

**AGREEMENT WITH HUNTER CONSULTING, INC., DBA HCI ENVIRONMENTAL & ENGINEERING SERVICES TO PROVIDE ON-CALL RIGHT OF WAY PROPERTY BOARD-UP SERVICES FOR THE CITY OF SANTA ANA**

THIS AGREEMENT is made and entered into on this 15th day of November, 2022 by and between, Hunter Consulting Inc., a Nevada corporation dba HCI Environmental & Engineering Services, ("Contractor"), and the City of Santa Ana, a charter city and municipal corporation organized and existing under the Constitution and laws of the State of California ("City").

**RECITALS**

- A. On August 15, 2022, the City issued Request for Proposal (RFP) No. 22-091, by which City sought a contractor having special skill and knowledge in the field of: board-up services after City takes possession of vacant buildings to secure the properties for Capital Improvement Projects (CIP) for the proposed On-Call Right of Way Property Board-Up Services.
- B. Contractor submitted a responsive proposal that was among those selected by the City. Contractor represents that it is able and willing to provide the services described in the scope of work that was included in RFP 22-091.
- C. In undertaking the performance of this Agreement, Contractor represents that it is knowledgeable in its field and that any services performed by Contractor under this Agreement will be performed in compliance with such standards as may reasonably be expected from a professional consulting firm in the field.

**NOW THEREFORE**, in consideration of the mutual and respective promises, and subject to the terms and conditions hereinafter set forth, the parties agree as follows:

**1. SCOPE OF SERVICES**

On an on-call basis, and at the City's sole discretion, Contractor shall perform the services described in the scope of work that was included in RFP No. 22-091, which is attached as **Exhibit A** and incorporated in full, and as further described in Contractor's Proposal, which is attached as **Exhibit B** and incorporated in full.

**2. COMPENSATION**

- a. City neither warrants nor guarantees any minimum or maximum compensation to Contractor under this Agreement. Contractor shall be paid only for actual services performed under this Agreement at the rates and charges identified in **Exhibit C**. Contractor is one of three (3) contractors selected to provide services on an on-call basis under RFP 22-091. The total compensation for services provided by all contractors selected under RFP No. 22-091 shall not exceed the shared aggregate amount of Three Hundred Thousand Dollars and Zero Cents (**\$300,000**).
- b. Payment by City shall be made within forty-five (45) days following receipt of proper

invoice evidencing work performed, subject to City accounting procedures. Payment need not be made for work that fails to meet the standards of performance set forth in the Recitals that may reasonably be expected by City.

### **3. TERM**

This Agreement shall commence on the date first written above for a **three (3) year term** with the option for the City to grant up to a **two (2) one (1)-year** renewals, exercisable by a writing by the City Manager and the City Attorney, unless terminated earlier in accordance with Section 15, below.

### **4. INDEPENDENT CONTRACTOR**

Contractor shall, during the entire term of this Agreement, be construed to be an independent Contractor and not an employee of the City. This Agreement is not intended nor shall it be construed to create an employer-employee relationship, a joint venture relationship, or to allow the City to exercise discretion or control over the professional manner in which Contractor performs the services which are the subject matter of this Agreement; however, the services to be provided by Contractor shall be provided in a manner consistent with all applicable standards and regulations governing such services. Contractor shall pay all salaries and wages, employer's social security taxes, unemployment insurance and similar taxes relating to employees and shall be responsible for all applicable withholding taxes.

### **5. OWNERSHIP OF MATERIALS**

This Agreement creates a non-exclusive and perpetual license for City to copy, use, modify, reuse, or sublicense any and all copyrights, designs, and other intellectual property embodied in plans, specifications, studies, drawings, estimates, and other documents or works of authorship fixed in any tangible medium of expression, including but not limited to, physical drawings or data magnetically or otherwise recorded on computer diskettes, which are prepared or caused to be prepared by Contractor under this Agreement ("Documents & Data"). Contractor shall require all subcontractors to agree in writing that City is granted a non-exclusive and perpetual license for any Documents & Data the subcontractor prepares under this Agreement. Contractor represents and warrants that Contractor has the legal right to license any and all Documents & Data. Contractor makes no such representation and warranty in regard to Documents & Data which were provided to Contractor by the City. City shall not be limited in any way in its use of the Documents and Data at any time, provided that any such use not within the purposes intended by this Agreement shall be at City's sole risk.

### **6. INSURANCE**

Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Contractor, his agents, representatives, employees or subcontractors.



a. Minimum Scope and Limit of Insurance

1. **Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an “occurrence” basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **\$1,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.
2. **Automobile Liability:** ISO Form Number CA 00 01 covering any auto (Code 1), or if Contractor has no owned autos, hired, (Code 8) and non-owned autos (Code 9), with a limit no less than **\$1,000,000** per accident for bodily injury and property damage.
3. **Workers’ Compensation:** as required by the State of California, with Statutory Limits, and Employer’s Liability Insurance with limit of no less than **\$1,000,000** per accident for bodily injury or disease.
4. **Broader Coverage:** if the Contractor maintains broader coverage and/or higher limits than the minimums shown above, the City requires and shall be entitled to the broader coverage and/or the higher limits maintained by the Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

b. Other Insurance Provisions

1. **Additional Insured Status:** The City, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor’s insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of **both** CG 20 10, CG 20 26, CG 20 33, or CG 20 38; **and** CG 2037 if a later edition is used).
2. **Primary Coverage:** For any claims related to this contract, the Contractor’s insurance coverage shall be primary coverage at least as broad as ISO CG 20 01 04 13 as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees,

or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

3. **Notice of Cancellation:** Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the City.
4. **Waiver of Subrogation:** Contractor hereby grants to City a waiver of any right to subrogation that any insurer of said Contractor may acquire against the City by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.
5. **Self-Insured Retentions:** Self-insured retentions must be declared to and approved by the City. The City may require the Contractor to purchase coverage with a lower retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or City.
6. **Acceptability of Insurers:** Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the City.
7. **Claims Made Policies:** If any of the required policies provide claims-made coverage:
  - i. The Retroactive Date must be shown, and must be before the date of the contract or the beginning of contract work.
  - ii. Insurance must be maintained and evidence of insurance must be provided *for at least five (5) years after completion of the contract of work.*
  - iii. If coverage is canceled or non-renewed, and not replaced *with another claims-made policy form with a Retroactive Date prior to* the contract effective date, the Contractor must purchase "extended reporting" coverage for a minimum of *five (5) years* after completion of work.
8. **Verification of Coverage:** Contractor shall furnish the City with original Certificates of Insurance including all required amendatory

endorsements (or copies of the applicable policy language effecting coverage required by this clause) and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to City before work begins. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them.

The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

9. **Subcontractors:** Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Contractor shall ensure that City is an additional insured on insurance required from subcontractors.

10. **Special Risks or Circumstances:** City reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

## 7. INDEMNIFICATION

Contractor agrees to defend, and shall indemnify and hold harmless the City, its officers, agents, employees, contractors, special counsel, and representatives from liability: (1) for personal injury, damages, just compensation, restitution, judicial or equitable relief arising out of claims for personal injury, including death, and claims for property damage, which may arise from the negligent operations of the Contractor, its subcontractors, agents, employees, or other persons acting on its behalf which relates to the services described in section 1 of this Agreement; and (2) from any claim that personal injury, damages, just compensation, restitution, judicial or equitable relief is due by reason of the terms of or effects arising from this Agreement. This indemnity and hold harmless agreement applies to all claims for damages, just compensation, restitution, judicial or equitable relief suffered, or alleged to have been suffered, by reason of the events referred to in this Section or by reason of the terms of, or effects, arising from this Agreement. The Contractor further agrees to indemnify, hold harmless, and pay all costs for the defense of the City, including fees and costs for special counsel to be selected by the City, regarding any action by a third party challenging the validity of this Agreement, or asserting that personal injury, damages, just compensation, restitution, judicial or equitable relief due to personal or property rights arises by reason of the terms of, or effects arising from this Agreement. City may make all reasonable decisions with respect to its representation in any legal proceeding. Notwithstanding the foregoing, to the extent Contractor's services are subject to Civil Code Section 2782.8, the above indemnity shall be limited, to the extent required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Contractor.

## 8. INTELLECTUAL PROPERTY INDEMNIFICATION

Contractor shall defend and indemnify the City, its officers, agents, representatives, and

employees against any and all liability, including costs, for infringement of any United States' letters patent, trademark, or copyright infringement, including costs, contained in the work product or documents provided by Contractor to the City pursuant to this Agreement.

