



1 this Agreement. For the purposes of this Section, a fiscal year commences on  
2 October 1 of the year and continues through September 30 of the following year. In  
3 the event that the City Council of the City fails to appropriate the necessary funds  
4 for any fiscal year, then, and in that event, the Agreement will terminate at no  
5 additional cost or obligation to the City.

6 C. Consultant may select the time and place of performance for  
7 these services; provided, however, that access to City documents, records and the  
8 like, if needed by Consultant, shall be available only during City's normal business  
9 hours and provided that milestones for performance, if any, are met.

10 D. Consultant has requested to receive regular payments. City  
11 shall pay Consultant in due course of payments following receipt from Consultant  
12 and approval by City of invoices showing the services or task performed, the time  
13 expended (if billing is hourly), and the name of the Project. Consultant shall certify  
14 on the invoices that Consultant has performed the services in full conformance with  
15 this Agreement and is entitled to receive payment. Each invoice shall be  
16 accompanied by a progress report indicating the progress to date of services  
17 performed and covered by the invoice, including a brief statement of any Project  
18 problems and potential causes of delay in performance, and listing those services  
19 that are projected for performance by Consultant during the next invoice cycle.  
20 Where billing is done and payment is made on an hourly basis, the parties  
21 acknowledge that this arrangement is either customary practice for Consultant's  
22 profession, industry or business, or is necessary to satisfy audit and legal  
23 requirements which may arise due to the fact that City is a municipality.

24 E. Consultant represents that Consultant has obtained all  
25 necessary information on conditions and circumstances that may affect its  
26 performance and has conducted site visits, if necessary.

27 F. CAUTION: Consultant shall not begin work until this  
28 Agreement has been signed by both parties and until Consultant's evidence of

1 insurance has been delivered to and approved by City.

2 2. TERM. The term of this Agreement shall commence at midnight on  
3 July 1, 2019, and shall terminate at 11:59 p.m. on June 30, 2021, unless sooner terminated  
4 as provided in this Agreement, or unless the services or the Project is completed sooner.  
5 The term may be extended for three (3) additional one-year periods.

6 3. COORDINATION AND ORGANIZATION.

7 A. Consultant shall coordinate its performance with City's  
8 representative, if any, named in Exhibit "C", attached to this Agreement and  
9 incorporated by this reference. Consultant shall advise and inform City's  
10 representative of the work in progress on the Project in sufficient detail so as to  
11 assist City's representative in making presentations and in holding meetings on the  
12 Project. City shall furnish to Consultant information or materials, if any, described  
13 in Exhibit "D", attached to this Agreement and incorporated by this reference, and  
14 shall perform any other tasks described in the Exhibit.

15 B. The parties acknowledge that a substantial inducement to City  
16 for entering this Agreement was and is the reputation and skill of Consultant's key  
17 employee, named in Exhibit "E" attached to this Agreement and incorporated by this  
18 reference. City shall have the right to approve any person proposed by Consultant  
19 to replace that key employee.

20 4. INDEPENDENT CONTRACTOR. In performing its services,  
21 Consultant is and shall act as an independent contractor and not an employee,  
22 representative or agent of City. Consultant shall have control of Consultant's work and the  
23 manner in which it is performed. Consultant shall be free to contract for similar services to  
24 be performed for others during this Agreement; provided, however, that Consultant acts in  
25 accordance with Section 9 and Section 11 of this Agreement. Consultant acknowledges  
26 and agrees that (a) City will not withhold taxes of any kind from Consultant's compensation;  
27 (b) City will not secure workers' compensation or pay unemployment insurance to, for or  
28 on Consultant's behalf; and (c) City will not provide and Consultant is not entitled to any of

1 the usual and customary rights, benefits or privileges of City employees. Consultant  
2 expressly warrants that neither Consultant nor any of Consultant's employees or agents  
3 shall represent themselves to be employees or agents of City.

4 5. INSURANCE.

