

6.3.21
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RECOMMENDATION APPROVED;
RESOLUTION 21-9828 ADOPTED; AND
AGREEMENTS 21-9806, 21-9807 & 21-9808 APPROVED
BY THE BOARD OF HARBOR COMMISSIONERS



Executive Director's
Report to the
Board of Harbor Commissioners

June 3, 2021

AMBER M. KLESGES
Board Secretary

DATE: MAY 26, 2021

FROM: RISKMANAGEMENT

SUBJECT: RESOLUTION NO. 219828- SUPPLEMENTARY HEALTH AND SAFETY TRAINING AND SERVICES AGREEMENTS BETWEEN CITY OF LOS ANGELES HARBOR DEPARTMENT AND 1) AECOM TECHNICAL SERVICES, INC., 2) NATEC INTERNATIONAL INC., AND 3) SAFETY DYNAMICS GROUP, INC.

SUMMARY:

Staff requests the approval of three separate agreements between the City of Los Angeles Harbor Department (Harbor Department) and 1) AECOM Technical Services, Inc. (AECOM), 2) NATEC International Inc. (NATEC), and 3) Safety Dynamics Group, Inc. (SDG) for as-needed supplementary health and safety training and services. The proposed agreements with each firm are for a one-year period with two one-year extension options. The not-to-exceed compensation amount is \$360,000 in aggregate, over a three-year period across all three agreements. The Harbor Department is financially responsible for payment under the proposed agreements.

RECOMMENDATION:

It is recommended that the Board of Harbor Commissioners (Board):

1. Find that the Director of Environmental Management has determined that the proposed action is administratively exempt from the requirements of the California Environmental Quality Act (CEQA) under Article II, Section 2(f), of the Los Angeles City CEQA Guidelines;
2. Find that in accordance with the Los Angeles City Charter Section 1022, it is more feasible for outside consultants to perform this work than City employees;
3. Award three professional services agreements to 1) AECOM, 2) NATEC, and 3) SDG for a term of up to three years each with an aggregate total of \$360,000;
4. Authorize the Executive Director to execute and the Board Secretary to attest; and,
5. Adopt Resolution No. 219828.

DATE: MAY 26, 2021

PAGE 2 OF 4

SUBJECT: SUPPLEMENTARY HEALTH AND SAFETY TRAINING AND SERVICES AGREEMENTS BETWEEN CITY OF LOS ANGELES HARBOR DEPARTMENT AND 1) AECOM, 2) NATEC, AND 3) SDG

DISCUSSION:

Background and Context - The Risk Management Division provides health and safety training and services to over 1,000 employees at the Harbor Department with assistance from professional occupational health and safety consultants. Occupational health and safety consultants are utilized by both public and private entities across various industries to provide specialized training and services and to assist in complying with local, state and federal health and safety regulations such as those from the California Occupational Safety and Health Administration (Cal/OSHA).

Cal/OSHA requires that employers provide their employees with relevant health and safety training as well as specific health and safety services. Risk Management staff provide Harbor Department employees with supplementary health and safety training and services to comply with Cal/OSHA requirements as well as to enhance the Harbor Department's existing safety program and to support the City's policy to maintain a safe and healthy work environment. Health and safety services provided by Risk Management include, but are not limited to, supporting all divisions with specific safety training, providing recommendations on personal protective equipment, conducting accident investigations, workstation evaluations, workplace inspections, maintaining and inspecting life-saving equipment, and coordinating the administration of workers' compensation claims with the Personnel Department's Workers' Compensation and City Attorney staff.

Occupational health and safety consultants provide Risk Management staff with essential technical support and specialized knowledge necessary to effectively manage and reduce workers' compensation claims and assist in providing a full spectrum of occupational health and safety training and services in accordance with all applicable regulations. Training courses include, but are not limited to, respiratory protection, first aid, heat illness prevention, confined space entry, hazard communication, trenching and shoring awareness, and forklift operator. The types of training courses required are determined by employee job duties, Cal/OSHA requirements, proactive measures, workplace incidents, and changes in work process or job duties. Occupational health and safety consultants also provide services to assist Risk Management staff when specialized knowledge is needed in establishing processes and programs, assessing work areas, conditions and practices in order to ensure that employees are provided with safe and healthful work conditions.

Proposed Agreements - The proposed agreements with each firm (Transmittals No. 1, 2, and 3) are for a one-year period with two, one-year extension options for a total of up to three years each. Approval of the proposed agreements will enable the Harbor Department to retain a pool of three consultants to continue providing necessary supplementary health and safety training and services on an as-needed basis for a not-to-exceed compensation amount of \$360,000, in aggregate, over a three-year period, across all three agreements.

Without the proposed agreements, the Harbor Department would be unable to provide the types of training and services needed to fully comply with Cal/OSHA requirements and negatively affect its health and safety and workers' compensation programs. The proposed

DATE: MAY 26, 2021

PAGE 3 OF 4

SUBJECT: SUPPLEMENTARY HEALTH AND SAFETY TRAINING AND SERVICES AGREEMENTS BETWEEN CITY OF LOS ANGELES HARBOR DEPARTMENT AND 1) AECOM, 2) NATEC, AND 3) SDG

agreements provide the most effective service because they allow the Harbor Department to address workload and operational needs, comply with Cal/OSHA requirements, avoid fines and penalties, and reduce work place injuries and claims.

Selection Process - The current three-year agreements for supplementary health and safety training and services were awarded to AECOM, Global Environmental Network, Inc. (GENI) and SDG in April 2018. As of March 2021, the Harbor Department is projecting that about \$340,000 will be expended under the current agreements when they expire in April 2021.

In February 2021, the Harbor Department issued a Request for Proposal on the City of Los Angeles Business Assistance Virtual Network and the Port of Los Angeles website. Six proposals were deemed responsive.

A selection committee comprised of Harbor Department and the Department of Recreation and Parks Risk Management Division evaluated the submitted proposals. The selection committee included three individuals who evaluated the proposals and selected the top four companies to participate in the interviews.

The top four firms were evaluated on their overall management, technical competencies, training experience, operational experience, costs, and standard contract compliance requirements. Based on the evaluation scores, the following companies were selected: AECOM, NATEC and SDG (Transmittal No. 4). Three consultants are beneficial to the Harbor Department so that the strengths and resources of each can be fully utilized. This allows for a more flexible training schedule. Experience has shown that no one consultant meets the Department's wide range of safety training service needs.

ENVIRONMENTAL ASSESSMENT:

The proposed action is the approval of three agreements between the Harbor Department and AECOM, NATEC, and SDG for as-needed supplementary health and safety training and services, which is an administrative activity. Therefore, the Director of Environmental Management has determined that the proposed action is administratively exempt from the requirements of CEQA in accordance with Article II Section 2(f) of the Los Angeles City CEQA Guidelines.

FINANCIAL IMPACT:

Approval of the proposed agreements will enable the Harbor Department to retain a pool of three consultants to continue providing necessary supplementary health and safety training and services. Across the three proposed agreements total compensation would not exceed \$360,000 over the proposed three-year term, assuming all options are exercised.

Funds for Fiscal Year (FY) 2020-21 in the amount of \$40,000 are available in Center 0550, Program 000, Account 54290 (Misc. Professional Services). Funds for FY 2021-22 are being requested under the current budget adoption process, subject to Board approval. Funds for the remaining future fiscal years will be formulated and requested as part of the annual budget adoption process. Each future fiscal years' amount will not exceed the adopted budget for that future fiscal year. A funding-out clause has been included in the proposed agreements.

DATE: MAY 26, 2021

PAGE 4 OF 4

SUBJECT: SUPPLEMENTARY HEALTH AND SAFETY TRAINING AND SERVICES AGREEMENTS BETWEEN CITY OF LOS ANGELES HARBOR DEPARTMENT AND 1) AECOM, 2) NATEC, AND 3) SDG

Spending under the proposed agreements is anticipated to occur as follows:

Fiscal Year	AECOM	NATEC	SDG	Total
2020-21	\$13,333	\$13,333	\$13,333	\$40,000
2021-22	\$40,000	\$40,000	\$40,000	\$120,000
2022-23	\$40,000	\$40,000	\$40,000	\$120,000
2023-24	\$26,667	\$26,667	\$26,667	\$80,000
Total	\$120,000	\$120,000	\$120,000	\$360,000

CITY ATTORNEY:

The Office of the City Attorney has reviewed and approved the agreements as to form and legality.

TRANSMITTALS:

1. Agreement with AECOM 21.9806
2. Proposed Agreement with NATEC 21.9807
3. Proposed Agreement with SDG 21.9808
4. Evaluation Scores

FIS Approval: MB

CA Approval: JS

John Martinez for
JENNIFER BERSALES
Director of Risk Management

Marla Bleavins
MARLA BLEAVINS
Deputy Executive Director

APPROVED:

Marla Bleavins For

EUGENE D. SEROKA
Executive Director

JB:JM:CT:cm
Author: C. Makaena

21-9807

HARBOR DEPARTMENT
CONTRACTS AND PURCHASING DIVISON (CPD)
APPROVAL OF FINAL AGREEMENT

Project Title: SUPPLEMENTARY OCCUPATIONAL HEALTH AND SAFETY SERVICES

NATEAC

Originating Division: RISK MANANGEMENT

Extension: 7722

Contract Administrator: J. MARTINEZ

Type of Agreement: ED/BOHC

- TH GREEN SHEET COMPLETED AND SIGNED
- TH INSURANCE ASSESSMENT
- TH SELECTION COMMITTEE MEMBERS LIST PROVIDED
- TH CONFLICT OF INTEREST STATEMENTS FROM ALL MEMBERS
- TH MEMO TO MOVE FORWARD SIGNED BY SENIOR MANAGER
- TH 1022 DETERMINATION FORM/ PROCESS PROPERLY COMPLETED
- TH UNION NOTIFICATION REQUIREMENT MET
- TH RFP, RFQ, ETC REVIEWED AND RELEASED BY CPD/CITY ATTORNEY
- TH SELECTION PROCESS COMPLETED IN ACCORDANCE WITH RFP
- TH REQUIRED INSURANCE IN PLACE
- TH BTRC NUMBER OR EXEMPTION NUMBER OBTAINED
- TH CONTRACTOR AND ALL SUBS ARE REGISTERED WITH LABAVN (REGISTRATION CONFIRMATION ON FILE)
- TH SMALL/VERY SMALL BUSINESS ENTERPRISE PROGRAM REQUIREMENT VERIFIED
- TH AFFIDAVIT AND CONSULTANT DESCRIPTION FORMS PROPERLY COMPLETED AND SIGNED
- NA IS ANY PORTION OF THE ANTICIPATED DOLLAR AMOUNT REIMBURSABLE BY A FEDERAL, STATE, OR LOCAL GRANT OR FOUNDATION?
- TH DEBARMENT VERIFICATION
- TH W-9 REQUEST FOR TAXPAYER IDENTIFICATION NUMBER AND CERTIFICATION

FOR CPD USE ONLY:

Reviewed by: Tanisha Herr
CONTRACTS & PURCHASING DIV

05/05/21
DATE

Verified by: Juan Martinez
CONTRACTS & PURCHASING DIV

DATE

Tricia Curry
CPD/Tricia Curry, Harbor Department, Contracts and Purchasing
amulicarp@ports.org, caUS
2021.05.05 09:06:00 -0700
2021.05.13 15:58

AGREEMENT NO. 21-9807

AGREEMENT BETWEEN
THE CITY OF LOS ANGELES AND
NATEC INTERNATIONAL, INC.