## **9. RECORDS**

Contractor shall keep records and invoices in connection with the work to be performed under this Agreement. Contractor shall maintain complete and accurate records with respect to the costs incurred under this Agreement and any services, expenditures, and disbursements charged to the City for a minimum period of three (3) years, or for any longer period required by law, from the date of final payment to Contractor under this Agreement. All such records and invoices shall be clearly identifiable. Contractor shall allow a representative of the City to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement during regular business hours. Contractor shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement for a period of three (3) years from the date of final payment to Contractor under this Agreement.

## **10. CONFIDENTIALITY**

If Contractor receives from the City information which due to the nature of such information is reasonably understood to be confidential and/or proprietary, Contractor agrees that it shall not use or disclose such information except in the performance of this Agreement, and further agrees to exercise the same degree of care it uses to protect its own information of like importance, but in no event less than reasonable care. "Confidential Information" shall include all nonpublic information. Confidential information includes not only written information, but also information transferred orally, visually, electronically, or by other means. Confidential information disclosed to either party by any subsidiary and/or agent of the other party is covered by this Agreement. The foregoing obligations of non-use and nondisclosure shall not apply to any information that (a) has been disclosed in publicly available sources; (b) is, through no fault of the Contractor disclosed in a publicly available source; (c) is in rightful possession of the Contractor without an obligation of confidentiality; (d) is required to be disclosed by operation of law; or (e) is independently developed by the Contractor without reference to information disclosed by the City.

## **11. CONFLICT OF INTEREST CLAUSE**

Contractor covenants that it presently has no interests and shall not have interests, direct or indirect, which would conflict in any manner with performance of services specified under this Agreement.

## **12. NON-DISCRIMINATION**

Contractor shall not discriminate because of race, color, creed, religion, sex, marital status, sexual orientation, gender identity, gender expression, gender, medical conditions, genetic information, or military and veteran status, age, national origin, ancestry, or disability, as defined and prohibited by applicable law, in the recruitment, selection, teaching, training, utilization,

promotion, termination or other employment related activities or any services provided under this Agreement. Contractor affirms that it is an equal opportunity employer and shall comply with all applicable federal, state and local laws and regulations.

### **13. EXCLUSIVITY AND AMENDMENT**

This Agreement represents the complete and exclusive statement between the City and Contractor, and supersedes any and all other agreements, oral or written, between the parties. In the event of a conflict between the terms of this Agreement and any attachments hereto, the terms of this Agreement shall prevail. This Agreement may not be modified except by written instrument signed by the City and by an authorized representative of Contractor. The parties agree that any terms or conditions of any purchase order or other instrument that are inconsistent with, or in addition to, the terms and conditions hereof, shall not bind or obligate Contractor or the City. Each party to this Agreement acknowledges that no representations, inducements, promises or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which is not embodied herein.

### **14. ASSIGNMENT**

Inasmuch as this Agreement is intended to secure the specialized services of Contractor, Contractor may not assign, transfer, delegate, or subcontract any interest herein without the prior written consent of the City and any such assignment, transfer, delegation or subcontract without the City's prior written consent shall be considered null and void. Nothing in this Agreement shall be construed to limit the City's ability to have any of the services that are the subject to this Agreement performed by City personnel or by other Contractors retained by City.

### **15. TERMINATION**

This Agreement may be terminated by the City upon thirty (30) days written notice of termination. In such event, Contractor shall be entitled to receive and the City shall pay Contractor compensation for all services performed by Contractor prior to receipt of such notice of termination, subject to the following conditions:

- a. As a condition of such payment, the Executive Director may require Contractor to deliver to the City all work product(s) completed as of such date, and in such case such work product shall be the property of the City unless prohibited by law, and Contractor consents to the City's use thereof for such purposes as the City deems appropriate.
- b. Payment need not be made for work that fails to meet the standard of performance specified in the Recitals of this Agreement.

### **16. WAIVER**

No waiver of breach, failure of any condition, or any right or remedy contained in or granted by the provisions of this Agreement shall be effective unless it is in writing and signed by the party waiving the breach, failure, right or remedy. No waiver of any breach, failure or right,

or remedy shall be deemed a waiver of any other breach, failure, right or remedy, whether or not similar, nor shall any waiver constitute a continuing waiver unless the writing so specifies.

## **17. JURISDICTION - VENUE**

This Agreement has been executed and delivered in the State of California and the validity, interpretation, performance, and enforcement of any of the clauses of this Agreement shall be determined and governed by the laws of the State of California. Both parties further agree that Orange County, California, shall be the venue for any action or proceeding that may be brought or arise out of, in connection with or by reason of this Agreement.

## **18. PROFESSIONAL LICENSES**

Contractor shall, throughout the term of this Agreement, maintain all necessary licenses, permits, approvals, waivers, and exemptions necessary for the provision of the services hereunder and required by the laws and regulations of the United States, the State of California, the City of Santa Ana and all other governmental agencies. Contractor shall notify the City immediately and in writing of its inability to obtain or maintain such permits, licenses, approvals, waivers, and exemptions. Said inability shall be cause for termination of this Agreement.

## **19. NOTICE**

Any notice, tender, demand, delivery, or other communication pursuant to this Agreement shall be in writing and shall be deemed to be properly given if delivered in person or mailed by first class or certified mail, postage prepaid, or sent by fax or other telegraphic communication in the manner provided in this Section, to the following persons:

To City:

Clerk of the City Council  
City of Santa Ana  
20 Civic Center Plaza (M-30)  
P.O. Box 1988  
Santa Ana, CA 92702-1988  
Fax: 714- 647-6956

With courtesy copies to:

Nabil Saba  
Executive Director, Public Works Agency  
City of Santa Ana  
20 Civic Center Plaza (M-21)  
P.O. Box 1988  
Santa Ana, California 92702  
Fax: 714-647-5635

To Contractor:

Gregory J Parker  
President/CEO  
Hunter Consulting Inc., dba HCI Environmental & Engineering Services  
1680 Commerce Street  
Corona, California 92880

A party may change its address by giving notice in writing to the other party. Thereafter, any communication shall be addressed and transmitted to the new address. If sent by mail, communication shall be effective or deemed to have been given three (3) days after it has been deposited in the United States mail, duly registered or certified, with postage prepaid, and addressed as set forth above. If sent by fax, communication shall be effective or deemed to have been given twenty-four (24) hours after the time set forth on the transmission report issued by the transmitting facsimile machine, addressed as set forth above. For purposes of calculating these time frames, weekends, federal, state, County or City holidays shall be excluded.

## **20. MISCELLANEOUS PROVISIONS**

- a. Each undersigned represents and warrants that its signature herein below has the power, authority and right to bind their respective parties to each of the terms of this Agreement, and shall indemnify City fully, including reasonable costs and attorney's fees, for any injuries or damages to City in the event that such authority or power is not, in fact, held by the signatory or is withdrawn.
- b. The Agreement is the final and complete agreement and any prior or contemporaneous agreements for similar services between the parties is superseded by this Agreement. This shall not apply where the Parties are currently engaged and Contractor is providing services not contemplated by this Agreement.
- c. All Exhibits referenced herein and attached hereto shall be incorporated as if fully set forth in the body of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the date and year first above written.

**ATTEST:**

**CITY OF SANTA ANA**

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Clerk of the Council

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Kristine Ridge  
City Manager

*[signatures continued on next page]*

**APPROVED AS TO FORM:**

SONIA R. CARVALHO  
City Attorney

By: \_\_\_\_\_

Brandon Salvatierra  
Deputy City Attorney

**CONTRACTOR:**

*Greg Parker*

\_\_\_\_\_  
Gregory J Parker  
President/CEO

**RECOMMENDED FOR APPROVAL:**

\_\_\_\_\_  
Nabil Saba  
Executive Director  
Public Works Agency



# **EXHIBIT A**

**Appendix  
ATTACHMENT 1  
SCOPE OF WORK**

**CITY OF SANTA ANA  
REQUEST FOR PROPOSALS  
FOR  
ON-CALL PROPERTY BOARD-UP SERVICES  
RFP NO. 22-091**

**INTRODUCTION/PROJECT BACKGROUND**

The City of Santa Ana is issuing this Request for Proposals (RFP) to seek qualified Right of Way Specialty firms to provide On-Call Property Board-Up services on an as-needed or “on-call” basis.

It is the City’s goal to select two or more firms to enter into an agreement(s) with to provide as needed right of way acquisition to widen the street and board-up after City takes possession of vacant buildings to secure the properties for capital improvement projects (CIP). The capital improvement projects needing the right-of-way services include, but are not limited, to street improvements.