5 A. As a condition precedent to the effectiveness of this  
6 Agreement, Consultant shall procure and maintain, at Consultant's expense for the  
7 duration of this Agreement, from insurance companies that are admitted to write  
8 insurance in California and have ratings of or equivalent to A:V by A.M. Best  
9 Company or from authorized non-admitted insurance companies subject to Section  
10 1763 of the California Insurance Code and that have ratings of or equivalent to A:VIII  
11 by A.M. Best Company, the following insurance:

12 i. Commercial general liability insurance (equivalent in  
13 scope to ISO form CG 00 01 11 85 or CG 00 01 10 93) in an amount not less  
14 than \$1,000,000 per each occurrence and \$2,000,000 general aggregate.  
15 This coverage shall include but not be limited to broad form contractual  
16 liability, cross liability, independent contractors liability, and products and  
17 completed operations liability. City, its boards and commissions, and their  
18 officials, employees and agents shall be named as additional insureds by  
19 endorsement (on City's endorsement form or on an endorsement equivalent  
20 in scope to ISO form CG 20 10 11 85 or CG 20 26 11 85 or both CG 20 10  
21 07 04 and CG 20 37 07 04 or both CG 20 33 07 04 and CG 20 37 07 04),  
22 and this insurance shall contain no special limitations on the scope of  
23 protection given to City, its boards and commissions, and their officials,  
24 employees and agents. This policy shall be endorsed to state that the insurer  
25 waives its right of subrogation against City, its boards and commissions, and  
26 their officials, employees and agents.

27 ii. Workers' Compensation insurance as required by the  
28 California Labor Code and employer's liability insurance in an amount not

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less than \$1,000,000. This policy shall be endorsed to state that the insurer waives its right of subrogation against City, its boards and commissions, and their officials, employees and agents.

iii. Professional liability or errors and omissions insurance in an amount not less than \$1,000,000 per claim.

iv. Commercial automobile liability insurance (equivalent in scope to ISO form CA 00 01 06 92), covering Auto Symbol 1 (Any Auto) in an amount not less than \$500,000 combined single limit per accident.

B. Any self-insurance program, self-insured retention, or deductible must be separately approved in writing by City's Risk Manager or designee and shall protect City, its officials, employees and agents in the same manner and to the same extent as they would have been protected had the policy or policies not contained retention or deductible provisions.

C. Each insurance policy shall be endorsed to state that coverage shall not be reduced, non-renewed or canceled except after thirty (30) days prior written notice to City, shall be primary and not contributing to any other insurance or self-insurance maintained by City, and shall be endorsed to state that coverage maintained by City shall be excess to and shall not contribute to insurance or self-insurance maintained by Consultant. Consultant shall notify City in writing within five (5) days after any insurance has been voided by the insurer or cancelled by the insured.

D. If this coverage is written on a "claims made" basis, it must provide for an extended reporting period of not less than one hundred eighty (180) days, commencing on the date this Agreement expires or is terminated, unless Consultant guarantees that Consultant will provide to City evidence of uninterrupted, continuing coverage for a period of not less than three (3) years, commencing on the date this Agreement expires or is terminated.

E. Consultant shall require that all subconsultants or contractors

1 that Consultant uses in the performance of these services maintain insurance in  
2 compliance with this Section unless otherwise agreed in writing by City's Risk  
3 Manager or designee.

4 F. Prior to the start of performance, Consultant shall deliver to City  
5 certificates of insurance and the endorsements for approval as to sufficiency and  
6 form. In addition, Consultant shall, within thirty (30) days prior to expiration of the  
7 insurance, furnish to City certificates of insurance and endorsements evidencing  
8 renewal of the insurance. City reserves the right to require complete certified copies  
9 of all policies of Consultant and Consultant's subconsultants and contractors, at any  
10 time. Consultant shall make available to City's Risk Manager or designee all books,  
11 records and other information relating to this insurance, during normal business  
12 hours.

