

ITEM 9 ATTACHMENT C

**PROFESSIONAL SERVICES AGREEMENT
Providing for Payment of Prevailing Wages
(City of Calabasas/Venco Western, Inc.)**

1. IDENTIFICATION

THIS PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is entered into by and between the City of Calabasas, a California municipal corporation (“City”), and **Venco Western, Inc., a California, Corporation** (“Consultant”).

2. RECITALS

- 2.1 City has determined that it requires the following professional services from a consultant: **Landscape Maintenance of City Parks within the City of Calabasas.**
- 2.2 Consultant represents that it is fully qualified to perform such professional services by virtue of its experience and the training, education and expertise of its principals and employees. Consultant further represents that it is willing to accept responsibility for performing such services in accordance with the terms and conditions set forth in this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, City and Consultant agree as follows:

3. DEFINITIONS

- 3.1 “Scope of Services”: Such professional services as are set forth in Consultant’s proposal to City attached hereto as Exhibit A and incorporated herein by this reference.
- 3.2 “Approved Fee Schedule”: Such compensation rates as are set forth in Consultant’s fee schedule to City attached hereto and included within Exhibit A and incorporated herein by this reference.
- 3.3 “Commencement Date”: **December 13, 2017.**
- 3.4 “Expiration Date”: **December 31, 2022.**

4. TERM

The term of this Agreement shall commence at 12:00 a.m. on the Commencement Date and shall expire at 11:59 p.m. on the Expiration Date unless extended by written agreement of the parties or terminated earlier in accordance with Section 17 (“Termination”) below.

Initials: (City) JK (Contractor) UB

5. CONSULTANT'S SERVICES

- 5.1 Consultant shall perform the services identified in the Scope of Services. City shall have the right to request, in writing, changes in the Scope of Services. Any such changes mutually agreed upon by the parties, and any corresponding increase or decrease in compensation, shall be incorporated by written amendment to this Agreement. In no event shall the total compensation and costs payable to Consultant under this Agreement exceed the sum of **One Million Three Hundred Seven Thousand Four Hundred Dollars (\$1,307,400.00)** unless specifically approved in advance and in writing by City.
- 5.2 Consultant shall perform all work to the highest professional standards of Consultant's profession and in a manner reasonably satisfactory to City. Consultant shall comply with all applicable federal, state and local laws and regulations, including the conflict of interest provisions of Government Code Section 1090 and the Political Reform Act (Government Code Section 81000 *et seq.*).
- 5.3 During the term of this Agreement, Consultant shall not perform any work for another person or entity for whom Consultant was not working at the Commencement Date if both (i) such work would require Consultant to abstain from a decision under this Agreement pursuant to a conflict of interest statute and (ii) City has not consented in writing to Consultant's performance of such work.
- 5.4 Consultant represents that it has, or will secure at its own expense, all personnel required to perform the services identified in the Scope of Services. All such services shall be performed by Consultant or under its supervision, and all personnel engaged in the work shall be qualified to perform such services. **Linda Burr** shall be Consultant's project administrator and shall have direct responsibility for management of Consultant's performance under this Agreement. No change shall be made in Consultant's project administrator without City's prior written consent.
- 5.5 To the extent that the Scope of Services involves trenches deeper than 4', Contractor shall promptly, and before the following conditions are disturbed, notify the City, in writing, of any:

(1) Material that the contractor believes may be material that is hazardous waste, as defined in § 25117 of the Health and Safety Code, which is required to be removed to a Class I, Class II, or Class III disposal site in accordance with provisions of existing law.

(2) Subsurface or latent physical conditions at the site differing from

Initials: (City) BA (Contractor) UB

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas//Venco Western, Inc.

those indicated by information about the site made available to bidders prior to the deadline for submitting bids.

(3) Unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in the contract.

City shall promptly investigate the conditions, and if it finds that the conditions do materially so differ, or involve hazardous waste, and cause a decrease or increase in the contractor's cost of, or the time required for, performance of any part of the work, the City shall issue a change order under the procedures described in the contract.

6. COMPENSATION

- 6.1 City agrees to compensate Consultant for the services provided under this Agreement, and Consultant agrees to accept in full satisfaction for such services, payment in accordance with the Approved Fee Schedule.
- 6.2 Consultant shall submit to City an invoice, on a monthly basis or less frequently, for the services performed pursuant to this Agreement. Each invoice shall itemize the services rendered during the billing period and the amount due. Within thirty calendar days of receipt of each invoice, City shall pay all undisputed amounts included on the invoice. City shall not withhold applicable taxes or other authorized deductions from payments made to Consultant.
- 6.3 Payments for any services requested by City and not included in the Scope of Services shall be made to Consultant by City on a time-and-materials basis using Consultant's standard fee schedule. Consultant shall be entitled to increase the fees in this fee schedule at such time as it increases its fees for its clients generally; provided, however, in no event shall Consultant be entitled to increase fees for services rendered before the thirtieth day after Consultant notifies City in writing of an increase in that fee schedule. Fees for such additional services shall be paid within sixty days of the date Consultant issues an invoice to City for such services.
- 6.4 This Agreement is further subject to the provisions of Article 1.7 (commencing at Section 20104.50) of Division 2, Part 3 of the Public Contract Code regarding prompt payment of contractors by local governments. Article 1.7 mandates certain procedures for the payment of undisputed and properly submitted payment requests within 30 days after receipt, for the review of payment requests, for notice to the contractor of improper payment requests, and provides for the payment of interest on progress payment requests which are not timely made in

Initials: (City)



(Contractor)



Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas//Venco Western, Inc.

accordance with this Article. This Agreement hereby incorporates the provisions of Article 1.7 as though fully set forth herein.

- 6.5 To the extent applicable, at any time during the term of the Agreement, the Consultant may at its own expense, substitute securities equivalent to the amount withheld as retention (or the retained percentage) in accordance with Public Contract Code section 22300. At the request and expense of the consultant, securities equivalent to the amount withheld shall be deposited with the public agency, or with a state or federally chartered bank in this state as the escrow agent, who shall then pay those moneys to the Consultant. Upon satisfactory completion of the contract, the securities shall be returned to the Consultant.

7. OWNERSHIP OF WRITTEN PRODUCTS

All reports, documents or other written material (“written products” herein) developed by Consultant in the performance of this Agreement shall be and remain the property of City without restriction or limitation upon its use or dissemination by City. Consultant may take and retain copies of such written products as desired, but no such written products shall be the subject of a copyright application by Consultant.

8. RELATIONSHIP OF PARTIES

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

9. CONFIDENTIALITY

All data, documents, discussion, or other information developed or received by Consultant or provided for performance of this Agreement are deemed confidential and shall not be disclosed by Consultant without prior written consent by City. City shall grant such consent if disclosure is legally required. Upon request, all City data shall be returned to City upon the termination or expiration of this Agreement.

Initials: (City) JA (Contractor) UB

10. INDEMNIFICATION

- 10.1 The parties agree that City, its officers, agents, employees and volunteers should, to the fullest extent permitted by law, be protected from any and all loss, injury, damage, claim, lawsuit, cost, expense, attorneys' fees, litigation costs, or any other cost arising out of or in any way related to the performance of this Agreement. Accordingly, the provisions of this indemnity provision are intended by the parties to be interpreted and construed to provide the City with the fullest protection possible under the law. Consultant acknowledges that City would not enter into this Agreement in the absence of Consultant's commitment to indemnify and protect City as set forth herein.
- 10.2 To the fullest extent permitted by law, Consultant shall indemnify, hold harmless and defend City, its officers, agents, employees and volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of Consultant or any of its officers, employees, servants, agents, or subcontractors in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees due to counsel of City's choice.
- 10.3 City shall have the right to offset against the amount of any compensation due Consultant under this Agreement any amount due City from Consultant as a result of Consultant's failure to pay City promptly any indemnification arising under this Section 10 and related to Consultant's failure to either (i) pay taxes on amounts received pursuant to this Agreement or (ii) comply with applicable workers' compensation laws.
- 10.4 The obligations of Consultant under this Section 10 will not be limited by the provisions of any workers' compensation act or similar act. Consultant expressly waives its statutory immunity under such statutes or laws as to City, its officers, agents, employees and volunteers.
- 10.5 Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 10 from each and every subcontractor or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. In the event Consultant fails to obtain such indemnity obligations from others as required herein, Consultant agrees to be fully responsible and indemnify, hold harmless and defend City, its officers, agents, employees and volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless,

Initials: (City)



(Contractor)



Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas//Venco Western, Inc.

negligent, or otherwise wrongful acts, errors or omissions of Consultant's subcontractors or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of City's choice.

- 10.6 City does not, and shall not, waive any rights that it may possess against Consultant because of the acceptance by City, or the deposit with City, of any insurance policy or certificate required pursuant to this Agreement. This hold harmless and indemnification provision shall apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.

11. INSURANCE

- 11.1 During the term of this Agreement, Consultant shall carry, maintain, and keep in full force and effect insurance against claims for death or injuries to persons or damages to property that may arise from or in connection with Consultant's performance of this Agreement. Such insurance shall be of the types and in the amounts as set forth below:

11.1.1 Comprehensive General Liability Insurance with coverage limits of not less than One Million Dollars (\$1,000,000) including products and operations hazard, contractual insurance, broad form property damage, independent consultants, personal injury, underground hazard, and explosion and collapse hazard where applicable.

11.1.2 Automobile Liability Insurance for vehicles used in connection with the performance of this Agreement with minimum limits of One Million Dollars (\$1,000,000) per claimant and One Million dollars (\$1,000,000) per incident.

11.1.3 Worker's Compensation insurance as required by the laws of the State of California, including but not limited to California Labor Code § 1860 and 1861 as follows:

Contractor shall take out and maintain, during the life of this contract, Worker's Compensation Insurance for all of Contractor's employees employed at the site of improvement; and, if any work is sublet, Contractor shall require the subcontractor similarly to provide Worker's Compensation Insurance for all of the latter's employees, unless such employees are covered by the protection afforded by Contractor. Contractor and any of Contractor's subcontractors shall be required to provide City with a written statement acknowledging its obligation to

Initials: (City)

(Contractor)

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas//Venco Western, Inc.

secure payment of Worker's Compensation Insurance as required by Labor Code § 1861; to wit: 'I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.' If any class of employees engaged in work under this contract at the site of the Project is not protected under any Worker's Compensation law, Contractor shall provide and shall cause each subcontractor to provide adequate insurance for the protection of employees not otherwise protected. Contractor shall indemnify and hold harmless City for any damage resulting from failure of either Contractor or any subcontractor to take out or maintain such insurance.

- 11.2 Consultant shall require each of its subcontractors to maintain insurance coverage that meets all of the requirements of this Agreement.
- 11.3 The policy or policies required by this Agreement shall be issued by an insurer admitted in the State of California and with a rating of at least A:VII in the latest edition of Best's Insurance Guide.
- 11.4 Consultant agrees that if it does not keep the aforesaid insurance in full force and effect, City may either (i) immediately terminate this Agreement; or (ii) take out the necessary insurance and pay, at Consultant's expense, the premium thereon.
- 11.5 At all times during the term of this Agreement, Consultant shall maintain on file with City's Risk Manager a certificate or certificates of insurance showing that the aforesaid policies are in effect in the required amounts and naming the City and its officers, employees, agents and volunteers as additional insureds. Consultant shall, prior to commencement of work under this Agreement, file with City's Risk Manager such certificate(s).
- 11.6 Consultant shall provide proof that policies of insurance required herein expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Such proof will be furnished at least two weeks prior to the expiration of the coverages.
- 11.7 The General Liability Policy of insurance required by this Agreement shall contain an endorsement naming City and its officers, employees, agents and volunteers as additional insureds. The General Liability Policy required under this Agreement shall contain an endorsement providing that the policies cannot be canceled or reduced except on thirty days' prior written notice to City. Consultant agrees to require its insurer to modify the certificates of insurance to delete any

Initials: (City)

(Contractor)

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas//Venco Western, Inc.

exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, and to delete the word “endeavor” with regard to any notice provisions.

