

City Council Agenda

Tuesday, October 1, 2024

Closed Session 5:30 PM

Regular meeting 6:30 PM

South Coast Air Quality Management District/Main Auditorium
21865 Copley Drive, Diamond Bar, CA 91765

How to Observe the Meeting From Home:

The public can observe the meeting by calling +1 (562) 247-8422, Access Code: 775-215-231 OR visit: <https://attendee.gotowebinar.com/register/5981108401820936534>.

How to Submit Public Comment:

The public may provide public comment by attending the meeting in person, by sending an email, or by logging into the teleconference. Please send email public comments to the City Clerk at cityclerk@DiamondBarCA.gov by 4:00 p.m. on the day of the meeting and indicate in the Subject Line "FOR PUBLIC COMMENT." Written comments will be distributed to the Council Members, noted for the record at the meeting and posted on the City's official agenda webpage as soon as reasonably practicable (found here: <http://diamondbarca.igam2.com/Citizens/Default.aspx>).

The public may log into the meeting through this link:

<https://attendee.gotowebinar.com/register/5981108401820936534>. Members of the public will be called upon one at a time during the Public Comment portion of the agenda. Speakers are limited to five minutes per agenda item, unless the Mayor determines otherwise.

American Disability Act Accommodations:

Pursuant to the Executive Order, and in compliance with the Americans with Disabilities Act, if you need special assistance to participate in the Council Meeting, please contact the City Clerk's Office (909) 839-7010 within 72 hours of the meeting. City Council video recordings with transcription will be available upon request the day following the Council Meeting.

**ANDREW CHOU***Council Member***RUTH M. LOW***Council Member***STEVE TYE***Council Member***STAN LIU***Mayor***CHIA TENG***Mayor Pro Tem*

City Manager Dan Fox • City Attorney Omar Sandoval • City Clerk Kristina Santana

DIAMOND BAR CITY COUNCIL MEETING RULES

Welcome to the meeting of the Diamond Bar City Council. Meetings are open to the public and are broadcast on Spectrum Cable Channel 3 and Frontier FiOS television Channel 47. You are invited to attend and participate. Copies of staff reports or other written documentation relating to agenda items are on file and available for public inspection by contacting the Office of the City Clerk. If requested, the agenda will be made available in an alternative format to a person with disability as required by Section 202 of the Americans with Disabilities Act of 1990. If you have questions regarding an agenda item, please contact the City Clerk at (909) 839-7010 during regular business hours.

PUBLIC INPUT

Members of the public may address the Council on any item of business on the agenda during the time the item is taken up by the Council. In addition, members of the public may, during the Public Comment period address the Council on any Consent Calendar item or any matter not on the agenda and within the Council's subject matter jurisdiction. Any material to be submitted to the City Council at the meeting should be submitted through the City Clerk.

Speakers are limited to five minutes per agenda item, unless the Mayor determines otherwise. The Mayor may adjust this time limit depending on the number of people wishing to speak, the complexity of the matter, the length of the agenda, the hour and any other relevant consideration. Speakers may address the Council only once on an agenda item, except during public hearings, when the applicant/appellant may be afforded a rebuttal.

Public comments must be directed to the City Council. A person who disrupts the orderly conduct of the meeting after being warned by the Mayor or the Mayor's designee that their behavior is disrupting the meeting, may result in the person being removed from the meeting.

INFORMATION RELATING TO AGENDAS AND ACTIONS OF THE COUNCIL

Agendas for regular City Council meetings are available 72 hours prior to the meeting and are posted in the City's regular posting locations, on DBTV (on Spectrum Cable Channel 3 and Frontier FiOS television Channel 47) and on the City's website at www.diamondbarca.gov/agendas. The City Council may take action on any item listed on the agenda.

HELPFUL PHONE NUMBERS

Copies of agendas, rules of the Council, Video of meetings: (909) 839-7010

Computer access to agendas: www.diamondbarca.gov/agendas

General information: (909) 839-7000

THIS MEETING IS BEING VIDEO RECORDED AND BY PARTICIPATING VIA TELECONFERENCE, YOU ARE GIVING YOUR PERMISSION TO BE TELEVISED. THIS MEETING WILL BE RE-BROADCAST EVERY SATURDAY AND SUNDAY AT 9:00 A.M. AND ALTERNATE TUESDAYS AT 8:00 P.M. AND IS ALSO AVAILABLE FOR LIVE VIEWING AT [HTTPS://ATTENDEE.GOTOWEBINAR.COM/REGISTER/5981108401820936534](https://attendeegotowebinar.com/register/5981108401820936534) AND ARCHIVED VIEWING ON THE CITY'S WEB SITE AT WWW.DIAMONDBARCA.GOV.

CITY OF DIAMOND BAR

CITY COUNCIL AGENDA

October 01, 2024

CLOSED SESSION

5:30 p.m., CC-8 Conference Room, In Person ONLY – no teleconference.

Public Comments

Public Employee Performance Evaluation

Pursuant to Government Code section 54957

Title: City Manager

CALL TO ORDER:

6:30 p.m.

PLEDGE OF ALLEGIANCE:

Mayor

INVOCATION:

Shaykh Nomaan Baig, Institute of Knowledge

ROLL CALL:

Chou, Low, Tye, Mayor Pro Tem
Teng, Mayor Liu

APPROVAL OF AGENDA:

Mayor

Written materials distributed to the City Council within 72 hours of the City Council meeting are available for public inspection immediately upon distribution in the City Clerk's Office at 21810 Copley Dr., Diamond Bar, California, during normal business hours.

1. **SPECIAL PRESENTATIONS, CERTIFICATES, PROCLAMATIONS: NONE.**
2. **CITY MANAGER REPORTS AND RECOMMENDATIONS:**
3. **PUBLIC COMMENTS:**

“Public Comments” is the time reserved on each regular meeting agenda to provide an opportunity for members of the public to directly address the Council on Consent Calendar items or other matters of interest not on the agenda that are within the subject matter jurisdiction of the Council. Although the City Council values your comments, pursuant to the Brown Act, members of the City Council or Staff may briefly respond to public comments if necessary, but no extended discussion and no action on such matters may take place. There is a five-minute maximum time limit when addressing the City Council.

4. **SCHEDULE OF FUTURE EVENTS:**

- 4.1 Coffee with a Cop – October 4, 2024, 8:00 – 10:00 a.m., S&J Gran Café, 21050 Golden Springs Dr.
- 4.2 Community Emergency Response Team Training – October 4-6, 2024, Walnut/Diamond Bar Sheriff's Station, 21695 East Valley Blvd., Walnut, CA, 91789.
- 4.3 Special Joint City Council and Planning Commission Meeting – October 8, 2024, 5:00 – 6:30 p.m., online teleconference and SCAQMD Room CC-8, 21865 Copley Dr.
- 4.4 Planning Commission Meeting – October 8, 2024, 6:30 p.m., online teleconference and SCAQMD Room CC-8, 21865 Copley Dr.
- 4.5 State of the City Address – October 9, 2024, 5:30 p.m., Grand View Ballroom, Diamond Bar Center, 1600 Grand Ave.
- 4.6 COVID and Flu Vaccine Clinic – October 15, 2024, 10:00 a.m. – 3:00 p.m., Diamond Bar Center, 1600 Grand Ave.
- 4.7 City Council Meeting – October 15, 2024, 6:30 p.m., online teleconference and SCAQMD Main Auditorium, 21865 Copley Dr.

5. **CONSENT CALENDAR:**

All items listed on the Consent Calendar are considered by the City Council to be routine and will be acted on by a single motion unless a Council Member or member of the public request otherwise, in which case, the item will be removed for separate consideration.

5.1 CITY COUNCIL MINUTES OF THE SEPTEMBER 17, 2024 REGULAR MEETING.

5.1.a September 17, 2024 City Council Regular Meeting Minutes

Recommended Action:

Approve the September 17, 2024 Regular City Council meeting minutes.

Requested by: City Clerk

5.2 RATIFICATION OF CHECK REGISTER DATED SEPTEMBER 11, 2024 THROUGH SEPTEMBER 24, 2024 TOTALING \$890,666.38.

Recommended Action:

Ratify the Check Register.

Requested by: Finance Department

5.3 FIRST AMENDMENT TO THE CONSULTING SERVICES AGREEMENT WITH FRJ & ASSOCIATES FOR THE ADMINISTRATION OF THE CITY'S HOME IMPROVEMENT PROGRAM.

Recommended Action:

Approve, and Authorize the City Manager to sign, the First Amendment to the Consulting Services Agreement with FRJ & Associates to administer the Home Improvement Program and Condominium Home Improvement Program through June 30, 2025.

Requested by: Community Development Department

5.4 MAINTENANCE SERVICES AGREEMENT WITH PEOPLESPLACE FOR OFFICE FURNITURE AND INSTALLATION AT THE DIAMOND BAR CENTER.

Recommended Action:

A. Appropriate \$46,048 from the Building, Facility, and Maintenance Fund (Fund 504) to fully fund the project; and

B. Approve and authorize the City Manager to sign the Maintenance Services Agreement with Peoplespace in the not-to-exceed amount of \$66,802.58.

Requested by: Parks & Recreation Department

6. PUBLIC HEARINGS: NONE.
7. COUNCIL CONSIDERATION: NONE.
8. COUNCIL SUB-COMMITTEE REPORTS AND MEETING ATTENDANCE
REPORTS/COUNCIL MEMBER COMMENTS:
9. ADJOURNMENT:

Agenda #: 5.1
Meeting Date: October 1, 2024



CITY COUNCIL

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Daniel Fox, City Manager 
TITLE: **CITY COUNCIL MINUTES OF THE SEPTEMBER 17, 2024 REGULAR MEETING.**
STRATEGIC
GOAL: *Open, Engaged & Responsive Government*

RECOMMENDATION:

Approve the September 17, 2024 Regular City Council meeting minutes.

FINANCIAL IMPACT:

None.

BACKGROUND/DISCUSSION:

Minutes have been prepared and are being presented for approval.

PREPARED BY:



Kristina Santana, City Clerk

10/1/2024

REVIEWED BY:



Ryan McLean, Assistant City Manager

9/19/2024

Attachments:

1. 5.1.a September 17, 2024 City Council Regular Meeting Minutes

**CITY OF DIAMOND BAR
MINUTES OF THE CITY COUNCIL REGULAR MEETING
SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT/MAIN AUDITORIUM
21865 COPLEY DRIVE, DIAMOND BAR, CA 91765
SEPTEMBER 17, 2024**

CLOSED SESSION: 5:30 p.m. – Room CC-8

ROLL CALL: Council Members Andrew Chou, Ruth Low, Steve Tye
Mayor Pro Tem Chia Yu Teng, Mayor Stan Liu

Public Comments: None Offered.

Public Employee Performance Evaluation

Pursuant to Government Code Section 54957

Title: City Manager

Adjourned to Regular Meeting: 6:30 p.m.

CALL TO ORDER: Mayor Liu called the Regular City Council meeting to order at 6:33 p.m. in the South Coast Air Quality Management District Main Auditorium, 21865 Copley Drive, Diamond Bar, CA 91765.

PLEDGE OF ALLEGIANCE: Mayor Pro Tem Teng led the Pledge of Allegiance.

INVOCATION: Deacon Dennis Shin, St. Denis Catholic Church.

ROLL CALL: Council Members Andrew Chou, Ruth Low, Steve Tye, Mayor Pro Tem Chia Yu Teng, Mayor Stan Liu

Absent: None

Staff present in person: Dan Fox, City Manager; Omar Sandoval, City Attorney; Ryan McLean, Assistant City Manager; Anthony Santos, Assistant to the City Manager; Amy Haug, Human Resources and Risk Manager; David Liu, Public Works Director; Jason Williams, Maintenance Supervisor; Ken Desforjes, Information Services Director; Cecilia Arellano, Community Relations Manager; Joan Cruz, Administrative Coordinator; Kristina Santana, City Clerk.

Staff present telephonically: Greg Gubman, Community Development Director; Hal Ghafari, Public Works Manager/Assistant City Engineer; Jason Jacobsen, Finance Director; Ryan Wright, Parks and Recreation Director.

Others present: Aaron Scheller, Deputy, Diamond Bar/Walnut Sheriff's Station, Stephen Tousey, Captain, Diamond Bar/Walnut Sheriff's Station.

APPROVAL OF AGENDA: Mayor Liu stated that there was no reportable action taken during Closed Session and approved the agenda as presented.

1. SPECIAL PRESENTATIONS, CERTIFICATES, PROCLAMATIONS:

- 1.1 Proclamation Declaring September 2024 as Hispanic Heritage Month.
Mayor Liu and the Council presented the proclamation to the Diamond Bar High School Hispanic Organization of Parents and Education.
- 1.2 Certificate of Recognition for Mr. G's Pizza.
Mayor Liu announced that this item will be rescheduled to a future meeting.

2. CITY MANAGER REPORTS AND RECOMMENDATIONS: NONE**3. PUBLIC COMMENTS:**

The following provided public comments:

Cynthia Yu, Diamond Bar Library Manager

Aaron Scheller, Deputy, Diamond Bar/Walnut Sheriff's Station

CC/Santana reported that an email from Liz Spear was submitted for public comment, and no guests on the teleconference line requested to speak under Public Comments.