THIS AGREEMENT ("Agreement") is made and entered into by and between the CITY OF LOS ANGELES, a municipal corporation ("City"), acting by and through its Board of Harbor Commissioners ("Board") and NATEC INTERNATIONAL, INC., a California corporation, 1100 Technology Circle, Suite A, Anaheim, CA 92805 "Consultant").

WHEREAS, City requires occupational health and safety training and services; and

WHEREAS, City has utilized and has a continuing need for occupational health and safety firms to provide essential support for specialized services and to augment staff; and

WHEREAS, City requires the professional, expert and technical services of Consultant on a temporary or occasional basis to assist the City in implementing and coordinating the City's occupational health and safety program and in complying with all applicable local, state and federal regulations; and

WHEREAS, Consultant possesses extensive experience in dealing with occupational health and safety compliance, in providing related occupational health and safety training and services; and

WHEREAS, Consultant, by virtue of training and experience, is well qualified to provide such services to City; and

WHEREAS, City does not employ personnel with the required expertise nor is it feasible to do so on a temporary or occasional basis;

NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

1. SERVICES TO BE PERFORMED BY CONSULTANT

A. Consultant hereby agrees to render to City, as an independent contractor, certain professional, technical and expert services of a temporary and occasional character as set forth in Exhibit A ("Scope of Work").

B. Consultant, at its sole cost and expense, shall furnish all services, materials, equipment, subsistence, transportation and all other items necessary to perform the Scope of Work. As between City and Consultant, Consultant is solely responsible for any taxes or fees which may be assessed against it or its employees resulting from performance of the Scope of Work, whether social security, payroll or other, and regardless of whether assessed by the federal government, any state, the City, or any other governmental entity.

C. Consultant acknowledges and agrees that it lacks authority to perform any services outside the Scope of Work. Consultant further acknowledges and agrees that any services it performs outside the Scope of Work are performed as a volunteer and shall not be compensable under this Agreement.

D. The Scope of Work shall be performed by personnel qualified and competent in the sole reasonable discretion of the Executive Director or his or her designee ("Executive Director"), whether performance is undertaken by Consultant or third-parties with whom Consultant has contracted ("Subconsultants"). Obligations of this Agreement, whether undertaken by Consultant or Subconsultants, are and shall be the responsibility of Consultant. Consultant acknowledges and agrees that this Agreement creates no rights in Subconsultants with respect to City and that obligations that may be owed to Subconsultants, including, but not limited to, the obligation to pay Subconsultants for services performed, are those of Consultant alone. Upon Executive Director's written request, Consultant shall supply City's Harbor Department ("Department") with all agreements between it and its Subconsultants.

2. SERVICES TO BE PERFORMED BY CITY

A. City shall furnish Consultant, upon its request, all documents and papers in possession of City which may lawfully be supplied to Consultant and which are necessary for it to perform its obligations.

B. The Executive Director or his or her designee is designated as the contract administrator for City and shall also decide any and all questions which may arise as to the quality or acceptability of the services performed and the manner of performance, the interpretation of instructions to Consultant and the acceptable completion of this Agreement and the amount of compensation due. Notwithstanding the preceding, the termination of this Agreement shall be governed by the provisions of Article 11 (Termination) hereof.

C. Consultant shall provide Executive Director with reasonable advance written notice if it requires access to premises of Department. Subsequent access rights, if any, shall be granted to Consultant at the sole reasonable discretion of Executive Director, specifying conditions Consultant must satisfy in connection with such access. Consultant acknowledges that such areas may be occupied or used by tenants or contractors of City and that access rights granted by Department to Consultant shall be consistent with any such occupancy or use.

3. EFFECTIVE DATE AND TERM OF AGREEMENT

A. Subject to the provisions of Charter Section 245, the effective date of this Agreement shall be the date of its execution by Executive Director upon authorization of the Board. Consultant is aware that the City Council, pursuant to Charter Section 245 of the City of Los Angeles, has the right to review this Agreement. Accordingly, in no event shall this Agreement become effective until after the expiration of the fifth Council meeting day after Board action, or the date of City Council's approval of the Agreement.

B. This Agreement shall be in full force and effect commencing from the date of execution and shall have an initial term of one (1) year unless earlier terminated according to the provisions herein. Executive Director shall have the option to extend the term of this Agreement for two, one-year options, for a total term not to exceed three (3) years from the Effective Date. Exercise of the option to renew shall be by written notice from the Executive Director delivered to Consultant not later than ninety (90) days prior to expiration of the initial one-year term for the first option and ninety (90) days prior to the expiration of the first one-year option of the Agreement for the second option period. The decision to exercise or not exercise the one-year options shall be within the sole and absolute discretion of the Executive Director. Should the Executive Director elect to exercise the options, Consultant shall be bound by the same terms and conditions contained in this Agreement unless a modification is mutually agreed to by the Parties and approved by the Board.

The Board of Harbor Commissioners, in its sole discretion, terminates and cancels all or part of this Agreement for any reason upon giving to Consultant ten (10) days' notice in writing of its election to cancel and terminate this Agreement.

4. TERMINATION DUE TO NON-APPROPRIATION OF FUNDS

This Agreement is subject to the provisions of the Los Angeles City Charter which, among other things, precludes the City from making any expenditure of funds or incurring any liability, including contractual commitments, in excess of the amount appropriated thereof.

The Board, in awarding this Agreement, is expected to appropriate sufficient funds to meet the estimated expenditure of funds through June 30 of the current fiscal year and to make further appropriations in each succeeding fiscal year during the life of the Agreement. However, the Board is under no legal obligation to do so.

The City, its boards, officers, and employees are not bound by the terms of this Agreement or obligated to make payment thereunder in any fiscal year in which the Board does not appropriate funds therefore. The Consultant is not entitled to any compensation in any fiscal year in which funds have not been appropriated for the Agreement by the Board.

Although the Consultant is not obligated to perform any work under the Agreement in any fiscal year in which no appropriation for the Agreement has been made, the Consultant agrees to resume performance of the work required by the Agreement on the same terms and conditions for a period of sixty (60) days after the end of the fiscal year if an appropriation therefore is approved by the Board within that 60-day period. The Consultant is responsible for maintaining all insurance and bonds during this 60-day period until the appropriation is made; however, such extension of time is not compensable.

If in any subsequent fiscal year funds are not appropriated by the Board for the work required by the Agreement, the Agreement shall be terminated. However, such termination shall not relieve the parties of liability for any obligation previously incurred.

5. COMPENSATION AND PAYMENT

A. As compensation for the satisfactory performance of the services required by this Agreement, City shall pay and reimburse Consultant at the rates set forth in Exhibit B.

B. The maximum payable under this Agreement, including reimbursable expenses (see Exhibit B), shall be Three Hundred Sixty Thousand Dollars (\$360,000). The total sum payable under this Agreement shall be determined by specific work directives from City. Consultant acknowledges that, as part of a pool of three Consultants sharing the same compensation authority, final compensation may not reach the maximum sum allowed herein.

C. Consultant shall submit invoices in quadruplicate to City monthly following the effective date of this Agreement for services performed during the preceding month. Each such invoice shall be signed by the Consultant and shall include the following certification:

"I certify under penalty of perjury that the above bill is just and correct according to the terms of Agreement No. _____ and that payment has not been received. I further certify that I have complied with the provisions of the City's Living Wage Ordinance.

(Consultant's Signature)

D. Consultant must include on the face of each itemized invoice submitted for payment its Business Tax Registration Certificate number, as required at Article 8 of this Agreement. No invoice will be processed for payment by City without this number shown thereon. All invoices shall be approved by the Executive Director or his or her designee prior to payment. All invoices due and payable and found to be in order shall be paid as soon as, in the ordinary course of City business, the same may be approved, audited and paid.

Consultant shall submit appropriate supporting documents with each invoice. Such documents may include provider invoices, payrolls, and time sheets. The City may require, and Consultant shall provide, all documents reasonably required to determine whether amounts on the invoice are allowable expenses under this Agreement.

Further, where the Consultant employs Subconsultants under this Agreement, the Consultant shall submit to City, with each monthly invoice, a Monthly Subconsultant Monitoring Report Form (Exhibit C) listing SBE/VSBE/MBE/WBE/DVBE/OBE amounts.

Consultant shall provide an explanation for any item that does not meet or exceed the anticipated participation levels for this Agreement, with specific plans and recommendations for improved Subconsultant utilization. Invoices will not be paid without a completed Monthly Subconsultant Monitoring Report Form. All invoices are subject to audit. Consultant is not required to submit support for direct costs items of \$25 or less.

E. For payment and processing, all invoices should be mailed to the following address:

Accounts Payable Section
Harbor Department, City of Los Angeles
P.O. Box 191
San Pedro, CA 90733-0191

6. RECORDKEEPING AND AUDIT RIGHTS

A. Consultant shall keep and maintain full, complete and accurate books of accounts and records of the services performed under this Agreement in accordance with generally accepted accounting principles consistently applied, which books and records shall be readily accessible to and open for inspection and copying at the premises by City, its auditors or other authorized representatives. Notwithstanding any other provision of this Agreement, failure to do so shall constitute a conclusive waiver of any right to compensation for such services as are otherwise compensable hereunder. Such books and records shall be maintained by Consultant for a period of three (3) years after completion of services to be performed under this Agreement or until all disputes, appeals, litigation or claims arising from this Agreement have been resolved.

B. During the term of this Agreement, City may audit, review and copy any and all writings (as that term is defined in Section 250 of the California Evidence Code) of Consultant and Subconsultants arising from or related to this Agreement or performance of the Scope of Work, whether such writings are (a) in final form or not, (b) prepared by Consultant, Subconsultants or any individual or entity acting for or on behalf of Consultant or a Subconsultant, and (c) without regard to whether such writings have previously been provided to City. Consultant shall be responsible for obtaining access to and providing writings of Subconsultants. Consultant shall provide City at Consultant's sole cost and expense a copy of all such writings within fourteen (14) calendar days of a written request by City. City's right shall also include inspection at reasonable times of the Consultant's office or facilities which are engaged in the performance of the Scope of Work. Consultant shall, at no cost to City, furnish reasonable facilities and assistance for such review and audit. Consultant's failure to comply with this Article 6 shall constitute a material breach of this Agreement and shall entitle City to withhold any payment due under this Agreement until such breach is cured.