Note: If this contract provides service to a Home Owners Association, that Home Owners Association must be listed as an additional insured in addition to the City.

- 11.8 The insurance provided by Consultant shall be primary to any coverage available to City. Any insurance or self-insurance maintained by City and/or its officers, employees, agents or volunteers, shall be in excess of Consultant’s insurance and shall not contribute with it.
- 11.9 All insurance coverage provided pursuant to this Agreement shall not prohibit Consultant, and Consultant’s employees, agents or subcontractors, from waiving the right of subrogation prior to a loss. Consultant hereby waives all rights of subrogation against the City.
- 11.10 Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of City, Consultant shall either reduce or eliminate the deductibles or self-insured retentions with respect to City, or Consultant shall procure a bond or other security acceptable to the City guaranteeing payment of losses and expenses.
- 11.11 Procurement of insurance by Consultant shall not be construed as a limitation of Consultant’s liability or as full performance of Consultant’s duties to indemnify, hold harmless and defend under Section 10 of this Agreement.

12. MUTUAL COOPERATION

- 12.1 City shall provide Consultant with all pertinent data, documents and other requested information as is reasonably available for the proper performance of Consultant’s services under this Agreement.
- 12.2 In the event any claim or action is brought against City relating to Consultant’s performance in connection with this Agreement, Consultant shall render any reasonable assistance that City may require.

13. RECORDS AND INSPECTIONS

Consultant shall maintain full and accurate records with respect to all matters covered under this Agreement for a period of three years after the expiration or termination of this Agreement. City shall have the right to access and examine such records, without charge, during

Initials: (City) SA (Contractor) UB

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas//**Venco Western, Inc.**

normal business hours. City shall further have the right to audit such records, to make transcripts therefrom and to inspect all program data, documents, proceedings, and activities with respect to this Agreement.

14. PERMITS AND APPROVALS

Consultant shall obtain, at its sole cost and expense, all permits and regulatory approvals necessary in the performance of this Agreement. This includes, but shall not be limited to, encroachment permits and building and safety permits and inspections.

15. NOTICES

Any notices, bills, invoices, or reports required by this Agreement shall be deemed received on: (i) the day of delivery if delivered by hand, facsimile or overnight courier service during the addressee's regular business hours; or (ii) on the third business day following deposit in the United States mail if delivered by mail, postage prepaid, to the addresses listed below (or to such other addresses as the parties may, from time to time, designate in writing).

If to City:

City of Calabasas
100 Civic Center Way
Calabasas, CA 91302
Attn: **Heather Melton, Landscape Manager**
Telephone: (818) 224-1600
Facsimile: (818) 225-7338

If to Consultant:

Venco Western, Inc.
2400 Eastman Ave.
Oxnard, CA 93030
Attn: **Linda Burr**
Telephone: **(805)981-2400**
Facsimile: **(805) 981-2450**

With courtesy copy to:

Scott H. Howard, City Attorney
Colantuono, Highsmith & Whatley, PC
790 E. Colorado Blvd., Suite 850
Pasadena, CA 91101
Telephone: (213) 542-5700
Facsimile: (213) 542-5710

16. SURVIVING COVENANTS

The parties agree that the covenants contained in Section 9, Section 10, Paragraph 12.2 and Section 13 of this Agreement shall survive the expiration or termination of this Agreement.

Initials: (City)



(Contractor)



17. TERMINATION

- 17.1. City shall have the right to terminate this Agreement for any reason on five calendar days' written notice to Consultant. Consultant shall have the right to terminate this Agreement for any reason on sixty calendar days' written notice to City. Consultant agrees to cease all work under this Agreement on or before the effective date of any notice of termination. All City data, documents, objects, materials or other tangible things shall be returned to City upon the termination or expiration of this Agreement.
- 17.2. If City terminates this Agreement due to no fault or failure of performance by Consultant, then Consultant shall be paid based on the work satisfactorily performed at the time of termination. In no event shall Consultant be entitled to receive more than the amount that would be paid to Consultant for the full performance of the services required by this Agreement.

18. GENERAL PROVISIONS

- 18.1. Consultant shall not delegate, transfer, subcontract or assign its duties or rights hereunder, either in whole or in part, without City's prior written consent, and any attempt to do so shall be void and of no effect. City shall not be obligated or liable under this Agreement to any party other than Consultant.
- 18.2. In the performance of this Agreement, Consultant shall not discriminate against any employee, subcontractor, or applicant for employment because of race, color, creed, religion, sex, marital status, sexual orientation, national origin, ancestry, age, physical or mental disability, medical condition or any other unlawful basis.
- 18.3. The captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and for convenience in reference to this Agreement. Should there be any conflict between such heading, and the section or paragraph thereof at the head of which it appears, the section or paragraph thereof, as the case may be, and not such heading, shall control and govern in the construction of this Agreement. Masculine or feminine pronouns shall be substituted for the neuter form and vice versa, and the plural shall be substituted for the singular form and vice versa, in any place or places herein in which the context requires such substitution(s).
- 18.4. The waiver by City or Consultant of any breach of any term, covenant or condition herein contained shall not be deemed to be a waiver of such term, covenant or condition or of any subsequent breach of the same or any other term, covenant or condition herein contained. No term, covenant or condition of this Agreement shall be deemed to have been waived by City or Consultant unless in

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas//Venco Western, Inc.

writing.

- 18.5 Consultant shall not be liable for any failure to perform if Consultant presents acceptable evidence, in City's sole judgment that such failure was due to causes beyond the control and without the fault or negligence of Consultant.
- 18.6 Each right, power and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance of the exercise by any party of any one or more of such rights, powers or remedies shall not preclude the simultaneous or later exercise by such party of any of all of such other rights, powers or remedies. In the event legal action shall be necessary to enforce any term, covenant or condition herein contained, the party prevailing in such action, whether reduced to judgment or not, shall be entitled to its reasonable and actual court costs, including accountants' fees, if any, and attorneys' fees expended in such action. The venue for any litigation shall be Los Angeles County, California.
- 18.7 If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to, the extent necessary to cure such invalidity or unenforceability, and shall be enforceable in its amended form. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.
- 18.8 This Agreement shall be governed and construed in accordance with the laws of the State of California.
- 18.9 All documents referenced as exhibits in this Agreement are hereby incorporated into this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail. This instrument contains the entire Agreement between City and Consultant with respect to the transactions contemplated herein. No other prior oral or written agreements are binding upon the parties. Amendments hereto or deviations herefrom shall be effective and binding only if made in writing and executed by City and Consultant.

Initials: (City)



(Contractor)



Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas//Venco Western, Inc.

- 18.10 This Agreement is further subject to the provisions of Article 1.5 (commencing at Section 20104) of Division 2, Part 3 of the Public Contract Code regarding the resolution of public works claims of less than \$375,000. Article 1.5 mandates certain procedures for the filing of claims and supporting documentation by the contractor, for the response to such claims by the contracting public agency, for a mandatory meet and confer conference upon the request of the contractor, for mandatory nonbinding mediation in the event litigation is commenced, and for mandatory judicial arbitration upon the failure to resolve the dispute through mediation. This Agreement hereby incorporates the provisions of Article 1.5 as though fully set forth herein.
- 18.11 This Agreement is further subject to the provisions of California Public Contracts Code § 6109 which prohibits the Consultant from performing work on this project with a subcontractor who is ineligible to perform work on the project pursuant to §§ 1777.1 or 1777.7 of the Labor Code.

19. **PREVAILING WAGES**

- 19.1 To the extent that the estimated amount of this Agreement exceeds \$1,000, this Agreement is subject to prevailing wage law, including, but not limited to, the following:

19.1.1 The Consultant shall pay the prevailing wage rates for all work performed under the Agreement. When any craft or classification is omitted from the general prevailing wage determinations, the Consultant shall pay the wage rate of the craft or classification most closely related to the omitted classification. The Consultant shall forfeit as a penalty to City \$50.00 or any greater penalty provided in the Labor Code for each calendar day, or portion thereof, for each worker paid less than the prevailing wage rates for any work done under the Agreement employed in the execution of the work by Consultant or by any subcontractor of Consultant in violation of the provisions of the Labor Code. In addition, the difference between such prevailing wage rates and the amount paid to each worker for each calendar day, or portion thereof, for which each worker was paid less than the prevailing wage rate shall be paid to each worker by the Consultant.

19.1.2 Consultant shall comply with the provisions of Labor Code Section 1777.5 concerning the employment of apprentices on public works projects, and further agrees that Consultant is responsible for compliance with Section 1777.5 by all of its subcontractors.

Initials: (City) VA (Contractor) UB

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas//Venco Western, Inc.

19.1.3 Pursuant to Labor Code § 1776, Consultant and any subcontractor shall keep accurate payroll records, showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by Consultant in connection with this Agreement. Each payroll record shall contain or be verified by a written declaration that it is made under penalty of perjury, stating both of the following: (1) The information contained in the payroll record is true and correct; and (2) The employer has complied with the requirements of Labor Code §§ 1811, and 1815 for any work performed by his or her employees on the public works project. The payroll records enumerated under subdivision (a) shall be certified and shall be available for inspection at all reasonable hours as required by Labor Code § 1776.

19.2 To the extent that the estimated amount of this Agreement exceeds \$1,000, this Agreement is further subject to 8-hour work day and wage and hour penalty law, including, but not limited to, Labor Code Sections 1810 and 1813, as well as California nondiscrimination laws, as follows:

19.2.1 Consultant shall strictly adhere to the provisions of the Labor Code regarding the 8-hour day and the 40-hour week, overtime, Saturday, Sunday and holiday work and nondiscrimination on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex or sexual orientation, except as provided in Section 12940 of the Government Code. Pursuant to the provisions of the Labor Code, eight hours' labor shall constitute a legal day's work. Work performed by Consultant's employees in excess of eight hours per day, and 40 hours during any one week, must include compensation for all hours worked in excess of eight hours per day, or 40 hours during any one week, at not less than one and one-half times the basic rate of pay. Consultant shall forfeit as a penalty to City \$25.00 or any greater penalty set forth in the Labor Code for each worker employed in the execution of the work by Consultant or by any Subcontractor of Consultant, for each calendar day during which such worker is required or permitted to the work more than eight hours in one calendar day or more than 40 hours in any one calendar week in violation of the provisions of the Labor Code.

Initials: (City) *JA*

(Contractor) *UB*

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas//Venco Western, Inc.

TO EFFECTUATE THIS AGREEMENT, the parties have caused their duly authorized representatives to execute this Agreement on the dates set forth below.

“City”
City of Calabasas

“Consultant”
Venco Western, Inc.

By: 
Fred Gaines, Mayor

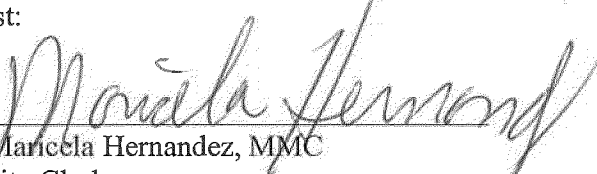
By: 
Linda Burr, President

Date: 1-8-18

Date: Dec. 20, 2017

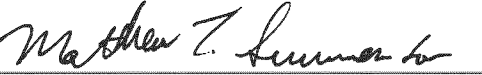
By: See attached
Peter R. Christl, CFO

Date: _____

Attest:
By: 
Maricela Hernandez, MMC
City Clerk

Date: 1/9/18

Approved as to form:

By: 
Scott H. Howard, City Attorney
Colantuono, Highsmith & Whatley, PC

Date: 1/4/18

**UNANIMOUS WRITTEN CONSENT OF
THE SHAREHOLDERS AND BOARD OF DIRECTORS OF
VENCO WESTERN, INC., a California corporation**

The undersigned, being all of the directors and shareholders of VENCO WESTERN, INC., a California corporation, unanimously adopt, approve, and consent to the following resolution:

RESOLVED, that the following persons are the current officers and directors of the corporation:

Linda Del Nagro Burr – President and Chief Executive Officer, Director
Peter R. Christl – Secretary and Chief Financial Officer, Director

RESOLVED FURTHER that Linda Del Nagro Burr, in her capacity as Present and Chief Executive Officer, is hereby authorized to execute any and all contracts, and any related documents, on behalf of the corporation.