**DESCRIPTION OF WORK**

Consultants under contract with the City of Santa Ana will provide support to City of Santa Ana staff or their designee on an as-needed basis. The Consultants shall be thoroughly familiar with the Statement of Work prior to submitting a response to this Request for Proposal (RFP).

- Board-ups shall be in accordance with the USFA National Prevention Initiative Board-Up Procedures.
- Board-ups to secure buildings may be ordered by the City’s authorized property management consultants or City personnel. The order shall be done in verbal and may require immediate board-up or may require field meetings to discuss scope of work and fees.
- Board-ups shall be completed within 24 hours of request.
- Perform other duties as assigned to secure buildings completely and creatively.

**Sample Fee Proposal**

Contractor shall submit a fee proposal as described below in a sealed fee envelope. The proposal will be used for fee comparison and evaluation purposes. Furthermore, this fee proposal will become part of Exhibit B of the Contract Agreement and will be used to compare with an actual work request.

- Sample locations for fee proposals are:

- o 2246 Orange Ave (n/w corner of Warner/Orange)
  - o 2245 S. Main Street (Arco Gas Station)
  - o Provide brief description of methods and materials used to secure the building
- Fee to re-board on emergency request and/or 24 hour basis.

### **Board Up Procedures:**

The USFA National Arson Prevention Initiative Board Up Procedures is incorporated herein by reference and are hereby accepted as Reference Specifications. These Reference Specifications are intended to govern certain construction materials, methods, and details with some additional modification herein.

### **Materials List and Specifications**

#### **SECURITY MEASURES**

1. All openings in the basement, crawl spaces, garages, first floor doors and windows, and any point of entry accessible from a porch, fire escape or other potential climbing point shall be barricaded with plywood, 2x4 braces, carriage bolt sets, specialized head/drive screws, and nails, unless stated otherwise.

**NOTE: General contractor screws, particle board, wafer board, masonite, or other similar material shall NOT be used for purposes of boarding-up a building.**

2. Garage Doors and Openings at least 10' from ground level which are not accessible from a porch, fire escape, roof, or other climbing point can be secured with nails every 12" around the perimeter. For all openings, the plywood should be fitted so that it rests snugly against the exterior frame, butting up to the siding on wood frame buildings and up to the brick molding edge on brick buildings. It may be necessary to remove the staff bead so this fit can be flush and tight.
3. The structure shall be posted with a NO TRESPASSING sign at the completion of the board-up.
4. Commercial property with full windows or glass fascades shall be blacked out and adhesive shall be used to attach the plywood to the glass from the interior to prevent shattering. Plywood shall be secured to the window/glass framing.
5. ONLY Interior Boarding shall require black-out of windows and be secured with plywood and 2x4 braces fasten to the wall with deck nails and specialized star-drive head screws.

#### **MATERIALS**

1. Plywood, 1/2" (4 ply) exterior grade CDX
2. Braces - 2" by 4" by 8' (or longer) construction grade lumber

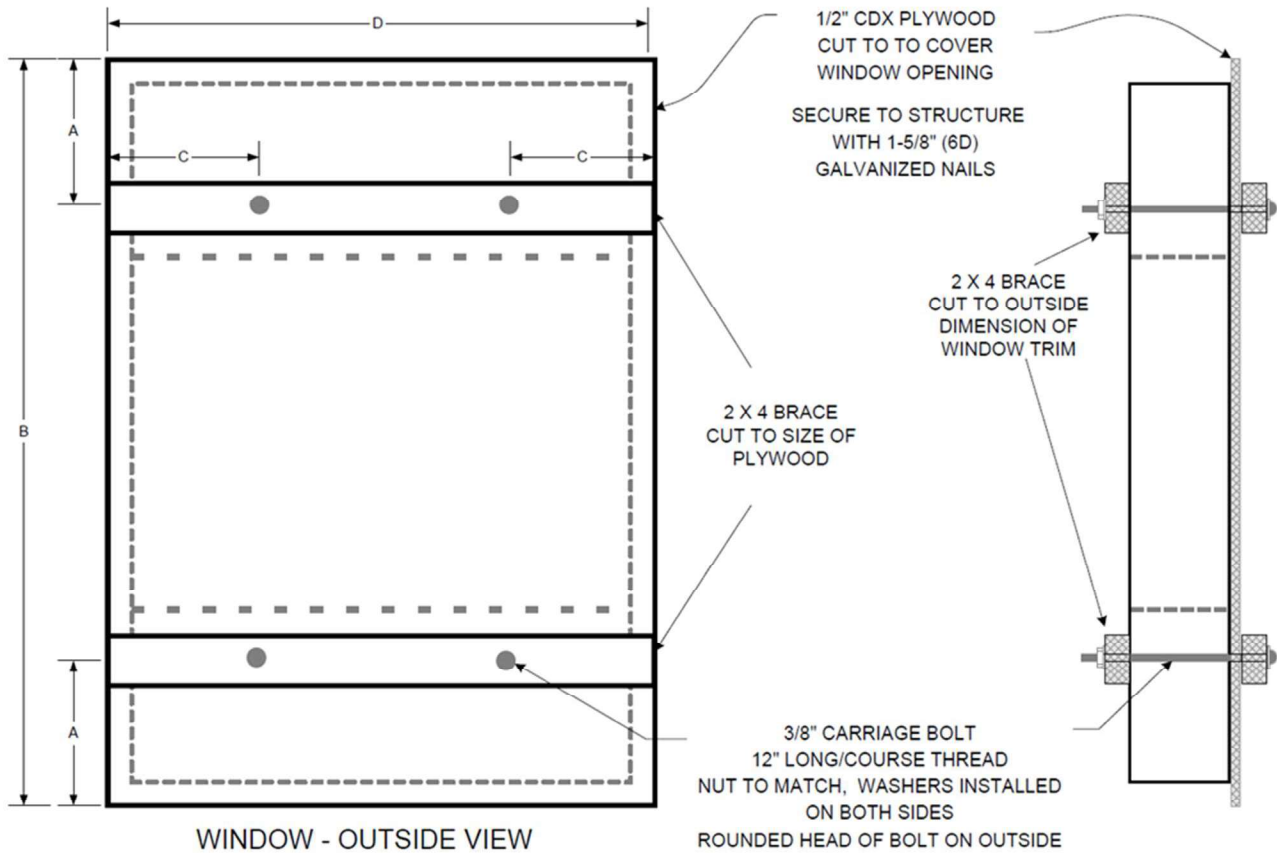
3. 3/8" (coarse thread) by 12" (or longer) carriage bolts (rounded head on weather side)
4. 3/8" (coarse thread) construction grade nuts
5. 1/2" (USS Standard) Flat washers with an inside diameter large enough to bypass the wrench neck inside the carriage bolt head so no lift edge is available beneath an installed carriage bolt head.
6. 3/8" (USS Standard) diameter flat washers for installation beneath the nut inside the building
7. Combination of 2"-3" deck nails and 2"-3" Star-drive screws; T-20, T-25, etc.

## **BARRIER ASSEMBLY**

1. Plywood shall be cut to fit over the window and door openings, flush with outside of the molding/trimmer stud. Application of barriers shall be completed so that all lift or pry points are avoided. Plywood board shall be solid sheets without seams or joints.
2. The 2x4 braces shall be cut to fit the horizontal dimension of the plywood. Two exterior and two interior 2x4 braces shall be provided for each window and three sets for each door.
3. Window Assembly – Braces are located horizontally approximately 1/3 of the distance from the top and the bottom of the window. Bolt holes are located 1/3 of the length of the brace from the outside edge of the window jams. Prior to installation, the assembly should be pre-assembled and 3/8" holes drilled through all of the components.
4. Door Assembly – Door braces will be placed horizontally; one in the center of the doorway and one 1/2 the distance from the center to the top and one 1/2 distance from the center to the bottom of the doorway. Bolt holes are located 1/3 of the length of the brace from the outside edge of the door frame. Prior to installation, the assembly should be pre-assembled and 3/8" holes drilled through all of the components.
5. Plywood used to cover exterior openings shall be nailed every 12" along the perimeter of the frame of the window, door, or opening.
6. The 2x4 braces on the interior and exterior of the assemblies shall be secured using 3/8" by 12" carriage bolt assemblies. Bolts shall be inserted through the predrilled holes from the exterior with a 1/2" washer place against the exterior brace, a 3/8" washer is placed against the interior brace. The bolt is tightened from the inside so that it slightly compresses the interior brace. The 2x4 Bottom Brace shall be cut to width of door trim and drilled to the floor to prevent opening.
7. Garage Door – the opening shall be covered with plywood and secured with a minimum of 3-inch-long deck or wood screws installed on 6-inch centers around the circumference of the opening. An interior or exterior 2x4 Bottom Brace is required to prevent it from opening and drilled to the floor with masonry screws (or as appropriate).