7. INDEPENDENT CONTRACTOR

Consultant, in the performance of the work required by this Agreement, is an independent contractor and not an agent or employee of City. Consultant shall not represent itself as an agent or employee of the City and shall have no power to bind the City in contract or otherwise.

8. BUSINESS TAX REGISTRATION CERTIFICATE

The City of Los Angeles Office of Finance requires the implementation and enforcement of Los Angeles Municipal Code Section 21.09 et seq. This Code Section provides that every person, other than a municipal employee, who engages in any business within the City of Los Angeles, is required to obtain the necessary Business Tax Registration Certificate and pay business taxes. The City Controller has determined that this Code Section applies to consulting firms that are doing work for the Department. See <https://finance.lacity.org/how-register-btrc>.

9. INDEMNIFICATION

Except for the sole negligence or willful misconduct of the City, or any of its Boards, Officers, Agents, Employees, Assigns and Successors in Interest, Consultant undertakes and agrees to defend, indemnify and hold harmless the City and any of its Boards, Officers, Agents, Employees, Assigns, and Successors in Interest from and against all suits and causes of action, claims, losses, demands and expenses, including, but not limited to, attorney's fees (both in house and outside counsel) and cost of litigation (including all actual litigation costs incurred by the City, including but not limited to, costs of experts and consultants), damages or liability of any nature whatsoever, for death or injury to any person, including Consultant's employees and agents, or damage or destruction of any property of either party hereto or of third parties, arising in any manner by reason of the negligent acts, errors, omissions or willful misconduct incident to the performance of this Agreement by Consultant or its subcontractors of any tier. Rights and remedies available to the City under this provision are cumulative of those provided for elsewhere in this Agreement and those allowed under the laws of the United States, the State of California, and the City.

10. INSURANCE

A. In addition to and not as a substitute for, or limitation of, any of the indemnity obligations imposed by Article 9, Consultant shall procure and maintain at its sole cost and expense and keep in force at all times during the term of this Agreement the following insurance:

(1) Commercial General Liability Insurance

Commercial general liability insurance covering personal and advertising injury, bodily injury, and property damage providing contractual liability, independent contractors, products and completed operations, and premises/operations coverage written by an insurance company authorized to do business in the State of California rated VII, A- or better in Best's Insurance Guide

(or an alternate guide acceptable to City if Best's is not available) within Consultant's normal limits of liability but not less than One Million Dollars (\$1,000,000) combined single limit for injury or claim. Where Consultant provides or dispenses alcoholic beverages, Host Liquor Liability coverage shall be provided as above. Where Consultant provides pyrotechnics, Pyrotechnics Liability shall be provided as above. Where work is performed within fifty feet of railroad track, Consultant's General Liability coverage shall have railroad exclusion deleted. Said limits shall provide first dollar coverage except that Executive Director may permit a self-insured retention or self-insurance in those cases where, in his or her judgment, such retention or self-insurance is justified by the net worth of Consultant. The retention or self-insurance provided shall provide that any other insurance maintained by the Harbor Department shall be excess of Consultant's insurance and shall not contribute to it. In all cases, regardless of any deductible or retention, said insurance shall contain a defense of suits provision and a severability of interest clause. Each policy shall name the City of Los Angeles Harbor Department, its officers, agents and employees as Primary additional insureds.

(2) Automobile Liability Insurance

Automobile liability insurance written by an insurance company authorized to do business in the State of California rated VII, A- or better in Best's Insurance Guide (or an alternate guide acceptable to City if Best's is not available) within Consultant's normal limits of liability but not less than One Million Dollars (\$1,000,000) covering damages, injuries or death resulting from each accident or claim arising out of any one claim or accident. Said insurance shall protect against claims arising from actions or operations of the insured, or by its employees. Coverage shall contain a defense of suits provision and a severability of interest clause. Each policy shall name the City of Los Angeles Harbor Department, its officers, agents and employees as Primary additional insureds.

(3) Workers' Compensation and Employer's Liability

Consultant shall certify that it is aware of the provisions of Section 3700 of the California Labor code which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and that Consultant shall comply with such provisions before commencing the performance of the tasks under this Agreement. Coverage for claims under U.S. Longshore and Harbor Workers' Compensation Act, if required under applicable law, shall be included. Consultant shall submit Workers' Compensation policies whether underwritten by the state insurance fund or private carrier, which provide that the public or private carrier waives its right of subrogation against the City in any circumstance in which it is alleged that actions or omissions of the City contributed to the accident. Such Worker's Compensation and occupational disease requirements shall include coverage for all employees

of Consultant, and for all employees of any subcontractor or other vendor retained by Consultant.

B. Insurance Procured by Consultant on Behalf of City

In addition to and not as a substitute for, or limitation of, any of the indemnity obligations imposed by Article 9, and where Consultant is required to name the City of Los Angeles Harbor Department, its officers, agents and employees as Primary additional insureds on any insurance policy required by this Agreement, Consultant shall cause City to be named as an additional insured on all policies it procures in connection with this Article 10. Consultant shall cause such additional insured status to be reflected in the original policy or by additional insured endorsement (CG 2010 or equivalent) substantially as follows:

"Notwithstanding any inconsistent statement in the policy to which this endorsement is attached, or any endorsement or certificate now or hereafter attached hereto, it is agreed that City, Board, their officers, agents and employees, are additional insureds hereunder, and that coverage is provided for all contractual obligations, operations, uses, occupations, acts and activities of the insured under Agreement No. ____, and under any amendments, modifications, extensions or renewals of said Agreement regardless of where such contractual obligations, operations, uses, occupations, acts and activities occur.

"The policy to which this endorsement is attached shall provide a 10-days notice of cancellation for nonpayment of premium, and a 30-days notice of cancellation for any other reasons to the Risk Manager.

"The coverage provided by the policy to which this endorsement is attached is primary coverage and any other insurance carried by City is excess coverage;

"In the event of one of the named insured's incurring liability to any other of the named insureds, this policy shall provide protection for each named insured against whom claim is or may be made, including claims by other named insureds, in the same manner as if separate policies had been issued to each named insured. Nothing contained herein shall operate to increase the company's limit of liability; and

"Notice of occurrences or claims under the policy shall be made to the Risk Manager of City's Harbor Department with copies to the City Attorney's Office."

C. Required Features of Coverages

Insurance procured by Consultant in connection with this Article 10 shall include the following features:

- (1) Acceptable Evidence and Approval of Insurance

Electronic submission is the required method of submitting Consultant's insurance documents. Consultant's insurance broker or agent shall register with the City's online insurance compliance system **KwikComply** at <https://kwikcomply.org/> and submit the appropriate proof of insurance on Consultant's behalf.

Upon request by City, Consultant shall furnish a copy of the binder of insurance and/or a full certified policy for any insurance policy required herein. This obligation is intended to, and shall, survive the expiration or earlier termination of this Agreement.

(2) Carrier Requirements

All insurance which Consultant is required to provide pursuant to this Agreement shall be placed with insurance carriers authorized to do business in the State of California and which are rated A-, VII or better in Best's Insurance Guide. Carriers without a Best's rating shall meet comparable standards in another rating service acceptable to City.

(3) Notice of Cancellation

For each insurance policy described above, Consultant shall give a 10-day prior notice of cancellation or reduction in coverage for nonpayment of premium, and a 30-day prior notice of cancellation or reduction in coverage for any other reason, by written notice via registered mail and addressed to the City of Los Angeles Harbor Department, Attn: Risk Manager and the City Attorney's Office, 425 S. Palos Verdes Street, San Pedro, California 90731.

(4) Modification of Coverage

Executive Director, at his or her sole reasonable discretion, based upon recommendation of independent insurance consultants to City, may increase or decrease amounts and types of insurance coverage required hereunder at any time during the term hereof by giving ninety (90) days' prior written notice to Consultant.

(5) Renewal of Policies

At least thirty (30) days prior to the expiration of any policy required by this Agreement, Consultant shall renew or extend such policy in accordance with the requirements of this Agreement and direct their insurance broker or agent to submit to the City's online insurance compliance system **KwikComply** at <https://kwikcomply.org/> a renewal endorsement or renewal certificate or, if new insurance has been obtained, evidence of insurance as specified above. If Consultant neglects or fails to secure or maintain the insurance required above,

Executive Director may, at his or her own option but without any obligation, obtain such insurance to protect City's interests. The cost of such insurance shall be deducted from the next payment due Consultant.

(6) Limits of Coverage

If Consultant maintains higher limits than the minimums required by this Agreement, City requires and shall be entitled to coverage for the higher limits maintained by Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to City.

D. Right to Self-Insure

Upon written approval by the Executive Director, Consultant may self-insure if the following conditions are met:

1. Consultant has a formal self-insurance program in place prior to execution of this Agreement. If a corporation, Consultant must have a formal resolution of its board of directors authorizing self-insurance.
2. Consultant agrees to protect the City, its boards, officers, agents and employees at the same level as would be provided by full insurance with respect to types of coverage and minimum limits of liability required by this Agreement.
3. Consultant agrees to defend the City, its boards, officers, agents and employees in any lawsuit that would otherwise be defended by an insurance carrier.
4. Consultant agrees that any insurance carried by Department is excess of Consultant's self-insurance and will not contribute to it.
5. Consultant provides the name and address of its claims administrator.
6. Consultant submits its most recently filed 10-Q and its 10-K or audited annual financial statements for the three most recent fiscal years prior to Executive Director's consideration of approval of self-insurance and annually thereafter.
7. Consultant agrees to inform Department in writing immediately of any change in its status or policy which would materially affect the protection afforded Department by this self-insurance.
8. Consultant has complied with all laws pertaining to self-insurance.

E. Accident Reports

Consultant shall report in writing to Executive Director within fifteen (15) calendar days after it, its officers or managing agents have knowledge of any accident or occurrence involving death of or injury to any person or persons, or damage in excess of Five Hundred Dollars (\$500.00) to property, occurring upon the premises, or elsewhere within the Port of Los Angeles if Consultant's officers, agents or employees are involved in such an accident or occurrence. Such report shall contain to the extent available (1) the name and address of the persons involved, (2) a general statement as to the nature and extent of injury or damage, (3) the date and hour of occurrence, (4) the names and addresses of known witnesses, and (5) such other information as may be known to Consultant, its officers or managing agents.

11. TERMINATION PROVISION

The Board of Harbor Commissioners, in its sole discretion, shall have the right to terminate and cancel all or any part of this Agreement for any reason upon giving the Consultant ten (10) days' advance, written notice of the Board's election to cancel and terminate this Agreement. It is agreed that any Agreement entered into shall not limit the right of the City to hire additional consultants or perform the services described in this Agreement either during or after the term of this Agreement.

