/gyroscopic sensors on each side of the front axle/lower control arm. These state-of-the-art sensors collect data at a rate of 52,000 data points per second. The motherboard and sensors sit within an IP68 rated enclosure with aircraft-grade plugs to ensure reliability and sustainability.



- Ride quality
- Base assumptions
- Vehicle attitude

Cameras

Surface images every 75ft. Once collected, images upload to our AI, which processes the images to ensure proper lighting and field of view before qualifying and ingesting. High-quality images are stored every 30 days as collected, live and time-lapsing views of each road segment.



- Distress type
- Distress frequency
- Surface event recognition

Radar *Patent-Pending

Two radar sensors mounted on each side of the vehicle's frame. These radar sensors shoot radar towards the pavement to collect roughness profiling at any rate of speed. These sensors also collect detailed distress information for type and severity measurements.



- High-resolution severity
- Distress frequency
- Early surface deterioration

12

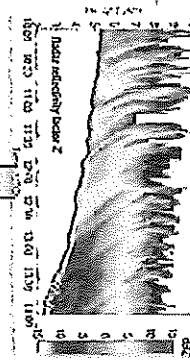
RMT[®] uses proprietary artificial intelligence that analyzes the image, vibration, gyroscopic, and radar data to extract accurate pavement condition ratings. This process includes identifying and categorizing pavement distress types such as (i) cracking, (ii) rutting, and (iii) potholes. This “principal component” identification is critical for assessing overall pavement health accurately. We score Pavement Condition Index (PCI) based on ASTM standard D6433 with additional IRI Scoring.

We provide a thorough analysis that not only captures the unique conditions and deterioration rate of each 100-meter road segment, but also provides insights into the optimal preservation technique for extending budget as far as possible. This holistic evaluation strategy ensures actionable intelligence that optimizes maintenance expenditures for efficiency and sustainability.

Our approach includes assessment of each lane on every road – both ascending and descending directions – ensuring comprehensive network coverage. This incorporates detailed consideration of material costs associated with maintenance and optimal repair strategies.

Our output is viewable in an easy-to-use Saas interface with click-able images and “red-to-green” visualization for by-road reporting. Data stored in the RMT system can be seamlessly exported to .CSV/Excel files to create custom analysis. Additionally, we offer the capability to automate the export process for generation of reports to other systems on a weekly, monthly, quarterly basis. Each user will have their own account within the system to ensure efficient management of their network.

Radar Output



By-Directional, "Clickable" By-Road PCI



	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100	101	102	103	104	105	106	107	108	109	110	111	112	113	114	115	116	117	118	119	120	121	122	123	124	125	126	127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148	149	150	151	152	153	154	155	156	157	158	159	160	161	162	163	164	165	166	167	168	169	170	171	172	173	174	175	176	177	178	179	180	181	182	183	184	185	186	187	188	189	190	191	192	193	194	195	196	197	198	199	200	201	202	203	204	205	206	207	208	209	210	211	212	213	214	215	216	217	218	219	220	221	222	223	224	225	226	227	228	229	230	231	232	233	234	235	236	237	238	239	240	241	242	243	244	245	246	247	248	249	250	251	252	253	254	255	256	257	258	259	260	261	262	263	264	265	266	267	268	269	270	271	272	273	274	275	276	277	278	279	280	281	282	283	284	285	286	287	288	289	290	291	292	293	294	295	296	297	298	299	300	301	302	303	304	305	306	307	308	309	310	311	312	313	314	315	316	317	318	319	320	321	322	323	324	325	326	327	328	329	330	331	332	333	334	335	336	337	338	339	340	341	342	343	344	345	346	347	348	349	350	351	352	353	354	355	356	357	358	359	360	361	362	363	364	365	366	367	368	369	370	371	372	373	374	375	376	377	378	379	380	381	382	383	384	385	386	387	388	389	390	391	392	393	394	395	396	397	398	399	400	401	402	403	404	405	406	407	408	409	410	411	412	413	414	415	416	417	418	419	420	421	422	423	424	425	426	427	428	429	430	431	432	433	434	435	436	437	438	439	440	441	442	443	444	445	446	447	448	449	450	451	452	453	454	455	456	457	458	459	460	461	462	463	464	465	466	467	468	469	470	471	472	473	474	475	476	477	478	479	480	481	482	483	484	485	486	487	488	489	490	491	492	493	494	495	496	497	498	499	500	501	502	503	504	505	506	507	508	509	510	511	512	513	514	515	516	517	518	519	520	521	522	523	52
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Deliverables: Master Planning Software

13

Data-Driven Treatment Optimization

RMT's Pavement Lifecycle AI leverages real-time data analytics to determine the most effective repair strategies for the City of Lawndale's road network. By continuously analyzing deterioration rates and historical performance, we optimize agency budgets by aligning treatments with actual roadway conditions. Our system will incorporate the City of Lawndale's preferred repair methods, ensuring precise and cost-effective maintenance solutions.

Strategic Project Planning

Once optimal treatments are identified, RMT's workflow solution enables agency staff to efficiently select roads, group them into logical "pods" for treatment, and assign projects based on priority and budget. Our system streamlines project tracking and performance evaluation, ensuring that each treatment delivers measurable long-term improvements while allowing for real-time adjustments.

Comprehensive Infrastructure Planning

As part of RMT's enterprise market approach, the City of Lawndale will have full access to our Project Management and Plan Development teams. This collaboration ensures seamless development of annual, multi-year, and long-term infrastructure plans. Our team will work directly with city staff to integrate decision matrix logic, ensuring consistency and data-backed planning across all levels of roadway management.

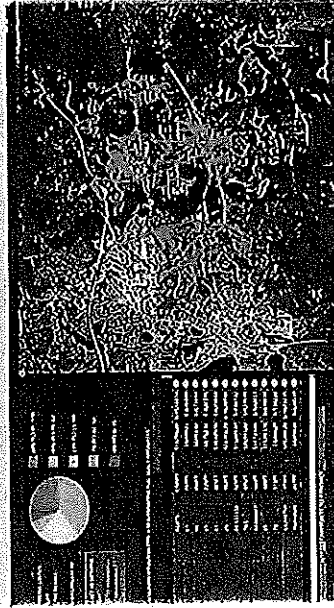
Prioritization & Funding Strategy

RMT ensures the City of Lawndale maximizes funding by using real-time data to optimize infrastructure investments and prioritize tax dollar efficiency. Our system provides transparent insights for leadership and constituents, ensuring strategic, data-driven spending. Additionally, RMT identifies grant opportunities and manages the application process, leveraging pavement data to secure critical funding and enhance long-term financial planning.

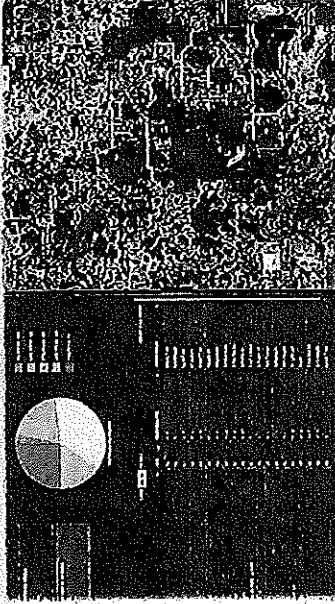
Performance Monitoring & Continuous Improvement

RMT's system continuously tracks roadway conditions post-treatment, evaluating long-term treatment effectiveness. This ensures that maintenance strategies remain data-driven and adaptable. By leveraging ongoing sensor data and AI analysis, we provide actionable insights that inform future planning cycles, creating a sustainable and cost-effective roadway management approach.

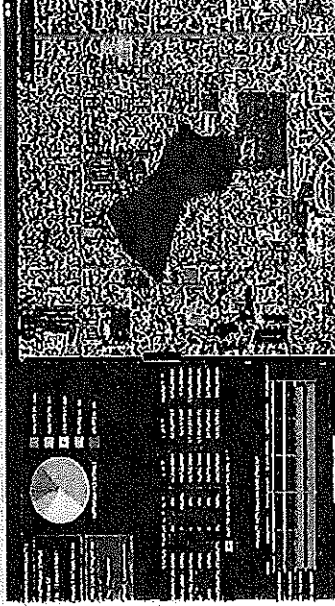
Treatment Candidate Identification



Road "Pod" Treatment Plan



Comprehensive Plan in RMT Platform



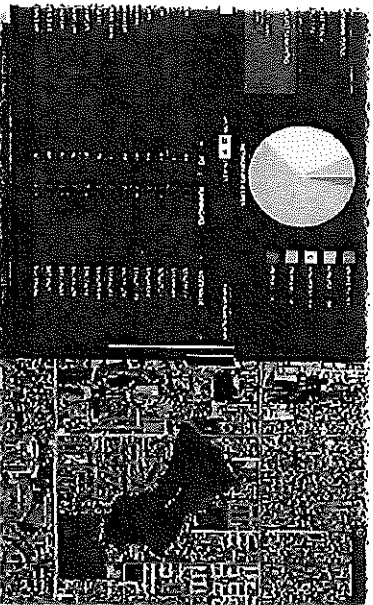
Flexible, Customizable Platform

14

The RoadManTech platform is interactive and accessible by city staff in one easy-to-use interface. This platform includes features such as dynamic filtering, automatic trend analysis, and custom report generation. The platform reduces months and years-long planning, maintenance, and budgeting processes to minutes... all driven by objective, individual road level data.

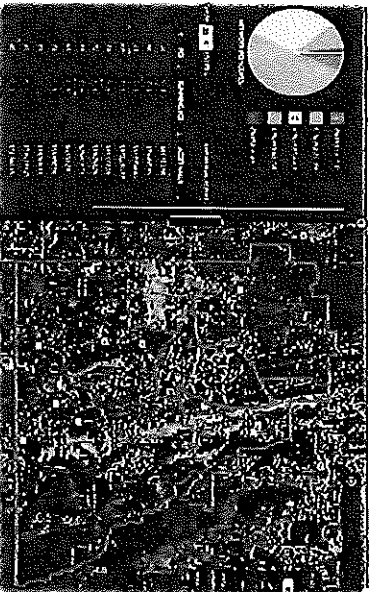
Custom Reporting and Configurability

RMT's platform features a color-coded map that illustrates the distress profile of each road throughout the network on an intuitive green-to-red scale. This scale is customizable to each agency's desired scales and preservation tactics. Additionally, our preservation techniques and costs are driven by agency-specific costs and preservation strategy.



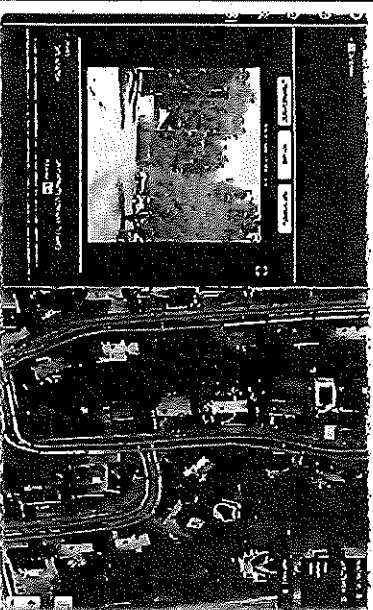
Network Segmentation

RMT's system will segment data to the City of Lawndale's preferred specifications based on the shapefile information in the GIS database. The system can also geofence objective data based on specific parameters such as road classification or maintenance district to monitor performance in different areas of the network.



Flexible Visualization

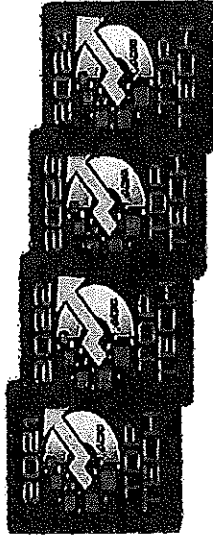
The system enables agencies to engage with the map directly, allowing users to access specific images at any location on the road to visually confirm an identified distress or distressed segment, without requiring a City of Lawndale employee to visit the distressed road location.



Additional Services: Futureproofing + Innovation

15

RMT won the APWA's Top Tech award four years running. We are honored to receive this designation and are committed to innovation as we work with agency partners towards resilient infrastructure. Our system advancements come directly from real-world challenges at the agencies we serve. This partnership-driven approach keeps our platform practical, focused, and impactful.



Compatibility and Ease of Use

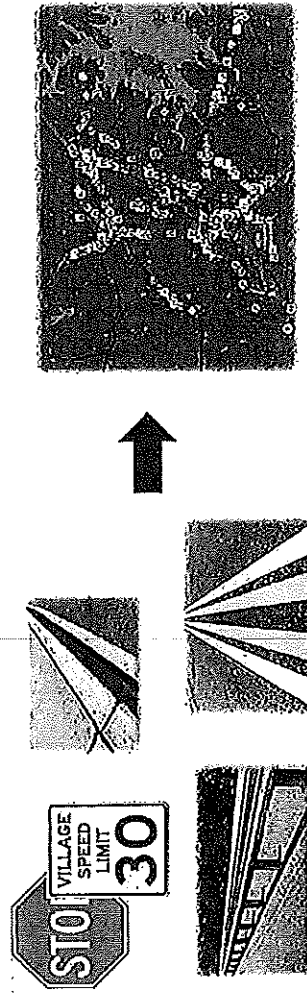
RMT's system is fully compatible with the leading GIS and Asset Management systems. As an ESRI partner, our GIS integration that agencies to automatically push and pull data between systems—no manual exporting, reformatting, or uploading required. The result is streamlined data continuity, reduced duplication of effort, and a more connected workflow between departments.



RMT's platform is designed to be scalable, accommodating future expansions of project scope, additional data and asset layers, and decision tree matrix considerations. This ensures that Lawndale's investment in our solution will continue to build value long-term and support the City's evolving planning and maintenance needs.

Near-Term Product Innovations

RMT is already in the final stages of developing automated asset recognition functionality to ultimately support full right-of-way (ROW) assessments—beginning with signage, pavement markings, guardrails, and sidewalks. These updates are being built with direct agency input, allowing partners like the City of Lawndale to shape how assets are identified, evaluated, and prioritized. RMT's mission is to eliminate manual assessments and tracking, deliver accurate reporting, and drive actionable intelligence—all within your existing workflows.



Roles and Responsibilities for City Staff

16

- During the onboarding process, Lawndale City staff will be expected to provide RMT with:
 - GIS Centerline File for Roads
 - Wi-Fi Information
 - List of City Fleet Vehicles
 - Contact Information
- Throughout the onboarding process and the duration of our partnership, City of Lawndale staff are expected to maintain active communication and collaboration with RMT. This includes, but is not limited to, participating in training, providing feedback, and engaging in ongoing dialogue to ensure strategic alignment at every stage.