**NOTE: These specifications are subject to change upon case by case scenario. Any changes or recommendations shall be discussed during the walk-through of the property prior to a proposal, quote and or notice to proceed.**

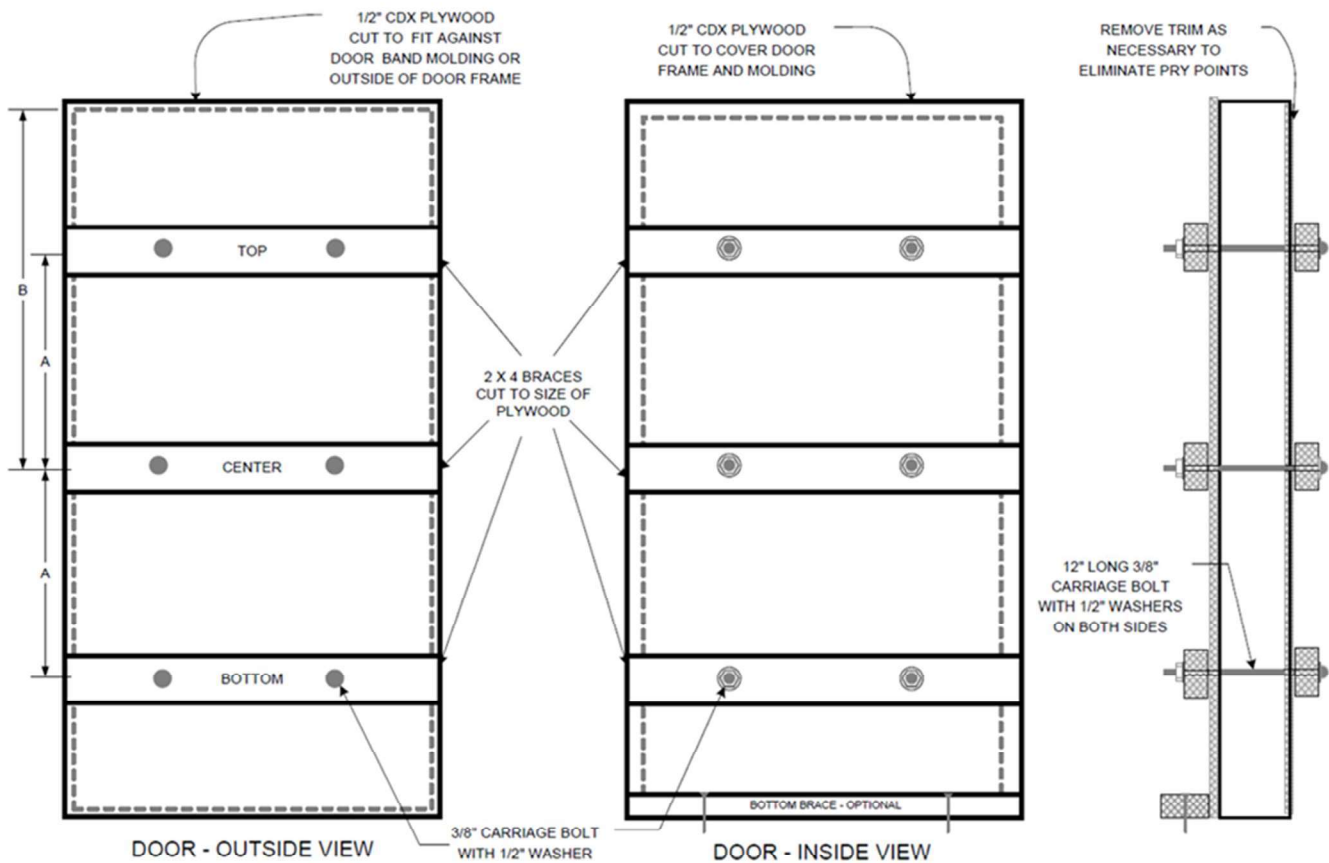
## WINDOW BOARDING SPECIFICATION



### NOTES:

1. FOR DOUBLE HUNG WINDOWS, SLIDE SASH TO CENTER OF UNIT AND PASS BOLTS THROUGH OPENINGS AT TOP AND BOTTOM.
2. STORM WINDOWS SHOULD BE REMOVED AND STORED INSIDE STRUCTURE.
3. OUTSIDE TRIM MAY HAVE TO BE REMOVED TO ACCOMMODATE A FLUSH AND TIGHT FIT.
4. TIGHTEN NUTS FROM INSIDE ENOUGH TO SLIGHTLY COMPRESS 2X4 BRACE.
5. BRACE LOCATIONS:  $A = 1/3 B$  (SEE DIMENSION LOCATIONS ON DRAWING)  
**NOTE: WINDOWS 3 FEET IN HEIGHT OR SHORTER ONLY REQUIRE ONE BRACE.**
6. LOCATION OF BOLT HOLES:  $C = 1/3 D$  (SEE DIMENSION LOCATIONS ON DRAWING)
7. THE PLYWOOD BOARD SHOULD BE SECURED WITH SCREWS EVERY 12" ALONG THE PERIMETER OF THE FRAME OF THE WINDOW, DOOR, OR OPENING, AND WITH DECK NAILS AT EVERY 6" MARK WHERE SCREW IS NOT PLACED.