13 G. Any modification or waiver of these insurance requirements  
14 shall only be made with the approval of City's Risk Manager or designee. Not more  
15 frequently than once a year, City's Risk Manager or designee may require that  
16 Consultant, Consultant's subconsultants and contractors change the amount, scope  
17 or types of coverages required in this Section if, in his or her sole opinion, the  
18 amount, scope or types of coverages are not adequate.

19 H. The procuring or existence of insurance shall not be construed  
20 or deemed as a limitation on liability relating to Consultant's performance or as full  
21 performance of or compliance with the indemnification provisions of this Agreement.

22 6. ASSIGNMENT AND SUBCONTRACTING. This Agreement  
23 contemplates the personal services of Consultant and Consultant's employees, and the  
24 parties acknowledge that a substantial inducement to City for entering this Agreement was  
25 and is the professional reputation and competence of Consultant and Consultant's  
26 employees. Consultant shall not assign its rights or delegate its duties under this  
27 Agreement, or any interest in this Agreement, or any portion of it, without the prior approval  
28 of City, except that Consultant may with the prior approval of the City Manager of City,

1 assign any moneys due or to become due Consultant under this Agreement. Any  
2 attempted assignment or delegation shall be void, and any assignee or delegate shall  
3 acquire no right or interest by reason of an attempted assignment or delegation.  
4 Furthermore, Consultant shall not subcontract any portion of its performance without the  
5 prior approval of the City Manager or designee, or substitute an approved subconsultant  
6 or contractor without approval prior to the substitution. Nothing stated in this Section shall  
7 prevent Consultant from employing as many employees as Consultant deems necessary  
8 for performance of this Agreement.

9           7.     CONFLICT OF INTEREST. Consultant, by executing this Agreement,  
10 certifies that, at the time Consultant executes this Agreement and for its duration,  
11 Consultant does not and will not perform services for any other client which would create  
12 a conflict, whether monetary or otherwise, as between the interests of City and the interests  
13 of that other client. Consultant further certifies that Consultant does not now have and shall  
14 not acquire any interest, direct or indirect, in the area covered by this Agreement or any  
15 other source of income, interest in real property or investment which would be affected in  
16 any manner or degree by the performance of Consultant's services hereunder. And,  
17 Consultant shall obtain similar certifications from Consultant's employees, subconsultants  
18 and contractors.

19           8.     MATERIALS. Consultant shall furnish all labor and supervision,  
20 supplies, materials, tools, machinery, equipment, appliances, transportation and services  
21 necessary to or used in the performance of Consultant's obligations under this Agreement,  
22 except as stated in Exhibit "D".

23           9.     OWNERSHIP OF DATA. All materials, information and data  
24 prepared, developed or assembled by Consultant or furnished to Consultant in connection  
25 with this Agreement, including but not limited to documents, estimates, calculations,  
26 studies, maps, graphs, charts, computer disks, computer source documentation, samples,  
27 models, reports, summaries, drawings, designs, notes, plans, information, material and  
28 memorandum ("Data") shall be the exclusive property of City. Data shall be given to City,

1 and City shall have the unrestricted right to use and disclose the Data in any manner and  
2 for any purpose without payment of further compensation to Consultant. Copies of Data  
3 may be retained by Consultant but Consultant warrants that Data shall not be made  
4 available to any person or entity for use without the prior approval of City. This warranty  
5 shall survive termination of this Agreement for five (5) years.

6           10. TERMINATION. Either party shall have the right to terminate this  
7 Agreement for any reason or no reason at any time by giving fifteen (15) calendar days  
8 prior written notice to the other party. In the event of termination under this Section, City  
9 shall pay Consultant for services satisfactorily performed and costs incurred up to the  
10 effective date of termination for which Consultant has not been previously paid. The  
11 procedures for payment in Section 1.B. with regard to invoices shall apply. On the effective  
12 date of termination, Consultant shall deliver to City all Data developed or accumulated in  
13 the performance of this Agreement, whether in draft or final form, or in process. And,  
14 Consultant acknowledges and agrees that City's obligation to make final payment is  
15 conditioned on Consultant's delivery of the Data to City.

