South Bay Cities Council of Governments

Steering Committee
AGENDA
Monday, October 14, 2019
12:00 pm
SBCCOG Office
20285 Western Avenue, Suite 100
Torrance, Ca. 90501

I. INTRODUCTIONS

II. REPORT OF POSTING OF AGENDA
   ■ ACTION: Receive and file

III. ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA

IV. PUBLIC COMMENT

V. CONSENT CALENDAR – action items noted, remainder are receive & file – 12:05 pm
   A. Steering Committee – September 9, 2019 meeting minutes attached (Pages 3-7)
      ■ ACTION: Approve
   
   B. Scope of work for contract with LA County
      ■ Proposed scope attached, funding the same as last year. Contract not received yet.
      (Pages 9-11)
      ■ ACTION: Recommend Board approval should contract arrive by the meeting
   
   C. Sub-Contract with PATH
      ■ This subcontract authorizes the SBCCOG to receive $25,000 from PATH from July 1, 2019 to June 30, 2020 through their contract with Los Angeles County. It is basically identical to previous contracts but this year, the county changed the format so that the total number of pages is 146
      ■ The contract in its entirety has been sent to our legal counsel and is available on request. Attached here are the first 7 pages which constitute the subcontract.
      (Pages 13-20)
      ■ ACTION: Recommend Board approval subject to legal review
   
   D. City Attendance at SBCCOG meetings
      ■ Matrix attached (Page 21)
      ■ ACTION: Receive and file
   
   E. 2019 General Assembly Outstanding Sponsor Payments
      ■ $2500 from Mark Ridley-Thomas
   
   F. All 19-20 Dues Paid!
   
   G. South Bay Environmental Services Center Activities Report – attached (Pages 23-28)

VI. ACTION ITEMS
   H. Legislative Matrix – 12:10 pm
      ■ Matrix attached (Pages 29-35)
      ■ LCC/SBACC/SBCCOG Legislative Meet and Greet planned for January 31, 2020
I. Board Meeting agenda development – **12:15 pm**
   - October – Redondo Beach Library – attached (Pages 37-38)
   - Census speaker – Pilar Diaz & Ivy Daulos
   - Skyrise speaker
   - Solsmart recognition to cities and SBCCOG
   - November – Torrance Library
   - Annual Volunteer Reception
   - Volunteer Work Presentation – Jon Rodman
   - New L.A. County Voting System – Registrar/Recorder Dean Logan (confirmed)
   - South Bay Fiber Network final approval with ADF
   - Celebration and Recognition of SBWIB, R/T, Hahn and Butts re: SBFN – tentative
   - January – ?location
   - LAWA Landside Modifications Update
   - February – new office

J. Torrance Energy Efficiency Services Payment – **12:25 pm**
   - Update and recommended action to be provided at the meeting

K. South Bay Fiber Network – **12:35 pm**
   - Status of Commitments
     - Approve letter of commitment from SBCCOG to participate in SBFN – attached (Pages 39-40)
   - Line of Credit
   - Contract with ADF
   - State funding
   - **ACTION:** Provide direction

L. Office Move – 12:45 pm
   - Memo attached (Pages 41-43)
   - Revisiting additional office space to be discussed at the meeting
   - **ACTION:** Approve use Mover Services, Inc. to facilitate the office relocation in an amount not to exceed $8,157. Provide direction on additional office space.

M. Approval of Invoices – available at the meeting – **1:00 pm**
   - **ACTION:** Approve invoices for payment

VII. INFORMATION ITEMS

N. Summary of Caltrans Adaptation Planning Grant to be submitted Friday, October 11 – **1:05 pm**

O. Update on Homeless Program – **1:15 pm**
   - Congratulations to SBCCOG staff and others for a great Hygiene Kit collection drive!
   - Update on the additional funding for COGs from the county starting 2020

P. Update on Senior Services/Age Friendly Region – **1:25 pm**
   - Inglewood has submitted a letter to become an Age-Friendly city.
   - Statewide Master Plan on Aging is to be completed by October 2020, and it will add the entire state into the Livable Communities Movement. Each city will be required to use a lens of aging when reviewing their General Plans.

VIII. STRATEGIC POSITIONING ITEMS/ANNOUNCEMENTS AND UPDATES

Q. Other updates since agenda distribution – **1:30 pm**

NEXT STEERING COMMITTEE MEETING – Monday, November 11, 2019 @ 12:00 pm
South Bay Cities Council of Governments

Steering Committee
September 9, 2019 Minutes

Attendees: Christian Horvath (Chair, Redondo Beach), Geoff Rizzo (Torrance), Cedric Hicks (Carson), Ralph Franklin & James Butts (LEFT AT 12:45) (Inglewood), John Cruickshank (Rancho Palos Verdes), Drew Boyles (El Segundo), Britt Huff (Rolling Hills Estates), Rodney Tanaka (Gardena) & Olivia Valentine (Hawthorne). Other: Tunisia Johnson (Inglewood), Mark Dierking (Metro), Jacki Bacharach, Steve Lantz & Wally Siembab (SBCCOG)

I. INTRODUCTIONS

II. REPORT OF POSTING OF AGENDA
   ■ ACTION: Received and filed

III. ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA - Transportation Report

IV. PUBLIC COMMENT

V. CONSENT CALENDAR – action items noted, remainder are receive & file – 12:05 pm
   A. Steering Committee – August 12, 2019 meeting minutes - attached (Pages 3-6)
      CRUIKSHANK ABSTAINED FROM ITEM A. HICKS/Franklin
      ■ ACTION: Approved
   B. City Attendance at SBCCOG meetings
      ■ Matrix - attached (Page 7)
      ■ ACTION: Receive and file
   C. 2019 General Assembly Outstanding Sponsor Payments
      ■ $2500 from Mark Ridley-Thomas
   D. 19-20 Dues Outstanding as of 9/3/19
      ■ El Segundo, Hawthorne, Inglewood, Rolling Hills Estates
   E. South Bay Environmental Services Center Activities Report – attached (Pages 9-14) – no new Civic Spark fellow yet. PLEASE NOTE VOLUNTEER RECEPTION ON NOVEMBER 21

VI. ACTION ITEMS
   F. Legislative Matrix – 12:10 pm
      ■ Matrix - attached (Pages 15-22)
      ■ We probably made an impact on SB 127 – heavily lobbied- We are seeking inclusion of local involvement. The bill was amended but direction was to get clarification on whether it’s a state requirement on locals or locals have some say – BOYLES/Franklin
      ■ October 10 – Legislative Breakfast – Lieu, Bradford and Muratsuchi confirmed
      ■ AB 740 – CRUIKSHANK – RPV RESIDENTS ARE HAVING TROUBLE WITH FIRE INSURANCE BEING CANCELLED. CRUIKSHANK MOVED TO SUPPORT/Franklin – APPROVED
   G. SBCCOG Letter to SCAG on RHNA
      ■ Draft letter available at meeting
      ■ WALLY - LOCAL ZONING AND LOCAL HOUSING BEING PHASED OUT WITH THESE STATE ACTIONS. THIS IS A PUSH BACK AGAINST HCD.
RB LETTER – ALL METHODOLOGIES ARE BAD
HORVATH – CAN’T DISCUSS AT LAST MINUTE. NEEDED TO SEE IT BEFORE. SHOULD GO TO SCAG AND HCD. PROBABLY WON’T MAKE A DIFFERENCE.
BUTTS – UPZONING OF NEIGHBORHOODS – WOULD BE DEATH OF NEIGHBORHOODS – NO PARKING OR INFRASTRUCTURE. RECOMMENDATION FOR SOMEONE WHO DOESN’T HAVE TO LIVE THERE.
VALENTINE – SUPPORTS BUTTS. BUILT-OUT. TREMENDOUS PARKING PROBLEM
HUFF- LEGISLATION HAS NO SYMPATHY FOR PARKING BECAUSE YOU SHOULD TAKE TRANSIT, WALK AND BIKE
WALLY – USING 10% OF COMMERCIAL SPACE OVER 10 YEARS FOR HOUSING COULD CREATE 20,000 UNITS AT 10 D.U.
CRUIKSHANK – RPV ENCOURAGING PEOPLE TO WORK AT HOME AND WILL OPEN COMMERCIAL STOCK FOR MORE HOUSING. ADD MORE TELEWORK. DON’T JUST SAY NO. WE NEED TO BE PART OF THE SOLUTION. COMPTON IS BEGGING FOR MORE HOUSING – COULD THEY BE TRADED?
BOYLES – DIFFERENCE WITH EL SEGUNDO – 1 SQ MILE RESIDENTIAL, 2 SQ MILE REFINERY. VERY DENSE. SINGLE FAMILY HOMES SO DESIREABLE IN EL SEGUNDO (MAYBE ONLY 12 AVAILABLE AT ONE TIME). OTHER SIDE OF PCH IS ANOTHER SCHOOL DISTRICT. OVER 98% OF REVENUE TO CITY COMES FROM COMMERCIAL SO WHY REPLACE WITH HOUSING?
TORRANCE – SAME WITH REVENUE FROM COMMERCIAL
REDONDO BEACH – HAS MORE MULTI-FAMILY THAN SINGLE FAMILY AND THEY ARE GETTING TOLD YOU’RE DOING IT SO DO MORE! ACADEMICS THINK THAT THERE IS NO BUILD-OUT – CAN ALWAYS GO UP. 1397 NOW – JUMPS TO 1800 AT LOWEST LEVEL AND THEN TO 4000.
WALLY – INGLEWOOD AND CARSON GET THE MOST HAMMERED.
ACTION: SEND WEDNESDAY NIGHT IN WORD TO THE BOARD MEMBERS & HOLD A WORKSHOP ON RHNA BEFORE BOARD MEETING

H. Communication Needs Assessment Survey – 12:15 pm
Survey or questions to consider – attached (Pages 23-24)
Sending this out to Board members AND City Managers AND City staff who interact with SBCCOG (ex. Planning and P & R and I.T. and Energy people) -
ACTION: CRUIKSHANK ADDED OPEN ENDED QUESTION FOR BOARD RE: HOW CAN SBCCOG IMPROVE COMMUNICATIONS

I. Ad Hoc Finance Committee – HORVATH WILL CHAIR
Status report and discussion of goals and topics for first meeting – FOLLOW-UP WITH AGENCIES THAT HAVEN’T DESIGNATED ANYONE
- DUES AND DUES FORMULA GOING FORWARD
- WHERE ARE WE GOING AND HOW ARE WE PREPARING FOR THE FUTURE – HOW ARE WE SUSTAINABLE.
- INTERNAL STRUCTURAL FINANCIAL ISSUES
- CALENDAR YEAR – CHANGE?
- GOAL TO GO TO FULL BODY BY EARLY NEXT YEAR
FRANKLIN – LIKES EVERY CITY AT THE TABLE. CRITICAL THAT WE WEIGH IN ON GRANTS AND WHAT WE WILL HAVE AND WHAT NOT. NEED TO UNDERSTAND REGIONAL IMPACT
BOYLES – NEED OPPORTUNITY TO DO VALUE ASSESSMENT FOR WHAT SBCCOG DOES FOR THE CITIES. WHERE IS THE VALUE ADD?
VALENTINE – JACKI HAS PROVIDED A STATEMENT OF THE VALUE OF THE SBCCOG. USE THAT AND BUILD ON IT. QUARTERLY REPORTS.
HORVATH – SBCCOG ADDS INCRECIBLE AMOUNT OF VALUE TO CITIES AND WE COULD DO MORE. FIBER NETWORK IS A GOOD EXAMPLE. WHERE CAN THE SBCCOG PROVIDE MORE VALUE ON MORE SUBREGIONAL PROJECTS AND COULD ACHIEVE COST SAVINGS.
DATE FOR OCTOBER TO BE SET WITH CHRISTIAN – DO DOODLE POLL – SEND CHRISTIAN A LIST OF MEMBERS
SEND TO CITIES REMINDER FOR THOSE WHO DON’T HAVE MEMBERS.