## DOOR BOARDING SPECIFICATIONS

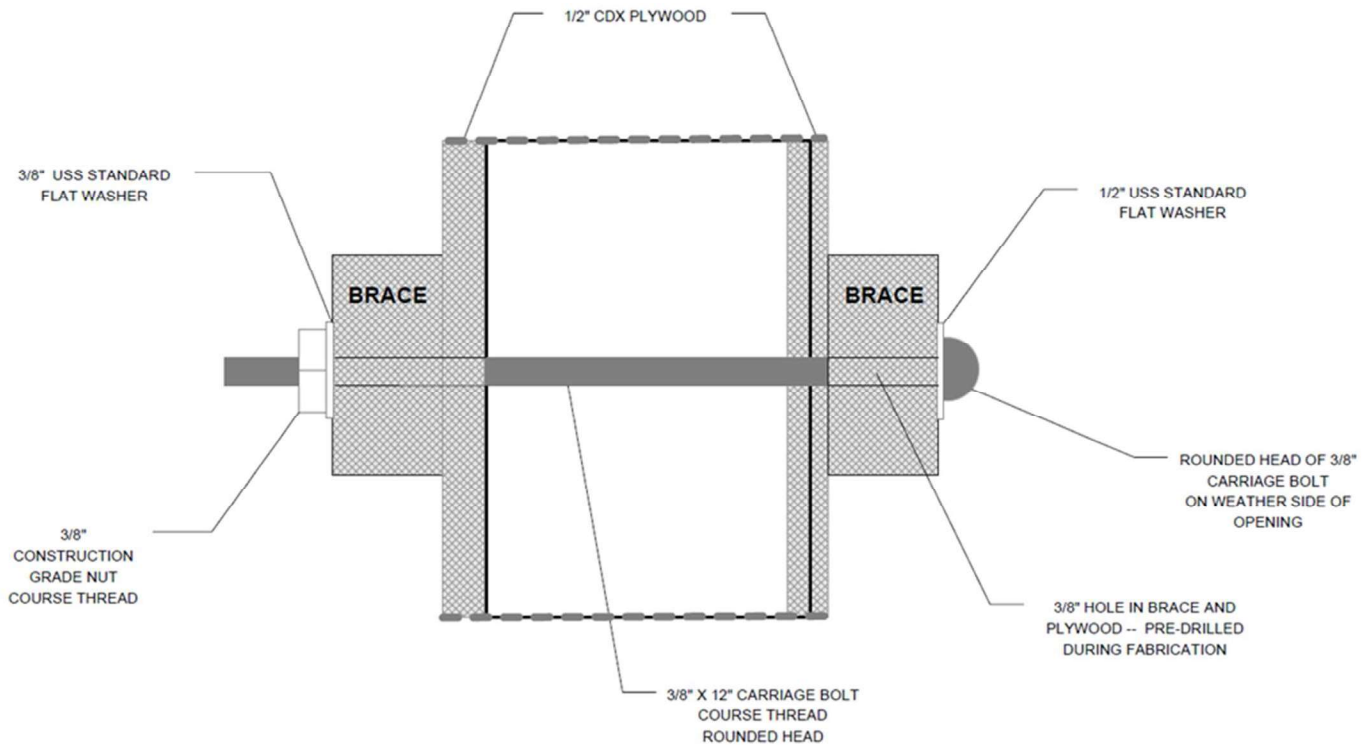


### NOTES:

1. IRON DOORS OR FRAMES MAY BE REMOVED AND STORED INSIDE BUILDING IF NECESSARY.
2. USE 3/8" X 12" CARRIAGE BOLTS - ROUNDED HEAD ON OUTSIDE OF BUILDING. LONGER BOLTS MAY BE NECESSARY.
3. TIGHTEN NUTS FROM INSIDE ENOUGH TO SLIGHTLY COMPRESS 2X4 BRACE.
4. IF PLYWOOD CAN NOT BE BUTTED AGAINST BAND MOLDING, CUT TO COVER OUTSIDE EDGE OF DOOR FRAME.
5. BOLT HOLES ARE LOCATED AS THEY ARE FOR WINDOWS (SEE WINDOW DETAIL)
6. CENTER BRACE LOCATED IN CENTER OF DOORWAY OPENING. TOP AND BOTTOM BRACES ARE POSITIONED WHERE  $A = 1/2B$  (SEE DIMENSION LOCATIONS ON DRAWING)

7. USE 2X4 BOTTOM BRACE - CUT TO WIDTH OF DOOR TRIM. DRILL TO THE FLOOR TO PREVENT OPENING. INTERIOR AND EXTERIOR BOTTOM BRACES WITH MASONRY SCREWS ARE MANDATORY WHEN BOARDING GARAGE DOORS.

#### BRACE AND CARRIAGE BOLT SPECIFICATION



#### NOTES:

1. USE 2" BY 4" BY 8' (OR LONGER) CONSTRUCTION GRADE LUMBER FOR BRACES.
2. USE 3/8" X 12" CARRIAGE BOLTS - ROUNDED HEAD ON OUTSIDE OF BUILDING
3. TIGHTEN NUTS FROM INSIDE ENOUGH TO SLIGHTLY COMPRESS WASHER INTO 2X4 BRACE.
4. USE 1/2" WASHER ON WEATHER SIDE TO ACCOMMODATE THE WRENCH NECK OF BOLT AND ELIMINATE PRY POINTS.

### MATERIALS REQUIRED PER WINDOW

- 1 - 1/2" CDX PLYWOOD SHEET-CUT TO DIMENSIONS OF WINDOW FRAME (WEATHER SIDE  
4 - 2X4 BRACES - CUT TO WIDTH OF PLYWOOD  
4 - CARRIAGE BOLT ASSEMBLIES

NUMBER OF WINDOWS TO BE SECURED ( $N_w$ ): \_\_\_\_\_

NUMBER OF WINDOWS BRACES REQUIRED: ( $N_w \times 4$ ) \_\_\_\_\_

CARRIAGE BOLT ASSEMBLIES REQUIRED ( $B_w$ ): ( $N_w \times 4$ ) \_\_\_\_\_

### MATERIALS REQUIRED PER DOOR

- 1 - 1/2" CDX PLYWOOD SHEET - CUT TO DIMENSIONS OF DOOR FRAME (WEATHER SIDE)  
1 - 1/2" CDX PLYWOOD SHEET - CUT TO OUTSIDE DIMENSIONS OF DOOR FRAME TRIM (INSIDE)  
6 - 2X4 BRACES - 3 CUT TO WIDTH OF OUTSIDE PLYWOOD  
- 3 CUT TO WIDTH OF INSIDE PLYWOOD  
1 - 2X4 BOTTOM BRACE - CUT TO WIDTH OF DOOR TRIM DRILLED TO FLOOR (INSIDE)  
6 - CARRIAGE BOLT ASSEMBLIES

NUMBER OF DOORS TO BE SECURED ( $N_D$ ): \_\_\_\_\_

NUMBER OF DOOR BRACES REQUIRED: ( $N_D \times 6$ ) \_\_\_\_\_

NUMBER OF BOTTOM BRACES REQUIRED: ( $N_D$ ) \_\_\_\_\_

CARRIAGE BOLT ASSEMBLIES REQUIRED ( $B_D$ ): ( $N_D \times 6$ ) \_\_\_\_\_

### MATERIALS REQUIRED PER CARRIAGE BOLT ASSEMBLY

- 1 - 3/8" X 12' (OR LONGER IF NECESSARY) CARRIAGE BOLT - COURSE THREAD  
1 - 1/2" USS STANDARD FLAT WASHER (WEATHER SIDE)  
1 - 3/8" USS STANDARD FLAT WASHER (INSIDE)  
1 - 3/8" CONSTRUCTION GRADE NUT - COURSE THREAD

TOTAL CARRIAGE BOLT ASSEMBLIES REQUIRED FOR WINDOWS AND DOORS:  
(B<sub>w</sub> + B<sub>d</sub>)



**CONSULTANT RESPONSIBILITIES:**

- Provide all required insurance as outlined in Attachment 2 of this RFP.
- Submit renewal of Certificate of Insurance 30 days before expiring.
- Ensure Certificate of Insurance is current when submitting invoices.

**PAYMENT AND INVOICING:**

Selected Consultant shall invoice the City based on time and material according to the City's standard invoice template. Tasks and hours shall be clearly identified and all rates must match those included in the approved agreement. City shall retain ten percent (10%) of the invoice amount from each payment until the completed Project has been accepted by the City.

Each invoice must include a Consultant Progress Report that contains tasks and activities completed and summary of work in the next month period. Certificate of insurance must be current in order for invoices to be processed.

**CITY RESPONSIBILITIES:**

The City will provide information in its possession relevant to the preparation of the required information in the RFP. The City will provide only the staff assistance and the documentation specifically in referred to herein.

- Facilitate meeting spaces and coordination with City staff
- Access to City facilities

## **EXHIBIT B**



## BID SUBMISSION

DATE: 9/8/2022

TO: City of Santa Ana Public Works Agency

FROM: Hunter Consulting Inc., dba HCI Environmental & Engineering

RE: RFP # 22-091

NAME: On-Call Right of Way Property Board-Up Services

HCI Environmental & Engineering is responding to the City of Santa Ana RFP No. 22-091 entitled **On-Call Right of Way Property Board-Up Services**. If awarded the agreement, HCI agrees to enter into a contract with the City of Santa Ana to provide on-call board-up services. HCI has the experience, availability of staff and other required resources for performing all services and providing all deliverables as described in this solicitation including all of the required permits and approvals to package, manage and transport hazardous waste (attached to this submission). Furthermore, HCI confirms having a health and safety program as required by Title 8, California Code of Regulations, and will comply with all local, State, and Federal laws and regulations governing haulers of hazardous waste.

- This bid is to remain valid for a period of not less than 90 days from the date of submittal.

Should any questions arise, or any items that need to be clarified, please contact Greg Parker (President) who is authorized to represent HCI as well as enter into negotiations in respect to this IFB and any subsequently awarded contracts, at the number listed below.

Gregory J Parker  
President/CEO  
Hunter Consulting Inc.,  
dba HCI Environmental & Engineering Services  
Bids@hcienv.com





**Company Name:**

Hunter Consulting Inc., dba HCI  
Environmental & Engineering

**Corporate Office:**

1680 Commerce Street  
Corona, CA 92880

**Mailing Address:**

P.O. Box 2745  
Corona, CA 92878

**Phone:**

Office: 951.280.0298  
**24/7/365:** 800.988.4424  
Fax: 951.280.0118

**Email:**

[CustomerService@Hcienv.com](mailto:CustomerService@Hcienv.com)

**Website:**

Hcienv.com

**California Corporation:**

C2201286

**Dunns:**

799449827

**Municipal Contracts:**

City of San Jose  
City of Pasadena  
County of San Bernardino  
County of Los Angeles  
County of Riverside  
Riverside Sheriff  
City of Palmdale  
City of Murietta  
City of Menifee  
City of Fontana  
City of Ontario  
Orange County Sheriff  
Superior Court of California  
OC Public Defender

# CAPABILITY STATEMENT

**BUSINESS SUMMARY:**

HCI is a full-service environmental management company specializing in general contracting, biohazard clean-up, hazardous waste transportation & disposal and 24/7 emergency chemical spill response. HCI provides consistent, cost-effective services and products to customers throughout the United States, and we have provided superior environmental services to the private, commercial and government sectors for over 30 years. HCI's workforce includes engineers, planners, and scientists who are capable of delivering a variety of specialized support services at a moment's notice.