16           11. CONFIDENTIALITY. Consultant shall keep all Data confidential and  
17 shall not disclose the Data or use the Data directly or indirectly, other than in the course of  
18 performing its services, during the term of this Agreement and for five (5) years following  
19 expiration or termination of this Agreement. In addition, Consultant shall keep confidential  
20 all information, whether written, oral or visual, obtained by any means whatsoever in the  
21 course of performing its services for the same period of time. Consultant shall not disclose  
22 any or all of the Data to any third party, or use it for Consultant's own benefit or the benefit  
23 of others except for the purpose of this Agreement.

24           12. BREACH OF CONFIDENTIALITY. Consultant shall not be liable for  
25 a breach of confidentiality with respect to Data that: (a) Consultant demonstrates  
26 Consultant knew prior to the time City disclosed it; or (b) is or becomes publicly available  
27 without breach of this Agreement by Consultant; or (c) a third party who has a right to  
28 disclose does so to Consultant without restrictions on further disclosure; or (d) must be

1 disclosed pursuant to subpoena or court order.

2 13. ADDITIONAL COSTS AND REDESIGN.

3 A. Any costs incurred by City due to Consultant's failure to meet  
4 the standards required by the scope of work or Consultant's failure to perform fully  
5 the tasks described in the scope of work which, in either case, causes City to request  
6 that Consultant perform again all or part of the Scope of Work shall be at the sole  
7 cost of Consultant and City shall not pay any additional compensation to Consultant  
8 for its re-performance.

9 B. If the Project involves construction and the scope of work  
10 requires Consultant to prepare plans and specifications with an estimate of the cost  
11 of construction, then Consultant may be required to modify the plans and  
12 specifications, any construction documents relating to the plans and specifications,  
13 and Consultant's estimate, at no cost to City, when the lowest bid for construction  
14 received by City exceeds by more than ten percent (10%) Consultant's estimate.  
15 This modification shall be submitted in a timely fashion to allow City to receive new  
16 bids within four (4) months after the date on which the original plans and  
17 specifications were submitted by Consultant.

18 14. AMENDMENT. This Agreement, including all Exhibits, shall not be  
19 amended, nor any provision or breach waived, except in writing signed by the parties which  
20 expressly refers to this Agreement.

21 15. LAW. This Agreement shall be construed in accordance with the laws  
22 of the State of California, and the venue for any legal actions brought by any party with  
23 respect to this Agreement shall be the County of Los Angeles, State of California for state  
24 actions and the Central District of California for any federal actions. Consultant shall cause  
25 all work performed in connection with construction of the Project to be performed in  
26 compliance with (1) all applicable laws, ordinances, rules and regulations of federal, state,  
27 county or municipal governments or agencies (including, without limitation, all applicable  
28 federal and state labor standards, including the prevailing wage provisions of sections 1770

1 *et seq.* of the California Labor Code); and (2) all directions, rules and regulations of any fire  
2 marshal, health officer, building inspector, or other officer of every governmental agency  
3 now having or hereafter acquiring jurisdiction.

4 16. PREVAILING WAGES.

5 A. Consultant agrees that all public work (as defined in California  
6 Labor Code section 1720) performed pursuant to this Agreement (the "Public  
7 Work"), if any, shall comply with the requirements of California Labor Code sections  
8 1770 *et seq.* City makes no representation or statement that the Project, or any  
9 portion thereof, is or is not a "public work" as defined in California Labor Code  
10 section 1720.

