

# AGENDA

Paramount City Council  
May 16, 2017



Adjourned Meeting  
City Hall Council Chambers

- 3:30 p.m. Mobile City Council Tour (commences at Paramount City Hall)
- 4:15 p.m. Meet & Greet at Jefferson School, 8600 Jefferson Street
- 5:00 p.m. Meeting at City Hall, Council Chambers

City of Paramount

16400 Colorado Avenue ♦ Paramount, CA 90723 ♦ (562) 220-2000 ♦ [www.paramountcity.com](http://www.paramountcity.com)

**Public Comments:** If you wish to make a statement, please complete a Speaker's Card at the beginning of the meeting. Speaker's Cards are located at the entrance. Give your completed card to a staff member or put it on the staff table located at the front of the room. When your name is called, please go to the rostrum provided for the public. Persons are limited to a maximum of 5 minutes unless an extension of time is granted. No action may be taken on items not on the agenda except as provided by law.

**Americans with Disabilities Act:** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's office at (562) 220-2027 at least 48 hours prior to the meeting to enable the City to make reasonable arrangements to ensure accessibility to this meeting.

**Note:** Agenda items are on file in the City Clerk's office and are available for public inspection during normal business hours. Materials related to an item on this Agenda submitted after distribution of the agenda packet are also available for public inspection during normal business hours in the City Clerk's office. The office of the City Clerk is located at City Hall, 16400 Colorado Avenue, Paramount.

## Notes

CALL TO ORDER:

Mayor Peggy Lemons

ROLL CALL OF  
COUNCILMEMBERS:

Councilmember Laurie Guillen  
Councilmember Tom Hansen  
Councilmember Daryl Hofmeyer  
Vice Mayor Diane J. Martinez  
Mayor Peggy Lemons

1. [Mobile City Council](#)

1. Tour of Southeast Quadrant of the City  
2. Meet & Greet at Jefferson School

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## **PUBLIC COMMENTS**

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## **CONSENT CALENDAR**

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All items under the Consent Calendar may be enacted by one motion. Any item may be removed from the Consent Calendar and acted upon separately by the City Council.

- |    |                                 |                                                                                                              |
|----|---------------------------------|--------------------------------------------------------------------------------------------------------------|
| 2. | <a href="#"><u>APPROVAL</u></a> | Gang Resistance Is Paramount (GRIP)<br>Consulting Agreement with Paramount<br>Unified School District (PUSD) |
| 3. | <a href="#"><u>APPROVAL</u></a> | Purchasing Authorization for Public<br>Relations and Communications Services                                 |

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## **NEW BUSINESS**

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- |     |                                              |                                                                             |
|-----|----------------------------------------------|-----------------------------------------------------------------------------|
| 4.  | <a href="#"><u>APPROVAL</u></a>              | Amendment to Mayor's Appointment                                            |
| 5.  | <a href="#"><u>ORAL REPORT</u></a>           | Southern California Edison<br>Circuit Reliability Review                    |
| 6.  | <a href="#"><u>RECEIVE AND FILE</u></a>      | Proposed Usage of Paramount Park<br>Futsal Courts                           |
| 7.  | <a href="#"><u>ORAL REPORT</u></a>           | Public Crime Mapping                                                        |
| 8.  | <a href="#"><u>ORAL REPORT</u></a>           | Development Update                                                          |
| 9.  | <a href="#"><u>AWARD OF<br/>CONTRACT</u></a> | Construction Services for Housing<br>Rehabilitation<br>15343 Castana Avenue |
| 10. | <a href="#"><u>AWARD OF<br/>CONTRACT</u></a> | Construction Services for Housing<br>Rehabilitation<br>15357 Avocado Avenue |

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## **COMMENTS**

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- Staff
- Councilmembers

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## **ADJOURNMENT**

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To a meeting on June 6, 2017 at 6:00 p.m.

MAY 16, 2017

MOBILE CITY COUNCIL

1. TOUR OF SOUTHEAST QUADRANT OF THE CITY
2. MEET & GREET AT JEFFERSON SCHOOL

MAY 16, 2017

GANG RESISTANCE IS PARAMOUNT (GRIP) CONSULTING  
AGREEMENT WITH THE PARAMOUNT UNIFIED SCHOOL DISTRICT

MOTION IN ORDER:

APPROVE THE CONSULTING AGREEMENT BETWEEN THE CITY OF  
PARAMOUNT AND THE PARAMOUNT UNIFIED SCHOOL DISTRICT THAT  
PROVIDES FOR OPERATION OF THE GRIP PROGRAM IN PUSD  
SCHOOLS.

APPROVED: \_\_\_\_\_ DENIED: \_\_\_\_\_

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

ROLL CALL VOTE:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_



**To:** Honorable City Council

**From:** John Moreno

**By:** David Johnson

**Date:** May 16, 2017

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**Subject:** GANG RESISTANCE IS PARAMOUNT (GRIP) CONSULTING AGREEMENT  
WITH THE PARAMOUNT UNIFIED SCHOOL DISTRICT

The City and the Paramount Unified School District (PUSD) have cooperated for over 30 years to provide anti-gang instruction in 2<sup>nd</sup>, 5<sup>th</sup>, and 9<sup>th</sup> grade PUSD classrooms as well as anti-gang counseling as requested by PUSD. The City's anti-gang instructional program is known as the Gang Resistance is Paramount (GRIP) program. Attached is the consulting agreement between PUSD and the City that allows the City's GRIP staff to present the anti-gang program in the PUSD schools, and to provide anti-gang counseling to PUSD students that are referred to us by the school district. The term of the agreement is for a 5-year period from July 1, 2017 through June 30, 2022. The agreement contains a brief description of GRIP services to be provided and the "hold harmless from liability" clauses for the school district and the City. There are no changes in this agreement from the previous 5-year agreement.

**Recommended Action**

It is recommended that the City Council approve the Consulting Agreement between the City of Paramount and the Paramount Unified School District that provides for operation of the GRIP program in PUSD schools.

# Paramount Unified School District

Student Services  
15110 California Avenue  
Paramount, CA 90723

## **Consulting Agreement**

This Agreement is made and entered into this 12th day of June, 2017, by and between the City of Paramount, hereinafter referred to as "City," and the Paramount Unified School District, hereinafter referred to as "District."

WHEREAS the District is in need of special services and such services are needed on a limited basis; NOW, THEREFORE, the parties hereto agree as follows:

1. SERVICES TO BE PROVIDED BY CITY

Coordinating the anti-gang program in Paramount schools and providing counseling services in the GRIP (Gang Resistance Is Paramount) program to District-referred students and their families

2. The City will commence providing services under this Agreement from **July 1, 2017 through June 30, 2022.** The City will perform said services as an independent contractor and not as an employee of the District. City and District shall mutually establish expected outcomes and the means or manner by which such outcomes are to be accomplished within Education Code regulations **to be reviewed on an annual basis. Every year, prior to June 30<sup>th</sup>, District and City will present an annual performance report of the program to the Board.**

3. The District will prepare and furnish to the City upon request such information as is reasonably necessary to the performance of the City to this Agreement.
4. No payment or compensation shall be made to the City for services rendered pursuant to this Agreement.

5. The District may at any time for any reason terminate this Agreement. Written notice by the District's superintendent shall be sufficient to stop further performance of services by City. Notice by the city manager shall be sufficient to terminate services by City. The notice shall be deemed given when received or no later than three days after the day of mailing whichever is sooner.
6. City agrees to and shall hold harmless and indemnify the District, officers, agents, and employees from every claim or demand and every liability or loss, damage, or expense of any nature whatsoever, which may be incurred by reason of:
  - (a) Liability for damages for death or bodily injury to person, injury to property, or any other loss, damage, expense sustained by the City or any person, firm, or corporation employed by the City upon or in connection with the services called for in this Agreement except for liability for damages referred to above which result from the sole negligence or willful misconduct of the District, its officers, employees, or agents. Any injury to or death of persons or damage to property, sustained by any persons, firm, or corporation, including the District, arising out of, or in any way connected with the services covered by this Agreement, whether said injury or damage occurs either on or off school district property, except for liability for damages which result from the sole negligence or willful misconduct of the District, its officers, employees, or agents.
7. District agrees to and shall hold harmless and indemnify the City, its officers, agents, and employees from every claim or demand and every liability or loss, damage, or expense of any nature whatsoever, which may be incurred by reason of:

- (a) Liability for damages for death or bodily injury to person, injury to property, or any other loss, damage, expense, sustained by the City, or any person, firm, or corporation employed by the District upon or in connection with the services called for in this Agreement except for liability for damages referred to above which result from the sole negligence or willful misconduct of the City, its officers, employees, or agents.
- (b) Any injury to or death of persons or damage to property, sustained by any person, firm or corporation, including the City, arising out of, or in any way connected with the services rendered by District pursuant to this Agreement, whether said injury or damage occurs either on or off school District property, except for liability for damages which result from the sole negligence or willful misconduct of the City, its officers, employees, or agent

8. This Agreement is not assignable without written consent of the parties hereto.
9. City shall comply with all applicable federal, state, and local laws, rules, regulations, and ordinances including worker's compensation.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed.

CITY: City of Paramount

DISTRICT: Paramount Unified School District

16400 Colorado Avenue

15110 California Avenue

Paramount CA 90723

Paramount CA 90723

By:

By:

                      
Date

                      
Date



## **DESCRIPTION OF SERVICES**

The City of Paramount hereby agrees to:

1. Provide the following services to schools within the PARAMOUNT UNIFIED SCHOOL DISTRICT on an as needed basis:
  - A. Individual and family anti-gang counseling for students and parents who are residents of the City of Paramount and referred by the Paramount Unified School District.
2. Provide periodic written or oral communication with school contact person relating to all students who have been referred by the District.

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Signature

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Date

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Title: Mayor

MAY 16, 2017

PURCHASING AUTHORIZATION FOR PUBLIC RELATIONS AND  
COMMUNICATIONS SERVICES

MOTION IN ORDER:

APPROVE THE AMENDMENT TO THE SCOPE OF WORK IN THE MARCH  
2016 TRIPEPI SMITH & ASSOCIATES AGREEMENT.

APPROVED: \_\_\_\_\_

DENIED: \_\_\_\_\_

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

ROLL CALL VOTE:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_



**To:** Honorable City Council

**From:** John Moreno

**By:** Kevin M. Chun

**Date:** May 16, 2017

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**Subject:** PURCHASING AUTHORIZATION FOR PUBLIC RELATIONS AND COMMUNICATIONS SERVICES

As part of the City's ongoing work to respond to air quality and other environmental issues in the community, the City has retained Tripepi Smith & Associates to provide public relations and communications consulting services. These services include implementation of a strategic communication program to keep the public informed on the current air quality situation in Paramount. Tripepi Smith's work has included assisting with and giving public presentations, preparing articles and press releases for print media outlets, developing a dedicated website for disseminating air quality and other environmental information to the public (paramountenvironment.org), and preparing content on a weekly basis for this website.

The City Council originally approved a professional services agreement with Tripepi Smith in March 2016, to conduct a city-wide communications assessment report. In November 2016, staff engaged Tripepi Smith to assist with the City's air quality matter, using the City Manager's purchasing authority. As of April 2017, the City Manager's purchasing authority limit of \$40,000 was exceeded (total expenditures of \$46,527.78), and therefore, staff is now seeking City Council approval to exceed this limit.

Attached is an amendment to the March 2016 Agreement with Tripepi Smith based on a Communications Proposal (May 2017), which will be an addendum to the scope of work. Funding for Tripepi Smith was included in the FY 17 Midyear Budget revision for environmental services. Any ongoing services beyond this fiscal year will be evaluated as part of the FY 18 Budget process.

Recommended Action

It is recommended that the City Council approve the amendment to the scope of work in the March 2016 Tripepi Smith & Associates agreement.

## **AMENDMENT TO THE SERVICE AGREEMENT WITH TRIPEPI SMITH AND ASSOCIATES**

This Amendment to the Service Agreement with Tripepi Smith & Associates (the "Amendment") is entered into as of May \_\_, 2017, by and between TRIPEPI SMITH & ASSOCIATES ("Contractor") and the CITY OF PARAMOUNT, a municipal corporation ("City") with reference to the following facts:

### **RECITALS**

A. Contractor and City are parties to that certain Service Agreement dated as of March 1, 2016 (the "Service Agreement"), for the City's outreach and communication efforts regarding air quality matters in the City.

B. Contractor and City wish to amend that Service Agreement to provide additional communications support as more fully set forth herein. Except as expressly stated to the contrary, all capitalized terms set forth herein shall have the same meaning as set forth in the Service Agreement.