12. PERSONAL SERVICE AGREEMENT

A. During the term hereof, Consultant agrees that it will not enter into other contracts or perform any work without the written permission of the Executive Director where the work may conflict with the interests of the Department.

B. Consultant acknowledges that it has been selected to perform the Scope of Work because of its experience, qualifications and expertise. Any assignment or other transfer of this Agreement or any part hereof shall be void provided, however, that Consultant may permit Subconsultant(s) to perform portions of the Scope of Work in accordance with Article 1. All Subconsultants whom Consultant utilizes, however, shall be deemed to be its agents. Subconsultants' performance of the Scope of Work shall not be deemed to release Consultant from its obligations under this Agreement or to impose any obligation on the City to such Subconsultant(s) or give the Subconsultant(s) any rights against the City.

13. AFFIRMATIVE ACTION

The Consultant, during the performance of this Agreement, shall not discriminate in its employment practices against any employee or applicant for employment because of employee's or applicant's race, religion, national origin, ancestry, sex, age, sexual orientation, disability, marital status, domestic partner status, or medical condition. The provisions of Section 10.8.4 of the Los Angeles Administrative Code shall be incorporated

and made a part of this Agreement. All subcontracts awarded shall contain a like nondiscrimination provision. See Exhibit D.

14. SMALL/VERY SMALL BUSINESS ENTERPRISE PROGRAM AND LOCAL BUSINESS PREFERENCE PROGRAM

It is the policy of the Department to provide Small Business Enterprises (SBE), Very Small Business Enterprises (VSBE) and Minority-Owned, Women-Owned, Disabled Veteran Business Enterprises and all Other Business Enterprises (MBE/WBE/DVBE/OBE) an equal opportunity to participate in the performance of all City contracts in all areas where such contracts afford such participation opportunities. Consultant shall assist the City in implementing this policy and shall use its best efforts to afford the opportunity for SBEs, VSBEs, MBEs, WBEs, DVBEs, and OBEs to achieve participation in subcontracts where such participation opportunities present themselves and attempt to ensure that all available business enterprises, including SBEs, VSBEs, MBEs, WBEs, DVBEs, and OBEs, have equal participation opportunity which might be presented under this Agreement. See Exhibit E.

It is also the policy of the Department to support an increase in local and regional jobs. The Department's Local Business Preference Program aims to benefit the Southern California region by increasing jobs and expenditures within the local and regional private sector. Consultant shall assist the City in implementing this policy and shall use its best efforts to afford the opportunity for Local Business Enterprises to achieve participation in subcontracts where such participation opportunities present themselves.

NOTE: Prior to being awarded a contract with the City, Consultant and all Subconsultants must be registered on the City's Contracts Management and Opportunities Database, Los Angeles Business Assistance Virtual Network (LABAVN), at <http://www.labavn.org>.

15. CONFLICT OF INTEREST

It is hereby understood and agreed that the parties to this Agreement have read and are aware of the provisions of Section 1090 et seq. and Section 87100 et seq. of the California Government Code relating to conflict of interest of public officers and employees, as well as the Los Angeles Municipal Code (LAMC) Municipal Ethics and Conflict of Interest provisions of Section 49.5.1 et seq. and the Conflict of Interest Codes of the City and the Department. All parties hereto agree that they are unaware of any financial or economic interest of any public officer or employee of City relating to this Agreement. Notwithstanding any other provision of this Agreement, it is further understood and agreed that if such financial interest does exist at the inception of this Agreement, City may immediately terminate this Agreement by giving written notice thereof.

During the term of this Agreement, Consultant shall inform the Department in writing when Consultant, or any of its Subconsultants, employs or hires in any capacity,

and for any length of time, a person who has worked for the Department as a Commissioner, officer or employee. Said notice shall include the individual's name and current position and their prior position and years of employment with the Department. Written notice shall be provided by Consultant to the Department within thirty (30) days of the employment or hiring of the individual.

16. COMPLIANCE WITH APPLICABLE LAWS

Consultant shall at all times in the performance of its obligations comply with all applicable laws, statutes, ordinances, rules and regulations, and with the reasonable requests and directions of Executive Director.

17. GOVERNING LAW / VENUE

This Agreement shall be governed by and construed in accordance with the laws of the State of California, without reference to the conflicts of law, rules and principles of such State. The parties agree that all actions or proceedings arising in connection with this Agreement shall be tried and litigated exclusively in the State or Federal courts located in the County of Los Angeles, State of California, in the judicial district required by court rules.

18. TRADEMARKS, COPYRIGHTS, AND PATENTS

Consultant agrees to save, keep, hold harmless, protect and indemnify the City and any of its officers or agents from any damages, cost, or expenses in law or equity from infringement of any patent, trademark, service mark or copyright of any person or persons, or corporations in consequence of the use by City of any materials supplied by Consultant in the performance of this Agreement.

19. PROPRIETARY INFORMATION

A. Writings, as that term is defined in Section 250 of the California Evidence Code (including, without limitation, drawings, specifications, estimates, reports, records, reference material, data, charts, documents, renderings, computations, computer tapes or disks, submittals and other items of any type whatsoever, whether in the form of writing, figures or delineations), which are obtained, generated, compiled or derived in connection with this Agreement (collectively hereafter referred to as "property"), are owned by City as soon as they are developed, whether in draft or final form. City has the right to use or permit the use of property and any ideas or methods represented by such property for any purpose and at any time without compensation other than that provided in this Agreement. Consultant hereby warrants and represents that City at all times owns rights provided for in this section free and clear of all third-party claims whether presently existing or arising in the future, whether or not presently known. Consultant need not obtain for City the right to use any idea, design, method, material, equipment or other matter which is the subject of a valid patent, unless such patent is owned by Consultant or one of its employees, or its Subconsultant or the Subconsultant's employees, in which

case such right shall be obtained without additional compensation. Whether or not Consultant's initial proposal or proposals made during this Agreement are accepted by City, it is agreed that all information of any nature whatsoever connected with the Scope of Work, regardless of the form of communication, which has been or may be given by Consultant, its Subconsultants or on either's behalf, whether prior or subsequent to this Agreement becoming effective, to the City, its boards, officers, agents or employees, is not given in confidence. Accordingly, City or its designees may use or disclose such information without liability of any kind, except as may arise under valid patents.

B. If research or development is furnished in connection with this Agreement and if, in the course of such research or development, patentable work product is produced by Consultant, its officers, agents, employees, or Subconsultants, the City shall have, without cost or expense to it, an irrevocable, non-exclusive royalty-free license to make and use, itself or by anyone on its behalf, such work product in connection with any activity now or hereafter engaged in or permitted by City. Upon City's request, Consultant, at its sole cost and expense, shall promptly furnish or obtain from the appropriate person a form of license satisfactory to the City. It is expressly understood and agreed that, as between City and Consultant, the referenced license shall arise for City's benefit immediately upon the production of the work product, and is not dependent on the written license specified above. City may transfer such license to its successors in the operation or ownership of any real or personal property now or hereafter owned or operated by City.

20. CONFIDENTIALITY

The data, documents, reports, or other materials which contain information relating to the review, documentation, analysis and evaluation of the work described in this Agreement and any recommendations made by Consultant relative thereto shall be considered confidential and shall not be reproduced, altered, used or disseminated by Consultant or its employees or agents in any manner except and only to the extent necessary in the performance of the work under this Agreement. In addition, Consultant is required to safeguard such information from access by unauthorized personnel.

21. NOTICES

In all cases where written notice is to be given under this Agreement, service shall be deemed sufficient if said notice is deposited in the United States mail, postage prepaid. When so given, such notice shall be effective from the date of mailing of the same. For the purposes hereof, unless otherwise provided by notice in writing from the respective parties, notice to the Department shall be addressed to Director of Risk Management, Los Angeles Harbor Department, P.O. Box 151, San Pedro, California 90733-0151, and notice to Consultant shall be addressed to it at the address set forth above. Nothing herein contained shall preclude or render inoperative service of such notice in the manner provided by law.

22. TAXPAYER IDENTIFICATION NUMBER (TIN)

The Internal Revenue Service (IRS) requires that all consultants and suppliers of materials and supplies provide a TIN to the party that pays them. Consultant declares that it has an authorized TIN which shall be provided to the Department prior to payment under this Agreement. No payments will be made under this Agreement without a valid TIN.

23. SERVICE CONTRACTOR WORKER RETENTION POLICY AND LIVING WAGE POLICY REQUIREMENTS

The Board of Harbor Commissioners of the City of Los Angeles adopted Resolution Nos. 19-8419 and 19-8420 on January 24, 2019, adopting the provisions of Los Angeles City Ordinance No. 185356 relating to Service Contractor Worker Retention (SCWR), Section 10.36 et seq. of the Los Angeles Administrative Code, as the policy of the Department. Further, Charter Section 378 requires compliance with the City's Living Wage requirements as set forth by ordinance, Section 10.37 et seq. of the Los Angeles Administrative Code. Consultant shall comply with the policy wherever applicable. Violation of this provision, where applicable, shall entitle the City to terminate this Agreement and otherwise pursue legal remedies that may be available.

24. WAGE AND EARNINGS ASSIGNMENT ORDERS / NOTICES OF ASSIGNMENTS

The Consultant and/or any Subconsultant are obligated to fully comply with all applicable state and federal employment reporting requirements for the Consultant and/or Subconsultant's employees.

The Consultant and/or Subconsultant shall certify that the principal owner(s) are in compliance with any Wage and Earnings Assignment Orders and Notices of Assignments applicable to them personally. The Consultant and/or Subconsultant will fully comply with all lawfully served Wage and Earnings Assignment Orders and Notices of Assignments in accordance with Cal. Family Code Sections 5230 et seq. The Consultant or Subconsultant will maintain such compliance throughout the term of this Agreement.

25. EQUAL BENEFITS POLICY

The Board of Harbor Commissioners of the City of Los Angeles adopted Resolution No. 6328 on January 12, 2005, agreeing to adopt the provisions of Los Angeles City Ordinance No. 172,908, as amended, relating to Equal Benefits, Section 10.8.2.1 et seq. of the Los Angeles Administrative Code, as a policy of the Department. Consultant shall comply with the policy wherever applicable. Violation of this policy shall entitle the City to terminate any Agreement with Consultant and pursue any and all other legal remedies that may be available. See Exhibit F.