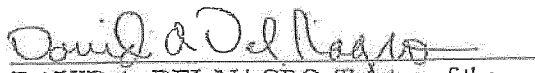
SHAREHOLDERS:

Dated: 5.16.2012



LINDA DEL NAGRO BURR, Trustee of the
Del Nagro Family Trust Dated
January 26, 2006

Dated: 5-17-12



DAVID A. DEL NAGRO, Trustee of the
Del Nagro Family Trust Dated
January 26, 2006

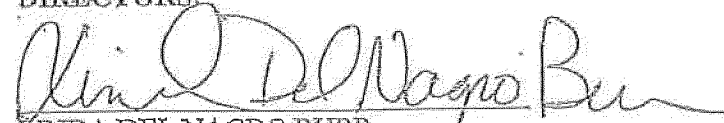
Dated: 5/18/12



PETER R. CHRISTL, Trustee of the
Christl Family Trust Dated February 17, 2006

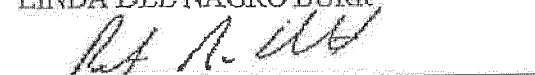
DIRECTORS:

Dated: 5.16.2012



LINDA DEL NAGRO BURR

Dated: 5/16/12



PETER R. CHRISTL

EXHIBIT A
SCOPE OF WORK & FEE SCHEDULE

**LANDSCAPE MAINTENANCE CITY PARKS
WITHIN THE CITY OF CALABASAS
IN THE CITY OF CALABASAS, CALIFORNIA**

BARK PARK						
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	ANNUAL FREQUENCY	AMOUNT
GENERAL MAINTENANCE						
1.	Facility inspection by Contractor's supervisor or account manager, visual/operational.	LS	1	\$ 0	52	\$ 0
2.	Walkthrough inspection with City representative.	LS	1	\$ 0	12	\$ 0
3.	Paved sidewalks, walkways and parking area cleanup, sweeping, weed control, and litter removal.	100 SF	167	\$.05451	365	\$ 3322.166
4.	Insect, disease, pest, and rodent control.	LS	1	\$ 102.00000	*As required.	\$ 102.00
5.	Litter removal, weeding, and mulching.	100 SF	240	\$.06693	52	\$ 835.29
LAWN AREAS						
6.	Mowing and edging.	100 SF	114	\$.44736	52 ⁴² ^{UB}	2,141.96 ^{UB} 2651.99 ^{UB}
7.	Fertilization.	100 SF	114	\$.79899	12	\$ 1093.02
8.	Weed control (chemical).	100 SF	114	\$.29079	3	\$ 99.45
9.	Aeration.	100 SF	114	\$.80891	12	\$ 1106.59
10.	Dethatching.	100 SF	114	\$ 1.61000	1	\$ 183.54
GROUNDCOVER AND SHRUB AREAS						
11.	Inspect, weed, and clean groundcover and shrub beds.	100 SF	38	\$.56368	12	\$ 257.04
12.	Pruning in natural form.	100 SF	38	\$ 1.97197	2	\$ 149.87
13.	Edging.	LS	1	\$ 10.71000	12	\$ 128.52
14.	Fertilization.	100 SF	38	\$.79053	4	\$ 120.16
15.	Mulching (top dress).	100 SF	38	\$ 3.54697	2	\$ 269.57
TREES						
16.	Inspect for damage and/or special needs for safety and health, including photo documentation of potential problem and report immediately.	EA	40	\$.13388	12	\$ 64.26
17.	Pruning for pedestrian/vehicular clearance.	EA	40	\$.13388	12	\$ 64.26
18.	Maintain tree-watering basins, weeding and mulching.	EA	40	\$.13388	12	\$ 64.26
19.	Inspect and adjust tree stakes, ties and guys.	EA	40	\$.13388	12	\$ 64.26

LANDSCAPE MAINTENANCE CITY PARKS
WITHIN THE CITY OF CALABASAS

IN THE CITY OF CALABASAS, CALIFORNIA

BARK PARK						
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	ANNUAL FREQUENCY	AMOUNT
20.	Fertilization.	EA	40	\$ 0	3	\$ 0
IRRIGATION SYSTEMS						
21.	Operate, inspect, repair, and adjust/program irrigation systems.	1,000 SF	25	\$ 42840	52	\$ 556.92
22.	Probe for soil water content and adjust irrigation systems to meet seasonal needs.	1,000 SF	25	\$ 42840	12	\$ 128.52
23.	Irrigation system audit.	1,000 SF	25	\$ 1,30560	2	\$ 65.28
PARK AND RECREATION AMENITIES						
24.	Woodchip dog run area inspection / raking / leveling / screening / replenishing.	100 SF	140	\$ 07650	52	\$ 556.92
25.	Dog waste removal from turf and woodchips dog run areas.	LS	1	\$ 5,35501	365	\$ 1954.58
26.	Concrete walkway wash down.	SF	250	\$ 14600	12	\$ 438.00
27.	Park bench inspection and cleaning.	EA	11	\$ 1,09600	52	\$ 626.91
28.	Trash receptacle inspection, emptying and cleaning.	EA	8	\$ 1,82769	52	\$ 760.32
29.	Dog-waste receptacle/doggy dispenser inspection, emptying, cleaning, and baggy replenishing.	EA	3	\$ 1,82699	52	\$ 285.01
30.	Chain-link fence with pest barrier, inspection and repair.	LF	1,235	\$ 1,0287	52	\$ 184.31
TOTAL AMOUNT COST BREAKDOWN IN FIGURES				\$15,623.48	UB	\$ 16133.49 ^B _{UB}
TOTAL AMOUNT COST BREAKDOWN IN WORDS				Sixteen thousand one hundred thirty three and forty-seven cents Fifteen thousand six hundred twenty-three dollars and forty-eight cents UB		

*For multiplication purposes, treat as (1).

Spc12-20

43

Initials: (City) UB Contractor) UB

LANDSCAPE MAINTENANCE CITY PARKS
WITHIN THE CITY OF CALABASAS

IN THE CITY OF CALABASAS, CALIFORNIA

CREEKSIDE PARK AND COMMUNITY CENTER						
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	ANNUAL FREQUENCY	AMOUNT
GENERAL MAINTENANCE						
1.	Facility inspection by Contractor's supervisor or account manager, visual/operational.	LS	1	\$ 0	52	\$ 0
2.	Walkthrough inspection with City representative.	LS	1	\$ 0	12	\$ 0
3.	Paved sidewalks, walkways, sports court and parking area cleanup, sweeping, weed control, and litter removal.	100 SF	467	\$.04586	104	\$ 2227.33
4.	Litter removal, weeding, and mulching.	100 SF	168	\$.12750	52	\$ 1113.84
DRAINAGE FACILITIES						
5.	Inspect and maintain concrete "V"-ditches and inlets.	100 LF	11	\$ 1,947.27	12	\$ 257.04
6.	Creek area - litter and debris removal.	LS	1	\$ 21.42	12	\$ 257.04
LAWN AREAS						
7.	Mowing and edging.	100 SF	182	\$.56043	242 ^{UB}	\$ 4,283.93 ^{UB} 5303.91^{UB}
8.	Fertilization.	100 SF	182	\$.76135	4	\$ 554.26
9.	Weed control.	100 SF	182	\$.36429	*As required.	\$ 66.30
10.	Aeration.	100 SF	182	\$ 1,5130	21 ^{UB}	\$ 275.37 ^{UB} 550.73^{UB}
11.	Dethatching.	100 SF	182	\$ 1,5130	10 ^{UB}	\$ 275.37 ^{UB} 1800
GROUNDCOVER AND SHRUB AREAS						
12.	Inspect, weed, and clean groundcover and shrub beds.	100 SF	132	\$.08113	12	\$ 128.51
13.	Pruning in natural form.	100 SF	132	\$.32455	2	\$ 85.68
14.	Edging.	LS	1	\$ 21.42	12	\$ 257.04
15.	Fertilization.	LS	1	\$ 135.66	3	\$ 406.98
16.	Mulching (top dress).	100 SF	132	\$.64909	2	\$ 171.36
TREES						
17.	Inspect for damage and/or special needs for safety and health, including photo documentation of potential problem and report immediately.	EA	48	\$.11156	12	\$ 64.26
18.	Pruning for pedestrian/vehicular clearance.	EA	48	\$.11156	12	\$ 64.26

Spc12-20

Initials: (City) JS Contractor UB

LANDSCAPE MAINTENANCE CITY PARKS
WITHIN THE CITY OF CALABASAS

IN THE CITY OF CALABASAS, CALIFORNIA

CREEKSIDE PARK AND COMMUNITY CENTER						
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	ANNUAL FREQUENCY	AMOUNT
19.	Maintain tree-watering basins, weeding and mulching.	EA	48	\$.22313	12	\$ 128.52
20.	Inspect and adjust tree stakes, ties and guys.	EA	48	\$.11156	12	\$ 64.26
21.	Fertilization.	EA	48	\$ 0	3	\$ 0
22.	Watering.	EA	10	\$.70685	156	\$ 1102.69
PLANTED SLOPES						
23.	Inspect for damage and special needs to maintain health.	100 SF	49	\$.10929	12	\$ 64.26
24.	Pruning.	100 SF	49	\$.105571	2	\$ 64.26
25.	Edging.	LS	1	\$ 5.35000	12	\$ 64.20
26.	Weed control.	100 SF	49	\$.21857	12	\$ 128.52
27.	Fertilization.	100 SF	49	\$.77122	A 24	\$ 75.58 42 151.14 85
28.	Mulching (top dress).	100 SF	49	\$.43714	2	\$ 42.84
IRRIGATION SYSTEMS						
29.	Operate, inspect, repair, and adjust/program irrigation systems.	1,000 SF	32	\$ 1.00400	52	\$ 1670.66
30.	Probe for soil water content and adjust irrigation systems to meet seasonal needs.	1,000 SF	32	\$.334109	12	\$ 128.52
31.	Irrigation system audit.	1,000 SF	32	\$ 2.04	2	\$ 130.56
PARK AND RECREATION AMENITIES						
32.	Play area sand surfacing inspection / raking / leveling / screening / replenishing.	SF	5,850	\$.00374	52	\$ 1137.71
33.	D.G. pathways inspection / weeding / raking / leveling / replenishing.	100 SF	37	\$.29635	52	\$ 570.18
34.	Ball field, infield area inspection / weeding / raking / leveling / replenishing.	100 SF	66	\$.24920	52	\$ 855.25
35.	Play area resilient paving inspection and cleaning.	SF	710	\$.01508	52	\$ 556.75
36.	Concrete walkway and sports court cleaning.	100 SF	315	\$.04352	52	\$ 712.86
37.	Picnic table inspection and cleaning.	EA	4	\$ 1.64	52	\$ 341.12

LANDSCAPE MAINTENANCE CITY PARKS
WITHIN THE CITY OF CALABASAS
IN THE CITY OF CALABASAS, CALIFORNIA

CREEKSIDE PARK AND COMMUNITY CENTER						
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	ANNUAL FREQUENCY	AMOUNT
38.	Trash receptacle inspection, emptying and cleaning.	EA	6	\$ 1.09599	52	\$ 341.95
39.	Backstop inspection and weeding.	EA	1	\$.21423	52	\$ 11.14
40.	Chain-link fence with pest barrier inspection and repair.	LF	600	\$.00571	50	\$ 178.15
TOTAL AMOUNT COST BREAKDOWN IN FIGURES					\$18,583.17	\$ 30229.47 ^{UB}

TOTAL AMOUNT COST BREAKDOWN IN WORDS *Twenty thousand two hundred* ^{UB}
~~thousand nine hundred forty seven~~ *centes* ^{UB}
five hundred eighty three dollars and seventeen cents ^{UB}

*For multiplication purposes, treat as (1).