### **AGREEMENT**

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto hereby agree as follows:

1. C. SCOPE OF SERVICES. Under the supervision of the Assistant City Manager or his designee, the CONTRACTOR shall provide all services as detailed in the CONTRACTOR'S Proposal dated May, 2017 and attached hereto as Exhibit "A". In the event of any conflict between the provisions of the Service Agreement or this Amendment and Exhibit "A", the terms of the Service Agreement and this Amendment shall prevail.
2. D. COMPENSATION. During the term of this Amendment to the Service Agreement, the CITY shall compensate the CONTRACTOR for the services described in Exhibit "A" dated May, 2017. Invoices for payment shall be submitted on a monthly basis and shall be approved by the Assistant City Manager or his designee. The CONTRACTOR shall submit an itemized invoice to the CITY monthly, setting forth the work performed and the rates charged in accordance with the CONTRACTOR'S fee schedule set forth in Exhibit "B" of the CONTRACTOR'S proposal dated May, 2017.
3. Full Force and Effect. Except as herein modified, all other provisions of the Service Agreement dated March 1, 2016 shall remain unmodified and continues in full force and effect.
4. Counterparts. This Amendment may be executed in counterparts, each of which shall be deemed an original and all of which together shall constitute but one instrument. A facsimile signature shall be deemed an original signature.

IN WITNESS WHEREOF, the undersigned have entered into this Amendment as of the day and year first above written.

CITY

THE CITY OF PARAMOUNT, a municipal corporation

By: \_\_\_\_\_  
Peggy Lemons, Mayor

APPROVED AS TO FORM:

By: \_\_\_\_\_  
John E. Cavanaugh, City Attorney

CONTRACTOR

TRIEPI SMITH & ASSOCIATES

By: \_\_\_\_\_

Title: \_\_\_\_\_

# EXHIBIT A

# CITY OF PARAMOUNT Communications Proposal

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May 2017  
Submitted by Ryder Todd Smith



**TRIEPEI SMITH**  
marketing • technology • public affairs

Version 1.0

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## INTRODUCTION

Thank you for this opportunity to propose on the continued delivery of strategic communications support for the City of Paramount. This proposal identifies an ongoing hourly rate for time and materials related to our work with the City on communications support.

Tripepi Smith is intimately familiar with the Paramount community and ongoing matters of concern to the City. Our prior work on a Communications Assessment and ongoing engagement related to the air quality matters in the City have positioned us well to sustain the transparency and outreach efforts of the City.

We look forward to opportunity to work with the staff at the City to aid their ongoing communication efforts.

Regards,



Ryder Todd Smith  
Founder & CEO  
Tripepi Smith

## Focused on Local Government

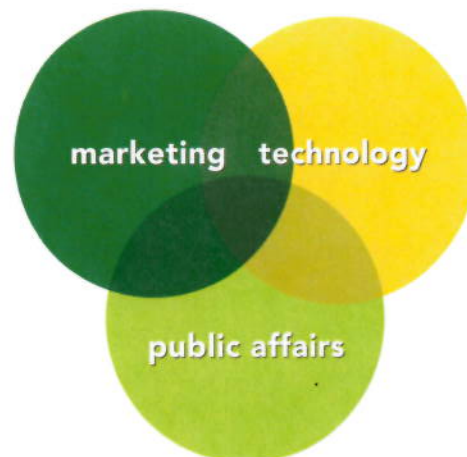
Tripepi Smith specializes in serving local government agencies in three key areas: marketing, technology and public affairs. The firm's clients include a number of nonprofit, public agencies, and private companies that operate within the local government sector.

The firm was founded in 2001 by Ryder Todd Smith and Nicole (Tripepi) Smith. Ryder has a strong background in technology, and has applied that background and knowledge to his passion for communications and local government. Ryder regularly attends regional meetings of local government staff to stay current on issues affecting public agencies, and to offer his insights on the impacts of communications technologies, particularly in the local government space. He is a frequent speaker on communication strategy and social media use by municipal government agencies. He has spoken before the League of California Cities, Municipal Management Association of Northern California, California Contact Cities Association and Municipal Management Association of Southern California.

There are currently eleven full-time employees at the firm. Tripepi Smith has offices throughout California, with staff in Los Angeles County, Orange County, and Sacramento.

## Firm Capabilities

Tripepi Smith recognizes the important interplay of technology, marketing and public affairs. Local government is about developing and executing policy ideas that advance communities. Our role is to help public agencies effectively communicate those ideas to their various stakeholders with geographically targeted information. We understand the nuances of disseminating messages and how the use of websites, email and social media by public agencies can build two-way communication with residents and the business community. Tripepi Smith's understanding of key influencers, knowledge of local government structure, and familiarity with common issues/policies enables us to hit the ground running with government clients.





The firm has capabilities that span the technology and communications world, including:

- Strategic messaging
- Media relations
- Website development
- Full-service graphic design
- Ongoing website support
- Holistic brand development
- Website analytics and social media metric evaluation
- Email campaign management and execution
- Social media management
- Full video production/editing/distribution, particularly as optimized for the Internet
- Photography production/editing
- Google AdWords, LinkedIn and Facebook advertising campaigns
- Website Search Engine Optimization (SEO)

### Example Engagements

**City of Millbrae** – Tripepi Smith was engaged by the City of Millbrae to provide general communication support for this small Bay Area city. When the City moved to replace their prior communications consulting firm, they immediately turned to Tripepi Smith for assistance. Tripepi Smith took over day-to-day management of social media and initiated an aggressive media outreach campaign. Our team was quickly called upon when the Community Center burnt to the ground and the media was highly engaged. Tripepi Smith's team sprang into action to respond and manage the media while staff focused on the immediate community crisis. Tripepi Smith began working with the City of Millbrae in May, 2016. [www.ci.millbrae.ca.us](http://www.ci.millbrae.ca.us)

**City of Norwalk** – Tripepi Smith was engaged by the City of Norwalk at the start of 2015 to kick off a communications assessment process as well as provide supplemental support on the City's ongoing website implementation with Vision Internet. Tripepi Smith delivered its final report to the City Council on the assessment in early July, 2015. We have since been asked to continue consulting work to implement the recommendations, and execute a city rebranding process. [www.norwalk.org](http://www.norwalk.org)

*"Tripepi Smith offered a unique approach to help us learn and improve. The report they delivered is excellent and has been well-received by the City Staff and Council. We plan to continue working with Tripepi Smith to implement their ideas and help in other areas in the City."*

*-Mike Egan  
City Manager  
City of Norwalk.*

**City of La Cañada Flintridge** – The City of La Cañada Flintridge has minimal staff available to support communications, yet an obligation to keep residents updated on critical issues. As a result, Tripepi Smith was engaged to provide on-demand communications support. Subsequently, the City engaged Tripepi Smith to execute an assessment of its communications and messaging process and has since retained



the Tripepi Smith team on a monthly basis to provide a full array of services, including community newsletter generation, media relations management, and strategic message development. Tripepi Smith began working with the City of La Cañada Flintridge in June, 2013. [www.lcf.ca.gov](http://www.lcf.ca.gov)

**City of Duarte** – Tripepi Smith was engaged by the City of Duarte to conduct a communications assessment and provide recommendations on how to improve direct resident engagement in the community. Tripepi Smith interviewed both staff and community members. Tripepi Smith provided a report to the City and presented its findings to senior staff at that time. Tripepi Smith was subsequently engaged by the City to generate custom photographic imagery that could be used in future city communications. Tripepi Smith delivered its report in September 2014. [www.accessduarte.com](http://www.accessduarte.com)

*Tripepi Smith was immensely helpful throughout the assessment project. Their work reflects an understanding of the unique characteristics of the community of Duarte, while their knowledge of technology and communication platforms inspired the whole team. I recommend any city to pause and evaluate their processes as part of any ongoing communications effort.*

*-Karen Herrera  
Deputy City Manager/PIO  
City of Duarte*

**City of Livermore** – Tripepi Smith was engaged by the City of Livermore to execute an evaluation of the City's communication methodologies and offer advice on improving the City's methods. Tripepi Smith executed the evaluation, delivered a report to the Council and was subsequently retained by the City to provide ongoing support to address the issues raised in evaluation and help the City improve on citizen engagement and public information. Tripepi Smith initiated its engagement with the City of Livermore in September, 2013. [www.cityoflivermore.net](http://www.cityoflivermore.net)

**California City Management Foundation (CCMF)** – Tripepi Smith was engaged by CCMF to redo their website over nine years ago. Since then, our relationship with the non-profit has expanded to include follow-up revisions of the website, development of annual communication plans and strategies, staffing of various committees for the CCMF Board, drafting of articles for the website, generation of weekly e-news summaries and the creation of a 20-part video series focused on the city management profession. Tripepi Smith is a key partner with CCMF and participates in board meetings when asked to guide strategy on both communications and technological matters. Tripepi Smith initiated its relationship with CCMF in 2003. [www.cacitymanagers.org](http://www.cacitymanagers.org)

## Qualified with Experience

Tripepi Smith has been selected to work with dozens of agencies and local government associations for help with their communications. These clients include:

Big Independent Cities	City of Martinez	Municipal Information
Excess Pool JPA	City of Millbrae	Systems Association of
California City	City of Morgan Hill	California
Management	City of Norwalk	Municipal Management
City of Azusa	City of Placentia	Association of Northern
City of Bellflower	City of Riverbank	California
City of Claremont	City of Saratoga	Municipal Management
City of Cupertino	Daly City	Association of Southern
City of Duarte	El Toro Water District	California
City of Irvine	Independent Cities	Palmdale Water District
City of La Cañada	Finance Authority JPA	Regional Government
Flintridge	Inland Empire Utilities	Services JPA
City of Laguna Niguel	Agency	Rowland Water District
City of Livermore		South Orange County
City of Lomita		Wastewater Authority

## SCOPE & WORK

The City of Paramount is seeking help for general communications support. Tripepi Smith has a strong history of effective work with the City, including recent work on the City's outreach and communication efforts regarding air quality matters in the City. Tripepi Smith created the [ParamountEnvironment.org](http://ParamountEnvironment.org) website and has helped the City craft many of the stories and updates on that website.

The nature of our work for the City varies significantly as the work on communications matters varies from month to month. As such, the City has engaged Tripepi Smith on a time and materials basis. We will continue to work with the City in the following areas:

- Website content generation
- Support for press relations and media outreach
- Strategic advice
- Graphic design support
- Media creation support



- Meeting participation
- Other duties as assigned

### **Tripepi Smith Hourly Rates**

Tripepi Smith will provide its services on 15 minute increment basis at the following rates.

TSA Principal - \$195 / Hour

TSA Director - \$155 / Hour

TSA Senior Business Analyst - \$125.00 / Hour

TSA Business Analyst - \$85.00 / Hour

TSA Junior Business Analyst - \$65.00 / Hour

TSA Photographer/Cameraman/Editor - \$85 / Hour (Not including equipment fees)

Senior Graphic Artist - \$105 / Hour

Graphic Artist - \$65 / Hour

Website Developer - \$90 / Hour

Tripepi Smith will discount all fees by 15% to recognize the history of working with our firm and based upon our prior history of successful partnering with the City.

### **Payment Terms**

All work requested by the City will be on a retainer basis with a net 30-day payment term. Tripepi Smith will invoice City of Paramount on the 15th of every month for that month's service and the prior period of time's ad hoc items, if any.

### **Travel Arrangements & Reimbursement**

Tripepi Smith will visit onsite at the City when requested. All travel must be authorized by the client. Any additional travel will be billed at half rates.

### **Term**

The engagement will start with the commencement of this agreement and continue indefinitely

Tripepi Smith and the City retain the right to cancel with a 60-day notice.

### **Website Fees**

Website Hosting Annual Fee: \$360

Website SSL Certificate Annual Fee: \$200

Optional Website Monthly Support Fee: \$375

Domain Name Fee and DNS Charges: \$30/year/domain name

## REFERENCES

The following is a brief list of contact information for reference on our work.