4. SCHEDULE OF FUTURE EVENTS: CM/Fox presented the Schedule of Future Events.**5. CONSENT CALENDAR:** C/Low moved, C/Chou seconded, to approve the Consent Calendar. Motion carried 5-0 by the following Roll Call vote:

AYES:	COUNCIL MEMBERS:	Chou, Low, Tye, MPT/Teng, M/Liu
NOES:	COUNCIL MEMBERS:	None
ABSENT:	COUNCIL MEMBERS:	None

5.1 APPROVED CITY COUNCIL MINUTES:**5.1.1 AUGUST 20, 2024 REGULAR MEETING****5.2 RATIFIED CHECK REGISTER DATED AUGUST 14, 2024 THROUGH SEPTEMBER 10, 2024 TOTALING \$7,535,467.99.****5.3 APPROVED AUGUST 2024 TREASURER'S STATEMENT.****5.4 ADOPTED RESOLUTION NO. 2024-37 APPROVING THE BIENNIAL UPDATE TO THE CITY'S CONFLICT OF INTEREST CODE FOR DESIGNATED CITY PERSONNEL.**

SEPTEMBER 17, 2024

PAGE 3

CITY COUNCIL

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- 5.5 APPROVED THE CITYWIDE ACCESS CONTROL SYSTEM PURCHASE INCLUDING CONFIGURATION AND INSTALLATION SERVICES.
- 5.6 APPROVED THE CITYWIDE DESKTOP COMPUTER REPLACEMENT PURCHASE.
- 5.7 APPROVED THE SAFE, CLEAN WATER MUNICIPAL PROGRAM, MEASURE W FUND TRANSFER AGREEMENT THROUGH FY2027/28 BETWEEN THE LOS ANGELES COUNTY FLOOD CONTROL DISTRICT AND THE CITY OF DIAMOND BAR.
- 5.8 ADOPTED RESOLUTION NO. 2024-38 APPROVING THE PLANS AND SPECIFICATIONS FOR THE PANTERA PARK HARD COURT REHABILITATION & PARKING LOT LED LIGHTING RETROFIT PROJECT.
- 5.9 ADOPTED RESOLUTION NO. 2024-39 APPROVING THE PLANS AND SPECIFICATIONS FOR THE DIAMOND BAR CENTER, GRAND VIEW BALLROOM LIGHTING & CONTROL UPGRADES (FP24500) / DIAMOND BAR CENTER MAIN ENTRY/FACILITY DOORS & ADA IMPROVEMENTS (FP24501).
6. **PUBLIC HEARINGS:** NONE.
7. **COUNCIL CONSIDERATION:**
- 7.1 LEAGUE OF CALIFORNIA CITIES RESOLUTION AT THE 2024 ANNUAL GENERAL ASSEMBLY.
- CM/Fox presented the report.
- There were no Public Comments.
- C/Low moved, C/Tye seconded, to direct the City's delegate and alternate to support the resolution. Motion carried 5-0 by the following roll call vote:
- | | | |
|---------|------------------|---------------------------------|
| AYES: | COUNCIL MEMBERS: | Chou, Low, Tye, MPT/Teng, M/Liu |
| NOES: | COUNCIL MEMBERS: | None |
| ABSENT: | COUNCIL MEMBERS: | None |
8. **COUNCIL SUBCOMMITTEE REPORTS AND MEETING ATTENDANCE REPORTS/COUNCIL MEMBER COMMENTS:**
- There were no Council Members reports on meetings attended at the expense of the local agency per Government Code 53232.3(d).
9. **ADJOURNMENT:** With no further business to conduct, M/Liu adjourned the Regular City Council Meeting at 7:14 p.m.

SEPTEMBER 17, 2024

PAGE 4

CITY COUNCIL

Respectfully Submitted,

Kristina Santana, City Clerk

The foregoing minutes are hereby approved this 1st day of October, 2024.

Stan Liu, Mayor

Agenda #: 5.2
Meeting Date: October 1, 2024



CITY COUNCIL

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Daniel Fox, City Manager 
TITLE: **RATIFICATION OF CHECK REGISTER DATED SEPTEMBER 11, 2024 THROUGH SEPTEMBER 24, 2024 TOTALING \$890,666.38.**
STRATEGIC GOAL: *Responsible Stewardship of Public Resources*

RECOMMENDATION:

Ratify the Check Register.

FINANCIAL IMPACT:

Expenditure of \$890,666.38.

BACKGROUND/DISCUSSION:

The City has established the policy of issuing accounts payable checks on a bi-weekly basis with City Council ratification at the next scheduled City Council meeting.

The attached check register containing checks dated September 11, 2024 through September 24, 2024 for \$890,666.38 is being presented for ratification. All payments have been made in compliance with the City's purchasing policies and procedures. Payments have been reviewed and approved by the appropriate departmental staff and the attached Affidavit affirms that the check register has been audited and deemed accurate by the Finance Director.

PREPARED BY:


Matthew Im, Finance

10/1/2024

REVIEWED BY:A handwritten signature in black ink that reads "Jason Jacobsen". The signature is written in a cursive, flowing style.

Jason Jacobsen, Finance Director

9/25/2024

Attachments:

1. 5.2.a Check Register Affidavit 10-01-24
2. 5.2.b Check Register 10-01-24



CITY OF DIAMOND BAR CHECK REGISTER AFFIDAVIT

The attached listings of demands, invoices, and claims in the form of a check register including checks dated September 11, 2024 through September 24, 2024 has been audited and is certified as accurate. Payments have been allowed from the following funds in these amounts:

Description	Amount
General Fund	\$474,537.79
General Plan Update Fund	\$20,030.24
Measure W Local Return Fund	\$3,656.69
Measure M Local Return Fund	\$26.67
Measure R Local Return Fund	\$26.67
Prop A Transit Fund	\$3,559.72
Prop C Transit Tax Fund	\$42,188.58
Community Dev Block Grant Fund	\$321.44
LLAD 38 Fund	\$37,569.24
LLAD 39 Fund	\$29,659.50
LLAD 41 Fund	\$17,325.99
Integrated Waste Mgmt Fund AB939	\$2,652.12
Capital Imprv Project Fund	\$239,028.89
Vehicle Maint & Equipment Fund	\$3,282.84
Equip Maint & Replacement Fund	\$16,800.00
	\$890,666.38

Signed:

Finance Director
Jason M. Jacobsen

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
13216	9/24/2024	AFLAC		SUPP INSURANCE PREMIUM AUGUST 2024	239	21117	\$1.66
	9/24/2024	AFLAC		SUPP INSURANCE PREMIUM AUGUST 2024	241	21117	\$1.66
	9/24/2024	AFLAC		SUPP INSURANCE PREMIUM AUGUST 2024	203	21117	\$9.02
	9/24/2024	AFLAC		SUPP INSURANCE PREMIUM AUGUST 2024	204	21117	\$9.02
	9/24/2024	AFLAC		SUPP INSURANCE PREMIUM AUGUST 2024	201	21117	\$14.90
	9/24/2024	AFLAC		SUPP INSURANCE PREMIUM AUGUST 2024	207	21117	\$24.06
	9/24/2024	AFLAC		SUPP INSURANCE PREMIUM AUGUST 2024	250	21117	\$63.08
	9/24/2024	AFLAC		SUPP INSURANCE PREMIUM AUGUST 2024	206	21117	\$189.13
	9/24/2024	AFLAC		SUPP INSURANCE PREMIUM AUGUST 2024	100	21117	\$1,284.21
						CHECK TOTAL	\$1,596.74
13217	9/24/2024	AIRGAS INC		ARGON CYLINDER REFILL (080124-083124)	100630	51200	\$31.84
							CHECK TOTAL \$31.84
13218	9/24/2024	ALL CITY MANAGEMENT SERVICES INC		CROSSING GUARD SERVICES - 8/4/24-8/17/24	100310	55412	\$6,482.07
	9/24/2024	ALL CITY MANAGEMENT SERVICES INC		CROSSING GUARD SERVICES - 8/18/24-8/31/24	100310	55412	\$13,985.64
							CHECK TOTAL \$20,467.71
13219	9/24/2024	AMERICOMP TONER & REPAIR LLC		PRINTER MAINT/4TH QUARTER	100230	55000	\$2,275.75
	9/24/2024	AMERICOMP TONER & REPAIR LLC		PRINTER TONERS - AUG 2024	100230	51200	\$2,470.22
	9/24/2024	AMERICOMP TONER & REPAIR LLC		PRINTER TONERS - SEPT 2024	100230	51200	\$886.86
							CHECK TOTAL \$5,632.83
13220	9/24/2024	EIDIM GROUP INC		WINDMILL/WILLOW RM A/V & PROD (PYMT#3)	301630	56104	\$147,897.89

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
						CHECK TOTAL	\$147,897.89
13221	9/24/2024	ANIMAL PEST MANAGEMENT SERVICES INC		COMPREHENSIVE PEST MGMT SVCS (AUG2024)	100620	52320	\$295.00
						CHECK TOTAL	\$295.00
13222	9/24/2024	AREA D CIVIL DEFENSE / DISASTER MANAGEMENT		FY2024-25 JPA ANNUAL DUES	100350	52400	\$3,403.02
						CHECK TOTAL	\$3,403.02
13223	9/24/2024	ROBYN A BECKWITH		INTERIOR PLANT SERVICE (AUG2024)	100510	52320	\$275.00
	9/24/2024	ROBYN A BECKWITH		INTERIOR PLANT SERVICE (AUG2024)	100620	52320	\$380.00
						CHECK TOTAL	\$655.00
13224	9/24/2024	JOHN E BISHOP		INSTRUCTOR PAYMENT - MARTIAL ARTS - SUM 24	100520	55320	\$240.00
						CHECK TOTAL	\$240.00
13225	9/24/2024	LINGO TELECOM LLC		CITYWIDE ANALOG PHONE SERVICE - SEPT-OCT 2024	100230	52200	\$2,863.54
						CHECK TOTAL	\$2,863.54
13226	9/24/2024	CA PARK & RECREATION SOCIETY		CPRS ANNUAL MEMBERSHIP RENEWAL	100630	52400	\$1,098.32
	9/24/2024	CA PARK & RECREATION SOCIETY		CPRS ANNUAL MEMBERSHIP RENEWAL	100520	52400	\$1,810.00
						CHECK TOTAL	\$2,908.32
13227	9/24/2024	CDW GOVERNMENT		ANNUAL RENEWAL - WASABI - FY24-25	100230	51200	\$4,769.00
						CHECK TOTAL	\$4,769.00
13228	9/24/2024	CHAMSOL GROUP INC		DBRW - STIPEND	100150	52601	\$200.00
						CHECK TOTAL	\$200.00
13229	9/24/2024	CHEM PRO LABORATORY INC		WATER TREATMENT (CITYHALL-SEPT) FY24-25	100620	52320	\$187.95
						CHECK TOTAL	\$187.95
13230	9/24/2024	CRAFCO INC		ROAD MAINTENANCE SUPPLIES (SYCAMORE CYN PARK)	100655	51250	\$1,886.20
						CHECK TOTAL	\$1,886.20
13231	9/24/2024	DELTA DENTAL		HMO DENTAL INSURANCE PREMIUM SEP 2024	206	21105	\$0.96

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
13232	9/24/2024	DELTA DENTAL		HMO DENTAL INSURANCE PREMIUM SEP 2024	207	21105	\$0.96
	9/24/2024	DELTA DENTAL		HMO DENTAL INSURANCE PREMIUM SEP 2024	250	21105	\$1.96
	9/24/2024	DELTA DENTAL		HMO DENTAL INSURANCE PREMIUM SEP 2024	100	21105	\$113.78
	CHECK TOTAL						\$117.66
	9/24/2024	DELTA DENTAL INSURANCE COMPANY		PPO DENTAL INSURANCE PREMIUM SEP 2024	203	21105	\$8.23
	9/24/2024	DELTA DENTAL INSURANCE COMPANY		PPO DENTAL INSURANCE PREMIUM SEP 2024	204	21105	\$8.23
	9/24/2024	DELTA DENTAL INSURANCE COMPANY		PPO DENTAL INSURANCE PREMIUM SEP 2024	239	21105	\$22.97
	9/24/2024	DELTA DENTAL INSURANCE COMPANY		PPO DENTAL INSURANCE PREMIUM SEP 2024	241	21105	\$22.97
	9/24/2024	DELTA DENTAL INSURANCE COMPANY		PPO DENTAL INSURANCE PREMIUM SEP 2024	238	21105	\$36.94
	9/24/2024	DELTA DENTAL INSURANCE COMPANY		PPO DENTAL INSURANCE PREMIUM SEP 2024	225	21105	\$53.36
	9/24/2024	DELTA DENTAL INSURANCE COMPANY		PPO DENTAL INSURANCE PREMIUM SEP 2024	201	21105	\$66.35
	9/24/2024	DELTA DENTAL INSURANCE COMPANY		PPO DENTAL INSURANCE PREMIUM SEP 2024	207	21105	\$143.79
	9/24/2024	DELTA DENTAL INSURANCE COMPANY		PPO DENTAL INSURANCE PREMIUM SEP 2024	206	21105	\$179.31
13233	9/24/2024	DIANA CHO & ASSOCIATES		CDBG-SNR. SVCS ADMIN COSTS JULY 2024	225440	54900	\$212.50
	9/24/2024	DIANA CHO & ASSOCIATES		CDBG-AREA 4 ADA CURB RAMPS IMP	301610	56101	\$1,105.00
	CHECK TOTAL						\$1,317.50
13234	9/24/2024	DS SERVICES OF AMERICA INC		WATER SERVICE (CITYHALL-AUG) FY24-25	100620	51200	\$615.94
CHECK TOTAL							\$615.94