J. Board Meeting agenda development – 12:25 pm
- September 26 – Torrance Library – draft attached (Pages 25-26)
  a. Workshop on RHNA before the meeting – INVITE SCAG REPS.
  b. Update on Water Issues in the South Bay – Patrick Sheilds
  c. Gardena’s Lawsuit and how it affects cities and funding under Measure W - Ray Tahir
     – CONTACT CITY MANAGER RE: TAHIR’S STATUS WITH GARDENA
  d. Pest Management Budget to the Board – contract with McGowan, two
     watersheds – Peninsula and Beach Cities
- October – Redondo Beach Library
  a. Census speaker – INVITE SPEAKER
  b. Recognition of SolSmart cities and SBCCOG achievements
- November – Torrance Library
  - Annual Volunteer Reception
  - New L.A. County Voting System – Registrar/Recorder Dean Logan (confirmed)
  - Celebration and Recognition of SBWIB, R/T, Hahn and Butts re: SBFN – tentative
- January – New Office
  a. LAWA Landside Modifications Update

SKYRISE – HELICOPTER COMPANY – DREW WILL MAKE A CONTACT FOR BOARD MEETING PRESENTATION.

K. South Bay Fiber Network – 12:35 pm
- Contract with ADF – delayed due to legal review and final site surveys
- Vendor needed to move our current office equipment and set-up at the new
  location - use the vendor who provides our current IT service contract.
- IP issues for “bridge” or short-term connection opportunities - RACE is one
  possible solution. Staff does function in cloud so telecommuting could work.
- With regards to connecting to the SBFN, there will be equipment and software
  upgrades that the SBCCOG will need to invest in so that we can securely take
  advantage of the new and affordable 1 GB service. These investments, we believe
  should come from a separate IT budget item (perhaps in October) - that also
  includes our SBCCOG commitment to participate in the network. Pulling fiber to
  new office looks feasible.

L. Office Issues – 12:45 pm
- Move Update and Approval of I.T. Expenditures – attached (Pages 27-28)

Latest build out schedule:
1) Construction Docs estimated to be completed in the next 2-3 weeks
2) Review with tenant and revise over 2-3 days
3) Plan check review with an expedite is approx. 3 weeks (normal time is 6-8 weeks)
4) Bids awarded to GC and construction estimated at 7-9 weeks with inspections by
   the city – REQUEST EXPEDITED PLAN REVIEW – PAY OVERTIME
This general time table puts us at somewhere around completion in January provided
that the three holidays (Thanksgiving, Christmas, New Years) does not delay us with the
inspections.
- Our agent is going to talk to the new owner of our existing building about swing space.
Otherwise we will consider virtual for December and ask a city for storage.
- Review made of which furniture is ours.

DAVID – FURNITURE FROM MEDINA – FILE CABINETS MOSTLY. MOVING QUOTE - $8900 IS
FIRST ONE ASSUMING WE MOVE EVERYTHING. ASSESS NEW FURNITURE OR MOVE IT –
want to consider the cost of possibly moving it twice.
ALL DECEMBER MEETINGS NEED TO BE RE-LOCATED
ASKED OUR AGENT – CAN THEY STORE THINGS IN NEW BUILDING? CAN THEY PRIORITYZE THE BIG ROOM BUILD OUT AND THEN WE CAN MOVE THINGS INTO THAT ROOM?
HORVATH – TRY NOT TO MOVE TWICE.
LEGER – IF WE LEAVE FURNITURE, MARITZ IS RESPONSIBLE FOR IT AND WE DON’T HAVE TO WORRY ABOUT IT. WE WON’T PAY FOR DECEMBER IF WE AREN’T MOVED IN.
CHANDLER RE: I.T. COSTS - HAVE TO MOVE PRINTER/SCANNER AND NEW I.T. NETWORK. SUGAR SHOT FOR I.T. AND QDOX FOR MOVING PRINTER/SCANNER.
LEGER – WE PAY FOR CABLING.
CHANDLER - RECOMMENDATIONS MADE FOR NEW EQUIPMENT – GET BREAKDOWN OF COSTS. HAS NOTHING TO DO WITH PHONES.
HORVATH – HOW MUCH TIME ON LEASE FOR PRINTER/SCANNER – ABOUT ½ WAY THROUGH
FRANKLIN – SUGAR SHOT WILL AGREE TO HAVE STAFF ON SITE FOR FIRST DAY. CHANDLER – WE HAVE A SUPPORT CONTRACT WITH THEM BESIDES THE FIRST DAY. CONTRACT RUNS OUT END OF JANUARY.
HORVATH – WORK VIRTUALLY IN DECEMBER IS OK
ACTION: BRING TO BOARD WITH MORE DETAILS ON NEW EQUIPMENT

M. Approval of Invoices – available at the meeting – 12:55 pm
ACTION: ApproveD invoices for payment – FRANKLIN/BOYLES

VII. INFORMATION ITEMS
N. Update on Homeless Program – 1:00 pm
Shared Housing pilot – proposal submitted to SD 2 and SD 4; waiting for response
Chambers of Commerce are sending out a survey of business perceptions and issues re: homeless. Results will be compiled and reported. Not much recognition by businesses of services that are available in the South Bay re: homeless
Policy Summits for Measure H Funding for Fiscal Years 2020-21, 2021-22, and 2022-23: list of dates and locations to be sent out.
Christian – IMPORTANT FOR CITIES TO ENGAGE IN THIS. SOUTH BAY HAS BEEN OUT THERE SPEAKING AND WE HAVE A LOT TO OFFER.

O. Update on Senior Services/Age Friendly Region – 1:05 pm
Partnerships with South Bay Health Care providers re: Age Friendly Region: “Ask” letter seeking financial funding/partnership sent to the following: Beach Cities Health District, DaVita (HealthCare Partners), and Torrance Memorial Medical Center. SCAN Foundation does not accept unsolicited proposals – they have a grant cycle so we will watch for the next cycle, and we are still trying to find a contact at Providence Little Company of Mary and UCLA Health. GARY OLNEY @ LITTLE COMPANY. CHECK WITH RHE RE: UCLA HEALTH.
Next Senior Services Working Group meeting – Sept. 24, 2019 with a speaker from Affordable Living for the Aging (home-sharing program)
CRUIKSHANK – LAST COUNCIL MEETING SOMEONE MENTIONED THAT ADA STALLS AND PARKING – NOT ENOUGH BECAUSE THERE ARE SO MANY PEOPLE THAT NEED THEM. – 25% SENIORS
VIII. STRATEGIC POSITIONING ITEMS/ANNOUNCEMENTS AND UPDATES

- CPUC coming to office on Wednesday to discuss fiber project and EE – 1:15 pm
- Torrance payment for EE work. February, an assessment was approved for EE work as a % of project incentive which would not have been awarded if they were not part of the SBCCOG. Torrance got over $1 million and we assessed them the 5% which is $59,426.45. They will not pay and have said that they will pay only for Greg Stevens time between Feb. 11 and April 3. They will not pay retroactive. We have been sending our correspondence to the Mayor and Council and the responses have been from the City Manager.
  - RIZZO - CHECK GREG’S DOLLARS FOR THE TIME PERIOD. TORRANCE COUNCIL HAS INFORMALLY SAID NO. CONTINUE THE CONVERSATION WITH TORRANCE.
  - WALLY – WHAT DOES A SUBREGIONAL COMMUNITY MEAN?
  - HORVATH – DISCUSS WITHIN CONSTRAINTS OF THE AD HOC COMMITTEE. CAN’T FIGHT WITH INDIVIDUAL COUNCIL.
  - CRUIKSHANK – WHAT IF A CITY DOESN’T PAY THEIR FAIR SHARE?
  - HORVATH – CREATES PROBLEMS FOR WHOLE BODY

NEXT STEERING COMMITTEE MEETING – Monday, October 14, 2019 @ 12:00 pm

PLEASE CONSULT WEBSITE IF YOU ARE NOT SURE ABOUT THE MEETING SCHEDULE
South Bay Cities Council of Governments

Homelessness Program Partnership between
County of Los Angeles
And
South Bay Cities Council of Governments
SCOPE of WORK
November 2019-November 2020

This Scope of Work (SOW) details the regional homelessness coordination services that the South Bay Cities Council of Governments (SBCCOG) will conduct in support of the Los Angeles County Homeless Initiative (HI), commencing on November 8, 2019 through November 7, 2020. The total agreement amount is $79,167.

Section I. Program Overview

This program will continue the partnership between the County of Los Angeles and SBCCOG. SBCCOG will continue to provide coordination services among South Bay cities, homeless services providers, and community stakeholders relative to the implementation of the HI and the delivery of homeless services within the South Bay subregion.

SBCCOG includes the unincorporated South Bay areas of Los Angeles County and the cities of: Carson, El Segundo, Gardena, Hawthorne, Hermosa Beach, Inglewood, Lawndale, Lomita, Manhattan Beach, Palos Verdes Estates, Rancho Palos Verdes, Redondo Beach, Rolling Hills, Rolling Hills Estates, Torrance, and Los Angeles 15th Council District communities of San Pedro, Harbor City, Harbor Gateway, and Wilmington. The SBCCOG Board of Directors is comprised of elected officials from each of the SBCCOG's member cities and County Districts 2 and 4 and serves as the primary governing body taking actions to support endeavors aimed at maximizing the quality of life and productivity of the South Bay region.

Section II. Tasks

Task 1: Coordination with South Bay cities

Engage with South Bay city councils, city managers, and staff to increase participation in and support for HI programs including but not limited to:

A. Disseminate information to increase awareness of existing and planned programs with an emphasis on work being done through the Coordinated Entry System.

   a. Facilitate engagement of South Bay cities public information officers in disseminating information on HI programs via social media platforms, including LinkedIn groups.

B. Facilitate regular meetings of the SBCCOG Homeless Services Task Force which includes cities, first responders and community organizations working
in the South Bay on homeless issues. Deliverable: Six meetings per calendar year (January, March, May, July, September, and November).

C. Attend city-sponsored meetings, such as Homeless Task Forces, Working Groups, and appropriate commissions/committees.

D. Organize trainings and outreach events including but not limited to Housing and Health Resource Fairs, First Responders Trainings, and Landlord Workshops. Deliverable: One training and/or outreach event per quarter.

E. Prepare correspondence/reports and make public presentations regarding the HI. Respond to inquiries from cities regarding HI programs, homeless services, and issues. Monthly updates are given at the SBCCOG Board of Directors meetings. Public presentations will be given as requested.
   a. Distribute HI information at SBCCOG Board meetings and other relevant SBCCOG meetings including the Senior Services Working Group.

F. Post and maintain a comprehensive list of agencies working in the South Bay that fit within the Measure H strategies on the SBCCOG Homeless Services in the South Bay webpage on the SBCCOG website. http://southbaycities.org/programs/homeless-services-south-bay

G. Identify specific problem areas and/or issues in the South Bay and collaborate with county departments on possible strategies for improvement.

H. Work with cities to complete Homelessness Plans.

I. Monitor, support, and assist cities to implement their Homelessness Plans. This includes providing connections between cities and LA County resources associated with specific HI Strategies, as needed, and organizing and partnering with HI program to provide technical assistance to these cities.

J. Provide city staff information on homelessness funding opportunities and help keep them appraised of RFPs and applications. Help identify potential areas of collaboration among cities to create joint-city implementation plans and help facilitate partnerships with cities to apply jointly for funding.

K. Working in close partnership with SPA 8’s Coordinated Entry System (CES) collaborative and the South Bay Coalition to End Homelessness, provide joint leadership in identifying and coordinating solutions and long-term strategic plans.

L. Support homelessness prevention strategies, focusing on older adults.
   a. Research implementation of a shared housing program as a homelessness prevention strategy beginning with a focus on older adults.
   b. Work with stakeholders and cities to implement this program if deemed feasible.

M. Support strategies to combat and reduce homelessness.
   a. Work with cities on possible sites for a Safe Parking program.
   b. Work with stakeholders and cities to implement this program if deemed feasible.
N. Promote HI programs through SBCCOG website, newsletters, e-blasts and social media platforms. Deliverable: One article in SBCCOG South Bay Watch quarterly newsletter for a total of 4 articles.

O. Using city plan strategies, explore the development of a regional homelessness plan.

P. Collaborate with Supervisors and staff in Districts 2 and 4, along with community stakeholders, in exploring the development of affordable housing in LA County unincorporated.

Q. Collaborate with San Gabriel Valley COG and Gateway Cities COG in developing a workshop to be repeated in all three COG service areas that will include LACHI, LA County Departments that interface with Measure H

**Task 2: Coordination with Service Providers and Community Stakeholders**

Work with regional homeless organizations and coalitions to support the coordination of homeless services in the South Bay including:

A. Attend meetings of the SPA 8 Coordinated Entry System, South Bay Coalition to End Homelessness, Los Angeles Homeless Services Authority, and other stakeholder meetings and events as appropriate.