11 B. In all bid specifications, contracts and subcontracts for any  
12 such Public Work, Consultant shall obtain the general prevailing rate of per diem  
13 wages and the general prevailing rate for holiday and overtime work in this locality  
14 for each craft, classification or type of worker needed to perform the Public Work,  
15 and shall include such rates in the bid specifications, contract or subcontract. Such  
16 bid specifications, contract or subcontract must contain the following provision: "It  
17 shall be mandatory for the contractor to pay not less than the said prevailing rate of  
18 wages to all workers employed by the contractor in the execution of this contract.  
19 The contractor expressly agrees to comply with the penalty provisions of California  
20 Labor Code section 1775 and the payroll record keeping requirements of California  
21 Labor Code section 1771."

22 17. ENTIRE AGREEMENT. This Agreement, including all Exhibits,  
23 constitutes the entire understanding between the parties and supersedes all other  
24 agreements, oral or written, with respect to the subject matter in this Agreement.

25 18. INDEMNITY.

26 A. Consultant shall indemnify, protect and hold harmless City, its  
27 Boards, Commissions, and their officials, employees and agents ("Indemnified  
28 Parties"), from and against any and all liability, claims, demands, damage, loss,

1 obligations, causes of action, proceedings, awards, fines, judgments, penalties,  
2 costs and expenses, arising or alleged to have arisen, in whole or in part, out of or  
3 in connection with (1) Consultant's breach or failure to comply with any of its  
4 obligations contained in this Agreement, including any obligations arising from the  
5 Project's compliance with or failure to comply with applicable laws, including all  
6 applicable federal and state labor requirements including, without limitation, the  
7 requirements of California Labor Code section 1770 *et seq.* or (2) negligent or willful  
8 acts, errors, omissions or misrepresentations committed by Consultant, its officers,  
9 employees, agents, subcontractors, or anyone under Consultant's control, in the  
10 performance of work or services under this Agreement (collectively "Claims" or  
11 individually "Claim").

12 B. In addition to Consultant's duty to indemnify, Consultant shall  
13 have a separate and wholly independent duty to defend Indemnified Parties at  
14 Consultant's expense by legal counsel approved by City, from and against all  
15 Claims, and shall continue this defense until the Claims are resolved, whether by  
16 settlement, judgment or otherwise. No finding or judgment of negligence, fault,  
17 breach, or the like on the part of Consultant shall be required for the duty to defend  
18 to arise. City shall notify Consultant of any Claim, shall tender the defense of the  
19 Claim to Consultant, and shall assist Consultant, as may be reasonably requested,  
20 in the defense.

21 C. If a court of competent jurisdiction determines that a Claim was  
22 caused by the sole negligence or willful misconduct of Indemnified Parties,  
23 Consultant's costs of defense and indemnity shall be (1) reimbursed in full if the  
24 court determines sole negligence by the Indemnified Parties, or (2) reduced by the  
25 percentage of willful misconduct attributed by the court to the Indemnified Parties.

26 D. The provisions of this Section shall survive the expiration or  
27 termination of this Agreement.

28 19. AMBIGUITY. In the event of any conflict or ambiguity between this

1 Agreement and any Exhibit, the provisions of this Agreement shall govern.

2           20.    NONDISCRIMINATION.

3           A.     In connection with performance of this Agreement and subject  
4 to applicable rules and regulations, Consultant shall not discriminate against any  
5 employee or applicant for employment because of race, religion, national origin,  
6 color, age, sex, sexual orientation, gender identity, AIDS, HIV status, handicap or  
7 disability. Consultant shall ensure that applicants are employed, and that  
8 employees are treated during their employment, without regard to these bases.  
9 These actions shall include, but not be limited to, the following: employment,  
10 upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or  
11 termination; rates of pay or other forms of compensation; and selection for training,  
12 including apprenticeship.

13           B.     It is the policy of City to encourage the participation of  
14 Disadvantaged, Minority and Women-Owned Business Enterprises in City's  
15 procurement process, and Consultant agrees to use its best efforts to carry out this  
16 policy in its use of subconsultants and contractors to the fullest extent consistent  
17 with the efficient performance of this Agreement. Consultant may rely on written  
18 representations by subconsultants and contractors regarding their status.  
19 Consultant shall report to City in May and in December or, in the case of short-term  
20 agreements, prior to invoicing for final payment, the names of all subconsultants  
21 and contractors hired by Consultant for this Project and information on whether or  
22 not they are a Disadvantaged, Minority or Women-Owned Business Enterprise, as  
23 defined in Section 8 of the Small Business Act (15 U.S.C. Sec. 637).