LANDSCAPE MAINTENANCE CITY PARKS
WITHIN THE CITY OF CALABASAS
IN THE CITY OF CALABASAS, CALIFORNIA

DE ANZA PARK						
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	ANNUAL FREQUENCY	AMOUNT
GENERAL MAINTENANCE						
1.	Facility inspection by Contractor's supervisor or account manager, visual / operational.	LS	1	\$ 0	52	\$ 0
2.	Walkthrough inspection with City representative.	LS	1	\$ 0	12	\$ 0
3.	Paved sidewalks, walkways, sports court and parking area cleanup, sweeping, weed control, and litter removal.	100 SF	713	\$,03151	260	\$ 5841.32
4.	Insect, disease, pest, and rodent control.	LS	1	\$ 107.00	*As required.	\$ 107.00
5.	Litter removal, weeding, and mulching.	100 SF	1,619	\$,05551	52	\$ 4673.28
LAWN AREAS						
6.	Mowing and edging.	100 SF	1,002	\$,21357	52 42 UB	8,987.88 4127.85 UB
7.	Fertilization.	100 SF	1,002	\$,80041	4	\$ 3208.04
8.	Weed control.	100 SF	1,002	\$,13882	3	\$ 417.29
9.	Aeration.	100 SF	1,002	\$,76886	21 UB	770.40 1540.80 UB
10.	Dethatching.	100 SF	1,002	\$ 1,20100	10 UB	0 1203.40 UB
GROUNDCOVER AND SHRUB AREAS						
11.	Inspect, weed, and clean groundcover and shrub beds.	100 SF	24	\$ 1,8720	12	\$ 539.14
12.	Pruning in natural form.	100 SF	24	\$ 5.61	2	\$ 269.28
13.	Edging.	LS	1	\$ 20.43	12	\$ 209.16
14.	Fertilization.	100 SF	24	\$,80409	4	\$ 77.25
15.	Replace annual color plants.	100 SF	6	\$ 42.80	4	\$ 1027.20
16.	Mulching (top dress).	100 SF	24	\$,93625	2	\$ 44.94
TREES						
17.	Inspect for damage and/or special needs for safety and health, including photo documentation of potential problem and report immediately.	EA	178	\$ 1,12623	12	\$ 209.63
18.	Pruning for pedestrian/vehicular clearance.	EA	178	\$,25247	12	\$ 539.28
19.	Maintain tree-watering basins, weeding, mulching and leveling grates.	EA	178	\$,50494	12	\$ 1078.55

LANDSCAPE MAINTENANCE CITY PARKS
WITHIN THE CITY OF CALABASAS
IN THE CITY OF CALABASAS, CALIFORNIA

DE ANZA PARK						
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	ANNUAL FREQUENCY	AMOUNT
20.	Inspect and adjust tree stakes, ties and guys.	EA	178	\$.25247	12	\$ 539.28
21.	Fertilization.	EA	178	\$ 0	3	\$ 0
IRRIGATION SYSTEMS						
22.	Operate, inspect, repair, and adjust/program irrigation systems.	1,000 SF	104	\$.43311	52	\$ 2336.85
23.	Probe for soil water content and adjust irrigation systems to meet seasonal needs.	1,000 SF	104	\$.21605	12	\$ 269.63
24.	Irrigation system audit.	1,000 SF	104	\$.165846	2	\$ 136.96
PARK AND RECREATION AMENITIES						
25.	Play area sand surfacing inspection / raking / leveling / screening/ replenishing.	SF	600	\$.01917	52	\$ 598.10
26.	Play area wood chip surfacing inspection/raking/leveling/ screening/replenishing.	SF	5,850	\$.020393	52	\$ 1195.51
27.	D.G. pathways inspection / weeding / raking / leveling / screening/ replenishing.	SF	125	\$.27606	52	\$ 1794.39
28.	Picnic table inspection and cleaning.	EA	40	\$ 1.68500	52	\$ 3504.80
29.	Trash receptacle inspection, emptying and cleaning.	EA	15	\$ 1.53300	52	\$ 1199.74
30.	Ball field backstop, home plate inspection and weeding.	EA	1	\$.22471	104	\$ 23.37
31.	Bleacher inspection and cleaning.	EA	1	\$ 17.253	52	\$ 897.16
32.	Bench inspection and cleaning.	EA	22	\$ 1.045	52	\$ 1195.48
33.	Barbeque inspection, cleaning, and ash removal.	EA	3	\$ 5.751	104	\$ 1794.31
34.	Dog-waste receptacle/doggy dispenser inspection, emptying, cleaning, and baggy replenishing.	EA	3	\$ 1.917	52	\$ 299.05
35.	Concrete picnic area wash down.	100 SF	38	\$.60539	52	\$ 1196.25
TOTAL AMOUNT COST BREAKDOWN IN FIGURES						\$ 45,096.52
TOTAL AMOUNT COST BREAKDOWN IN WORDS						\$ 45,096.52
<i>Forty-five Thousand Two hundred and ten and two cents</i> <i>Forty-five Thousand nine hundred and sixty-two cents</i> <i>Forty-five Thousand nine hundred and sixty-two cents</i>						<i>US</i> <i>US</i> <i>US</i>

*For multiplication purposes, treat as (1).

Spc12-20

48

Initials: (City)

VB Contractor) *UB*

LANDSCAPE MAINTENANCE CITY PARKS
WITHIN THE CITY OF CALABASAS

IN THE CITY OF CALABASAS, CALIFORNIA

FREEDOM PARK						
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	ANNUAL FREQUENCY	AMOUNT
GENERAL MAINTENANCE						
1.	Facility inspection by Contractor's supervisor or account manager, visual / operational.	LS	1	\$ 0	52	\$ 0
2.	Walkthrough inspection with City representative.	LS	1	\$ 0	12	\$ 0
3.	Paved walkways, and tetherball court cleanup, sweeping, weed control, and litter removal.	100 SF	10	\$.74150	104 52 UB	\$ 385.58 UB 771.60
4.	Insect, disease, pest, and rodent control.	LS	1	\$ 107.00	*As required.	\$ 107.00
5.	Litter removal, weeding, and mulching.	100 SF	244	\$.09209	52	\$ 1168.44
LAWN AREAS						
6.	Mowing and edging.	100 SF	33	\$ 1.215	52 UB 42	\$ 1,683.99 UB 2084.94
7.	Fertilization.	100 SF	33	\$.92409	4	\$ 121.98
8.	Weed control.	100 SF	33	\$.48152	3	\$ 47.67
9.	Aeration.	100 SF	33	\$ 2.188	21 UB	\$ 72.20 UB 114.44
10.	Dethatching.	100 SF	33	\$ 2.1879	10 UB	\$ 0 UB 72.20
GROUNDCOVER AND SHRUB AREAS						
11.	Inspect, weed, and clean groundcover and shrub beds.	100 SF	88	\$.12767	12	\$ 134.82
12.	Pruning in natural form.	100 SF	88	\$ 1.532	2	\$ 269.63
13.	Edging.	LS	1	\$ 11.23	12	\$ 134.76
14.	Fertilization.	100 SF	88	\$.80858	4	\$ 284.62
15.	Replace annual color plants.	100 SF	2	\$ 81.32	4	\$ 650.56
16.	Mulching (top dress).	100 SF	132	\$.168091	2	\$ 179.76
TREES						
17.	Inspect for damage and/or special needs for safety and health, including photo documentation of potential problem and report immediately.	EA	35	\$.16050	12	\$ 67.41
18.	Pruning for pedestrian/vehicular clearance.	EA	35	\$.16050	12	\$ 67.41
19.	Maintain tree-watering basins, weeding, and mulching.	EA	35	\$.16050	52	\$ 292.11

Spc12-20

:49

Initials: (City) JB

Contractor) UB

LANDSCAPE MAINTENANCE CITY PARKS
WITHIN THE CITY OF CALABASAS
IN THE CITY OF CALABASAS, CALIFORNIA

FREEDOM PARK						
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	ANNUAL FREQUENCY	AMOUNT
20.	Inspect and adjust tree stakes, ties and guys.	EA	35	\$ 1,540.71	12	\$ 64.71
21.	Fertilization.	EA	35	\$ 0	3	\$ 0
PLANTED SLOPES						
22.	Inspect for damage and special needs to maintain health.	100 SF	66	\$.08511	12	\$ 67.41
23.	Pruning in natural form.	100 SF	66	\$ 1,361	2	\$ 179.65
24.	Edging.	LS	66	\$ 1,702.1	12	\$ 134.81
25.	Weed control.	100 SF	66	\$ 5,106.8	12	\$ 404.46
26.	Fertilization.	100 SF	66	\$ 1,540.00	3	\$ 304.92
27.	Mulching (top dress).	100 SF	66	\$ 531.11	6	\$ 210.32
IRRIGATION SYSTEMS						
28.	Operate, inspect, repair, and adjust/program irrigation systems.	1,000 SF	19	\$ 2,956.5	104 ^{LB} 52	\$ 292.10 ^{LB} 584.20
29.	Probe for soil water content and adjust irrigation systems to meet seasonal needs.	1,000 SF	19	\$ 5,913.2	12	\$ 134.82
30.	Irrigation system audit.	1,000 SF	19	\$ 1,802.1	2	\$ 68.48
PARK AND RECREATION AMENITIES						
31.	Play area sand surfacing inspection / raking / leveling / screening / replenishing.	SF	900	\$.01278	52	\$ 598.10
32.	D.G. pathways inspection / weeding / raking / leveling / replenishing.	SF	3,890	\$.00391	52	\$ 1195.47
33.	Play area resilient paving inspection and cleaning.	SF	210	\$ 1,026.75	104	\$ 584.22
34.	Picnic table inspection and cleaning.	EA	1	\$ 5.62	52	\$ 292.24
35.	Trash receptacle inspection, emptying and cleaning.	EA	2	\$ 1.84	52	\$ 191.36
36.	Bench inspection and cleaning.	EA	3	\$ 5.52	52	\$ 861.12
37.	Dog-waste receptacle/doggy dispenser inspection, emptying, cleaning, and baggy replenishing.	EA	2	\$ 5,751.0	52	\$ 59.81

LANDSCAPE MAINTENANCE CITY PARKS
 WITHIN THE CITY OF CALABASAS
 IN THE CITY OF CALABASAS, CALIFORNIA

FREEDOM PARK						
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	ANNUAL FREQUENCY	AMOUNT
38.	Railroad tie steps inspection and sweeping.	LS	1	\$ 5.61	52	\$ 291.72
TOTAL AMOUNT COST BREAKDOWN IN FIGURES				\$11,603.66	(1)	\$128,267.70
TOTAL AMOUNT COST BREAKDOWN IN WORDS <i>Twelve Thousand eight</i>						
<i>thousand five hundred six and seventy cents Eleven thousand</i>						
<i>six hundred three dollars and sixty-six cents. UP</i>						

*For multiplication purposes, treat as (1).