Name	Contact Details	Description	Engaged Since
Marcia Raines, City Manager, City of Millbrae	650.259.2334 <a href="mailto:mraines@ci.millbrae.ca.us">mraines@ci.millbrae.ca.us</a>	General communications and messaging support, media management, social media management, content drafting	5/2016
Kevin Chun, Assistant City Manager, City of Paramount	818.667.6533 <a href="mailto:kchun@paramountcity.com">kchun@paramountcity.com</a>	Communications assessment and previously worked with us in La Cañada Flintridge	6/2016
Carl Alameda, Director of Admin Services, City of La Cañada Flintridge	818.790.8880 <a href="mailto:calameda@lcf.ca.gov">calameda@lcf.ca.gov</a>	General communications support, quarterly newsletter content and layout, graphic design, media relations, social media management	6/2013
Vickie Yoshikawa, Senior Management Analyst, City of Norwalk	562.929.5753 <a href="mailto:vyoshikawa@norwalkca.gov">vyoshikawa@norwalkca.gov</a>	Website support, general communication support, graphic design, rebranding	1/2015
Brian Babcock, Public Information Officer, City of Cupertino	408.777.3262 <a href="mailto:brianb@cupertino.org">brianb@cupertino.org</a>	Communications assessment, website evaluation (and prior work with Brian at City of Saratoga)	5/2015

In a prior section, Tripepi Smith has provided a long list of other clients. We are happy to provide you with contacts at any of those clients if desired. We are confident you will find them to be quite happy with our services.

## CONFLICT OF INTEREST DISCLOSURE AND ETHICS

Tripepi Smith operates in a complex marketplace that is more political than most industries. As a result, conflicts of interest (real or perceived) can arise. The first and foremost obligation of Tripepi Smith is to outline all existing client relationships to prospects so as to let the prospect determine if a conflict exists. At this time, Tripepi Smith does not see any conflicts with our client work and the City of Paramount.

Read more about Tripepi Smith's commitment to ethics here:

<http://www.tripepismith.com/about-us/ethics/>

## EXHIBIT B - RATES

Tripepi Smith will provide its services on 15 minute increment basis at the following rates.

TSA Principal - \$195 / Hour

TSA Director - \$155 / Hour

TSA Senior Business Analyst - \$125.00 / Hour

TSA Business Analyst - \$85.00 / Hour

TSA Junior Business Analyst - \$65.00 / Hour

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Senior Graphic Artist - \$105 / Hour

Graphic Artist - \$65 / Hour

Website Developer - \$90 / Hour

Tripepi Smith will discount all fees by 15% to recognize the history of working with our firm and based upon our prior history of successful partnering with the City.

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All work requested by the City will be on a retainer basis with a net 30-day payment term. Tripepi Smith will invoice City of Paramount on the 15th of every month for that month's service and the prior period of time's ad hoc items, if any.

### **Travel Arrangements & Reimbursement**

Tripepi Smith will visit onsite at the City when requested. All travel must be authorized by the client. Any additional travel will be billed at half rates.

### **Term**

The engagement will start with the commencement of this agreement and continue indefinitely.

Tripepi Smith and the City retain the right to cancel with a 60-day notice.

Hourly rates are subject to a 5% adjustment on July 1, 2018.

### **Other Fees**

Website Hosting Annual Fee: \$360

Website SSL Certificate Annual Fee: \$200

Optional Website Monthly Support Fee: \$375

Domain Name Fee and DNS Charges: \$30/year/domain name



MAY 16, 2017

## AMENDMENT TO MAYOR'S APPOINTMENTS



**To:** Honorable City Council

**From:** John Moreno

**By:** Lana Chikami

**Date:** May 16, 2017

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**Subject:** AMENDMENT TO MAYOR'S APPOINTMENTS

Attached is the list of 2017 Mayor's Appointments for consideration of a representative change to the Gateway Cities COG, Board of Directors.

## MAYOR'S APPOINTMENTS: April 2017

Agency	Rep. & Alt. Rep.	Meetings
California Contract Cities Association	Rep: Martinez Alt: Hansen	Board of Directors 3rd Wednesday Dinner @ 6:00 p.m., Mtg. @ 7:00 p.m.
Calif. Joint Powers Insurance Authority	Rep: Hofmeyer Alt: Martinez	Board of Directors - July (annual) mtg. Dinner @ 5:30 p.m., Mtg. @ 7:00 p.m.
County Sanitation Districts of L.A. County Districts 1 & 2 (Form 700 + Ethics)	Rep: Lemons (Mayor) Alt: Martinez	2nd Wednesday @ 1:30 p.m. (Dist. 1 & 2 mtgs.) 4th Wednesday @ 1:30 p.m. (Dist. 2 mtg.)
Eco Rapid Transit (Form 700)	Rep: Hofmeyer Alt: Daniels	2nd Wednesday of each month @ 6:30 p.m.
Gateway Cities COG Board of Directors (Form 700)	Rep: Lemons Alt: Hansen	1st Wednesday Buffet @ 5:30 p.m., Mtg. @ 6:00 p.m.
Gateway Cities COG I-710 Project Committee	Rep: Hansen	5th Thursday (quarterly) @ 6:30 p.m.
Gateway Cities COG SR-91/I-605/I-405 Corridor Cities Committee	Rep: Martinez Alt: Guillen	4th Wednesday @ 6:00 p.m.  (Staff: Cash/Pagett)
Greater Los Angeles County Vector Control (Form 700 + Ethics)	Rep: Hansen 2-year term, expires Jan. 2019	2nd Thursday @ 7:00 p.m.
League of California Cities (Los Angeles County)	Rep: Martinez Alt: Hofmeyer	General Membership Mtg. 1st Thursday @ 6:30 p.m.
L.A. County City Selection Committee	Rep: Lemons (Mayor)	Meets on an as-needed basis
Paramount Unified School District Liaisons (PUSD & City Ad Hoc Committee)	Rep: Lemons Rep: Martinez	1st Thursday @ 4:00 p.m.
Sister City Committee	Rep: Martinez	Annually in Jan. & Aug.
Southeast Area Animal Control Authority (SEAACA) (Form 700)	Rep: Lemons Alt: Hansen	3rd Thursday @ 2:00 p.m.
Southeast Water Coalition (Form 700 + Ethics)	Rep: Hansen Alt: Guillen	1st Thursday (Feb., Apr., June., Aug., Oct., Dec.) Dinner @ 6:30 p.m., Mtg. @ 7:00 p.m.
So. Calif. Assoc. of Governments (SCAG) General Assembly (Form 700)	Rep: Martinez 2-year term	Annually in April <u>OR</u> May

**CF 11.4 – Eff. 04-18-2017**

MAY 16, 2017

ORAL REPORT

SOUTHERN CALIFORNIA EDISON  
CIRCUIT RELIABILITY REVIEW

MAY 16, 2017

PROPOSED USAGE OF PARAMOUNT PARK FUTSAL COURTS

MOTION IN ORDER:

CITY COUNCIL RECEIVE AND FILE THE PROPOSED USAGE FOR THE  
PARAMOUNT PARK FUTSAL COURTS.

APPROVED: \_\_\_\_\_

DENIED: \_\_\_\_\_

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

ROLL CALL VOTE:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_



**To:** Honorable City Council

**From:** John Moreno

**By:** David Johnson

**Date:** May 16, 2017

**Subject: Proposed Usage of Paramount Park Futsal Courts**

The Paramount Park Futsal Courts provide the City with a unique space in which to offer recreational soccer opportunities to a variety of groups. While the courts do not currently have lights, we have the opportunity to program the courts all week from morning to dusk. This provides a large number of programmable hours, especially on weekends.

Below is the proposed usage of the Paramount Futsal Courts broken down by season. The hours are allocated to a variety of usage groups:

1. Open Use – open to general public for supervised free play
2. Day Camp – summer use only by the City's Day Camp program
3. City Youth League – operates summer and spring
4. Adult Youth League – operates all year long
5. PHS Soccer – based on their requested usage
6. STAR – consists of recreational play and STAR sports league
7. PUSD – available to Paramount Park School and PHS West

Summer 2017						
	8 -10 a.m.	10 a.m. - 12 p.m.	12 - 2 p.m.	2 - 4 p.m.	4 - 6 p.m.	6 - 8 p.m.
Monday			Open Use	PHS Soccer	City Youth League	City Youth League
Tuesday			Open Use	Day Camp	City Youth League	City Youth League
Wednesday			Open Use	PHS Soccer	City Youth League	City Youth League
Thursday			Open Use	Day Camp	Adult City League	Adult City League
Friday			Open Use	PHS Soccer	Adult City League	Adult City League
Saturday	PHS Soccer	City Youth League	City Youth League	City Youth League	City Youth League	City Youth League
Sunday			Open Use	Open Use		

Fall 2017						
	8 -10 a.m.	10 a.m. - 12 p.m.	12 - 2 p.m.	2 - 4 p.m.	4 - 6 p.m.	6 - 8 p.m.
Monday	PUSD	PUSD	PUSD	STAR	PHS Soccer	
Tuesday	PUSD	PUSD	PUSD	STAR	PHS Soccer	
Wednesday	PUSD	PUSD	PUSD	STAR	PHS Soccer	
Thursday	PUSD	PUSD	PUSD	STAR	Adult City League	
Friday	PUSD	PUSD	PUSD	STAR	Adult City League	
Saturday	PHS Soccer		Open Use	Open Use		
Sunday			Open Use	Open Use		

# Proposed Usage of Paramount Park Futsal Courts

May 16, 2017

Page 2

Winter 2017/2018						
	8 -10 a.m.	10 a.m. - 12 p.m.	12 - 2 p.m.	2 - 4 p.m.	4 - 6 p.m.	6 - 8 p.m.
Monday	PUSD	PUSD	PUSD	STAR	STAR	
Tuesday	PUSD	PUSD	PUSD	STAR	STAR	
Wednesday	PUSD	PUSD	PUSD	STAR	STAR	
Thursday	PUSD	PUSD	PUSD	STAR	Adult City League	
Friday	PUSD	PUSD	PUSD	STAR	Adult City League	
Saturday			Open Use	Open Use		
Sunday			Open Use	Open Use		

Spring 2018						
	8 -10 a.m.	10 a.m. - 12 p.m.	12 - 2 p.m.	2 - 4 p.m.	4 - 6 p.m.	6 - 8 p.m.
Monday	PUSD	PUSD	PUSD	STAR	City Youth League	City Youth League
Tuesday	PUSD	PUSD	PUSD	STAR	City Youth League	City Youth League
Wednesday	PUSD	PUSD	PUSD	STAR	City Youth League	City Youth League
Thursday	PUSD	PUSD	PUSD	STAR	Adult City League	Adult City League
Friday	PUSD	PUSD	PUSD	STAR	Adult City League	Adult City League
Saturday	PHS Soccer	City Youth League	City Youth League	City Youth League	City Youth League	City Youth League
Sunday			Open Use	Open Use		

The proposed uses make some assumptions that can change based on circumstances. The Open Use category can expand based on demand. The adult and youth leagues can also change based on the amount of interest and sign-ups that we receive. Lastly, we do not know the usage desired from AYSO and the various club soccer programs operating in the city. The proposed usage schedule for the Paramount Futsal Courts, however, will have flexibility and open available days/times to accommodate additional or changed usage requests.

## **Recommended Action**

It is recommended that the City Council receive and file the proposed usage for the Paramount Park Futsal Courts.

MAY 16, 2017

ORAL REPORT

PUBLIC CRIME MAPPING



MAY 16, 2017

ORAL REPORT

DEVELOPMENT UPDATE

MAY 16, 2017

AWARD OF CONTRACT FOR CONSTRUCTION SERVICES FOR HOUSING  
REHABILITATION – 15343 CASTANA AVENUE

MOTION IN ORDER:

AWARD THE CONTRACT FOR CONSTRUCTION SERVICES TO VV & G  
CONSTRUCTION FOR \$38,190.00 FROM THE HOME INVESTMENT  
PARTNERSHIP PROGRAM (HOME) GRANT.

APPROVED: \_\_\_\_\_

DENIED: \_\_\_\_\_

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

ROLL CALL VOTE:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_



**To:** Honorable City Council

**From:** John Moreno

**By:** Kevin M. Chun/Marco Cuevas Jr

**Date:** May 16, 2017

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**Subject: AWARD OF CONTRACT FOR CONSTRUCTION SERVICES FOR HOUSING REHABILITATION – 15343 CASTANA AVENUE**

### **Background**

The City of Paramount's Home Investment Partnership Program (HOME) is a grant funded program intended to provide repairs for owner-occupied, single-family detached dwellings. Grant funds only cover City approved improvements and applicants must meet strict guideline criteria as an income qualifying senior or as a low to moderate income household. The City uses HOME funds to provide necessary repairs and correction of deficient construction. The contractor works closely with staff to ensure compliance with the City's building code.

### **Project Description**

This request is an award of contract for housing rehabilitation construction services at 15343 Castana Avenue. The homeowner solicited three construction bids from a bid package prepared by MDG Associates, the City's HOME consultant. VV & G Construction was selected as the lowest qualified bidder. The bid originally included costs associated with a roof replacement and insulation (line items 4 and 5 totaling \$10,540); however, these items were excluded in favor of necessary addendum items totaling \$4,865. The work to be completed at the residence includes new windows, new kitchen cabinetry and flooring, and a rehabilitated bathroom with new fixtures.