**CAPABILITIES:**

- |                               |   |
|-------------------------------|---|
| - Demolition                  | - Fentanyl/and other Opioid Decontamination     |
| - Coronavirus Decontamination | - Emergency Chemical Spill Response             |
| - Bio Hazard Decontamination  | - Vacuum Tanker, Bulk Tanker, Truck & Trailer   |
| - Containerized Waste         | - Sampling and Analysis                         |
| - Bulk Waste                  | - Waste Categorization, Profiling & Manifesting |
| - Lab Packs                   | - Trauma Scene Clean up                         |

**FACILITIES AND EQUIPMENT:**

- |                         |                |                    |
|-------------------------|----------------|--------------------|
| - Vacuum Trucks         | - Loaders      |                    |
| - Excavators            | - Box Vans     | - Truck & Trailers |
| - Equipment Trucks      | - Bobcats      | - Backhoes         |
| - High-Pressure Washers | - Light Towers |                    |

**EXPERTISE:**

HCI's experience offers several distinct advantages that include technical understanding, management systems, and resources. We bring value and strength to our customers through:

- Understanding of public agencies – We have significant experience working with large public entities with multiple, concurrent tasks and complicated environmental issues while meeting strict budget and schedule requirements.
- Proven past performance – We take pride in our ability to provide superior work products and rapidly respond to clients' requests and needs.
- Development of practical and attainable solutions– HCI understands the necessity of making timely and cost-effective decisions.

**Summary**

HCI is committed to providing superior service to all its clients by maintaining a fully staffed customer service and regulatory compliance department. We are a hands-on, turn-key, field services company specializing in providing the expertise, personnel, equipment, and technology to complete a wide variety of environmentally related projects. Our successful track record is built upon a combination of diligence, flexibility, and process, all of which provides a thorough understanding of our clients' needs. Our high-quality service, coupled with competitive rates and our extensive database of qualified personnel, combine to make HCI the right choice for your environmental and engineering needs.



## Staffing

RESUMES  
PROPOSED STAFF  
SUPPORT STAFF



# GREGORY J PARKER

## Professional Summary

Project/goal oriented including both corporate and personal achievements with 30 years diversified staff, marketing, sales, engineering, operations, project management, and regulatory compliance experience. Servicing Industrial, Commercial and Public Entities

## Professional Experience

### Hunter Consulting, Inc

Db a HCI Environmental & Engineering Service, Riverside, CA 10/99-Current

#### **President, Founder and Shareholder**

HCI is a full-service environmental management firm making use of its experience and contacts in the industry to develop and grow into the nation's premier engineering and waste management service provider

Current Services include:

#### **Environmental Engineering**

Contaminated Soil  
Remediation/Excavation  
Site Decontamination  
UST/AST Removal & Installation  
Confined Space Entry  
Asbestos Abatement  
Tank Cleaning & Demolition

#### **Hazardous Waste Disposal/Recycling/Treatment**

Containerized Waste Streams  
Bulk Waste Streams  
Hazardous & Non- Hazardous  
Waste Sampling & Classification  
Emergency Spill Response  
Train Car Derailment  
Vehicle Turn-over  
Punctured Fuel Tank  
Spilled Containers  
Contaminated Storm Drain

#### **Transportation**

Vacuum Tankers  
Roll-off  
Super Suckers  
Box Vans  
Bulk Tankers

### DeMenno/Kerdoon Corporation

Compton CA 8/98-10/99

(Change of Employer due to Acquisition of Advanced Environmental, Inc by DeMenno/Kerdoon Corporation)

#### **Executive Vice President**

The United States largest waste oil, wastewater, and antifreeze recycler. The DeMenno/Kerdoon group of companies include Advanced Environmental, Inc (Environmental Engineering and 24/7 Emergency Response to hazardous material spill incidents) Asbury Environmental Services (Transportation of hazardous waste via over 300 vehicles and waste management practice) D/K Environmental (Fully permitted treatment, storage, disposal facility to include all liquids and solid waste streams) and DeMenno/Kerdoon (Fully permitted treatment, storage, disposal facility to include oil recycling, waste water treatment and antifreeze recycling) is California's premier full service hazardous/Non-hazardous liquid/solid waste management company with 400 employees.

## Licenses Held

#### **Class A-General Contractors License**

California State Contractors License Board #788216

ASB-Asbestos Cert, HAZ-Hazardous Substances Removal,  
C- 21 Demolition

#### **South Coast Air Quality Management District**

Indoor Air Quality Association  
Certified Mold Remediator #02793

#### **Professional Seminars & Training**

American Management Association Hazardous Material Dale  
Carnegie Leadership Training for Managers  
Sales  
Management  
Finance  
Computer  
Environmental  
Transportation  
Goldman Sachs 10,000 small business graduate

## **Professional Memberships**

Hazardous Waste Association, American Management Association, California Management Association

## C. ROBERT GUY

### Professional Summary

Project goal oriented Executive Manager including both corporate and personal achievements with 16 years diversified staff, marketing, sales, engineering & construction, operations, project management, transportation, and regulatory compliance experience. With over 20 years' experience in the environmental management industry, I have focused on the Construction/Engineering aspects in the environmental field.

### Professional Experience

#### Hunter Consulting, Inc

Db a HCI Environmental & Engineering Service, Riverside, CA 10/99-Current

#### **Chief Operating Officer**

HCI is a full-service environmental management firm making use of its experience and contacts in the industry to develop and grow into the nation's premier engineering and waste management service provider

Current Services include:

#### **Environmental Engineering**

Contaminated Soil  
Remediation/Excavation  
Site Decontamination  
UST/AST Removal & Installation  
Confined Space Entry  
Phase I, II & III  
Asbestos Abatement  
Tank Cleaning & Demolition

#### **Hazardous Waste Disposal/Recycling/Treatment**

Containerized Waste Streams  
Bulk Waste Streams  
Hazardous & Non Hazardous  
Waste Sampling & Classification  
Emergency Spill Response  
Train Car Derailment  
Vehicle Turn-over  
Punctured Fuel Tank  
Spilled Containers  
Contaminated Storm Drain

#### **Transportation**

Vacuum Tankers  
Roll-off  
Super Suckers  
Box Vans  
Bulk Tankers

#### DeMenno/Kerdoon Corporation

Compton CA 8/98-10/99

(Change of Employer due to Acquisition of Advanced Environmental, Inc by DeMenno/Kerdoon Corporation)

Management & development of various company departments as a well as assist in the conception & implementation of new policies & procedures. The management team works closely together to provide excellent products and services ultimately benefiting the customer. Responsible for review of financial matters regarding banking & financing, employee development, equipment purchases, etc. Maintain good public relations with ongoing customers and the local community organizations. Focused on hazardous/non hazardous waste transportation and disposal of containerized and bulk material, environmental engineering, asbestos, lead, and mold abatement, installation and removal of aboveground/below ground storage tanks, soil excavation/remediation, demolition, and 24 hour/7 day a week emergency response. Oversee the disposal of all materials in compliance with all local, state and federal regulations.

### Education and Training

Orange Coast College-Associate of Arts Degree  
University of Southern California-Bachelor of Science, Business Administration  
40-hour Hazwoper Certified  
Terrorism Awareness  
OSHA 29 CFRA-1910-120(9)  
MFLPA Standard 472  
Hazardous Materials Incident Command Training  
40-Hour Asbestos Supervisor  
40-Hour Lead Supervisor  
DO-HM 181 and Security Training

NUCA Excavation Safety and Competent Person training  
California Hazardous Waste Classification Training,  
Hazardous Waste Manifest Training  
Heavy Equipment Training

**Professional Memberships** Hazardous Waste Association, American Management Association, California Management Association, Solid Waste Association of North America, Indoor Air Quality Association



## Professional Summary

Project oriented environmental construction manager with 20 plus years' experience on large and small environmental construction projects.