26. COMPLIANCE WITH LOS ANGELES CITY CHARTER SECTION 470(c)(12)

The Consultant, Subconsultants, and their Principals are obligated to fully comply with City of Los Angeles Charter Section 470(c)(12) and related ordinances, regarding limitations on campaign contributions and fundraising for certain elected City officials or candidates for elected City office if the agreement is valued at \$100,000 or more and requires approval of a City elected official. Additionally, Consultant is required to provide and update certain information to the City as specified by law. Any Consultant subject to Charter Section 470(c)(12), shall include the following notice in any contract with a subconsultant expected to receive at least \$100,000 for performance under this Agreement:

Notice Regarding Los Angeles Campaign Contribution and Fundraising Restrictions

As provided in Charter Section 470(c)(12) and related ordinances, you are a subconsultant on Harbor Department Agreement No. _____. Pursuant to City Charter Section 470(c)(12), subconsultant and its principals are prohibited from making campaign contributions and fundraising for certain elected City officials or candidates for elected City office for 12 months after the Agreement is signed. Subconsultant is required to provide to Consultant names and addresses of the subconsultant's principals and contact information and shall update that information if it changes during the 12 month time period. Subconsultant's information must be provided to Consultant within 10 business days. Failure to comply may result in termination of the Agreement or any other available legal remedies including fines. Information about the restrictions may be found at the City Ethics Commission's website at <http://ethics.lacity.org/> or by calling 213-978-1960.

Consultant, Subconsultants, and their Principals shall comply with these requirements and limitations. Violation of this provision shall entitle the City to terminate this Agreement and pursue any and all legal remedies that may be available.

27. STATE TIDELANDS GRANTS

This Agreement is entered into in furtherance of and as a benefit to the State Tidelands Grant and the trust created thereby. Therefore, this Agreement is at all times subject to the limitations, conditions, restrictions and reservations contained in and prescribed by the Act of the Legislature of the State of California entitled "An Act Granting to the City of Los Angeles the Tidelands and Submerged Lands of the State Within the Boundaries of Said City," approved June 3, 1929 (Stats. 1929, Ch. 651), as amended, and provisions of Article VI of the Charter of the City of Los Angeles relating to such lands. Consultant agrees that any interpretation of this Agreement and the terms contained herein must be consistent with such limitations, conditions, restrictions and reservations.

28. INTEGRATION

This Agreement contains the entire understanding and agreement between the parties hereto with respect to the matters referred to herein. No other representations, covenants, undertakings, or prior or contemporaneous agreements, oral or written, regarding such matters which are not specifically contained, referenced, and/or incorporated into this Agreement by reference shall be deemed in any way to exist or bind any of the parties. Each party acknowledges that it has not been induced to enter into the Agreement and has not executed the Agreement in reliance upon any promises, representations, warranties or statements not contained, referenced, and/or incorporated into the Agreement. **THE PARTIES ACKNOWLEDGE THAT THIS AGREEMENT IS INTENDED TO BE, AND IS, AN INTEGRATED AGREEMENT.**

29. SEVERABILITY

Should any part, term, condition or provision of this Agreement be declared or determined by any court of competent jurisdiction to be invalid, illegal or incapable of being enforced by any rule of law, public policy, or city charter, the validity of the remaining parts, terms, conditions or provisions of this Agreement shall not be affected thereby, and such invalid, illegal or unenforceable part, term, condition or provision shall be treated as follows: (a) if such part, term, condition or provision is immaterial to this Agreement, then such part, term, condition or provision shall be deemed not to be a part of this Agreement; or (b) if such part, term, condition or provision is material to this Agreement, then the parties shall revise the part, term, condition or provision so as to comply with the applicable law or public policy and to effect the original intent of the parties as closely as possible.

30. CONSTRUCTION OF AGREEMENT

This Agreement shall not be construed against the party preparing the same, shall be construed without regard to the identity of the person who drafted such and shall be construed as if all parties had jointly prepared this Agreement and it shall be deemed their joint work product; each and every provision of this Agreement shall be construed as though all of the parties hereto participated equally in the drafting hereof; and any uncertainty or ambiguity shall not be interpreted against any one party. As a result of the foregoing, any rule of construction that a document is to be construed against the drafting party shall not be applicable.

31. TITLES AND CAPTIONS

The parties have inserted the Article titles in this Agreement only as a matter of convenience and for reference, and the Article titles in no way define, limit, extend or describe the scope of this Agreement or the intent of the parties in including any particular provision in this Agreement.

32. MODIFICATION IN WRITING

This Agreement may be modified only by written agreement of all parties. Any

such modifications are subject to all applicable approval processes required by, without limitation, City's Charter and City's Administrative Code.

33. WAIVER

A failure of any party to this Agreement to enforce the Agreement upon a breach or default shall not waive the breach or default or any other breach or default. All waivers shall be in writing.

34. EXHIBITS; ARTICLES

All exhibits to which reference is made in this Agreement are deemed incorporated in this Agreement, whether or not actually attached. To the extent the terms of an exhibit conflict with or appear to conflict with the terms of the body of the Agreement, the terms of the body of the Agreement shall control. References to Articles are to Articles of this Agreement unless stated otherwise.

35. COUNTERPARTS

This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and all of which shall constitute together one and the same instrument.

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(Signature page follows)

BOARD AGREEMENT

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date to the left of their signatures.

Dated: July 6, 2021

THE CITY OF LOS ANGELES, by its Board of Harbor Commissioners

By: *Eugene D. Seroka*
EUGENE D. SEROKA
Executive Director

Attest: *Amber M. Klesges*
AMBER M. KLESGES
Board Secretary

Dated: May 13, 2021

NATEC INTERNATIONAL, INC.

By: *M. W. Hoover*

Michael W. Hoover, President
(Print/type name and title)

Attest: *Toni Carroll*

Toni Carroll Senior Accountant
(Print/type name and title)

APPROVED AS TO FORM AND LEGALITY

_____, 2021
MICHAEL N. FEUER, City Attorney
JANNA B. SIDLEY, General Counsel

By: _____
HELEN J. SOK, Deputy

HJS:Its
(04/08/2021)

Account #	54290	W.O. #	
Ctr/Div #	0550	Job Fac. #	000
Proj/Prog #	000		
Budget FY: Amount:			
	FY 20-21	\$20,000	
	FY 21-22	\$120,000	
	FY 22-23	\$120,000	
	FY 23-24	\$100,000	
	TOTAL	\$360,000	
For Acct/Budget Div. Use Only:			
Verified by:	_____		
Verified Funds Available:	_____		
Date Approved:	_____		

BOARD AGREEMENT

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date to the left of their signatures.

THE CITY OF LOS ANGELES, by its Board of Harbor Commissioners

Dated: _____, 2021

By: _____
EUGENE D. SEROKA
Executive Director

Attest: _____
AMBER M. KLESGES
Board Secretary

NATEC INTERNATIONAL, INC.

Dated: May 13, 2021

By: [Signature]
MICHAEL W. HORNER, PRESIDENT
(Print/type name and title)

Attest: [Signature]
Toni Carroll Senior Accountant
(Print/type name and title)

APPROVED AS TO FORM AND LEGALITY

May 24, 2021
MICHAEL N. FEUER, City Attorney
JANNA B. SIDLEY, General Counsel

By: [Signature]
HELEN J. SOK, Deputy

HJS/lts
(04/08/2021)

Account #	54290	W.O. #	
Ctr/Div #	0550	Job Fac. #	000
Proj/Prog #	000		
Budget FY: Amount:			
	FY 20-21	\$20,000	
	FY 21-22	\$120,000	
	FY 22-23	\$120,000	
	FY 23-24	\$100,000	
	TOTAL	\$360,000	
For Acct/Budget Div. Use Only:			
Verified by:	<u>[Signature]</u>	<small>Julie Yu 01/16/2019 10:10:11 AM PST Digitally signed by Julie Yu Date: 2019.01.16 10:10:11 AM PST +0700</small>	
Verified Funds Available:	<u>[Signature]</u>	<small>Digitally signed by Frank Lu Date: 2021.05.18 10:11:48 -0700</small>	
Date Approved:	_____		

EXHIBIT A

SCOPE OF SERVICES

The Consultant and/or any assigned staff must have the qualifications and experience necessary to provide, or supervise and manage through subcontracts, occupational health and safety training, audits, compliance reviews, and consulting services on an as-needed basis to the Harbor Department. All services performed by the Consultant shall be under the general direction of the Harbor Department Risk Manager or their designee.

The Risk Manager shall issue a Project Directive as soon as a specific project is selected. The Project Directive shall include a description of the work to be provided, identification of deliverables, time required to be completed, identification of personnel performing the tasks, and project costs. The Consultant must also have the ability to track and notify the Harbor Department when scheduled regulatory refresher trainings are due two months in advance of the refresher training due date. Project Directives will be presented to eligible firms at the discretion of the Risk Manager based upon factors such as, but not including, cost, firm's ability to perform the requested work within the desired timeframe, and firm's demonstrated work quality. There is no guarantee of work expressed or implied given to any of the firms selected to be as-needed consultants as a result of this contracting process.

The services performed by the Consultant may include, but are not limited to the following:

1. Provide or assist the Harbor Department in providing Health and Safety Training and Services as outlined in Exhibit B
2. Provide or assist the Harbor Department in providing Construction and General Industry Health and Safety Services:
 - a. Conduct safety and health assessments, audits, and inspections;
 - b. Identify industrial hazards;
 - c. Conduct job hazard analyses on specific work processes;
 - d. Develop accident prevention plans; and
 - e. Develop health and safety plans.
3. Provide or assist the Harbor Department in providing Industrial and Environmental Health, Hygiene, and Safety Services.
 - a. Industrial hygiene assessments, inspections, and consultations;
 - b. Air sampling and noise exposure monitoring; and
 - c. Health risk analysis and hazard communication.

The Consultant and/or any staff or sub-contractor assigned to perform the samplings, investigations, surveys, analyses, assessments, training (classroom and virtual), and any other services, must possess the necessary training and certifications to conduct the work assigned. The training and services shall be conducted at Harbor Department facilities and all training must meet the course criteria as detailed in this Agreement.