### **Recommended Action**

It is recommended that the City Council award the contract for construction services to VV & G Construction in the total amount of \$38,190.00 from the HOME Investment Partnership Program (HOME) grant.

**CITY OF PARAMOUNT**  
**Home Improvement Program**  
**Bid Review and Grant/Loan Summary**

<b>Ruben Salazar</b> <b>15343 Castaña</b>		<b>Bid Breakdown-Scenario #2</b>		
		<b>V V &amp; G</b>	<b>Cal Home</b>	<b>Bashford</b>
1	Smoke & CO Detectors	200.00	310.00	215.00
2	GFCI	240.00	755.00	485.00
3	Windows	5,830.00	7,615.00	5,884.00
4	Re-Roof			
5	Insulation			
6	Kitchen: Upper Cabinets	2,450.00	2,703.00	4,656.00
7	Kitchen: Lower Cabinets	1,900.00	3,263.00	3,560.00
8	Kitchen: Countertop & Backsplash	1,900.00	1,900.00	2,469.00
9	Kitchen: Sink & Faucet	980.00	885.00	1,095.00
10	Kitchen: Garbage Disposal	375.00	645.00	695.00
11	Kitchen: Paint	550.00	950.00	945.00
12	Linoleum Flooring	2,855.00	2,820.00	4,260.00
13	Baseboards	2,000.00	1,001.00	544.00
14	Living Room & Hallway Paint	750.00	1,525.00	958.00
15	Bedroom #1 Paint	600.00	800.00	795.00
16	Bedroom #2 Paint	600.00	800.00	795.00
17	Bath: Tub Surround	3,050.00	4,400.00	4,488.00
18	Bath: Shower Enclosure	550.00	600.00	580.00
19	Bath: Shower Valve & Trim	925.00	400.00	440.00
20	Bath: Remove Replace Vanity & Fixtures	725.00	510.00	660.00
21	Bath: Water Closet	450.00	620.00	520.00
22	Bath: Medicine Cabinet	375.00	310.00	150.00
23	Bath: Light Fixture	200.00	150.00	210.00
24	Bath: Paint	450.00	800.00	480.00
25	ACM Abatement	2,080.00	1,500.00	1,667.00
26	LBP Abatement	2,290.00	4,400.00	4,407.00
Add	Relocate Refrigerator Connections (Dedicated Circuit)	370.00	350.00	Included
Add	Electrical Upgrade	2,100.00	2,100.00	3,542.00
Add	Range Hood	595.00	560.00	Included
Add	Bath: Remove & Dispose Of Wall Time	1,800.00	1,800.00	650.00
<b>Total Bid Amount</b>		<b>37,190.00</b>	<b>44,472.00</b>	<b>45,150.00</b>
<b>Contingency</b>		<b>1,000.00</b>	<b>1,000.00</b>	<b>1,000.00</b>
<b>Total Construction Amount</b>		<b>38,190.00</b>	<b>45,472.00</b>	<b>46,150.00</b>
<b>LBP &amp; ACM Abatement (City)</b>		<b>4,370.00</b>	<b>5,900.00</b>	<b>6,074.00</b>
<b>City Grant - 90% (max. \$24,300)</b>		<b>24,300.00</b>	<b>24,300.00</b>	<b>24,300.00</b>
<b>Owner Cash Contribution (10%)</b>		<b>1,520.00</b>	<b>7,272.00</b>	<b>7,776.00</b>
<b>City Loan (0%-Deferred, max. \$8,000)</b>		<b>8,000.00</b>	<b>8,000.00</b>	<b>8,000.00</b>
<b>Total Construction Amount</b>		<b>38,190.00</b>	<b>45,472.00</b>	<b>46,150.00</b>

To facilitate the Bidding Process and provide a fair and equitable means of evaluating all proposals, the following requirements are imposed on all contractors seeking to perform work under this program.

### PROGRAM CONDITIONS

All submitting parties:

1. Are required to be currently licensed with the California Contractor's State License Board. All work must be performed in compliance with all applicable State Contractor Regulations regarding Contractor License Law and License Classifications.
2. Are required to be bonded and maintain adequate Workers Compensation Coverage and maintain General Liability Insurance. **If awarded a contract, contractor will be required to provide proof of general liability insurance with a minimum coverage of \$1,000,000 and listing the City as an additional insured on their policy.**
3. All Bid Submissions are to be completed on the attached "Work Description and Bid Proposal Form" Attachment "A." All items indicated must be bid upon. **Failure to bid on all items may disqualify your bid.**

**If a contractor seeks to institute changes, or perform work other than that which is listed on the form, then an attachment indicating proposed changes should be enclosed. However, the original scope of work must still be bid upon for the submission to be considered a valid bid.**

4. Must return a fully completed bid form directly to the homeowner, accompanied by a signed copy of this "Instruction to Bidders" to be considered valid. Any estimates not submitted directly to the homeowner will invalidate your bid.
5. To consider your bid complete, sign and return the bottom of this form and submit all of the following items:
  - Completed Work Description and Bid Proposal Form Attachment "A" ✓
  - Copy of Contractor's License or Contractor's Card ✓
  - Copy of Workers' Compensation Insurance
  - Copy of General Liability Insurance
  - Completed W-9 Form (enclosed)
6. Will receive notice of selection or non-selection of their bid proposal.

**INCOMPLETE BID SUBMISSIONS WILL NOT BE CONSIDERED**

## PROGRAM INFORMATION

1. All selected contractors will be required to obtain a City of Paramount Business License. A photocopy must be submitted along with the first Invoice in order for the City to process the payment.
2. Neither deposits, nor down payments of any nature will be made for work performed under this program.
3. Any payments made under this program are subject to a 10% retention amount, payable upon completion of all Program Requirements, and, the expiration of a minimum mandatory 35 day hold period, as measured from the date of the recordation of a Notice of Completion.

If you have any questions regarding the work write-up or any specific program requirements, please contact Mr. Art Casañas on Mondays or Thursdays at (562) 220-3036.

**I have read and understand the foregoing and wish to submit my bid for consideration.**

VV & G CONSTRUCTION  
Contractor's Name (Print Company Name)

970646  
License No.

VERONICA VASQUEZ  
Contractor's Representative (Print Name of Individual Signing Below)

B  
License Classification(s)

Veronica Vasquez  
Contractor's Signature (Sign)

5/5/2017  
Date

**CITY OF PARAMOUNT  
Residential Rehabilitation Program**

**WORK DESCRIPTION AND BID PROPOSAL FORM  
ATTACHMENT "A"**

Name: Ruben Salazar	Case No.: RRP-627
Address: 15343 Castana Ave.	Tel. No.: (562) 595-5008
City: Paramount CA 90723	Date: April 20, 2017

All work is to be done per City of Paramount building, planning and public works codes. In order to establish standards of quality, the detailed specifications may refer to a certain product by name and/or from a major manufacturer. This procedure is not to be construed as eliminating from competition of other product of equal or better quality by other manufacturers. The contractor shall finish the list of proposed desired substitutions prior to signing of the contract. All items listed on work write-up, unless otherwise specified, shall include all finish work, including all trim hardware, patching, and finish painting and/or staining. All overhead and profit should be included in each line item. All materials to be installed require owner(s) review and approval. Use of lead-based paint is prohibited. Removal or work on asbestos or lead containing materials is subject to applicable federal, state and local regulations. The selected contractor is responsible for the obtaining of all required approvals, permits, and inspections, and is required to possess a valid City of Paramount business license.

**WORK DESCRIPTION AND STANDARD SPECIFICATIONS**

**REQUIRED ITEMS:**

**ESTIMATE:**

**1. Smoke & CO Detectors:**

Install new battery operated smoke detectors within every sleeping room, and one combination smoke and CO detector at a point centrally located in the corridor, hallway, or area giving access to each separate sleeping area in accordance with local building code.

\$ 200.<sup>00</sup>

**2. Ground Fault Circuit Interrupter:**

Install Ground-Fault Circuit-Interrupter (GFCI) protected receptacles in the Kitchen and Bathroom(s) (where the receptacles are installed to serve the countertop surfaces) and laundry area (where the receptacles are installed within six (6) feet of the outside edge of the sink, and on all exterior outlets where required. Installation of (GFCI) receptacles and/or circuit breakers shall be in accordance with local building code.

\$ 240.<sup>00</sup>

**3. Replace Windows:**\$ 5,830.<sup>00</sup>

Remove and dispose of the existing windows throughout the dwelling. Install new "Milgard" (or equal) replacement type (retro-fit), vinyl, single-hung or bypass sliding, dual glazed, windows, labeled with a U-Value of .75, a Solar Heat Gain Coefficient (SHGC) value of .4 or more, and rated Low E, to match and insert into the existing openings. All bathroom windows shall have opaque glass. Secure the windows in a weather tight manner as required by the local building code and the manufacturer's specifications. Installation shall include all finishing elements associated with the replacement type windows including shoemold or other molding material on the interior and exterior side of the window frames. If existing, reinstall or replace any trim work. Repair all interior and exterior surfaces affected by this work and finish to match the surrounding surfaces. The contractor shall verify opening size and color before ordering windows. Installation of new windows shall include the installation of new removable screens on the windows. Contractor shall remove and all window security bars and patch/paint all holes. Contractor shall leave security bars in owners possession. The owner shall select and approve the color of the window frame and the grid style prior to the windows being ordered.

Note: Bedroom windows shall meet the minimum emergency escape/exiting requirements as per the local building code.

**4. Re-Roof-Shingle-Dwelling:**\$ 6,000.<sup>00</sup>

Remove and dispose of all roof covering material down to sheathing and install new roof covering using built up roofing. Check for rotted sheathing and replace as required. Un-clamp and clean all drains as necessary. Furnish and install new fibered cant strip to wall angles as required. Furnish and install one layer of 28# glassbase sheet securely fastened to roof deck according to manufacturer's specifications. Install rosin paper. Furnish and install new galvanized gravel stop to perimeter of roofing where no parapet walls exist. Where parapet walls exist, cover all walls and angles with 80# glasscap, hot mopped and nailed to prevent slippage. Extend roofing up and under sheet metal flanges or "z-bar". Solid hot mop base sheet with heavy layer of asphalt and embed one layer of 14 lb. glassply sheet, set in sequence with hot asphalt for additional strength. Solid hot mop glassply with heavy layer of hot asphalt, using approximately 30 lb./100 sq. ft. at a temperature of 450 to 475 degrees. Furnish and install a finish layer of 80# glasscap sheet embedding same into the hot mopping for maximum bonding strength. Flash and seal all roof projections as base and at collar with plastic cement. Lift up and roof under all roof top equipment. Contractor to include 1 1/2" rigid insulation panels over entire dwelling.

My price for Re-Roof inclvd  
House and Patio.

**Contractor shall abate the asbestos containing components as noted by Lead Tech Environmental in attached report dated March 31, 2017.**



**5. Install Blown-In Insulation in Exterior Walls**\$ 4,540.<sup>00</sup>

Contractor shall install new blown-in insulation within all exterior walls of the dwelling, to include interior walls separating the dwelling from unconditioned airspace such as a garage or storage room. Holes in the exterior walls, and applicable interior walls, created to allow access for the new insulation shall be closed, patched, prepped and finished to match the adjoining wall surfaces in texture and color. The r-value for the insulation (Owens-Corning or equal) shall be not less than R-13. Contractor shall provide the homeowner and the City with the R-value certificate.

**6. Kitchen-Replace Wall (Upper) Cabinets:**\$ 2,450.<sup>00</sup>

Remove and dispose of the existing wall (upper) kitchen cabinets. Pull all nails and repair any wall damage due to the removal of the cabinets. Leave the area in a completed state to match existing surfaces, ready to receive the new cabinets. Install new stain grade upper cabinets, with solid hardwood fronts and framing, with no backing, and with all required hardware ("American Classics" or approved equal). All work to be level, plumb and true. The cabinets are to be shimmed true and screwed to each stud in the wall. Fit closely and seal all holes and openings where pipes, wire, and other materials may come through cabinets with removable materials such as "Thumb Gum" to keep out vermin. The contractor shall provide the owner with an allowance of \$100.00 per lineal foot on the purchase of wall cabinets (**Approximate LF=12**). The owner shall select and approve cabinet drawer front and door styles, stain color and hardware from samples provided by the contractor. Contractor shall provide the owner with an allowance of \$2.00 each for door and drawer pulls, and \$4.00 pair for hinges.