Project Understanding

Approach to Work
Program

Project Management
Plan

Experience and
Qualifications

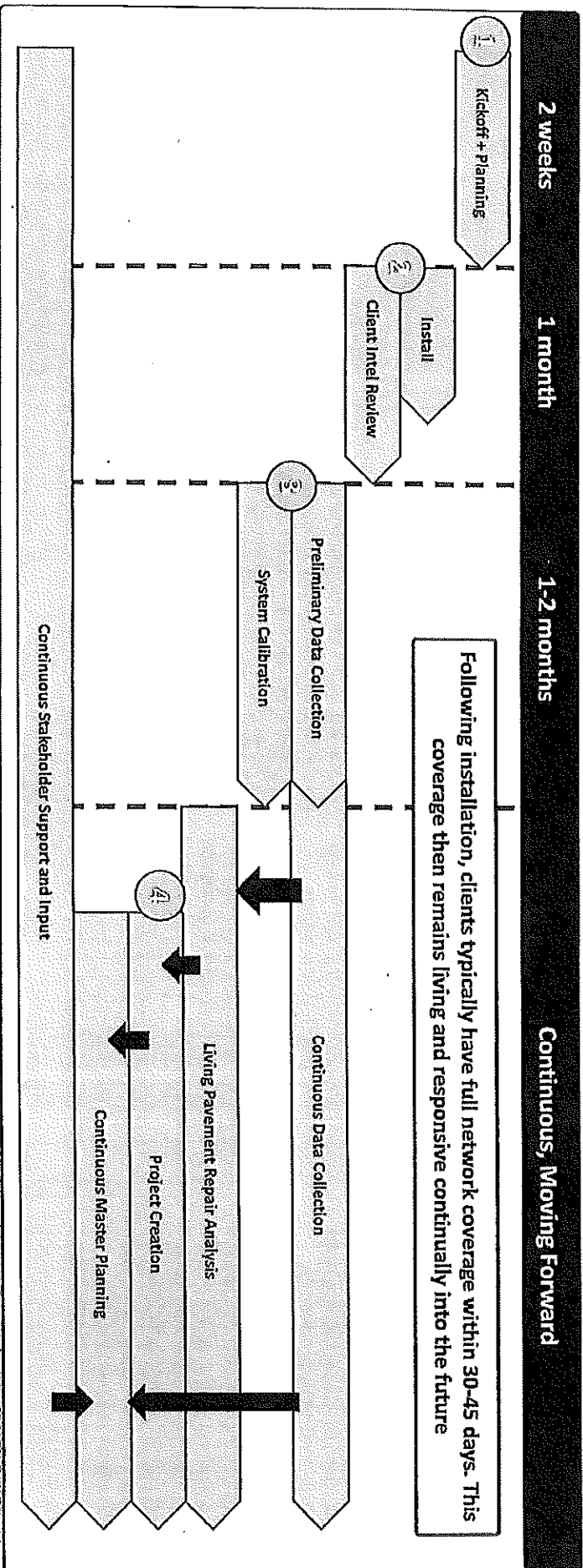
Required Forms and
Fee Schedule

Project Management Plan

Schedule

18

RMT will execute a methodically designed process to (1) plan, (2) implement, (3) onboard, and (4) execute all ongoing planning processes hand-in-hand with Lawndale leadership. This process is designed to ensure that Lawndale's needs are codified and designed into our system, and that RMT's system delivers City's desired value. Further, or integrated, end-to-end process is designed to ensure continuity of intelligence and seamless planning through a living system into the future.



Note: Further detail on each of the above four phases provided on the following page

Work Plan

19

1

Kickoff, Planning, and Training



Onboarding begins after contract award. These early discussions focus on ensuring accurate data ingestion into the RoadManTech system.

RMT's Project Manager, Derek Hill, will lead hands-on training sessions tailored specifically for the City of Lawndale. These sessions cover both operational and technical aspects of the system, ensuring that staff are fully equipped to use the platform efficiently. Training is ongoing. RMT will provide continuous support until all personnel feel confident in using the system. Regular check-ins will be conducted to address progress, resolve any challenges, and adapt the training as needed.

2

Install + Client Intel Review



RMT will send our team to install our RoadRunner systems on selected City of Lawndale fleet vehicles. This proprietary hardware is designed specifically for monitoring and reporting pavement surface condition data in real-time and manufactured in the United States. All hardware and software systems provided to the City of Lawndale will be new. RMT will maintain all systems on an ongoing basis, ensuring zero required maintenance or operational burden on agency staff.

3

Initial Collection + System Calibration



As vehicles travel the network, data is captured in both ascending and descending directions, allowing agency users to make data-driven decisions on a complete picture of each road.

Once installed, the RoadRunner system will allow these vehicles to collect pavement condition data for the City of Lawndale. The system automatically associates collected data with the appropriate GIS location, ensuring accurate data on all lanes, and providing a seamless dataset for city personnel to interact with.

4

Ongoing Engagement

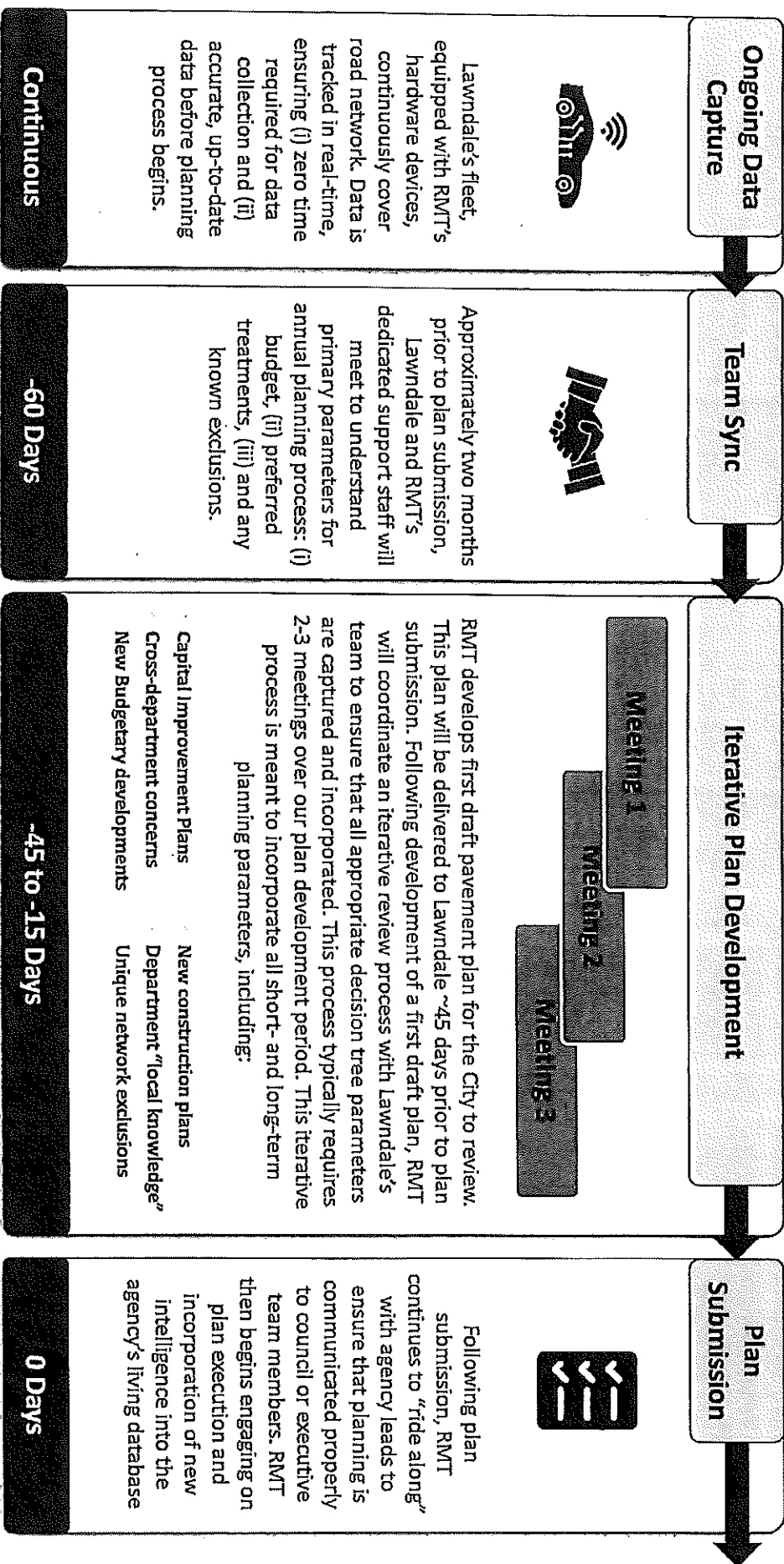


RMT's dedicated account management team will work hand-in-hand with the City of Lawndale throughout the year, ensuring strategic alignment, timely communication, and continued value delivery. The team will lead ongoing coordination, support the ingestion of City-specific decision tree matrices, and incorporate evolving priorities into the system. RMT remains actively engaged to refine planning logic, adapt to new needs, and ensure the platform delivers actionable, relevant insights. Annual planning support is provided through a structured, collaborative process outlined in the following slide.

Annual Planning detail on following page

Annual "Planning as a Service"

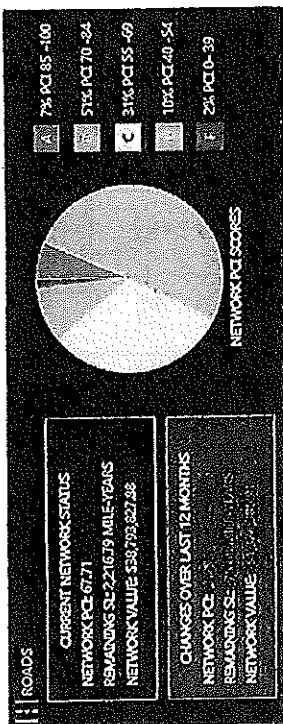
20



Budgeting and Long-Range Planning

21

Current Year Budgeting

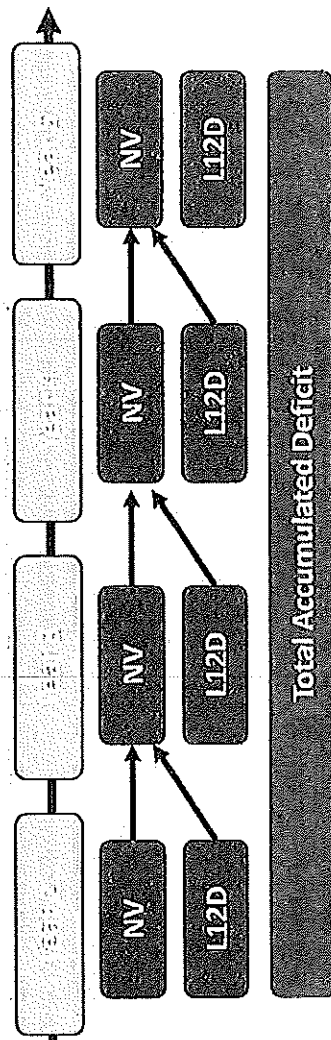


The RMT platform includes executive-level dashboards with live views into total network PCI, asset values, and deterioration rates across your entire network. This is critical for current and long-range planning.

Because RMT continuously captures data across your entire network and on every road, the platform always knows the current value, rating, and deterioration rate of every road. This creates the only live, bottom-up roadway network valuation in the market. RMT uses this intelligence to derive short-term and long-term budgetary needs, along with predictive modeling based on the actual deterioration of every road in the network.

Because we know your current network status, by road, we can both (i) quantify your network need and (ii) optimize your available budget. Over time our platform and service by design, working hand-in-hand, transition customers to a "steady-state" operating mode. Through our pavement planning-as-a-service, we build and provide these models for you.

Illustrative Long-Range Budget Dynamics



- RMT's dedicated account management team will work hand-in-hand with the City of Lawndale throughout the year, ensuring strategic alignment, timely communication, and continued value delivery. The team will lead ongoing coordination, support the ingestion of City-specific decision tree matrices, and incorporate evolving priorities into the system. RMT remains actively engaged to refine planning logic, adapt to new needs, and ensure the platform delivers actionable, relevant insights. Annual planning support is provided through a structured, collaborative process outlined in the following slide.
- Meetings will be held virtually, with initial project check-ins being conducted on a weekly basis, until City of Lawndale staff are comfortably onboarded and trained. Progress updates will be provided on a monthly and quarterly basis for all stakeholders.

Data Collection & Upload



RoadRunner-equipped vehicles use four calibrated, high-fidelity sensors capable of capturing over 50,000 data points per second. These sensors analyze the roadway in real time with precision-level accuracy, collecting data on pavement distresses, smoothness, and surrounding assets as vehicles travel their normal routes. Every pass is logged, encrypted, and automatically uploaded to our secure cloud environment when the vehicle parks at the end of the day—ensuring the City of Lawndale receives complete, verified network coverage without interrupting operations.

Intelligent Processing



RMT's proprietary algorithms and AI-powered engines process the massive volume of collected data using advanced modeling built around ASTM D6433 standards and additional IRI scoring. The high frequency of data capture allows the system to detect micro-changes in pavement condition and asset status with unmatched clarity—generating a reliable baseline, identifying anomalies, and contextualizing trends across space and time. This level of detail unlocks deeper predictive modeling and removes guesswork from road condition assessments.

City-Specific QA with Lawndale Review Team



Our process invites the City of Lawndale to contribute expert knowledge—without requiring a heavy lift. These collaborative touchpoints are an opportunity to capture Lawndale's deep institutional understanding of its unique road network—from known weak zones to local construction variables. The result? A living system that not only reflects the current network accurately, but also evolves as new staff join, priorities shift, and road strategies adapt. RMT's approach ensures Lawndale's pavement program becomes an institutional asset that appreciates in intelligence over time, regardless of leadership or staffing changes.

Adaptive Machine Learning & Long-Term Optimization



After field alignment and calibration, RMT's proprietary Machine Learning models take over—continuously improving without starting from scratch. This process now feeds into the creation of digital twin models for Lawndale's roadway network: a virtual replica of the system that simulates deterioration, future scenarios, and treatment effectiveness. As new inputs are collected and real-world events unfold, the model dynamically adjusts. What Lawndale gains is not just a snapshot—but a continuously evolving, self-optimizing database that grows in value as trends emerge and unpredictable variables surface.

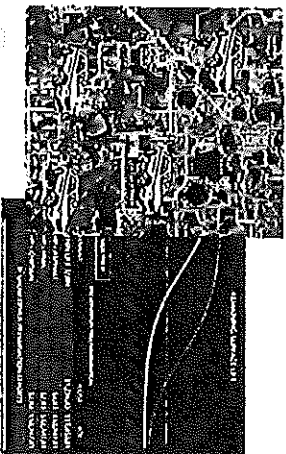
Continuous, Iterative Design + Control

24

RMt's end-to-end process is uniquely built to be fully integrated, from data collection to decision trees to AI-led workflow and annual planning. Because this Roadway Lifecycle Management process is seamless end-to-end, our partnership with agencies gets smarter every year. Ultimately, our ongoing partnerships get smarter over time through iterative intelligence. No other company or system approaches pavement and asset planning like RMt. This process drives high quality results, that raise the "quality standard" over time.