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
13235	9/24/2024	EATON CORPORATION		ANNUAL SUPPORT - EATON BATTERY BACK-UP - FY 24-25	100230	52314	\$7,988.35
						CHECK TOTAL	\$7,988.35
13236	9/24/2024	ECS IMAGING INC		ANNUAL RENEWAL - ECS LASERFICHE SUPPORT FY 24-25	100230	52314	\$17,717.57
						CHECK TOTAL	\$17,717.57
13237	9/24/2024	ESRI INC		ANNUAL RENEWAL - FY 24-25	100230	52314	\$8,375.00
						CHECK TOTAL	\$8,375.00
13238	9/24/2024	FRANCOISE S ZAMBRA		CONTRACT CLASS INSTRUCTOR - FRANCOISE ZAMBRA	100520	55320	\$444.00
						CHECK TOTAL	\$444.00
13239	9/24/2024	FRONTIER COMMUNICATIONS CORP		SUMMARY BILL - INTERNET/CITY HALL - SEPT 2024	100230	54030	\$811.25
	9/24/2024	FRONTIER COMMUNICATIONS CORP		SUMMARY BILL - INTERNET SVCS - SEPT 2024	100230	54030	\$410.64
						CHECK TOTAL	\$1,221.89
13240	9/24/2024	GARY TOSHIHIKO BUSTEED		T&T COMMISSION STIPEND - 09/12/24	100610	52525	\$45.00
						CHECK TOTAL	\$45.00
13241	9/24/2024	GERALDINE KELLER		INSTRUCTOR PAYMENT - CULINARY - SUM 24	100520	55320	\$36.00
						CHECK TOTAL	\$36.00
13242	9/24/2024	GO LIVE TECHNOLOGY INC		AGENDA MGMT & LIVE STREAMING SOFTWARE CONSULTANT	100140	54900	\$812.50
						CHECK TOTAL	\$812.50
13243	9/24/2024	GOTO COMMUNICATIONS INC		CITYWIDE PHONE SYSTEM - AUG 2024	100230	52200	\$3,005.61
						CHECK TOTAL	\$3,005.61
13244	9/24/2024	GOVCONNECTION INC		ANNUAL SUPPORT - ADOBE ACROBAT FY 24-25	100230	52314	\$2,690.00
						CHECK TOTAL	\$2,690.00
13245	9/24/2024	WOODS MAINTENANCE SERVICES INC		GRAFFITI CONTROL - AUGUST 2024	100430	55540	\$3,075.00
						CHECK TOTAL	\$3,075.00
13246	9/24/2024	HANSON BRIDGETT LLP		LEGAL SERVICES - SEWER DISTRICT THRU 8/31/2024	100120	54022	\$6,999.50

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
						CHECK TOTAL	\$6,999.50
13247	9/24/2024	HOME DEPOT CREDIT SERVICES		ROAD MAINTENANCE SUPPLIES (JSI-081424)	100655	51250	\$86.47
	9/24/2024	HOME DEPOT CREDIT SERVICES		ROAD MAINTENANCE SUPPLIES (JSI-082224)	100655	51250	\$43.48
	9/24/2024	HOME DEPOT CREDIT SERVICES		CIVIC CENTER (CITYHALL) MAINT SUPPLIES (GC)	100620	51200	\$63.89
						CHECK TOTAL	\$193.84
13248	9/24/2024	HONEYCOTT INC		BEE REMOVAL SERVICES (CG)	100630	52320	\$740.00
						CHECK TOTAL	\$740.00
13249	9/24/2024	HUMANE SOCIETY OF POMONA VALLEY INC		ANIMAL CONTROL SERVICES IN AUGUST 2024	100340	55404	\$35,942.08
						CHECK TOTAL	\$35,942.08
13250	9/24/2024	INLAND SOCAL MEDIA GROUP LLC		OCT. 2024 ADVERTISEMENT - DBC	100240	52160	\$750.00
						CHECK TOTAL	\$750.00
13251	9/24/2024	IRIS GROUP HOLDINGS LLC		CITYHALL-ALARM MONITOR EXT D SVCS(092924-102824)	100620	52320	\$45.50
						CHECK TOTAL	\$45.50
13252	9/24/2024	KEVIN D JONES		PS - SR-57/60 CONFLUENCE PROJ ADVOCACY - AUG 2024	100615	54400	\$4,000.00
	9/24/2024	KEVIN D JONES		PS -SR-57/SR-60 CONFLUENCE PROJ ADVOCACY -JUL 2024	100615	54400	\$4,000.00
						CHECK TOTAL	\$8,000.00
13253	9/24/2024	LA COUNTY ASSESSOR OFFICE		SBF ABSTRACT - AUG 2024	100230	52314	\$100.00
						CHECK TOTAL	\$100.00
13254	9/24/2024	LA COUNTY DEPT OF AGRICULTURE		FY2024-25 COYOTE SERVICES - JULY 2024	100340	55410	\$161.46
						CHECK TOTAL	\$161.46
13255	9/24/2024	LOS ANGELES COUNTY FIRE DEPARTMENT		HAZARD MTRL DISCL PRGM FY24-25 (FIRECUPA)	100620	52320	\$490.00
						CHECK TOTAL	\$490.00
13256	9/24/2024	LANDSCAPE STRUCTURES INC		SYCAMORE CYN PARK-PLAY EQUIP REPLACEMENT PARTS	100630	52320	\$49,976.57
						CHECK TOTAL	\$49,976.57

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
13257	9/24/2024	LOCAL AGENCY ENGINEERING ASSOCIATES INC		CIP PROJ MGMT & ENGR/ARCHITECTURAL SVCS - AUG 2024	207615	54400	\$22,632.50
						CHECK TOTAL	\$22,632.50
13258	9/24/2024	LOOMIS		COURIER SERVICES - AUGUST 2024	100210	54900	\$751.66
	9/24/2024	LOOMIS		COURIER SERVICES - AUGUST 2024	100510	54900	\$751.66
						CHECK TOTAL	\$1,503.32
13259	9/24/2024	LOS ANGELES COUNTY PUBLIC WORKS		SYCAMORE CYN PARK-SUMP PUMP MAINT. (080124-081524)	100630	52320	\$695.42
						CHECK TOTAL	\$695.42
13260	9/24/2024	LOWE'S BUSINESS ACCOUNT		DBC SMALL TOOLS&EQUIP	100510	51300	\$62.39
	9/24/2024	LOWE'S BUSINESS ACCOUNT		LIBRARY SM TOOLS	100620	51300	\$119.50
						CHECK TOTAL	\$181.89
13261	9/24/2024	MAC MEDIA GROUP LLC		WEDDING & EVENT EXPO BUS STOP SHELTER ADS	100510	52160	\$180.00
						CHECK TOTAL	\$180.00
13262	9/24/2024	MANISHA SULAKHE		T&T COMMISSION STIPEND - 09/12/24	100610	52525	\$45.00
						CHECK TOTAL	\$45.00
13263	9/24/2024	MCE CORPORATION		LANDSCAPE MAINTENANCE (LLAD38/39/41-AUG2024)	241641	55524	\$5,623.27
	9/24/2024	MCE CORPORATION		LANDSCAPE MAINTENANCE (LLAD38/39/41-AUG2024)	239639	55524	\$13,715.50
	9/24/2024	MCE CORPORATION		LANDSCAPE MAINTENANCE (LLAD38/39/41-AUG2024)	238638	55524	\$16,460.60
	9/24/2024	MCE CORPORATION		ROAD MAINTENANCE (AUG2024)FY24-25	100655	55530	\$480.82
	9/24/2024	MCE CORPORATION		ROAD MAINTENANCE (AUG2024)FY24-25	201655	55530	\$3,492.71
	9/24/2024	MCE CORPORATION		ROAD MAINTENANCE (AUG2024)FY24-25	100655	55528	\$11,863.83
						CHECK TOTAL	\$51,636.73
13264	9/24/2024	MERCURY DISPOSAL SYSTEMS INC		ACE HARDWARE BATTERY AND BULB CLEAN UP- 7/22/24	250170	55000	\$1,535.00
						CHECK TOTAL	\$1,535.00

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
13265	9/24/2024	METROPOLITAN TRANSPORTATION COMMISSION		ANNUAL SUBSCRIPTION/STREET SAVER - 10/1/24-9/30/25	100230	52314	\$3,500.00
CHECK TOTAL							\$3,500.00
13266	9/24/2024	NATIONAL TRENCH SAFETY INC		RENTAL EQUIP KRAIL (083024-092624)	100655	52300	\$455.52
CHECK TOTAL							\$455.52
13267	9/24/2024	NCC GROUP SOFTWARE RESILIENCE NA LLC		ESCROW ACCOUNT - TYLER MUNIS	100230	52314	\$1,010.00
CHECK TOTAL							\$1,010.00
13268	9/24/2024	NEXTECH SYSTEMS INC		ANNUAL RENEW - VANTAGE ARGUS (FORMERLY BLUE TOAD)	207650	52314	\$2,887.50
CHECK TOTAL							\$2,887.50
13269	9/24/2024	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA		PRE-EMPLOYMENT PHYSICAL FEES	100220	52510	\$406.00
CHECK TOTAL							\$406.00
13270	9/24/2024	ONE TIME PAY VENDOR	BHAGYA WIJEWARDANE	FACILITY RENTAL REFUND	100	20202	\$1,000.00
CHECK TOTAL							\$1,000.00
13271	9/24/2024	ONE TIME PAY VENDOR	JIN-JIE YU	BOND RELEASE - 1948 FLINT ROCK ROAD	100	22109	\$56,511.70
CHECK TOTAL							\$56,511.70
13272	9/24/2024	ONE TIME PAY VENDOR	NICHOLAS DELGADO	REIMBURSEMENT FOR INTERVIEW LUNCH - 8/22/24	100610	52410	\$66.04
CHECK TOTAL							\$66.04
13273	9/24/2024	ONE TIME PAY VENDOR	VARHDAN SUMERMAL	BOND DEPOSIT RELEASE - 2626 WAGON TRAIN LANE	100	22109	\$25,628.75
CHECK TOTAL							\$25,628.75
13274	9/24/2024	ONE TIME PAY VENDOR	RAUL PERALTA	REFUND - PR24-612	100	48020	\$31.19
	9/24/2024	ONE TIME PAY VENDOR	RAUL PERALTA	REFUND - PR24-612	100	48020	\$39.00
	9/24/2024	ONE TIME PAY VENDOR	RAUL PERALTA	REFUND - PR24-612	100	48020	\$779.06
CHECK TOTAL							\$849.25
13275	9/24/2024	PAPER RECYCLING & SHREDDING		CH SEPTEMBER SERVICE- 2 CONSOLES	250170	55000	\$105.00
CHECK TOTAL							\$105.00

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
13276	9/24/2024	PBLA ENGINEERING INC		DESIGN SERVICES (FP23506 DBC/CITYHALL)	301630	56104	\$2,000.00
						CHECK TOTAL	\$2,000.00
13277	9/24/2024	PRINTING & MAILING SERVICES INC		PRINTING,MAILING OF WEDDING & EVENT EXPO POSTCARD	100240	52110	\$5,032.41
						CHECK TOTAL	\$5,032.41
13278	9/24/2024	PRO1PRINT, LLC		PRINTING OF COMPOST AND MULCH SIGNS	100240	52110	\$105.84
						CHECK TOTAL	\$105.84
13279	9/24/2024	PROMO DIRECT		KEYHOLDERS FOR STATE OF THE CITY	100240	51400	\$1,276.90
						CHECK TOTAL	\$1,276.90
13280	9/24/2024	PUBLIC STORAGE #23051		OCTOBER 2024 RENTAL OF OFFSITE STORAGE UNIT	100240	55000	\$950.00
	9/24/2024	PUBLIC STORAGE #23051		PARKS AND RECREATION OFF SITE STORAGE UNITS	100520	52302	\$878.00
	9/24/2024	PUBLIC STORAGE #23051		PARKS AND RECREATION OFF SITE STORAGE UNITS	100520	52302	\$920.00
						CHECK TOTAL	\$2,748.00
13281	9/24/2024	PUENTE HILLS FORD LLC		LIC#1524126/ PW - 2017 F350	502630	52312	\$106.22
						CHECK TOTAL	\$106.22
13282	9/24/2024	PYRO COMM SYSTEMS INC		FIRE ALARM SERVICE CALL (DBC 080124)	100510	52310	\$380.00
						CHECK TOTAL	\$380.00
13283	9/24/2024	REGIONAL TAP SERVICE CENTER		FOOTHILL PASSES - AUGUST 2024	206650	55610	\$595.88
	9/24/2024	REGIONAL TAP SERVICE CENTER		FOOTHILL PASSES - AUGUST 2024	206650	55620	\$2,383.54
						CHECK TOTAL	\$2,979.42
13284	9/24/2024	REINBERGER CORPORATION		BUSINESS CARDS	100140	52110	\$86.51
						CHECK TOTAL	\$86.51
13285	9/24/2024	ROMULO T MORALES		T&T COMMISSION STIPEND - 9/12/24	100610	52525	\$45.00
						CHECK TOTAL	\$45.00
13286	9/24/2024	SC FUELS		FLEET VEHICLE FUEL (081624-083124)	502430	52330	\$109.12
	9/24/2024	SC FUELS		FLEET VEHICLE FUEL (081624-083124)	502620	52330	\$480.92