**7. Kitchen-Replace Base (Lower) Cabinets:**\$ 1,900.<sup>00</sup>

Remove and dispose of the existing base (lower) kitchen cabinets. Pull all nails and repair any wall damage due to the removal of the cabinets. Leave the area in a completed state to match existing surfaces, ready to receive the new cabinets. Install new stain grade base (lower) cabinets, with solid hardwood fronts and framing, with no backing, and with all required hardware ("American Classics" or approved equal). All work to be level, plumb and true. The cabinets are to be shimmed true and screwed to each stud in the wall. Fit closely and seal all holes and openings where pipes, wire, and other materials may come through cabinets with removable materials such as "Thumb Gum" to keep out vermin. The contractor shall provide the owner with an allowance of \$125.00 per lineal foot on the purchase of cabinets (**Approximate LF=12**). The owner shall select and approve cabinet drawer front and door styles, stain color and hardware from samples provided by the contractor. Contractor shall provide the owner with an allowance of \$2.00 each for door and drawer pulls, and \$4.00 pair for hinges.

**8. Kitchen-Replace Countertop and Backsplash (full):**\$ 1,900.<sup>00</sup>

Remove and dispose of existing kitchen countertop and backsplash tile. Remove and dispose of the kitchen sink, garbage disposal and faucet. Install new underlayment to provide for a smooth and level surface to receive the new ceramic tile. Installation of underlayment shall be in accordance with the Tile Council of America handbook (current edition). Install new DalTile or approved equal 4" x 4" glazed ceramic tile on the countertop and on the backsplash (full) areas. Contractor shall install all trim tile pieces to provide for a complete tile installation. Install grout at all joints as required (apply waterproof sealant to grout). The contractor shall provide the owner with an allowance of \$2.00 per square foot for the field tiles (i.e., standard grade tiles). Specialty trim tiles if required shall match the field tiles. The owner shall approve tile color from selection provided by the contractor prior to the installation. Note: The contractor shall repair any damage caused to existing finishing elements as a result of the tile replacement.

**Comparison**

Note: As a comparison contractor will provide a bid for a granite countertop in place of tile: \$ 2,430.00

**Contractor shall abate the lead containing components as noted by Lead Tech Environmental in attached report dated March 25, 2017.**

**9. Kitchen-Install New Sink and Faucet (Cast Iron):**\$ 980.<sup>00</sup>

Remove and dispose of the existing kitchen sink and faucet. Install a new Kohler "Hartland" or "Delafield" or approved equal, cast iron, porcelain finished, dual compartment kitchen sink. The owner shall select and approve the color of the sink prior to installation. The faucet shall be an American Standard "Heritage" Two Handle Wall Mount #7298 or approved equal, chrome. Contractor shall provide the owner with an allowance of \$175.00 (including tax) for the kitchen faucet, and \$300.00 (including tax) allowance for the kitchen sink. Price shall include the replacement of all plumbing lines up to and including the trap arm, trap, tail piece, water angle stops and supply piping to the faucet.

**10. Kitchen-New Garbage Disposal:**\$ 375.<sup>00</sup>

Remove and replace existing garbage disposal. New garbage disposal shall be Insinkerator 3/4 HP Badger 900(or equal) garbage disposal. Price shall include replacement of plumbing and/or electrical as necessary to assure proper operation. Contractor shall provide the owner with an allowance of \$150.00 (including tax) towards the purchase of the garbage disposal.

**11. Kitchen-Paint:**\$ 550.<sup>00</sup>

Contractor shall paint all interior surfaces of **kitchen**. Contractor shall wash all walls, ceilings and doors prior to painting to remove mildew, film, grease, etc. Inspect all surfaces and fill in all holes and cracks, sand to a smooth finish, prime areas where repairs have been done. Install two coats of Dunn Edwards (or approved equal) interior "washable" latex semi-gloss paint on all walls, ceilings, doors (all six sides) and paint grade woodwork as per manufacturer specifications. Use drop clothes to protect all that is not to be painted. Protect all hardware and all other surfaces not intended for paint. The owner shall be responsible for removal of all items in closets to enable the painting work to be completed. Where existing ceiling acoustic texture exists, contractor shall apply new acoustic texture to match existing conditions. ***The owner shall select and approve paint color(s) prior to application.***

**12. Linoleum Sheet Flooring:**\$ 2,855.<sup>00</sup>

Contractor shall remove and dispose of the existing linoleum sheet flooring in the living room, kitchen, bathroom, bedrooms and hallway. Contractor shall scrape, clean, fill, and prepare the existing floor surface for the installation of new flooring. Provide and install new Armstrong "Caspian" (or equal) no wax vinyl sheet flooring per manufacturers specifications. The contractor shall provide the owner with an \$18.00 per square yard allowance for the flooring material. Contractor shall layout and cut the sheet flooring to achieve a continuous, un-seamed installation. If an un-seamed installation is not available, contractor shall use the manufacturer's recommended seaming method, materials, and seam coating kit. Contractor shall include threshold-strips at all exposed flooring edges. Patch all holes and cracks to provide for a smooth, professional finish. The contractor shall repair any damage caused to existing wall or floor finishing elements as a result of the sheet flooring replacement. The owner shall select and approve vinyl sheet prior to application from samples provided by the contractor.

***Contractor shall abate the lead containing components as noted by Lead Tech Environmental in attached report dated March 25, 2017.***

***Contractor shall abate the asbestos containing components as noted by Lead Tech Environmental in attached report dated March 31, 2017.***

**13. Baseboards (pine-paint grade-2"):**\$ 2,000.<sup>00</sup>

Contractor shall remove and replace existing baseboards in the living room, kitchen, bathroom, bedrooms and hallway. Baseboards shall prepped to accept new paint. The owner shall select and approve baseboards prior to installation from samples provided by the contractor. The contractor shall provide the owner with an allowance of \$1.50 per lineal foot on the purchase of baseboard.

***Contractor shall abate the lead containing components as noted by Lead Tech Environmental in attached report dated March 25, 2017.***

**14. Living Room & Hallway-Paint:**\$ 750.<sup>00</sup>

Contractor shall paint all interior surfaces of **living room**. Contractor shall wash all walls, ceilings and doors prior to painting to remove mildew, film, grease, etc. Inspect all surfaces and fill in all holes and cracks, sand to a smooth finish, prime areas where repairs have been done. Install two coats of Dunn Edwards (or approved equal) interior "washable" latex semi-gloss paint on all walls, ceilings, doors (all six sides) and paint grade woodwork as per manufacturer specifications. Use drop clothes to protect all that is not to be painted. Protect all hardware and all other surfaces not intended for paint. The owner shall be responsible for removal of all items in closets to enable the painting work to be completed. Where existing ceiling acoustic texture exists, contractor shall apply new acoustic texture to match existing conditions. ***The owner shall select and approve paint color(s) prior to application.***

**15. Bedroom #1-Paint:**\$ 600.<sup>00</sup>

Contractor shall paint all interior surfaces of **bedroom #1**. Contractor shall wash all walls, ceilings and doors prior to painting to remove mildew, film, grease, etc. Inspect all surfaces and fill in all holes and cracks, sand to a smooth finish, prime areas where repairs have been done. Install two coats of Dunn Edwards (or approved equal) interior "washable" latex semi-gloss paint on all walls, ceilings, doors (all six sides) and paint grade woodwork as per manufacturer specifications. Use drop clothes to protect all that is not to be painted. Protect all hardware and all other surfaces not intended for paint. The owner shall be responsible for removal of all items in closets to enable the painting work to be completed. Where existing ceiling acoustic texture exists, contractor shall apply new acoustic texture to match existing conditions. ***The owner shall select and approve paint color(s) prior to application.***

**16. Bedroom #2-Paint:**\$ 600.<sup>00</sup>

Contractor shall paint all interior surfaces of **bedroom #2**. Contractor shall wash all walls, ceilings and doors prior to painting to remove mildew, film, grease, etc. Inspect all surfaces and fill in all holes and cracks, sand to a smooth finish, prime areas where repairs have been done. Install two coats of Dunn Edwards (or approved equal) interior "washable" latex semi-gloss paint on all walls, ceilings, doors (all six sides) and paint grade woodwork as per manufacturer specifications. Use drop clothes to protect all that is not to be painted. Protect all hardware and all other surfaces not intended for paint. The owner shall be responsible for removal of all items in closets to enable the painting work to be completed. Where existing ceiling acoustic texture exists, contractor shall apply new acoustic texture to match existing conditions. ***The owner shall select and approve paint color(s) prior to application.***

**17. Bath-Tub & Surround:**\$ 3,050.<sup>00</sup>

Remove and dispose of existing bathtub. Contractor shall remove and replace any dry rotted studs or wood elements encountered after the removal of the tub. Provide and install a new Kohler® Hartland or Delafield® enameled cast iron bathtub \$375.00 allowance (or approved equal) new brass waste and overflow. Remove existing tub surround on walls and deck. Replace all damaged framing, sub-flooring and supports. Contractor shall install new 4 x 4 ceramic tiles at tub area. (walls and deck) The tile shall be installed to a height of 42" above the tub drain. The contractor shall prepare the walls and deck to provide for a smooth and level surface, ready to receive the new ceramic tile. The contractor shall provide the owner with an allowance of \$2.00 per square foot for the field & specialty tiles (i.e., a standard grade tile). The owner shall select and approve tile color(s) and style of the tile prior to installation. Contractor shall install two (2) grab bars where appropriate.

*Contractor shall abate the lead containing components as noted by Lead Tech Environmental in attached report dated March 25, 2017.*

**18. Bath-Shower Door Enclosure:**\$ 550.<sup>00</sup>

Contractor shall provide all labor and materials to install a new "Lasco" model # L0516 (or approved equal) standard grade, framed bi-pass door. The new door shall match existing opening and extend a minimum of 56" in height above top edge of the tub. Finished glass shall be hammered (opaque) without any tint (natural color) and shall be tempered glass. The contractor shall repair any damage caused to existing tile or other finishing elements. The owner shall select and approve doorframe finish and color in addition to glass pattern prior to installation.

**19. Bath-Shower Valve & Trim:**\$ 925.<sup>00</sup>

Remove and replace the existing bath/shower valve and trim. Replace with new single handle control pressure balancing tub/shower valve. Replacement shall include new washer less ceramic disc or cartridge type valve, diverter spout, adjustable spray showerhead with 2.5 gpm/min flow restrictor.

**20. Bath-Remove/Replace Vanity & Fixtures:**\$ 725.<sup>00</sup>

Remove the existing vanity, plumbing fixtures for installation of new. Provide and install new vanity to match existing opening conditions, a one piece cultured marble countertop with 4" backsplash, lavatory with lavatory assembly and single lever faucet.

**21. Bath-New Water Closet (toilet):**\$ 450.<sup>00</sup>

Contractor shall provide labor and materials to properly remove and replace the existing water closet (toilet). The new water closet shall be an Kohler Wellworth Round-Front Toilet K-3576. The contractor shall install a new wax ring and caulk at base. Prior to setting the water closet, the contractor shall snake line to make sure proper drainage is being provided. Install a new Beamis "Decorator" or approved equal, solid front plastic toilet seat. The owner shall select and approve the color of the water closet and seat.

22. **Bath-Medicine Cabinet (lighted):** \$ 375.<sup>00</sup>  
Remove and dispose of the existing medicine cabinet in the bath. Contractor shall provide all labor and materials to install a new lighted medicine cabinet with mirrored door in the existing location. Owner shall select the medicine cabinet from samples provided by the contractor. *Contractor shall provide the owner with an allowance of \$150.00 for the medicine cabinet*
23. **Bath-Light Fixture:** \$ 200.<sup>00</sup>  
Contractor shall remove and dispose of the existing light fixture located in the bath. Contractor shall install new light fixture in same location. Contractor shall make all connections required to complete the installation in accordance with local code. Homeowner shall select the style and color from samples provided by the contractor. *Contractor shall provide the owner a \$50.00 allowance for the fixture.*
24. **Bath-Paint:** \$ 450.<sup>00</sup>  
Contractor shall paint all interior surfaces of the **bath**. Contractor shall wash all walls, ceilings and doors prior to painting to remove mildew, film, grease, etc. Inspect all surfaces and fill in all holes and cracks, sand to a smooth finish, prime areas where repairs have been done. Install two coats of Dunn Edwards (or approved equal) interior "washable" latex semi-gloss paint on all walls, ceilings, doors (all six sides) and paint grade woodwork as per manufacturer specifications. Use drop clothes to protect all that is not to be painted. Protect all hardware and all other surfaces not intended for paint. The owner shall be responsible for removal of all items in closets to enable the painting work to be completed. Where existing ceiling acoustic texture exists, contractor shall apply new acoustic texture to match existing conditions. ***The owner shall select and approve paint color(s) prior to application.***

**25. Asbestos Abatement and Removal:**\$ 2,080.<sup>00</sup>

An asbestos test has been performed for this proposed repair work, which has revealed the presence of asbestos containing materials. This report has been attached for your review: Asbestos Survey, 15343 Castaña, Paramount, CA 90723, Ruben Salazar, dated March 31, 2017.