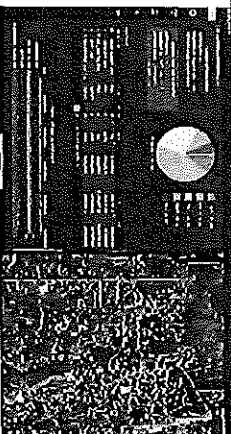
1

Continuous Collection



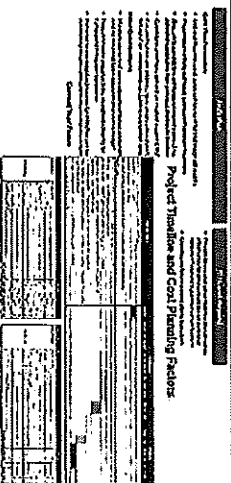
3

Real-time SaaS and AI Planning



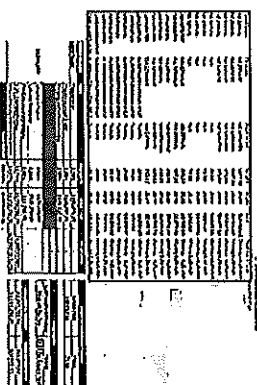
2

Custom Decision Tree Builds



4

Annual Planning + Support



Project Understanding

Approach to Work
Program

Project Management
Plan

Experience and
Qualifications

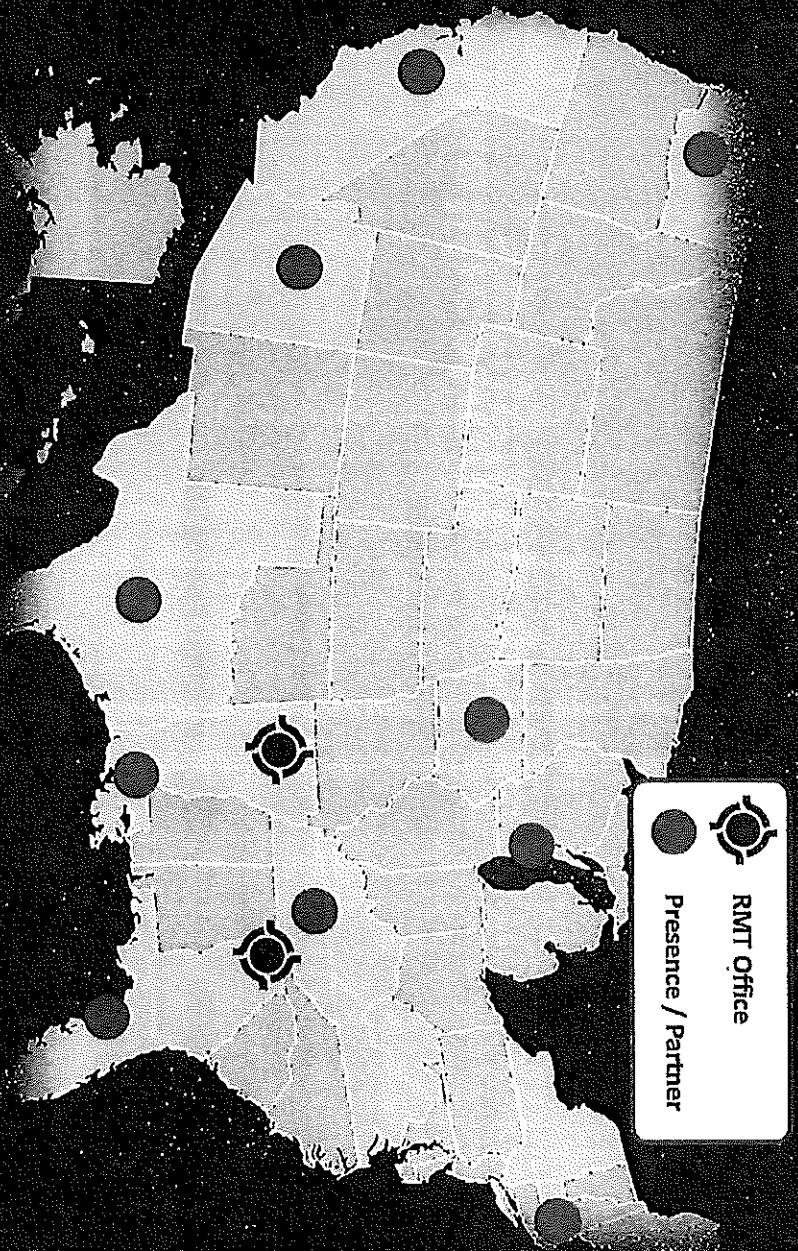
Required Forms and
Fee Schedule

Experience and Qualifications

RMT Footprint

- RMT is currently operating across 15 states
- Business has grown from 12 to 48 customers live over the last twelve months
- Most growth has come in states where multiple customers have had the product for one or more years
- RMT's Roadway Lifecycle Management system has been repeatedly tested and validated across agencies. These success cases are available at request

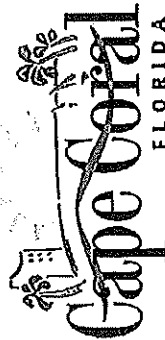
RMT is the country's only unified database of longitudinal pavement data collected across every combination of geography and climate. This has positioned RMT as a thought partner to our agency clients and as a research partner for leading national institutions and state-wide paving authorities.



CASE STUDY

CAPE CORAL, FLORIDA

ACCOUNT NAME & CONTACT



- City of Cape Coral, Florida
- Second Largest City in Florida
- Bryan Vandewalker, Director of Transportation
- 239-574-0414
- bvandewa@capecoral.gov

SIZE/COVERAGE/COST



3,142 Lane Miles



120 Square Miles



224,000 Population



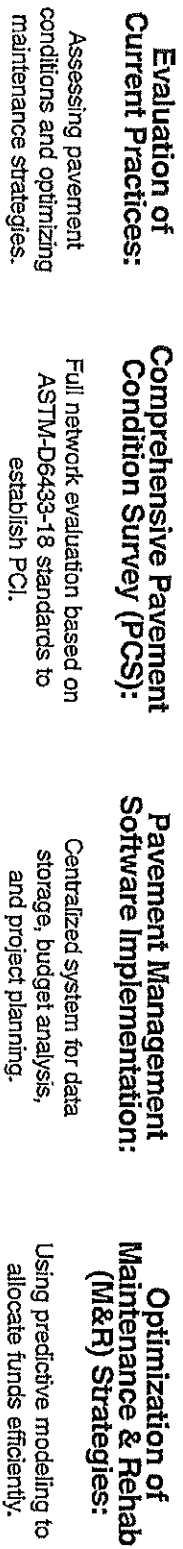
\$314,200

BEFORE RMT

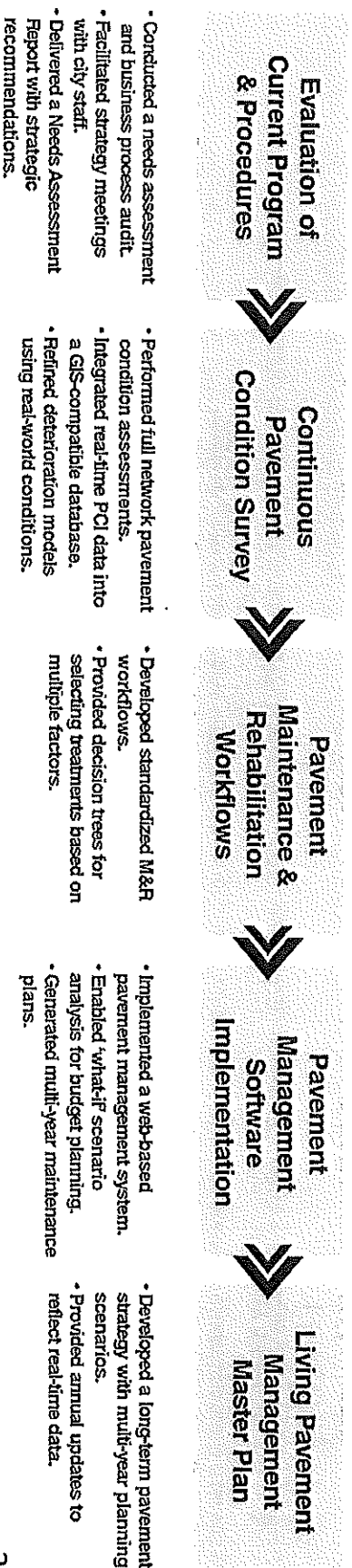
The City of Cape Coral faced significant challenges in managing its roadway network due to the absence of a formal pavement management system (PMS). The city sought a solution that would centralize all paving-related information, provide objective roadway evaluations, and streamline maintenance and project planning. Cape Coral's need for a comprehensive pavement lifecycle management approach was driven by the challenges of maintaining an expansive roadway network using legacy providers and processes.

TODAY

By implementing RMT's Roadway Lifecycle Management solution, the city created a proactive strategy to manage its pavement network efficiently. The integration of real-time data and workflows into decision-making processes has ensured that funding allocations were data-driven and will continue to be optimized for long-term sustainability. *For fiscal year 2025, Cape Coral is now expecting to increase the number of lane miles of road touched by repaving efforts by approximately 50%. RMT's team identified the roads to be touched using the RoadPlan Tech platform and decision logic provided by Cape Coral's team.* This project set a precedent for other municipalities looking to transition from reactive maintenance to predictive asset management, informed by real-time data and truly intelligent systems.



RMT provided a comprehensive Pavement Lifecycle Management solution for Cape Coral and established a relationship with the agency towards a sustainable, ongoing solution.



CLIENT QUOTES

From the sales process to the installation, everyone with RMT has done anything and everything necessary to ensure a smooth process. The emphasis that was placed on addressing and resolving concerns was truly remarkable. Their team demonstrated exceptional professionalism, knowledge, and dedication at every stage of the project. They not only listened to our needs but also went above and beyond to provide solutions to our specific requirements. The installation process was seamless, and their support team was always available to answer questions and ensure everything was functioning perfectly. It's clear that RMT takes pride in delivering high-quality service and fostering long-term relationships with their clients. I highly recommend RMT to anyone seeking reliable and efficient software solutions. Their commitment to excellence sets them apart from the competition.

- Bryan Vandewalker, Director of Transportation

NEC 2023

- Cape Coral-Requested Custom Asset Solutions – Expanding beyond pavement management to include living right of way asset tracking.
- Software Enhancements & Customization – Continuing development based on Cape Coral's evolving needs.
- Ongoing Training & Support – Providing continued staff training to maximize system efficiency.
- Multi-Year Budget & Maintenance Planning – Assisting with long-term funding allocations and refining preservation strategies using real-time data insights.

CASE STUDY

WINTER HAVEN, FLORIDA

ACCOUNT NAME & CONTACT

WINTER HAVEN

THE CHAIN OF LAKES CITY

- Winter Haven, Florida
- Very Technology-Forward City
- Brittany Hart, Public Works Director
- 863-291-5260 x4102
- bhart@mywinterhaven.com

SIZE/COVERAGE/COST



310 Lane Miles



41 Square Miles



57,000 Population



\$46,500

BEFORE RMT

Prior to RMT, Winter Haven's Roadway Lifecycle Management processes followed legacy protocols. They periodically received one-time assessments, and engaged consultants to process their data. Their PMS systems were not updated regularly. Because of this disconnected process, Winter Haven did not know what their required paving maintenance expense was, or which roads to prioritize.

TODAY

Winter Haven implemented RMT in 2023. Following implementation, the city saw full data coverage after approximately 45 days, and now has a living pavement management system that identifies all of its road conditions in real time. After receiving full coverage, Winter Haven quickly identified that its paving budget was insufficient to simply maintain its current network—a problem faced by many agencies given. *Using the bottom-up, living data from RMT's system, Winter Haven justified an increase in its annual paving budget from \$250K per year to \$2M per year—an 800% increase. Moving forward the Winter Haven team has asked the RMT team to consider additional product development for them, to include pedestrian pathways and private road networks as a service to local HOAs. RMT is exploring these paths.*

Comprehensive Pavement Condition Survey (PCS):

Full network evaluation based on ASTM-D6433-18 standards to establish PCI.

Pavement Management Software Implementation:

Centralized system for data storage, budget analysis, and project planning.

Optimization of Maintenance & Rehab (M&R) Strategies:

Using predictive modeling to allocate funds efficiently.

RMT provided a comprehensive Pavement Lifecycle Management solution for Winter Haven and established a relationship with the agency towards a sustainable, ongoing solution.

Evaluation of Current Program & Procedures

- Conducted a needs assessment and business process audit.
- Facilitated strategy meetings with city staff.
- Delivered a Needs Assessment Report with strategic recommendations.

Continuous Pavement Condition Survey

- Performed full network pavement condition assessments.
- Integrated real-time PCI data into a GIS-compatible database.
- Refined deterioration models using real-world conditions.

Pavement Maintenance & Rehabilitation Workflows

- Developed standardized M&R workflows.
- Provided decision trees for selecting treatments based on multiple factors.

Pavement Management Software Implementation

- Implemented a web-based pavement management system.
- Enabled 'what-if' scenario analysis for budget planning.
- Generated multi-year maintenance plans.

Living Pavement Management Master Plan

- Developed a long-term pavement strategy with multi-year planning scenarios.
- Provided annual updates to reflect real-time data.

CLIENT QUOTES

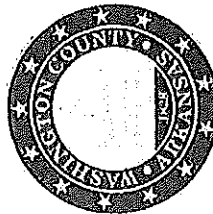
"It is a city policy of Winter Haven not to publicly endorse vendors. However, the public works director and full team at Winter Haven has actively reached out to both neighboring cities and to Polk County, Florida, (where they sit) to push these agencies towards purchasing RMT for communal collaboration. RMT is now in active conversation with multiple of these neighboring cities. Further, we can provide transcripts of city council meetings in which Winter Haven has praised RMT's solution and service."

-
- **HOA Data Collection & Coordination** – Collecting and integrating data on HOA-managed roads to improve communication between city maintenance and HOAs for coordinated work efforts.
 - **Trail Quality Assessment Development** – Creating customized evaluation tools to monitor and maintain trail conditions, supporting Winter Haven's Trail Town Title designation.
 - **Enhancing Project Planning & Budgeting** – Expanding the use of RMT's Project Planner tool to further refine project tracking, budgeting, and resource allocation.
 - **Advanced Pavement Performance Monitoring** – Utilizing real-time deterioration trends and treatment effectiveness data to optimize maintenance timing and extend roadway lifespan.
 - **Optimized Preservation Strategies** – Leveraging data-driven insights to ensure maintenance dollars are allocated efficiently, maximizing budget impact and long-term sustainability.

CASE STUDY

WASHINGTON COUNTY, AR

ACCOUNT NAME & CONTACT



- Washington County, AR
- Fourth largest county in Arkansas
- Jeff Crowder, Road Superintendent
- 479-444-1610
- jcrowder@washingtoncountyar.gov

SIZE/COVERAGE/COST



989 Lane Miles



952 Square Miles



267,000 Population



\$140,340

BEFORE RMT

Washington County faced significant challenges in managing its extensive and widely spread roadway network. The county previously relied on a video-based inspection service that required labor-intensive manual review and labeling, delaying maintenance decisions and making it difficult to prioritize repairs efficiently. Additionally, the county lacked a formal Work Order System, Asset Management System, and Fleet Management System, which made tracking maintenance, managing assets, and optimizing fleet operations difficult. Seeking a data-driven solution, Washington County partnered with RMT to improve roadway assessments and streamline infrastructure management.

TODAY

After implementing RMT's Roadway Lifecycle Management solution, Washington County saw immediate benefits from real-time pavement performance data, enabling proactive maintenance planning, budget optimization, and extended roadway lifespan. Impressed by the efficiency and effectiveness of RMT's platform, county officials requested to expand their partnership beyond pavement management. Washington County adopted RMT's Work Order Management, Asset Management, and Fleet Management Systems, further streamlining operations. These tools now enable seamless dispatching of maintenance crews, tracking of repairs, managing assets, and optimizing fleet performance, significantly improving service delivery. What began as a solution for pavement assessments evolved into a county-wide infrastructure management strategy, ensuring long-term sustainability and efficiency.

Evaluation of Current Practices:

Video assessment gaps and challenges the team was frustrated with for their large network.

Comprehensive Pavement Condition Survey (PCS):

Comprehensive network evaluation addressing identified gaps.

Pavement Management Software Implementation:

Centralized system for data storage, budget analysis, and project planning. Ease of use being a top priority.

RMT provided a comprehensive Pavement Lifecycle Management solution for Washington County and established a relationship with the agency towards a sustainable, ongoing solution.

Evaluation of Current Program & Procedures

- Conducted a needs assessment and business process audit.
- Facilitated strategy meetings with city staff.
- Delivered a Needs Assessment Report with strategic recommendations.

Continuous Pavement Condition Survey

- Performed full network pavement condition assessments.
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- Refined deterioration models using real-world conditions.

Pavement Maintenance & Rehabilitation Workflows

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- Implemented a web-based pavement management system.
- Enabled "what-if" scenario analysis for budget planning.
- Generated multi-year maintenance plans.

Living Pavement Management Master Plan

- Developed a long-term pavement strategy with multi-year planning scenarios.
- Provided annual updates to reflect real-time data.

CLIENT QUOTES

RMT's platform has completely transformed the way we manage our roadway network. The real-time data and advanced analytics have enabled us to take a more efficient and effective approach to pavement preservation, optimize our budget, and extend the lifespan of our roads. What started as a pavement management solution quickly evolved into a full-service infrastructure management system. After seeing the efficiency and accuracy of RMT's tools, we expanded our partnership to include Work Order Management, Asset Management, and Fleet Management. These systems have streamlined our operations, improved coordination between departments, and significantly enhanced service delivery for our residents. RMT has been an invaluable partner in helping us transition to a fully data-driven approach, ensuring long-term sustainability and efficiency." **33**

- Jeff Crowder, Road Superintendent

- **Enhanced Project Performance Tracking** – Expand real-time data usage to improve long-term forecasting and optimize preservation treatments.
- **Work Order & Asset Management Optimization** – Refine maintenance workflows and asset tracking to boost efficiency and coordination.
- **Fleet Utilization Improvements** – Maximize vehicle efficiency, reduce downtime, and enhance operational performance.
- **Multi-Year Budget & Planning** – Leverage data-driven insights to prioritize projects, optimize funding, and ensure long-term sustainability.