B. Serve as liaison between SBCCOG, HI, and the South Bay business and interfaith communities. Work with Chambers of Commerce to educate businesses. Convene meetings as needed.

C. Keep local, county, state, and federal elected officials and their legislative offices in the South Bay informed about regional programs, activities and events to combat homelessness.

D. Collaborate with the South Bay Workforce Investment Board to promote employment programs and jointly apply for additional grant funding.

E. Explore the potential for the implementation of a Safe Parking program in the South Bay with faith-based communities.

**Section III. Reporting and Documentation**

A. SBCCOG will provide monthly invoicing and progress reports.

All reports and invoices shall be submitted to County Chief Executive Office – Homeless Initiative at the following email addresses:

Ashlee Oh  
AOh@ceo.lacounty.gov  
and copy  
hiadmin@ceo.lacounty.gov
STANDARD SUBCONTRACT AGREEMENT BETWEEN
PATH (PEOPLE ASSISTING THE HOMELESS) AND
SOUTH BAY CITIES COUNCIL OF GOVERNMENTS
CONTRACT NO. 316-AO-19-632-643-SBCCOG

This Subcontract Agreement (the “Agreement”) for the performance of outreach services is entered into as of July 1, 2019 (the “Effective Date”) between PATH (a.k.a. People Assisting The Homeless), a 501(c)(3) organization incorporated under the laws of the State of California (“PATH” or “Contractor”), with its principal place of business located at 340 North Madison Avenue, Los Angeles, California 90004 and South Bay Cities Council of Governments, a Joint Powers Authority organization incorporated under the laws of the State of California (“SBCCOG” or “Subcontractor”), having its principal office at 20285 South Western Avenue, #100, Torrance, California 90501 (collectively the “Parties” or individually as “Party”).

RECITALS

WHEREAS, Contractor considers Subcontractor qualified to perform certain subcontract services relating to PATH’s Prime Contract (defined below), which is funded by the County of Los Angeles (“County”) for the 2019-2020 Fiscal Year;

WHEREAS, Contractor wishes to retain Subcontractor to perform services relating to County’s Homeless Prevention Initiative in Supervisorial Districts Two (“SD2”) and Four (“SD4”);

WHEREAS, Subcontractor certifies that it is qualified to provide services under this Agreement;

NOW THEREFORE, in consideration of the mutual promises, covenants, warranties, and other good and valuable consideration as set forth herein, Contractor and Subcontractor hereby agree to the following terms and conditions of this Agreement:

TERMS AND CONDITIONS

1) SERVICES TO BE PERFORMED: Subcontractor shall provide the services described and detailed in Attachment B, Scope of Work (“Attachment B”), which is attached hereto and incorporated by reference herein. Subcontractor shall perform such services in accordance with all relevant laws, rules, regulations and criteria as set forth in this Agreement and as detailed in the Prime Contract by and between County of Los Angeles and People Assisting the Homeless for South Bay Cities Council of Governments (SD2), Contract Number AO-19-632 and in Prime Contract by and between County of Los Angeles and People Assisting the Homeless for South Bay Cities Council of Governments (SD4), Contract Number AO-19-643 (both are collectively referred to herein as the “Prime Contracts”), which are attached as Attachment A, Prime Contract (“Attachment A”) and incorporated by reference herein.

2) TERM: The term of this Agreement shall commence on July 1, 2019 and, except as otherwise provided for in this Agreement, shall continue in full force and effect thereafter until complete and full performance of the work described in Attachment B, but in no event later than June 30, 2020 (the “Term”).

3) COMPENSATION: In consideration for performance of the services described in Attachment B, PATH agrees to pay Subcontractor a not-to-exceed amount of Twenty-Five Thousand Dollars and Zero Cents ($25,000.00) (the “Contract Amount”), for services rendered, as further detailed in Attachment C, Compensation and Budget (“Attachment C”), which is attached hereto and incorporated by reference herein. This Contract Amount represents the full compensation for performance of all such services, and includes any and all expenses incurred by Subcontractor in connection with this Agreement. All invoices must be submitted to the appropriate PATH personnel as outlined in Attachment C.

4) AVAILABILITY OF FUNDING: Funding for this Agreement is subject to the appropriation and availability of funds provided by the County of Los Angeles and any and all other agencies, divisions or departments thereunder (collectively and individually the “Funding Agency”).
5) **TAXES:** Subcontractor shall be liable for all taxes imposed on it or its business by any state, local or federal government. PATH will not withhold any state, federal or FICA (Social Security and Medicare) taxes from Subcontractor’s Contract Amount payments, nor make any such tax payments. Subcontractor agrees to defend, hold harmless and indemnify PATH and the County from and against the payment of any taxes in connection with this Agreement.

6) **TRAVEL REIMBURSEMENTS:** Subcontractor is entitled to reimbursement for travel and/or per diem expenses, as further specified in Attachment C.

7) **INDEPENDENT CAPACITY:** The Parties understand and agree that neither Subcontractor nor PATH acts in any capacity as officer, employee, or agent of the Funding Agency, and that Subcontractor, its officers, employees and agents, in the performance of this Agreement, and in relation to PATH and the Funding Agency, are independent contractors. Accordingly, although PATH shall specify the general nature of services to be performed and the goals to be met, the details of performing such services and meeting such goals shall be determined by Subcontractor. This Agreement does not create a partnership relationship between the Parties, nor provide Subcontractor with any authority to enter into any contracts on behalf of PATH or the Funding Agency. Since Subcontractor is an independent contractor, Subcontractor shall not be entitled to any benefits or compensation from PATH, and shall in no event be entitled to any fringe benefits payable to employees of PATH.

8) **CONDITIONS PRECEDENT:** The following conditions shall be satisfied by Subcontractor before the obligations of PATH, as set forth herein, become binding and enforceable under this Agreement. The satisfaction of the following conditions shall be determined by PATH in good faith, and be made as a reasonable person would determine under the same circumstances:

   a. **TAXPAYER IDENTIFICATION NUMBER & CERTIFICATION:** Subcontractor shall furnish PATH with an IRS Form W-9, including taxpayer identification number and certification information, after execution of this Agreement, but before any compensation is paid under this Agreement.

   b. **PROOF OF INSURANCE:** Subcontractor shall furnish PATH with certificates of insurance coverage, as specified under Section 22, Insurance Requirements, including any required endorsements evidencing such coverage, after execution of this Agreement, but before commencement of any Services.

9) **RESPONSIBILITIES OF PATH:** Any obligations of PATH beyond the duty to pay approved invoices are listed in Attachment B.

10) **RESPONSIBILITIES OF SUBCONTRACTOR:**

   a. **RECORDS RETENTION & INSPECTION:** Subcontractor shall maintain complete and accurate records to substantiate charges, disbursement, or expenses made or incurred by Subcontractor in performance of the Services. In the event Subcontractor does not maintain appropriate documentation, claims for payment will not be valid, and therefore, not reimbursable. Any payments made by PATH subsequently found to be invalid and not reimbursable must be returned by Subcontractor. Subcontractor shall retain, and make available upon request, such books, documents, papers and records for a period of five (5) years from the date of final payment for the Services. Subcontractor understands that these records may be subject to review by PATH, the Funding Agency or any of their duly authorized representatives for purposes of conducting audits and/or examinations.

   b. **STANDARDS OF PERFORMANCE:** Subcontractor shall be responsible for all Services rendered hereunder, which shall be performed solely by Subcontractor, its officers, agents and employees. Subcontractor shall enforce strict discipline and good order among Subcontractor’s employees and other persons carrying out the Services. Subcontractor shall not permit employment of unfit persons or persons not properly skilled in tasks assigned to them.

   c. **CONFLICT OF INTEREST:** Subcontractor affirms that to the best of Subcontractor’s knowledge, there exists no actual or potential conflict of interest as to Subcontractor and its employees or agents and their business or financial interests, in performance of Services to be performed under this Agreement. Subcontractor also acknowledges that no prior or current relationships exist, which would prevent Subcontractor from entering into and fulfilling all obligations under this Agreement. In the event any conflict of interest does exist or may arise, Subcontractor shall immediately notify PATH, in writing, of such actual or potential conflict of interest, identifying persons and relevant circumstances found in the conflict of interest therein.

   d. **CONFIDENTIALITY:** In performance of this Agreement, Subcontractor, its employees, agents or representatives may be given access to or become acquainted with Confidential Information (defined herein as “Confidential Information”), which Subcontractor shall maintain in confidence and not use for any purpose, except as provided for by PATH. Confidential Information shall mean any technical, financial, marketing, business, personal or other information or records, obtained or developed by Subcontractor in connection to this Agreement, whether in oral, written or electronic form, including, but not limited to reports, specifications, plans, historic and current data, computer programs, client and program records, social security and tax identification numbers, client names, home addresses, personnel health records and medical information and other business, personal and/or proprietary information relating to PATH and/or its employees, clients,
vendors, consultants, contractors, or other persons or entities with whom PATH conducts business. Nothing herein shall impose or obligate Subcontractor to disclose any information, data or other material that Subcontractor is under any actual or implied duty to any third party to keep confidential. Confidential Information shall not apply to such information that is required to be disclosed by law, becomes available to the public, or is rightly obtained absent any breach by Subcontractor thereof.

e. **COMPLIANCE WITH LAW & FINANCIAL CAPABILITY:** Subcontractor shall comply with, and represents and warrants that it is in compliance with, all applicable federal, state and local laws, rules and regulations required thereby, and incorporated by reference herein, and shall possess, make available, and maintain all requisite permits, licenses and certificates necessary to perform under this Agreement. Subcontractor shall be responsible for compliance by any subcontractor or contract employee for the same, and shall require these and other provisions enumerated and incorporated by reference herein, in all subcontracts. Subcontractor certifies that it is financially capable of adhering to the foregoing, is financially solvent, and is not subject to any lienholder claims or encumbrances that would preclude or otherwise affect its ability to fully comply with and perform under this Agreement. In addition, Subcontractor shall comply with all requirements from the County, including those specified in Attachment A (the Prime Contracts) and in **Attachment E. County Exhibits** ("Attachment E"), which is incorporated by reference herein.

f. **NON-DISCRIMINATION:** In performance of this Agreement, Subcontractor shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code, § 12900, *et seq.*), the regulations promulgated thereunder (Cal. Code of Regulations, Title 2, § 11000, *et seq.*), including the Nondiscrimination Clause (Cal. Code of Regulations, Title 2, § 11105) as set forth therein, Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code (adopted pursuant to Government Code, §§ 11135–11139.5), and regulations or standards adopted by the Funding Agency to implement such article, which are incorporated by reference herein.

g. **CONTRACT WORK HOURS AND SAFETY STANDARDS:** In performance of this Agreement, Subcontractor shall comply, as applicable, with the requirements of the Contract Work Hours and Safety Standards Act (40 U.S.C. 3701, *et seq.*), as supplemented by Department of Labor regulations (29 CFR Part 5).

h. **CLEAN AIR ACT & FEDERAL WATER POLLUTION CONTROL ACT:** In performance of this Agreement, Subcontractor shall comply, as applicable, with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401, *et seq.*) and Federal Water Pollution Control Act (33 U.S.C. 1251, *et seq.*).

11) **SERVICES WARRANTY:** Subcontractor shall provide and pay for all labor services necessary for the proper execution and completion of the Services. Subcontractor warrants that the Services shall be performed in a professional and timely manner. Subcontractor shall be solely responsible for all Services, including the procedures, means and coordination of the Services. Subcontractor shall supervise and coordinate the Services using Subcontractor’s best skill and attention.

12) **MATERIALS WARRANTY:** If applicable, Subcontractor shall furnish, provide and pay for all materials and supplies necessary for the proper execution, completion and performance of the Services. Subcontractor warrants that any such equipment and materials placed permanently in connection with the Services, as applicable, shall be new, of good quality and free of defects, as determined by industry standards.