Initials: (City) *PP* Contractor) *UP*

**LANDSCAPE MAINTENANCE CITY PARKS
WITHIN THE CITY OF CALABASAS
IN THE CITY OF CALABASAS, CALIFORNIA**

GATES CANYON PARK						
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	ANNUAL FREQUENCY	AMOUNT
GENERAL MAINTENANCE						
1.	Facility inspection by Contractor's supervisor or account manager, visual / operational.	LS	1	\$ 0	52	\$ 0
2.	Walkthrough inspection with City representative.	LS	1	\$ 0	12	\$ 0
3.	Paved sidewalks, walkways, sports court, and parking area cleanup, sweeping, weed control, and litter removal.	100 SF	822	\$ 102605	260	\$ 5567.41
4.	Insect, disease, pest, and rodent control.	LS	1	\$ 107.00	*As required.	\$ 107.00
5.	Litter removal, weeding, and mulching.	100 SF	1,303	\$ 04109	52	\$ 2784.09
LAWN AREAS						
6.	Mowing and edging.	100 SF	182	\$ 9.119	42 UB	\$ 16,197.64 UB 20054.22
7.	Fertilization.	100 SF	182	\$ 7.92701	4	\$ 5770.86
8.	Weed control.	100 SF	182	\$ 1.092	3	\$ 5910.23
9.	Aeration.	100 SF	182	\$ 6.554	1 UB	\$ 1,192.83 UB 2385.16
10.	Dethatching.	100 SF	182	\$ 6.557	10 UB	\$ 493.37 UB
GROUNDCOVER AND SHRUB AREAS						
11.	Inspect, weed, and clean groundcover and shrub beds.	100 SF	35	\$ 4.59	12	\$ 192.78
12.	Pruning in natural form.	100 SF	35	\$ 1.224	2	\$ 85.68
13.	Edging.	LS	1	\$ 10.71	12	\$ 128.52
14.	Fertilization.	100 SF	35	\$ 8.1457	4	\$ 114.04
15.	Replace annual color plants.	100 SF	1	\$ 238.59	4	\$ 954.36
16.	Mulching (top dress).	100 SF	35	\$ 6.1200	2	\$ 42.84
TREES						
17.	Inspect for damage and/or special needs for safety and health, including photo documentation of potential problem and report immediately.	EA	98	\$ 1.0928	12	\$ 128.51
18.	Pruning for pedestrian/vehicular clearance.	EA	98	\$ 2.1857	12	\$ 257.04
19.	Maintain tree-watering basins, weeding and mulching, leveling,	EA	98	\$ 4.3714	12	\$ 514.08

Spc12-20

52

Initials: (City) JB Contractor) UB

LANDSCAPE MAINTENANCE CITY PARKS
WITHIN THE CITY OF CALABASAS
IN THE CITY OF CALABASAS, CALIFORNIA

GATES CANYON PARK						
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	ANNUAL FREQUENCY	AMOUNT
	and level grates.					
20.	Inspect and adjust tree stakes, ties and guys.	EA	98	\$,10928	12	\$ 128.51
21.	Fertilization.	EA	98	\$,07214	70 LB	\$ 2121 LB
22.	Watering.	EA	33	\$,64909	156	\$ 3341.52
IRRIGATION SYSTEMS						
23.	Operate, inspect, repair, and adjust/program irrigation systems.	1,000 SF	32	\$ 1,004	52	\$ 1670.66
24.	Probe for soil water content and adjust irrigation systems to meet seasonal needs.	1,000 SF	32	\$,66938	12	\$ 257.04
25.	Irrigation system audit.	1,000 SF	32	\$ 1,53	2	\$ 97.92
PARK AND RECREATION AMENITIES						
26.	Play area sand surfacing inspection / weeding / raking / leveling / screening / replenishing.	SF	400	\$,02741	52	\$ 570.13
27.	D.G. pathways at interactive play area inspection / raking / leveling / replenishing.	SF	1,500	\$,00731	52	\$ 570.18
28.	Picnic table inspection and cleaning.	EA	15	\$ 2,924	52	\$ 2280.72
29.	Trash receptacle inspection, emptying and cleaning.	EA	18	\$,91375	52	\$ 855.27
30.	Two-rail fence/handrail inspection and cleaning.	LF	1,030	\$ 0	52	\$ 0
31.	Bench inspection and cleaning.	EA	14	\$ 1,07100	52	\$ 779.69
32.	Dog-waste receptacle/doggy dispenser inspection, emptying, cleaning, and baggy replenishing.	EA	4	\$ 1,37000	52	\$ 284.96
TOTAL AMOUNT COST BREAKDOWN IN FIGURES				\$45,470.51 LB		\$ 51731.52 LB
TOTAL AMOUNT COST BREAKDOWN IN WORDS				fifty one thousand seven hundred thirty four and fifty cents		
				Forty-five thousand four hundred twenty dollars and fifty-one cents		

*For multiplication purposes, treat as (1).

Spc12-20

53

Initials: (City) RB Contractor) LB

LANDSCAPE MAINTENANCE CITY PARKS
WITHIN THE CITY OF CALABASAS
IN THE CITY OF CALABASAS, CALIFORNIA

GRAPE ARBOR PARK						
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	ANNUAL FREQUENCY	AMOUNT
GENERAL MAINTENANCE						
1.	Facility inspection by Contractor's supervisor or account manager, visual / operational.	LS	1	\$ 0	52	\$ 0
2.	Walkthrough inspection with City representative.	LS	1	\$ 0	12	\$ 0
3.	Paved sidewalks, walkways, sports court, and parking area cleanup, sweeping, weed control, and litter removal.	100 SF	139	\$ 1,2124	260	\$ 4381.01
4.	Insect, disease, pest, and rodent control.	LS	1	\$ 107.00	*As required.	\$ 107.00
5.	Litter removal, weeding, and mulching.	100 SF	168	\$.04413	52	\$ 385.52
DRAINAGE FACILITIES						
6.	Inspect and maintain concrete "V"-ditches and inlets.	100 LF	3	\$ 1,8719	12	\$ 67.39
LAWN AREAS						
7.	Mowing and edging.	100 SF	983	\$.16327	52 ⁴² LB	6,1740.77 ^{8345.77} LB
8.	Mowing and edging ball field infield with reel type mower.	100 SF	36	\$.18576	52	\$ 347.74
9.	Fertilization.	100 SF	1,019	\$.77808	4	\$ 3171.45
10.	Weed control.	100 SF	1,019	\$.06825	3	\$ 208.64
11.	Aeration.	100 SF	1,019	\$.56701	4 ²¹ LB	577.78 ^{465.67} LB
12.	Dethatching.	100 SF	1,019	\$.56702	4 ¹⁰ LB	577.79 ^{577.79} LB
GROUNDCOVER AND SHRUB AREAS						
13.	Inspect, weed, and clean groundcover and shrub beds.	100 SF	46	\$ 1.465	12	\$ 808.68
14.	Pruning in natural form.	100 SF	46	\$ 1.465	2	\$ 134.78
15.	Edging.	LS	1	\$ 22.47	12	\$ 269.64
16.	Fertilization.	100 SF	46	\$.80136	4	\$ 147.45
17.	Replace annual color plants.	100 SF	4	\$ 156.22	4	\$ 2499.52
18.	Mulching (top dress).	100 SF	46	\$.97696	2	\$ 89.88

Spc12-20

54

Initials: (City) RB Contractor) CB

LANDSCAPE MAINTENANCE CITY PARKS
WITHIN THE CITY OF CALABASAS

IN THE CITY OF CALABASAS, CALIFORNIA

GRAPE ARBOR PARK						
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	ANNUAL FREQUENCY	AMOUNT
TREES						
19.	Inspect for damage and/or special needs for safety and health, including photo documentation of potential problem and report immediately.	EA	70	\$.08025	12	\$ 67.41
20.	Pruning for pedestrian/vehicular clearance.	EA	70	\$.08025	12	\$ 67.41
21.	Maintain tree-watering basins, weeding, and mulching.	EA	70	\$.08025	12	\$ 67.41
22.	Inspect and adjust tree stakes, ties and guys.	EA	70	\$.08025	12	\$ 67.41
23.	Fertilization.	EA	70	\$ 0	3	\$ 0
PLANTED SLOPES						
24.	Inspect for damage and special needs to maintain health.	100 SF	53	\$.10599	12	\$ 67.41
25.	Pruning in natural form.	100 SF	53	\$ 1.695	2	\$ 179.67
26.	Edging.	LS	1	\$ 22.47	12	\$ 269.64
27.	Weed control	100 SF	53	\$.42396	12	\$ 269.64
28.	Fertilization.	100 SF	53	\$ 1.917	4	\$ 406.40
29.	Mulching (top dress).	100 SF	53	\$ 1.27	6	\$ 403.86
IRRIGATION SYSTEMS						
30.	Operate, inspect, repair, and adjust/program irrigation systems.	1,000 SF	112	\$.11636	52	\$ 677.68
31.	Probe for soil water content and adjust irrigation systems to meet seasonal needs.	1,000 SF	112	\$.10031	12	\$ 134.82
32.	Irrigation system audit.	1,000 SF	112	\$.61125	2	\$ 136.92
PARK AND RECREATION AMENITIES						
33.	Play area woodchip surfacing inspection / raking / leveling / screening / replenishing.	SF	6,825	\$.00252	52	\$ 894.35
34.	Brick dust base lines at ball field area inspection / weeding / raking / leveling / replenishing.	SF	600	\$.03834	52	\$ 1196.21
35.	Play area resilient paving inspection and cleaning.	SF	355	\$.01582	52	\$ 292.04
36.	Concrete picnic area wash down.	100 SF	12	\$ 1.917	26	\$ 598.10
37.	Picnic table inspection and cleaning.	EA	15	\$ 1.533	52	\$ 1195.74

Spc12-20

55

Initials: (City) SB Contractor) CB

LANDSCAPE MAINTENANCE CITY PARKS
WITHIN THE CITY OF CALABASAS
IN THE CITY OF CALABASAS, CALIFORNIA

GRAPE ARBOR PARK						
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	ANNUAL FREQUENCY	AMOUNT
38.	Trash receptacle inspection, emptying and cleaning.	EA	14	\$ 1.15	52	\$ 837.20
39.	Bench inspection and cleaning.	EA	1	\$ 1.84	52	\$ 95.68
40.	Volleyball court sand surfacing inspection / raking / leveling / screening / replenishing.	SF	2,900	\$.00396	52	\$ 597.17
41.	Ball field backstop and home plate inspection and weeding.	EA	1	\$ 11.68	52	\$ 11.68
42.	Dog-waste receptacle/doggy dispenser inspection, emptying, cleaning, and baggy replenishing.	EA	3	\$ 1.97	52	\$ 299.05

TOTAL AMOUNT COST BREAKDOWN IN FIGURES \$28,770.76⁰⁰ \$31531.27⁰⁰ UB

TOTAL AMOUNT COST BREAKDOWN IN WORDS Thirty one thousand RB
~~five hundred thirty one and twenty seven cents~~ Twenty-eight thousand seven hundred seventy dollars and
~~seventy-six cents~~ seventy-six cents UB

*For multiplication purposes, treat as (1).

LANDSCAPE MAINTENANCE CITY PARKS
WITHIN THE CITY OF CALABASAS

IN THE CITY OF CALABASAS, CALIFORNIA

HIGHLANDS PARK						
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	ANNUAL FREQUENCY	AMOUNT
GENERAL MAINTENANCE						
1.	Facility inspection by Contractor's supervisor or account manager, visual / operational.	LS	1	\$ 0	52	\$ 0
2.	Walkthrough inspection with City representative.	LS	1	\$ 0	12	\$ 0
3.	Paved walkway area cleanup, sweeping, weed control, and litter removal.	100 SF	14	\$.8050	52	\$ 584.22
4.	Insect, disease, pest, and rodent control.	LS	1	\$ 107.00	*As required.	\$ 107.00
5.	Litter removal, weeding, and mulching.	100 SF	40	\$.28087	52	\$ 584.21
GROUNDCOVER AND SHRUB AREAS						
6.	Inspect, weed, and clean groundcover and shrub beds.	100 SF	8	\$.92688	12	\$ 88.98
7.	Pruning.	100 SF	8	\$ 2.80813	2	\$ 44.93
8.	Edging.	LS	1	\$ 7.415	12	\$ 88.98
9.	Fertilization.	100 SF	8	\$.86938	4	\$ 27.82
10.	Mulching (top dress).	100 SF	8	\$ 1.40375	2	\$ 22.46
TREES						
11.	Inspect for damage and/or special needs for safety and health, including photo documentation of potential problem and report immediately.	EA	3	\$.75	12	\$ 27.00
12.	Pruning for pedestrian/vehicular clearance.	EA	3	\$.37444	12	\$ 13.48
13.	Maintain tree-watering basins, weeding, and mulching.	EA	3	\$ 1.19833	12	\$ 43.14
14.	Inspect and adjust tree stakes, ties and guys.	EA	3	\$.37444	12	\$ 13.48
15.	Fertilization.	EA	3	\$ 0	4	\$ 0
PLANTED SLOPES						
16.	Inspect for damage and special needs to maintain health.	100 SF	21	\$.2675	12	\$ 67.41
17.	Pruning in natural form.	100 SF	21	\$ 1.605	2	\$ 67.41
18.	Edging.	LS	1	\$ 5.6175	12	\$ 67.41
19.	Weed control.	100 SF	21	\$.535	12	\$ 134.82