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
	9/24/2024	SC FUELS		FLEET VEHICLE FUEL (081624-083124)	502655	52330	\$552.09
	9/24/2024	SC FUELS		FLEET VEHICLE FUEL (081624-083124)	502630	52330	\$752.08
	9/24/2024	SC FUELS		FLEET VEHICLE FUEL (090124-091524)	502430	52330	\$64.38
	9/24/2024	SC FUELS		FLEET VEHICLE FUEL (090124-091524)	502655	52330	\$201.31
	9/24/2024	SC FUELS		FLEET VEHICLE FUEL (090124-091524)	502620	52330	\$423.93
	9/24/2024	SC FUELS		FLEET VEHICLE FUEL (090124-091524)	502630	52330	\$511.57
						CHECK TOTAL	\$3,095.40
13287	9/24/2024	SIMPSON ADVERTISING INC		TABLECOVER ARTWORK - NEIGHBORHOOD/BUSINESS WATCH	100310	53510	\$1,165.00
						CHECK TOTAL	\$1,165.00
13288	9/24/2024	SITEREP CONSTRUCTION SERVICES INC		STEEP CANYON ROAD EROSION CONSTRUCTION	301610	56105	\$88,026.00
						CHECK TOTAL	\$88,026.00
13289	9/24/2024	SO COAST AIR QUALITY MGT DISTRICT		FACILITIES LEASE FOR OCTOBER	100130	52302	\$2,688.58
						CHECK TOTAL	\$2,688.58
13290	9/24/2024	SOCIAL VOCATIONAL SERVICES		MAINTENANCE: LITTER & WEED REMOVAL (AUG2024)	100645	55528	\$3,113.00
						CHECK TOTAL	\$3,113.00
13291	9/24/2024	SPECTRUM BUSINESS		INTERNET SERVICE - HERITAGE PARK - SEPT 2024	100230	54030	\$285.18
						CHECK TOTAL	\$285.18
13292	9/24/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM SEP 2024	203	21107	\$1.99
	9/24/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM SEP 2024	204	21107	\$1.99
	9/24/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM SEP 2024	239	21107	\$2.61
	9/24/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM SEP 2024	241	21107	\$2.61
	9/24/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM SEP 2024	238	21107	\$3.57
	9/24/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM SEP 2024	203	21113	\$4.21

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
	9/24/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM SEP 2024	204	21113	\$4.21
	9/24/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM SEP 2024	239	21113	\$9.22
	9/24/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM SEP 2024	241	21113	\$9.22
	9/24/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM SEP 2024	225	21107	\$12.39
	9/24/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM SEP 2024	238	21113	\$13.90
	9/24/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM SEP 2024	207	21107	\$15.59
	9/24/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM SEP 2024	225	21113	\$22.69
	9/24/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM SEP 2024	201	21107	\$29.18
	9/24/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM SEP 2024	201	21113	\$29.61
	9/24/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM SEP 2024	206	21107	\$35.41
	9/24/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM SEP 2024	207	21113	\$52.80
	9/24/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM SEP 2024	206	21113	\$81.64
	9/24/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM SEP 2024	250	21107	\$99.88
	9/24/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM SEP 2024	250	21113	\$116.69
	9/24/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM SEP 2024	100	21107	\$1,509.99
	9/24/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM SEP 2024	100	21113	\$2,131.08
						CHECK TOTAL	\$4,190.48
13293	9/24/2024	STERICYCLE INC		MEDICAL WASTE- DBC 8/13/2024	250170	55000	\$379.79
						CHECK TOTAL	\$379.79
13294	9/24/2024	SURENDRA R MEHTA		T&T COMMISSION STIPEND - 9-12-24	100610	52525	\$45.00
						CHECK TOTAL	\$45.00
13295	9/24/2024	TASC		FSA FEES	100220	52515	\$158.76

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
						CHECK TOTAL	\$153.70
13296	9/24/2024	TENNIS ANYONE INC		CONTRACT CLASSES TENNIS SERVICE	100520	55320	\$7,998.62
						CHECK TOTAL	\$7,998.62
13297	9/24/2024	THE GAS COMPANY		HERITAGE PARK (081224-091224)	100630	52215	\$21.54
	9/24/2024	THE GAS COMPANY		DBC (091324-091324)	100510	52215	\$57.52
	9/24/2024	THE GAS COMPANY		CITYHALL (080924-091124)	100620	52215	\$194.58
						CHECK TOTAL	\$273.64
13298	9/24/2024	THE TAIT GROUP INC		PS - ENGR/VARIOUS TRAFFIC-RELATED PROJ - AUG 2024	100615	54400	\$1,000.00
						CHECK TOTAL	\$1,000.00
13299	9/24/2024	TORTI GALLAS AND PARTNERS INC		TOWN CENTER SPECIFIC PLAN - DEV STANDARDS	103410	54900	\$20,030.24
						CHECK TOTAL	\$20,030.24
13300	9/24/2024	TREMCO		COMPREHENSIVE ROOF MAINTENANCE	100620	52320	\$4,202.27
	9/24/2024	TREMCO		COMPREHENSIVE ROOF MAINTENANCE	100510	52320	\$4,203.00
	9/24/2024	TREMCO		COMPREHENSIVE ROOF MAINTENANCE	100630	55505	\$4,203.00
						CHECK TOTAL	\$12,608.27
13301	9/24/2024	TYLER TECHNOLOGIES INC		ELM PROJECT MGMT HOURS - 8/14/24-8/15/24	503230	56135	\$2,400.00
	9/24/2024	TYLER TECHNOLOGIES INC		ANNUAL SUPPORT RENEWAL - TYLER MUNIS FY 24-25	100230	52314	\$60,056.13
	9/24/2024	TYLER TECHNOLOGIES INC		ELM PROJECT MGMT HOURS	503230	56135	\$800.00
	9/24/2024	TYLER TECHNOLOGIES INC		ELM PROJECT MGMT HOURS	503230	56135	\$1,600.00
	9/24/2024	TYLER TECHNOLOGIES INC		ELM PROJECT MGMT HOURS	503230	56135	\$3,200.00
	9/24/2024	TYLER TECHNOLOGIES INC		ELM PROJECT HOURS - 8/27-30/24	503230	56135	\$4,000.00
	9/24/2024	TYLER TECHNOLOGIES INC		ELM PROJECT MGMT HOURS - 9/3-5/24	503230	56135	\$4,800.00
						CHECK TOTAL	\$76,856.13
13302	9/24/2024	ULINE INC		DBC MAINTENANCE SUPPLIES	100510	52320	\$1,665.18
						CHECK TOTAL	\$1,665.18
13303	9/24/2024	ULTIMATE MAINTENANCE SERVICES INC		JANITORIAL SERVICES (AS NEEDED SERVICES 090324)	100620	52320	\$375.00

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
						CHECK TOTAL	\$375.00
13304	9/24/2024	UNITED RECORDS MANAGEMENT INC		OFF-SITE STORAGE - BACK-UP TAPES - SEPT 2024	100230	55000	\$594.00
						CHECK TOTAL	\$594.00
13305	9/24/2024	VIDIFLO LLC		PEG CHANNEL (CABLECAST) TRAINING FOR NEW EMPLOYEE	100240	55000	\$345.00
						CHECK TOTAL	\$345.00
13306	9/24/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM SEPTEMBER 2024	203	21108	\$3.22
	9/24/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM SEPTEMBER 2024	204	21108	\$3.22
	9/24/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM SEPTEMBER 2024	239	21108	\$7.60
	9/24/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM SEPTEMBER 2024	241	21108	\$7.60
	9/24/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM SEPTEMBER 2024	238	21108	\$12.56
	9/24/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM SEPTEMBER 2024	225	21108	\$20.50
	9/24/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM SEPTEMBER 2024	201	21108	\$23.94
	9/24/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM SEPTEMBER 2024	207	21108	\$52.29
	9/24/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM SEPTEMBER 2024	206	21108	\$93.85
	9/24/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM SEPTEMBER 2024	250	21108	\$95.40
						CHECK TOTAL	\$2,208.32
13307	9/24/2024	WW GRAINGER INC		OPERATING SUPPLIES (DBC)	100510	51200	\$303.75
						CHECK TOTAL	\$303.75
13308	9/24/2024	WALL PROTECTION PRODUCTS LLC		MAINT CITYHALL (WINDMILL RM REPAIRS- FREIGHT FEE)	100620	52320	\$188.77
						CHECK TOTAL	\$188.77
13309	9/24/2024	WALNUT VALLEY WATER DISTRICT		CITYHALL (080124-083124)	100620	52220	\$1,340.81

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
	9/24/2024	WALNUT VALLEY WATER DISTRICT		D38W (080124-083124)	238638	52220	\$16,831.88
	9/24/2024	WALNUT VALLEY WATER DISTRICT		D38RW (080124-083124)	238638	52220	\$4,209.79
	9/24/2024	WALNUT VALLEY WATER DISTRICT		D39W (080124-083124)	239639	52220	\$15,899.94
	9/24/2024	WALNUT VALLEY WATER DISTRICT		D41W (080124-083124)	241641	52220	\$11,508.66
	9/24/2024	WALNUT VALLEY WATER DISTRICT		DBC (080124-083124)	100510	52220	\$726.81
	9/24/2024	WALNUT VALLEY WATER DISTRICT		PARKSW (080124-083124)	100630	52220	\$45,074.38
	9/24/2024	WALNUT VALLEY WATER DISTRICT		PARKSRW (080124-083124)	100630	52220	\$1,786.50
						CHECK TOTAL	\$97,378.77
13310	9/24/2024	WAXIE SANITARY SUPPLY		JANITORIAL SUPPLIES (DBC)	100510	51210	\$405.72
	9/24/2024	WAXIE SANITARY SUPPLY		JANITORIAL SUPPLIES (DBC)	100510	51210	\$1,286.50
						CHECK TOTAL	\$1,692.22
13311	9/24/2024	WEST COAST ARBORISTS INC		CITYWIDE TREE MAINT - GRID 41 (081624-083124)	241641	55522	\$150.00
	9/24/2024	WEST COAST ARBORISTS INC		CITYWIDE TREE MAINTENANCE (081624- 083124)	100645	55522	\$3,965.00
						CHECK TOTAL	\$4,115.00
13312	9/24/2024	WESTERN A/V		DIAMOND BAR CENTER ALARM MONITOR	100510	52320	\$7,451.80
						CHECK TOTAL	\$7,451.80
13313	9/24/2024	WILLDAN FINANCIAL SERVICES		FEE STUDY & COST ALLOCATION PLAN - AUG 23, 2024	100130	54900	\$805.00
						CHECK TOTAL	\$805.00
13314	9/24/2024	WISCONSIN QUICK LUBE INC		VEHICLE MAINTENANCE (LIC#1338160)	502620	52312	\$81.22
						CHECK TOTAL	\$81.22
13315	9/24/2024	YUNEX LLC		TS MAINT - CALL-OUTS - JUL 2024	207650	55536	\$16,379.09
						CHECK TOTAL	\$16,379.09
						GRAND TOTAL	\$890,666.38

Agenda #: 5.3
Meeting Date: October 1, 2024



CITY COUNCIL

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Daniel Fox, City Manager 
TITLE: **FIRST AMENDMENT TO THE CONSULTING SERVICES AGREEMENT WITH FRJ & ASSOCIATES FOR THE ADMINISTRATION OF THE CITY'S HOME IMPROVEMENT PROGRAM.**
STRATEGIC GOAL: *Safe, Sustainable & Healthy Community*

RECOMMENDATION:

Approve, and Authorize the City Manager to sign, the First Amendment to the Consulting Services Agreement with FRJ & Associates to administer the Home Improvement Program and Condominium Home Improvement Program through June 30, 2025.

FINANCIAL IMPACT:

Sufficient funds are included in the FY 24/25 budget in the Permanent Local Housing Allocation Fund (Fund 224). The total not-to-exceed amount per fiscal year set forth in the proposed First Amendment would increase by \$130,000 from \$120,000 to \$250,000. Payments to the Consultant are limited annually to no more than 20% of the approved CDBG and PLHA allocations for the Home Improvement Program and Condominium Home Improvement Program.

BACKGROUND/DISCUSSION:**HIP and CHIP Programs**

The City's Home Improvement Program (HIP) was established in 2003 as a CDBG-funded program providing interest-free, deferred loans to eligible homeowners for the maintenance of safe, decent and sanitary housing. HIP funds are used to correct hazardous structural conditions; to make reasonable accommodations for persons with disabilities; to improve the overall exterior appearance of the home; to eliminate an appearance of blight; to provide energy-efficient upgrades; and to correct exterior code violations. Because of restrictions on the use of CDBG funds, the City's HIP Program

may only be used to assist owner/occupants of single-family detached residences.

The Permanent Local Housing Allocation (PLHA) funds were enacted by the State Legislature through SB 2 in 2017, designed to provide an ongoing annual source of funding for the construction of affordable housing, programs to assist persons who are experiencing or are at risk of homelessness, or other housing-related assistance programs for low-to-moderate income households. Diamond Bar has been allocated a combined total of \$649,080 for PLHA Program Years 1 through 3 (i.e., calendar years 2023 through 2025).