RMT Leadership Team

36

RMT's team brings a diverse background of expertise spanning paving, construction, material science, software and mechanical engineering, and technology growth operations. These deep, but varied skillsets have enabled RMT to build a truly differentiated Roadway Lifecycle Management offering.



Noah Butler
Chief Revenue Officer



Mohamed Homaid
Chief Technology Officer



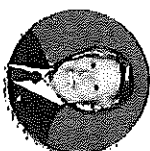
Candlar McCollum
Founder & Chief Executive Officer



Swin Moore
President and CFO



Jamie Weathers
Chief Operating Officer



Jim St. Martin, P.E.
Professional Engineering Lead



Audi



Constant
Contact

10+ Years Sales

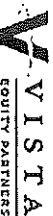


25+ years Full-stack
Engineering



NAVICO

12+ years Management, Sales,
Product, and Pavement



VISTA
EQUITY PARTNERS

14+ years Finance and Growth
Operations



26+ years Operations & Logistics
USMC/Pentagon, and Pavement
Preservation



IAC & Associates

40+ years experience Paving,
Construction, and Material
Science



Experience and Qualifications of Key Personnel

37



Jamie Weathers
COO

Jamie Weathers, COO of RMT, brings over 25 years of experience in operations, logistics, and transportation from his service in the U.S. Marine Corps and the private sector. His background includes managing Amphibious Warship Modernization at the Pentagon and serving as Director of Operations at Material Resources, Inc. He ensures successful project execution by overseeing daily operations, facilitating cross-departmental collaboration, and meeting contract requirements. As the primary contact for administrative matters, he focuses on customer satisfaction and seamless project implementation.

Relevant Experience

Roadway Management Technologies *COO*

- Directs and maintains daily operations, coordinating with departments such as HR, legal, sales, marketing, manufacturing, accounting, and technology.
- Ensures client satisfaction through effective communication.
- Develops and implements operational policies and procedures and analyzes data to evaluate performance.

Material Resources, Inc. *Director of Operations*

- Partnered with shareholders to develop performance goals and strategic growth plans.
- Established operational strategies to enhance efficiency and drive productivity.
- Optimized workflows through process analysis and cross-functional collaboration.

Headquarters Marine Corps, Pentagon *Program Manager, Amphibious Warships*

- Led logistics & infrastructure modernization, managing \$10M annually to enhance equipment storage across 32 warships.
- Directed transportation & resource allocation, overseeing 18K personnel & 112K tons of equipment via 165 aircraft & 27 ships, saving \$10.8M.
- Developed strategic reports & advocacy materials for congressional testimonies, DoD briefings, and Joint Staff meetings.

Education

- MBA in Strategic Leadership, New England College
- Bachelor of Science in Management, University of Phoenix
- Command and Staff College, Marine Corps University
- Expeditionary Warfare School, Marine Corps University
- Logistics Education Program, Penn State University

Relevant Skills

- Master Logistician – Int. Society of Logistics
- Lean Six Sigma/Continuous Process Improvement – Green Belt
- Joint Logistics Operations
- Infrastructure Management – Roadway preservation & modernization
- Government Contracting – Budget oversight & project management

Experience and Qualifications of Key Personnel

38



Derek Hill
Project Manager

Derek Hill is a highly skilled Key Account Manager and Product Specialist at RMT, bringing a strong background in client success, problem-solving, and strategic project management. Detail-oriented and self-motivated, he excels in understanding client needs, coordinating teams, and driving projects to successful completion. At RMT, he oversees project planning, execution, and adoption of the system, ensuring seamless implementation and alignment with client goals. His leadership, communication skills, and commitment to quality make him instrumental in delivering transparent, efficient, and high-impact solutions.

Relevant Experience

- Roadway Management Technologies**
Key Account Manager / Product Specialist
- Work directly with the development team to troubleshoot recurring issues faced by clients.
 - Analyze customer feedback to assist development team with refinement and expansion of RMT software.
 - Perform testing for new enhancements to the system before they are pushed to the live system and document any areas of concern.

- Vertex Consulting**
Account Manager
- Developed and maintained long-term relationships with accounts through support and service
 - Performed site visits to address IT needs and make service/solution recommendations.
 - Assisted government and private business clients with quarterly business reviews to plan and budget for upcoming projects.

- SharpSpring**
Director of Partnerships
- Managed inbound sales with an emphasis on building client relationships.
 - Presented functions and features of the marketing-automation platform.
 - Cultivated relationships with prospects and their internal stakeholders to close new business.

Education

- Masters of Design in Architecture, University of Florida
- Bachelor of Design: Architecture, University of Florida

Relevant Skills

- Pavement management software training & implementation
- Technical support & troubleshooting for asset management
- Client success & system support
- Data analysis & process improvement
- System testing & quality assurance
- Stakeholder collaboration with public works & GIS
- Work order & asset management consulting

Experience and Qualifications of Key Personnel

39



Tim Pogge
Director, Technical Services

Tim Pogge is the Director of Technical Services at RMT. He comes to RMT with eight years' experience in the SaaS industry, having previously worked for companies such as Constant Contact and SharpSpring. His experience in Customer Success, coupled with his technical background, provides him with unique insight into building successful Onboarding, Customer Success, and Technical Support organizations.

Relevant Experience

Roadway Management Technologies *Director of Technical Services*

- Manage seamless transitions from sales to post-sales, ensuring customer satisfaction and support.
- Develop and implement scalable post-sales processes to enhance customer experience.
- Collaborate with Product, Engineering, and Sales to align features and sales strategies with customer needs.

Constant Contact Technical Services *Delivery Manager*

- Led the Sales Engineering & Technical Services team at Constant Contact.
- Developed Service Catalog & Engagement Models for Sales Engineering and Technical Services.
- Collaborated with Operations & Marketing to drive new business to Technical Services.

Constant Contact Sales Engineering *Supervisor*

- Managed Sales Engineering operations, optimizing team performance and workflow.
- Developed job descriptions, team charter, dashboards, and engagement models to enhance productivity.
- Partnered with leadership to establish KPIs and ensure seamless deal transitions.

Education

- Bachelor of Arts in Political Science – Christopher Newport University

Relevant Skills

- Technical services leadership & process optimization
- Pavement software onboarding & deployment
- Post-sales support & customer success
- Workflow automation & scalability
- KPI development & performance analytics
- Cross-functional collaboration with engineering & product teams
- Technical documentation & training development

Experience and Qualifications of Key Personnel

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Minji Suh
Dedicated Software Engineer

Minji Suh is a versatile professional with expertise in software engineering, development, and design. She has led diverse projects—including websites, portals, integrations, and custom solutions—ensuring efficient and effective software performance. Minji plays a key role in supporting RMT's Technology Department by addressing software-related questions and providing ongoing backend support to keep the platform running smoothly. Her collaborative and results-oriented approach drives continuous improvement and innovation.

Relevant Experience

Roadway Management Technologies Software Engineer

- Developed and maintained custom web applications using the Laravel PHP framework, optimizing efficiency and scalability.
- Optimized MySQL databases, implementing query refinement and indexing techniques to enhance performance.
- Conducted frontend testing and debugging, ensuring cross-browser compatibility and responsive design.
- Implemented Git workflows (branching, merging, rebasing) for structured and efficient code management.
- Designed and developed software solutions for roadway management, supporting both high-level oversight and field operations.

OneTrust Instructional Design Consultant

- Integrated stakeholder feedback and performance data to evaluate and enhance product effectiveness.
- Improved multimedia learning experiences by modifying content and implementing HTML & CSS for better interactivity and user engagement.
- Increased operational efficiency by developing comprehensive documentation, including software guidelines, project procedures, and a product enhancement tracker.

Education

- Bachelor of Science in Industrial and System Engineering — Georgia Institute of Technology

Relevant Skills

- Web application development with PHP, Laravel, JavaScript, React, and Express.js
- Database optimization & management using MySQL, XML, and API integrations
- Frontend development & UI enhancement with HTML, CSS, AJAX, and Java
- Software testing & debugging for cross-browser compatibility and performance
- Version control & code management with Git, APIs, and software versioning
- System automation & scripting using Python, CURL, and Linux environments
- Data visualization & analytics with Tableau for performance insights

Experience and Qualifications of Key Personnel

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Will Stephens
*Data Quality Analyst
and GIS Support*

Will Stephens, a Software Engineer at RMT and a Summa Cum Laude graduate from Auburn University, brings expertise in data quality, GIS, and machine learning. He enhances data accuracy and reliability through rigorous quality control while providing essential GIS support for spatial analysis and visualization. His proficiency in GIS software aids in decision-making and strategic planning. Additionally, his background in machine learning and computer vision—developed through work on RMT's Road Crack Detection algorithm—drives innovation.

Relevant Experience

- Developed a Crack Detection algorithm using OpenCV to highlight cracks and predict Pavement Condition Index (PCI).
- Researched photo preprocessing to enhance crack visibility and reduce noise.
- Designed an algorithm to remove false positive cracks caused by shadows.
- Trained a Road vs. Not-Road Classifier with 93% validation accuracy using Transfer Learning.
- Built a vehicle detection model to identify installation issues.
- Improved a road sign classification prototype, boosting accuracy from 20% to 60%.
- Resolved client concerns, enhancing user experience and software functionality.
- Implemented an Accelerometer data collection script across 50+ vehicles for roadway analysis.

**Roadway Management
Technologies
Software Engineer**

**Engineering Student
Services
Engineering Tutor**

- Led 200+ tutoring sessions in computer science, math, and physics.
- Advised 250+ freshman software students on effective college strategies.
- Reviewed and optimized 50+ student course schedules with tailored recommendations.

Education

- Bachelor of Software Engineering —
Auburn University

Relevant Skills

- Data quality control & validation
- GIS mapping & spatial analysis
- Machine learning & computer vision
- Pavement condition assessment & PCI analysis
- Algorithm development for roadway data processing
- Python, OpenCV, & Transfer Learning applications
- Data collection & preprocessing for infrastructure management

Experience and Qualifications of Key Personnel

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Mohamed Homaid
CTO

Mohamed Homaid is the Chief Technology Officer at RMT and an engineering leader with over 17 years of experience in AI, data, and full-stack development. Specializing in scalable AI-driven solutions, he has led high-impact initiatives across Fintech, Healthcare, and Retail. His background in Electrical Engineering enables him to effectively bridge hardware and software solutions. At RMT, he ensures that the platform delivers reliable and innovative results to help agencies optimize road maintenance while reducing costs.

Relevant Experience

Roadway Management Technologies CTO

- Oversees engineering operations, including strategic planning, infrastructure management, and staff performance.
- Develops software and hardware processes to enhance platform speed, accuracy, and quality.
- Researches and implements new technologies for continuous improvement

Stealth Startup CTO

- Led the development of an AI-driven healthcare platform using Next.js, TypeScript, and AWS.
- Managed the full technology stack, including AI model integration and scalable architecture on AWS.

Waymark, Inc. Head of Engineering

- Led the development of an AI-driven healthcare platform using Next.js, TypeScript, and AWS.

Adobe Principal Software Architect

- Led large-scale AI-driven analytics and content management integrations.
- Designed and deployed large-scale, real-time data systems using Apache Kafka.

Education

- Bachelor of Science in Electrical and Computer Engineering, Wayne State University

Relevant Skills

- AI & Machine Learning – Scalable AI-driven solutions
- Cloud & Kubernetes – CKA & CKAD certified, cloud-native applications
- Data Streaming & Engineering – Confluent Certified Developer for Apache Kafka
- Full Stack Development – AI-integrated enterprise solutions
- Enterprise Software – Adobe Marketing Cloud Certified Architect
- Cybersecurity & Compliance – Secure, resilient system architecture
- Tech Strategy & Infrastructure – Cloud architecture & high-performance systems

Assignment of Key Personnel

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- The key personnel listed in the Organizational Chart will remain assigned to the project for its full duration.
- City of Lawndale staff will have unlimited access to RMT's key personnel Monday through Friday, between 5:00 a.m. and 4:00 p.m. PT.
- This availability is included at no additional cost—no billable hours will be incurred (refer to the Fee Schedule for details).

Project Understanding

**Approach to Work
Program**

**Project Management
Plan**

**Experience and
Qualifications**

**Required Forms and
Fee Schedule**

Required Forms and Fee Schedule

Certification of Proposal

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6.3.1 Certification of Proposal

RFP #: 2411-32

The undersigned hereby submits its proposal and agrees to be bound by the terms and conditions of this Request for Proposal (RFP).

1. Proposer declares and warrants that no elected or appointed official, officer or employee of the City has been or shall be compensated, directly or indirectly, in connection with this proposal or any work connected with this proposal. Should any agreement be approved in connection with this Request for Proposal, Proposer declares and warrants that no elected or appointed official, officer or employee of the City, during the term of his/her service with the City shall have any direct interest in that agreement, or obtain any present, anticipated or future material benefit arising therefrom.
2. By submitting the response to this request, Proposer agrees, if selected to furnish services to the City in accordance with this RFP.
3. Proposer has carefully reviewed its proposal and understands and agrees that the City is not responsible for any errors or omissions on the part of the Proposer and that the Proposer is responsible for them.
4. It is understood and agreed that the City reserves the right to accept or reject any or all proposals and to waive any informality or irregularity in any proposal received by the City.
5. The proposal response includes all of the commentary, figures and data required by the Request for Proposal.
6. The proposal shall be valid for 90 days from the date of submittal.
7. Proposer acknowledges that the City may issue addendums related to this RFP and that the proposer has reviewed the following addendums which have been issued:

Addendum: _____

Addendum: _____

Addendum: _____

Addendum: _____

8. Proposer further acknowledges the provisions of any addendums issued have been incorporated into their proposal.

Signature of Authorized Representative:

Candler McCallum

Printed Name and Title:

Candler McCallum, CEO

Non-Collusion Affidavit

6.3.2 Non-Collusion Affidavit

RFP #: 2411-32

The undersigned declares states and certifies that:

1. This proposal is not made in the interest of or on behalf of any undisclosed person, partnership, company, association, organization or corporation.
2. This proposal is genuine and not collusive or sham.
3. I have not directly or indirectly induced or solicited any other Proposer to put in a false or sham proposal and I have not directly or indirectly colluded, conspired, connived, or agreed with any other Proposer or anyone else to put in a sham proposal or to refrain from submitting to this RFP.
4. I have not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the proposal price or to fix any overhead, profit or cost element of the proposal price or to secure any advantage against the City of Lawndale or of anyone interested in the proposed contract.
5. All statements contained in the Proposal and related documents are true.
6. I have not directly or indirectly submitted the proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any person, corporation, partnership, company, association, organization, RFP depository, or to any member or agent thereof, to effectuate a collusive or sham proposal.
7. I have not entered into any arrangement or agreement with any City of Lawndale public officer in connection with this proposal.
8. I understand collusive bidding is a violation of State and Federal law and can result in fines, prison sentences, and civil damage awards.

Roadway Management Technologies

Signature of Authorized Representative:



Printed Name and Title:
Candler McCollum, CEO

Compliance with Insurance Requirements

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6.3.3 Compliance with Insurance Requirements

RFP #: 2411-32

The selected consultant will be expected to comply with the City's insurance requirements contained within this RFP.

The undersigned declares states and certifies that:

1. Proposer agrees, acknowledges and is fully aware of the insurance requirements as specified in the Request for Proposal.
2. If selected, proposer agrees to accept all conditions and requirements as contained therein.