It shall be the selected contractor's responsibility to ensure that the recommendations provided in the referenced survey are strictly adhered with, and that the removal and handling of asbestos containing materials are performed by properly licensed and certified contractor(s) and personnel. All firms and personnel handling the asbestos containing materials shall be provided with a copy of the above listed limited asbestos survey. All required asbestos removal/disturbance notifications must be filed, and photocopies of such notifications, as well as DOSH certification documentation provided to the owner prior to the start of repairs. Additionally, a certificate of completion, notifications, and chain of custody and completed waste manifest information must be submitted to the owner prior to submission of contractor billing.

This is a Federally funded Community Development Block Grant activity. These asbestos requirements are an integral part of the repair activity, and failure to conform to these requirements will prohibit the payment for any work, materials, or services provided or performed under this proposal. Any costs incurred for improperly performed or incomplete work shall be the responsibility of the Contractor.

All bid proposals shall include the cost of the required asbestos related services. Additionally, the subcontractor performing the activity must be specified.

**ASBESTOS ABATEMENT CONTRACTOR:****LEAD ABATEMENT CONTRACTOR:**

Firm Name: A1 SHB ENVIRONMENTAL INC  
Address: 710 S. Clymar Avenue  
Compton, CA 90220  
Phone: (310) 529-5466  
DOSH Certification No: 967

**26. Lead Abatement and Removal:**\$ 2,290.<sup>00</sup>

A lead test has been performed for this proposed repair work, which has revealed the presence of lead containing materials. This report has been attached for your review: Lead-Based Paint Inspection, 15343 Castaña, Paramount, CA 90723, Ruben Salazar, dated March 25, 2017.

It shall be the selected contractor's responsibility to ensure that the recommendations provided in the referenced survey are strictly adhered with, and that the removal and handling of replace containing materials are performed by properly licensed and certified contractor(s) and personnel. All firms and personnel handling the replace containing materials shall be provided with a copy of the above listed survey. All required replace removal/disturbance notifications must be filed, and photocopies of such notifications, as well as DOSH certification documentation provided to the owner prior to the start of repairs. Additionally, a certificate of completion, notifications, and chain of custody and completed waste manifest information must be submitted to the owner prior to submission of contractor billing.

This is a Federally funded Community Development Block Grant activity. These replace requirements are an integral part of the repair activity, and failure to conform to these requirements will prohibit the payment for any work, materials, or services provided or performed under this proposal. Any costs incurred for improperly performed or incomplete work shall be the responsibility of the Contractor.

All bid proposals shall include the cost of the required replace related services. Additionally, the subcontractor performing the activity must be specified.

**REPLACE ABATEMENT CONTRACTOR:**

Firm Name: A1 SHB ENVIRONMENTAL INC  
Address: 710 S. Clymar Avenue  
Compton, CA 90220  
Phone: (310) 529-5466  
DOSH Certification No: 967

**PROJECT TOTAL:** \$ 42,865.<sup>00</sup>

**NOTE:** All work shall include the protection of dwelling, fixtures and furnishings, as well as maintaining the premises clean at all times. All debris resulting from any work conducted in connection with this contract shall be the property of the contractor, who is responsible for its timely removal and lawful disposal. Work site shall be maintained in a clean and orderly manner, and upon completion, property shall be left in a "broom clean" condition.



Under the guidelines for this program, homeowner(s) are responsible for the removal and replacement of rugs, draperies, coverings, and furniture as necessary.

NOTE: I HAVE REVIEWED THE ABOVE WORK DESCRIPTION AND SPECIFICATIONS AND UNDERSTAND THAT ANY CHANGES OR ADDITIONS MUST HAVE PRIOR APPROVAL BY THE CITY OF PARAMOUNT TO BE ELIGIBLE FOR FUNDING. I ALSO UNDERSTAND THAT THE TOTAL COST OF REPAIRS CANNOT EXCEED THE AMOUNT AWARDED BY THE REVIEW COMMITTEE, THEREFORE ALL ITEMS INCLUDED ON THE ABOVE LIST MAY NOT BE COMPLETED UNDER THIS PROGRAM.

Homeowner Signature:	Date:
Homeowner Signature:	Date:

The undersigned, having become thoroughly familiar with the terms and conditions of the proposed Contract Documents and with local conditions affecting the performance and costs of the work at the place where the work is to be completed, and having fully inspected the site in all particulars, hereby proposed and agree to fully perform the work within the time stated and in strict accordance with the proposed Contract Document including furnishing of any and all labor, materials, services necessary equipment and to do all work required to construct, and complete said work in accordance with the Contract Documents for the sum of money as indicated on the Work Description and Bid Proposal Form and summarized as follows:

Forty Two Thousand Eight Hundred Sixty Five — Dollars, (\$ 42,865.<sup>00</sup> )  
Price In Words Price In Numbers

If awarded the contract, the bidder agrees to present the following documents to the City of Paramount prior to the issuance of the Notice to Proceed: Valid certificates covering Property Damage and Liability including the City of Paramount as additionally insured, Worker's Compensation insurance, and a copy of a valid Contractor's License.

It is further agreed that if awarded this contract, 10% of all requested payouts would be retained until the project is completed to the approval of the owner and all approving agents. Completion of this project will require 30 calendar days.

Contractor: <u>Veronica Vasquez / VV&amp;G CONSTRUCTION</u>	Lic. No. & Class: <u>970646-B</u>
Signature: <u>Veronica Vasquez</u>	Phone No.: <u>(323) 343-8720</u>
Address: <u>4560 Yellowstone Street, Los Angeles, California 90032</u>	

Ruben Salazar

15343 Castana Ave., Paramount, CA 90723

## ADDENDUM:

1. Kitchen Door:

\$370.00

- Remove the existing door between the kitchen & the living room/hallway, dispose of it. Install studs, drywall on both sides, tape, mud, primer and paint to match existing surface.

2. Range Hood:

\$595.00

- Install one (1) new 30" range hood, vent through attic to the exterior.

3. 100AMP Service Panel:

\$2,100.00

- Install one (1) new 100AMP Service Panel.

4. Bathroom – Outside Of Shower Enclosure Tile:

\$1,800.00

- Remove the existing Tile Walls in the bathroom, outside shower enclosure, and dispose of the tile. Install new drywall, tape, mud, primer and paint to match existing surfaces.
- **NOTE:** Any damaged to the existing wood members once the tile is removed will be addressed and additional pricing will be given for any wood member replacement.



State Of California  
**CONTRACTORS STATE LICENSE BOARD**  
**ACTIVE LICENSE**



License Number

**970646**

Entity **INDIV**

Business Name

**V V & G CONSTRUCTION**

Classifications, **B**

Expiration Date **03/31/2018**

[www.cslb.ca.gov](http://www.cslb.ca.gov)



MAY 16, 2017

AWARD OF CONTRACT FOR CONSTRUCTION SERVICES FOR HOUSING  
REHABILITATION – 15357 AVOCADO AVENUE

MOTION IN ORDER:

AWARD THE CONTRACT FOR CONSTRUCTION SERVICES TO VV & G  
CONSTRUCTION FOR \$32,170.00 FROM THE HOME INVESTMENT  
PARTNERSHIP PROGRAM (HOME) GRANT.

APPROVED: \_\_\_\_\_

DENIED: \_\_\_\_\_

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

ROLL CALL VOTE:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_



**To:** Honorable City Council

**From:** John Moreno

**By:** Kevin M. Chun/Marco Cuevas Jr

**Date:** May 16, 2017

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**Subject: AWARD OF CONTRACT FOR CONSTRUCTION SERVICES FOR HOUSING REHABILITATION – 15357 AVOCADO AVENUE**

### **Background**

The City of Paramount's Home Investment Partnership Program (HOME) is a grant funded program intended to provide repairs for owner-occupied, single-family detached dwellings. Grant funds only cover City approved improvements and applicants must meet strict guideline criteria as an income qualifying senior or as a low to moderate income household. The City uses HOME funds to provide necessary repairs and correction of deficient construction. The contractor works closely with staff to ensure compliance with the City's building code.

### **Project Description**

This request is an award of contract for housing rehabilitation construction services at 15357 Avocado Avenue. The homeowner solicited three construction bids from a bid package prepared by MDG Associates, the City's HOME consultant. VV & G Construction was selected as the lowest qualified bidder. The bid originally included costs associated with a kitchen renovation (line items 7 through 14 totaling \$10,955); however, these items were excluded in favor of other necessary repair items totaling \$3,575.

The work to be completed at the residence includes the following: new windows, new washer and dryer hookups, color-coat and exterior trim paint of the dwelling and garage, and a re-roof of the dwelling.

### **Recommended Action**

It is recommended that the City Council award the contract for construction services to VV & G Construction in the total amount of \$32,170.00 from the HOME Investment Partnership Program (HOME) grant.

**CITY OF PARAMOUNT**  
**Home Improvement Program**  
**Bid Review and Grant/Loan Summary**

Dulce Vasquez 15357 Avocado Paramount Ca. 90723		Bid Breakdown-As Bid Scenario #2		
		V V & G	Cal Home	LRJ
1	Smoke & CO Detectors	260.00	360.00	300.00
2	GFCI	240.00	400.00	300.00
3	Remove & Replace Windows	4,980.00	9,450.00	9,800.00
4	Exterior Paint-Trim	1,900.00	2,200.00	2,400.00
5	Color Coat (including remove wood siding)	5,700.00	6,700.00	8,800.00
6	Re-Roof Shingles	5,600.00	6,400.00	12,000.00
7	Kitchen-Upper Cabinets			
8	Kitchen-Lower Cabinets			
9	Kitchen-Countertop & Backsplash			
10	Kitchen-Sink & Faucet			
11	Kitchen-Exhaust Hood			
12	Kichen-Garbage Disposal			
13	Kitchen-Paint			
14	Kitchen-Baseboards			
15	Non Compliant-Permitted Washer Dryer Installation	7,180.00	8,340.00	14,800.00
16	Non Compliant-Non Permitted Patio	750.00	1,800.00	800.00
17	Exterior Light Fixture	160.00	150.00	500.00
18	ACM Abatement	1,150.00	900.00	1,800.00
Add	Replace Electrical Weather Head	400.00	625.00	150.00
Add	Kitchen-drain and venting			
Add	Sliding Glass Door	1,600.00	2,700.00	2,400.00
Add	Concrete Steps & Handrails	1,250.00	Inc. #23	Inc. #23
Total Bid Amount		31,170.00	40,025.00	54,050.00
Contingency		1,000.00	1,000.00	1,000.00
Total Construction Amount		32,170.00	41,025.00	55,050.00
LBP & ACM Abatement (City)		1,150.00	900.00	1,800.00
City Grant - 80% (max. \$21,600)		21,600.00	21,600.00	21,600.00
City Loan (0%-Deferred, max. \$8,000)		8,000.00	8,000.00	8,000.00
Owner Cash Contribution		1,420.00	10,525.00	23,650.00
Total Construction Amount		32,170.00	41,025.00	55,050.00

I/We, the Owner(s) of the above named property, due hereby accept the attached proposal to rehabilitate my/our property, subject to loan or grant approval and execution of formal construction and loan or grant documents.

  
 Dulce Vasquez

5-04-2017  
 Date

5/4/2017  
 1:13 PM

To facilitate the Bidding Process and provide a fair and equitable means of evaluating all proposals, the following requirements are imposed on all contractors seeking to perform work under this program.

