

SERVICES AGREEMENT

DEANGELO BROTHERS, LLC

[Homeless Encampment Clean-Up Services]

On this 19th day of June, 2019, the CITY OF RIVERSIDE, a California charter city and municipal corporation ("City"), and DEANGELO BROTHERS, LLC., a Pennsylvania limited liability company authorized to do business in California ("Contractor"), mutually agree as follows:

1. **Scope of Services.** Contractor shall furnish all labor, materials and equipment for and perform the work of Homeless Encampment Clean-Up Services ("Services"). Contractor shall perform the Services in accordance with the provisions and requirements of the Scope of Services attached hereto as Exhibit "A" and incorporated herein by reference.

2. **Term.** The initial term of this Agreement will be for a pilot period of six weeks commencing upon written notice by the City. Upon completion of the pilot period, City may extend the term of this Agreement, subject to City Council consideration, based upon acceptable performance by the Contractor, acceptable fees and subject to the same terms and conditions of this Agreement.

3. **Compensation.** City shall pay Contractor for the performance of the Services during the initial term of this Agreement a Contract Price not to exceed **Fifty Thousand Dollars (\$50,000)**, unless an increase is agreed to by the parties. City shall pay Contractor for Services performed to City's satisfaction on a monthly basis in accordance with the provisions of the Compensation Schedule attached hereto as Exhibit "B" and incorporated herein by this reference. If the term of the Agreement is extended, Contractor's compensation for the extended term shall be mutually agreed upon in writing by the parties.

4. **General Compliance with Laws.** Contractor shall keep fully informed of federal, state and local laws and ordinances and regulations which in any manner affect those employed by Contractor, or in any way affect the performance of Services by Contractor pursuant to this Agreement. Contractor shall at all times observe and comply with all such laws, ordinances and regulations, and shall be solely responsible for any failure to comply with all applicable laws, ordinances and regulations.

5. **Business Tax Certificate.** As a condition of this Agreement, Contractor shall secure a business tax certificate to operate in the City of Riverside pursuant to Chapter 5.04 of the Riverside Municipal Code, and shall also secure any other licenses or permits which may be required.

6. **Business Tax and Penalties.** Contractor acknowledges and agrees that with respect to any business tax or penalties thereon, utility charges, invoiced fee or other debt which is owed, or which becomes owed, by Contractor to City, City reserves the right to withhold and offset said amounts from any payments, refunds or reimbursements owed by City to Contractor under the

City will hold such disputed amount until either the appropriate appeal process has been completed or until the dispute has been resolved.

7. **Personnel.** Contractor shall furnish all personnel necessary to perform the Services and shall be responsible for their performance and compensation. The key personnel are listed in Exhibit "C," attached hereto and incorporated herein by reference. Contractor shall furnish qualified personnel to perform the Services.

8. **Assignment and Subcontracting.** Neither party shall assign any right, interest, or obligation in or under this Agreement to any other entity without prior written consent of the other party. In any event, no assignment shall be made unless the assignee expressly assumes the obligations of assignor under this Agreement, in a writing satisfactory to the parties. Contractor acknowledges that any assignment may, at the City's sole discretion, require City Manager and/or City Council approval. Contractor shall not subcontract any portion of the work required by this Agreement without prior written approval by the responsible City Contract Administrator. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement, including without limitation, the insurance obligations set forth in Section 11. The Contractor acknowledges and agrees that the City is an intended beneficiary of any work performed by any subcontractor for purposes of establishing a duty of care between any subcontractor and the City.

9. **Independent Contractor.** In the performance of this Agreement, Contractor, and Contractor's employees, subcontractors and agents, shall act in an independent capacity as independent contractors, and not as officers or employees of the City of Riverside. Contractor acknowledges and agrees that the City has no obligation to pay or withhold state or federal taxes or to provide workers' compensation or unemployment insurance to Contractor, or to Contractor's employees, subcontractors and agents. Contractor, as an independent contractor, shall be responsible for any and all taxes that apply to Contractor as an employer.

10. **Indemnification.** Contractor shall indemnify and hold harmless the City, and the City's employees, officers, managers, agents and council members from any liability, claim, damage or action whatsoever, arising out of the sole negligence or willful misconduct of Contractor, its officers, employees, subcontractors, agents or including but not limited to property damage, bodily injury, or death. Contractor shall defend, at its sole cost and expense, including but not limited to attorney fees, cost of investigation, defense and settlement or awards, the City and the City's employees, officers, managers, agents and council members in any such action or claim. With respect to any action or claim subject to indemnification herein by Contractor, Contractor shall, at its sole cost, have the right to use counsel of its own choice and shall have the right to adjust, settle, or compromise any such action or claim without the prior consent of City; provided, however, that any such adjustment, settlement or compromise in no manner whatsoever limits or circumscribes Contractor's indemnification of City. Contractor's obligations hereunder shall be satisfied when Contractor has provided to City the appropriate form of dismissal (or similar document) relieving the City from any liability for the action or claim involved. The specified insurance limits required in this Agreement shall in no way limit or circumscribe Contractor's obligations to indemnify and hold harmless the City.

11. Insurance.

11.1 General Provisions. Prior to the City's execution of this Agreement, Contractor shall provide satisfactory evidence of, and shall thereafter maintain during the term of this Agreement, such insurance policies and coverages in the types, limits, forms and ratings required herein. The rating and required insurance policies and coverages may be modified in writing by the City's Risk Manager or City Attorney, or a designee, unless such modification is prohibited by law.

11.1.1 Limitations. These minimum amounts of coverage shall not constitute any limitation or cap on Contractor's indemnification obligations under Section 10 hereof.

11.1.2 Ratings. Any insurance policy or coverage provided by Contractor or subcontractors as required by this Agreement shall be deemed inadequate and a material breach of this Agreement, unless such policy or coverage is issued by insurance companies authorized to transact insurance business in the State of California with a policy holder's rating of A or higher and a Financial Class of VII or higher.