Roadway Management Technologies

Signature of Authorized Representative:



Printed Name and Title:
Candler McCallum, CEO

Acknowledgement of Professional Services Agreement

6.3.4 Acknowledgement of Professional Services Agreement

RFP # 2411-32

The selected consultant will be expected to comply with and sign the City's Professional Services Agreement. Proposers should identify and/or indicate any exceptions to the Sample Professional Services Agreement included in Section 6.2. The City Attorney or their designee retains the discretion to accept or reject proposed exceptions or modifications to the City's Professional Services Agreement.

1. Proposer agrees, acknowledges and is fully aware of the conditions specified in the City's Sample Professional Services Agreement.
2. Proposer agrees to accept all conditions and requirements as contained therein with exceptions noted as follows:

Roadway Management Technologies

Signature of Authorized Representative:



Printed Name and Title:
Candice McCollum, CEO

Fee Schedule

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- RMT offers our services under a Software as a Service (SaaS) model. As such, our pricing is not based on hourly billing rates or specified rates of compensation. Our proposed pricing structure consists of a **single annual fixed fee** that covers all services and functionality outlined in the Scope of Work, including required and optional tasks. There are no additional hourly labor charges, and no billable personnel.
- Annual SaaS License Fee (Includes all services, updates, and support): **\$12,500.**
- Direct Costs: None (all costs, including travel, equipment, and materials, are included in the flat annual fee).
- This structure ensures transparency, predictability, and ease of budgeting for the City, while delivering a complete and fully supported solution.

RMT

Roadway Management Technologies, LLC
PO Box 678325
Orlando, FL 32867

904.631.8010

<https://roadman.tech/>



DATE DELIVERED
06/18/2025

EXPIRATION DATE
09/18/2025

COST PROPOSAL

TO:
Candler McCollum
Roadway Management Technologies
PO Box 678325
Orlando, FL 32867
501-626-1313

FROM:
Lawndale City Hall
Office of the City Clerk
14717 Burlin Avenue
Lawndale, CA 90260
Attn: Yvette Palomo

Required System Component:

Qty	Description	Unit Price	Annual Total
1	Pavement Lifecycle Pro, Annual	\$12,500.00	\$12,500.00

Total \$12,500.00

This is a quotation on the services named, subject to the conditions in Roadway Management Technologies' contract agreement.



CITY OF LAWNDALE

14717 BURIN AVENUE, LAWNDAL, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: August 4, 2025
TO: Honorable Mayor and City Council
FROM: Dr. Sean M. Moore, City Manager
PREPARED BY: Hrant Manuelian, Finance Director/City Treasurer
SUBJECT: **Quarterly Financial Report**

BACKGROUND

The attached Quarterly Investment Report for the quarter ended June 30, 2025, is provided to City Council per the City of Lawndale's Investment Policy and State of California's Government Code Section 53646.

STAFF REVIEW

As of June 30, 2025, the City had total cash and investments (cost basis) of \$64,388,210 plus \$2,057,170 cash with fiscal agent held in a trust for the Lawndale Redevelopment Agency's Tax Allocation Bond 2009 issue, \$1,150 in petty cash and \$739,686 maintained in two retirement enhancement plans for PARS.

The Federal Reserve has held interest rates steady and has not made any adjustments since last year. The State Local Agency Investment Fund (LAIF) had an interest rate of 4.36% on June 30, 2024, and has slightly decreased to 4.27% as of June 30, 2025. Rates going forward are generally expected to gradually decrease, however at a slower pace. Inflation continues to remain high at over 3%. We continue to maintain a majority of cash in LAIF and the City's checking account. For the quarter ended June 30, 2025, the City has remained very liquid with 81.65% of our portfolio in on-demand accounts. The remainder of the portfolio includes 4.86% short-term (maturing in less than one year), 7.29% mid-term (one to three years maturity), and 6.2% long-term (maturing from three to five years) investments.

As it appears that interest rates will be coming down in the second half of this year, we look for opportunities to maximize returns on City funds. The City's investments continue to remain intact and have not been affected by this volatility. We do not expect there to be any significant changes to our investments as we only purchase securities that we know we can hold on to until maturity at which time we will receive the full amount of the principal back from the issuer. As the market continues to change we will keep a close watch and take advantage of any upcoming investments. Cash in bank will be monitored and is expected that more will be used to purchase either bonds or CD's to take advantage of interest to the extent possible. The goal is to maintain a healthy balance of cash while maximizing returns.

The investment program provides sufficient liquidity to meet six months of estimated expenditures. All investments are in compliance with California state code 503600 and the City of Lawndale Investment policy.



CITY OF LAWDALE INVESTMENT REPORT

Summary of Investments
For Quarter Ended June 30, 2025

	Adjusted Cost Basis	Category Total	Percent of Portfolio
<u>On Call Deposits</u>			
Checking Accounts	26,597,937		
LAIF State Pool	25,972,273	52,570,210	81.65%
<u>Short-Term Investments (1 Year or Less)</u>			
Time Deposits FDIC Insured	3,129,000		4.86%
US Government Agency Securities	-	3,129,000	
<u>Medium-Term Investments (1 to 3 Years)</u>			
Time Deposits FDIC Insured	3,694,000		
US Government Agency Securities	1,000,000	4,694,000	7.29%
<u>Long-Term Investments (3 to 5 Years)</u>			
Time Deposits FDIC Insured	995,000		
US Government Agency Securities	3,000,000	3,995,000	6.20%
Total Cash and Investments		64,388,210	100.00%

LEGAL REVIEW

The City Attorney's office has reviewed this staff report and has approved it as to form.

FISCAL IMPACT

Not applicable

RECOMMENDATION

Staff recommends that the City Council receive and file the Quarterly Investment Report for the quarter ended June 30, 2025.

Attachments

[Q4 FY 24-25 Investments.pdf](#)

ATTACHMENT A



**CITY OF LAWDALE
TREASURY REPORT
For Quarter Ended June 30, 2025**

Cash	26,597,937	
Investments	37,790,273	
Cash w/Fiscal Agent	2,057,170	
Petty Cash	1,150	
Public Agency Retirement Services (PARS)- Retirement Enhancement Plan	729,743	
PARS/ City of Lawndale Excess Benefit Trust - US Bank	9,942	739,686
Total Cash and Investments		<u>67,186,215</u>

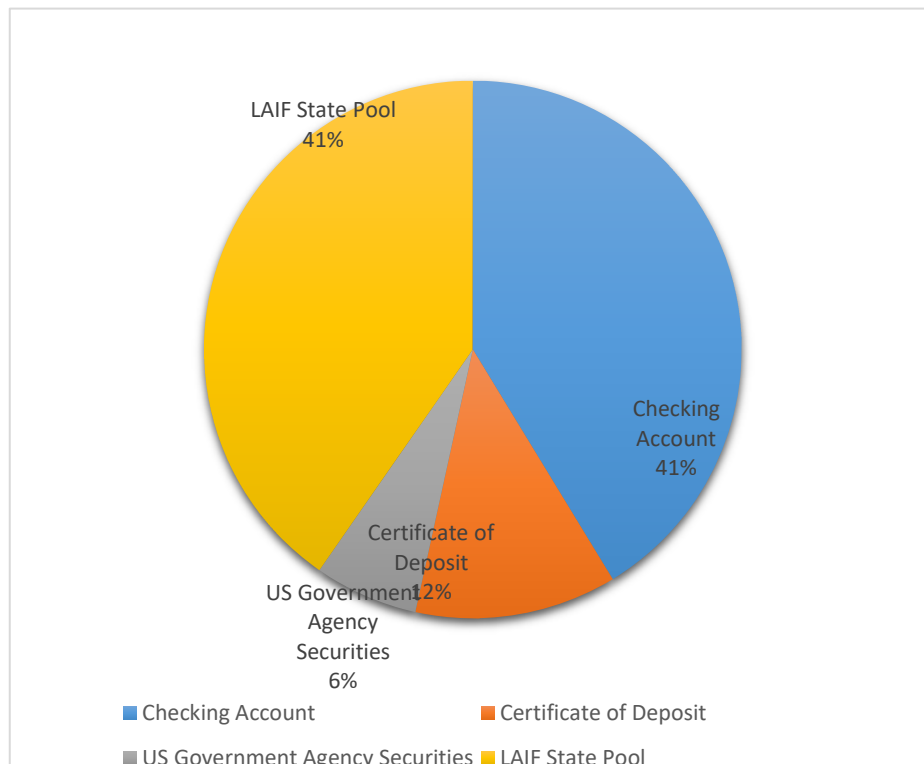


CITY OF LAWDALE INVESTMENT REPORT

Portfolio Statistics
For Quarter Ended June 30, 2025

Portfolio Composition

<u>Investment Type</u>	<u>Market Value</u>
Checking Account	26,597,937
Certificate of Deposit	7,819,037
US Government Agency Securities	4,007,708
LAIF State Pool	25,972,273
TOTAL	64,396,955



**CITY OF LAWDALE
DETAIL OF INVESTMENTS**

For Quarter Ended June 30, 2025

	Par Value	Coupon Rate	Moody's/ S&P Rating	Purchase Date	Maturity/ Called Date	Days to Maturity	Yield to Maturity	Cost Basis	Category total	(memo only) Market Value
On Call Deposits										
Checking Account- Wells Fargo	22,168,511	N/A	N/A		Demand	1	None	22,168,511		22,168,511
Municipal Investment Account - US Bank	4,429,426	N/A	N/A		Demand	1	None	4,429,426		4,429,426
Local Agency Investment Fund- City of Lawndale	25,970,665	N/A	N/A		Demand	1	0.20%	25,970,665		25,970,665
Local Agency Investment Fund- Lawndale Housing Authority	1,608	N/A	N/A		Demand	1	0.20%	1,608		1,608
On Call Deposits	52,570,210								52,570,210	52,570,210

Short-Term Investments (1 Year or Less)

Time Deposits:

Discover Bank	246,000	3.25%	FDIC	7/22	7/14/2025	14	3.25%	246,000		245,864
Connexus Credit Union	248,000	5.20%	FDIC	7/23	7/14/2025	14	5.20%	248,000		248,093
Goldman Sachs	245,000	4.00%	FDIC	8/24	8/13/2025	44	4.00%	245,000		244,824
Toyota Financial Savings CD	247,000	0.70%	FDIC	8/21	8/26/2025	57	0.70%	247,000		245,492
California Credit Union	240,000	5.40%	FDIC	8/23	8/28/2025	59	5.40%	240,000		240,397
BNY Mellon NA INSTL CTF DEP	243,000	4.95%	FDIC	4/24	10/15/2025	107	4.95%	243,000		243,268
First State Bank	179,000	5.00%	FDIC	4/24	10/20/2025	112	5.00%	179,000		179,325
Keypoint Credit Union	249,000	4.35%	FDIC	10/24	10/30/2025	122	4.35%	249,000		248,846
Preferred Bk	248,000	5.10%	FDIC	6/24	12/5/2025	158	5.10%	248,000		248,801
Western Alliance Bank	243,000	5.20%	FDIC	6/24	12/19/2025	172	5.20%	243,000		243,996
Numerica Cr Un	249,000	4.75%	FDIC	2/24	3/2/2026	245	4.75%	249,000		249,689
First GTY Bk	244,000	4.15%	FDIC	9/24	3/6/2026	249	4.15%	244,000		243,576
Eaglebank	248,000	5.05%	FDIC	6/24	6/25/2026	360	5.05%	248,000		250,161
	3,129,000							3,129,000		3,132,333

US Government Agency Securities:

	-							-		-
	-							-		-
Short-Term Investments (1 Year or Less)	3,129,000								3,129,000	3,132,333

Medium-Term Investments (1 to 3 Years)

Time Deposits:

Customers Bank CD	245,000	4.00%	FDIC	8/24	8/17/2026	413	4.00%	245,000		244,652
Rize FCU CD	249,000	4.15%	FDIC	8/24	8/20/2026	416	4.15%	249,000		249,074
Synchrony Bank Draper UT CD	247,000	0.90%	FDIC	8/21	8/27/2026	423	0.90%	247,000		238,355
Chartway Federal Credit Union	240,000	5.30%	FDIC	8/23	8/28/2026	424	5.30%	240,000		243,226
Medallion Bank UT CD	247,000	0.85%	FDIC	8/21	8/31/2026	427	0.85%	247,000		237,757
UBS Bank USA CD	247,000	0.95%	FDIC	9/21	9/9/2026	436	0.95%	247,000		237,866
Bank of America	245,000	3.95%	FDIC	9/24	9/11/2026	438	3.95%	245,000		244,415
First Fndtn Bank	243,000	5.00%	FDIC	6/24	12/14/2026	532	5.00%	243,000		246,202

Austin Telco Fed Cr	249,000	4.30%	FDIC	2/25	2/16/2027	596	4.30%	249,000	250,017
Valley Natl Bk	247,000	4.45%	FDIC	2/24	2/22/2027	602	4.45%	247,000	248,639
Spokane Teachers CR UN CD	248,000	4.75%	FDIC	4/24	4/15/2027	654	4.75%	248,000	251,199
Wexford Community Credit Union	248,000	4.75%	FDIC	6/24	6/28/2027	728	4.75%	248,000	251,749
First Technology FCU CD	249,000	4.10%	FDIC	8/24	8/20/2027	781	4.10%	249,000	249,743
First Merchants Bank	245,000	3.75%	FDIC	9/24	9/10/2027	802	3.75%	245,000	243,832
American Express Natl BK	245,000	3.85%	FDIC	9/24	9/13/2027	805	3.85%	245,000	244,439
	<u>3,694,000</u>							<u>3,694,000</u>	<u>3,681,164</u>

US Government Agency Securities:

Federal Home Loan Banks	1,000,000	5.000%	Aaa/AA+	6/24	4/15/2027	654	5.000%	1,000,000	1,004,794
	<u>1,000,000</u>							<u>1,000,000</u>	<u>1,004,794</u>

Medium-Term Investments (1 - 3 Years)	<u>4,694,000</u>							<u>4,694,000</u>	<u>4,685,958</u>
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Long-Term Investments (3 to 5 Years)

Time Deposits:

Empower Fed Cr Union	248,000	4.75%	FDIC	6/24	6/26/2028	1,092	4.75%	248,000	253,954
USAlliance Fed CU	249,000	4.15%	FDIC	1/25	1/31/2029	1,311	4.75%	249,000	250,706
Baxter Credit Union	249,000	4.20%	FDIC	2/25	2/22/2029	1,333	4.75%	249,000	251,090
Truxton Tr Co Nashville Tenn	249,000	4.10%	FDIC	2/25	2/14/2030	1,690	4.75%	249,000	249,791
	<u>995,000</u>							<u>995,000</u>	<u>1,005,540</u>

US Government Agency Securities:

Federal Farm Cr Bks	1,000,000	4.96%	Aaa/AA+	1/25	1/22/2029	1,302	4.96%	1,000,000	1,001,141
Federal Home Loan Banks	1,000,000	4.20%	Aaa/AA+	10/24	10/9/2029	1,562	4.200%	1,000,000	992,160
Federal Home Loan Banks	1,000,000	4.65%	Aaa/AA+	2/25	2/26/2030	1,702	4.650%	1,000,000	1,009,614
	<u>3,000,000</u>							<u>3,000,000</u>	<u>3,002,914</u>

Long-Term Investments (3 to 5 Years)	<u>3,995,000</u>							<u>3,995,000</u>	<u>4,008,455</u>
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Total Cash and Investments	<u>64,388,210</u>							<u>64,388,210</u>	<u>64,396,955</u>
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CITY OF LAWNDALE

14717 BURIN AVENUE, LAWNDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: August 4, 2025
TO: Honorable Mayor and City Council
FROM: Dr. Sean M. Moore, City Manager
PREPARED BY: Lucho Rodriguez, Public Works Director
Nick Petrevski, Associate Engineer
SUBJECT: **Notice of Completion for CDBG Project No. 602487-22**

BACKGROUND

On March 17, 2025, the City Council awarded a construction contract to Onyx Paving Company, Inc. in the amount of \$282,000.00, with a contingency amount of \$56,000.00, and required labor compliance managing costs of \$35,000.00 for a total of \$373,000.00 for the Community Development Block Grant (CDBG) Project No. 602487-22.