ADDENDUM NO. 1

Spc12-20

57

Initials: (City) BB Contractor UP

LANDSCAPE MAINTENANCE CITY PARKS
WITHIN THE CITY OF CALABASAS
IN THE CITY OF CALABASAS, CALIFORNIA

HIGHLANDS PARK						
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	ANNUAL FREQUENCY	AMOUNT
20.	Fertilization.	100 SF	21	\$ 79488	4	\$ 66.77
21.	Mulching (top dress).	100 SF	21	\$ 1.605	6	\$ 202.23
IRRIGATION SYSTEMS						
22.	Operate, inspect, repair, and adjust/program irrigation systems.	100 SF	29	\$.1937	52	\$ 292.10
23.	Probe for soil water content and adjust irrigation systems to meet seasonal needs.	100 SF	29	\$.19371	12	\$ 67.41
24.	Irrigation system audit.	100 SF	29	\$ 1.18	2	\$ 68.44
PARK AND RECREATION AMENITIES						
25.	Play area sand surfacing inspection / raking / leveling / screening / replenishing.	SF	750	\$.00766	52	\$ 298.74
26.	Play area resilient paving inspection and cleaning.	SF	160	\$.02246	52	\$ 186.87
27.	Concrete walkway wash down.	100 SF	1,360	\$.00845	52	\$ 597.58
28.	Picnic table inspection and cleaning.	EA	2	\$ 3.68	52	\$ 382.72
29.	Trash receptacle inspection, emptying and cleaning.	EA	1	\$ 1.15	52	\$ 59.80
30.	Bench inspection and cleaning.	EA	1	\$ 1.84	52	\$ 95.68
TOTAL AMOUNT COST BREAKDOWN IN FIGURES						\$4301.09
TOTAL AMOUNT COST BREAKDOWN IN WORDS						Four thousand three hundred one and nine cents

*For multiplication purposes, treat as (1).

Spc12-20

58

Initials: (City) 88 Contractor UB

LANDSCAPE MAINTENANCE CITY PARKS
WITHIN THE CITY OF CALABASAS
IN THE CITY OF CALABASAS, CALIFORNIA

MUREAU ROAD AND LAS VIRGENES ROAD POCKET PARK						
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	ANNUAL FREQUENCY	AMOUNT
GENERAL MAINTENANCE						
1.	Facility inspection by Contractor's supervisor or account manager, visual / operational.	LS	1	\$ 0	52	\$ 0
2.	Walkthrough inspection with City representative.	LS	1	\$ 0	12	\$ 0
3.	Paved sidewalk cleanup, sweeping, weed control, and litter removal.	100 SF	24	\$.23406	104	\$ 584.21
4.	Insect, disease, pest, and rodent control.	LS	1	\$ 107.00	*As required.	\$ 107.00
5.	Litter removal, weeding, and mulching.	100 SF	121	\$.18570	52	\$ 1168.42
LAWN AREAS						
6.	Mowing and edging.	100 SF	86	\$.15552	42 42 UB	\$ 561.64 UB \$ 695.49
7.	Fertilization.	100 SF	86	\$.59779	4	\$ 203.92
8.	Weed control.	100 SF	86	\$.40437	3	\$ 104.33
9.	Aeration.	100 SF	86	\$.83982	21 UB	\$ 72.22 UB \$ 144.45
10.	Dethatching.	100 SF	86	\$.83988	10 UB	\$ 72.22 UB \$ 0
GROUNDCOVER AND SHRUB AREAS						
11.	Inspect, weed, and clean groundcover and shrub beds.	100 SF	44	\$.25534	12	\$ 134.82
12.	Pruning in natural form.	100 SF	44	\$ 1.53	2	\$ 134.64
13.	Edging.	LS	1	\$ 11.23	12	\$ 134.76
14.	Replace annual color planting.	100 SF	6	\$ 51.36	4	\$ 1232.64
15.	Fertilization.	100 SF	44	\$.80857	4	\$ 142.31
16.	Mulching (top dress).	100 SF	44	\$.51068	2	\$ 44.94
TREES						
17.	Inspect for damage and/or special needs for safety and health, including photo documentation of potential problem and report immediately.	EA	47	\$.11952	12	\$ 67.41
18.	Pruning for pedestrian/vehicular clearance.	EA	47	\$.11952	12	\$ 67.41

Spc12-20

59

Initials: (City) BB Contractor) UB

LANDSCAPE MAINTENANCE CITY PARKS
WITHIN THE CITY OF CALABASAS

IN THE CITY OF CALABASAS, CALIFORNIA

MUREAU ROAD AND LAS VIRGENES ROAD POCKET PARK						
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	ANNUAL FREQUENCY	AMOUNT
19.	Maintain tree-watering basins, weeding and mulching and level grates.	EA	47	\$.111952	12	\$ 67.41
20.	Inspect and adjust tree stakes, ties and guys.	EA	47	\$.111952	12	\$ 67.41
21.	Fertilization.	EA	47	\$ 0	3	\$ 0
22.	Street tree watering.	EA	4	\$ 1.404	156	\$ 876.10
IRRIGATION SYSTEMS						
23.	Operate, inspect, repair, and adjust/program irrigation systems.	1,000 SF	13	\$.20741	52	\$ 140.21
24.	Probe for soil water content and adjust irrigation systems to meet seasonal needs.	1,000 SF	13	\$.20743	12	\$ 32.36
25.	Irrigation system audit.	1,000 SF	13	\$ 2.48	2	\$ 64.48
PARK AND RECREATION AMENITIES						
26.	Picnic table inspection and cleaning.	EA	1	\$ 3.68	52	\$ 191.36
27.	Trash receptacle inspection, emptying and cleaning.	EA	1	\$ 1.15	52	\$ 59.80
28.	Dog-waste receptacle/doggy dispenser inspection, emptying, cleaning, and baggy-replenishing.	EA	1	\$ 1.15	52	\$ 59.80
TOTAL AMOUNT COST BREAKDOWN IN FIGURES				\$6,319.70	UB	\$6,319.70
TOTAL AMOUNT COST BREAKDOWN IN WORDS				Six thousand five hundred and thirty seven and nine tenths dollars and seventy cents		
				Three hundred nineteen dollars and seventy cents		

*For multiplication purposes, treat as (1).

Initials: (City) UB Contractor UB

LANDSCAPE MAINTENANCE CITY PARKS
WITHIN THE CITY OF CALABASAS
IN THE CITY OF CALABASAS, CALIFORNIA

WILD WALNUT PARK						
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	ANNUAL FREQUENCY	AMOUNT
GENERAL MAINTENANCE						
1.	Facility inspection by Contractor's supervisor or account manager, visual / operational.	LS	1	\$ 0	52	\$ 0
2.	Walkthrough inspection with City representative.	LS	1	\$ 0	12	\$ 0
3.	Park trails cleanup, leveling, weed control, and litter removal.	LF	2,900	\$.0171	52	\$ 2578.68
4.	Insect, disease, pest, and rodent control.	LS	1	\$ 107.00	*As required.	\$ 107.00
5.	Litter and brush removal, weeding, and mulching.	100 SF	128	\$.16734	52	\$ 1113.82
TREES						
6.	Inspect for damage and/or special needs for safety and health, including photo documentation of potential problem and report immediately.	EA	4	\$ 1,338.75	12	\$ 64.26
7.	Pruning for pedestrian/vehicular clearance.	EA	4	\$ 1,338.75	12	\$ 64.26
8.	Maintain tree-watering basins, weeding, and mulching.	EA	1	\$ 5,355	12	\$ 64.26
9.	Inspect and adjust tree stakes, ties and guys.	EA	1	\$ 5,355	12	\$ 64.26
10.	Fertilization.	EA	1	\$ 16,576.67	3	\$ 49.73
11.	Watering (seedling trees).	LS	1	\$ 5,355	52	\$ 278.46
PARK AND RECREATION AMENITIES						
12.	Picnic table inspection and cleaning.	EA	5	\$ 1,923.08	52	\$ 500.00
13.	Trash receptacle inspection, emptying and cleaning.	EA	6	\$ 961.54	52	\$ 300.00
14.	Bench inspection and cleaning.	EA	5	\$ 769.23	52	\$ 200.00
TOTAL AMOUNT COST BREAKDOWN IN FIGURES						\$ 5384.73
TOTAL AMOUNT COST BREAKDOWN IN WORDS						Five thousand three hundred eight four and seven ^{hollars} three cents

*For multiplication purposes, treat as (1).

RB

Initials: (City) *RB* Contractor) *UB*

LANDSCAPE MAINTENANCE CITY PARKS
WITHIN THE CITY OF CALABASAS

IN THE CITY OF CALABASAS, CALIFORNIA

ALICE C. STELLE MIDDLE SCHOOL SPORTS FIELDS						
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	ANNUAL FREQUENCY	AMOUNT
GENERAL MAINTENANCE						
1.	Facility inspection by Contractor's supervisor or account manager, visual / operational.	LS	1	\$ 0	104	\$ 0
2.	Walkthrough inspection with City representative.	LS	1	\$ 0	12	\$ 0
3.	Insect, disease, pest, and rodent presence inspection and reporting.	LS	1	\$ 107.00	*As required.	\$ 107.00
LAWN AREAS						
4.	Mowing and edging.	100 SF	1,840	\$ 20353	5 ^{UB} 46	\$ 17,226.78 \$ 19,473.75
5.	Fertilization.	100 SF	1,840	\$ 80000	8	\$ 11776.00
6.	Weed control.	100 SF	1,840	\$ 07559	3	\$ 417.26
7.	Aeration.	100 SF	1,840	\$ 52336	4	\$ 3851.93
8.	Dethatching.	100 SF	1,840	\$ 52336	1	\$ 962.98
TREES						
9.	Inspect for damage and/or special needs for safety and health, including photo documentation of potential problem and report immediately.	EA	17	\$ 166088	12	\$ 134.82
10.	Pruning for pedestrian/vehicular clearance.	EA	17	\$ 66088	2	\$ 22.47
11.	Maintain tree-watering basins, weeding, and mulching.	EA	17	\$ 166088	4	\$ 44.94
12.	Inspect and adjust tree stakes, ties and guys.	EA	17	\$ 33039	12	\$ 67.40
13.	Fertilization.	EA	17	\$ 0	1	\$ 0

Spc12-20

62

Initials: (City) EB

Contractor) UB

LANDSCAPE MAINTENANCE CITY PARKS
WITHIN THE CITY OF CALABASAS
IN THE CITY OF CALABASAS, CALIFORNIA

ALICE C. STELLE MIDDLE SCHOOL SPORTS FIELDS						
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	ANNUAL FREQUENCY	AMOUNT
IRRIGATION SYSTEMS						
14.	Operate, inspect, repair, and adjust/program irrigation systems.	1,000 SF	184	\$.1221	52	\$ 1168.35
15.	Probe for soil water content and adjust irrigation systems to meet seasonal needs.	1,000 SF	184	\$.1221	12	\$ 269.62
16.	Irrigation system audit.	1,000 SF	184	\$.55826	6	\$ 616.32
TOTAL AMOUNT COST BREAKDOWN IN FIGURES						\$ 36,665.86 UB
TOTAL AMOUNT COST BREAKDOWN IN WORDS						\$ 36,665.86 UB
<i>Threat - eight thousand Nine hundred twelve and eight four cents Thirty-six thousand six hundred sixty-five dollars and eighty-six cents UB</i>						

*For multiplication purposes, treat as (1).