13) **CERTIFICATION OF CONTRACTOR:**

a. **DEBARMEMENT AND SUSPENSION:** By executing this Agreement, Subcontractor certifies that it is not a party listed on the governmentwide Excluded Parties List System in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1986 Comp., p. 189) and 12689 (3 CFR Part 1989 Comp., p. 235), “Debarment and Suspension.”

b. **ENERGY POLICY AND CONSERVATION ACT:** By executing this Agreement, Subcontractor certifies that it and any subcontractor to this Agreement will, if applicable, comply with the mandatory standards and policies relating to energy efficiency contained in the state energy conservation plan, issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. § 6201 *et seq.*).

c. **BYRD ANTI-LOBBYING CERTIFICATION:** By executing this Agreement, Subcontractor certifies that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352.

d. **NATIONAL LABOR RELATIONS BOARD COMPLIANCE:** By executing this Agreement, Subcontractor certifies that no more than one final unappealable finding of contempt has been issued by a federal court against Subcontractor within the last two years because of Subcontractor’s failure to comply with a federal court order requiring compliance with a National Labor Relations Board order.

14) **INTELLECTUAL PROPERTY:** Subcontractor hereby irrevocably transfers and assigns to PATH any and all rights, titles and
interests to all materials including, but not limited to, works of authorship, photographs, recordings, designs, drawings, technical information, field developments, trade or service marks (collectively “Work Products”) created by Subcontractor in connection with this Agreement. Subcontractor agrees to execute any and all documents and perform any such acts as may be necessary to establish, register, enforce, protect or otherwise maintain these rights by PATH. PATH shall be the sole owner of any and all copyrights and other intellectual property rights pertaining to or arising from the Work Products. PATH may make changes in, deletions from, or additions to Work Products, at its sole discretion.

15) TERMINATION & BREACH OF CONTRACT: This Agreement shall terminate automatically at the expiration of the Term. Either Party may terminate this Agreement for cause, at any time, effective immediately upon receipt of such notice. Termination for cause shall mean termination based upon a material breach of any term or condition of this Agreement, which either Party shall provide immediate notice to the other Party upon the discovery of any such breach. A material breach shall include, but is not limited to:
   a. Failure to perform the Services in an adequate or timely manner;
   b. Non-compliance with applicable laws, rules and regulations;
   c. Submission of false, misleading or erroneous information;
   d. Failure to maintain accurate or complete records;
   e. Disclosure of Confidential Information;
   f. Administrative or fiscal mismanagement; and
   g. Failure to provide PATH or the Funding Agency with access to Subcontractor’s fiscal and other records in connection with this Agreement.

Further, either Party may terminate this Agreement for convenience, at any time, with a ten (10) day advance written notice to the other Party, effective at the conclusion of such ten day period. PATH shall only be responsible for payment of Services charges incurred prior to termination of this Agreement if (1) Subcontractor does not perform Services or incur any unnecessary expenses after receipt of notice of termination, and (2) all claims for such payments are received by PATH within thirty (30) days following such notice.

16) FORCE MAJEURE: Neither Party shall be deemed to be in default of its obligations under this Agreement if and so long as such performance is prevented, restricted or interfered with by acts of God, war, government regulations or orders, disasters, civil disorder, strikes or any other similar act or cause not within the control of either Party.

17) INDEMNIFICATION & HOLD HARMLESS: Subcontractor shall defend, indemnify and hold harmless PATH, the Funding Agency, and each of their officers, board members, directors, agents, employees, representatives and successors-in-interest from any and all claims and losses occurring or resulting to any and all contractors, subcontractors, suppliers, laborers, materialmen and any other person, firm or corporation furnishing or supplying services, materials or supplies in connection with performance of this Agreement, and from any and all claims and losses occurring or resulting to any person, firm or corporation who may be injured or damaged by Subcontractor in performance of this Agreement.

PATH shall defend, indemnify and hold harmless Subcontractor and each of its officers, board members, directors, agents, employees, representatives and successors-in-interest from any and all claims and losses occurring or resulting to any and all contractors, subcontractors, suppliers, laborers, materialmen and any other person, firm or corporation furnishing or supplying services, materials or supplies in connection with performance of this Agreement, and from any and all claims and losses occurring or resulting to any person, firm or corporation who may be injured or damaged by PATH in performance of this Agreement.

18) RESTRICTIONS ON SALARIES: No part of any Federal funds provided under this contract shall be used by any Contractor or its Subcontractors to pay the salary of an individual at a rate in excess of Level 1 of the Executive Schedule. Salary schedules may be found at http://www.opm.gov/oca.

19) SMOKING PROHIBITION REQUIREMENT: Subcontractor must comply with Public Law 103-227, also known as the Pro-Children Act of 1994, which requires that smoking not be permitted in any portion of any indoor facility owned, leased, or contracted for or by an entity and used to provide services to children under the age of eighteen (18).

20) INSURANCE COVERAGE: Subcontractor shall, at its own expense, procure and maintain the following insurance coverages during the Term, unless otherwise specified herein, to protect against any and all claims arising from or in connection with performance of this Agreement by Contractor, its agents, representatives, employees or subcontractors, including, but not limited to, claims for bodily injury, property damage and death. Subcontractor understands and agrees to comply with any and all other insurance coverage requirements specified in this Agreement, including those described in Attachment A, Prime Contracts (“Attachment A”) and Attachment D, Additional Insureds for Certificates of Insurance (“Attachment D”), which is incorporated by reference herein. Subcontract also agrees to comply with any additional insurance requirements not specified herein, but which may be required from or requested by the County during the Term of this Agreement. Contractor in no way warrants that the
Required Insurance Certificates or any other insurance requirement specified herein are sufficient to protect the Subcontractor from liabilities which may arise from or relate to performance of this Agreement.

a. **Coverage Limits:**

i. **Comprehensive Commercial General Liability Insurance:** Subcontractor shall, during the Term of this Agreement and at its sole expense, procure and maintain Commercial General Liability insurance (providing scope of coverage equivalent to ISO policy form CG 00 01), naming the Contractor, County and its Agents as an additional insured, with limits of not less than:

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

ii. **Comprehensive Automobile Liability Insurance:** Subcontractor shall, during the Term of this Agreement and at its sole expense, procure and maintain automobile liability insurance (providing scope of coverage equivalent to ISO policy form CA 00 01) with limits of not less than $1 million for bodily injury and property damage, in combined or equivalent split limits, for each single accident. Insurance shall cover liability arising out of the Subcontractor’s use of autos pursuant to this Agreement, including owned, leased, hired, and/or non-owned autos, as each may be applicable.

iii. **Workers’ Compensation and Employers’ Liability Insurance:** Subcontractor shall, during the Term of this Agreement and at its sole expense, procure and maintain Workers Compensation and Employers’ Liability insurance or qualified self-insurance satisfying statutory requirements, which includes Employers’ Liability insurance or qualified self-insurance satisfying statutory requirements, which includes Employers’ Liability coverage with limits of not less than $1 million per accident. If the Subcontractor will provide leased employees, or, is an employee leasing or temporary staffing firm or a professional employer organization (PEO), coverage also shall include an Alternate Employer Endorsement (providing

iv. **Sexual Misconduct Liability:** Subcontractor shall, during the Term of this Agreement and at its sole expense, procure and maintain sexual misconduct insurance covering actual or alleged claims for sexual misconduct and/or molestation with limits of not less than $2 million per claim and $2 million aggregate, and claims for negligent employment, investigation, supervision, training or retention of, or failure to report to proper authorities, a person(s) who committed any act of abuse, molestation, harassment, mistreatment or maltreatment of a sexual nature.

v. **Professional Liability/Errors and Omissions:** Subcontractor shall, during the Term of this Agreement and at its sole expense, procure and maintain professional liability, errors and omissions insurance covering the Subcontractor’s liability arising from or related to this Agreement, with limits of not less than $1 million per claim and $2 million aggregate. Further, the Subcontractor understands and agrees it shall maintain such coverage for a period of not less than three (3) years following this Agreement’s expiration, termination or cancellation.

vi. **Privacy/Network Security (Cyber) Liability:** Insurance coverage providing protection against liability for (1) privacy breaches [liability arising from the loss or disclosure of confidential information no matter how it occurs]; (2) system breach; (3) denial or loss of service; (4) introduction, implantation, or spread of malicious software code; (5) unauthorized access to or use of computer systems with limits of not less than $2 million. No exclusion/limitation for unencrypted portable devices/media may be on the policy.

b. **Cancellation or Changes:** Subcontractor shall provide the Contractor with, or the Subcontractor’s insurance policies shall contain a provision that the Contractor shall receive, written notice of cancellation or any change in Required Insurance, including insurer, limits of coverage, term of coverage or policy period. The written notice shall be provided to the Contractor at least ten (10) days in advance of cancellation for non-payment of premium and thirty (30) days in advance for any other cancellation or policy change. Failure to provide written notice of cancellation or any change in Required Insurance may constitute a material breach of the Agreement, in the sole discretion of the Contractor, upon which the Contractor may suspend or terminate this Agreement.

c. **Failure to Maintain Insurance:** Subcontractor’s failure to maintain or to provide acceptable evidence that it maintains the Required Insurance shall constitute a material breach of the Agreement, upon which the Contractor immediately may withhold payments due to the Subcontractor, and/or suspend or terminate this Agreement. Contractor, at its sole discretion, may obtain damages from the Subcontractor resulting from said breach. Alternatively, the Contractor may purchase the Required Insurance, and without further notice to the Subcontractor, deduct the premium cost from sums due to the Subcontractor or pursue the Subcontractor reimbursement.

d. **Subcontractor’s Insurance Shall Be Primary:** The Subcontractor’s insurance policies, with respect to any claims related to this Agreement, shall be primary with respect to all other sources of coverage available to the Subcontractor. Any Contractor or County maintained insurance or self-insurance coverage shall be in excess of and not contribute to any Subcontractor coverage.
e. **Waivers of Subrogation:** To the fullest extent permitted by law, the Subcontractor hereby waives its rights and its insurer(s)’ rights of recovery against the Contractor and County under all the Required Insurance for any loss arising from or relating to this Agreement. The Contractor shall require its insurers to execute any waiver of subrogation endorsements which may be necessary to effect such waiver.

21) **Remedies for Breach of Contract:** In the event that either Party breaches any term or condition of this Agreement, the non-breaching Party will be entitled to pursue any and all administrative, equitable and legal remedies permitted by law, as appropriate.

22) **Dispute Resolution:** If a dispute arises out of this Agreement and cannot be settled through informal discussions or negotiations, the Parties agree to first try to settle in good faith by submitting the dispute to a sole mediator mutually selected by the Parties, or if the amount in dispute is less than Five-Thousand Dollars ($5,000), the Parties may also resolve the dispute by use of the small claims court in Los Angeles County. If the dispute is not then resolved, then, upon notice by either Party, such a dispute shall be settled by binding arbitration, administered by the American Arbitration Association (“AAA”), in accordance with its Commercial Arbitration Rules and Mediation Procedure and the Federal Arbitration Act (“FAA”), with the seat of such arbitration in Los Angeles County, California. The prevailing Party shall be entitled to attorney’s fees and costs associated with arbitration, and judgment on the written award may be entered by any court having jurisdiction. The contents and result of mediation and arbitration shall be held in strict confidence by all participants, each of whom will be bound by an appropriate confidentiality agreement.

23) **Assignments:** Neither Party will assign its interest or delegate its duties, in whole or in part, under this Agreement.

24) **Modifications:** No amendments, alterations, changes or modifications to the terms and conditions of this Agreement shall be valid, unless made in writing, approved and signed by authorized representatives of both Parties.

25) **Notices:** All notices required to be given herein shall be made in writing and sent to the designated Party recipients as set forth below:

<table>
<thead>
<tr>
<th>PATH (People Assisting the Homeless)</th>
<th>South Bay Cities Council of Governments (SBCCOG)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn.: Jennifer Hark Dietz, Deputy CEO</td>
<td>Attn: Jacki Bacharach, Executive Director</td>
</tr>
<tr>
<td>340 North Madison Avenue</td>
<td>20285 South Western Avenue, #100</td>
</tr>
<tr>
<td>Los Angeles, California 90004</td>
<td>Torrance, California 90501</td>
</tr>
<tr>
<td>E-Mail: <a href="mailto:JenniferD@epath.org">JenniferD@epath.org</a></td>
<td>E-Mail: <a href="mailto:Jacki@southbaycities.org">Jacki@southbaycities.org</a></td>
</tr>
<tr>
<td>Facsimile: (323) 644-2288</td>
<td>Phone: (310) 371-7222</td>
</tr>
</tbody>
</table>

All notices shall be effective upon receipt. The Parties may change the address for notification and name of the designated Party recipients to be notified by informing the other Party in writing of such change.

26) **Applicable Law:** Unless otherwise specified herein, this Agreement, and the rights and obligations of the Parties as set forth herein, shall be governed by and construed in accordance with the laws of the State of California, without regard to conflict of law principles that would require the application of law from other jurisdiction.