11.1.3 Cancellation. The policies shall not be canceled unless thirty (30) days' prior written notification of intended cancellation has been given to City by certified or registered mail, postage prepaid.

11.1.4 Adequacy. The City, its officers, employees and agents make no representation that the types or limits of insurance specified to be carried by Contractor pursuant to this Agreement are adequate to protect Contractor. If Contractor believes that any required insurance coverage is inadequate, Contractor will obtain such additional insurance coverage as Contractor deems adequate, at Contractor's sole expense.

11.2 Workers' Compensation Insurance. By executing this Agreement, Contractor certifies that Contractor is aware of and will comply with Section 3700 of the Labor Code of the State of California requiring every employer to be insured against liability for workers' compensation, or to undertake self-insurance before commencing any of the work. Contractor shall carry the insurance or provide for self-insurance required by California law to protect said Contractor from claims under the Workers' Compensation Act. Prior to City's execution of this Agreement, Contractor shall file with City either 1) a certificate of insurance showing that such insurance is in effect, or that Contractor is self-insured for such coverage, or 2) a certified statement that Contractor has no employees, and acknowledging that if Contractor does employ any person, the necessary certificate of insurance will immediately be filed with City. Any certificate filed with City shall provide that City will be given ten (10) days' prior written notice before modification or cancellation thereof.

11.3 Commercial General Liability and Automobile Insurance. Prior to City's execution of this Agreement, Contractor shall obtain, and shall thereafter maintain during the term of this Agreement, commercial general liability insurance and automobile liability insurance as required to insure Contractor against damages for personal injury, including accidental death, as well as from claims for property damage, which may arise from or which may concern operations by anyone directly or indirectly employed by, connected with, or acting for or on behalf of Contractor.

The City, and its officers, employees and agents, shall be named as additional insureds under the Contractor's insurance policies.

11.3.1 Contractor's commercial general liability insurance policy shall cover both bodily injury (including death) and property damage (including, but not limited to, premises operations liability, products-completed operations liability, independent contractor's liability, personal injury liability, and contractual liability) in an amount not less than \$1,000,000 per occurrence and a general aggregate limit in the amount of not less than \$2,000,000.

11.3.2 Contractor's automobile liability policy shall cover both bodily injury and property damage in an amount not less than \$1,000,000 per occurrence and an aggregate limit of not less than \$1,000,000. All of Contractor's automobile and/or commercial general liability insurance policies shall cover all vehicles used in connection with Contractor's performance of this Agreement, which vehicles shall include, but are not limited to, Contractor owned vehicles, Contractor leased vehicles, Contractor's employee vehicles, non-Contractor owned vehicles and hired vehicles.

11.3.3 Prior to City's execution of this Agreement, copies of insurance policies or original certificates along with additional insured endorsements acceptable to the City evidencing the coverage required by this Agreement, for both commercial general and automobile liability insurance, shall be filed with City and shall include the City and its officers, employees and agents, as additional insureds. Said policies shall be in the usual form of commercial general and automobile liability insurance policies, but shall include the following provisions:

It is agreed that the City of Riverside, and its officers, employees and agents, are added as additional insureds under this policy, solely for work done by and on behalf of the named insured for the City of Riverside.

11.3.4 The insurance policy or policies shall also comply with the following provisions:

a. If the policy is written on a claims made basis, the certificate should so specify and the policy must continue in force for one year after completion of the services. The retroactive date of coverage must also be listed.

b. The policy shall specify that the insurance provided by Contractor will be considered primary and not contributory to any other insurance available to the City and Endorsement No. CG 20010413 shall be provided to the City.

12. **Termination.** City shall have the right to terminate any or all of Contractor's Services and work covered by this Agreement at any time upon thirty (30) calendar days' written notice to Contractor. In the event of such termination, Contractor shall submit Contractor's final written statement of the amount of services provided as of the date of such termination for payment by the City.

Notwithstanding the foregoing, the City may terminate Contractor's performance of this Agreement upon five (5) calendar days' written notice if:

- (1) Contractor fails to promptly begin performance of the Services;
- (2) Contractor fails to perform the Services;
- (3) Contractor discontinues performance of the Services;
- (4) Contractor fails to make payment to employees in accordance with applicable law;
- (5) Contractor disregards laws, ordinances, or rules, regulations, or orders of a public authority having jurisdiction;
- (6) Contractor otherwise is guilty of breach of a provision of this Agreement;
- (7) Contractor becomes insolvent, is adjudicated bankrupt, or makes a general assignment for the benefit of creditors and fails to provide City with adequate assurances of Contractor's ability to satisfy its contractual obligations.
- (8) A receiver, trustee, or other judicial officer shall not have any right, title, or interest in or to this Agreement. Upon that person's appointment, City has, at its option and sole discretion, the right to immediately cancel the Agreement and declare it null and void.

13. **Non-Discrimination.** During Contractor's performance of this Agreement, Contractor shall not discriminate on the grounds of race, religious creed, color, national origin, ancestry, age, physical disability, mental disability, medical condition including the medical condition of Acquired Immune Deficiency Syndrome (AIDS) or any condition related thereto, marital status, gender, gender identity, genetic information, gender expression, sex or sexual orientation, military and veteran status, in the selection and retention of employees and subcontractors and the procurement of materials and equipment, except as provided in Section 12940 of the California Government Code. Further, Contractor agrees to conform to the requirements of the Americans with Disabilities Act in the performance of this Agreement.

14. **City's Right to Employ Other Consultants/Contractors.** City reserves the right to employ other Contractors in connection with the Services. If the City is required to employ another contractor to complete Contractor's work, due to the failure of the Contractor to perform, or due to the breach of any of the provisions of this Agreement, the City reserves the right to seek reimbursement from Contractor.

15. **Conflict of Interest.** Contractor, for itself and on behalf of the individuals listed in Exhibit "C", represents and warrants that by the execution of this Agreement, they have no interest, present or contemplated, affected by the above-described Services. Contractor further

warrants that neither Contractor, nor the individuals listed in Exhibit "C" have any real property, business interests or income interests that will be affected by this project or, alternatively, that Contractor will file with the City an affidavit disclosing any such interest.