LANDSCAPE MAINTENANCE CITY PARKS
WITHIN THE CITY OF CALABASAS
IN THE CITY OF CALABASAS, CALIFORNIA

MOUNTAIN RESTORATION TRUST HEADQUARTERS						
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	ANNUAL FREQUENCY	AMOUNT
GENERAL MAINTENANCE						
1.	Facility inspection by Contractor's supervisor or account manager, visual / operational.	LS	1	\$ 0	52	\$ 0
2.	Walkthrough inspection with City representative.	LS	1	\$ 0	12	\$ 0
3.	Paved driveway cleanup, sweeping, weed control, and litter removal.	100 SF	24	\$ 46812	52	\$ 584.21
4.	Insect, disease, pest, and rodent presence inspection and reporting.	LS	1	\$ 107.00	*As required.	\$ 107.00
5.	Litter removal and weeding.	100 SF	200	\$ 11234	52	\$ 1168.34
6.	Mulch replenishment.	100 SF	200	\$ 449	3	\$ 269.40
GROUNDCOVER AND SHRUB AREAS						
7.	Inspect, weed, and clean groundcover and shrub beds.	100 SF	35	\$ 642	12	\$ 269.64
8.	Pruning in natural form.	100 SF	35	\$ 642	2	\$ 44.94
9.	Edging.	LS	1	\$ 11.23	12	\$ 134.76
10.	Fertilization.	100 SF	35	\$ 1.689	2	\$ 118.23
11.	Mulching (top dress).	100 SF	35	\$ 321	13	\$ 33.71 ^{UB} 22.47 ^{UB}
IRRIGATION						
12.	Operate, inspect, repair, and adjust/program irrigation systems.	100 SF	35	\$ 321	52	\$ 584.22
13.	Probe for soil water content and adjust irrigation systems to meet seasonal needs.	100 SF	35	\$ 321	12	\$ 134.82
14.	Irrigation system audit.	1,0 SF	35	\$ 92114	2	\$ 64.48
TOTAL AMOUNT COST BREAKDOWN IN FIGURES				US three \$3,513.75 ^{UB}		\$ 3507.51 ^{UB}
TOTAL AMOUNT COST BREAKDOWN IN WORDS				Three thousand five hundred ^{UB} thirteen dollars and seventy five cents ^{UB}		

*For multiplication purposes, treat as (1).

Initials: (City) Contractor) UB

LANDSCAPE MAINTENANCE CITY PARKS
WITHIN THE CITY OF CALABASAS

IN THE CITY OF CALABASAS, CALIFORNIA

TENNIS AND SWIM CENTER						
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	ANNUAL FREQUENCY	AMOUNT
GENERAL MAINTENANCE						
1.	Facility inspection by Contractor's supervisor or account manager, visual / operational.	LS	1	\$ 0	52	\$ 0
2.	Walkthrough inspection with City representative.	LS	1	\$ 0	12	\$ 0
3.	Paved sidewalk, walkway areas, picnic areas, pool area and parking area cleanup, sweeping, weed control, and litter removal.	100 SF	857	\$.02621	104	\$ 2336.04
4.	Insect, disease, pest, and rodent control.	LS	1	\$ 107.00	*As required.	\$ 107.00
5.	Litter removal, weeding, and mulching.	100 SF	375	\$.08568	52	\$ 1670.76
DRAINAGE FACILITIES						
6.	Inspect and maintain concrete "V"-ditches and inlets.	LF	10	\$ 1,561.75	12	\$ 67.41
LAWN AREAS						
7.	Mowing and edging.	100 SF	415	\$.49156	52 ^{LB} 42	\$ 8,567.89 ^{LB} 10,667.86 ^{LB}
8.	Fertilization.	100 SF	415	\$.75885	4	\$ 1259.69
9.	Weed control.	100 SF	415	\$.31951	3	\$ 397.79
10.	Aeration.	100 SF	415	\$ 1.769	10 ^{LB}	\$ 1468.25 ^{LB}
11.	Dethatching.	100 SF	415	\$ 1.77	10 ^{LB}	\$ 734.55 ^{LB}
FLOWERS, GROUNDCOVER, AND SHRUB AREAS						
12.	Inspect, weed, and clean groundcover and shrub beds.	100 SF	315	\$.68	12	\$ 2570.40
13.	Pruning in natural form.	100 SF	315	\$ 1.36	2	\$ 856.80
14.	Edging.	LS	1	\$ 42.84	12	\$ 514.08
15.	Fertilization.	100 SF	315	\$.7998	4	\$ 1007.75
16.	Replace annual color plants.	100 SF	30	\$ 158.87	4	\$ 19064.40
17.	Mulching (top dress).	100 SF	315	\$ 544.00	2	\$ 342.72

LANDSCAPE MAINTENANCE CITY PARKS
WITHIN THE CITY OF CALABASAS

IN THE CITY OF CALABASAS, CALIFORNIA

TENNIS AND SWIM CENTER						
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	ANNUAL FREQUENCY	AMOUNT
TREES						
18.	Inspect for damage and/or special needs for safety and health, including photo documentation of potential problem and report immediately.	EA	176	\$.06085	12	\$ 128.52
19.	Pruning for pedestrian/vehicular clearance.	EA	176	\$.12170	12	\$ 257.03
20.	Maintain tree-watering basins, weeding, mulching.	EA	176	\$.12170	12	\$ 257.03
21.	Inspect and adjust tree stakes, ties and guys.	EA	176	\$.06085	12	\$ 128.52
22.	Fertilization.	EA	176	\$ 0	4	\$ 0
PLANTED SLOPES (INTERIOR)						
23.	Inspect for damage and special needs to maintain health.	100 SF	80	\$ 1.3388	12	\$ 128.52
24.	Pruning in natural form.	100 SF	80	\$ 1.07100	2	\$ 171.36
25.	Edging.	LS	1	\$ 21.42	12	\$ 257.04
26.	Weed control.	100 SF	80	\$ 1.071	12	\$ 1028.16
27.	Fertilization.	100 SF	80	\$.76244	4	\$ 243.98
28.	Mulching (top dress).	100 SF	80	\$.26775	84 lb	\$ 84.68 ^{UB} 128.52
IRRIGATION SYSTEMS						
29.	Operate, inspect, repair, and adjust/program irrigation systems.	1,000 SF	84	\$.255	52	\$ 1113.84
30.	Probe for soil water content and adjust irrigation systems to meet seasonal needs.	1,000 SF	84	\$.1275	12	\$ 128.52
31.	Irrigation system audit.	1,000 SF	84	\$.77714	2	\$ 130.56
PARK AND RECREATION AMENITIES						
32.	Play area sand surfacing inspection / raking / leveling / screening/ replenishing.	SF	1,010	\$.0106	52	\$ 556.71
33.	Play area resilient paving inspection and cleaning.	SF	70	\$.01529	52	\$ 55.66

Spc12-20

66

Initials: (City)

Contractor

LANDSCAPE MAINTENANCE CITY PARKS
WITHIN THE CITY OF CALABASAS
IN THE CITY OF CALABASAS, CALIFORNIA

TENNIS AND SWIM CENTER						
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	ANNUAL FREQUENCY	AMOUNT
34.	Dog-waste receptacle/doggy dispenser inspection, emptying, cleaning, and baggy replenishing.	EA	2	\$ 1.75404	52	\$ 182.42
TOTAL AMOUNT COST BREAKDOWN IN FIGURES				\$43,659.11	UB	\$47,901.91 UB
TOTAL AMOUNT COST BREAKDOWN IN WORDS				<i>Forty seven thousand nine hundred one and nine dollars <i>no cents</i> <i>Forty three thousand Six hundred fifty-nine dollars and eleven cents. UB</i> </i>		

*For multiplication purposes, treat as (1).

Spc12-20
 Initials: (City) RB Contractor) UB

LANDSCAPE MAINTENANCE CITY PARKS
WITHIN THE CITY OF CALABASAS

IN THE CITY OF CALABASAS, CALIFORNIA

COST BREAKDOWN TOTAL

COST BREAKDOWN TITLE	COST BREAKDOWN TOTAL
BARK PARK	\$ 16,133.47 15,623.48 UB
CREEKSIDE PARK AND COMMUNITY CENTER	\$ 20,229.47 18,583.17 UB
DE ANZA PARK	\$ 49,210.29 48,096.52 UB
FREEDOM PARK	\$ 12,826.70 11,603.66 UB
GATES CANYON PARK	\$ 51,734.50 45,470.51 UB
GRAPE ARBOR PARK	\$ 31,531.27 28,770.76 UB
HIGHLANDS PARK	\$ 4,301.09
MUREAU ROAD AND LAS VIRGENES ROAD POCKET PARK	\$ 6,597.91 16,319.70 UB
WILD WALNUT PARK	\$ 5,384.73
ALICE C. STELLE MIDDLE SCHOOL SPORTS FIELD	\$ 38,912.84 36,665.86 UB
MOUNTAIN RESTORATION TRUST HEADQUARTERS	\$ 3,502.51 +3,513.75 UB
TENNIS AND SWIM CENTER	\$ 47,901.91 43,659.11 UB

Spc12-20

68

Initials: (City) PP Contractor UP

LANDSCAPE MAINTENANCE CITY PARKS
WITHIN THE CITY OF CALABASAS

IN THE CITY OF CALABASAS, CALIFORNIA

TOTAL AMOUNT OF ALL TWELVE COST BREAKDOWNS IN FIGURES	\$ 288,266.69 PBT 264,992.34 UB
---	---

TOTAL AMOUNT OF ALL TWELVE COST BREAKDOWNS IN WORDS:
Two hundred eighty-eight thousand two hundred sixty-six and sixty-nine cents
dollars Two hundred sixty-four thousand nine hundred and ninety-two dollars and thirty-four cents

Note: The total combined cost of the twelve Cost Breakdowns will be considered the base bid for this contract. UB

NAME OF LANDSCAPE MAINTENANCE FIRM:

Venco Western Inc.

CONTRACTOR'S LICENSE NUMBER: C-27 562295

AUTHORIZED SIGNATURE: *Oliver D. De*

TITLE: President

DATE: January 18, 2013

LANDSCAPE MAINTENANCE CITY PARKS
WITHIN THE CITY OF CALABASAS
IN THE CITY OF CALABASAS, CALIFORNIA

UNIT PRICE LIST
THE FOLLOWING PRICES ARE HEREBY MADE A PART OF THIS AGREEMENT
Unit Prices for Additional Work

Item No.	Description	Unit Price	Unit
1.	Misc. irrigation system repair parts @ cost plus 15 %		
2.	Landscape Irrigation Technician: Hourly Rate:	\$ 45.00	EA
3.	Pop-up sprinkler / replace	4" @ \$ 16.00	EA
		6" @ \$ 22.00	EA
		12" @ \$ 26.00	EA
4.	Pop-up gear drive sprinkler / replace	4" @ \$ 64.00	EA
		6" @ \$ 76.00	EA
		12" @ \$ 85.00	EA
5.	Fixed shrub sprinkler / replace	4" @ \$ 17.58	EA
		6" @ \$ 20.76	EA
		12" @ \$ 25.49	EA
6.	Fixed shrub gear driven sprinkler / replace	4" @ \$ 63.00	EA
		6" @ \$ 75.00	EA
		12" @ \$ 84.00	EA
7.	Automatic sprinkler valve / replace	¾" @ \$ 114.61	EA
		1" @ \$ 141.47	EA
		1½" @ \$ 207.86	EA
		2" @ \$ 253.69	EA
8.	1-gal. shrub/perennial install	@ \$ 19.00	EA
9.	2-gal. shrub/perennial install	@ \$ 35.00	EA
10.	5-gal. shrub/perennial install	@ \$ 42.00	EA
11.	5-gal tree in place (stakes incl.)	@ \$ 45.00	EA
12.	15 gal. Tree in place (stakes incl.)	@ \$ 146.00	EA
13.	24" box tree in place (stakes incl.)	@ \$ 357.00	EA
14.	36" box tree in place (stakes, incl.)	@ \$ 790.00	EA
15.	48" box tree in place (stakes, incl.)	@ \$ 1,595.00	EA
16.	Hand watering of tree well	@ \$ 17.00	EA
17.	Flat of ground cover install	@ \$ 34.00	EA
18.	4" pot annual color	@ \$ 38.00	EA
19.	Planter bed mulch in place	@ \$ 52.00	/Cubic Yard
20.	Turf renovation (incl. de-thatch, over seed, top dress)	@ \$ 200.00	/1,000 Sq. Ft.
21.	Turf aeration	@ \$ 63.00	/1,000 Sq. Ft.
22.	Additional labor	@ \$ 28.00	/Manhour
23.	Additional supervisor	@ \$ 50.00	/Manhour
24.	Additional mowing	@ \$ 0.67	/100 Sq. Ft.
25.	Sod installation	@ \$ 1.38	SF
26.	Seed installation	@ \$ 0.18	SF
27.	Fertilization (shrub bed & turf)	@ \$ 477.00	AS/Acre
28.	Soil test and analysis	@ \$ 200.00	Unit
29.	Plant tissue analysis	@ \$ 69.00	Unit
30.	Plant pathology test	@ \$ 89.00	Unit
31.	Backflow prevention device inspection	@ \$ 160.00	Unit
32.	Pesticide application on trees for disease control	@ \$ 130.00	EA
33.	Landscape Design Services	@ \$ 95.00	Hour
34.	Submit disease/pest control records to county agricultural commissioner	@ \$ 85.00	Per occurrence
35.	Insect, disease and rodent control	@ \$ 385.00	10,000 Sq. Ft.