## Professional Experience

### Hunter Consulting, Inc

dba HCI Environmental & Engineering Service, Corona, CA 10/99-Current

#### Vice President of Operations

HCI is a full-service environmental management firm making use of its experience and contacts in the industry to develop and grow into the nation's premier engineering and waste management service provider

Current Services include:

#### Environmental Engineering

Contaminated Soil  
Remediation/Excavation  
Site Decontamination  
UST/AST Removal & Installation  
Confined Space Entry  
Phase I, II & III  
Asbestos Abatement  
Tank Cleaning & Demolition

#### Hazardous Waste Disposal/Recycling/Treatment

Containerized Waste Streams  
Bulk Waste Streams  
Hazardous & Non Hazardous  
Waste Sampling & Classification

#### Emergency Spill Response

Train Car Derailment  
Vehicle Turn-over  
Punctured Fuel Tank  
Spilled Containers  
Contaminated Storm Drain

#### Transportation

Vacuum Tankers  
Roll-off  
Super Suckers  
Box Vans  
Bulk Tankers

## National Construction

### Corona, CA 3/95-10/99

Environmental construction project management "UST/AST removal & installation, soil remediation, lead & asbestos abatement & demolition, environmental construction & petroleum product project estimator. Provide hazardous waste management to area-based manufacturers and waste generators. Oversee customer interaction and customer service. Provide support to sales staff and shareholders. Solicit & bid for environmental & construction projects. On call 24/7 emergency response. Transportation & disposal of containerized and bulk material. Sampling & profiling.

## Professional Seminars & Training

40 hour Hazwoper certified, terrorism awareness, OSHA 29 CFRA-1910-120(9) and NFPA Standard 472 Hazardous Materials Incident Command Training, 40 Hour Asbestos Supervisor, 40 Hour Lead Supervisor, DOT-HM 181 and Security Training, NUCA Excavation Safety and Competent Person Training, California Hazardous Waste Classification Training, Hazardous Waste Manifest Training and Heavy Equipment Operator Training.



# TRESSA HAUSNER

## **Professional Summary**

Provide interpretation of environmental regulatory requirements for such agencies as the California Department of Toxic Substance Control (Title 22), The United States Federal Register (49 CFR), OSHA Regulations (29CFR) Code of Federal Regulations, The California Highway Patrol BIT program and the Department of Health Services specifically the Medical Waste Management Act. Responsible for all forms of document preparation, i.e.: hazardous waste manifest, hazardous waste labels, land ban restriction forms. Work as a liaison with disposal facilities; accurately identify the type of waste whether it be hazardous or non hazardous and provide the proper documentation, protective equipment and scope of work needed to ship the materials safely. Review environmental service contracts, identify compliance action dates, and track all compliance requirements. Work as a nexus to assist clients in properly completing regulatory inquiry documents submitted by various agencies. Respond to emergency releases of hazardous chemicals and act as a regulatory liaison.

## **Professional Experience**

### **Hunter Consulting, Inc**

Db a HCI Environmental & Engineering Service, Corona, CA 4/04-Current

#### **V.P. Customer Relations/ Regulatory Compliance**

- Responsible for reviewing and creating environmental contracts including characterization of a field inventory sheets
- Ensure customer satisfaction which includes communicating with Operations, to make certain jobs go according to proposal
- Assist in answering phone when necessary
- Ability to communicate on a professional level
- Knowledge of company policies
- Knowledge of industry, ability to extensively answer and explain client questions
- Manage low costs from TSDF, Transporters and various vendors
- Review TSDF, Transporter and various vendor statements/bills to ensure correct costs
- Review field paperwork to ensure customer satisfaction
- Sets-up, organizes and maintains all filing associated with customer service such as, hazardous waste proposals and contracts
- Provides interpretation of environmental regulatory requirements for various agencies associated with local, state and federal
- Responsible for all forms of documentation such as but not limited to: i.e., Hazardous Waste Manifests, LDR's, Profiles, Waste Labels
- Works as a liaison with disposal facilities; accurately identifying waste streams, provide proper documentation
- Nexus to assist clients with regulatory inquiries as completing annual documents provided by various agencies, changes on manifests, profiles and LDR's;
- Ensures all samples are taken properly and chain of custody is filled out correctly, provides correct EPA methods for various samples
- Ability to read and interpret analytical results
- Sets-up, organizes and maintains all filing associated with regulatory compliance such as, profiles, manifests, LDR's and check off list
- Creates and provides all paperwork associated with the transportation and disposal of hazardous waste such as, hazardous waste manifests, LDR's, waste labels, check off list
- Responsible for manifest rejections from TSDF

## **Education:**

- High School Diploma
- Complete 40 Hours Hazwoper training
- D.O.T. Drug & Alcohol Supervisor
- HM-181 Cargo and Security Awareness
- California Hazardous Waste Classification Training

## **Knowledge:**

- Knowledge of Resource Conservation Recovery Act (RCRA) requirements/regulations
- Knowledge of chemicals
- Knowledge and ability to look up all regulations associated with the environmental industry i.e., DOT, EPA, DTSC, OSHA, Medical Waste Act
- Quick Books experience

## **Competencies:**

- Proficient with Windows based applications
- Proficient with Compliance Suite Manifest Program
- Adheres to all local, state, and federal regulations
- Attention to detail
- Able to multi-task under pressure
- Strong communication skills
- Strong customer service skills

## JENNIFER CLEMISON

### **Professional Summary**

30 years diversified staff, marketing, sales, operations, project management and specialty projects. Servicing Commercial and public entities. Certificates: 40 hour Hazwoper certified, Covid 19, DOT-HM 181 and Security Training California Hazardous Waste Classification Training, Confined Space Certified, First Responder Certified, TWIC Card Holder, 5 K Forklift, Drum Handling and Heat Stress.

### **Professional Experience**

[Hunter Consulting, Inc.](#)

Db a HCI Environmental & Engineering Service, Corona, Ca 08/2017 – Current

VP of Business Development

HCI is a full-service environmental management firm making use of its experience and contact in the industry to develop and grow into the national's premier engineering and waste management service provider.

Current Services include:

#### **Environmental Engineering**

Contaminated Soil  
Remediation/Excavation  
Site Decontamination  
UST/AST Removal & Installation  
Confined Space Entry  
Phase I, II & III  
Asbestos Abatement  
Tank Cleaning & Demolition

#### **Hazardous Waste Disposal/Recycling/Treatment**

Containerized Waste  
Bulk Waste Streams  
Hazardous & Non- Hazardous  
Waste Sampling & Classification  
**Emergency Response**  
Train Car Derailment  
Vehicle Turn-over  
Punctured Fuel Tank  
Spill Containment  
Contaminated Storm Drain

#### **Transportation**

Vacuum Tankers  
Roll-off  
Super Suckers  
Box Vans  
Bulk Tankers

[Environmental Recovery Services, Inc.](#) Gardena, Ca 01/1991 – 02/2017

Executive Sales Manager/Facility Supervisor

Sales, Customer Service, Emergency Response Supervisor, Specialty Project Supervisor, Logistics Trainer in Equipment Operations, Forklift Operator and Trainer Human Resources Health and Safety

### **Interests**

I am a promoter for the largest all women's Off-Road race in the USA to help find a cure for Breast Cancer. I have been involved with and promoting this race for the past 16 years and have helped raise over \$800,000.00. I race a class 1 Off-Road car and run an Off-Road race team with 7 Off-Road cars. I'm a mother of 3, have been married for 26 years.



## Executive Staff

### **Greg Parker**

Title: President

Years Experience: 33 Year(s)

Certifications: 40 Hour Hazwoper, 8 Hour Hazwoper Refresher, Annual Hazmat DOT Manifest Training, DOT Basic Hazmat Training, Confined Space Training, Annual Heat Stress Prevention Training, Hazardous Communication Annual Awareness Training, Forklift Training.

### **C. Robert Guy**

Title: Secretary/Treasurer

Years Experience: 33 Year(s)

Certifications: 40 Hour Hazwoper, 8 Hour Hazwoper Refresher, Annual Hazmat DOT Manifest Training, DOT Basic Hazmat Training, Confined Space Training, Annual Heat Stress Prevention Training, Hazardous Communication Annual Awareness Training, Forklift Training.

### **DC Olsen**

Title: Vice President of Operations

Years Experience: 20 Year(s)

Certifications: 40 Hour Hazwoper, 8 Hour Hazwoper Refresher, Lead Supervisor Training, Annual Hazmat DOT Manifest Training, DOT Basic Hazmat Training, Confined Space Training, Annual Heat Stress Prevention Training, Hazardous Communication Annual Awareness Training, Forklift Training.