16. **Solicitation.** Contractor warrants that Contractor has not employed or retained any person or agency to solicit or secure this Agreement, nor has it entered into any agreement or understanding for a commission, percentage, brokerage, or contingent fee to be paid to secure this Agreement. For breach of this warranty, City shall have the right to terminate this Agreement without liability and pay Contractor only for the value of work Contractor has actually performed, or, in its sole discretion, to deduct from the Agreement price or otherwise recover from Contractor the full amount of such commission, percentage, brokerage or commission fee. The remedies specified in this section shall be in addition to and not in lieu of those remedies otherwise specified in this Agreement.

17. **Prevailing Wage.** If applicable, pursuant to Section 1771 of the California Labor Code, Contractors are required to pay the general prevailing rates of per diem wages, overtime and holiday wages as determined by the Director of the Department of Industrial Relations and implemented by Resolution No. 13346 of the City Council of the City of Riverside. The Director's determination of prevailing wage rates is available on-line at www.dir.ca.gov/dlsr/DPreWageDetermination.htm, and is referred to and made a part hereof as though fully set forth herein. California Labor Code Sections 1725.5 and 1771.1 requiring all general contractors and subcontractors to be registered with DIR. Registration can be accomplished through the DIR website by using this link: <http://www.dir.ca.gov/Public-Works/PublicWorks.html>.

18. **Notices.** Service of any notices, bills, invoices or other documents required or permitted under this Agreement shall be sufficient if sent by one party to the other by United States mail, postage prepaid and addressed as follows:

To City

**Public Works
City of Riverside
Attn: Cindie Perry
3900 Main Street
Riverside, CA 92522**

To Contractor

**DeAngelo Brothers, LLC
Attn: T. Kevin Scrivner
Assistant General Manager
1459 South Cucamonga Avenue
Ontario, CA 91761**

19. **Venue.** Any action at law or in equity brought by either of the parties hereto for the purpose of enforcing a right or rights provided for by this Agreement shall be tried in the Superior Court of California, County of Riverside and the parties hereby waive all provisions of law providing for a change of venue in such proceedings to any other county.

20. **Waiver.** No action or failure to act by the City shall constitute a waiver of any right or duty afforded City under this Agreement, nor shall any action or failure to act constitute an approval of or acquiescence in any breach thereunder, except as may be specifically provided in this Agreement or as may be agreed in writing.

21. **Severability.** Each provision, term, condition, covenant and/or restriction, in whole and in part, in this Agreement shall be considered severable. In the event any provision, term, condition, covenant and/or restriction, in whole and/or in part, in this Agreement is declared invalid, unconstitutional, or void for any reason, such provision or part thereof shall be severed from this Agreement and shall not affect any other provision, term, condition, covenant and/or restriction of this Agreement and the remainder of the Agreement shall continue in full force and effect.

22. **Amendments.** This Agreement may be modified or amended only by a written agreement and/or change order executed by the Contractor and City.

23. **Authority.** The individuals executing this Agreement and the instruments referenced herein on behalf of Contractor each represent and warrant that they have the legal power, right and actual authority to bind Contractor to the terms and conditions hereof and thereof.

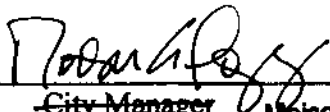
24. **Entire Agreement.** This Agreement constitutes the final, complete, and exclusive statement of the terms of the agreement between the parties pertaining to the subject matter of this Agreement, and supersedes all prior and contemporaneous understandings or agreements of the parties. Neither party has been induced to enter into this Agreement by, and neither party is relying on, any representation or warranty outside those expressly set forth in this Agreement.

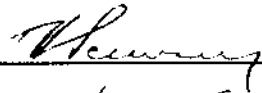
[SIGNATURES ON FOLLOWING PAGE.]

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed the day and year first above written.

CITY OF RIVERSIDE, a California charter city and municipal corporation

DEANGELO BROTHERS, LLC., a Pennsylvania limited liability company authorized to do business in California

By: 
City Manager **Moises Lopez**
Deputy City Manager

By: 
T. KEVIN SCRIVNER
[Printed Name]

Attest: 
City Clerk

Asst. General Manager
[Title]

Certified as to Availability of Funds

By: 
Chief Financial Officer

By: _____

[Printed Name]

[Title]

Approved as to Form:


By: 
Ruthann M. Salera
Deputy City Attorney

EXHIBIT "A"

SCOPE OF SERVICES

EXHIBIT A

Scope of Services

The Contractor will provide all labor and expertise for conducting survey, documentation, clean up, removal and disposal services involving City homeless encampment projects on City property.

General Specifications/Project Description

1. **Overview:** As directed by the City, provide clean up services as follows:
 - a. Cleaning homeless encampment sites where one or more homeless persons have established a campsite. All property removal/relocation services will be performed in a manner consistent with City abatement procedures (Attachment E), in compliance with all applicable laws, and generally within 72 hours of notice from the City;
 - b. Cleaning other sites where homeless or other persons have left behind biohazards or other waste with no encampment.
 - c. Sites are considered to contain a variety of material that may contain hazardous materials, including biohazardous materials, garbage, general debris, human waste, constructed temporary shelter, and other items associated with homeless occupancy.
2. **Site Conditions:** Sites will be identified individually. The City will make an effort, when possible, to cluster sites. Sites may include under structures (i.e. bridges), vegetated ground cover, in the public right-of-way, open fields, park lands, or abandoned structures on city property.
3. **Biohazard Handling:** The Contractor's site supervisor and workers must be trained and certified in handling and disposal of hazardous materials. (HAZ – Hazardous Substance Removal Certification, Business and Professions Code: Division 3, Ch. 9. Contractors, Article 4. Classifications – 7058.7). Provide copies of any applicable training records, certifications, and licenses required to perform the work.
4. **Structure Demolition:** Some work may require removal of wood frame or other building structures. It is assumed such structures will be of relatively simple construction using "cast off" materials. The contractor will consult with the City's contract manager if more complex building types are involved, or if potential health threats such as asbestos may be present.
5. **Occupants:** All sites will be cleared of Occupants by the City personnel prior to access to the site.