Note: All Contractor's are required to complete the Unit Price List as part of the RFQ submittal.

Initials: (City) BA Contractor) CB

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas//Venco Western, Inc.

NON-COLLUSION AFFIDAVIT

State of California)
County of Ventura ss.
County of ~~Los Angeles~~ n

Linda Burr, being first duly sworn, deposes and says that he or she is President of Venco Western, Inc., the party making the foregoing bid, that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid."

Linda P. Burr

Signature of Bidder

2400 Eastman Avenue, Oxnard CA 93030

Business Address

912 N. Signal Ojai CA 93023

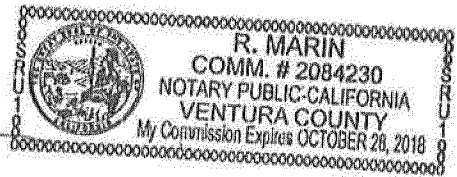
Place of Residence

Subscribed and sworn to before me this 4 day of January, 2018

Notary Public in and for the County
of Ventura
State of California.

My Commission Expires 10/28, 2018

[Signature]



ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Ventura

On January 4, 2018 before me, R. Marin Notary Public
(insert name and title of the officer)

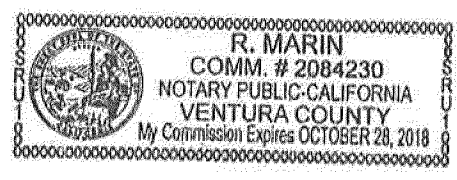
personally appeared Linda D. Barr
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature [Handwritten Signature]

(Seal)



WORKERS' COMPENSATION INSURANCE
CERTIFICATE

The Contractor shall execute the following form as required by the California Labor Code, Sections 1860 and 1861:

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

DATE: Jan. 4, 2018

Venco Western, Inc.
(Contractor)
By: [Signature]
(Signature)
President
(Title)

Attest:

By: [Signature]
(Signature)
General Manager
(Title)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/20/2017

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

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

PRODUCER Tolman & Wiker Insurance Services LLC #0E52073 196 S. Fir Street PO Box 1388 Ventura CA 93002-1388		CONTACT NAME: Helen F Westfall, AINS PHONE (A/C, No, Ext): (805) 585-6124 FAX (A/C, No): (805) 585-6224 E-MAIL ADDRESS: hwestfall@tolmanandwiker.com																						
INSURED Venco Western Inc 2400 Eastman Oxnard CA 93030		<table border="1"> <thead> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A:</td> <td>Admiral Ins Co</td> <td>24856</td> </tr> <tr> <td>INSURER B:</td> <td>American Fire & Cas Ins Co</td> <td>24066</td> </tr> <tr> <td>INSURER C:</td> <td>RSUI Indemnity Co</td> <td>22314</td> </tr> <tr> <td>INSURER D:</td> <td>Oak River Ins Co</td> <td>34630</td> </tr> <tr> <td>INSURER E:</td> <td></td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Admiral Ins Co	24856	INSURER B:	American Fire & Cas Ins Co	24066	INSURER C:	RSUI Indemnity Co	22314	INSURER D:	Oak River Ins Co	34630	INSURER E:			INSURER F:		
INSURER(S) AFFORDING COVERAGE		NAIC #																						
INSURER A:	Admiral Ins Co	24856																						
INSURER B:	American Fire & Cas Ins Co	24066																						
INSURER C:	RSUI Indemnity Co	22314																						
INSURER D:	Oak River Ins Co	34630																						
INSURER E:																								
INSURER F:																								

COVERAGES CERTIFICATE NUMBER: 17/18 GL/AL/XS/*WC/XSA REVISION NUMBER:


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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER	X	CA000006515-13 **EXCLUDES ALL WRAP/OICIP WORK**	2/1/2017	2/1/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ Excl PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS		BAA(17)57586503	2/1/2017	2/1/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		NHA241823	2/1/2017	2/1/2018	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	VEWC804114	11/1/2017	11/1/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	EXCESS AUTO LIABILITY		ESA(17)57586503	2/1/2017	2/1/2018	EACH OCCURRENCE \$4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

GL: City of Calabasas, its Officials, Employees, and Agents, Calabasas Hills and Estates Community Association, and the following Homeowners Associations; Bellagio, Calabasas Country Estates, Clairidge, Calabasas Park Estates, Calabasas Park, Las Villas, Palatino, and Westridge are Additional Insureds as respects to Operations of the Named Insured per form CG20100413. This Insurance is Primary and Non-Contributory per form AD06570217. Endorsements apply only as required by written contract on file.

CERTIFICATE HOLDER**CANCELLATION**

lgrant@cityofcalabasas.com City of Calabasas 100 Civic Center Way Calabasas, CA 91302	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Jeff Dodds/HELENW 
--	--

© 1988-2014 ACORD CORPORATION. All rights reserved.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – SCHEDULED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations
<ul style="list-style-type: none"> - CITY OF CALABASAS, ITS OFFICIALS, EMPLOYEES AND AGENTS - BELLAGIO HOMEOWNERS ASSOCIATION - CALABASAS COUNTRY ESTATES HOMEOWNERS ASSOCIATION - CALABASAS HILLS AND ESTATES COMMUNITY ASSOCIATION - CLAIRIDGE HOMEOWNERS ASSOCIATION - CALABASAS PARK ESTATES HOMEOWNERS ASSOCIATION - CALABASAS PARK HOMEOWNERS ASSOCIATION - LAS VILLAS HOMEOWNERS ASSOCIATION - PALATINO HOMEOWNERS ASSOCIATION - WESTRIDGE HOMEOWNERS ASSOCIATION 	<p>ALL LOCATIONS AT WHICH THE NAMED INSURED IS PERFORMING ONGOING OPERATIONS.</p>
<p>Information required to complete this Schedule, if not shown above, will be shown in the Declarations.</p>	

A. **Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for “bodily injury”, “property damage” or “personal and advertising injury” caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to “bodily injury” or “property damage” occurring after:



1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**PRIMARY/NON-CONTRIBUTING INSURANCE
ENDORSEMENT**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

SCHEDULE

Name of Person or Organization:

- CITY OF CALABASAS, ITS OFFICIALS, EMPLOYEES AND AGENTS
- BELLAGIO HOMEOWNERS ASSOCIATION
- CALABASAS COUNTRY ESTATES HOMEOWNERS ASSOCIATION
- CALABASAS HILLS AND ESTATES COMMUNITY ASSOCIATION
- CLAIRIDGE HOMEOWNERS ASSOCIATION
- CALABASAS PARK ESTATES HOMEOWNERS ASSOCIATION
- CALABASAS PARK HOMEOWNERS ASSOCIATION
- LAS VILLAS HOMEOWNERS ASSOCIATION
- PALATINO HOMEOWNERS ASSOCIATION
- WESTRIDGE HOMEOWNERS ASSOCIATION

It is agreed that Commercial General Liability Coverage Form CG 00 01 Section IV paragraphs 4.b. and 4.c. do not apply with respect to other valid and collectible Commercial General Liability insurance, whether primary or excess, available to the person or organization shown in the Schedule and:

- 1) Who is an insured under an Additional Insured-Owners, Lessees or Contractors endorsement attached to this policy; and
- 2) Who requires by specific written contract that this insurance is to be primary and/or non-contributory to other valid and collectible insurance available to that person or organization.

This endorsement does not change the scope of coverage provided to the person or organization by any Additional Insured endorsement.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION – DESIGNATED OPERATIONS COVERED BY A CONSOLIDATED (WRAP-UP) INSURANCE PROGRAM

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Description and Location of Operation(s):

ALL PROJECTS COVERED UNDER CONSOLIDATED (WRAP-UP) INSURANCE PROGRAMS

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

The following exclusion is added to paragraph 2., Exclusions of COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY (Section I – Coverages):

This insurance does not apply to "bodily injury" or "property damage" arising out of either your ongoing operations or operations included within the "products-completed operations hazard" at the location described in the Schedule of this endorsement, as a consolidated (wrap-up) insurance program has been provided by the prime contractor/project manager or owner of the construction project in which you are involved.

This exclusion applies whether or not the consolidated (wrap-up) insurance program:

- (1) Provides coverage identical to that provided by this Coverage Part;
- (2) Has limits adequate to cover all claims; or
- (3) Remains in effect.

**ACTION AGENDA
WEDNESDAY, DECEMBER 13, 2017**

OPEN SESSION: – 7:33 P.M.

ROLL CALL: – *Maurer absent*

APPROVAL OF AGENDA

PRESENTATIONS

➤ By Jon Shull, California JPIA regarding the Liability Trust Fund

ANNOUNCEMENTS/INTRODUCTIONS:

ORAL COMMUNICATIONS - PUBLIC COMMENT:

CONSENT ITEMS:

1. Approval of meeting minutes from November 8 and 29, 2017 – **APPROVED**
2. Approval of appointments of Ellen Pangarliotas (Gaines) and) Mark Shear (Shapiro) to the Library Commission – **APPROVED**
3. Adoption of Ordinance No. 2017-354 to add an additional Chapter to Title 9 of the Calabasas Municipal Code related to regulations on the operation of unmanned aircraft systems, commonly known as drones, to mitigate risks to persons and property and to protect the public from the hazards associated with their operation – **APPROVED**
4. Recommendation to approve a professional services agreement for continuing project management and construction management services for the Lost Hills Road Interchange Project with Parsons Corporation for an amount not to exceed \$600,000 – **APPROVED**
5. Recommendation to award a one year professional services agreement to Azteca Landscape for landscape maintenance of the common areas for Oak Park Calabasas Homeowners Association within Landscape Lighting Act District 22 in the City of Calabasas in an amount not to exceed \$250,000 – **APPROVED**
6. Recommendation to award a five year professional services agreement to Venco Western, Inc. for landscape maintenance of City parks within the City of Calabasas in an amount not to exceed \$1,307,400 – **APPROVED**

7. Adoption of Resolution No. 2017-1571, rescinding Resolution No. 2017-1538, reestablishing the amount and procedure for health benefit reimbursement for management retirees – ***APPROVED-BOZAJIAN RECUSED FROM VOTING ON THIS ITEM***
8. Adoption of Resolution No. 2017-1572, reauthorizing the Public, Educational, and Government (PEG) fee on State cable franchisees operating within the City – ***APPROVED***

NEW BUSINESS

9. Rotary Club of Calabasas – Neighbors in Need Program – ***DIRECTION PROVIDED TO STAFF***
10. Overview of the City’s comprehensive second-hand smoke control ordinance – ***DIRECTION PROVIDED TO STAFF***

INFORMATIONAL REPORTS

11. Check Register for the period of November 1-21, 2017
No action taken on this item

TASK FORCE REPORTS:

CITY MANAGER’S REPORT:

FUTURE AGENDA ITEMS:

ADJOURN:

At 9:55 p.m.