27) **No Waiver:** Failure or delay by either Party to enforce any term or condition of this Agreement shall not constitute a waiver of such term or condition, or of any other term or condition found herein, unless such a waiver is in writing, provides consent, and signed by an authorized Party representative. Any waiver to, or waiver of, any breach by the other Party, shall not constitute waiver of, or excuse for any other different or subsequent breach.

28) **Entire & Integrated Agreement:** Except as otherwise provided for herein, this Agreement constitutes the entire agreement, final expression and exclusive statement of mutual understanding between the Parties relating to the subject matter contained herein. The Parties acknowledge and agree that this Agreement supersedes and cancels all prior written and oral agreements, communications and understandings, of any type whatsoever, made between the Parties in connection to this Agreement. The Parties acknowledge and agree that neither Party has made any oral or written statements that are not included in this Agreement and that in any way induced either Party into entering this Agreement.

29) **Severability & Survival:** The Parties herein agree that if any term or condition of this Agreement is determined to be invalid or unenforceable by any court of competent jurisdiction, such term or condition shall be deemed stricken, and the remainder of this Agreement shall remain in full force and effect, and shall not be affected thereby. The Parties further agree that the rights, duties, obligations and warranties of the Parties, as set forth in paragraphs herein entitled “Taxes,” “Records Retention & Inspection,” “Audit Exception Liability,” and sections herein entitled “Confidentiality,” “Intellectual Property,” “Termination,” “Indemnification & Hold Harmless,” “Dispute Resolution” and “Applicable Law,” shall survive the termination of this Agreement to the fullest extent permitted by applicable statute of limitation laws.
30) **ORDER OF PRECEDENCE:** In the event of a necessary clear conflict between the terms and conditions found herein, attachments incorporated by reference herein and any subsequent amendments to this Agreement, then the later-in-time document shall govern.

31) **COUNTERPARTS & PHOTOCOPIES:** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original. If this Agreement is executed in counterparts, no signatory hereto shall be bound until both Parties named below have duly executed or caused to be duly executed a counterpart of this Agreement, a copy of which may be used as if it contained an original signature for all purposes.

32) **TIME OF ESSENCE:** Time is of the essence in performance of this Agreement.

**IN WITNESS WHEREOF,** the Parties hereto, intending to be legally bound hereby, have caused this Agreement to be executed. The undersigned certify that by signing this Agreement, they are duly authorized to execute this Agreement.

**PATH (PEOPLE ASSISTING THE HOMELESS)  SOUTH BAY CITIES COUNCIL OF GOVERNMENT**

| By: ______________________________ | By: _________________________________ |
| Authorized Signatory | Authorized Signatory |
| Name: Jennifer Hark-Dietz | Name: Christian Horvath |
| Title: Deputy CEO and Executive Director | Title: Chair |
| Date: _____________________________ | Date: _______________________________

The following Attachments follow the signature page of this Agreement. The Standard Terms and Conditions required of the Contractor by are incorporated by reference by way of these attachments.

1) Attachment A – Prime Contracts
2) Attachment B – Scope of Work
3) Attachment C – Compensation and Budget
4) Attachment D – Additional Insureds for Certificate of Insurance
5) Attachment E – Los Angeles County Exhibits
ATTACHMENT B
SCOPE OF WORK

Subcontractor will perform the following services during the Term of this Agreement:

1. SERVICES TO BE PERFORMED: Pursuant to this Agreement, Subcontractor is contracted to provide Outreach Services as further detailed and described in this Scope of Work (the “SOW”):
   
   a. Convene meetings no less than quarterly during the Term of this Agreement between the cities in the South Bay Council of Governments and PATH-designated team members for updates and feedback on the Homeless Prevention Initiative project, which will include the following:
      i. Form a committee for elected officials of SBCCOG cities;
      ii. Form a committee for city staff and service providers to discuss the issues in more detail; and
      iii. Provide regular updates to the SBCCOG Board of Directors and City Managers and other SBCCOG Committees.
   
   b. Coordinate and seek responses to comments and city concerns regarding how the Homeless Prevention Initiative project is performing;
   
   c. Participate in lessons learned and review performance of services provided under this Agreement at the conclusion of the sixth and ninth months under the Term of this Agreement; and
   
   d. Research new and existing homeless issues within the county by attending pertinent meetings and by reviewing relevant reports and relay this information to subcontractor-designated staff members.

2. REPORTING AND RECORDING REQUIREMENTS:

   Subcontractor shall maintain documentation, as applicable or requested by PATH, on file for the purposes of reporting data and information on performance for the funded Program and related project activities in a manner and in such detail that is consistent with the contracted scope of services.

3. ADHERENCE TO SCOPE OF REQUIRED SERVICES:

   Failure by Subcontractor to adhere to this Scope of Work or any criteria specified herein may result in notice of non-compliance, disallowed costs, reduction in funding, and/or may include sanctions up to and including termination of this Agreement.
   Subcontractor shall be responsible for reimbursing PATH for all charges paid for benefits and/or services provided if PATH and/or the Funding Agency determines that benefits and/or services were provided to ineligible participants.
<table>
<thead>
<tr>
<th>Monthly Meetings</th>
<th>Carson</th>
<th>El Segundo</th>
<th>Gardena</th>
<th>Hawthorne</th>
<th>Hermosa Beach</th>
<th>Inglewood</th>
<th>Lawndale</th>
<th>Manhattan Beach</th>
<th>Palos Verdes Estates</th>
<th>Rancho Palos Verdes</th>
<th>Redondo Beach</th>
<th>Rolling Hills Estates</th>
<th>Torrance</th>
<th>County of LA</th>
<th>Los Angeles</th>
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<td>GIS</td>
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<td>E. Moreno</td>
<td>B. Shrewsbury</td>
<td>L. Nguyen</td>
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<td>S. Lai</td>
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<td>Transit Operators Working Group</td>
<td>E. Crespo</td>
<td>E. Crespo</td>
<td>D. Pynn</td>
<td>J. Rooney</td>
<td>G. Yeo</td>
<td>M. Bravo</td>
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<td>Special Meetings - Caltrans Local Assistance Workshop</td>
<td>E. Sanchez</td>
<td>F. Rivera</td>
<td>O. Rodriguez</td>
<td>C. Elbert</td>
<td>W. Mendoza</td>
<td>L. Rodriguez</td>
<td>R. Basilevus</td>
<td>G. Yeo</td>
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South Bay Cities Council of Governments

October 14, 2019

TO: SBCCOG Steering Committee

FROM: Jacki Bacharach, SBCCOG Executive Director
Kim Fuentes, Deputy Executive Director

SUBJECT: Environmental Activities Report – September 2019

Adherence to Strategic Plan:

Goal A: Environment, Transportation, and Economic Development. Facilitate, implement, and/or educate members and others about environmental, transportation, and economic development programs that benefit the South Bay.

I. PROGRAMS - TECHNOLOGY, PLANNING, & RESEARCH

Climate Adaptation
The city-specific vulnerability assessments were sent to each city. The next step will be to work with the individual cities to select strategies that meet their community’s needs. A new Civic Spark Fellow, Naomi Albert, will start October 7, 2019.

Energy

Energy Efficiency Partnership Program – Southern California Gas Company (SCG)

<table>
<thead>
<tr>
<th>Agency</th>
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<th>Therm Savings</th>
<th>Incentive</th>
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<td>DI Install - aerators, showerheads</td>
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<td>TBD</td>
<td>verifying account numbers</td>
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<td>City of Hawthorne (1 site)</td>
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<td>Pool heaters</td>
<td>TBD</td>
<td>TBD</td>
<td>Ken P. working on the application.</td>
</tr>
<tr>
<td>Torrance City Hall</td>
<td>Space heating boiler + controls</td>
<td>TBD</td>
<td>TBD</td>
<td>Project out for bid.</td>
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</tbody>
</table>

Total Therm Saved Identified

Energy Efficiency Partnership Program – Southern California Edison (SCE)

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</tr>
<tr>
<td>Torrance City Hall</td>
<td>Space heating boiler + controls</td>
<td>TBD</td>
<td>TBD</td>
<td>Project out for bid.</td>
</tr>
</tbody>
</table>

Total Therm Saved Identified

2019 Energy Saving Goal: 1,459,446 kWh 2019 Status: 228,755 kWh % of GOAL: 14.6%
2019 Demand Reduction Goal: 256 kW 2019 Status: 24 kW % GOAL: 8.7%

Most of the work in September was to facilitate the park lighting projects. The SBCCOG also is working with the City of Carson and the Regional Energy Network to see if there are opportunities for joint city support. The
project pipeline along with the current city Energy Leader Partnership (ELP) tier levels are listed below. The SBCCOG staff continues to work to identify other funding options to support program efforts.

Cities need to implement projects as soon as possible as SCE funding is continuously in transition; however, if projects are in progress and are scheduled to be completed in 2019, SCE is committed to complete their funding obligations as long as the city also meets all of their project requirements including deadlines.

<table>
<thead>
<tr>
<th>City</th>
<th>Current ELP Tier Level</th>
<th>Energy Efficiency Measures (EEMs)</th>
<th>Estimated Completion Date</th>
<th>Estimated kWh savings</th>
<th>Estimated Incentive ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carson</td>
<td>Platinum</td>
<td>LED Streetlights</td>
<td>Q4/19</td>
<td>588,596</td>
<td>$234,752</td>
</tr>
<tr>
<td>El Segundo</td>
<td>Gold</td>
<td>LED Sports Lighters</td>
<td>Q4/19</td>
<td>733,452</td>
<td>$124,687</td>
</tr>
<tr>
<td>Gardena</td>
<td>Gold</td>
<td>Exterior LED Lighting</td>
<td>Q4/19</td>
<td>184,396</td>
<td>$31,347</td>
</tr>
<tr>
<td>Hawthorne</td>
<td>Platinum</td>
<td>Exterior LED Lighting</td>
<td>Q4/19</td>
<td>194,254</td>
<td>$38,851</td>
</tr>
<tr>
<td>Hermosa Beach</td>
<td>Platinum</td>
<td>Exterior LED Lighting</td>
<td>Q4/19</td>
<td>29,574</td>
<td>$5,915</td>
</tr>
<tr>
<td>Inglewood</td>
<td>Platinum</td>
<td>Chiller VFD/HVAC Controls</td>
<td>Q3/19</td>
<td>238,000</td>
<td>$63,645</td>
</tr>
<tr>
<td>Manhattan Beach</td>
<td>Platinum</td>
<td>Exterior LED Lighting</td>
<td>Q4/19</td>
<td>477,067</td>
<td>$81,101</td>
</tr>
<tr>
<td>Palos Verdes Estates</td>
<td>Platinum</td>
<td>Streetlights (LS-1 to LS-2 conversion)</td>
<td>Q4/19</td>
<td>517,922</td>
<td>$103,584</td>
</tr>
<tr>
<td>Rancho Palos Verdes</td>
<td>Platinum</td>
<td>LED LS-1 to LS-2 Conversion</td>
<td>Q4/19</td>
<td>557,976</td>
<td>$240,992</td>
</tr>
<tr>
<td>Redondo Beach</td>
<td>Gold</td>
<td>Exterior LED Lighting</td>
<td>Q4/19</td>
<td>381,513</td>
<td>$64,857</td>
</tr>
<tr>
<td>Rolling Hills</td>
<td>Gold</td>
<td>LED Lighting</td>
<td>Q4/19</td>
<td>42,311</td>
<td>$7,193</td>
</tr>
<tr>
<td>Torrance</td>
<td>Platinum</td>
<td>Exterior LED Lighting</td>
<td>Q2/20</td>
<td>841,894</td>
<td>$143,122</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Interior LED Lighting</td>
<td>Q2/20</td>
<td>837,954</td>
<td>N/A</td>
</tr>
<tr>
<td></td>
<td></td>
<td>VFD &amp; Pump Motor</td>
<td>Q4/19</td>
<td>172,003</td>
<td>$29,240</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Interior LED Lighting</td>
<td>Q4/19</td>
<td>16,741</td>
<td>N/A</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total</td>
<td></td>
<td>6,240,114</td>
<td>$1,250,926</td>
</tr>
</tbody>
</table>

**SCE/SCG Strategic Plan Funding:** City meetings are being scheduled to discuss the findings of the benchmarking.

**YGRENE – PACE:** Proceeds from Ygrene for 2019 Q2 = $155.93. Total since the program start in 2015 = $8,681.62. Payment for 3rd quarter is expected in Oct 2019.