6. **Payment:** Work shall be performed under a force account (time and material) contract. The contractor will provide documentation of employee hours, subcontract costs, equipment and material costs and disposal costs to the City.
7. **Prevailing Wages:** Prevailing wages are required on this project. The contractor will register with Department of Industrial Relations.

Contractor Duties and Responsibilities:

1. Cleanup duties shall include surveying sites, collecting debris, dismantling temporary structures, removal of trash, and removal of human waste using State approved handling and removal procedures for all material. Disposal shall be at a site permitted to accept such materials and approved by the City.
2. Supply all labor, materials, tools, protective clothing and gear, and equipment that is required or needed to perform the work to handle, remove, transport and dispose of the waste materials and leave a clean site.
3. Contractor will assign a Project Manager to provide all supervision and management of its crews and ensure all necessary safety procedures are followed.
4. Transport identified property for storage to a site designated by City as directed by City Staff. Guidelines for the property identification and classification of personal property may be found in Attachment ____.
5. Photograph the encampment site before and after cleaning and provide an electronic copy of each photograph to the City.
6. Provide the City with a clean-up report for each site, including total weight of debris removed.
7. Follow best practices work procedures to safety manage any hazardous materials found on the site, including urine, feces, solid personal hygiene items, syringes and other materials which could pose a health threat.
8. Trim shrubs and vegetation as required by the City as a deterrent measure for future encampments.

RFP No. 1900

9. Immediately notify the site lead or Riverside Police Department personnel on site if a weapon is found.
10. Perform work in a timely and efficient manner and in a courteous and business-like manner at all times.
11. Properly handle and dispose of solid waste and hazardous waste in accordance with all applicable laws.

City Responsibilities:

1. Coordinate with Contractor on a site-by site basis to determine the work order for each encampment clean-up. The work order will establish the site start date, estimated timeframe of the work, staging areas, traffic control, if required, and the name of the onsite lead.
2. Post "notice to vacate" signs at the work site prior to the commencement of each removal project, 72 hours in advance of the clean-up.
3. Post notice at each cleanup indicating contact information for reclaiming personal property.
4. Coordinate all necessary permits as required, such as Cal Trans or Fish and Game permits.
5. Provide security during the clean-up.

Safety and Training:

Safety and appropriate training/licensing are critical requirements for the selected contractor. At no time is the Contractor expected to interact with the homeless residents or put their employees at risk.

1. Contractor shall comply with all safety rules, protocols, and licensing requirements mandated by the State of California.
2. Work may be performed in inclement weather. Jobsites can be in heavy foliage, steep embankments, next to train tracks, by creeks and lakes, and other areas requiring alertness to the environment and pre planning to prevent injury or illness. Contractor shall perform a hazard assessment and provide all training and supplies necessary.

RFP No. 1900

3. Contractor shall be OSHA certified to operate any heavy equipment required to complete the encampment clean-up work, including trash compactors, bulldozers, graders or other ground moving equipment.
4. Contractor shall conform to all applicable occupational safety and health standards, rules, regulation and orders established by the State of California. The Contractor shall provide all safety equipment, materials and will supply training as agreed. The Contractor shall provide employees with appropriate safety apparel.
5. Contractor shall be trained in OSHA's Bloodborne Pathogen Standard 1910.1030. This training must be supplemented with precautions regarding West Nile Virus, hanta virus, and histoplasmosis. Employees must have work procedures to be able to safely manage urine, feces, solid personal hygiene items, syringes, and other materials which could pose a health threat. Wearing Personal Protective Equipment and following other protocols established for this situation must be followed.
6. Contractor shall provide copies of any training records and licenses required by the City upon request.

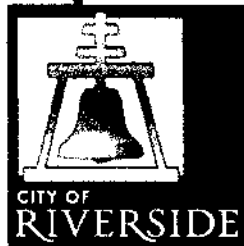
Pricing:

Include all contractor costs, including labor, fleet fuel, etc. Costs not included in the proposal will be at the contractor's expense for the following categories.

1. Site Clean Up Mobilization: Single mobilization for each site, with only one payment per site regardless of how many days a single clean up may require, to include all pre-site work set up times, site travel times, planning and other tasks to get the site ready to perform cleanup.
2. Site Cleanup Labor and Equipment: Includes prevailing wage labor and equipment necessary to perform all site clean-up operations.
3. Biohazard Technician: Includes prevailing wage labor, containment of biohazardous waste, transient debris or any litter that poses health and safety risk, removal of contaminated contents, personal protective equipment, consumable supplies, administrative fees and photo documentation
4. Biohazardous Material Disposal: Containment, transportation, and disposal of biohazard material per 40 gallon containment unit.

RFP No. 1900

5. Non Biohazardous Material Disposal. The City of Riverside has an agreement with Agua Mansa Transfer Station for trash disposal. Should Contractor wish to contract with a City Provider for non-biohazardous waste bins and disposal, the City has non-exclusive franchise agreements with Athens Waste, Burrtec Waste and CR&R, all operating under the same agreement terms.



MEMORANDUM

Community Development

Code Enforcement Division

DATE: 03/08/13

TO: Al Zelinka, Community Development Director

FROM: Gary Merk, Code Enforcement Division Manager

RE: ABATEMENT OF PROPERTY FROM THE RIGHT-OF-WAY/PUBLIC PROPERTY

PURPOSE: To establish a procedure pertaining to the removal and subsequent disposal of items, personal belongings, trash, debris and other structures, objects or property from the public right-of-way or other publicly owned lands that the City believes may not have been *intentionally abandoned*.

GOAL: To provide due process and lawfully abate property that has been placed on public property

PROCEDURE: Pursuant to RMC 9.04.400 (G) – Conduct on Public Property/Public Nuisance Declared; staff will handle cases of property left standing in the public right-of-way as follows:

Upon receipt of complaint, Code Enforcement will verify that the property is on public property. If it is on private property, Code Enforcement will utilize the standard code enforcement process for the abatement of outdoor storage or trash/debris from private property.