The scope of work included removal and reconstruction of damaged curb, gutter, sidewalks, driveway approaches, curb drains and updating ADA (Americans with Disabilities) curb ramps.

STAFF REVIEW

The CDBG Project No. 602487-22 was completed in conformance with the project plans and specifications by Onyx Paving Company, Inc. Construction began on April 25, 2025, and was completed on July 24, 2025. Staff recommends the City Council accept the work performed by Onyx Paving Company, Inc. as complete and authorize staff to file a Notice of Completion with the Los Angeles County Recorder's Office.

LEGAL REVIEW

The City Attorney has reviewed this report.

FISCAL IMPACT

The project was included in the City's Fiscal Year 2024-25 Capital Improvement for the total amount of \$373,000.00 using entirely CDBG funds. The project financials and accounting are summarized below:

	Budgeted Amount	Actual Cost
Construction Cost	\$338,000.00	\$337,997.00
Consulting Cost (labor compliance)	\$35,000.00	\$10,327.00
Total Amount	\$373,000.00	\$348,321.00

The total project cost of Construction (\$282,000.00), including Contingency Funds (\$55,994.00), and CDBG Consulting Funds (\$10,327.00) is \$348,321.00.

RECOMMENDATION

Staff recommends that the City Council:

1. Accept the project completion by Onyx Paving Company, Inc., for the CDBG Project No. 602487-22;

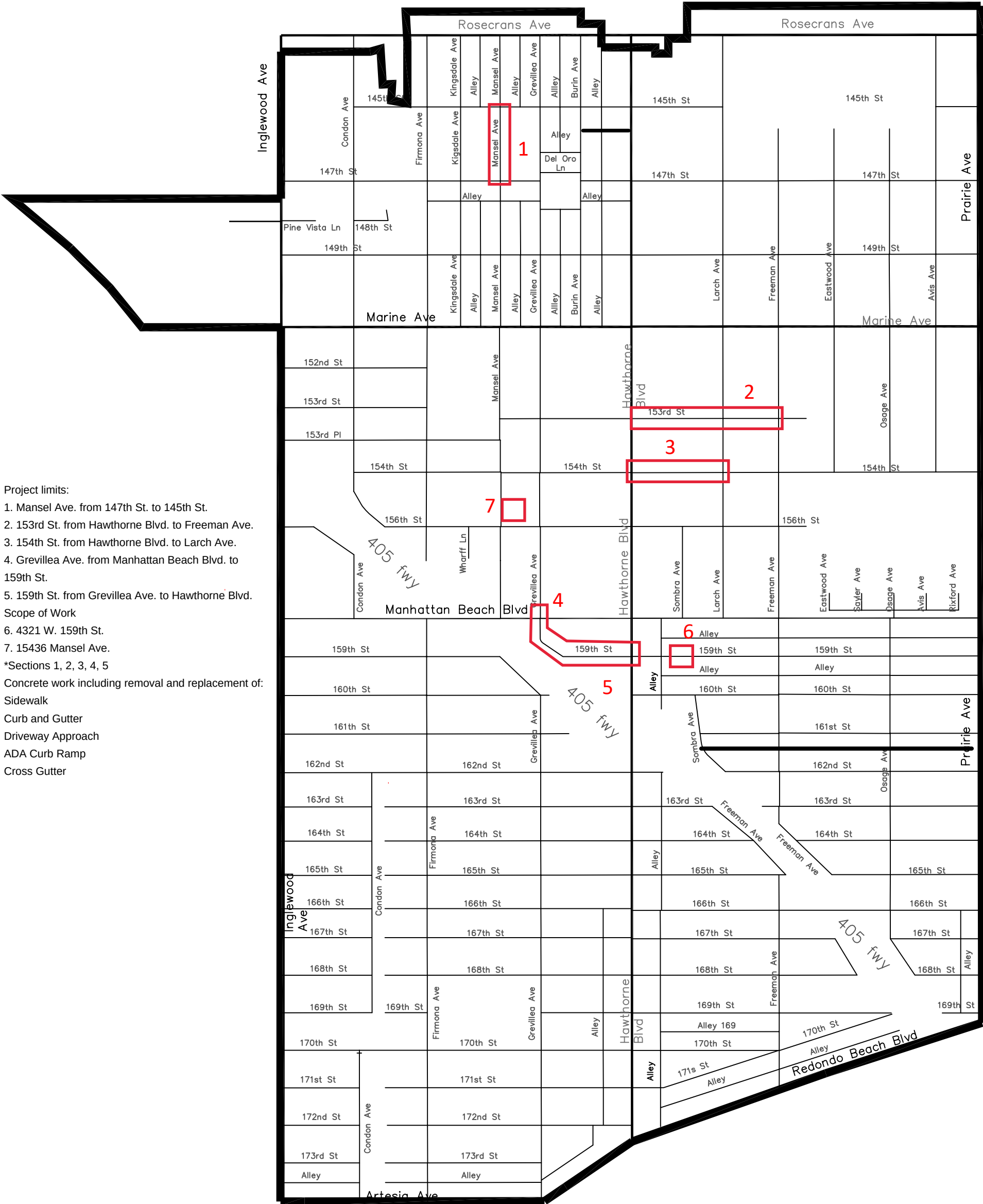
2. Authorize staff to file the Notice of Completion with the Los Angeles County Registrar-Recorder County Clerk's Office for the CDBG Project No. 602487-22; and
3. Authorize staff to release the retention in the amount of \$16,823.20 for the CDBG Project No. 602487-22.

Attachments

[A. Project Location Map.pdf](#)

Attachment A

APPENDIX A
SCOPE OF WORK



Project limits:
1. Mansel Ave. from 147th St. to 145th St.
2. 153rd St. from Hawthorne Blvd. to Freeman Ave.
3. 154th St. from Hawthorne Blvd. to Larch Ave.
4. Grevillea Ave. from Manhattan Beach Blvd. to 159th St.
5. 159th St. from Grevillea Ave. to Hawthorne Blvd.
Scope of Work
6. 4321 W. 159th St.
7. 15436 Mansel Ave.
*Sections 1, 2, 3, 4, 5
Concrete work including removal and replacement of:
Sidewalk
Curb and Gutter
Driveway Approach
ADA Curb Ramp
Cross Gutter



CITY OF LAWDALE

14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: August 4, 2025
TO: Honorable Mayor and City Council
FROM: Dr. Sean M. Moore, City Manager
PREPARED BY: Diane Parsley, Executive Assistant
SUBJECT: **Consider Updates to City Council Policy No. 26-95 Recognition Requests**

BACKGROUND

On June 2, 2025, the City Council discussed Council Policy No. 26-95 Recognition Requests, and requested that staff prepare a revised Recognition Requests Policy, incorporating, for consideration, the following items: 1) Councilmember Francisco Talavera's draft Recognition Request Policy Summary; 2) Request for recognition by an individual City Councilmember; 3) Consent for an individual City Councilmember to sign a recognition; and 4) Expansion of the recognition categories.

STAFF REVIEW

Staff has incorporated the suggested updates to the policy and presents them to the City Council in policy format for review.

LEGAL REVIEW

The City Attorney has reviewed the staff report, council policy update, and resolution and approved as to form.

FISCAL IMPACT

The fiscal impact is unknown at this time. The impact would depend on the actual updates added or amended to the policy, the number of new requests that may occur from those updates, and the type of new requests that may need to be handled. Additional staff time would be required to handle recognition requests, no matter the type of request.

RECOMMENDATION

Staff recommends that the City Council 1.) adopt Resolution No. CC-2508-038, approving amendments to Council Policy No. 26-95, Recognition Requests; or, 2) provide further direction to staff.

Attachments

[Attachment A - Resolution No. 2508-038 Amending Council Policy 26-95, Recognition Requests.pdf](#)

[Attachment B - Councilmember Talavera's Draft Recognition Request Policy Summary.pdf](#)

[Attachment C - Redline of Council Policy No. 26-95 Recognition Requests.pdf](#)

ATTACHMENT A

RESOLUTION NO. CC-2508-038

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWNDAL, CALIFORNIA
AMENDING COUNCIL POLICY NO. 26-95, RECOGNITION REQUESTS**

WHEREAS, the City Council of the City of Lawndale has established a Council Policy Manual to set forth and identify policies of the City Council which may not otherwise be established in ordinances of the City, or which are restated to further amplify existing City policy; and

WHEREAS, all policies included in the Council Policy Manual are adopted by resolution; and

WHEREAS, the City Council discussed Council Policy No. 26-95, Recognition Requests, at the June 2, 2025 City Council meeting, directing staff to prepare revisions for consideration; and

WHEREAS, staff has prepared an amendment to Council Policy No. 26-95, Recognition Requests, and presented it to the City Council for consideration at the August 4, 2025 city council meeting; and

WHEREAS, the City Council has reviewed and approved the amended policy as presented.

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

SECTION 1. That the City Council adopts the amended Policy No. 26-95, entitled "Recognition Requests", attached hereto, and incorporated herein as Exhibit "A". Upon adoption of this Resolution, the prior version of Policy No. 26-95 is rescinded.

SECTION 2. The City Clerk's Department is directed to update the Council Policy Manual with the new version of Policy No. 26-95.

SECTION 3. This resolution shall take effect as of the date of its passage and adoption.

PASSED, APPROVED AND ADOPTED this 4th day of August, 2025.

Robert Pullen-Miles, Mayor

ATTEST:

State of California)
County of Los Angeles) SS
City of Lawndale)

I, Erica Harbison, City Clerk of the City of Lawndale, California, do hereby certify that the City Council of the City of Lawndale duly approved and adopted the foregoing Resolution No. CC-2508-038 at a regular meeting of said Council held on the 4th day of August, 2025, by the following roll call vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Robert Pullen-Miles, Mayor					
Pat Kearney, Mayor Pro Tem					
Sirley Cuevas					
Bernadette Suarez					
Francisco M. Talavera					

Erica Harbison, City Clerk

APPROVED AS TO FORM:

Gregory M. Murphy, City Attorney

EXHIBIT A

COUNCIL POLICY

<u>SUBJECT:</u> Recognition Requests	<u>POLICY NO.:</u> 26-95	<u>DATE ADOPTED:</u> a) 5/22/95 b) 6/5/00 c) 6/4/01 d) 5/5/03 e) 2/2/04 f) 6/6/05 g) 8/4/25
	<u>AUTHORITY:</u> a) Resolution No. CC-9505-38 b) Resolution No. CC-0006-53 c) Resolution No. CC-0106-044 d) Resolution No. CC-0305-027 e) Resolution No. CC-0402-013 f) Resolution No. CC-0506-033 g) Resolution No. CC-2508-038	

PURPOSE:

To provide a fair, consistent, and transparent process for requesting, reviewing, and issuing community recognitions or ceremonial presentations during City Council meetings, or outside events.

POLICY/PROCEDURE:

It is the policy of the City Council that when a request for recognition is received, certificates, proclamations, plaques, letters, and/or other recognition awards shall be prepared in accordance with the adopted policy.

1. TYPES OF RECOGNITIONS

Recognitions may include:

- Proclamations
 - Proclaim a specific date or event, and generally not a person or persons.
- Certificates
 - Commendation, Achievement, Appreciation, Accomplishment, Election, Recognition, In Memoriam, Extraordinary Service, Heroism, or other custom wording
- City Plaque
 - Customized Plaque with the City Logo - Reserved for recognition of only the most significant achievements and events.
- Letters of Recognition on City Letterhead
 - May be requested by and signed by an individual councilmember, without additional approval, while complying with the guidelines in the adopted recognition policy.
- City Lapel Pins
 - City lapel pins depict the city logo and may be presented on its own, or in addition to a certificate, proclamation, plaque, letter, or other award as may be requested and/or appropriate.

Unless otherwise noted, or approved, all recognition material in “paper” format (e.g. certificates and proclamations) is to be signed by the Mayor and each councilmember. In the case of plaques or similar types of awards, the inscription “Presented by the Lawndale City Council” shall be inscribed or engraved, with some variation as may be most appropriate, on the presentation item.

2. ELIGIBLE HONOREES:

Recognitions may be requested for:

- Significant civic or community contributions
- Cultural, educational, or artistic achievements
- Youth accomplishments (academic, athletic, or volunteer service)
- Milestone anniversaries (e.g., business, non-profit, school)
- Retirements, anniversaries, or memorials
- Acts of heroism or extraordinary service
- Life milestones
- Official governmental bodies or public institutions
- Nationally recognized awareness months or heritage events

Recognitions shall not be issued for religious observances, ethnic celebrations, political endorsements, private commercial promotions, or matters lacking a local connection or impact.

3. REQUEST PROCEDURE:

- Submit written requests to the City Manager or City Clerk Department at least 30 calendar days in advance of the presentation date.
- Include honoree’s name, background, requested recognition type, event date, and contact information.
- Name and contact information of the requestor
- Suggested wording or background materials (optional)

Forms will be available on the city website and from the City Manager Department.

Individual City Councilmembers may submit a request for recognition utilizing City letterhead and signed by the individual councilmember. A written request should be provided to the City Manager and comply with the provisions in the adopted recognition policy.

4. REVIEW AND APPROVAL PROCESS:

- The City Manager or designee reviews the form or recognition request for completion and relevance; forwards to the Mayor for additional review, as may be needed on a case by case basis. The Mayor is the final approval authority unless otherwise noted in this policy.
- The Mayor and/or City Manager shall approve any ceremonial presentation that is placed on the Council agenda.

5. SCHEDULING OF PRESENTATIONS:

- Formal presentation (in person or virtual, if available) may be scheduled on the Council agenda as a ceremonial item.
- The number of presentations agendized for a scheduled Council meeting shall be at the discretion of the Mayor.
- Presentations are to be scheduled before the public comment section, and at the beginning of the council meeting agenda, to respect time and audience presence.
- Recognition documents to be archived digitally by the City Clerk Department for recordkeeping.

6. ISSUANCE WITHOUT PRESENTATION:

Recognitions may be issued, without being agendized, if:

- A written or in-office presentation is more appropriate
- The City Council is unavailable, or the schedule is full
- The requestor does not require a public ceremony

7. COMMUNITY PARTICIPATION:

- Residents and organizations may nominate honorees using the same procedure.
- A diverse representation across demographics and contributions is encouraged.

8. ANNUAL AND RECURRING EVENTS:

- Recognitions tied to national observances (e.g. Memorial Day, Veteran's Day, Hispanic Heritage Month) may be scheduled annually without individual Council vote.

9. STANDING RECOGNITIONS:

- Recognitions that are processed administratively on an annual or as-required basis are listed below in lieu of providing a matrix. A matrix has been removed from this amended policy.
 - a. **Newly Elected City Officials** - Certificate of Election. Frame or Push Pin Plaque. Signed by the Election Official, upon taking the Oath of Office.
 - b. **Newly Appointed Commissioners and Committee Members** – City Lapel Pin – Presented by the City Clerk Department upon taking the Oath of Office
 - c. **Outgoing Commissioners and Committee Members – with less than 2 Terms of Service** – Certificate of Commendation in a frame or push pin plaque - Presented at a Council meeting.
 - d. **Outgoing Commissioners and Committee Members – with 2 Terms of Service or more** – City Plaque – Presented at a Council meeting.

- e. **Individuals or Organizations Donating \$500 or more in a single year (fiscal or calendar year)** – City Plaque presented by the Director of Community Services at the annual volunteer/sponsorship recognition event. In lieu of that event, a presentation may be made personally by the Director, in person, mailed to the recipient, or made available for pickup.
- f. **Deputy and Firefighter of the Year** – City Plaque – Presented at a Council meeting generally scheduled in October of each year.