As a housing-focused, State-funded program, PLHA proceeds can be used for a wider range of housing programs than those backed by federal CDBG funds. Moreover, because housing costs in California are among the highest in the nation, households earning up to 150% of the Los Angeles County Area Median Income (AMI) are eligible for assistance under PLHA-funded programs, whereas CDBG funds are limited to households earning no more than 80% of AMI. Thus, on June 20, 2023, the City Council adopted Resolution No. 2023-25, approving the City's participation in the PLHA Program by establishing the Condominium Home Improvement Program (CHIP), offering zero-interest, deferred loans of up to \$20,000 to eligible owner-occupied condominium households, and increasing the maximum HIP loan amount from \$20,000 to \$30,000.

The administration of the HIP and CHIP is subject to the terms of the City's cooperative agreements with the Los Angeles County Community Development Authority (LACDA). Through these agreements, CDBG and PLHA funds are first allocated to LACDA, which then assigns funding amounts to participating cities according to an allocation formula.

Although more than a year has passed since the City Council adopted the resolution to participate in the PLHA Program, LACDA did not execute the Reimbursable Contracts for the expanded HIP and newly-established CHIP until August 6, 2024. The delay was due to issues out of the City's control, and affected LACDA's other participant agencies as well.

FRJ & Associates

On September 1, 2021, the City entered into a five-year Consulting Services Agreement with FRJ & Associates to administer the HIP. Partners Vivian and Bill Moss have consistently administered program in an exemplary manner. Their thorough knowledge of LACDA's rules and regulations, combined with meticulous documentation of expenditures and services rendered has played a major role in Diamond Bar's continued good standing with LACDA. Moreover, Vivian and Bill Moss have been more proactive than their predecessors in assisting applicants navigate the loan approval process, and moving projects through the funding and construction pipeline.

Following its execution of the City's PLHA contracts this past August, LACDA notified the City that it must amend its Consulting Services agreement with FRJ & Associates to expressly authorize the consultant to process PLHA-funded loans. LACDA further required the City to post a 30-day notice of the proposed Consulting Services Agreement prior to placing the matter on the City Council agenda.

The City's current agreement with FRJ & Associates is in effect through June 30, 2025. Although there are some differences in how CDBG and PLHA-eligible expenses are documented, the HIP and CHIP loan approval processes are essentially the same, so it is logical to simply amend the current agreement with FRJ to authorize the consultant to process home improvement loans using either of the two funding sources.

LEGAL REVIEW:

The City Attorney has approved the First Amendment to the Agreement as to form.

PREPARED BY:

Greg Gubman
 Greg Gubman, Community Development Director

10/1/2024

REVIEWED BY:

Greg Gubman
 Greg Gubman, Community Development Director

9/17/2024

Jason Jacobsen
 Jason Jacobsen, Finance Director

9/19/2024

Attachments:

1. 5.3.a First Amendment to Consultant Services Agreement

FIRST AMENDMENT TO CONSULTANT SERVICES AGREEMENT

This First Amendment to Consultant Services Agreement ("First Amendment") is made and entered into as of August 21, 2024, by and between the City of Diamond Bar, a municipal corporation ("City"), and FRJ & Associates, a California general partnership ("Consultant") with reference to the following:

A. The City and the Consultant entered into that certain Consultant Services Agreement dated as of September 1, 2021, which is incorporated herein by this reference (the "Original Agreement"); and

B. The City and the Consultant desire to amend the Original Agreement to modify, amend and supplement certain portions thereof.

NOW, THEREFORE, the parties hereby agree as follows:

1. Defined Terms. Except as otherwise defined herein, all capitalized terms used herein shall have the meanings set forth for such terms in the Original Agreement.

2. Revised Scope of Services. The Scope of Services, Exhibit "A" to the Original Agreement, is hereby amended, modified and supplemented to include administering the City's California State Permanent Local Housing Allocation ("PLHA") funded Home Improvement Program ("HIP") and Condominium Home Improvement Program ("CHIP") in addition to the CDBG-funded HIP. Consultant promises and agrees to furnish to the City all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply the CDBG and PLHA Administration Services for the Project ("Amended Services"). The Amended Services are more particularly described in Exhibit "A-1" attached hereto and incorporated herein by reference. All Services shall be subject to, and performed in accordance with, this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules and regulations.

3. Reserved.

4. Compensation. The not-to-exceed sum of payments per fiscal year forth in Section 3 of the Original Agreement was twenty (20) percent of the adopted CDBG budget allocated to the HIP for that same fiscal year, with total payments to Consultant pursuant to the Original Agreement not to exceed ONE HUNDRED TWENTY THOUSAND Dollars (\$120,000). The not-to-exceed payments per fiscal year set forth in the Original Agreement is hereby amended to include the sum of twenty (20) percent of the PLHA budget allocated to the HIP and CHIP, and twenty (20) percent of the adopted CDBG budget allocated to the HIP. The total not-to-exceed compensation of the Original Agreement is hereby amended to provide for an increase of ONE HUNDRED THIRTY THOUSAND Dollars (\$130,000.00) so

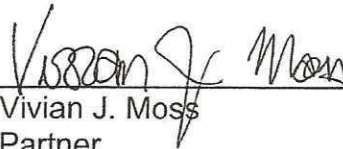
that the not-to-exceed compensation, as amended by this First Amendment, shall not exceed TWO HUNDRED FIFTY THOUSAND Dollars (\$250,000.00).

5. Integration. This First Amendment and all attachments hereto integrate all of the terms and conditions mentioned herein, and supersede all negotiations with respect hereto. This First Amendment amends, as set forth herein, the Original Agreement and except as specifically amended hereby, the Original Agreement shall remain in full force and effect. To the extent that there is any conflict or inconsistency between the terms and provisions of this First Amendment and the terms and provisions of the Original Agreement, the terms and provisions of this First Amendment shall control.

IN WITNESS hereof, the parties enter into this First Amendment on the year and day first above written.

"CONSULTANT"

FRJ & ASSOCIATES

*By: 
Vivian J. Moss
Partner

"CITY"

OF DIAMOND BAR

By: _____
Dan Fox
City Manager

ATTEST:

Kristina Santana, City Clerk

APPROVED AS TO FORM:

Omar Sandoval, City Attorney

***NOTE:** If Consultant is a corporation, the City requires the following signature(s):

- (1) the Chairman of the Board, the President or a Vice-President, AND (2) the Secretary, the Chief Financial Officer, the Treasurer, an Assistant Secretary or an Assistant Treasurer. If only one corporate officer exists or one corporate officer holds more than one corporate office, please so indicate. OR
- The corporate officer named in a corporate resolution as authorized to enter into this Agreement. A copy of the corporate resolution, certified by the Secretary close in time to the execution of the Agreement, must be provided to the City.

EXHIBIT "A-1"

The Amended Services set forth under the First Amendment to the Consulting Services Agreement shall include, but not be limited to, the following items:

1. Answering public inquiries regarding the CDBG and PLHA program.
2. Conducting preliminary interviews with homeowners to determine eligibility status and desired improvements for dwelling unit.
3. Obtaining and vetting all required supporting documentation including income verification and grant deed.
4. Conducting property inspections and estimate costs for rehabilitation work.
5. Completing all applicable documents for CDBG and PLHA Housing Rehabilitation activities.
6. Procuring asbestos and lead based paint testing, abatement and clearance requirements if necessary.
7. Preparing loan documents.
8. Preparing specifications and bid documents, and reviewing bids received with the homeowners.
9. Obtaining contractor clearance through the Federal Excluded Parties List System and State Contractor's License Board.
10. Preparing award proposals for review by the City's Screening Committee.
11. Awarding contracts after approval by Screening Committee, preparing and executing documents for deferred loans.
12. Ensuring that the following forms are completed, executed and/or recorded: Promissory Notes, Notices of Right to Cancel, Deeds of Trust, Requests for Notice(s), Truth in Lending Disclosures, and any other forms and documents required by the City.
13. Conducting preconstruction conferences to review all projected work with homeowners and the contractors.
14. Conducting progress inspections to make certain that work is proceeding in a timely manner and to authorize progress payments.
15. Executing notices of completion upon final inspection certifying that rehabilitations have been completed in accordance with contract specifications.
16. Acquiring lien releases from contractors and subcontractors, obtaining homeowner's authorization for final payment, and executing close-outs of rehabilitation work, and ensuring that permanent files contain complete documentation required for County, State, and Federal monitoring and audit purposes.
17. Preparing monthly progress reports to the City.
18. Responding to inquiries from the Los Angeles County Development Authority (LACDA) and representing the City during LACDA reviews and/or audits.

Agenda #: 5.4
Meeting Date: October 1, 2024



CITY COUNCIL

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Daniel Fox, City Manager 
TITLE: **MAINTENANCE SERVICES AGREEMENT WITH PEOPLESPLACE FOR OFFICE FURNITURE AND INSTALLATION AT THE DIAMOND BAR CENTER.**
STRATEGIC GOAL: *Responsible Stewardship of Public Resources*

RECOMMENDATION:

- A. Appropriate \$46,048 from the Building, Facility, and Maintenance Fund (Fund 504) to fully fund the project; and
- B. Approve and authorize the City Manager to sign the Maintenance Services Agreement with Peoplespace in the not-to-exceed amount of \$66,802.58.

FINANCIAL IMPACT:

The FY 2024-25 adopted budget includes \$60,000 for office renovations at the Diamond Bar Center. Previously contracted office reconfiguration construction work in the amount of \$39,244.89 has been approved under the authority of the Public Works Director per the City Purchasing Ordinance, leaving an available project balance of \$20,755.11. Proposed modular office furniture and installation costs (including a 15% contingency) amounts to \$66,802.58, leaving an unfunded amount of \$46,047.47. Therefore, an additional appropriation of \$46,048 is required from the Building, Facility, and Maintenance Fund (Fund 504) to fully fund this project.

BACKGROUND:

The Diamond Bar Center has been in operation for more than 20 years, and throughout this time has faced challenges due to limited staff office and work space. On a daily basis, seven full-time and several part-time staff share a small workspace of under 1,000 square feet. The current modular office furniture and amenities are over ten years old and replacement parts are no longer manufactured or available for the current system. Adding to current operational challenges, the full-time supervisor does not

have an enclosed office for confidential discussions required of a facility with dozens of employees.

To improve the workspace and furniture/fixtures with viable solutions, City staff received a quote from Peoplespace. Peoplespace has provided an improved layout and furniture options to better maximize available office, work, and storage space essential to the facility's seven-days-per-week operation.

ANALYSIS:

Section 3.24.090(c) of the Diamond Bar City Code provides that the bidding requirements can be waived when the commodity or service can be obtained from only one vendor. The project will consist of removing and disposing existing office furniture, as well as the installation of modular amenities such as:

- Overhead storage cabinets
- Lower storage cabinets
- Adjustable desks
- Power modules
- Computer holders
- Computer monitor arms
- Workstation dividers.

The current products installed and supplied by Peoplespace have proven to be durable and meet the needs and expectations of the City at both City Hall and the Diamond Bar Center.

LEGAL REVIEW:

The City Attorney has reviewed and approved the Agreement as to form.

PREPARED BY:

Ryan Wright

Ryan Wright, Parks and Recreation Director

10/1/2024

REVIEWED BY:

Ryan Wright

Ryan Wright, Parks and Recreation Director

9/16/2024

Jason Jacobsen

Jason Jacobsen, Finance Director

9/19/2024

Attachments:

1. 5.4.a Peoplespace Agreement
2. 5.4.b DBC Office Design

MAINTENANCE SERVICES AGREEMENT

THIS AGREEMENT (the "Agreement") is made as of October 1, 2024 by and between the City of Diamond Bar, a municipal corporation ("City") and Peoplespace, a California corporation ("Contractor").

1. Contractor's Services.

Subject to the terms and conditions set forth in this Agreement Contractor shall provide to the reasonable satisfaction of the City the Diamond Bar Center office renovation services set forth in the attached Exhibit "A", which is incorporated herein by this reference. As a material inducement to the City to enter into this Agreement, Contractor represents and warrants that it has thoroughly investigated the work and fully understands the difficulties and restrictions in performing the work. Contractor represents that it is fully qualified to perform such consulting services by virtue of its experience and the training, education and expertise of its principals and employees.

Ryan Wright, Parks and Recreation Director, (herein referred to as the "City's Project Manager"), shall be the person to whom the Contractor will report for the performance of services hereunder. It is understood that Contractor shall coordinate its services hereunder with the City's Project Manager to the extent required by the City's Project Manager, and that all performances required hereunder by Contractor shall be performed to the satisfaction of the City's Project Manager and the City Manager

2. Term of Agreement. This Agreement shall take effect October 1, 2024, and shall continue until October 1, 2025 (Term), unless earlier terminated pursuant to the provisions herein.

3. Compensation. City agrees to compensate Contractor for each service which Contractor performs to the satisfaction of City in compliance with the scope of services set forth in Exhibit "A". Payment will be made only after submission of proper invoices in the form specified by City. Total payment to Contractor pursuant to this Agreement shall not exceed Sixty-six thousand eight hundred two dollars and fifty-eight cents (\$66,802.58) without the prior written consent of the City. The above not to exceed amount shall include all costs, including, but not limited to, all clerical, administrative, overhead, telephone, travel, and all related expenses.

4. Payment.

A. As scheduled services are completed, Contractor shall submit to City an invoice for the services completed, authorized expenses and authorized extra work actually performed or incurred.

B. All such invoices shall state the basis for the amount invoiced, including services completed, the number of hours spent, and any extra work performed.

C. City will pay Contractor the amount invoiced the City will pay Contractor the amount properly invoiced within 35 days of receipt.