If the property is located on public property, Code Enforcement will first attempt to locate the owner of the property in the direct vicinity and allow them to immediately remove the property. If no responsible party can be located and the property appears to be *intentionally abandoned*, it can be removed and disposed of immediately by Public Works.

If Code Enforcement determines that it has not been *intentionally abandoned*, staff will post a "Notice of Pending Removal" in a conspicuous place on or around the property and photo-document the property and the Notice placed thereon. This Notice shall allow a minimum of **48 hours** for the removal of the property.

Code Enforcement will return to the location on or after the removal deadline. If the property is still present, Code Enforcement will make a determination whether or not the property is abandoned and should be disposed of. If so, photo-documentation of the property must be obtained after which Public Works can remove and dispose of the property.

If the Officer determines that there may be items of value, whether abandoned or not, Code Enforcement shall contact Public Works to remove and store the property for **90 days** at **2880 Hulen Pl., Riverside, CA**. Code Enforcement shall post a "Notice of removal" in a conspicuous place at the site from which the property was removed. Code Enforcement shall also thoroughly photo document all of the property to be removed prior to removal by Public Works. In addition, Code shall complete an inventory tag for the property including the case number, date of removal and location of removal and provide it to Public Works to be attached to the property.

If property is identified after hours, the reporting agency, including RPD, should contact 311 or Code Enforcement directly. Code will respond the next business day and follow the above procedure for disposition of the property.

Once Public Works has transported the property to Hulen Place, CDD/Outreach staff will store the property for **90 days** prior to disposal. In addition, CDD/Outreach will release property to subjects that appear to reclaim their property if the subject can clearly identify the property as theirs. CDD/Outreach staff will notify Code Enforcement via e-mail to GMerk@Riversideca.gov whenever property has been destroyed or released and reference the particular case number on the inventory tag.

If the property constitutes an immediate threat to public health/safety, staff is authorized to contact Public Works or a private contractor to immediately remove the property in order to mitigate the threat to public health, safety or welfare.

B. STATEMENT OF UNDERSTANDING AND APPROACH

The work to be completed under this contract consists of furnishing all labor, materials, fuel, equipment, equipment maintenance, transportation and disposal as required to perform cleanup of homeless encampments designated by the City. Equipment includes pickup trucks, stake bed or dump trucks, remote controlled skid steers, bobcat skid steers or front end loaders as may be required. Cleanup of encampments is an important maintenance activity that keeps the city visually pleasing and is vital to maintaining stormwater regulations. During DBi's cleanup activities all property, paper, cans, and/or other debris will be picked up. Property will be sorted from the debris and delivered to a City location for storage. Debris will be disposed of in accordance with all applicable ordinances and regulations. All work will be coordinated with the City and police to ensure the safety of our crews and the public.

We hold numerous contracts and DBi has extensive experience performing cleanups of all sizes. Our experienced technicians always conduct themselves in a professional manner to our clients and the public. They wear uniforms clearly showing the DBi name and all our vehicles display the company logo and a local phone number. DBi self-monitors all our contracts for quality and compliance to contract requirements with work-in-progress and work completed inspections by supervisory personnel. Our local vehicle shops ensure that equipment is always kept in good working order and is operational. We will employ our proven quality plan, field inspectors, and direct client feedback to track and evaluate our performance and timeliness. We will survey City management to measure satisfaction, identify any issues early, and fix concerns within a timely manner.

DBi brings a complete understanding of the necessary aspects to safely and successfully manage a project of this type. Safety at DBi starts with hiring good, conscientious people, and continues with intensive, on-going safety and job-related training, such as traffic control. We currently provide every employee with over eight hours of classroom training annually on safety policies. In addition to providing extensive classroom training, our Field Supervisors, Division Managers, General Managers and Regional and Corporate Safety Compliance Officers conduct frequent random field audits. This process allows us to apply consistent corrective actions immediately if the situation requires. We have a drug-free workplace with a zero-tolerance policy. The culture of safety we demonstrate every day at DBi would be supportive and complimentary to any standards required by the City.

Providing excellent service to our clients is a core value at DBi and has been for over 40 years. Our entire team shares this concept and understands the importance in delivering the highest level of customer service to residents, the public, and the City. We will serve as an extension of your staff, not only by providing the highest level of service but also by being pro-active in assuring public safety, and responding quickly and thoroughly to customer service calls and requests. DBi will use customer service procedures for this project that are currently used on our other projects nationwide to great success.

DBi understands the importance of proper communication on our projects. We expect and maintain frequent and open lines of communication, working together toward our mutual goal of successful, cost-effective outcomes. It is ingrained in all our staff – from the president of the company to field crews to administrative personnel – to be responsive, professional and receptive to client and public input at all times. We listen to the client and ask as many questions as necessary to fully understand your needs and expectations.

Our Project Manager will be the single point of contact for the project; however, the entire DBi project team will be available 24/7/365 to respond to the City's needs. A contact list with names and phone

**PROPOSAL FOR HOMELESS ENCAMPMENT CLEAN UP SERVICES
FOR THE CITY OF RIVERSIDE, CALIFORNIA**

numbers for both DBi and the City representative will be distributed to all parties during project start-up. DBi's local project team has the authority, experience, local knowledge, and confidence to resolve many of the issues that may arise on the spot. They are encouraged to make decisions and are rewarded for excellence in customer service.

DBi is prepared to meet all requirements as stated in RFP for Homeless Encampment Cleanup Services for the City. DBi always performs all work within the scheduled work days and hours, and in accordance with all laws, regulations, and contract requirements.

Homeless Encampment Cleanup will be performed as directed during a 6 week pilot program.

DBi understands that the City may randomly review work performance at any time. Although we do not anticipate receiving failing inspection results in any area, DBi is prepared to rectify any deficiencies due to complaints from the City representative and complete corrective actions within two days. We self-monitor all our contracts for compliance to contract requirements through our MMS system and work completed inspections by supervisory personnel, and our shop in Ontario ensures that equipment is always kept in good working order and operational.