**HERO – PACE:** SBCCOG continues to promote PACE financing for homeowners. The spreadsheet below covers the activity from each South Bay members’ jurisdiction since the launch date through Aug. 2019. Proceeds from HERO for 2019 Q2 = $378.16. Proceeds for 2019 Q3 are expected in October. Total since program start in 2014 = $30,581.78.
SolSmart:

**Contract period is August 2018 through July 31, 2019**

**Contract goal:** SolSmart Designation for 8 South Bay Cities + SBCCOG

**Status of goal:** 5 Cities as well as the SBCCOG have Achieved Gold Designation; 4 Cities have achieved Silver Designation.

In the month of September, wrap-up efforts were underway. All participating cities as well as the SBCCOG received SolSmart Designation. Final accounting was completed, and a recognition ceremony was planned for the October SBCCOG Board of Directors’ Meeting.

CA Green Business Network (CAGBN) & South Bay Green Business Assist Program (GBAP):

**Contract period August 1, 2019 – March 2020**

**Contract goals - City of Hawthorne:** 20 certified green businesses; **Status of goals:** 5 certified businesses

**Contract goals - City of Torrance:** 15 certified green businesses; **Status of goals:** 4 certified businesses

CAGBN – SBCCOG staff continues to assist CAGBN cities of Hawthorne and Torrance with certifying businesses and continues to conduct outreach. During the month of September, SBCCOG staff conducted 1 assessment for businesses in Hawthorne and 2 in Torrance. Appointments have been confirmed for 6 additional business assessments in October. As businesses are certified through CAGBN, they also become GBAP participants. GBAP by city: Torrance (49), Lawndale (26), Hawthorne (29), Redondo Beach (16), El Segundo (15), Gardena (15), Carson (12), Inglewood (10), Manhattan Beach (8), Palos Verdes Estates (7), Rancho Palos Verdes (7), Hermosa Beach (5), Rolling Hills Estates (4), Lomita (3), Lennox (2), and Los Angeles County – Community of Westmont (1) for a total of 209 businesses in the program as of the end of September 2019.

**Water Conservation**

West Basin Municipal Water District Programs (West Basin) **Contract year is July 1, 2019 through June 30, 2020**

**Task 1. Educational Outreach Support**

**Exhibit Events**

**Contract goal:** 100 exhibit events, presentations, workshops, networking opportunities, etc.

**Status of goal:** 38 exhibit events, presentations, workshops, networking opportunities, etc. as of the month of September
**Contract goal:** To assist with identifying locations for stations.
**Status:** Public sites are eligible to install two (2) water bottle filling stations for the same Tax ID #

SBCCCOG continues to reach out to potential sites.

**Task 2. Support for Workshops & Events**

**Educational Classes**

- **Contract goal:** minimum of 5 and a maximum of 10
- **Status of goal:** 3 completed; 1 scheduled

**Rain Barrel Giveaway**

- **Contract goal:** 5
- **Status of goal:** 0 completed – events start in November and continue January – April 2020

**Task 3. Cash for Kitchens**

- **Contract goal:** target 73 commercial kitchens.
- **Status of goal:** 1 water survey completed; One survey was conducted in the month of July.

No surveys were conducted in September due to West Basin revising this task.

**Task 4. IRWMP & Measure W Assistance**

- **Contract goal:** to assist West Basin as needed, including attendance at meetings, taking notes, assisting with reports, etc.
- **Status of goal:** Staff will be attending upcoming meetings

**Torrance Water**  
**Contract year is July 1, 2019 through June 30, 2020**

**Task 1: Support for educational classes - California Friendly Landscape Training (CFLT) or Turf Removal (TR)**

- **Class and community events (This goal is dependent upon Torrance establishing classes).**
- **Contract goal:** as requested
- **Status of goal:** 2 completed; 3 scheduled in October, November, and December

**Task 2: Cash for Kitchens**

- **Contract goal:** 10 new commercial kitchens; 10 follow-up site visits
- **Status of goal:** 0 water surveys completed; 1 follow-up site visits completed.

**Water Replenishment District of Southern California (WRD)**  
**Contract year is July 1, 2019-September 30, 2020.**

Ongoing promotion of WRD programs continues through the SBCCOOG's information kiosk, e-newsletters, other social media channels, and events for the month of September.

**Sanitation Districts of LA County (LACSD)**  
**Contract year is July 1, 2019-June 30, 2020**

- **Contract goal:** 100 exhibit events, workshops, networking opportunities, etc.
- **Status of goal:** 38 exhibit events, presentations, workshops, networking opportunities, etc. as of the month of September

- **Contract goal:** 1 training for SBCCCOG Volunteers on LACSD programs - **Status of goal:** GOAL MET

- **Contract goal:** Schedule up to 3 Sanitation Districts-related presentations
- **Status of goal:** 0 have been completed; 1 have been scheduled: 10/3/19

SBCCCOG staff continues to reach out to community organizations to schedule presentations.
Los Angeles Department of Water and Power (LADWP)  
Contract year is January 1-December 31, 2019

**Contract goals:**

- 8-12 targeted special exhibit events - *Status of goal:* 11 completed; 1 scheduled.
- 1 training for SBCCOG Volunteers on LADWP programs - *Status of goal:* – **GOAL MET**
- 6-8 commercial kitchens to be identified for water assessments and conservation training.  
  *Status of goal:* 6 water surveys completed. – **GOAL MET**

Discussions on scope of work have started for the 2020 contract year.

**Transportation**

**Shared Mobility Program (Contract period July 1, 2019 – June 30, 2022)**

*Contract goals:* 72 outreach events; 36 vanpool or rideshare meetings or events; 8 Marketing/Media Survey Engagements  
*Status of goals:* 29 outreach events; 1 vanpool or rideshare meetings; 1 Survey Engagement

In September, SBCCOG participated in the City of Torrance Rideshare event. Work continued to design instruments and create communications strategies to support the Shared Mobility Outreach efforts. Metro Shared Mobility materials were distributed at 7 SBCCOG Outreach events. SBCCOG reached out to Metro staff for a formal briefing and “Kick-off” meeting to be held in October.


In September, SBCCOG staff continued to follow-up with the Metro MEL Team on the new contract. The contract continues to make its way through Metro’s review and legal process; SBCCOG staff anticipates the new contract will be ready for SBCCOG Board approval in November.

**II. MARKETING, OUTREACH, & IMPLEMENTATION**

**Workshops, Trainings, & Exchanges**

The following chart provides an overview of all registration events held in September 2019:

<table>
<thead>
<tr>
<th>Event Date</th>
<th>Event Name</th>
<th>No. Attended/No. of RSVPs</th>
<th>Marketing Info. (how did they hear about the Workshop)</th>
<th>Staff Lead</th>
</tr>
</thead>
<tbody>
<tr>
<td>9/21/19</td>
<td>Eco Gardener Workshop (Edible Gardening) – Torrance</td>
<td>50/108</td>
<td>Email: 66, Flyer: 1, Friend or Family: 8, Social Media: 2, Website: 17, Other: 14</td>
<td>GF</td>
</tr>
</tbody>
</table>

**Outreach Events**

In September

- 4 community events
- 1 SCE Seminar
- 2 residential workshops
- 4 networking opportunities
- 1 business event
- 1 presentation

For the period July 1, 2019 through September 2019:

- 13 community events
- 4 business events
- 2 presentation
- 3 SCE Seminars
- 6 residential workshops
- 10 networking opportunities
Media

Social Media (during the month of September)

- **SBCCOG -- Totals for Social Media (SBCCOG) (top tweet – right)**
  - Twitter: 231 followers total, 2,400 impressions*
  - Facebook: 108 likes total, 209 impressions

- **SBESC -- Totals for Social Media (top tweet – right)**
  - Twitter: 549 followers total, 2,700 impressions*
  - Facebook: 744 likes total, 426 impressions
  - LinkedIn: 130 followers total, 95 impressions

*Impressions: the number of times a post has been viewed during the specified month

Press Releases/Press Interviews/Articles/Network TV

- “Beach cities earn collective $330,665 in county dollars to combat homelessness” – *The Beach Reporter* (9/4/2019)

- “Tomorrow’s Technology is Coming to the South Bay” – *Yahoo! Finance* (9/11/2019)


- “Should L.A. Metro Invest $4.4M in Faster South Bay Internet?” – *Government Technology* (9/27/2019)

- “County Oks $4.4M in Transportation Funds for 16-City Fiber Network” – *Techwire* (9/27/2019)
  [https://www.techwire.net/news/county-oks-44m-for-fiber-network.html](https://www.techwire.net/news/county-oks-44m-for-fiber-network.html)

Volunteer Program

*Status of Program: 102.5 hours for September 2019; 2019 thus far = 1,174.39 hours; Grand total as of 9/30/19: 19,974.67 (starting April 2008)*

The date for the Volunteer Recognition is November 21, just prior to start of the November Board of Directors meeting. All Board members are invited and encouraged to attend. Staff is seeking gifts for the volunteers from our partners. Partners have also been invited to the Volunteer Recognition. Volunteer training was held on September 7th.
TO THE GOVERNOR

FINANCE

<table>
<thead>
<tr>
<th>Bill</th>
<th>Action</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>SB 5 (Beall)</td>
<td>AMENDED 8/12/19</td>
<td>Affordable Housing and Community Development Investment Program. Would establish in state government the Affordable Housing and Community Development Investment Program, which would be administered by the Affordable Housing and Community Development Investment Committee. Would authorize a city, county, city and county, joint powers agency, enhanced infrastructure financing district, affordable housing authority, community revitalization and investment authority, transit village development district, or a combination of those entities, to apply to the Affordable Housing and Community Development Investment Committee to participate in the program and would authorize the committee to approve or deny plans for projects meeting specific criteria. Would also authorize certain local agencies to establish an affordable housing and community development investment agency and authorize an agency to apply for funding under the program and issue bonds, as provided, to carry out a project under the program.</td>
</tr>
<tr>
<td>AB 68 (Ting)</td>
<td>Land use: accessory dwelling units. Expands ministerial approval of ADUs to include multiple ADUs in existing multifamily dwellings, multiple detached ADUs on the same lot as a multifamily dwelling and an ADU and a JADU on one lot, under specified conditions. Requires local agencies to ministerially approve a building permit for certain ADUs and JADUs in 60 days (instead of 120 days) from the time of receipt of the completed application. Provides that a local ADU ordinance cannot impose lot coverage standards or require minimum lot size or certain setbacks, and cannot require offstreet parking to be replaced when existing parking like a garage, carport or covered parking structure is demolished for the construction or conversion of an ADU. Authorizes the Department of Housing and Community Development (HCD) to submit written findings to a local agency regarding whether the local ordinance complies with state law and requires the local agency, within 30 days, to respond by either amending its ordinance or adopting a resolution with findings explaining the reason the ordinance complies, and allows HCD to notify the attorney general (AG) that the local agency is in violation.</td>
<td>OPPOSE (5/23/19) (Ltr to Sen Housing Comm 6/3/19 &amp; ltr to Sen EQ Comm 7/1/19)</td>
</tr>
<tr>
<td>AB 881 (Bloom)</td>
<td>Accessory dwelling units. Limits the criteria by which a local agency can determine where ADUs may be permitted to the adequacy of water and sewer services and the impact of ADUs on traffic flow and public safety. Requires local agencies to ministerially approve ADUs on lots with multi-family residences and within existing garages. Removes, until January 1, 2025, the authority for local agencies to require that applicants for ADUs be owner occupants and removes the ability for cities to require owner occupancy for either the primary or the accessory dwelling unit. Specifies that, in measuring one-half mile from public transit for purposes of applying parking requirements, it is measured in walking distance. Adds a definition of &quot;public transit&quot; to mean a bus stop, bus line, light rail, street car, car share drop off or pick up, or heavy rail stop. Adds a definition of &quot;accessory structure&quot; to mean a structure that is accessory and incidental to a dwelling located on the same lot.</td>
<td>OPPOSE (5/23/19) (Ltr to Sen Housing Comm 6/3/19 &amp; ltr to Sen Gov Fin Comm 7/1/19)</td>
</tr>
</tbody>
</table>