10. TRANSPARENCY

- To maintain transparency, the disposition of all requests for recognition will be communicated to the Mayor and City Councilmembers on a regular basis; generally by email or by written follow-up in a weekly memo or communication from the City Manager Department.

ATTACHMENT B

DRAFT FROM COUNCILMEMBER TALAVERA

City of Lawndale Recognition Request and Presentation Policy

1. Purpose:

To provide a fair, consistent, and transparent process for requesting, reviewing, and issuing community recognitions or ceremonial presentations during City Council meetings.

2. Types of Recognitions:

Recognitions may include:

- Proclamations
- Certificates of Commendation, Achievement, or Appreciation
- Letters of Recognition
- Milestone anniversaries (e.g., business, non-profit, school)
- Acts of heroism or extraordinary service
- City Council Presentations

3. Eligible Honorees:

Recognitions may be requested for:

- Significant civic or community contributions
- Cultural, educational, or artistic achievements
- Youth accomplishments (academic, athletic, or volunteer service)
- Retirements, anniversaries, or memorials
- Notable retirements or life milestones
- Nationally recognized awareness months or heritage events
- Requests from official governmental bodies or public institutions

Recognitions will not be issued for:

- Political endorsements or private commercial promotions
- Matters lacking a local connection or public impact

4. Request Procedure:

- Submit written requests at least 30 calendar days in advance of the presentation date.
- Include honoree's name, background, requested recognition type, event date, and contact information.
- Name and contact information of the requestor
- Suggested wording or background materials (optional)

- Forms available on the City's website and at the City Clerk's Office.

5. Review & Approval Process:

- City Manager or Designee reviews for form completion and relevance.
- Mayor and/or City Manager shall approve any ceremonial presentation on the Council agenda.

6. Scheduling of Presentations:

- Formal presentation (in-person or virtual) may be scheduled on the Council agenda as a ceremonial item.
- The number of presentations agendized during a scheduled Council Meeting shall be at the Mayor's discretion.
- Scheduled before Public Comment to respect time and audience presence.
- All recognition documents archived digitally by the City Clerk for recordkeeping.

7. Issuance Without Presentation:

Recognitions may be issued without being agendized if:

- A Written or in-office presentation is more appropriate
- The Council is unavailable, or the schedule is full
- The requestor does not require a public ceremony

8. Community Participation:

- Residents and organizations may nominate honorees using the same procedure.
- Encouragement of diverse representation across demographics and contributions.

9. Annual and Recurring Events:

- Recognitions tied to national observances (e.g. Memorial Day, Veteran's Day, Hispanic Heritage Month) may be scheduled annually without individual Council vote.

ATTACHMENT C

COUNCIL POLICY

<u>SUBJECT:</u> Recognition Requests	<u>POLICY NO.:</u> 26-95	<u>DATE ADOPTED:</u> a) 5/22/95 b) 6/5/00 c) 6/4/01 d) 5/5/03 e) 2/2/04 f) 6/6/05 g) <u>8/4/25</u>
	<u>AUTHORITY:</u> a) Resolution No. CC-9505-38 b) Resolution No. CC-0006-53 c) Resolution No. CC-0106-044 d) Resolution No. CC-0305-027 e) Resolution No. CC-0402-013 f) Resolution No. CC-0506-033 g) <u>Resolution No. CC-2508-038</u>	

PURPOSE:

To provide a fair, consistent, and transparent process for requesting, reviewing, and issuing community recognitions or ceremonial presentations during City Council meetings, or outside events, establish guidelines for recognition of individuals, groups, and events of significance to the Lawndale community by issuance of proclamations, certificates, plaques and other recognition awards.

POLICY/PROCEDURE:

It is the policy of the City Council that when a request for recognition is received, certificates, proclamations, plaques, letters, and/or-and other recognitions awards shall be prepared in accordance with the adopted guidelines of this policy, including the attached Guidelines for Recognition Requests (Exhibit "A") and the Matrix of Recognition Requests (Exhibit "B").

1. TYPES OF RECOGNITIONS

Recognitions may include:

- Proclamations
 - Proclaim a specific date or event, and generally not a person or persons.
- Certificates
 - Commendation, Achievement, Appreciation, Accomplishment, Election, Recognition, In Memoriam, Extraordinary Service, Heroism, or other custom wording
- City Plaque
 - Customized Plaque with the City Logo - Reserved for recognition of only the most significant achievements and events.
- Letters of Recognition on City Letterhead
 - May be requested by and signed by an individual councilmember, without additional approval, while complying with the guidelines in the adopted recognition policy.
- City Lapel Pins

- City lapel pins depict the city logo and may be presented on its own, or in addition to a certificate, proclamation, plaque, letter, or other award as may be requested and/or appropriate.

Unless otherwise noted, or approved, all recognition material in “paper” format (e.g. certificates and proclamations) is to be signed by the Mayor and each councilmember. In the case of plaques or similar types of awards, the inscription “Presented by the Lawndale City Council” shall be inscribed or engraved, with some variation as may be most appropriate, on the presentation item.

2. ELIGIBLE HONOREES:

Recognitions may be requested for:

- Significant civic or community contributions
- Cultural, educational, or artistic achievements
- Youth accomplishments (academic, athletic, or volunteer service)
- Milestone anniversaries (e.g., business, non-profit, school)
- Retirements, anniversaries, or memorials
- Acts of heroism or extraordinary service
- Life milestones
- Official governmental bodies or public institutions
- Nationally recognized awareness months or heritage events

Recognitions shall not be issued for religious observances, ethnic celebrations, political endorsements, private commercial promotions, or matters lacking a local connection or impact.

3. REQUEST PROCEDURE:

- Submit written requests to the City Manager or City Clerk Department at least 30 calendar days in advance of the presentation date.
- Include honoree’s name, background, requested recognition type, event date, and contact information.
- Name and contact information of the requestor
- Suggested wording or background materials (optional)

Forms will be available on the city website and from the City Manager Department.

Individual City Councilmembers may submit a request for recognition utilizing City letterhead and signed by the individual councilmember. A written request should be provided to the City Manager and comply with the provisions in the adopted recognition policy.

4. REVIEW AND APPROVAL PROCESS:

- The City Manager or designee reviews the form or recognition request for completion and relevance; forwards to the Mayor for additional review, as may be needed on a case

by case basis. The Mayor is the final approval authority unless otherwise noted in this policy.

- The Mayor and/or City Manager shall approve any ceremonial presentation that is placed on the Council agenda.

5. SCHEDULING OF PRESENTATIONS:

- Formal presentation (in person or virtual, if available) may be scheduled on the Council agenda as a ceremonial item.
- The number of presentations agendized for a scheduled Council meeting shall be at the discretion of the Mayor.
- Presentations are to be scheduled before the public comment section, and at the beginning of the council meeting agenda, to respect time and audience presence.
- Recognition documents to be archived digitally by the City Clerk Department for recordkeeping.

6. ISSUANCE WITHOUT PRESENTATION:

Recognitions may be issued, without being agendized, if:

- A written or in-office presentation is more appropriate
- The City Council is unavailable, or the schedule is full
- The requestor does not require a public ceremony

7. COMMUNITY PARTICIPATION:

- Residents and organizations may nominate honorees using the same procedure.
- A diverse representation across demographics and contributions is encouraged.

8. ANNUAL AND RECURRING EVENTS:

- Recognitions tied to national observances (e.g. Memorial Day, Veteran's Day, Hispanic Heritage Month) may be scheduled annually without individual Council vote.

9. STANDING RECOGNITIONS:

- Recognitions that are processed administratively on an annual or as-required basis are listed below in lieu of providing a matrix. A matrix has been removed from this amended policy.
 - a. Newly Elected City Officials - Certificate of Election. Frame or Push Pin Plaque. Signed by the Election Official, upon taking the Oath of Office.
 - b. Newly Appointed Commissioners and Committee Members – City Lapel Pin – Presented by the City Clerk Department upon taking the Oath of Office

- c. Outgoing Commissioners and Committee Members – with less than 2 Terms of Service – Certificate of Commendation in a frame or push pin plaque - Presented at a Council meeting.
- d. Outgoing Commissioners and Committee Members – with 2 Terms of Service or more – City Plaque – Presented at a Council meeting.
- e. Individuals or Organizations Donating \$500 or more in a single year (fiscal or calendar year) – City Plaque presented by the Director of Community Services at the annual volunteer/sponsorship recognition event. In lieu of that event, a presentation may be made personally by the Director, in person, mailed to the recipient, or made available for pickup.
- f. Deputy and Firefighter of the Year – City Plaque – Presented at a Council meeting generally scheduled in October of each year.

10. TRANSPARENCY

- To maintain transparency, the disposition of all requests for recognition will be communicated to the Mayor and City Councilmembers on a regular basis; generally by email or by written follow-up in a weekly memo or communication from the City Manager Department.

~~If a request for recognition is consistent with any of the request categories described in Exhibit "A", the Mayor or City Manager may direct staff to issue such recognition award as specified in Exhibit "B". The request for recognition and a description of the disposition thereof shall then be forwarded to the City Council with the next City Manager's weekly memorandum.~~

~~If a request for recognition is not clearly consistent with any of the request categories described in Exhibit "A", the Mayor or City Manager shall direct the City Clerk's Department to place the request on the agenda of the next City Council meeting for discussion of approval.~~

~~The Mayor or City Manager shall not authorize the issuance of a recognition award of monetary value greater than that authorized in Exhibit "B" without obtaining approval by majority vote of the City Council.~~

~~Recognitions shall not be issued for religious observances or ethnic celebrations.~~

COUNCIL POLICY NO. 26-95

EXHIBIT "A"

GUIDELINES FOR RECOGNITION REQUESTS

TYPES OF RECOGNITION AWARDS: (listed by monetary value, lowest to highest)

~~Certificates and Proclamations:~~ Types of certificates issued include certificates of commendation, recognition, appreciation, accomplishment and election, and *in memoriam* certificates. Proclamations are prepared in much the same manner as certificates, but proclaim a specific date or event. Certificates and proclamations may be presented in certificate jackets or frames. Unless a frame is specified by this policy or by the approving authority (Mayor, City Manager or City Council), the certificate/proclamation will be presented in a jacket.

~~City Lapel Pin:~~ City lapel pins depict the City logo and may be presented in addition to a certificate or proclamation.

~~"Push Pin" Plaque:~~ Certificates or proclamations may be mounted on "push pin" plaques as an appropriate means of recognizing an event or accomplishment of special significance.

~~City Tile Plaque:~~ Award of a City tile plaque is reserved for recognition of only the most significant achievements and events, such as a councilmember leaving office.

REQUEST CATEGORIES:

The Mayor or City Manager may approve requests for recognition which are clearly consistent with any of the request categories below. Recognition requests not consistent with the categories and/or recognition awards specified below must be approved by majority vote of the City Council.

PERSONAL ACCOMPLISHMENTS:

~~Athletic/Academic Accomplishments:~~ Recognition of athletic/academic accomplishments may be given when an individual or team reaches a significant level of competition on a regional, state, or national level. Recognition should occur when the individual or team has completed the highest level of competition. Honorees shall be invited to attend a City Council meeting for presentation of a certificate of commendation.

~~Acts of Heroism:~~ Commendations may be given to residents of Lawndale who perform heroic acts and to non-residents who perform acts of heroism to save the life or property of a City resident. Honorees shall be invited to attend a City Council meeting for presentation of a certificate of commendation.

~~Girl Scout and Boy Scout Accomplishments:~~ A certificate of commendation or proclamation may be prepared and mounted on a push pin plaque to recognize Lawndale residents who achieve the rank of Eagle Scout in the Boy Scouts or the Gold or Silver Award in the Girl

~~Scouts. The award shall be presented at either a City Council meeting or Court of Honor, as requested, at which time the scout shall also receive a City lapel pin. Scouts receiving other honors denoting significant scouting accomplishments, such as the Cub Scout Arrow of Light award, shall receive a certificate of commendation.~~

~~South Bay Regional Law Enforcement Explorer Academy: Certificates of recognition may be prepared to recognize graduates of the academy and presented at either the graduation ceremonies or a City Council meeting, as requested.~~

~~Rotary Club Deputy and Firefighter of the Year: A City tile plaque shall be prepared for recipients of the Rotary Club's annual Deputy of the Year and Firefighter of the Year awards and presented at a City Council meeting.~~

SIGNIFICANT EVENTS:

~~Meeting Adjourned *In Memoriam*: A meeting may be dedicated to the memory of an individual at the time of adjournment by the Mayor. An *In Memoriam* certificate shall be prepared and mailed to the next of kin.~~

~~City Sponsored Community Events: Student participants in Youth in Government Day shall receive certificate of recognition during the event. Graduates of the Tiny Tot Program shall receive diplomas and designated undergraduates shall receive certificates of accomplishment at the graduation ceremony. All city volunteers shall receive certificates of appreciation at the Volunteer/Sponsor Banquet. Certificates of appreciation shall be presented to volunteer entertainers at the Memorial Day Breakfast.~~

~~Regional Events: Events of significance to the region, state or nation may be recognized by proclamation, and presented at a City Council meeting or mailed as requested.~~

~~Anniversaries: A City tile plaque may be prepared to commemorate an anniversary of 25 years or greater for a community service organization located in the city, a company doing business within the City or another public agency. The organization being honored shall be invited to send a representative to a City Council meeting to receive the award.~~

PUBLIC OFFICIALS

~~Newly Elected City Officials: City elected officials shall receive a framed certificate of election upon taking the oath of office at a City Council meeting.~~

~~Outgoing Elected City and School Board Officials: Outgoing elected officials of the City, the Lawndale Elementary School District and the Centinela Valley Union High School District shall receive a City tile plaque commemorating their service to the City, at their final City Council or Board meeting.~~

~~Newly Appointed City Commissioners and Committee Members: Newly appointed commissioners and committee members shall be presented with a City lapel pin upon taking the oath of office.~~

~~Outgoing City Commissioners and Committee Members:~~ Upon leaving office, commissioners and committee members who have completed less than two full terms of office shall be presented with a certificate of commendation mounted on a push pin plaque at a City Council meeting. Commissioners and committee members who have completed at least two full terms of office will be presented with a City tile plaque at a Council meeting.

~~Municipal Election Officials:~~ Election poll workers for municipal elections, including alternates, shall be presented with a certificate of appreciation in a certificate jacket at the City Council meeting during which the official results of the election are certified.

~~Outgoing California Contract Cities Association President:~~ A city tile plaque shall be presented to the outgoing CCCA President at his/her final meeting as presiding officer. However, upon receipt of a written request by the outgoing president or the CCCA, a gift, with a maximum monetary value of \$50, may be presented in lieu of the plaque.

~~Distinguished Visitors:~~ Visiting public agency officials or other distinguished visitors may be presented with a City tile plaque acknowledging their visit to the City of Lawndale. This plaque shall be presented, when possible, at a City Council meeting.

SPONSORSHIP

~~Individuals or Organizations Donating \$500+ in a Single Year:~~ The Director of Community Services shall have a City tile plaque or other plaque prepared at his/her discretion, as a token of the City's appreciation for such significant sponsorship by an individual or organization. This plaque shall be presented at the annual volunteer dinner.