**PROGRAM CONDITIONS**

All submitting parties:

1. Are required to be currently licensed with the California Contractor's State License Board. All work must be performed in compliance with all applicable State Contractor Regulations regarding Contractor License Law and License Classifications.
2. Are required to be bonded and maintain adequate Workers Compensation Coverage and maintain General Liability Insurance. **If awarded a contract, contractor will be required to provide proof of general liability insurance with a minimum coverage of \$1,000,000 and listing the City as an additional insured on their policy.**
3. All Bid Submissions are to be completed on the attached "Work Description and Bid Proposal Form" Attachment "A." All items indicated must be bid upon. **Failure to bid on all items may disqualify your bid.**

**If a contractor seeks to institute changes, or perform work other than that which is listed on the form, then an attachment indicating proposed changes should be enclosed. However, the original scope of work must still be bid upon for the submission to be considered a valid bid.**

4. Must return a fully completed bid form directly to the homeowner, accompanied by a signed copy of this "Instruction to Bidders" to be considered valid. Any estimates not submitted directly to the homeowner will invalidate your bid.
5. To consider your bid complete, sign and return the bottom of this form and submit all of the following items:
  - Completed Work Description and Bid Proposal Form Attachment "A"
  - Copy of Contractor's License or Contractor's Card
  - Copy of Workers' Compensation Insurance
  - Copy of General Liability Insurance
  - Completed W-9 Form (enclosed)
6. Will receive notice of selection or non-selection of their bid proposal.

**INCOMPLETE BID SUBMISSIONS WILL NOT BE CONSIDERED**

## PROGRAM INFORMATION

1. All selected contractors will be required to obtain a City of Paramount Business License. A photocopy must be submitted along with the first Invoice in order for the City to process the payment.
2. Neither deposits, nor down payments of any nature will be made for work performed under this program. All payments are paid on a percentage of completion basis. (i.e., 30% of work completed, then 30% of the contract amount paid, less required retention amounts).
3. Any payments made under this program are subject to a 10% retention amount, payable upon completion of all Program Requirements, and, the expiration of a minimum mandatory 35 day hold period, as measured from the date of the recordation of a Notice of Completion.

If you have any questions regarding the work write-up or any specific program requirements, please contact Mr. Art Casañas on Mondays or Thursdays at (562) 220-2046.

**I have read and understand the foregoing and wish to submit my bid for consideration.**

VV & G CONSTRUCTION  
Contractor's Name (Print Company Name)

970646  
License No.

VERONICA VASQUEZ  
Contractor's Representative (Print Name of Individual Signing Below)

B  
License Classification(s)

Veronica Vasquez  
Contractor's Signature (Sign)

3/31/2017  
Date



**CITY OF PARAMOUNT**  
**Residential Rehabilitation Program**

**WORK DESCRIPTION AND BID PROPOSAL FORM**  
**ATTACHMENT "A"**

Name: Dulce Vasquez	Case No.: RRP-621
Address: 15357 Avocado	Tel. No.: (562) 659-2451 (562) 438-6978
City: Paramount CA 90723	Date: February 6, 2017

All work is to be done per City of Paramount building, planning and public works codes. In order to establish standards of quality, the detailed specifications may refer to a certain product by name and/or from a major manufacturer. This procedure is not to be construed as eliminating from competition of other product of equal or better quality by other manufacturers. The contractor shall finish the list of proposed desired substitutions prior to signing of the contract. All items listed on work write-up, unless otherwise specified, shall include all finish work, including all trim hardware, patching, and finish painting and/or staining. All overhead and profit should be included in each line item. All materials to be installed require owner(s) review and approval. Use of lead-based paint is prohibited. Removal or work on asbestos or lead containing materials is subject to applicable federal, state and local regulations. The selected contractor is responsible for the obtaining of all required approvals, permits, and inspections, and is required to possess a valid City of Paramount business license.

**WORK DESCRIPTION AND STANDARD SPECIFICATIONS**

**REQUIRED ITEMS:**

**1. Smoke & CO Detectors:**

Install new battery operated smoke detectors within every sleeping room, and one combination smoke and CO detector at a point centrally located in the corridor, hallway, or area giving access to each separate sleeping area in accordance with local building code.

**ESTIMATE:**

\$ 260.<sup>00</sup>

**2. Ground Fault Circuit Interrupter:**

Install Ground-Fault Circuit-Interrupter (GFCI) protected receptacles in the Kitchen and Bathroom(s) (where the receptacles are installed to serve the countertop surfaces) and laundry area (where the receptacles are installed within six (6) feet of the outside edge of the sink, and on all exterior outlets where required. Installation of (GFCI) receptacles and/or circuit breakers shall be in accordance with local building code.

\$ 240.<sup>00</sup>

**3. Replace Windows:**\$ 4,980.<sup>00</sup>

Remove and dispose of the existing windows throughout the dwelling. Install new "Milgard" (or equal) replacement type (nail-on), vinyl, single-hung or bypass sliding, dual glazed, windows, labeled with a U-Value of .75, a Solar Heat Gain Coefficient (SHGC) value of .4 or more, and rated Low E, to match and insert into the existing openings. All bathroom windows shall have opaque glass. Secure the windows in a weather tight manner as required by the local building code and the manufacturer's specifications. Installation shall include all finishing elements associated with the replacement type windows including shoemold or other molding material on the interior and exterior side of the window frames. If existing, reinstall or replace any trim work. Repair all interior and exterior surfaces affected by this work and finish to match the surrounding surfaces. The contractor shall verify opening size and color before ordering windows. Installation of new windows shall include the installation of new removable screens on the windows. Contractor shall remove and all window security bars and patch/paint all holes. Contractor shall leave security bars in owners possession. The owner shall select and approve the color of the window frame and the grid style prior to the windows being ordered.

Note: Bedroom windows shall meet the minimum emergency escape/exiting requirements as per the local building code.

*Per the attached Asbestos Survey dated March 13, 2017 provide by Lead Tech Environmental the stucco areas have tested trace for asbestos. Contractor shall employ "wet methods", perform prompt cleanup and any debris shall be disposed of in leak proof containers.*

**4. Exterior Paint-Trim areas-Dwelling:**\$ 1,900.<sup>00</sup>

Prepare all exterior trim of the dwelling to receive fresh paint. . Scrape, wire brush, patch and sand all surfaces to remove loose/flaking paint and to feather out all old paint edges. Apply at least one coat of primer to all bare or exposed wood and metal surfaces. Apply at least two (2) coats of exterior grade paint to include eaves, eave overhangs, rafter tails, posts, patio trellis, wrought iron supports, exterior exposure of entry doors, metal awnings and side gates, etc. The owner shall select and approve paint color(s) and finish prior to application. Color to be approved by owner and City before application.

5. **New Color Coat-Dwelling:**\$ 5,700.<sup>00</sup>

Contractor shall sand blast dwelling. Contractor shall repair all cracks on the exterior stucco. The contractor shall prepare and color-coat all areas that are currently finished with stucco on the dwelling. The owner shall select and approve color and finished texture prior to application by the contractor. The contractor shall clean all weep screeds to assure proper drainage is occurring through weep holes. Color to be approved by owner and City before application.

Note: Contractor shall remove and dispose of the existing wood siding from the front of the dwelling. Contractor shall provide all labor and materials to install new lath and plaster along the front of the dwelling for a complete and proper installation. Provide and install a paper-backed metal lath welded or woven in such a manner as to provide not less than 1/4" keying between wire and paper backing. Wherever plywood wall sheathing exists, two layers of Grade "D" paper shall be installed per code. Provide and install plaster in strict accordance with manufacturer's specifications, including mixing, plastering, and plaster curing specifications. The scratch coat shall be applied with sufficient material and force to form good keys, embedding and filling all spaces of the lath. Score the scratch coat to receive the brown coat. The brown coat shall not be applied sooner than 72 hours after installation of the scratch coat. Apply the brown coat to the scratch coat and bring out to grounds, straighten to a true surface, and leave sufficiently rough to assure an adequate bond of the color coat. The finish coat (i.e., color coat) shall not be applied sooner than 7 days after installation of brown coat. Apply the finish coat in a pattern and color approved by the owner. All work shall be performed in accordance with the local building code, and in accordance with the standards established by the Plastering Institute.

***Per the attached Asbestos Survey dated March 13, 2017 provide by Lead Tech Environmental the stucco areas have tested trace for asbestos. Contractor shall employ "wet methods", perform prompt cleanup and any debris shall be disposed of in leak proof containers.***

**6. Re-Roof-Shingle-Dwelling:**\$ 5,600.<sup>00</sup>

Remove and dispose of all existing roof covering layers on the dwelling. **Remove and replace any damaged roof sheathing and prepare to receive conventional asphalt shingles.** Install new 30lb. saturated felt base (ASTM), and new Celotex (or equal) "Dimensional/30" intermediate-weight shingle backed by a 30-year transferable warranty. Install new Celotex "Crown" (or equal) high profile hip and ridge cap SBS modified. The installation shall include all new sheet metal flashing where required - valleys, drip edges, roof jacks, pipe flashing, and vent caps. Seal all roof penetrations with appropriate mastic cement or sealant (blend as necessary) to insure integrity of the roof. Prep and finish all newly installed unfinished sheet metal in a color that complements new roof covering. The owner shall select and approve roofing materials and color prior to application. The contractor shall provide the owner with the manufacturer's warranty for materials upon completion of roof installation. To be installed according to the Los Angeles County Building Code.

**NOTES:** Contractor to repair or replace all damaged sheathing, fascia, starter board and rafter tails as required prior to application of new roofing material. Contractor estimate should include sufficient allowance for ALL visible damaged wood replacement for all fascia board, shiplap, starter board and/or rafter tails.

**Contractor shall abate all asbestos containing components as noted in the Lead Tech Environmental report dated March 13, 2017 (attached).**

**7. Kitchen-Replace Wall (Upper) Cabinets:**\$ 2,750.<sup>00</sup>

Remove and dispose of the existing wall (upper) kitchen cabinets. Pull all nails and repair any wall damage due to the removal of the cabinets. Leave the area in a completed state to match existing surfaces, ready to receive the new cabinets. Install new stain grade upper cabinets, with solid hardwood fronts and framing, with no backing, and with all required hardware ("American Classics" or approved equal). All work to be level, plumb and true. The cabinets are to be shimmed true and screwed to each stud in the wall. Fit closely and seal all holes and openings where pipes, wire, and other materials may come through cabinets with removable materials such as "Thumb Gum" to keep out vermin. The contractor shall provide the owner with an allowance of \$100.00 per lineal foot on the purchase of wall cabinets (**Approximate LF=12**). The owner shall select and approve cabinet drawer front and door styles, stain color and hardware from samples provided by the contractor. Contractor shall provide the owner with an allowance of \$2.00 each for door and drawer pulls, and \$4.00 pair for hinges.

**8. Kitchen-Replace Base (Lower) Cabinets:**\$ 3,150.<sup>00</sup>

Remove and dispose of the existing base (lower) kitchen cabinets. Pull all nails and repair any wall damage due to the removal of the cabinets. Leave the area in a completed state to match existing surfaces, ready to receive the new cabinets. Install new stain grade base (lower) cabinets, with solid hardwood fronts and framing, with no backing, and with all required hardware ("American Classics" or approved equal). All work to be level, plumb and true. The cabinets are to be shimmed true and screwed to each stud in the wall. Fit closely and seal all holes and openings where pipes, wire, and other materials may come through cabinets with removable materials such as "Thumb Gum" to keep out vermin. The contractor shall provide the owner with an allowance of \$125.00 per lineal foot on the purchase of cabinets (**Approximate LF=12**). The owner shall select and approve cabinet drawer front and door styles, stain color and hardware from samples provided by the contractor. Contractor shall provide the owner with an allowance of \$2.00 each for door and drawer pulls, and \$4.00 pair for hinges.

**9. Kitchen-Replace Countertop and Backsplash (full):**\$ 2,350.<sup>00</sup>

Remove and dispose of existing kitchen countertop and backsplash tile. Remove and dispose of the kitchen sink, garbage disposal and faucet. Install new underlayment to provide for a smooth and level surface to receive the new ceramic tile. Installation of underlayment shall be in accordance with the Tile Council of America handbook (current edition). Install new DalTile or approved equal 4" x 4" glazed ceramic tile on the countertop and on the backsplash (full) areas. Contractor shall install all trim tile pieces to provide for a complete tile installation. Install grout at all joints as required (apply waterproof sealant to grout). The contractor shall provide the owner with an allowance of \$2.00 per square foot for the field tiles (i.e., standard grade tiles). Specialty trim tiles if required shall match the field tiles. The owner shall approve tile color from selection provided by the contractor prior to the installation. Note: The contractor shall repair any damage caused to existing finishing elements as a result of the tile replacement.