DAILY OPERATIONS

At the beginning of any routine maintenance shift, the staff assembles at the project office. A short tailgate meeting is held to review the work planned for the shift, including coordination with the City and the specifics of the work to be accomplished along with a comprehensive list of equipment and materials. After the shift briefing, our maintenance staff will proceed with their planned items of maintenance for the shift. Plans are adjusted as necessary, to accommodate changing conditions. Work will proceed in an orderly fashion throughout all areas designated to sweep that day.

We plan on supplying a crew of 3 employees. This crew will be equipped with all the necessary equipment to perform cleanup activities to meet contract requirements and will be overseen by the Project Manager. Should it be deemed necessary, additional equipment and trained operators can be assigned to this contract at additional cost. These employees will work as a team to accomplish tasks in the most efficient and professional manner possible. At any time should the workload exceed the capacity of the staff, supplemental staffing assistance can be provided by other DBi offices.

DBi realizes that the need for additional cleaning could arise at any time and we will be available to provide additional and/or emergency service. City Management will be provided with a contact list to reach DBi project management 24 hours a day, seven days a week.

QUALITY ASSURANCE AND QUALITY CONTROL

DBi evaluates all facets of its operations, even those that are performing well, to ensure there are no further improvements that can be made. We know that if we are not providing our clients with the service they expect, others will. DBi's Quality Management Plan incorporates a number of lessons learned over our 30+ years of providing services to the transportation infrastructure industry, and it creates a positive structure for service excellence to be consistently delivered. Quality Assurance ensures that we are following our established processes and Quality Control ensures that we are producing quality results.

At DBi, we design our QA/QC plans to promote continuous improvement. Through our use of multiple layers of QA/QC including work-in-progress and work completed inspections and a customer survey program, we have been able to achieve successful outcomes for our other clients.

EXHIBIT "B"
COMPENSATION

G. PRICING

Pricing will be as follows for straight time, minimum 4 hours per day, maximum 8 hours per day, Monday through Friday:

- Minimum crew make up – 2 employees with stake bed or dump truck - \$163.00/hour
- Additional employee, including hand tools - \$60.00/hour
- Pickup truck - \$30.00/hour
- Additional stake bed or dump truck - \$45.00/hour
- Skid steer, small, remote controlled - \$50.00/hour
- Skid steer - \$50.00/hour
- Front end loader - \$50.00/hour
- Disposal fees – Pass through cost with receipts provided
- Other equipment as may be identified will be priced at cost plus 20% with receipts provided

EXHIBIT "C"

KEY PERSONNEL

**PROPOSAL FOR HOMELESS ENCAMPMENT CLEAN UP SERVICES
FOR THE CITY OF RIVERSIDE, CALIFORNIA**

well with one another, our clients, and all stakeholders in the areas our projects are located. These qualities further ensure the success of this contract.

This project will be managed out of DBi's Regional Office located at 1459 South Cucamonga Avenue, Ontario, CA 91761. The office phone number is 800-278-1880 or 909-786-4860. The office fax number is 909-786-4865. Though we do not anticipate using subcontractors at this time, should the need arise after the pilot program, we may utilize R. A. Atmore and Sons for additional crew members or equipment. DBi and R. A. Atmore have worked together for the past 10 years.

KEY STAFF/PROJECT PERSONNEL

JESSE RAZO – Division Manager/Project Manager – 323-423-7577

Jesse has over 15 years of experience in the industrial services industry and is an integral part of the DBi team. He has extensive experience in production and operational oversight and widespread knowledge of transportation infrastructure services including but not limited to GPS/GIS systems, asset maintenance, stormwater system maintenance, and weed abatement. He has been the on-site lead on many projects including, NVDOT Roadside Asset Evaluation/Noxious Weed Mapping/Weed Abatement, Aera Energy Oil Lease Site Mapping/Weed Abatement, and Target Stormwater System Mapping and Maintenance. His knowledge of and familiarity with various technologies makes him the perfect choice for our most technical projects. Jesse will closely monitor production, progress and quality on this project. He will ensure all deadlines are met by managing our overall equipment, fleet, and team of personnel.

Jesse will oversee:

- Management, field supervision and field technician training
- Schedule development and monitoring
- Compliance audits
- Communication with City Management including:
 - Pre-job meetings
 - Coordination with City and Police personnel
 - Follow up progress meetings

ALEXANDRA ZARAGOSA – Supervisor/Primary Point-of-Contact – 909-214-0238

Alexandra will manage the cleanup crews throughout the project area. She will make certain that all safety requirements are carried out and all safety measures are always followed.

Alexandra will oversee:

- Quality Control, including Work in Progress Inspections and Work Completed Inspections
- Maintain the daily work summary
- Communicate work plans to crews
- Conduct random safety inspections

KEVIN SCRIVNER – Assistant General Manager - Regional Support – 909-545-4988

Kevin has over 40 years of experience in the Industrial Services industry and has spent the past 20 years in a management position at DBi. He will provide executive oversight for the program and will devote

**PROPOSAL FOR HOMELESS ENCAMPMENT CLEAN UP SERVICES
FOR THE CITY OF RIVERSIDE, CALIFORNIA**

time to assist the project manager and principal-in-charge as needed. His background includes 30 years management experience and overseeing contracts in all the service areas provided by DBi.

BRIAN GRIFFITH – National Business Development Manager, Cleaning Management - Corporate Support

Brian has over 20 years of experience in transportation infrastructure maintenance and cleaning management. Brian is currently the National Business Development Manager for DeAngelo Brothers, LLC based out of our World Headquarters in Hazleton, Pennsylvania. His responsibilities entail providing management and expert assistance to the Management Staff throughout the United States in sales, customer service, budgeting, training, job productivity, operations, bidding, writing proposals, and safety.

As a nationwide provider of cleaning management services, DBi has additional management, supervisory, and labor depth available beyond the resources proposed to ensure we meet the project schedule and budget. All technicians working on this project will have appropriate HazMat handling certifications.