**COUNCIL POLICY NO. 26-95
EXHIBIT "B"**

MATRIX OF RECOGNITION

RECOGNITION CATEGORIES	TYPE OF RECOGNITION AWARD					SIGNED BY	WHERE/HOW PRESENTED
	Certificate	Proclamation	City Lapel Pin	Push Pin Plaque	City Tile Plaque		
Personal Accomplishments							
Athletic or Academic Accomplishments	Commendation					Council	Council meeting
Acts of Heroism	Commendation					Council	Council meeting
Girl/Boy Scout Accomplishments	Commendation or proclamation for significant achievements, e.g., Eagle, Gold/Silver, or Arrow of Light		Eagle or Gold/Silver Award only	Eagle or Gold/Silver Award only		Council	As requested
Explorer Academy Graduation	Recognition					Council	As requested
Rotary Club Deputy and Firefighter of the Year					Yes	Council	Council meeting
Significant Events							
Meeting Adjourned In Memoriam	In-Memoriam					Mayor	Mailed to next of kin
Youth in Govt. Day	Recognition					Council	At event
Tiny Tot Graduates	Diploma						At event
Tiny Tot Undergrads	Accomplishment					Mayor	At event
City Volunteer Program Participants	Appreciation					Mayor	Volunteer/ sponsor banquet
Memorial Day Breakfast entertainers	Appreciation					Mayor	At event
Regional Events		Yes				Council	As requested
Anniversaries, 25+ years					Yes	N/A	Council meeting

RECOGNITION CATEGORIES	TYPE OF RECOGNITION AWARD					SIGNED BY	WHERE/HOW PRESENTED
	Certificate	Proclamation	City Lapel Pin	Push Pin Plaque	City Tile Plaque		
Public Officials							
Newly-Elected City Officials	Election, framed					Election official	Upon taking oath of office
Outgoing-Elected City and School Board Officials					Yes	N/A	Final meeting while in office
Newly-Appointed Commissioners and Committee Members			Yes			N/A	Upon taking oath of office
Outgoing Commissioners and Committee Members, Service Less Than 2 Terms	Commendation			Yes		Council	Council meeting
Outgoing Commissioners and Committee Members, Service 2+ Terms					Yes	N/A	Council meeting
Municipal Election Officials	Appreciation					Council	Council meeting when results certified
Outgoing California Contract Cities Assn. President					Yes, or in lieu gift, as requested	N/A	Honoree's last meeting as presiding officer
Distinguished Visitors					Yes	N/A	Council meeting



CITY OF LAWNDALE

14717 BURIN AVENUE, LAWNDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: August 4, 2025
TO: Honorable Mayor and City Council
FROM: Dr. Sean M. Moore, City Manager
PREPARED BY: Diane Parsley, Executive Assistant
SUBJECT: **Amend City Council Policy No. 62-01 - Use of City Seal/Logo**

BACKGROUND

Resolution No. 2090 was adopted January 5, 1981, to set a policy of the City Council that the use of the City's seal and letterhead or facsimile thereof on personal matters shall not be permitted and that individual City Councilmembers or staff members shall not use the City seal or letterhead or facsimile thereof for endorsements of candidates for public office.

On July 2, 2001, the City Council signified its approval of that resolution and requested the City Clerk Department prepare the resolution in policy format for inclusion in the City Council Policy Manual.

City Council Policy No. 62-01, Use of City Letterhead and Seal, was incorporated into the City Council Policy Manual on July 2, 2001.

On October 7, 2019, the policy was amended and expanded on, in order to ensure that the City seal and City logo are utilized appropriately. At the same time, the name of the policy was amended to read "Use of City Seal/Logo".

STAFF REVIEW

In recent months it has been brought to the attention of staff that the City Council may want to revisit and update the policy that regulates the use of city letterhead and correspondence by elected officials. Below are the main areas that have been added, clarified, or updated in the amended policy:

"If a member of the City Council desires to use the city letterhead, which includes the city logo, for the purpose of correspondence taking a position on a policy that does not reflect the official position of the entire elected body (City Council), a disclaimer must be included at the end of the document stating that the contents of the letter or document do not necessarily reflect the position of the Lawndale City Council. Additionally, copies of correspondence sent from the elected officials will be copied to the full body of elected officials (City Council) to maintain transparency.

Additionally, this policy provides reference to the allowable use of city letterhead (letters) as may be approved separately in the Council Recognition Policy, currently under review for amendments."

Staff has reviewed Council Policy No. 62-01, Use of City Seal/Logo and provided updates to the language to incorporate these changes.

LEGAL REVIEW

The City Attorney has approved Resolution No. CC-2508-37, and the amended Council Policy No. 62-01, as to form.

FISCAL IMPACT

Additional staff time may be required to assist with the preparation and handling of additional correspondence; however, staff has no historical reference to provide an accurate fiscal impact at this time.

RECOMMENDATION

Staff recommends that the City Council 1.) adopt Resolution No. CC-2508-037, amending Council Policy No. 62-01, Use of City Seal/Logo; or, 2.) provide further direction to staff.

Attachments

[Attachment A_ Resolution No. 2508-037.pdf](#)

[Attachment B_Redline of Council Policy 62-01.pdf](#)

ATTACHMENT A

RESOLUTION NO. CC-2508-037

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWNSDALE, CALIFORNIA
AMENDING COUNCIL POLICY NO. 62-01, USE OF CITY SEAL/LOGO**

WHEREAS, the City Council of the City of Lawnsdale has established a Council Policy Manual to set forth and identify policies of the City Council which may not otherwise be established in ordinances of the City, or which are restated to further amplify existing City policy; and

WHEREAS, all policies included in the Council Policy Manual are adopted by resolution; and

WHEREAS, the City Council adopted and included the policy "Use of City Letterhead and Seal" to govern the use of the City Seal by minute action on July 2, 2001; and

WHEREAS, the City Council amended the policy, including changing the name of the policy to "Use of City Seal/Logo" by resolution on October 7, 2019; and

WHEREAS, the City Council desires to update, restate, and clarify the City's policies governing the use of the City's Seal and Logo including, but not limited to, councilmembers' use of city letterhead for correspondence that may not reflect the official position of the entire elected body (City Council); and to reference the use of City letterhead in relation to the City's Recognition Requests Policy No. 26-95.

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

SECTION 1. That the City Council adopts the amended Policy No. 62-01, entitled "Use of City Seal/Logo", attached hereto, and incorporated herein as Exhibit "A". Upon adoption of this Resolution, the prior version of Policy No. 62-01 is rescinded.

SECTION 2. The City Clerk's Department is directed to update the Council Policy Manual with the new version of Policy No. 62-01.

SECTION 3. This resolution shall take effect as of the date of its passage and adoption.

PASSED, APPROVED AND ADOPTED this 4th day of August, 2025.

Robert Pullen-Miles, Mayor

ATTEST:

State of California)
County of Los Angeles) SS
City of Lawndale)

I, Erica Harbison, City Clerk of the City of Lawndale, California, do hereby certify that the City Council of the City of Lawndale duly approved and adopted the foregoing Resolution No. CC-2508-037 at a regular meeting of said Council held on the 4th day of August, 2025, by the following roll call vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Robert Pullen-Miles, Mayor					
Pat Kearney, Mayor Pro Tem					
Sirley Cuevas					
Bernadette Suarez					
Francisco M. Talavera					

Erica Harbison, City Clerk

APPROVED AS TO FORM:

Gregory M. Murphy, City Attorney

EXHIBIT A

COUNCIL POLICY

<u>SUBJECT:</u> Use of City Seal/Logo	<u>POLICY NO.:</u> 62-01	<u>DATE ADOPTED:</u> 7/2/01 10/7/19 8/4/25
	<u>AUTHORITY:</u> Minute Action (Resolution No. 2090) Resolution No. CC-1910-046 Resolution No. CC-2508-037	

PURPOSE

To establish a policy regarding the use of the City of Lawndale official seal and the city logo. The seal and logo are considered symbols of the authority and jurisdiction of the City and, as such, are the property of the City and valuable assets to its citizens. This policy desires to ensure that only appropriate uses are made of the City's seal and logo.

POLICY

- A. The City of Lawndale seal and logo are the property of the City. The city seal is generally used for the purpose of certifying official records, by way of affixing an "electronic or digital" seal, or a "physically embedded or raised" seal on an official document. The city logo, in comparison, is used to identify City programs, initiatives, partnerships and sponsorships. The city logo is also included on a variety of city letterhead, including paper and digital versions, both for general use by city staff and by elected officials in their capacity with official documents. Additionally, the city logo is used in social media platforms maintained by city staff.
- B. The City seal and logo shall be used for official purposes only, or as authorized by the City Manager or designee.
- C. No person shall use a symbol that imitates the City seal or logo, may be mistaken, or that is designed, intended or likely to confuse, deceive or mislead the public, for private or commercial purposes, or for any purpose other than for the official business of the City, without written authorization from the City Manager or designee.
- D. No person shall use the City seal or logo for purposes of supporting or opposing the nomination or election to any City or other public office of himself or herself or any other person, or for purposes of supporting or opposing any ballot measure, nor include such City seal or logos on any writing distributed for purposes of influencing the action of the electorate or any part thereof, in any election. Councilmembers or staff members shall not use the City seal or letterhead or facsimile thereof for endorsements of candidates for public office. If a member of the City Council desires to use the city letterhead, which includes the city logo, for the purpose of correspondence taking a position on a policy that does not reflect the official position of the entire elected body (City Council), a disclaimer must be included at the end of the document stating that the contents of the letter or document do

not necessarily reflect the position of the Lawndale City Council. For transparency purposes, correspondence sent by city councilmembers on any form of city letterhead, documents, or publications using the city logo, will be copied to the entire city council as informational.

- E. The City seal or logo may be used on City-owned buildings, City lapel pins, City business cards, City letterhead, resolutions, ordinances, awards and recognition material (including letters, certificates, plaques, trophies, etc., as may relate to and be referenced in the Council Recognition Policy No. 26-95), other formal places, and anywhere designated by the City Manager or designee.
- F. Use of the official City seal or logo may be used in general connection with official City of Lawndale brochures, publications, insignias, postings, website, painting, pamphlets and City of Lawndale promotional materials. The City seal or logo may be used on City vehicles, equipment and fixtures such as signage.
- G. On occasion, the City (as described in subsection C above) may authorize the usage of the City seal or logo for signature events or other promotional measures that benefit the community. Any decision to grant such approval will be specific to the event, time, and use so approved. Approval of the use of the seal or logo once does not constitute approval for any future or recurring use.
- H. Attachment A is incorporated into the policy and reflects a copy of the official city seal, and city letterhead samples. The attachment may not reflect all official city letterhead in use.

ATTACHMENT A

Color City Letterhead:



14717 BURIN AVENUE - LAWDALE, CALIFORNIA 90260 - (310) 973-3200 - FAX (310) 644-4556

Traditional City Letterhead:



14717 BURIN AVENUE • LAWDALE, CALIFORNIA 90260 • (310) 973-3200 • FAX (310) 644-4556

Community Development Department Letterhead for Site Plan Reviews:



14717 BURIN AVENUE • LAWDALE, CALIFORNIA 90260 • (310) 973-3230

Municipal Services Department Code Letterhead automatically generated by CitizenServe:



**City of Lawndale
Municipal Services Department**

14616 Grevillea Avenue, Lawndale, California (310) 973-3220 Fax (310) 970-2151

Animal Control Division Letterhead automatically generated by CitizenServe:

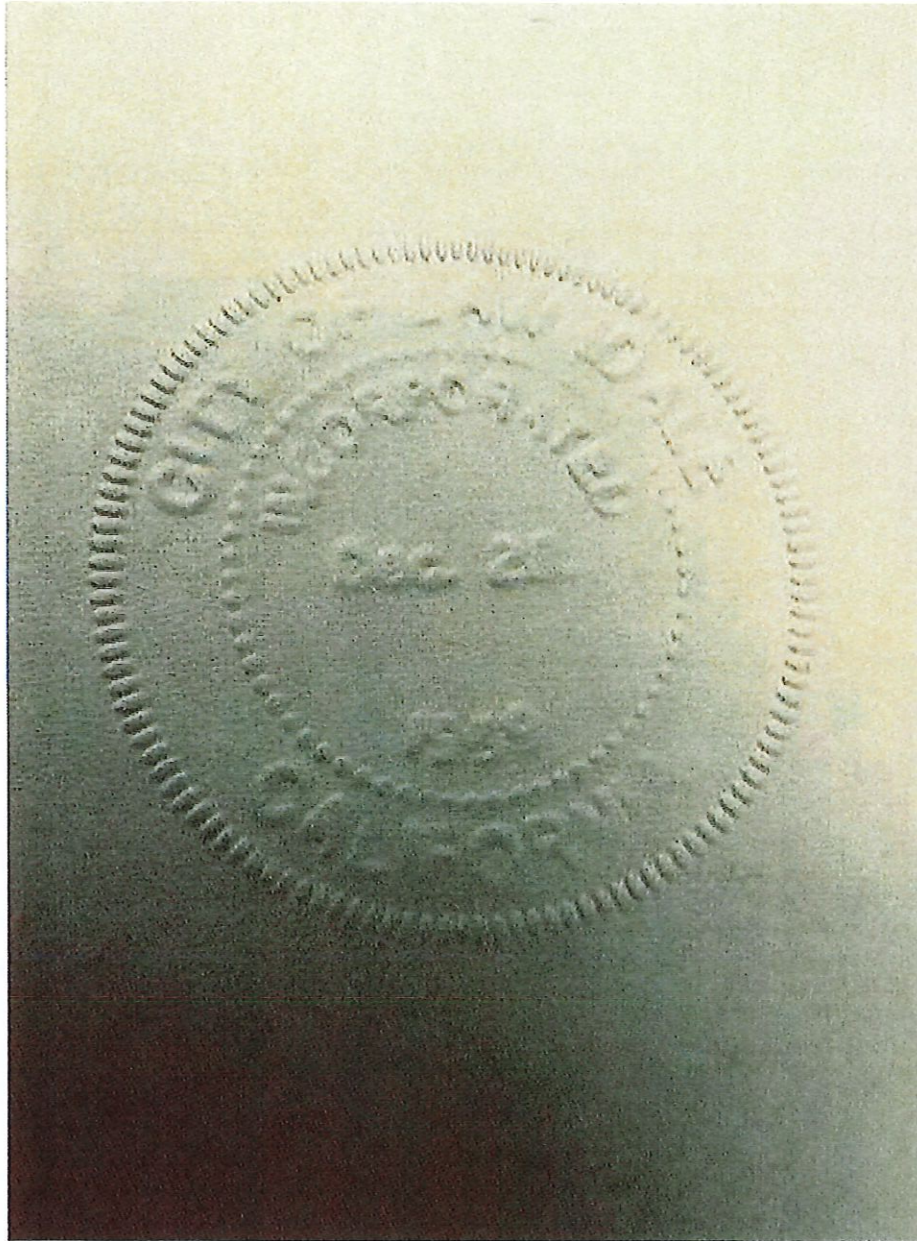


**City of Lawndale
Municipal Services Department
Animal Control Division**

14717 Burin Ave., Lawndale, California (310) 973-3220 Fax (310) 970-2151

City of Lawndale

Sample of Embossed City Seal



ATTACHMENT B

COUNCIL POLICY

<u>SUBJECT:</u> Use of City Seal/Logo	<u>POLICY NO.:</u> 62-01	<u>DATE ADOPTED:</u> 7/2/01 10/7/19 <u>8/4/25</u>
	<u>AUTHORITY:</u> Minute Action (Resolution No. 2090) Resolution No. CC-1910-046 <u>Resolution No. CC-2508-037</u>	

PURPOSE

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POLICY

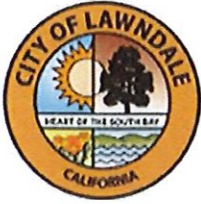
- A.
- ~~A.~~ The City of Lawndale seal and logo are the property of the City. The city seal is generally; used for the purpose of certifying official records, by way of affixing an "electronic or digital" seal, or a "physically embedded or raised" seal on an official document. The city logo, in comparison, is used-and to identify City programs, initiatives, partnerships and sponsorships. The city logo is also included on a variety of city letterhead, including paper and digital versions, both for general use by city staff and by elected officials in their capacity with official documents. Additionally, the city logo is used in social media platforms maintained by city staff.
- B. The City seal and logo shall be used for official purposes only, or as authorized by the City Manager or designee.
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City of Lawndale

Sample of Embossed City Seal





CITY OF LAWNDALE

14717 BURIN AVENUE, LAWNDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: August 4, 2025
TO: Honorable Mayor and City Council
FROM: Dr. Sean M. Moore, City Manager
PREPARED BY: Vanesa Alvarez, Administrative Assistant
SUBJECT: **Report of Attendance at Meetings**

No supporting documentation was forwarded to the City Clerk Department for this item.