24           21.    EQUAL BENEFITS ORDINANCE. Unless otherwise exempted in  
25 accordance with the provisions of the Ordinance, this Agreement is subject to the  
26 applicable provisions of the Equal Benefits Ordinance (EBO), section 2.73 et seq. of the  
27 Long Beach Municipal Code, as amended from time to time.

28           A.     During the performance of this Agreement, the Consultant

1 certifies and represents that the Consultant will comply with the EBO. The  
2 Consultant agrees to post the following statement in conspicuous places at its place  
3 of business available to employees and applicants for employment:

4 "During the performance of a contract with the City of Long Beach, the  
5 Consultant will provide equal benefits to employees with spouses and its  
6 employees with domestic partners. Additional information about the City of  
7 Long Beach's Equal Benefits Ordinance may be obtained from the City of  
8 Long Beach Business Services Division at 562-570-6200."

9 B. The failure of the Consultant to comply with the EBO will be  
10 deemed to be a material breach of the Agreement by the City.

11 C. If the Consultant fails to comply with the EBO, the City may  
12 cancel, terminate or suspend the Agreement, in whole or in part, and monies due or  
13 to become due under the Agreement may be retained by the City. The City may  
14 also pursue any and all other remedies at law or in equity for any breach.

15 D. Failure to comply with the EBO may be used as evidence  
16 against the Consultant in actions taken pursuant to the provisions of Long Beach  
17 Municipal Code 2.93 et seq., Contractor Responsibility.

18 E. If the City determines that the Consultant has set up or used its  
19 contracting entity for the purpose of evading the intent of the EBO, the City may  
20 terminate the Agreement on behalf of the City. Violation of this provision may be  
21 used as evidence against the Consultant in actions taken pursuant to the provisions  
22 of Long Beach Municipal Code Section 2.93 et seq., Contractor Responsibility.

23 22. NOTICES. Any notice or approval required by this Agreement shall  
24 be in writing and personally delivered or deposited in the U.S. Postal Service, first class,  
25 postage prepaid, addressed to Consultant at the address first stated above, and to City at  
26 411 West Ocean Boulevard, Long Beach, California 90802, Attn: City Manager, with a copy  
27 to the City Engineer at the same address. Notice of change of address shall be given in  
28 the same manner as stated for other notices. Notice shall be deemed given on the date

1 deposited in the mail or on the date personal delivery is made, whichever occurs first.

2 23. COPYRIGHTS AND PATENT RIGHTS.

3 A. Consultant shall place the following copyright protection on all  
4 Data: © City of Long Beach, California \_\_\_\_, inserting the appropriate year.

5 B. City reserves the exclusive right to seek and obtain a patent or  
6 copyright registration on any Data or other result arising from Consultant's  
7 performance of this Agreement. By executing this Agreement, Consultant assigns  
8 any ownership interest Consultant may have in the Data to City.

9 C. Consultant warrants that the Data does not violate or infringe  
10 any patent, copyright, trade secret or other proprietary right of any other party.  
11 Consultant agrees to and shall protect, defend, indemnify and hold City, its officials  
12 and employees harmless from any and all claims, demands, damages, loss, liability,  
13 causes of action, costs or expenses (including reasonable attorney's fees) whether  
14 or not reduced to judgment, arising from any breach or alleged breach of this  
15 warranty.