D. Payment shall constitute payment in full for all services, authorized costs and authorized extra work covered by that invoice.

5. Change Orders. No payment for extra services caused by a change in the scope or complexity of work, or for any other reason, shall be made unless and until such extra services and a price therefore have been previously authorized in writing and approved by the City Manager or his designee as an amendment to this Agreement. The amendment shall set forth the changes of work, extension of time, if any, and adjustment of the fee to be paid by City to Contractor.

6. Priority of Documents. In the event of any inconsistency between the provisions of this Agreement and any attached exhibits, the provisions of this Agreement shall control: (a) This Agreement; (b) Consultant's Proposal dated September 3, 2024.

7. Status as Independent Contractor.

A. Contractor is, and shall at all times remain as to City, a wholly independent contractor. Contractor shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent, except as specifically provided herein. Neither City nor any of its agents shall have control over the conduct of Contractor or any of Contractor's employees, except as set forth in this Agreement. Contractor shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner employees of City.

B. Contractor agrees to pay all required taxes on amounts paid to Contractor under this Agreement, and to indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. In the event that City is audited by any Federal or State agency or the Public Employee Retirement System regarding the independent contractor status of Contractor and the audit in any way fails to sustain the validity of a wholly independent contractor relationship between City and Contractor or its employees, then Contractor agrees to reimburse City for all costs, including accounting and attorney's fees, arising out of such audit and any appeals relating thereto.

C. Contractor shall fully comply with Workers' Compensation laws regarding Contractor and Contractor's employees. Contractor further agrees to indemnify and hold City harmless from any failure of Contractor to comply with applicable Worker's Compensation laws.

D. Contractor shall, at Contractor's sole cost and expense fully secure and comply with all federal, state and local governmental permit or licensing requirements, including but not limited to the City of Diamond Bar, South Coast Air Quality Management District, and California Air Resources Board.

E. In addition to any other remedies it may have, City shall have the right to offset against the amount of any fees due to Contractor under this Agreement any amount due to City from Contractor as a result of Contractor's failure to promptly pay to City any reimbursement or indemnification required by this Agreement or for any amount or penalty levied against the City for Contractor's failure to comply with this Section.

8. Standard of Performance. Contractor shall perform all work at the standard of care and skill ordinarily exercised by members of the profession under similar conditions and represents that it and any subcontractors it may engage, possess any and all licenses which are required to perform the work contemplated by this Agreement and shall maintain all appropriate licenses during the performance of the work.

9. Unauthorized Aliens. Consultant hereby promises and agrees to comply with all of the provisions of the Federal Immigration and Nationality Act, 8 U.S.C.A. § 1101 *et seq.*, as amended, and in connection therewith, shall not employ unauthorized aliens as defined therein. Should Consultant so employ such unauthorized aliens for the performance of work and/or services covered by this Agreement, and should any liability or sanctions be imposed against City for such use of unauthorized aliens, Consultant hereby agrees to and shall reimburse City for the cost of all such liabilities or sanctions imposed, together with any and all costs, including reasonable attorney fees, incurred by City.

10. Indemnification.

Contractor shall indemnify, defend with counsel approved by City, and hold harmless City, its officers, officials, employees and volunteers ("Indemnitees") from and against all liability, loss, damage, expense, cost (including without limitation reasonable attorneys' fees, expert fees and all other costs and fees of litigation) of every nature arising out of or in connection with:

(1) Any and all claims under Worker's Compensation acts and other employee benefit acts with respect to Contractor's employees or Contractor's contractor's employees arising out of Contractor's work under this Agreement; and

(2) Any and all claims arising out of Contractor's performance of or failure to perform work hereunder or its failure to comply with any of its obligations contained in this Agreement, regardless of City's passive negligence, but excepting such loss or damage which is caused by the sole active negligence or willful misconduct of the City. Should City in its sole discretion find Contractor's legal counsel unacceptable, then Contractor shall reimburse the City its costs of defense, including without limitation reasonable attorneys' fees, expert fees and all other costs and fees of litigation. The Contractor shall promptly pay any final judgment rendered against the Indemnitees. It is expressly understood and agreed that the foregoing provisions are intended to be as broad and inclusive as is permitted by the law of the State of California and will survive termination of this Agreement. Except for the Indemnitees, this Agreement shall not be construed to extend to any third-party indemnification rights of any kind.

11. Insurance.

A. Prior to performance of work under this Agreement and at all times during the term of this Agreement Contractor shall carry, maintain, and keep in full force and effect, with an insurance company authorized to do business in the State of California and approved by the City the following insurance:

(1) a policy or policies of broad-form comprehensive general liability insurance written on an occurrence basis with minimum limits of \$2,000,000.00 combined single limit coverage against any injury, death, loss or damage as a result of wrongful or

negligent acts by Contractor, its officers, employees, agents, and independent contractors in performance of services under this Agreement;

(2) property damage insurance with a minimum limit of \$500,000.00 per occurrence;

(3) Worker's Compensation insurance when required by law, with a minimum limit of \$500,000.00 or the amount required by law, whichever is greater

B. The Indemnitees shall be named as additional insureds on the policies as to comprehensive general liability, property damage, and automotive liability. The policies as to comprehensive general liability, property damage, and automobile liability shall provide that they are primary, and that any insurance maintained by the City shall be excess insurance only.

C. All insurance policies shall provide that the insurance coverage shall not be non-renewed, canceled, reduced, or otherwise modified (except through the addition of additional insureds to the policy) by the insurance carrier without the insurance carrier giving City at least ten (10) day's prior written notice thereof. Contractor agrees that it will not cancel, reduce, or otherwise modify the insurance coverage and in the event of any of the same by the insurer to immediately notify the City.

D. All policies of insurance shall cover the obligations of Contractor pursuant to the terms of this Agreement and shall be issued by an insurance company which is authorized to do business in the State of California or which is approved in writing by the City; and shall be placed have a current A.M. Best's rating of no less than A-, VII.

E. Contractor shall submit to City (1) insurance certificates indicating compliance with the minimum insurance requirements above, and (2) insurance policy endorsements or a copy of the insurance policy evidencing the additional insured requirements in this Agreement, in a form acceptable to the City.

F. Self-Insured Retention/Deductibles. All policies required by this Agreement shall allow City, as additional insured, to satisfy the self-insured retention ("SIR") and/or deductible of the policy in lieu of the Contractor (as the named insured) should Contractor fail to pay the SIR or deductible requirements. The amount of the SIR or deductible shall be subject to the approval of the City. Contractor understands and agrees that satisfaction of this requirement is an express condition precedent to the effectiveness of this Agreement. Failure by Contractor as primary insured to pay its SIR or deductible constitutes a material breach of this Agreement. Should City pay the SIR or deductible on Contractor's due to such failure in order to secure defense and indemnification as an additional insured under the policy, City may include such amounts as damages in any action against Contractor for breach of this Agreement in addition to any other damages incurred by City due to the breach.

G. Subrogation. With respect to any Workers' Compensation Insurance or Employer's Liability Insurance, the insurer shall waive all rights of subrogation and contribution it may have against the Indemnitees.

H. Failure to Maintain Insurance. If Contractor fails to keep the insurance required under this Agreement in full force and effect, City may take out the necessary insurance and

any premiums paid, plus 10% administrative overhead, shall be paid by Contractor, which amounts may be deducted from any payments due Contractor.

I. Contractor shall include all subcontractors, if any, as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor to the City for review and approval. All insurance for subcontractors shall be subject to all of the requirements stated herein.

12. Confidentiality. Contractor in the course of its duties may have access to confidential data of City, private individuals, or employees of the City. Contractor covenants that all data, documents, discussion, or other information developed or received by Contractor or provided for performance of this Agreement are deemed confidential and shall not be disclosed by Contractor without written authorization by City. City shall grant such authorization if disclosure is required by law. All City data shall be returned to City upon the termination of this Agreement. Contractor's covenant under this section shall survive the termination of this Agreement. Notwithstanding the foregoing, to the extent Contractor prepares reports of a proprietary nature specifically for and in connection with certain projects, the City shall not, except with Contractor's prior written consent, use the same for other unrelated projects.

13. Maintenance and Inspection of Records. In accordance with generally accepted accounting principles, Contractor and its subcontractors shall maintain reasonably full and complete books, documents, papers, accounting records, and other information (collectively, the "records") pertaining to the costs of and completion of services performed under this Agreement. The City and any of their authorized representatives shall have access to and the right to audit and reproduce any of Contractor's records regarding the services provided under this Agreement. Contractor shall maintain all such records for a period of at least three (3) years after termination or completion of this Agreement. Contractor agrees to make available all such records for inspection or audit at its offices during normal business hours and upon three (3) days' notice from the City, and copies thereof shall be furnished if requested.

14. Termination. The City may terminate this Agreement with or without cause upon fifteen (15) days' written notice to Contractor. The effective date of termination shall be upon the date specified in the notice of termination, or, in the event no date is specified, upon the fifteenth (15th) day following mailing of the notice. In the event of such termination, City agrees to pay Contractor for services satisfactorily rendered prior to the effective date of termination. Immediately upon receiving written notice of termination, Contractor shall discontinue performing services, unless the notice provides otherwise, except those services reasonably necessary to effectuate the termination. The City shall be not liable for any claim of lost profits.

15. Personnel. Contractor represents that it has, or will secure at its own expense, all personnel required to perform the services under this Agreement. All of the services required under this Agreement will be performed by Contractor or under its supervision, and all personnel engaged in the work shall be qualified to perform such services. Contractor reserves the right to determine the assignment of its own employees to the performance of Contractor's services under this Agreement, but City reserves the right, for good cause, to require Contractor to exclude any employee from performing services on City's premises.

16. Prevailing Wage. Notice is hereby given that in accordance with the provisions of California Labor Code, Division 2, Part 7, Chapter 1, Articles 1 and 2, the Contractor is required to pay not less than the general prevailing rate of per diem wages for work of a similar character in the locality in which the public works is performed, and not less than the general prevailing rate of per diem wages for holiday and overtime work. In that regard, the Director of the Department of Industrial Relations of the State of California is required to and has determined such general prevailing rates of per diem wages. Copies of such prevailing rates of per diem wages are on file in the Office of the City Clerk of the City of Diamond Bar, 21810 Copley Drive, Diamond Bar, California, and are available to any interested party on request. City also shall cause a copy of such determinations to be posted at the job site.

The Contractor shall forfeit, as penalty to City, not more than twenty-five dollars (\$25.00) for each laborer, workman or mechanic employed for each calendar day or portion thereof, if such laborer, workman or mechanic is paid less than the general prevailing rate of wages hereinbefore stipulated for any work done under this Agreement, by him or by any subcontractor under him.

The CONTRACTOR and any of its subcontractors must be registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5, which precludes the award of a contract for a public work on any public works project awarded after April 1, 2015. This Agreement is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

17. Non-Discrimination and Equal Employment Opportunity.

A. Contractor shall not discriminate as to race, color, creed, religion, sex, marital status, national origin, ancestry, age, physical or mental handicap, medical condition, or sexual orientation, in the performance of its services and duties pursuant to this Agreement and will comply with all rules and regulations of City relating thereto. Such nondiscrimination shall include but not be limited to the following: employment, upgrading, demotion, transfers, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

B. Contractor will, in all solicitations or advertisements for employees placed by or on behalf of Contractor state either that it is an equal opportunity employer or that all qualified applicants will receive consideration for employment without regard to race, color, creed, religion, sex, marital status, national origin, ancestry, age, physical or mental handicap, medical condition, or sexual orientation.

C. Contractor will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Agreement except contracts or subcontracts for standard commercial supplies or raw materials.

18. Time Is of the Essence. Time is of the essence in this Agreement. Contractor shall do all things necessary and incidental to the prosecution of Contractor's work.

19. Delays and Extensions of Time. Contractor's sole remedy for delays outside its control shall be an extension of time. No matter what the cause of the delay, Contractor must document any delay and request an extension of time in writing at the time of the delay to the satisfaction of City. Any extensions granted shall be limited to the length of the delay

outside Contractor's control. If Contractor believes that delays caused by the City will cause it to incur additional costs, it must specify, in writing, why the delay has caused additional costs to be incurred and the exact amount of such cost within 10 days of the time the delay occurs. No additional costs can be paid that exceed the not to exceed amount absent a written amendment to this Agreement. In no event shall the Contractor be entitled to any claim for lost profits due to any delay, whether caused by the City or due to some other cause.

20. Assignment. Contractor shall not assign or transfer any interest in this Agreement nor the performance of any of Contractor's obligations hereunder, without the prior written consent of City, and any attempt by Contractor to so assign this Agreement or any rights, duties, or obligations arising hereunder shall be void and of no effect.

21. Compliance with Laws. Contractor shall comply with all applicable laws, ordinances, codes and regulations of the federal, state, and local governments.

22. Non-Waiver of Terms, Rights and Remedies. Waiver by either party of any one or more of the conditions of performance under this Agreement shall not be a waiver of any other condition of performance under this Agreement. In no event shall the making by City of any payment to Contractor constitute or be construed as a waiver by City of any breach of covenant, or any default which may then exist on the part of Contractor, and the making of any such payment by City shall in no way impair or prejudice any right or remedy available to City with regard to such breach or default.

23. Attorney's Fees. In the event that either party to this Agreement shall commence any legal or equitable action or proceeding to enforce or interpret the provisions of this Agreement, the prevailing party in such action or proceeding shall be entitled to recover its costs of suit, including reasonable attorney's fees and costs, including costs of expert witnesses and consultants.