EXHIBIT B



NATEC International, Inc.
National Association of Training and Environmental Consulting

Anaheim, CA

Oakland, CA

Marianas & Guam

Asbestos • Lead • Mold • HAZWOPER

3.3.4 COST – ATTACHMENT A

P.O. Box 25205 Anaheim, CA 92825-5205 • www.natecintl.com • 800-969-3228

Attachment A

Health & Safety Personnel Services and Training Rate Schedule

NO.	PROGRAM / COURSE	REGULATORY REFERENCE	RATE 10 OR FEWER EMPLOYEES (\$)		RATE FOR 11-20 EMPLOYEES (\$)		TOTAL INSTRUCTIONAL HRS PER CLASS
			ONSITE	ONLINE	ONSITE	ONLINE	
1	Accident Investigation	T8 CCR 3203	\$89		\$82.73		2
2	Aerial Devices and Lifts	T8 CCR Group 13	\$89.50		\$87.50		8
3	Asbestos 30 hour Asbestos Awareness	T8 CCR 5208	\$350 \$66		\$345 \$62		30 2
4	Blood borne Pathogens	T8 CCR 5193	\$70		\$65.45		2
5*	Chemical Hygiene	T8 CCR 5191	\$75	\$59	\$70	\$55.45	2
6*	Confined Space Entry (Awareness)	T8 CCR 5156-5158	\$98	\$76.80	\$90.91	\$71.54	4
7	Confined Space Entry (Competent Person)	T8 CCR 5156-5158	\$102		\$97.73		8
8	Confined Space Entry (Rescue)	T8 CCR 5156-5158	\$200		\$186		8
9*	Crane Operation	T8 CCR Group 13	\$300	\$129 (8hr, no hands on)	\$300	\$120 (8hr, no hands on)	16
10	**Certified Crane Operator	T8 CCR 5006.1	\$3995		\$3995		40
11	Defensive Driver Training	T8 CCR 3203	\$89		\$82.73		2
12	Fall Protection (Awareness)	T8 CCR 1671.1	\$102		\$94.54		4
13	Fall Protection (Competent Person)	T8 CCR 1671.1	\$112		\$103.63		8
14	Fire Extinguisher Training	T8 CCR 6151	\$98		\$90.90		4
15	First-Aid/CPR/AED	T8 CCR 3400	\$88		\$88.88		7
16	General Industry Safety Orders (30 hour Certificate)	OSHA 29 CFR 1910	\$426		\$420		30
17	General Industry Safety Orders (10 hour Certificate)	OSHA 29 CFR 1910	\$225		\$220		10
18	Construction Industry Safety Orders (30 hour Certificate)	OSHA 29 CFR 1926	\$426		\$420		30
19	Construction Industry Safety Orders (10 hour Certificate)	OSHA 29 CFR 1926	\$225		\$220		10
20*	Hazard Communication (GHS – Globally Harmonized System)	T8 CCR 5194	\$92	\$19.50	\$85.45	\$18	2
21	Hazardous Waste 40	T8 CCR 5192	\$610		\$556.36		40
22	Hazardous Waste 24		\$310		\$283.63		24
23	Hazardous Waste 16		\$230		\$211		16
24	Hazardous Waste 8		\$110		\$101.82		8

25*	Hearing Conservation	T8 CCR 5097	\$92	\$20	\$85.45	\$18	2
26	Heat Illness Prevention	T8 CCR 3395	\$92		\$85.45		2
27	Injury Illness Prevention	T8 CCR 3203	\$92		\$85.45		2
28	Ladder Safety & Inspection	T8 CCR 3276	\$92		\$85.45		2
29*	Lockout/Tag-out	T8 CCR 3314	\$92	\$25	\$85.45	\$23	2
30	Machine Guarding	T8 CCR 4184	\$98		\$90.91		2
31	Marine Terminal Cranes and Winches	T8 CCR 3472	\$450		\$410		24
32	Mobile Crane Operation	T8 CCR 5006.1	\$350		\$350		16
33*	New Employee Safety Orientation	T8 CCR\$ 3203	\$92	\$59	\$85.45	\$55.45	1
34	Personal Protective Equipment	T8 CCR 3380	\$92		\$85.45		2
35	Pesticide Worker Protection	T8 CCR 6724	\$98		\$90.91		2
36	Railroad Worker Safety	T49 CFR 214	\$130		\$120		4
37*	Respirator Use* / Fit-Testing	T8 CCR 5144	\$95	\$22	\$88.18	\$19	4
38	Rigging/Sling/Rope training and inspection	T8 CCR 4980	\$160		\$147.27		8
39	Scaffold /Elevated Platform (User) Training	T8 CCR 1637	\$140		\$129.09		8
40	Scaffold/Elevated Platform (Erector) Training	T8 CCR 1637	\$140		\$129.09		8
41	Silica Hazard Awareness	T8 CCR 1530.1	\$95		\$88.14		2
42	Stormwater Pollution Prevention Plan (SWPPP) / National Pollutant Discharge Elimination System (NPDES)	40 CFR 122.26	\$112		\$103.64		4 to 8
43	Traffic Control	T8 CCR 1599	\$102		\$94.55		4
44	Ergonomic Evaluation (on-site)	T8 CCR 5110	\$998 (MIN. 3)		\$909		1
45*	Ergonomic Training	T8 CCR 5110	\$112	\$22.50	\$103.63	\$22.50	1.5
46	Proper Lifting/Back Safety	T8 CCR 5110	\$92		\$85.45		1
47	Facility Safety Inspection/Review (per class rate)	T8 CCR 3203	\$1400 per 6 hour block		\$1400 per 6 hour block		1.5
48	NFPA 70E/Electrical Safety	T8 CCR 2299-2599 / NFPA 70E	\$150		\$138.18		4

49	Lead Awareness	T8 CCR 1532.1	\$75		\$70		2
50	Trenching and Shoring (Awareness)	T8 CCR 1540, 1541	\$102		\$94.55		4
51	Trenching and Shoring (Competent person)	T8 CCR 1540, 1541	\$102		\$94.55		8
52	Forklift Operator Training (Initial)	T8 CCR 3668	\$115		\$106.36		8
53	Forklift Operator Training (Refresher)	T8 CCR 3668	\$115		\$106.36		4
54	Forklift Operator Training (Train the Trainer)	T8 CCR 3668	\$170		\$156.36		8
55	Tree Work	T8 CCR 3420, 3421, 3423	\$220		\$201.82		4
56	Welding Safety	T8 CCR 4850	\$140		\$129.09		2
57	Peace Officer Standards and Training (POST)	T22 CCR Div. 9, Ch. 1.5	\$280		\$280		8
58	Additional health & safety training indicated by Department for 8 hours	N/A	\$125/hour		\$125/hour		8
58a	Additional health and safety training indicated by the Department for 6 to 7 hours		\$125/hour		\$125/hour		6 to 7
58b	Additional health and safety training indicated by the Department for 4 to 5 hours		\$175/hour		\$175/hour		4 to 5
58c	Additional health and safety training indicated by the Department for 2 to 3 hours		\$233/hour		\$233/hour		2 to 3
58d	Additional health and safety training indicated by the Department for 1 hour		\$250/hour		\$250/hour		1
59	Other On-site Health and Safety Services (not training related)	** See Rate Sheet	** See Rate Sheet		** See Rate Sheet		As directed by Port

*Include quote for on-line training

**Trainers must be NCCCO Certified and Qualified

***Consultant must provide a "Personnel Services Rate Sheet" reflecting the charge for all time required in the performance of "on-site health and safety services," by consultant's personnel and sub-consultants - including office, field, and travel time. Rates must be

reflected as Unit Time hourly rates for each labor classifications indicated. Example:

*** Personnel Services Rate Schedule	
Labor Classification	Hourly Rate (\$)
Labor by Certified Industrial Hygienist (CIH)/Project Manager	\$125/hour
Labor by Safety Professional/Industrial Hygienist	\$110/hour
Labor by Certified Asbestos Consultant	\$110/hour
Labor by Certified Asbestos Site Surveillance Technician (CSST)	\$70/hour
Labor by Lead Inspector/Assessor or Lead Project Monitor	\$70/hour
Labor by Word Processor/Clerical Support Staff	\$35/hour
Travel Rate	Same as hourly
Program Development	\$95/hour
IH Technician	\$80/hour

EXHIBIT C



EXHIBIT D

AFFIRMATIVE ACTION PROGRAM PROVISIONS

Sec. 10.8.4 Affirmative Action Program Provisions.

Every non-construction contract with or on behalf of the City of Los Angeles for which the consideration is \$100,000 or more and every construction contract with or on behalf of the City of Los Angeles for which the consideration is \$5,000 or more shall contain the following provisions which shall be designated as the AFFIRMATIVE ACTION PROGRAM provisions of such contract:

A. During the performance of City contract, the contractor certifies and represents that the contractor and each subcontractor hereunder will adhere to an affirmative action program to ensure that in its employment practices, persons are employed and employees are treated equally and without regard to or because of race, religion, ancestry, national origin, sex, sexual orientation, age, disability, marital status, domestic partner status, or medical condition.

1. This provision applies to work or services performed or materials manufactured or assembled in the United States.
2. Nothing in this section shall require or prohibit the establishment of new classifications of employees in any given craft, work or service category.
3. The contractor shall post a copy of Paragraph A hereof in conspicuous places at its place of business available to employees and applicants for employment.

B. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to their race, religion, ancestry, national origin, sex, sexual orientation, age, disability, marital status, domestic partner status, or medical condition.

C. As part of the City's supplier registration process, and/or at the request of the awarding authority or the Office of Contract Compliance, the contractor shall certify on an electronic or hard copy form to be supplied, that the contractor has not discriminated in the performance of City contracts against any employee or applicant for employment on the basis or because of race, religion, ancestry, national origin, sex, sexual orientation, age, disability, marital status, domestic partner status, or medical condition.

D. The contractor shall permit access to and may be required to provide certified copies of all of its records pertaining to employment and to its employment practices by the awarding authority or the Office of Contract Compliance, for the purpose of investigation to ascertain compliance with the Affirmative Action Program provisions of City contracts, and on their or either of their request to provide evidence that it has or will comply therewith.

E. The failure of any contractor to comply with the Affirmative Action Program provisions of City contracts may be deemed to be a material breach of contract. Such failure shall only be established upon a finding to that effect by the awarding authority, on the basis of its own investigation or that of the Board of Public Works, Office of Contract Compliance. No such finding shall be made except upon a full and fair hearing after notice and an opportunity to be heard has been given to the contractor.

F. Upon a finding duly made that the contractor has breached the Affirmative Action Program provisions of a City contract, the contract may be forthwith cancelled, terminated or suspended, in whole or in part, by the awarding authority, and all monies due or to become due hereunder may be forwarded to and retained by the City of Los Angeles. In addition thereto, such breach may be the basis for a determination by the awarding authority or the Board of Public Works that the said contractor is an irresponsible bidder or proposer pursuant to the provisions of Section 371 of the Los Angeles City Charter. In the event of such determination, such contractor shall be disqualified from being awarded a contract with the City of Los Angeles for a period of two years, or until he or she shall establish and carry out a program in conformance with the provisions hereof.

G. In the event of a finding by the Fair Employment and Housing Commission of the State of California, or the Board of Public Works of the City of Los Angeles, or any court of competent jurisdiction, that the contractor has been guilty of a willful violation of the California Fair Employment and Housing Act, or the Affirmative Action Program provisions of a City contract, there may be deducted from the amount payable to the contractor by the City of Los Angeles under the contract, a penalty of TEN DOLLARS (\$10.00) for each person for each calendar day on which such person was discriminated against in violation of the provisions of a City contract.

H. Notwithstanding any other provisions of a City contract, the City of Los Angeles shall have any and all other remedies at law or in equity for any breach hereof.

I. The Public Works Board of Commissioners shall promulgate rules and regulations through the Office of Contract Compliance and provide to the awarding authorities electronic and hard copy forms for the implementation of the Affirmative Action Program provisions of City contracts, and rules and regulations and forms shall, so far as practicable, be similar to those adopted in applicable Federal Executive Orders. No other rules, regulations or forms may be used by an awarding authority of the City to accomplish this contract compliance program.