16 24. COVENANT AGAINST CONTINGENT FEES. Consultant warrants  
17 that Consultant has not employed or retained any entity or person to solicit or obtain this  
18 Agreement and that Consultant has not paid or agreed to pay any entity or person any fee,  
19 commission or other monies based on or from the award of this Agreement. If Consultant  
20 breaches this warranty, City shall have the right to terminate this Agreement immediately  
21 notwithstanding the provisions of Section 10 or, in its discretion, to deduct from payments  
22 due under this Agreement or otherwise recover the full amount of the fee, commission or  
23 other monies.

24 25. WAIVER. The acceptance of any services or the payment of any  
25 money by City shall not operate as a waiver of any provision of this Agreement or of any  
26 right to damages or indemnity stated in this Agreement. The waiver of any breach of this  
27 Agreement shall not constitute a waiver of any other or subsequent breach of this  
28 Agreement.

1           26. CONTINUATION. Termination or expiration of this Agreement shall  
2 not affect rights or liabilities of the parties which accrued pursuant to Sections 7, 10, 11,  
3 17, 19, 22 and 28 prior to termination or expiration of this Agreement.

4           27. TAX REPORTING. As required by federal and state law, City is  
5 obligated to and will report the payment of compensation to Consultant on Form 1099-  
6 Misc. Consultant shall be solely responsible for payment of all federal and state taxes  
7 resulting from payments under this Agreement. Consultant shall submit Consultant's  
8 Employer Identification Number (EIN), or Consultant's Social Security Number if  
9 Consultant does not have an EIN, in writing to City's Accounts Payable, Department of  
10 Financial Management. Consultant acknowledges and agrees that City has no obligation  
11 to pay Consultant until Consultant provides one of these numbers.

12           28. ADVERTISING. Consultant shall not use the name of City, its officials  
13 or employees in any advertising or solicitation for business or as a reference, without the  
14 prior approval of the City Manager or designee.

15           29. AUDIT. City shall have the right at all reasonable times during the  
16 term of this Agreement and for a period of five (5) years after termination or expiration of  
17 this Agreement to examine, audit, inspect, review, extract information from and copy all  
18 books, records, accounts and other documents of Consultant relating to this Agreement.

19           30. THIRD PARTY BENEFICIARY. This Agreement is not intended or  
20 designed to or entered for the purpose of creating any benefit or right for any person or  
21 entity of any kind that is not a party to this Agreement.

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OFFICE OF THE CITY ATTORNEY  
CHARLES PARKIN, City Attorney  
411 West Ocean Boulevard, 11th Floor  
Long Beach, CA 90802-4664

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IN WITNESS WHEREOF, the parties have caused this document to be duly executed with all formalities required by law as of the date first stated above.

R.P. LAURAIN AND ASSOCIATES, INC., a California corporation

August 5, 2019

By [Signature]  
Name John P. Laurain  
Title President

August 5, 2019

By [Signature]  
Name Charlotte E. Laurain  
Title CFO Treasurer

Tom Modica  
Assistant City Manager

"Consultant"

EXECUTED PURSUANT  
TO SECTION 301 OF  
THE CITY CHARTER

CITY OF LONG BEACH, a municipal corporation

August 21, 2019

By [Signature]  
City Manager

"City"

This Agreement is approved as to form on Aug. 12, 2019.

CHARLES PARKIN, City Attorney

By [Signature]  
Deputy

# **EXHIBIT “A”**

## **Scope of Work**

## **SCOPE OF PROJECT**

Selected firms will be required to provide a range of services similar, but not limited to, the scope of services listed below. Describe your experience, approach, and qualifications working with public sector clients for each of the following services:

- A. FORMAL NARRATIVE APPRAISAL REPORTS (For Full Take, Part Takes and/or Leasing Purposes) including:
- 1) Review title information pertaining to respective ownerships.
  - 2) Review drawings and other pertinent information relative to the parcel.
  - 3) Mail notification letter to the property owner, as needed, (1) requesting permission to conduct an on-site inspection of the property, (2) advising them of their right to accompany the appraiser at the time of the inspection, and (3) requesting information regarding the property appraised which could influence the appraised value.
  - 4) Purpose of appraisal, including description of rights and/or interest being appraised.
  - 5) Description of property, names of owner(s), location, including detailed property description, and building fixtures and equipment as well as verification of permitted use.
  - 6) Plot plan for appraised property, photographs of property, legal description, size, topography, contour, soil and drainage conditions, zoning, utilities, access, assessed value, recorded or prescriptive easements and other related matters.
  - 7) Highest and Best Use, under both USPAP and Federal Guidelines, as appropriate, before and after valuation; severance value, approaches to value (including Cost Approach, Sales Comparison Approach and Income Capitalization Approach, as applicable), correlation, comparable sales with comparable sales map and comparable sale adjustment grid.
  - 8) The appraiser shall personally inspect properties appraised. Report should state the date of valuation, limiting conditions, certification, signature and other factors related to the appraisal.
  - 9) Submit formal appraisal report in summation of all the activities outlined above, in the following format: (1) hardbound copy and (1) electronic copy.

**B. RESTRICTED APPRAISAL REPORT including the following:**

- 1) Statement of the purpose of the appraisal, description of the property, Highest and Best Use of property.**
- 2) Inspection of property, applicable approaches to value, final estimate of value or just compensation, if partial taking.**
- 3) Plot drawing indicating boundary dimensions of the property.**

**C. LETTER OF FINDINGS including the following:**

**Setting forth market value estimate, purpose of the appraisal, description of property, Highest and Best Use and other relevant data.**

**D. SPECIALTY REPORTS including the following:**

**Experience with Furniture, Fixtures and Equipment, Goodwill, Leasehold Interest, and/or Mineral Oil Rights appraisal reports and/or ability to coordinate required tasks with additional appraisers.**

**E. CONDEMNATION SUPPORT including the following:**

**Experience, reputation and familiarity with condemnation procedures and providing expert witness testimony.**

# EXHIBIT "B"

## Rates or Charges

## **COST PROPOSAL**

Per the Request for Proposal No. EP19-011, this Cost Proposal has been submitted separately from the Narrative/Technical Proposal. The Cost Proposal pertains to:

**R. P. LAURAIN & ASSOCIATES, Inc.**  
3353 Linden Avenue, Suite 200  
Long Beach, California 90807-4503  
Telephone: (562) 426-0477  
Fax: (562) 988-2927  
Email: rpla@rplaurain.com  
Primary Contact: John P. Laurain, MAI, ASA

### ***FEE SCHEDULE***

John P. Laurain, MAI, ASA and Ronald P. Laurain, ASA, SR/WA are the Principal Appraisers of the firm. Appraisal services can be prepared on a flat-fee "not to exceed" basis, or an hourly basis. The hourly fee schedule is as follows:

- Principal appraisers: \$160.00 per hour.
- Senior designated appraiser: \$150.00 per hour.
- Associate appraisers: \$140.00 per hour.
- Market researcher: \$120.00 per hour.
- Court/deposition appearances: \$300.00 per hour.

The hourly rates indicated above include all overhead expenses, including secretarial wages, except that in the event of litigation appraisal services, any extraordinary expenses deemed appropriate by the City's legal counsel for the preparation of court exhibits, the engagement of other disciplines (with the approval of the client) such as architects, engineers, etc. In the event specialized services are required, as part of an appraisal, consultation, or analysis assignment, it may be necessary to contract with other consultants such as structural engineer, soils engineer, petroleum geologist, architect, etc. Such subcontract work will not be engaged without the advice and approval of the City of Long Beach.

Billings for services rendered will be prepared following the completion of appraisal reports and consultation, and following the completion of litigation appraisal work. Advance or partial advance fees have never been expected or requested by this firm from any public agency clients.

# EXHIBIT “C”

City’s Representative:

Mary Frances Torres, Property Services Officer

(562) 570-6846

# EXHIBIT “D”

Materials/Information Furnished: None

# **EXHIBIT “E”**

**Consultant’s Key Employee:**

**John P. Laurain**