24. Mediation. Any dispute or controversy arising under this Agreement, or in connection with any of the terms and conditions hereof, which cannot be resolved by the parties, may be referred by the parties hereto for mediation. A third party, neutral mediation service shall be selected, as agreed upon by the parties and the costs and expenses thereof shall be borne equally by the parties hereto. The parties agree to utilize their good faith efforts to resolve any such dispute or controversy so submitted to mediation. It is specifically understood and agreed by the parties hereto that mutual good faith efforts to resolve the same any dispute or controversy as provided herein, shall be a condition precedent to the institution of any action or proceeding, whether at law or in equity with respect to any such dispute or controversy.

25. Notices. Any notices, bills, invoices, or reports required by this Agreement shall be deemed received on (a) the day of delivery if delivered by hand during regular business hours or by facsimile before or during regular business hours; or (b) on the third business day following deposit in the United States mail, postage prepaid, to the addresses heretofore set forth in the Agreement, or to such other addresses as the parties may, from time to time, designate in writing pursuant to the provisions of this section.

"CONTRACTOR"

"CITY"

Peoplespace
17800 Mitchell North
Irvine, CA 92614
Attn.: Abby Wiley, Sr. Manager
Phone: 949.424.4252
E-Mail: awiley@peoplespace.com

City of Diamond Bar
21810 Copley Drive
Diamond Bar, CA 91765-4178
Attn.: Ryan Wright, Parks & Recreation Director
Phone: 909.839.7061
E-mail: rwright@diamondbarca.gov

26. Governing Law. This Agreement shall be interpreted, construed and enforced in accordance with the laws of the State of California.

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

28. Severability. If any term, condition, or covenant of this Agreement is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall not be affected thereby, and the Agreement shall be read and construed without the invalid, void or unenforceable provision(s).

29. Entire Agreement. This Agreement, and any other documents incorporated herein by reference, represent the entire and integrated agreement between Contractor and City. This Agreement supersedes all prior oral or written negotiations, representations or agreements. This Agreement may not be amended, nor any provision or breach hereof waived, except in a writing signed by the parties which expressly refers to this Agreement. Amendments on behalf of the City will only be valid if signed by a person duly authorized to do so under the City's Purchasing Ordinance.

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

"Contractor"

"City"

PEOPLESPLACE

CITY OF DIAMOND BAR

DocuSigned by:

By: 14159522097E45B
Printed Name: Abby Wiley
Title: Sr. Client Engagement Manager
Signed by:

By: 2E9C8F11C13B44A
Printed Name: Brian Airth
Title: Founder

By: _____
Daniel Fox, City Manager

ATTEST:

Kristina Santana, City Clerk

Approved as to form:

Signed by:

By: 4F8D2446CBF547C...
Omar Sandoval, City Attorney

State of California "CONTRACTOR'S" License No. ~~123~~_____.

CONTRACTOR'S Business Phone 9497249444_____.

Emergency Phone 9494244252_____
at which CONTRACTOR can be reached at any time.

NOTE: *If Contractor is a corporation, the City requires the following signature(s):*

- *(1) the Chairman of the Board, the President or a Vice-President, AND (2) the Secretary, the Chief Financial Officer, the Treasurer, an Assistant Secretary or an Assistant Treasurer. If only one corporate officer exists or one corporate officer holds more than one corporate office, please so indicate. OR*
- *The corporate officer named in a corporate resolution as authorized to enter into this Agreement. A copy of the corporate resolution, certified by the Secretary close in time to the execution of the Agreement, must be provided to the City.*



17800 Mitchell North
Irvine, California 92614
United States
(949) 724-9444

Exhibit A

Quote

Issue Date
Estimate #
PO
Expires
Sales Rep
Sales Rep E-mail
Subsidiary

9/3/2024
EST41992
PO
12/2/2024
Abby Wiley
awiley@peoplespace.com
Irvine Dealership

Bill To:

Ryan McLean
RyanWright
City Of Diamond Bar
1600 Grand Avenue
Diamond Bar CA 91765
United States

Install At:

RyanWright
City Of Diamond Bar
1600 Grand Ave
Diamond Bar CA 91765-4800
United States

Issue Purchase Order To:

Peoplespace
17800 Mitchell North
Irvine, California 92614
United States

Order Description:

DB Community center - conference conversion

Nm	Quantity	Lot SKU	Description	Option Codes	Option Description	Tag	Unit Sell	Extended Sell
1	1	BW65-1618-TTNRPNYR	Be_Hold,Wrdtrb,65Hx16Dx18Wx,TFL Cse-TFLFrnt,NoMrkdb,RH,PrdBck,Tchich Only,Lk,Reg Clse	,G-WL ,HP-WL ,G-WL ,HP-WL ,LR-BP	Linen GRD A Linen GRD A Linen GRD A Linen GRD A Chrome GRD A	PO G	\$831.77	\$831.77
2	1	EUWT-0836-P	Belong,Wire Mgmt,Tray ,8 in x 36 in,Ptd	,TR-PLS	Smooth Plaster GRD A	PO D	\$113.07	\$113.07
3	1	TJRA-2964-LJNSCUG	Upside +,Table,29"x64",Lam,Eb3,Std,No Co,C-Leg,Extended Range - Simple Paddle	,H-D1 ,HP-D1 ,TR-PLS	Daintree GRD B Daintree GRD A Smooth Plaster GRD A	PO	\$964.26	\$964.26
4	1	BLAJ-1624-TTBPWYR	Be_Hold,Lat,Attch,F/F,16DX24W,TFL Cse,TFL Frnt,Blk Mtrfold Dwr,Prd Bk,Wing,Lk,Reg Clse	,G-WL ,HP-WL ,G-WL ,HP-WL ,TR-PLS ,LR-BP	Linen, GRADE A Linen, GRADE A Linen, GRADE A Linen, GRADE A SMOOTH PLASTER, GRADE A CHROME, GRADE A	PO_cred G	\$745.69	\$745.69



17800 Mitchell North
Irvine, California 92614
United States
(949) 724-9444

Quote

Issue Date 9/3/2024
Estimate # EST41992
PO
Expires 12/2/2024
Sales Rep Abby Wiley
Sales Rep E-mail awiley@peoplespace.com
Subsidiary Irvine Dealership

Nm	Quantity	Lot SKU	Description	Option Codes	Option Description	Tag	Unit Sell	Extended Sell
5	1	BMBL-1672-JYYS	Be_Hold,Top,1-3/16" Thick,HPL,16Dx72W,3mm Edgbd,1mm Edgbd,3mm Edgbd,1mm Edgbd,Std	,H-D1 ,HP-D1	Daintree GRD B Daintree GRD A	PO_cred E	\$131.62	\$131.62
6	1	TS00-5URQ	Worksurface Support Panel,Be_Hold,16.0In.W,Lam,3mmE dgeband Top,No Pnl Att.,w/ Convergent Brkt,SPC	,H-WL ,HP-WL ,TR-PLS	Linen, GRADE A Linen, GRADE A Smooth Plaster	PO_cred F	\$107.36	\$107.36
7	2	KUAF-XXXX	Tackboard,Wall-Mounted,Universal,Variable Size,Exact	,SW-BB ,19.5IN ,36IN	SISAL GIBBSITE H W	PO_o/h	\$103.55	\$207.10
8	1	LUTS-0000	Light,Occupancy Sensor,Reed,Premier,			PO_o/h	\$192.61	\$192.61
9	1	LUTS-0058-12U LD6	Light,Task,LED,Reed,Premier,58In.,S tarter,60 Watt, 12 Foot Cord			PO_o/h	\$549.17	\$549.17
10	1	UUF8-0072-P	Oh Back,Universal,Wall Mount 72W	,TR-PLS	SMOOTH PLASTER, GRADE A	PO_o/h H	\$107.21	\$107.21
11	1	UUHS-1672-LWL	Adaptable.Upper Storage,72"W,Laminate Front,Wall Mount,Sliding,Locking	,TR-PLS ,H-D1 ,HP-D1 ,LR-BP	Smooth Plaster GRD A Daintree GRD B Daintree GRD A Chrome GRD A	PO_o/h H	\$734.89	\$734.89
12	1	BMBL-1815-JYYS	Be_Hold,Top,1-3/16" Thick,HPL,18Dx15W,3mm Edgbd,1mm Edgbd,3mm Edgbd,1mm Edgbd,Std	,H-WL ,HP-WL	Linen, GRADE A Linen, GRADE A	PO_ped E	\$41.18	\$41.18
13	1	BPMA-1815-TTBNFPWYR	Be_Hold,Ped,Mob,B/F,18DX15W,TFL Cse,TFL Frnt,Blk Mtrfold,No Hnd,Top,Prd Bk,Wing,Lk,Reg Clse	,G-WL ,HP-WL ,G-WL ,HP-WL ,TR-PLS ,LR-BP	Linen, GRADE A Linen, GRADE A Linen, GRADE A Linen, GRADE A SMOOTH PLASTER, GRADE A CHROME, GRADE A	PO_ped G	\$647.59	\$647.59



17800 Mitchell North
Irvine, California 92614
United States
(949) 724-9444

Quote

Issue Date
Estimate #
PO
Expires
Sales Rep
Sales Rep E-mail
Subsidiary

9/3/2024
EST41992

12/2/2024
Abby Wiley
awiley@peoplespace.com
Irvine Dealership

Nm	Quantity	Lot SKU	Description	Option Codes	Option Description	Tag	Unit Sell	Extended Sell
14	1	JPTA-6	Ped/Lat File, Pencil Tray			PO_ped G	\$16.74	\$16.74
15	1	KJTY-10	Belong, Tray			PO_ped G	\$21.56	\$21.56
16	4	BLAJ-1624-TTBWPWYR	Be_Hold,Lat,Atch,F/F,16DX24W,TFL Cse,TFL Frnt,Blk Mtrfold Drwr,Prd Bk,Wing,Lk,Reg Clse	,G-WL ,HP-WL ,G-WL ,HP-WL ,TR-PLS ,LR-BP	Linen, GRADE A Linen, GRADE A Linen, GRADE A Linen, GRADE A SMOOTH PLASTER, GRADE A CHROME, GRADE A	WS G	\$745.69	\$2,982.76
17	5	BMBL-1815-JYJYS	Be_Hold,Top,1-3/16" Thick,HPL,18DX15W,3mm Edgbd,1mm Edgbd,3mm Edgbd,1mm Edgbd,Std	,H-WL ,HP-WL	Linen, GRADE A Linen, GRADE A	WS E	\$41.18	\$205.90
18	1	BMBL-1654-JYJYS	Be_Hold,Top,1-3/16" Thick,HPL,16DX54W,3mm Edgbd,1mm Edgbd,3mm Edgbd,1mm Edgbd,Std	,H-D1 ,HP-D1	Daintree GRD B Daintree GRD A	WS E	\$102.50	\$102.50
19	4	BMBL-1662-JYJYS	Be_Hold,Top,1-3/16" Thick,HPL,16DX62W,3mm Edgbd,1mm Edgbd,3mm Edgbd,1mm Edgbd,Std	,H-D1 ,HP-D1	Daintree GRD B Daintree GRD A	WS E	\$117.06	\$468.24
20	1	BPAJ-1615-TTBNUPWYR	Be_Hold,Ped,Atch,F/ F,16DX15W,TFL Cse,TFL Frnt,Blk Mtrfold,No Hnd,No Top,Prd Bk,Wing,Lk,Reg Clse	,G-WL ,HP-WL ,G-WL ,HP-WL ,TR-PLS ,LR-BP	Linen GRD A Linen GRD A Linen GRD A Linen GRD A Smooth Plaster GRD A Chrome GRD A	WS G	\$679.54	\$679.54
21	5	BPMA-1815-TTBNFPWYR	Be_Hold,Ped,Mob,B/F,18DX15W,TFL Cse,TFL Frnt,Blk Mtrfold,No Hnd,Top,Prd Bk,Wing,Lk,Reg Clse	,G-WL ,HP-WL ,G-WL ,HP-WL ,TR-PLS ,LR-BP	Linen, GRADE A Linen, GRADE A Linen, GRADE A Linen, GRADE A SMOOTH PLASTER, GRADE A CHROME, GRADE A	WS G	\$647.59	\$3,237.95

Customer: 667 City Of Diamond Bar . Date: 9/3/2024 . Total: \$58,089.20 . Page: 3 of 9



17800 Mitchell North
Irvine, California 92614
United States
(949) 724-9444

Quote

Issue Date 9/3/2024
Estimate # EST41992
PO
Expires 12/2/2024
Sales Rep Abby Wiley
Sales Rep E-mail awiley@peoplespace.com
Subsidiary Irvine Dealership