J. Nothing contained in City contracts shall be construed in any manner so as to require or permit any act which is prohibited by law.

K. The Contractor shall submit an Affirmative Action Plan which shall meet the requirements of this chapter at the time it submits its bid or proposal or at the time it registers to do business with the City. The plan shall be subject to approval by the Office of Contract Compliance prior to award of the contract. The awarding authority may also require contractors and suppliers to take part in a pre- registration, pre-bid, pre-proposal, or pre-award conference in order to develop, improve or implement a qualifying Affirmative Action Plan. Affirmative Action Programs developed pursuant to this section shall be effective for a period of twelve months from the date of approval by the Office of Contract Compliance. In case of prior submission of a plan, the contractor may submit documentation that it has an Affirmative Action Plan approved by the Office of Contract Compliance within the previous twelve months. If the approval is 30 days or less from expiration, the contractor must submit a new Plan to the Office of Contract Compliance and that Plan must be approved before the contract is awarded.

1. Every contract of \$5,000 or more which may provide construction, demolition, renovation, conservation or major maintenance of any kind shall in addition comply with the requirements of Section 10.13 of the Los Angeles Administrative Code.
2. A contractor may establish and adopt as its own Affirmative Action Plan, by affixing his or her signature thereto, an Affirmative Action Plan prepared and

furnished by the Office of Contract Compliance, or it may prepare and submit its own Plan for approval.

L. The Office of Contract Compliance shall annually supply the awarding authorities of the City with a list of contractors and suppliers who have developed Affirmative Action Programs. For each contractor and supplier the Office of Contract Compliance shall state the date the approval expires. The Office of Contract Compliance shall not withdraw its approval for any Affirmative Action Plan or change the Affirmative Action Plan after the date of contract award for the entire contract term without the mutual agreement of the awarding authority and the contractor.

M. The Affirmative Action Plan required to be submitted hereunder and the pre-registration, pre-bid, pre-proposal or pre-award conference which may be required by the Board of Public Works, Office of Contract Compliance or the awarding authority shall, without limitation as to the subject or nature of employment activity, be concerned with such employment practices as:

1. Apprenticeship where approved programs are functioning, and other on-the-job training for non-apprenticeable occupations;
2. Classroom preparation for the job when not apprenticeable;
3. Pre-apprenticeship education and preparation;
4. Upgrading training and opportunities;
5. Encouraging the use of contractors, subcontractors and suppliers of all racial and ethnic groups, provided, however, that any contract subject to this ordinance shall require the contractor, subcontractor or supplier to provide not less than the prevailing wage, working conditions and practices generally observed in private industries in the contractor's, subcontractor's or supplier's geographical area for such work;
6. The entry of qualified women, minority and all other journeymen into the industry; and
7. The provision of needed supplies or job conditions to permit persons with disabilities to be employed, and minimize the impact of any disability.

N. Any adjustments which may be made in the contractor's or supplier's workforce to achieve the requirements of the City's Affirmative Action Contract Compliance Program in purchasing and construction shall be accomplished by either an increase in the size of the workforce or replacement of those employees who leave the workforce by reason of resignation, retirement or death and not by termination, layoff, demotion or change in grade.

O. Affirmative Action Agreements resulting from the proposed Affirmative Action Plan or the pre-registration, pre-bid, pre-proposal or pre-award conferences shall not be confidential and may be publicized by the contractor at his or her discretion. Approved Affirmative Action Agreements become the property of the City and may be used at the discretion of the City in its Contract Compliance Affirmative Action Program.

P. This ordinance shall not confer upon the City of Los Angeles or any Agency, Board or Commission thereof any power not otherwise provided by law to determine the legality of any existing collective bargaining agreement and shall have application only to discriminatory employment practices by contractors or suppliers engaged in the performance of City contracts.

Q. All contractors subject to the provisions of this section shall include a like provision in all subcontracts awarded for work to be performed under the contract with the City and shall impose the same obligations, including but not limited to filing and reporting obligations, on the subcontractors as are applicable to the contractor. Failure of the contractor to comply with this requirement or to obtain the compliance of its subcontractors with all such obligations shall subject the contractor to the imposition of any and all sanctions allowed by law, including but not limited to termination of the contractor's contract with the City.

EXHIBIT E

(1) SMALL/VERY SMALL BUSINESS ENTERPRISE PROGRAM (2) LOCAL BUSINESS PREFERENCE PROGRAM

(1) SMALL/VERY SMALL BUSINESS ENTERPRISE PROGRAM:

The Harbor Department is committed to creating an environment that provides all individuals and businesses open access to the business opportunities available at the Harbor Department in a manner that reflects the diversity of the City of Los Angeles. The Harbor Department's Small Business Enterprise (SBE) Program was created to provide additional opportunities for small businesses to participate in professional service and construction contracts. An overall Department goal of 25% SBE participation, including 5% Very Small Business Enterprise (VSBE) participation, has been established for the Program. The specific goal or requirement for each contract opportunity may be higher or lower based on the scope of work.

It is the policy of the Harbor Department to solicit participation in the performance of all service contracts by all individuals and businesses, including, but not limited to, SBEs, VSBEs, women owned business enterprises (WBEs), minority-owned business enterprises (MBEs), and disabled veteran business enterprises (DVBES). The SBE Program allows the Harbor Department to target small business participation, including MBEs, WBEs, and DVBES, more effectively. It is the intent of the Harbor Department to make it easier for small businesses to participate in contracts by providing education and assistance on how to do business with the City, and ensuring that payments to small businesses are processed in a timely manner. In order to ensure the highest participation of SBE/VSBE/MBE/WBE/DVBES, all proposers shall utilize the City's contracts management and opportunities database, the Los Angeles Business Assistance Virtual Network (LABAVN), at <http://www.labavn.org>, to outreach to potential subconsultants.

The Harbor Department defines a SBE as an independently owned and operated business that is not dominant in its field and meets criteria set forth by the Small Business Administration in Title 13, Code of Federal Regulations, Part 121. Go to www.sba.gov for more information. The Harbor Department defines a VSBE based on the State of California's Micro-business definition which is 1) a small business that has average annual gross receipts of \$3,500,000 or less within the previous three years, or (2) a small business manufacturer with 25 or fewer employees.

The SBE Program is a results-oriented program, requiring consultants who receive contracts from the Harbor Department to perform outreach and utilize certified small businesses. **Based on the work to be performed, it has been determined that the percentage of small business participation will be __%, including __% VSBE participation.** The North American Industry Classification System (NAICS) Code for the scope of services is _____. This NAICS Code is the industry code that corresponds to at least 51% of the scope of services and will be used to determine the size standard for SBE participation of the Prime Consultant. The maximum SBE size standard for this NAICS Code is \$_ million.

Consultant shall be responsible for determining the SBE status of its subconsultants for purposes of meeting the small business requirement. Subconsultants must qualify as an SBE based on the type of services that they will be performing under the Agreement. All business participation will be determined by the percentage of the total amount of compensation under the agreement paid to SBEs. The Consultant shall not substitute an SBE firm without obtaining prior approval of the City. A request for substitution must be based upon demonstrated good cause. If substitution is permitted, Consultant shall endeavor to make an in-kind substitution for the substituted SBE.

Consultant shall complete, sign, and submit as part of the executed agreement the attached Affidavit and Consultant Description Form. The Affidavit and Consultant Description Form, when signed, will signify the Consultant's intent to comply with the SBE requirement. All SBE/VSBE firms must be certified by the time proposals are due to receive credit. In addition all consultants and subconsultants must be registered on the LABAVN by the time proposals are due.

(2) LOCAL BUSINESS PREFERENCE PROGRAM:

The Harbor Department is committed to maximizing opportunities for local and regional businesses, as well as encouraging local and regional businesses to locate and operate within the Southern California region. It is the policy of the Harbor Department to support an increase in local and regional jobs. The Harbor Department's Local Business Preference Program (LBPP) aims to benefit the Southern California region by increasing jobs and expenditures within the local and regional private sector.

Consultants who qualify as a Local Business Enterprise (LBE) will receive an 8% preference on any proposal for services valued in excess of \$150,000. The preference will be applied by adding 8% of the total possible evaluation points to the Consultant's score. Consultants who do not qualify as a LBE may receive a maximum 5% preference for identifying and utilizing LBE subconsultants. Consultants may receive 1% preference, up to a maximum of 5%, for every 10% of or portion thereof, of work that is subcontracted to a LBE. LBE subconsultant preferences will be determined by the percentage of the total amount of compensation proposed under the Agreement.

The Harbor Department defines a LBE as:

(a) A business headquartered within Los Angeles, Orange, Riverside, San Bernardino, or Ventura Counties. Headquartered shall mean that the business physically conducts and manages all of its operations from a location in the above-named counties; or

(b) A business that has at least 50 full-time employees, or 25 full-time employees for specialty marine contracting firms, working in Los Angeles, Orange, Riverside, San Bernardino, or Ventura Counties.

In order for Harbor Department staff to determine the appropriate LBE preference, Consultant shall complete, sign, notarize (where applicable) and submit the attached Affidavit and Consultant Description Form. The Affidavit and Consultant Description Form will signify the LBE status of the Consultant and subconsultants.

In the event of Consultant's noncompliance during the performance of the Agreement, Consultant shall be considered in material breach of contract. In addition to any other remedy available to City under this Agreement or by operation of law, the City may withhold invoice payments to Consultant until noncompliance is corrected, and assess the costs of City's audit of books and records of Consultant and its subconsultants. In the event the Consultant falsifies or misrepresents information contained in any form or other willful noncompliance as determined by City, City may disqualify the Consultant from participation in City contracts for a period of up to five (5) years.

AFFIDAVIT OF COMPANY STATUS

"The undersigned declares under penalty of perjury pursuant to the laws of the State of California that the following information and information contained on the attached Consultant Description Form is true and correct and includes all material information necessary to identify and explain the operations of

NATEC International, Inc.

Name of Firm

as well as the ownership and location thereof. Further, the undersigned agrees to provide complete and accurate information regarding ownership in the named firm, and all of its domestic and foreign affiliates, any proposed changes of the ownership and to permit the audit and examination of firm ownership documents, and the ownership documents of all of its domestic and foreign affiliates, in association with this agreement."