E. EXPERIENCE AND REFERENCES

We would like to offer the following relevant specific project references, which illustrate the depth of experience we can bring to this project.

UNION PACIFIC RAILROAD

Service Years: 2014 to present

Contact: Terry Morris

Address: 10031 Foothills Boulevard, Roseville, CA 95678

Phone: 916-671-2912

Scope of Work: Approximate monthly cleanup of homeless encampments along the railroad property in Oakland, San Jose and the bay area. Coordinate with UPRR Department of Public Safety and city officials. Crew make up varies but is typically 2 technicians with a dump truck and skid steer. The work takes one week to complete each month. We have been successfully performing this work for the last four years.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/1/2019 6/12/2019

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

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

PRODUCER LOCKTON COMPANIES 500 West Monroe, Suite 3400 CHICAGO IL 60661 (312) 669-6900	CONTACT NAME:	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED 1417397 DeAngelo Brothers, LLC 1459 South Cucamonga Avenue Ontario CA 91761	INSURER A:	ACE American Insurance Company 22667
	INSURER B:	American Guarantee and Liab. Ins. Co. 26247
	INSURER C:	National Fire and Marine Insurance Co 20079
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES CERTIFICATE NUMBER: 16036466 REVISION NUMBER: XXXXXXXX

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.


INSP. LTR	TYPE OF INSURANCE	ADDL. INSD.	SUBR. WVD.	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 checked="" type="checkbox"/> LOC OTHER:	Y	Y	HDO G71075825	11/1/2018	11/1/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/PROP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	ISA H09091270	11/1/2018	11/1/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
C B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$	N	N	42-UMO-304431-02 AEC 9826654-07	11/1/2018 11/1/2018	11/1/2019 11/1/2019	EACH OCCURRENCE \$ 25,000,000 AGGREGATE \$ 25,000,000 \$ XXXXXXXX
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXC1 UJFD? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WLR C48583441	11/1/2018	11/1/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER EL EACH ACCIDENT \$ 1,000,000 EL DISEASE EA EMPLOYEE \$ 1,000,000 EL DISEASE POLICY LIMIT \$ 1,000,000

APPROVED

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
City of Riverside, its officers, employees, and agents are included as Additional Insured as required by written contract with respect to General and Auto Liability per endorsements CG 20 10 04 13, CG 20 37 04 13, and DA-6Z04a (06/14). General and Auto Liability coverages are Primary and Noncontributory per endorsements LD-20287 (06/06) and A 04 50 11 16. A Waiver of Subrogation applies in favor of the City of Riverside, its officers, employees, and agents as required by written contract with respect to General Liability, Auto Liability, and Workers Compensation per endorsements CG 24 04 05 09, DA-13115a (06/14), and WC 00 03 13 (11/05)

CERTIFICATE HOLDER

CANCELLATION See Attachments

16036466 City of Riverside Public Works 3900 Main Street Riverside, CA 92522	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 

POLICY NUMBER: HDO G71075825

COMMERCIAL GENERAL LIABILITY
CG 20 10 04 13

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
Any person or organization that you have agreed to include as an additional insured under a written contract provided such contract was executed prior to the date of loss.	All locations where you are performing operations for such additional insured pursuant to any such written contract.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

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.

POLICY NUMBER: HDO G71075825
COMMERCIAL GENERAL LIABILITY

CG 20 37 04 13

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED- OWNERS, LESSEES OR
 CONTRACTORS- COMPLETED OPERATIONS**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
 PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART
SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location And Description of Completed Operations
Any person or organization whom you have agreed to include as an additional insured under a written contract provided such contract was executed prior to the date of loss.	All locations where you perform work for such additional insured pursuant to any such written contract.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

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" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the Schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".
 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 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.

NON-CONTRIBUTORY ENDORSEMENT FOR ADDITIONAL INSUREDS

Named Insured: DeAngelo Brothers, LLC			Endorsement Number
Policy Symbol HDO	Policy Number G71075825	Policy Period 11/01/2018 TO 11/01/2019	Effective Date of Endorsement 11/01/2018
Issued By (Name of Insurance Company) ACE American Insurance Company			

Insert the policy number. The remainder of the information is to be completed only when this endorsement is issued subsequent to the preparation of the policy.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

COMMERCIAL GENERAL LIABILITY COVERAGE

Schedule

Organization

Additional Insured Endorsement

Any additional insured with whom you have agreed to provide such non-contributory insurance, pursuant to and as required under a written contract executed prior to the date of loss.

(If no information is filled in, the schedule shall read: "All persons or entities added as additional insureds through an endorsement with the term "Additional Insured" in the title)

For organizations that are listed in the Schedule above that are also an Additional Insured under an endorsement attached to this policy, the following is added to Section IV.4.a:

If other insurance is available to an insured we cover under any of the endorsements listed or described above (the "Additional Insured") for a loss we cover under this policy, this insurance will apply to such loss on a primary basis and we will not seek contribution from the other insurance available to the Additional Insured.

Authorized Agent

POLICY NUMBER: HDO G71075825
COMMERCIAL GENERAL LIABILITY

CG 24 04 05 09

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

<p>Name Of Person Or Organization: Any person or organization against whom you have agreed to waive your right of recovery in a written contract, provided such contract was executed prior to the date of loss.</p>

<p>Information required to complete this Schedule, if not shown above, will be shown in the Declarations.</p>

The following is added to **Paragraph 8. Transfer Of Rights Of Recovery Against Others To Us** of **Section IV - Conditions**:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.

Workers' Compensation and Employers' Liability Policy

Named Insured DBI SERVICES, LLC 100 NORTH CONAHAN DRIVE HAZLETON PA 18201	Endorsement Number
	Policy Number Symbol: WLR Number: C48583441
Policy Period 11-01-2018 TO 11-01-2019	Effective Date of Endorsement 11-01-2018
Issued By (Name of Insurance Company) ACE AMERICAN INSURANCE COMPANY	
Insert the policy number. The remainder of the information is to be completed only when this endorsement is issued subsequent to the preparation of the policy.	