Nm	Quantity	Lot SKU	Description	Option Codes	Option Description	Tag	Unit Sell	Extended Sell
22	3	BW65-1615-TTNLPNYR	Be_Hold,Wrdtrb,65Hx16Dx15Wx,TFL Cse-TFLFrnt,NoMrkbd,LH,PrdBck,TchIch Only,Lk,Reg Clse	,G-WL ,HP-WL ,G-WL ,HP-WL ,LR-BP	Linen GRD A Linen GRD A Linen GRD A Linen GRD A Chrome GRD A	WS G	\$799.91	\$2,399.73
23	1	BW65-1615-TTNRPNYR	Be_Hold,Wrdtrb,65Hx16Dx15Wx,TFL Cse-TFLFrnt,NoMrkbd,RH,PrdBck,TchIch Only,Lk,Reg Clse	,G-WL ,HP-WL ,G-WL ,HP-WL ,LR-BP	Linen GRD A Linen GRD A Linen GRD A Linen GRD A Chrome GRD A	WS G	\$799.91	\$799.91
24	5	EUWT-0836-P	Belong,Wire Mgmt,Tray ,8 in x 36 in,Ptd	,TR-PLS	Smooth Plaster GRD A	WS D	\$113.07	\$565.35
25	5	JPTA-6	Ped/Lat File, Pencil Tray			WS G	\$16.74	\$83.70
26	5	KJTY-10	Belong, Tray			WS G	\$21.56	\$107.80
27	1	KUAF-XXXX	Tackboard,Wall-Mounted,Universal,Variable Size,Exact	,SW-BB ,19.5IN ,54IN	SISAL GIBBSITE H W	WS	\$147.01	\$147.01
28	4	KUAF-XXXX	Tackboard,Wall-Mounted,Universal,Variable Size,Exact	,SW-BB ,19.5IN ,60IN	SISAL GIBBSITE H W	WS	\$161.49	\$645.96
29	5	LUTS-0000	Light,Occupancy Sensor,Reed,Premier,			WS I	\$192.61	\$963.05
30	4	SUSB-3558-FNUUNNN	Belong Plus,Universal,Screen,Back,35HX58 W,Fab,Match Thread,Universal,Universal,No Accy,Non Hnd,No Mech	(SW) ,SW-BB ,TR-PLS	Sisal GRD C Gibbsite GRD C Smooth Plaster GRD A	WS T	\$536.46	\$2,145.84



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Sales Rep Abby Wiley
Sales Rep E-mail awiley@peoplespace.com
Subsidiary Irvine Dealership

Nm	Quantity	Lot SKU	Description	Option Codes	Option Description	Tag	Unit Sell	Extended Sell
31	5	TJRA-2958-LJ5NCUG	Upside +, Table,29"x58", Lam,Eb3,Std,No Co,C-Leg,Extended Range - Simple Paddle	,H-D1 ,HP-D1 ,TR-PLS	Daintree GRD B Daintree GRD A Smooth Plaster GRD A	WS	\$947.37	\$4,736.85
32	5	TS00-5URQ	Worksurface Support Panel,Be_Hold,16.0In.W,Lam,3mmE dgeband Top,No Pnl Att.,w/ Convergent Brkt,SPC	,H-WL ,HP-WL ,TR-PLS	Linen, GRADE A Linen, GRADE A Smooth Plaster	WS_F	\$107.36	\$536.80
33	1	UUF8-0054-P	Oh Back,Universal Wall Mount 54W	,TR-PLS	SMOOTH PLASTER, GRADE A	WS_H	\$100.88	\$100.88
34	4	UUF8-0060-P	Oh Back,Universal Wall Mount 60W	,TR-PLS	SMOOTH PLASTER, GRADE A	WS_H	\$102.99	\$411.96
35	1	UUHS-1654-LWL	Adaptable,Upper Storage,54"W,Laminate Front,Wall Mount,Sliding,Locking	,TR-PLS ,H-D1 ,HP-D1 ,LR-BP	Smooth Plaster GRD A Daintree GRD B Daintree GRD A Chrome GRD A	WS_H	\$492.42	\$492.42
36	4	UUHS-1660-LWL	Adaptable,Upper Storage,60"W,Laminate Front,Wall Mount,Sliding,Locking	,TR-PLS ,H-D1 ,HP-D1 ,LR-BP	Smooth Plaster GRD A Daintree GRD B Daintree GRD A Chrome GRD A	WS_H	\$537.52	\$2,150.08
37	1	BPAG-3012-TTNRUPNYR	Be_Hold,Ped,Slim,Attch,Hng Dr,30DX12W,TFL Cse,TFL Frnt,No Drw,RH,No Top,Prd Bk,No Pull,Lk,Reg Clse	,G-WL ,HP-WL ,G-WL ,HP-WL ,LR-BP	Linen GRD A Linen GRD A Linen GRD A Linen GRD A Chrome GRD A	WS_H	\$609.96	\$609.96
38	1	EUWT-0836-P	Belong,Wire Mgmt,Tray ,8 in x 36 in,Ptd	,TR-PLS	Smooth Plaster GRD A	WS_H_D	\$113.07	\$113.07
39	1	BMBL-3254-JYJYS	Be_Hold,Top,1-3/16" Thick,HPL,32Dx54W,3mm Edgbd,1mm Edgbd,3mm Edgbd,1mm Edgbd,Std	,H-D1 ,HP-D1	Daintree GRD B Daintree GRD A	WS_H_E	\$189.86	\$189.86



17800 Mitchell North
Irvine, California 92614
United States
(949) 724-9444

Quote

Issue Date 9/3/2024
Estimate # EST41992
PO
Expires 12/2/2024
Sales Rep Abby Wiley
Sales Rep E-mail awiley@peoplespace.com
Subsidiary Irvine Dealership

Nm	Quantity	Lot SKU	Description	Option Codes	Option Description	Tag	Unit Sell	Extended Sell
40	1	ZZFD-3000-PNFF	Compose Worksurface Dbl Support Leg,Steel,30In.D	,TR-PLS	Smooth Plaster GRD A	WS_H	\$139.74	\$139.74
41	1	BLAJ-2424-TTBPWNR	Be_Hold,Lat,Atch,F/F,24DX24W,TFL Cse,TFL Frnt,Blk Mtrfold Drwr,Prd Bk,Wing,No Lk,Reg Cise	,G-WL ,HP-WL ,G-WL ,HP-WL ,TR-PLS	Linen GRD A Linen GRD A Linen GRD A Linen GRD A Smooth Plaster GRD A	WS_prnt G	\$802.54	\$802.54
42	1	BMBL-3248-JYJYS	Be_Hold,Top,1-3/16" Thick,HPL,32DX48W,3mm Edgbd,1mm Edgbd,3mm Edgbd,1mm Edgbd,Std	,H-D1 ,HP-D1	Daintree GRD B Daintree GRD A	WS_prnt E	\$171.66	\$171.66
43	1	BPAG-3012-TTNLUPNNR	Be_Hold,Ped,Slim,Atch,Hng Dr,30DX12W,TFL Cse,TFL Frnt,No Drw,LH,No Top,Prd Bk,No Pull,No Lk,Reg Cise	,G-WL ,HP-WL ,G-WL ,HP-WL	Linen GRD A Linen GRD A Linen GRD A Linen GRD A	WS_prnt G	\$584.61	\$584.61
44	1	BPAG-3012-TTNRUPNNR	Be_Hold,Ped,Slim,Atch,Hng Dr,30DX12W,TFL Cse,TFL Frnt,No Drw,RH,No Top,Prd Bk,No Pull,No Lk,Reg Cise	,G-WL ,HP-WL ,G-WL ,HP-WL	Linen GRD A Linen GRD A Linen GRD A Linen GRD A	WS_prnt G	\$584.61	\$584.61
45	1	LUTS-0000	Light,Occupancy Sensor,Reed,Premier,			WS_prnt I	\$192.61	\$192.61
46	1	LUTS-0044-12U LD6	Light,Task,LED,Reed,Premier,44In.,S tarter,60 Watt, 12 Foot Cord			WS_prnt	\$442.03	\$442.03
47	1	UUF8-0048-P	Oh Back,Universal Wall Mount 48W	,TR-PLS	SMOOTH PLASTER, GRADE A	WS_prnt H	\$98.78	\$98.78
48	1	UUKS-1648-LWN	Adaptable,Upper Storage,48"W,Laminate Front,Wall Mount,Hinge,Swing,No Lock	,TR-PLS ,H-D1 ,HP-D1	SMOOTH PLASTER, GRADE A Daintree, GRADE B Daintree, GRADE A	WS_prnt H	\$701.86	\$701.86
49	1	LSET-4	HW,Lock Set, Keyed Alike,Lock Plug And Key, Qty Of 4	,LX-BP	Chrome GRD A	Z_PO	\$0.00	\$0.00
50	4	LSET-4	HW,Lock Set, Keyed Alike,Lock Plug And Key, Qty Of 4	,LX-BP	Chrome GRD A	Z_WS	\$0.00	\$0.00

Customer: 667 City Of Diamond Bar . Date: 9/3/2024 . Total: \$58,089.20 . Page: 6 of 9



17800 Mitchell North
Irvine, California 92614
United States
(949) 724-9444

Quote

Issue Date
Estimate #
PO
Expires
Sales Rep
Sales Rep E-mail
Subsidiary

9/3/2024
EST41992

12/2/2024
Abby Wiley
awiley@peoplespace.com
Irvine Dealership

Nm	Quantity	Lot SKU	Description	Option Codes	Option Description	Tag	Unit Sell	Extended Sell
51	1	LSET-1	HW,Lock Set, Keyed Alike,Lock Plug And Key, Qty Of 1	,LX-BP	Chrome GRD A	Z_WS	\$0.00	\$0.00
52	1	LSET-3	HW,Lock Set, Keyed Alike,Lock Plug And Key, Qty Of 3	,LX-BP	Chrome GRD A	Z_WS	\$0.00	\$0.00
53	7	TCH - UNDERDESK	Thin Client Holder - Underdesk				\$75.71	\$529.97
54	1	HUMANSCALE FREIGHT					\$21.20	\$21.20
55	7	EDGE2-MS	Edge Series Dual Monitor Arm w/DC & GM, Single Motion Arms + Sliders (for monitors between 4.4 - 15.4 lbs)	BLK	BLK - Black		\$489.14	\$3,423.98
56	7	BE010420-0000 005	BYRNE CONCURRENT , WHITE SURGE 108"				\$204.11	\$1,428.77
57	1	BYRNE FREIGHT					\$76.76	\$76.76
58	1	TEAR DOWN	LABOR TO TEAR DOWN EXISTING PRODUCT (QUOTE #LBR_41992)		PREVAILING WAGE		\$2,360.00	\$2,360.00
59	1	DISPOSAL	DISPOSAL OF EXISTING PRODUCT				\$675.00	\$675.00
60	1	INSTALL	LABOR TO RECEIVE, DELIVER AND INSTALL (QUOTE #LBR_41992)		PREVAILING WAGE		\$8,050.00	\$8,050.00
62	1	DESIGN	TECHNICAL DESIGN SERVICES				\$3,000.00	\$3,000.00



17800 Mitchell North
Irvine, California 92614
United States
(949) 724-9444

Quote

Issue Date
Estimate #
PO
Expires
Sales Rep
Sales Rep E-mail
Subsidiary

9/3/2024
EST41992
12/2/2024
Abby Wiley
awiley@peoplespace.com
Irvine Dealership

Product:	\$39,488.06
Shipping:	
Install:	\$11,085.00
Design:	\$3,000.00
Tax Total:	\$4,516.14
Total:	\$58,089.20
Deposit Required:	\$29,044.60

Unless otherwise noted on Terms and Conditions: 50% deposit is required for order placement, 40% due upon shipment, and 10% due upon completion of installation. 1 1/2% service fee per month will be assessed on past due balances. Revisions, returns, and or cancellation of orders are subject to policy and charges outlined by the applicable product manufacturer.

Installation & delivery performed during normal business hours unless otherwise stated in proposal verbiage. Peoplespace requires access to a dock and elevator and space to be free and clear of other trades. Trip charges will apply for multiple deliveries. Storage fees will be assessed on orders requiring storage at Peoplespace facility beyond two weeks. If product is shipping direct, client is responsible for noting any errors, damages, or issues at time of receipt. Client must notify Peoplespace within 3 days for claim assistance. Any additional labor, technical design services, installation services, project management, product damage, or storage incurred by Peoplespace due to other trades in project space, delays or damages caused by client or other trades, multiple deliveries, change orders, or client change requests will be billed to client at Peoplespace standard rates.

Any adjustments requested in the field to the approved layout will require written approval and may result in additional fees. _____

Customer is responsible for any storage fees that occur due to a delay in the project or change in phased delivery/installation scope.
Any product returned to the warehouse will incur storage charges. _____

Credit card payments (Visa, Discover, Amex and MasterCard credit cards will be accepted) will be processed on Peoplespace's behalf through the Merchant e-Solutions Payment Portal which has been certified compliant with credit card security regulations ensuring continued security for customer users' financial data. For all credit card transactions, Peoplespace will assess a 2.5% non-refundable convenience fee for use of Visa, Master Card, Discover and 4.0% for use of American Express.

Acceptance of this proposal indicates acceptance of these and supplemental attachment of Peoplespace Terms and conditions.

We look forward to doing business with you!

ACCEPTED BY: _____



17800 Mitchell North
Irvine, California 92614
United States
(949) 724-9444

NAME: _____

TITLE: _____

DATE ACCEPTED: _____

Quote

Issue Date
Estimate #
PO
Expires
Sales Rep
Sales Rep E-mail
Subsidiary

9/3/2024
EST41992
12/2/2024
Abby Wiley
awiley@peoplespace.com
Irvine Dealership

DATE		8/19/2024		
DRAWN BY:		Cindy Kim		
SCALE:		1/4" = 1'-0"		
REVISED	DATE	01/05/01	01/05/00	01/05/00
	INITIALS	XX	XX	XX
APPROVED BY:				
DATE				

APPROVED BY: DATE:

peoplespace
1000 10th Street, Suite 100
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