(1) **Small/Very Small Business Enterprise Program:** Please indicate the ownership of your company. Please check all that apply. At least one box must be checked:

SBE VSBE MBE WBE DVBE OBE

- A Small Business Enterprise (SBE) is an independently owned and operated business that is not dominant in its field and meets criteria set forth by the Small Business Administration in Title 13, Code of Federal Regulations, Part 121.
- A Very Small Business Enterprise (VSBE) is 1) a small business that has average annual gross receipts of \$3,500,000 or less within the previous three years, or (2) a small business manufacturer with 25 or fewer employees.
- A Minority Business Enterprise (MBE) is defined as a business in which a minority owns and controls at least 51% of the business. A Woman Business (WBE) is defined as a business in which a woman owns and controls at least 51% of the business. For the purpose of this project, a minority includes:
 - (1) Black (all persons having origins in any of the Black African racial groups not of Hispanic origin);
 - (2) Hispanic (all persons of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish Culture or origin, regardless of race);
 - (3) Asian and Pacific Islander (all persons having origins in any of the original peoples of the Far East, Southeast Asia, The Indian Subcontinent, or the Pacific Islands); and
 - (4) American Indian or Alaskan Native (all persons having origins in any of the original peoples of North America and maintaining identifiable tribal affiliations through membership and participation or community identification).
- A Disabled Veteran Business Enterprise (DVBE) is defined as a business in which a disabled veteran owns at least 51% of the business, and the daily business operations are managed and controlled by one or more disabled veterans.
- An OBE (Other Business Enterprise) is any enterprise that is neither an SBE, VSBE, MBE, WBE, or DVBE.

(2) **Local Business Preference Program:** Please indicate the Local Business Enterprise status of your company.

Only one box must be checked:

LBE Non-LBE

- A Local Business Enterprise (LBE) is: (a) a business headquartered within Los Angeles, Orange, Riverside, San Bernardino, or Ventura Counties; or (b) a business that has at least 50 full-time employees, or 25 full-time employees for specialty marine contracting firms, working in Los Angeles, Orange, Riverside, San Bernardino, or Ventura Counties. "Headquartered" shall mean that the business physically conducts and manages all of its operations from a location in the above-named counties.
- A Non-LBE is any business that does not meet the definition of a LBE.

Signature: 

Printed Name: Michael W. Horner

Title: President

Date Signed: 2/18/2021

Consultant Description Form

PRIME CONSULTANT:

Contract Title: Supplemental Occupational Health & Safety Services and Training

Business Name: NATEC International, Inc. LABAVN ID#: 10758

Award Total: \$ TBD

Owner's Ethnicity: W Gender M Group: SBE VSBE MBE WBE DVBE OBE (Circle all that apply)

Local Business Enterprise: YES X NO _____ (Check only one)

Primary NAICS Code: 541611

Address: 1100 Technology Circle, Suite A

City/State/Zip: Anaheim, CA 92805

County: Orange

Telephone: (714) 678-2750 FAX: (714) 678-2757

Contact Person/Title: Allison Croulet, Vice President

Email Address: acroulet@natecintl.com

SUBCONSULTANT:

Business Name: Global Environmental Network, Inc. LABAVN ID#: 27199

Award Total: (% or \$): 20%

Services to be provided: IT Support, Instructional Support, IH/EH&S Consulting

Owner's Ethnicity: W Gender M Group: SBE VSBE MBE WBE DVBE OBE (Circle all that apply)

Local Business Enterprise: YES X NO _____ (Check only one)

Primary NAICS Code: 54162

Address: 106 W. 4th Street, Suite 201

City/State/Zip: Santa Ana, CA 92701

County: Orange

Telephone: (714) 479-1199 FAX: (714) 479-0809

Contact Person/Title: Drake Muat, President

Email Address: dmuat@safetygeni.com

SUBCONSULTANT:

Business Name: Paramount Safety Supply LABAVN ID#: 86297

Award Total: (% or \$): 5%

Services to be provided: EH&S Equipment Vendor

Owner's Ethnicity: Hispanic Gender M Group: SBE VSBE MBE WBE DVBE OBE (Circle all that apply)

Local Business Enterprise: YES X NO _____ (Check only one)

Primary NAICS Code: 54199

Address: 14516 Crenshaw Blvd.

City/State/Zip: Gardena, CA 90249

County: Los Angeles

Telephone: (866) 200-2975 FAX: (310) 361-8330

Contact Person/Title: Joel Pulgarin, President

Email address: joel@paramountsafetysupply.com

EXHIBIT F

Equal Benefits Ordinance

Sec. 10.8.2.1. Equal Benefits Ordinance.

Discrimination in the provision of employee benefits between employees with domestic partners and employees with spouses results in unequal pay for equal work. Los Angeles law prohibits entities doing business with the City from discriminating in employment practices based on marital status and/or sexual orientation. The City's departments and contracting agents are required to place in all City contracts a provision that the company choosing to do business with the City agrees to comply with the City's nondiscrimination laws.

It is the City's intent, through the contracting practices outlined in this Ordinance, to assure that those companies wanting to do business with the City will equalize the total compensation between similarly situated employees with spouses and with domestic partners. The provisions of this Ordinance are designed to ensure that the City's contractors will maintain a competitive advantage in recruiting and retaining capable employees, thereby improving the quality of the goods and services the City and its people receive, and ensuring protection of the City's property.

(c) Equal Benefits Requirements.

(1) No Awarding Authority of the City shall execute or amend any Contract with any Contractor that discriminates in the provision of Benefits between employees with spouses and employees with Domestic Partners, between spouses of employees and Domestic Partners of employees, and between dependents and family members of spouses and dependents and family members of Domestic Partners.

(2) A Contractor must permit access to, and upon request, must provide certified copies of all of its records pertaining to its Benefits policies and its employment policies and practices to the DAA, for the purpose of investigation or to ascertain compliance with the Equal Benefits Ordinance.

(3) A Contractor must post a copy of the following statement in conspicuous places at its place of business available to employees and applicants for employment: "During the performance of a Contract with the City of Los Angeles, the Contractor will provide equal benefits to its employees with spouses and its employees with domestic partners." The posted statement must also include a City contact telephone number which will be provided each Contractor when the Contract is executed.

(4) A Contractor must not set up or use its contracting entity for the purpose of evading the requirements imposed by the Equal Benefits Ordinance.

(d) Other Options for Compliance. Provided that the Contractor does not discriminate in the provision of Benefits, a Contractor may also comply with the Equal Benefits Ordinance in the following ways:

(1) A Contractor may provide an employee with the Cash Equivalent only if the DAA determines that either:

a. The Contractor has made a reasonable, yet unsuccessful effort to provide Equal Benefits; or

b. Under the circumstances, it would be unreasonable to require the Contractor to provide Benefits to the Domestic Partner (or spouse, if applicable).

(2) Allow each employee to designate a legally domiciled member of the employee's household as being eligible for spousal equivalent Benefits.

(3) Provide Benefits neither to employees' spouses nor to employees' Domestic Partners.

(e) Applicability.

(1) Unless otherwise exempt, a Contractor is subject to and shall comply with all applicable provisions of the Equal Benefits Ordinance.

(2) The requirements of the Equal Benefits Ordinance shall apply to a Contractor's operations as follows:

a. A Contractor's operations located within the City limits, regardless of whether there are employees at those locations performing work on the Contract.

b. A Contractor's operations on real property located outside of the City limits if the property is owned by the City or the City has a right to occupy the property, and if the Contractor's presence at or on that property is connected to a Contract with the City.

c. The Contractor's employees located elsewhere in the United States but outside of the City limits if those employees are performing work on the City Contract.

(3) The requirements of the Equal Benefits Ordinance do not apply to collective bargaining agreements ("CBA") in effect prior to January 1, 2000. The Contractor must agree to propose to its union that the requirements of the Equal Benefits Ordinance be incorporated into its CBA upon amendment, extension, or other modification of a CBA occurring after January 1, 2000.

(f) Mandatory Contract Provisions Pertaining to Equal Benefits. Unless otherwise exempted, every Contract shall contain language that obligates the Contractor to comply with the applicable provisions of the Equal Benefits Ordinance. The language shall include provisions for the following:

(1) During the performance of the Contract, the Contractor certifies and represents that the Contractor will comply with the Equal Benefits Ordinance.

(2) The failure of the Contractor to comply with the Equal Benefits Ordinance will be deemed to be a material breach of the Contract by the Awarding Authority.

(3) If the Contractor fails to comply with the Equal Benefits Ordinance the Awarding Authority may cancel, terminate or suspend the Contract, in whole or in part, and all monies due or to become due under the Contract may be retained by the City. The City may also pursue any and all other remedies at law or in equity for any breach.

(4) Failure to comply with the Equal Benefits Ordinance may be used as evidence against the Contractor in actions taken pursuant to the provisions of Los Angeles Administrative Code Section 10.40, et seq., Contractor Responsibility Ordinance.

(5) If the DAA determines that a Contractor has set up or used its Contracting entity for the purpose of evading the intent of the Equal Benefits Ordinance, the Awarding Authority may terminate the Contract on behalf of the City. Violation of this provision may be used as evidence against the Contractor in actions taken pursuant to the provisions of Los Angeles Administrative Code Section 10.40, et seq., Contractor Responsibility Ordinance.

Risk Management

HS Training Services

TRANSMITTAL 4

**HARBOR DEPARTMENT
RISK MANAGEMENT DIVISION
SUPPLEMENTARY HEALTH & SAFETY TRAINING AND SERVICES RFP**

WRITTEN PROPOSAL EVALUATION

COMPANY NAME	EVALUATOR 1		EVALUATOR 2		EVALUATOR 3		AVERAGE	
	Score	Rank	Score	Rank	Score	Rank	Score*	Rank
AECOM	76	3	82	2	76	2	84	3
NATEC	80	2	80	3	78	1	86	2
Safety Dynamics	84	1	84	1	72	3	86	1
Vendor 4	54	5	52	6	60	5	60	5
Vendor 5	54	5	54	5	56	6	55	6
Vendor 6	74	4	68	4	68	4	70	4

ORAL EVALUATION

COMPANY NAME	EVALUATOR 1		EVALUATOR 2		EVALUATOR 3		AVERAGE	
	Score	Rank	Score	Rank	Score	Rank	Score*	Rank
AECOM	94	1	91	2	91	2	99	2
NATEC	92	2	95	1	93	1	101	1
Safety Dynamics	94	1	90	3	85	3	97	3
Vendor 6	81	3	81	4	81	4	81	4

COMBINED EVALUATION

COMPANY NAME	EVALUATOR 1		EVALUATOR 2		EVALUATOR 3		AVERAGE	
	Score	Rank	Score	Rank	Score	Rank	Score*	Rank
AECOM	85	3	87	2	84	2	92	2
NATEC	86	2	88	3	86	1	93	1
Safety Dynamics	89	1	87	1	79	3	92	2
Vendor 6	78	4	75	4	75	4	76	3

*Includes 8% preference for LBE status.

<u>COMPANY NAME</u>	<u>LOCATION</u>	<u>LBE STATUS</u>
AECOM	Orange, CA	LBE
Barragan	Temecula, CA	LBE
Boretti	Visalia, CA	Non-LBE
EnSafe	Long Beach, CA	Non-LBE
NATEC	Anaheim, CA	LBE
Safety Dynamics Group	Long Beach, CA	LBE