LCC Opposes unless amended
<table>
<thead>
<tr>
<th>Bill Number</th>
<th>Bill Title</th>
<th>Sponsor</th>
<th>Action</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>AB 1482</td>
<td>Tenant Protection Act of 2019: tenancy: rent caps. Would, with certain exceptions, prohibit an owner, as defined, of residential real property from terminating a tenancy without just cause, as defined, which the bill would require to be stated in the written notice to terminate tenancy when the tenant has continuously and lawfully occupied the residential real property for 12 months, except as provided. Would require, for certain just cause terminations that are curable, that the owner give a notice of violation and an opportunity to cure the violation prior to issuing the notice of termination.</td>
<td>(Chiu)</td>
<td>MONITOR</td>
<td>9/11/19 Enrolled</td>
</tr>
<tr>
<td>SB 6</td>
<td>Residential development: available land. Would require the Department of Housing and Community Development to furnish the Department of General Services with a list of local lands suitable and available for residential development as identified by a local government as part of the housing element of its general plan. Would require the Department of General Services to create a database of that information and information regarding state lands determined or declared excess and to make this database available and searchable by the public by means of a link on its internet web. Would require for any housing element adopted on or after January 1, 2021, that an electronic copy of the inventory of land suitable for residential development be submitted to the Department of Housing and Community Development.</td>
<td>(Beall)</td>
<td>MONITOR</td>
<td>9/13/19 Enrolled</td>
</tr>
<tr>
<td>SB 127</td>
<td>Transportation funding: active transportation: complete streets. Would require the asset management plan to prescribe a process for community input and complete streets implementation to prioritize the implementation of safe and connected facilities for pedestrians, bicyclists, and transit users on all State Highway Operation and Protection Program projects, as specified. Would require the department to include complete streets elements in the asset management plan, as specified.</td>
<td>(Wiener)</td>
<td>OPPOSE (2/11/19)</td>
<td>9/13/19 Enrolled – request for veto sent 9/30/19</td>
</tr>
<tr>
<td>SB 330</td>
<td>Housing Crisis Act of 2019. The Housing Accountability Act, which is part of the Planning and Zoning Law, prohibits a local agency from disapproving, or conditioning approval in a manner that renders infeasible, a housing development project for very low, low-, or moderate-income households or an emergency shelter unless the local agency makes specified written findings based on a preponderance of the evidence in the record. The act specifies that one way to satisfy that requirement is to make findings that the housing development project or emergency shelter is inconsistent with both the jurisdiction’s zoning ordinance and general plan land</td>
<td>(Skinner)</td>
<td>OPPOSE (3/28/19)</td>
<td>9/11/19 Enrolled - request for veto sent 10/2/19</td>
</tr>
</tbody>
</table>
use designation as specified in any element of the general plan as it existed on the date the application was deemed complete. The act requires a local agency that proposes to disapprove a housing development project that complies with applicable, objective general plan and zoning standards and criteria that were in effect at the time the application was deemed to be complete, or to approve it on the condition that it be developed at a lower density, to base its decision upon written findings supported by substantial evidence on the record that specified conditions exist, and places the burden of proof on the local agency to that effect. The act requires a court to impose a fine on a local agency under certain circumstances and requires that the fine be at least $10,000 per housing unit in the housing development project on the date the application was deemed complete. Until January 1, 2030, would specify that an application is deemed complete for these purposes if a complete initial application was submitted, as described.

**NEW LAW**

| SB 400 (Umberg) | Reduction of greenhouse gases emissions: mobility options. Existing law establishes the Clean Cars 4 All Program, which is administered by the State Air Resources Board to focus on achieving reductions in the emissions of greenhouse gases, improvements in air quality, and benefits to low-income state residents through the replacement of high-polluter motor vehicles with cleaner and more efficient motor vehicles or a mobility option. Existing law defines specified terms, including mobility options, which means a voucher for public transit or car sharing for purposes of the program. This bill would additionally provide that mobility options also include bike sharing and electric bicycles. | MONITOR | 9/6/19 NEW LAW - Chaptered |

**2 YEAR BILLS**

| AB 1694 (O'Donnell) | San Gabriel and Lower Los Angeles Rivers & Mountains Conservancy: territory: Dominguez Channel watershed & Santa Catalina Island. would additionally include the Dominguez Channel watershed and Santa Catalina Island, as described, within that definition of territory, and would make various related changes to the boundaries of that territory. | SUPPORT (6/27/19) (Ltr to Sen Nat Res & Water Comm. 7/2/19) | 8/30/19 2 year bill |
## TRANSPORTATION

<table>
<thead>
<tr>
<th>Bill</th>
<th>Description</th>
<th>Oppose</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>AB 516</td>
<td>Authority to remove vehicles. Would modify the authority to remove a vehicle parked or left standing for 72 or more consecutive hours in violation of a local ordinance by requiring the vehicle to remain parked or left standing for 10 or more business days after a notice is affixed to the vehicle specifying the date and time after which the vehicle may be removed. The bill would repeal the related authority to conduct a lien sale to cover towing and storage expenses.</td>
<td>OPPOSE</td>
<td>8/30/19</td>
</tr>
<tr>
<td>(Chiu)</td>
<td></td>
<td>(6/27/19)</td>
<td>2 Year Bill</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(Ltr to Sen Pub Safety Comm. 7/1/19)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>LCC opposes</td>
<td></td>
</tr>
</tbody>
</table>

## BILLS WHICH DIED

### ENVIRONMENT

<table>
<thead>
<tr>
<th>Bill</th>
<th>Description</th>
<th>Support</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>AB 740</td>
<td>Property insurance: fire hazard severity zones. Existing law requires each insurer to participate in the writings, expenses, and profits and losses of the association in the proportion that its premiums written bear to the aggregate premiums written by all insurers in the program, as specified, but requires the plan to provide for a method for insurers who voluntarily write basic property insurance on risks located in areas designated as brush hazard areas to be proportionately relieved of the liability to participate in the plan. This bill would add to the insurers that are proportionately relieved of the liability to participate in the FAIR Plan those voluntarily writing basic property insurance on risks in high or very high fire hazard severity zones, as determined and mapped by the Department of Forestry and Fire Protection. Would also revise the similar provision relating to areas designated as brush hazard areas by making it specifically applicable to areas so designated at the time coverage begins. Would declare that it is to take effect immediately as an urgency statute.</td>
<td>SUPPORT</td>
<td>9/3/19</td>
</tr>
<tr>
<td>(Burke)</td>
<td></td>
<td>(9/9/19)</td>
<td>Senate Inactive File</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(Ltr to Sen. 9/9/19)</td>
<td></td>
</tr>
</tbody>
</table>

### HOUSING & HOMELESSNESS

<table>
<thead>
<tr>
<th>Bill</th>
<th>Description</th>
<th>Monitor</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>AB 302</td>
<td>Parking: homeless students. Until December 31, 2023, would require a community college campus that has parking facilities on campus to grant overnight access to those facilities, on or before July 1, 2021, to any homeless student who is enrolled in coursework, has paid any enrollment fees that have not been waived, and is in good standing with the community college, for the</td>
<td>MONITOR</td>
<td>9/5/19</td>
</tr>
<tr>
<td>(Berman)</td>
<td></td>
<td></td>
<td>Senate Inactive File</td>
</tr>
</tbody>
</table>

<p>|</p>
<table>
<thead>
<tr>
<th>Bill Number</th>
<th>Description</th>
<th>Position</th>
<th>Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>SB 592</td>
<td>Housing development: Housing Accountability Act: permit streamlining. Requires a local agency that proposes to disapprove or impose specified conditions on a housing development project that complies with applicable, objective general plan, zoning, and subdivision standards and criteria in effect at the time the application for the project is deemed complete, within the meaning of the Permit Streamlining Act, to make specified written findings based on a preponderance of the evidence in the record. Would additionally require a local agency to make those findings if it proposes to disapprove or impose specified conditions on a housing development project that is determined to be complete, as provided, and would make other related conforming changes. Would specify that the HAA does not prohibit a local government from requiring a conditional use permit for a housing development project to the extent the conditional use permit meets the requirements of the HAA.</td>
<td>OPPOSE</td>
<td>9/6/19 Assembly Local Government Committee</td>
</tr>
<tr>
<td>AB 228</td>
<td>Food, beverage, and cosmetic adulterants: industrial hemp products. Would require a manufacturer of food that includes industrial hemp to be able to demonstrate that all parts of the plant used in their food come from a state or country that has an established and approved industrial hemp program that inspects or regulates hemp under a food safety program or equivalent criteria to ensure safety for human consumption and the industrial hemp cultivator or grower to be in good standing and compliance with the governing laws of the state or country of origin. Would prohibit a raw hemp product, as defined, from being distributed or sold in this state without a certificate of analysis from an independent testing laboratory, as defined, that confirms specified information, including that the tested batch of industrial hemp does not contain contaminants that are unsafe for human consumption.</td>
<td>OPPOSE</td>
<td>8/12/19 Senate Appropriations Suspense File</td>
</tr>
<tr>
<td>AB 1190</td>
<td>Unmanned aircraft: state and local regulation: limitations. Would, among other things, prohibit a state or local agency from adopting any law or regulation that bans the operation of an unmanned</td>
<td>MONITOR</td>
<td>6/19/19 Senate Rules Committee</td>
</tr>
</tbody>
</table>
aircraft system. Would also authorize a state or local agency to adopt regulations to enforce FAA regulations regarding the operation of unmanned aircraft systems and would authorize state and local agencies to regulate the operation of unmanned aircraft and unmanned aircraft systems within their jurisdictions, as specified. Would also authorize a state or local agency to require an unmanned aircraft operator to provide proof of federal, state, or local registration to licensing or enforcement officials. Would authorize a local entity to designate a recreational operating area for unmanned aircraft operation. Would immunize a local entity that designates such a recreational area from liability for injury or damage associated with unmanned aircraft operation, if specified signage is posted.

| FEDERAL |
|-----------------|-----------------|-------------------|-----------------|
| HR 530 (Eshoo) | Accelerating Wireless Broadband Deployment by Empowering Local Communities Act of 2019. Overturns the FCC’s September order preempting local authority over small cell wireless infrastructure on January 14, the day the order took effect. Would not preclude future FCC or congressional preemption of cities on wireless infrastructure, but it would halt the FCC’s harmful preemption order, which ignored the input of hundreds of local governments. The bill also complements ongoing efforts to overturn the FCC order in federal courts, and the investigation by congressional leaders into alleged attempts by the FCC to thwart that litigation. | SUPPORT & REQUEST CO-SPONSORS (2/11/19) | 1/25/19 House Energy & Commerce Committee - Subcommittee on Communications & Technology |
| HR 1507 (Blumenauer) | The Bicycle Commuter Act of 2019. Official summary in progress. Would allow cyclists to deduct more than $50 per month and write off bike-share memberships. | MONITOR | 3/5/19 House Ways and Means Committee |
SBCCOG Board of Directors’ Meeting
Thursday, October 24, 2019 @ 6:00 pm
Redondo Beach Library
303 North Pacific Coast Highway
Redondo Beach, Ca. 90277

To assure a quorum, if you or your alternate representative cannot attend the meeting, please contact
SBCCOG Executive Director Jacki Bacharach @ 310-377-8987.

PLEASE NOTE: YOU CAN ALSO FIND SBCCOG AGENDAS ON OUR WEB SITE - www.southbaycities.org

The Board of Directors, with certain statutory exceptions, can only take action upon properly posted and listed
agenda items. Written materials distributed to the Board within 72 hours of the Board meeting are available for
public inspection immediately upon distribution in the SBCCOG/SBESC office at 20285 Western Avenue,
Torrance, CA90501, during normal business hours.

Unless otherwise noted in the Agenda, the Public can only comment on SBCCOG related business that is within
the jurisdiction of cities and/or items listed on the Agenda during the Public Comment portion of the meeting
(Item #V). The time limit for comments is three (3) minutes per person. Before speaking to the Board, please
come to the podium and state: Your name and residence and the organization you represent, if appropriate.

DRAFT AGENDA

I. CALL TO ORDER & SALUTE TO THE FLAG (6:00 PM)
   Christian Horvath, Chair

II. INTRODUCTIONS

III. CONFIRM POSTING OF THE AGENDA BY TORRANCE CITY CLERK

IV. ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA

V. COMMENTS FROM THE PUBLIC (6:05 pm)

VI. CONSENT CALENDAR (6:10 pm)
   Matters listed under Consent Calendar are considered routine and will be enacted by one motion and one vote.
   There will be no separate discussion of these items. If discussion is desired, that item will be removed from the
   Consent Calendar and considered separately.