**Comparison**

Note: As a comparison contractor will provide a bid for a granite countertop in place of tile: \$ 3,240.00

**10. Kitchen-Install New Sink and Faucet (Cast Iron):**\$ 980.<sup>00</sup>

Remove and dispose of the existing kitchen sink and faucet. Install a new Kohler "Hartland" or "Delafield" or approved equal, cast iron, porcelain finished, dual compartment kitchen sink. The owner shall select and approve the color of the sink prior to installation. The faucet shall be an American Standard "Heritage" Two Handle Wall Mount #7298 or approved equal, chrome. *Contractor shall provide the owner with an allowance of \$175.00 (including tax) for the kitchen faucet, and \$300.00 (including tax) allowance for the kitchen sink. Price shall include the replacement of all plumbing lines up to and including the trap arm, trap, tail piece, water angle stops and supply piping to the faucet.*

11. **Kitchen-Installation of Exhaust Hood:** \$ 475.<sup>00</sup>  
Contractor shall provide and install a new exhaust hood. The new exhaust hood shall match existing opening size. If needed contractor shall provide & install necessary ductwork and electrical work. *Contractor shall provide the owner with an allowance of \$250.00 for the exhaust hood.* The owner shall select and approve the hood & color.
12. **Kitchen-New Garbage Disposal:** \$ 375.<sup>00</sup>  
Remove and replace existing garbage disposal. New garbage disposal shall be Insinkerator 3/4 HP Badger 900(or equal) garbage disposal. Price shall include replacement of plumbing and/or electrical as necessary to assure proper operation. *Contractor shall provide the owner with an allowance of \$150.00 (including tax) towards the purchase of the garbage disposal.*
13. **Kitchen-Paint:** \$ 550.<sup>00</sup>  
Contractor shall paint all interior surfaces of **kitchen**. Contractor shall wash all walls, ceilings and doors prior to painting to remove mildew, film, grease, etc. Inspect all surfaces and fill in all holes and cracks, sand to a smooth finish, prime areas where repairs have been done. Install two coats of Dunn Edwards (or approved equal) interior "washable" latex semi-gloss paint on all walls, ceilings, doors (all six sides) and paint grade woodwork as per manufacturer specifications. Use drop clothes to protect all that is not to be painted. Protect all hardware and all other surfaces not intended for paint. The owner shall be responsible for removal of all items in closets to enable the painting work to be completed. Where existing ceiling acoustic texture exists, contractor shall apply new acoustic texture to match existing conditions. ***The owner shall select and approve paint color(s) prior to application***
14. **Baseboards (pine-paint grade-2"):** \$ 1,800.<sup>00</sup>  
Contractor shall remove and replace existing baseboards in the living room, kitchen, bathroom, bedrooms and hallway. Where missing contractor shall install new baseboard to match existing conditions in that room. Baseboards shall be prepped to accept new paint. The owner shall select and approve baseboards prior to installation from samples provided by the contractor.

**15. Non-complaint Washer/Dryer & Water Heater Installation:**\$ 7,180.<sup>00</sup>

Contractor shall pour new 3 1/2" thick. Concrete floor slab and required footings over compacted soil and as required by the local building code. Level and connect with existing house slab. Contractor shall frame new walls and roof structure and attach to existing building walls as required by code. Exterior wall to be water tight. Provide and install new fiber cement siding, primer and paint as per manufacturer's recommendation. All new walls to be 7'-0" H min. to top of plate. Contractor shall install new 30lb. saturated felt base (ASTM), and new Celotex (or equal) "Dimensional/30" intermediate-weight shingle. Contractor shall provide and install new pre-hung solid core exterior grade doors, including threshold and hardware. Primer and apply two coats of fresh paint. Color to be selected by owner. Contractor shall provide and install cold and hot water supply, drain as required by local building code. Contractor shall provide and install proper exhaust ventilation and dryer ventilation to exterior as required by local building code. Contractor shall provide and install all necessary electrical outlets as per appliance manufacturer's requirements. Provide and install new fluorescent light fixture. Connect all electrical to existing panel under a separate breaker and as per local code. The over-all interior dimensions of structure shall not exceed 108" by 38". Contractor shall be responsible for submitting construction drawings to the City of Paramount for approval.

**16. Non-Compliant & Non-Permitted Patio:**\$ 750.<sup>00</sup>

Contractor shall remove and dispose of the non-compliant and non-permitted patio located at the rear of the property. All electrical conduits, switch boxes and wiring that has been or will be abandoned shall be removed from the walls and attic spaces back to the panel of origination and disconnected from the breaker.

**17. Replace Exterior Light Fixtures:**\$ 160.<sup>00</sup>

Remove the existing light fixture and install one (1) new light fixture (Angelo or equal) at the rear entry door. The contractor shall provide the owner a \$35.00 allowance for the fixture. The contractor shall provide and install a new light bulb for each fixture. Contractor shall make all connections required to complete the installation in accordance with the local code. Homeowner shall select the style and color from samples provided by the contractor.

**18. Asbestos Abatement and Removal:**\$ 1,150.<sup>00</sup>

An asbestos test has been performed for this proposed repair work, which has revealed the presence of asbestos containing materials. This report has been attached for your review: Asbestos Survey, 15357 Avocado, Paramount, CA 90723, Dulce Vasquez, dated March 13, 2017.

It shall be the selected contractor's responsibility to ensure that the recommendations provided in the referenced survey are strictly adhered with, and that the removal and handling of asbestos containing materials are performed by properly licensed and certified contractor(s) and personnel. All firms and personnel handling the asbestos containing materials shall be provided with a copy of the above listed limited asbestos survey. All required asbestos removal/disturbance notifications must be filed, and photocopies of such notifications, as well as DOSH certification documentation provided to the owner prior to the start of repairs. Additionally, a certificate of completion, notifications, and chain of custody and completed waste manifest information must be submitted to the owner prior to submission of contractor billing.

This is a Federally funded Community Development Block Grant activity. These asbestos requirements are an integral part of the repair activity, and failure to conform to these requirements will prohibit the payment for any work, materials, or services provided or performed under this proposal. Any costs incurred for improperly performed or incomplete work shall be the responsibility of the Contractor.

All bid proposals shall include the cost of the required asbestos related services. Additionally, the subcontractor performing the activity must be specified.

**ASBESTOS ABATEMENT CONTRACTOR:****LEAD ABATEMENT CONTRACTOR:**

Firm Name: A1 SHB ENVIRONMENTAL INC  
Address: 710 S. Clymar Avenue  
Compton, California 90220  
Phone: (310) 529-5466  
DOSH Certification No: 967

**PROJECT TOTAL:** \$ 40,350.<sup>00</sup>



**NOTE:** All work shall include the protection of dwelling, fixtures and furnishings, as well as maintaining the premises clean at all times. All debris resulting from any work conducted in connection with this contract shall be the property of the contractor, who is responsible for its timely removal and lawful disposal. Work site shall be maintained in a clean and orderly manner, and upon completion, property shall be left in a "broom clean" condition. **Under the guidelines for this program, homeowner(s) are responsible for the removal and replacement of rugs, draperies, coverings, and furniture as necessary.** NOTE: I HAVE REVIEWED THE ABOVE WORK DESCRIPTION AND SPECIFICATIONS AND UNDERSTAND THAT ANY CHANGES OR ADDITIONS MUST HAVE PRIOR APPROVAL BY THE CITY OF PARAMOUNT TO BE ELIGIBLE FOR FUNDING. I ALSO UNDERSTAND THAT THE TOTAL COST OF REPAIRS CANNOT EXCEED THE AMOUNT AWARDED BY THE REVIEW COMMITTEE, THEREFORE ALL ITEMS INCLUDED ON THE ABOVE LIST MAY NOT BE COMPLETED UNDER THIS PROGRAM.

Homeowner Signature:	Date:
Homeowner Signature:	Date:

The undersigned, having become thoroughly familiar with the terms and conditions of the proposed Contract Documents and with local conditions affecting the performance and costs of the work at the place where the work is to be completed, and having fully inspected the site in all particulars, hereby proposed and agree to fully perform the work within the time stated and in strict accordance with the proposed Contract Document including furnishing of any and all labor, materials, services necessary equipment and to do all work required to construct, and complete said work in accordance with the Contract Documents for the sum of money as indicated on the Work Description and Bid Proposal Form and summarized as follows:

Forty Thousand Three Hundred Fifty

Dollars, (\$ 40,350.<sup>00</sup> )

Price In Words

Price In Numbers

If awarded the contract, the bidder agrees to present the following documents to the City of Paramount prior to the issuance of the Notice to Proceed: Valid certificates covering Property Damage and Liability including the City of Paramount as additionally insured, Worker's Compensation Insurance, and a copy of a valid Contractor's License.

It is further agreed that if awarded this contract, 10% of all requested payouts would be retained until the project is completed to the approval of the owner and all approving agents. Completion of this project will require 30 calendar days.

Contractor: VV & G CONSTRUCTION / VERONICA VASQUEZ	Lic. No. & Class: 976646 - B
Signature: Veronica Vasquez	Phone No.: (323) 774-4466
Address: 4560 Yellowstone Street, Los Angeles, CA 90032	





Encls INDIV

Business Name

V V &amp; G CONSTRUCTION

Communications, B

Expiration Date **03/31/2018**

[www.cslb.ca.gov](http://www.cslb.ca.gov)





P.O. BOX 8192, PLEASANTON, CA 94588

## CERTIFICATE OF WORKERS' COMPENSATION INSURANCE

ISSUE DATE: 01-25-2017

GROUP:  
POLICY NUMBER: 9043224-2017  
CERTIFICATE ID: 3  
CERTIFICATE EXPIRES: 01-25-2018  
01-25-2017/01-25-2018

CONTRACTORS STATE LICENSE BOARD  
WORKERS COMPENSATION UNIT  
PO BOX 26000  
SACRAMENTO CA 95826-0026

SC

LIC PERMIT#: 970646  
INCEPTION DATE: 01-25-2017  
DO: SC

This is to certify that we have issued a valid Workers' Compensation insurance policy in a form approved by the California Insurance Commissioner to the employer named below for the policy period indicated.

This policy is not subject to cancellation by the Fund except upon 10 days advance written notice to the employer.

We will also give you 10 days advance notice should this policy be cancelled prior to its normal expiration.

This certificate of insurance is not an insurance policy and does not amend, extend or alter the coverage afforded by the policy listed herein. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate of insurance may be issued or to which it may pertain, the insurance afforded by the policy described herein is subject to all the terms, exclusions, and conditions, of such policy.

Authorized Representative

President and CEO

UNLESS INDICATED OTHERWISE BY ENDORSEMENT, COVERAGE UNDER THIS POLICY EXCLUDES THE FOLLOWING: THOSE NAMED IN THE POLICY DECLARATIONS AS AN INDIVIDUAL EMPLOYER OR A HUSBAND AND WIFE EMPLOYER; EMPLOYEES COVERED ON A COMPREHENSIVE PERSONAL LIABILITY INSURANCE POLICY ALSO AFFORDING CALIFORNIA WORKERS' COMPENSATION BENEFITS; EMPLOYEES EXCLUDED UNDER CALIFORNIA WORKERS' COMPENSATION LAW.

EMPLOYER'S LIABILITY LIMIT INCLUDING DEFENSE COSTS: \$1,000,000 PER OCCURRENCE.

EMPLOYER

VASQUEZ, VERONICA DBA: V V & G CONSTRUCTION  
4560 YELLOWSTONE ST  
LOS ANGELES CA 90032



# CERTIFICATE OF LIABILITY INSURANCE

VW&amp;GC-1

OP ID: CHAD

DATE (MM/DD/YYYY)

03/07/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER  
Rock 10 Insurance Services  
P.O. Box 15608  
San Diego, CA 92175  
Matthew Kohl

866-376-2510

CONTACT NAME: Matthew Kohl

PHONE (A/C, No, Ext): 866-376-2510

FAX (A/C, No): 866-376-2511

E-MAIL ADDRESS: matt@rock10insurance.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: United Specialty Insurance

12537

INSURED **V V & G Construction**  
4560 Yellowstone Street  
Los Angeles, CA 90032

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS																								
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DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Proof of insurance for bidding purposes. Contact agent to verify coverage.

**CERTIFICATE HOLDER****CANCELLATION**

PROOF OF

Proof of Insurance

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

ACORD 25 (2016/03)

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**Dulce Vasquez**

**15357 Avocado Ave., Paramount, CA 90723**

**ADDENDUM:**

1. Sliding Glass Door At Back Exit Of Dwelling \$1,600.00
  - Remove the existing sliding glass door at the back exit of the dwelling and install one (1) new glass sliding door.
  
2. Landing At Back Exit Of Dwelling \$1,250.00
  - Install new cement steps at the back exit of the dwelling with guardrails/handrails.
  
3. Weather-Head Repair \$ 400.00
  - Repair the weather-head.
  
4. Drain Line For Sink And Dishwasher \$ 600.00