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.

This agreement shall not operate directly or indirectly to benefit any one not named in the Schedule.

Schedule

ANY PERSON OR ORGANIZATION AGAINST WHOM YOU HAVE AGREED TO WAIVE YOUR RIGHT OF RECOVERY IN A WRITTEN CONTRACT, PROVIDED SUCH CONTRACT WAS EXECUTED PRIOR TO THE DATE OF LOSS.

For the states of CA, UT, TX, refer to state specific endorsements.
This endorsement is not applicable in KY, NH, and NJ.

The endorsement does not apply to policies in Missouri where the employer is in the construction group of code classifications. According to Section 287.150(6) of the Missouri statutes, a contractual provision purporting to waive subrogation rights against public policy and void where one party to the contract is an employer in the construction group of code classifications.

For Kansas, use of this endorsement is limited by the Kansas Fairness in Private Construction Contract Act(K.S.A. 16-1801 through 16-1807 and any amendments thereto) and the Kansas Fairness in Public Construction Contract Act(K.S.A 16-1901 through 16-1908 and any amendments thereto). According to the Acts a provision in a contract for private or public construction purporting to waive subrogation rights for losses or claims covered or paid by liability or workers compensation insurance shall be against public policy and shall be void and unenforceable except that, subject to the Acts, a contract may require waiver of subrogation for losses or claims paid by a consolidated or wrap-up insurance program.

AUTOMATIC ADDITIONAL INSURED ENDORSEMENT

Named Insured: DBi Services, LLC			Endorsement Number
Policy Symbol ISA	Policy Number H09091270	Policy Period 11/01/2018 TO 11/01/2019	Effective Date of Endorsement 11/01/2018
Issued By (Name of Insurance Company) ACE American Insurance Company			

Insert the policy number. The remainder of the information is to be completed only when this endorsement is issued subsequent to the preparation of the policy.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM MOTOR CARRIER COVERAGE FORM

SECTION II - LIABILITY COVERAGE, WHO IS AN INSURED is amended to include as an "insured" any person or organization you are required in a written contract or agreement to name as an Additional Insured on your policy but only for "bodily injury" or "property damage" to which this insurance applies if the "accident" is caused by:

1. You, while using a covered "auto" or
2. Any other person, while using a covered "auto" with your permission.

The insurance provided by this endorsement shall be subject to the following additional condition:

1. The Limit of Insurance provided for the Additional Insured shall not be greater than those required by contract and, in no event, shall the policy Limits of Insurance be increased by the contract.
2. All insuring agreements, exclusions, terms and conditions of the policy shall apply to the coverage (s) provided to the Additional Insured, and such coverage shall not be enlarged or expanded by reason of the contract.
3. Coverage provided by this endorsement shall be excess over any other valid and collectible insurance available to the Additional Insured (s) whether primary, excess, contingent or on any other basis unless the contract specifically requires that this insurance be primary or you request that it apply on a primary basis prior to loss.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS

Named Insured DBi Services, LLC			Endorsement Number
Policy Symbol ISA	Policy Number H09091270	Policy Period 11/01/2018 TO 11/01/2019	Effective Date of Endorsement 11/01/2018
Issued By (Name of Insurance Company) ACE American Insurance Company			

Insert the policy number. The remainder of the information is to be completed only when this endorsement is issued subsequent to the preparation of the policy.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This Endorsement modifies insurance provided under the following:

**BUSINESS AUTO COVERAGE FORM
MOTOR CARRIERS COVERAGE FORM
AUTO DEALERS COVERAGE FORM**

We waive any right of recovery we may have against the person or organization shown in the Schedule below because of payments we make for injury or damage arising out of the use of a covered auto. The waiver applies only to the person or organization shown in the SCHEDULE.

SCHEDULE

Any person or organization against whom you have agreed to waive your right of recovery in a written contract, provided such contract was executed prior to the date of loss.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

PRIMARY AND NONCONTRIBUTORY- OTHER INSURANCE CONDITION

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM
GARAGE COVERAGE FORM
MOTOR CARRIER COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

The following is added to the **Other Insurance** Condition in the Business Auto and Garage Coverage Forms and the **Other Insurance – Primary And Excess Insurance Provisions** in the Motor Carrier Coverage Form and supersedes any provision to the contrary:

This Coverage Form's Liability Coverage is primary to and will not seek contribution from any other insurance available to an "insured" under your policy provided that:

1. Such "insured" is a Named Insured under such other insurance; and

2. You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to such "insured".

DEPARTMENT HEAD APPROVAL FORM
Contracts/Agreements

DATE: March 26, 2019

PARTIES: DBI Services

PROJECT DESCRIPTION: Homeless Encampment Clean-up Services

SCOPE OF CONTRACT/SERVICE: Not to exceed \$50,000

IF AN AMENDMENT, REASON FOR AMENDMENT (e.g., more time needed, additional scope added, extension permitted from original contract, etc.):

DEPARTMENT: City Manager's Office – Office of Housing Services

BUDGET ACCOUNT (GL Key and Object): 2855319-421000

DEPT. HEAD APPROVAL: *[Signature]*

PROCUREMENT:

Verification that procurement of goods, services, construction, etc., was done in conjunction with the City's purchasing policies and procedure:

(X) Formal Procurement (Bid #, RFP #, panel, etc.): RFP# 1900

() Informal Procurement (Three quotes, single/sole source, under non-bidding threshold, etc.): _____

() Emergency Procurement (date, event, etc.): _____

() Requisition Number: _____

() Date Approved by City Council/Board: _____

Purchasing Division Validation: *BH* Date: *3/26/19*
VALIDATED FOR PROCUREMENT ONLY

PLEASE RETURN TO: City Clerk's Office, Ext. 4276, DAlegria@riversideca.gov

g:\deptcommon\masters\agreements\Dept Head Approval Slip_122017

effective = NTP + 6 week
NTE = \$50,000
YTD available = \$ 706,180.34
AS OF 032619