   A. September Board Meeting Minutes (attachment) – Approve

   B. Contract with Los Angeles with for SBCCOG Compensation for Homeless Services
      Coordination (attachment) - Approve

   C. Subcontract with PATH for SBCCOG Compensation for Homeless Services Coordination
      (attachment) - Approve

   D. Status of Legislation of Interest to SBCCOG (attachment) – Receive and file

   E. Monthly Reports – Receive and File
      1. South Bay Environmental Services Center Report (attachment)
      2. Transportation Report (attachment)
      3. Service Council Report by Ralph Franklin, Chair (attachment)

VII. PRESENTATIONS – (all prepared presentations will be posted @ www.southbaycities.org)

   A. Recognition of SolSmart cities and SBCCOG achievements (6:15 pm)
B. Skyrise Helicopter Service at the Hawthorne Airport (6:25 pm)
   1. Bill Goodwin, Skyrise

C. Status on the 2020 Census (6:45 pm)
   1. Ivy Daulos and Pilar Diaz, Los Angeles Regional Census Center, U.S. Census Bureau

VIII. SBCCOG PROGRAM ACTION ITEMS, REPORTS AND UPDATES (7:05 pm)
   A. South Bay Fiber Network
   B. Ad Hoc Finance Committee
   C. Communications Needs Assessment
   D. Regional Housing Needs Assessment - RHNA
   E. Senior Services
   F. Homeless Services
   G. Slow Speed/Local Travel Network Project
   H. Office Move (attachments)
   I. Other

IX. TRANSPORTATION REPORTS
   A. Metro Report by Board member James Butts/Mike Bohlke (7:20 pm)
   B. SBCCOG Transportation Committee by Christian Horvath - (7:25 pm)

X. AGENCY REPORTS (7:35 pm)
   A. League of California Cities & LA Division Legislative Committee (Bea Dieringer & Jeffrey Kiernan)
   B. Air Quality Management District (Judy Mitchell, Joe Buscaino, Janice Hahn & Denny Shaw)
   C. SCAG & Committees (attachment)
      1. Energy and Environment (Judy Mitchell, Jim Osborne)
      2. Transportation (Dan Medina, James Gazeley, Drew Boyles)
      3. Community, Economic, & Human Development (Frank Zerunyan & Mark Waronek)
      4. Regional Council (Judy Mitchell, Dan Medina, James Gazeley)
   D. Santa Monica Bay Restoration Commission (Bill Brand/Jeff Duclos)
   E. Stormwater Funding
      1. CCCA/LCC Stormwater Funding Options Committee (Hany Fangary & Milton Herring)
   F. South Bay Association of Chambers of Commerce (Olivia Valentine)
   G. South Bay Aerospace Alliance (Olivia Valentine/Rodney Tanaka)
   H. KHHR (Hawthorne Airport) Committee re: Community Impacts (Olivia Valentine)
   I. South Bay Workforce Investment Board (Chris Cagle)
   J. California Association of Councils of Governments - CALCOG (Britt Huff)

XI. UPCOMING EVENTS & ANNOUNCEMENTS

XII. ADJOURNMENT

Next Board meeting – Thursday, November 21, 2019

Volunteer Reception & Board Meeting

@

Katy Geissert Civic Center Library
Torrance
South Bay Fiber Network (SBFN)
Letter of Commitment

October 14, 2019

The South Bay Cities Council of Governments (SBCCOG) confirms our organization’s commitment to connect to the South Bay Fiber Network (SBFN). We commit to participate in the SBFN at a minimum service level of at least 1 GB at $1,000/month for our agency’s designated building/site. We understand that, for sites in the South Bay region, up-front capital costs will be paid by the SBCCOG’s use of approved sub-regional Measure M funds. We commit to paying the monthly recurring costs for our elected term of either a three- or five-year period.

We commit to:
- Execute an addendum to the final SBCCOG contract with American Dark Fiber, LLC (ADF), the selected vendor, to provide broadband services;
- Work with ADF personnel to:
  - Meet to address and resolve our questions;
  - Enumerate the SBCCOG building/site to be connected;
  - Define a timeline for permitting, construction, and installation to enable SBFN network connections;
  - Assist with expediting necessary permits;
  - Agree, that ADF will provide initial service to the SBCCOG designated building/site, expected in April-June 2020.

At this time, we commit to a count of 1 (number) site to be connected. (Confirm addresses on the next page and complete the table.)

_____________________________________  __________________________________
SBCCOG Chair (signature)    SBCCOG Executive Director (signature)

Christian Horvath_______________________  Jacki Bacharach_______________________
SBCCOG Chair      SBCCOG Executive Director (Name)

South Bay Cities Council of Governments______  ________________________________
City/Agency      Date
<table>
<thead>
<tr>
<th>Number</th>
<th>Address</th>
<th>Term (3-yr / 5-yr)</th>
<th>Requested Bandwidth</th>
<th>Lit Services? Or Transport Only?</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>2355 Crenshaw Blvd; Torrance, CA; 90501</td>
<td>3-yr</td>
<td>1 GB</td>
<td>Lit</td>
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TO: SBCCOG Steering Committee
FROM: Kim Fuentes, Deputy Executive Director
David Leger, SBCCOG Staff
Chandler Sheilds, SBCCOG Staff

SUBJECT: Office Move Update and Approval of Related Expenditures

Adherence to Strategic Plan:
Goal D: Organizational Stability. Be a high performing organization with a clear path to long-term financial health, staffing continuity, and sustained board commitment.

BACKGROUND
The lease for the SBCCOG’s current office expires on November 30, 2019 and staff must vacate by that date. In preparation for the move to 2355 Crenshaw Boulevard in Torrance (corner of Crenshaw and Sepulveda Boulevards), the following are updates, schedule, and action items:

Lease Agreement – The lease agreement was fully executed by the Landlord on September 5, 2019.

- Vacating Current Space – The SBCCOG continues to prepare for Maritz, the Sublandlord, to potentially dismantle and remove the systems furniture (cubes) starting as early as November 11, 2019.
  - Files: Work continues on review and electronic archival of all paper documents while maintaining compliance with the SBCCOG’s adopted record retention schedule. A team of volunteers are helping with the scanning.
  - SCAG video conference: SCAG will move and setup this equipment at new location; there will be no ability to have video conferencing from Nov. 22, 2019 to move in.

- Preparing New Space – It is anticipated that the space will not be available for occupancy until late January 2020 with operations starting Feb. 3. Staff met with the building architect on October 2nd to review space plans, select suite finishes, and provide comments. Permitting is expected to begin the week of October 7th, followed by construction bidding, buildout, and completion (see schedule below). As a result of this revised timeline, the SBCCOG is developing a plan for continued operations for the month of December 2019 and January 2020.

- Temporary Office Space – Through the generosity of Councilmember Buscaino, his Deputy Chief of Staff Jacob Haik has made available an office on the 5th floor of their building in San Pedro at no charge. Jacob has said that we can have the space starting in November through February. The available space is furnished and large enough to house most if not all SBCCOG staff members, as well as staff meetings (not Steering Committee or Board meetings). Staff is exploring options for temporary internet connections.
- **Office Furniture** – Staff is reviewing several options to furnish the new office:
  - Purchase new furniture; very rough preliminary estimate is $25,000 (would eliminate move budget).
  
  **Pros of buying new:**
  - Clean and uniform office look
  - Stackable furniture allowing maximized use of space
  - Eliminates the need to coordinate movers, temporary storage, additional move-in activities, and some related expenses (The longer the delay to move in, the more desirable this option may be.)
  - New furniture can be delivered upon completion of the new office

  **Cons of buying new:** may be more expensive than using existing furniture even with the moving costs.

  - Maritz furniture; Staff is working with Maritz to evaluate the ability and benefit of obtaining some of the existing used furniture; which must be requested from Maritz and may not be available. It is important to note that certain items, such as conference room and workspace furniture, will need to be purchased. There are models of new furniture that can facilitate a more flexible layout necessary to accommodate the new location’s smaller size as well as a need to replace workstations currently being used in the office cubicles.

- **Movers** – SBCCOG staff has received quotes from five separate moving services. The chart below provides approximate costs and storage as provided by movers (not stand-alone storage facilities). Due to the gap between November 30 and the move-in date, items moved will require two moves (current space to temporary office/storage and then again to new office). This situation doubles the moving costs and are reflected in the chart below. These quotes are based on moving the existing furniture owned by Maritz and used by the SBCCOG staff except for the cubicle furniture (Maritz has stated that it is not available). The quotes have been grouped by services so that more accurate comparisons can be made. The quotes will be revised once a decision on furniture is made. In addition, City of Torrance offered storage space at their City Yard and staff is reviewing this option.

<table>
<thead>
<tr>
<th>Company</th>
<th>Move Quote</th>
<th>Storage Quote</th>
<th>Total Quote</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alexander’s Mobility Services</td>
<td>$17,190</td>
<td>Not provided</td>
<td>$17,190</td>
</tr>
<tr>
<td>King Office Services</td>
<td>$9,959</td>
<td>Not provided</td>
<td>$9,959</td>
</tr>
<tr>
<td>Mover Services, Inc.</td>
<td>$7,722</td>
<td>$435</td>
<td>$8,157</td>
</tr>
<tr>
<td>All American Movers, Inc.</td>
<td>$12,300</td>
<td>$1,500</td>
<td>$13,800</td>
</tr>
<tr>
<td>Starving Students</td>
<td>$286.38/hr</td>
<td>NA</td>
<td>$859.14+</td>
</tr>
</tbody>
</table>

Recommendation - Due to the move schedule constraints, staff is recommending approval to contract with Mover Services, Inc. based on quote comparison and recommendations from the real estate broker and new landlord. This approval will allow staff adequate time to secure a move date and process the required paperwork.

- **Relocation of I.T. Network and Connected Devices** – SBCCOG staff is working with I.T. consultants to coordinate site visit(s) and install timeline. I.T. consultants have been made
aware of the delay of the move-in date and are working with staff to explore bridged service options if timeline and scope of work exceeds original expectations.

- South Bay Fiber Network (SBFN) – SBCCOG staff has worked with our contractor and the landlord and we can connect the new office to the SBFN.

ESTIMATED CALENDAR – projected key dates

- **Oct. 9:** Construction plans completed
- **Oct. 15:** Staff to compile request of Maritz owned furniture
- **Oct. 24:** Finalize mover contract
- **Nov. 8:** Plan check review completed
- **Nov. 11:** Current office prepared so that systems furniture (cubes) can be removed
- **Nov. 22:** Office completely packed
- **Dec. 1-31:** Order furniture (if needed)
- **Jan. 15-22:** Office construction completed
- **Jan. 1-31:** I.T. set up
- **Jan. 27-31:** Move in office furniture
- **Feb. 3:** First workday in new office

BUDGET

Below is the estimated budget and balance based on information currently available. The chart will be updated as actual costs are incurred and any additional items are identified. Due to the impact of the furniture purchase on moving firm estimates and vice versa, an estimate of $25,000 was included for a combined move/furniture purchase expense. All of these are not to exceed estimates.

<table>
<thead>
<tr>
<th>Budget Category</th>
<th>Estimate</th>
<th>Actual</th>
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<tbody>
<tr>
<td>Security Deposit – Park Del Amo</td>
<td>$13,362.39</td>
<td>$13,362.39</td>
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<tr>
<td>I.T.</td>
<td>$22,977.00</td>
<td></td>
</tr>
<tr>
<td>New Furniture or moving costs</td>
<td>$25,000.00</td>
<td></td>
</tr>
<tr>
<td><strong>TOTALS:</strong></td>
<td><strong>$61,339.39</strong></td>
<td><strong>$13,362.39</strong></td>
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<td><strong>TOTAL BUDGET</strong></td>
<td><strong>$100,000.00</strong></td>
<td><strong>$100,000.00</strong></td>
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<tr>
<td><strong>BUDGET REMAINING</strong></td>
<td><strong>$38,660.61</strong></td>
<td><strong>$86,637.61</strong></td>
</tr>
</tbody>
</table>

Other items to be included in the budget:

- Additional construction upgrades – Park Del Amo (such as sound insulation, additional cabinetry in Board room, etc.): TBD
- Signage Removal at Maritz Building: TBD

RECOMMENDATION

Steering Committee provide direction to SBCCOG staff and approve staff recommendation of Mover Services, Inc. to facilitate the office relocation in an amount not to exceed $8,157.