### **Tressa Hausner**

Title: Vice President of Customer Relations

Years Experience: 16 Year(s)

Certifications: 40 Hour Hazwoper, 8 Hour Hazwoper Refresher, Lead Supervisor Training, Annual Hazmat DOT Manifest Training, DOT Basic Hazmat Training, Confined Space Training, Annual Heat Stress Prevention Training, Hazardous Communication Annual Awareness Training, Forklift Training

### **Jennifer Clemison**

Title: Vice President of Business Development

Years Experience: 32 Year(s)

Certifications: 40 Hour Hazwoper, 8 Hour Hazwoper Refresher, Lead Supervisor Training, Annual Hazmat DOT Manifest Training, DOT Basic Hazmat Training, Confined Space Training, Annual Heat Stress Prevention Training, Hazardous Communication Annual Awareness Training, Forklift Training



## Proposed Staff

### 2-Logistics Coordinators/Supervisors of Operations

Combined Years Experience: 16 Year(s)

Certifications: 40 Hour Hazwoper, 8 Hour Hazwoper Refresher, Annual Hazmat DOT Manifest Training, DOT Basic Hazmat Training, Confined Space Training, Annual Heat Stress Prevention Training, Hazardous Communication Annual Awareness Training, Forklift Training.

### 16- Environmental/Field Technicians

Years of Experience: 1-5 Year(s)

Certifications: 40 Hour Hazwoper, 8 Hour Hazwoper Refresher, Annual Hazmat DOT Manifest Training, DOT Basic Hazmat Training, Annual Heat Stress Prevention Training, Hazardous Communication Annual Awareness Training, Forklift Training.

### 8-Confined Space Technicians

Years of Experience: 1-5 Year(s)

Training includes: recognition of confined space hazards, identification of permit and non-permit required confined spaces, use of instrumentation to evaluate atmospheric hazards, ventilation techniques, development and implementation of a confined space program and proper signage.

## Support Staff

### 3-Department Managers

Manager of Accounting

Manager of Customer Service

Manager of Contracts and Marketing

### 3-Accounting Department

A/R, A/P, invoicing, payroll, licensing & permits

### 4-Customer Service Department

Profiles, compliance, inventory & quotes

### 3-Marketing Department

Customer service, quote requests, administrative





## Demonstrated and Technical Experience

REFERENCES  
WORK PLAN  
SCENERIOS







## References

Emergency Response  
Bio Waste  
Trauma Scene

**Company: City of Murrieta**

Contact: Brian Ambrose  
Phone: 951-461-6114  
Email: sBAmbrose@murruetaCA.gov  
Address: 1 Town Square, Murrieta, CA 92562  
Description: Homeless encampment clean-up  
Date: 9/30/2021- Current  
Contract to date: \$50,000.00 Approx.

**Company: City of San Jose-Beautify San Jose Program**

Contact: Rhea Schmitz  
Phone: 408-282-3320  
E-Mail: rhea.schmitz@sanjoseca.gov  
Address: 200 E. Santa Clara Street, San Jose CA 95112  
Description: Disposal of Bio-Hazardous Wastes, Homeless encampment cleanup  
Date: 10/2019- Current  
Contract Amount so far: \$949,000.00

**Company: Moulton Niguel Water District (Water District)**

Name: Todd Novacek  
E-Mail: tmidgley@mnwd.com  
Phone: (949) 425-3535  
Address: 32332 Crown Valley Parkway, Laguna Hills, CA 92692  
Description: Disposal of bio-hazardous, homeless encampment clean up  
Contract to date: \$490,000.00 Approx.

**Company: City of Anaheim Crime Scene Clean up**

Phone: 714-765-4093  
E-Mail: JWann@Anaheim.net  
Address: 425 S. Harbor Blvd., Anaheim CA  
Description: Emergency response, crime scene, Disposal of Bio-Hazardous Wastes  
Date: 3/01/15- Current  
Contract amount so far: \$115,000 Approx.

**Company: County of Riverside Sheriff's Department**

Contact: Dan Ybarra  
Phone: 951-245-3336  
Email: dybarra@riversidesheriff.org  
Address: 3319 Avalon & 34th Street, Jurupa Valley, CA 92509  
Description: Disposal of Bio-Hazardous Wastes/ Trauma Scene Cleanup  
Date: 2012-current  
Amount so far: \$45,000.00 Approx



## Work Plan

In regards to the management and response to the customers needs, the following steps will be taken with respect to the Scope of Work.

### **Emergency Situation:**

When a hazardous material incident occurs, attention must be paid to the prevention of the hazardous material spreading and unnecessary contamination of the spill location, environment and property.

Containment is the prevention or reduction of the continuing spread of hazardous materials by various means. However, the first priority is to protect personnel.

Containment methods include berming, use of absorbents, covering, damming and using jelling agents. Berming, curbing or diking with available materials prevents further spread of the materials or directs the flow of the materials in a more desired direction. Control is the act of preventing more discharge of hazardous material, usually from the source.

Control methods include repairing leaks, closing valves, capping discharge materials, solidifying, plugging, patching or any other effective control method applicable during the response to the incident which may reduce or stop the flow. Control activities may require the personnel to enter the high risk area called the "exclusionary zone" to conduct control activities. This requires wearing chemically protective clothing and equipment which can make the task of control more difficult to achieve. Only trained workers can conduct "safe" control techniques.

- HCI receives **live operator** calls 24 hours a day 7 days a week
- HCI requests type and quantity of material spilled and address of spill location
- HCI dispatches a Project Manager and appropriate personnel to spill location with equipment truck and necessary spill containment supplies to be on-site with-in one to two hours
- When HCI arrives onsite, the spill situation will be assessed, account for and ensure the safety of all people, isolate the area and, if possible, stop the flow of product. HCI will then take steps to control the incident
- Once the spill is under control, HCI will begin spill clean-up procedures
- HCI will schedule the waste for transportation, and prepare all necessary documentation to include shipping documents and labeling requirements
- HCI will profile the waste stream to the designated facility
- HCI will obtain an EPA ID number for the responsible party, if needed
- Waste will be packaged, loaded on to truck, labels will be fixed to container, paperwork signed and copies left with the client
- HCI will then transport the waste to the designated facility and drop off for disposal
- All paperwork will be signed by facility and proper documentation will be mailed back to the customer for their files and a emergency event report will be emailed to the customer within 24-48 hours.

### **Non-Emergency Situation:**

- HCI receives fax, email or phone order
- HCI contacts appropriate person at customer site to confirm types and quantities of waste
- If necessary, HCI will schedule an Environmental Technician to view and inventory the waste within one to two days
- A Environmental Technician will be scheduled if it is determined sampling or analysis is needed
- HCI will complete a profile to the designated waste disposal facility
- HCI will schedule the waste for transportation
- HCI will prepare all necessary documentation to include shipping documents and labeling requirements
- If necessary HCI will obtain a EPA ID number for the customer
- At the time of pick-up, HCI will have all the appropriate containers, safety equipment, appropriate paperwork and Environmental Technicians to perform the job
- Waste will be packaged, loaded on to truck, labels will be fixed to container and paperwork will be signed and copies will be left with the customer
- HCI will then transport the waste to the designated facility and drop off for disposal
- All paperwork will be signed by facility and proper documentation will be mailed back to the customer for their files.







### Homeless Encampment Clean-up



HCI crews are sensitive to these situations and make every effort to work with the people and cities affected by this and create as pleasant an environment as possible.

#### Services Provided:

- Demolition and disposal of structures and large debris.

- Collection, removal and disposal of small debris.

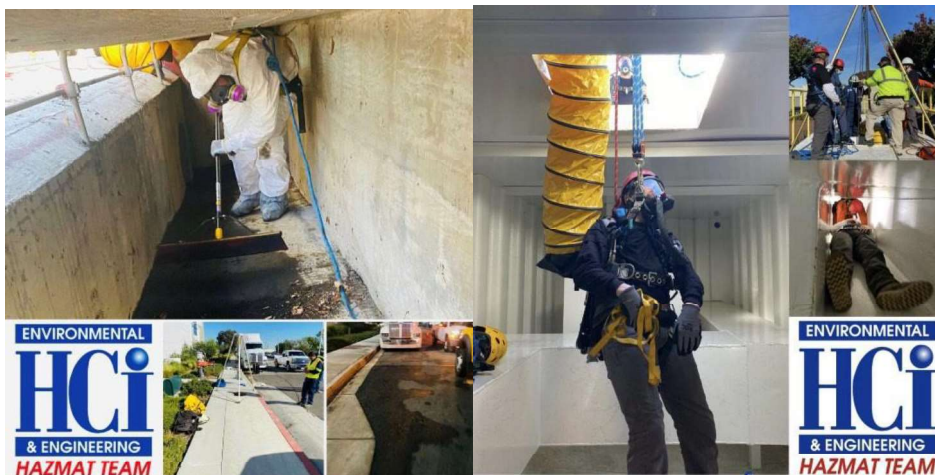
- Collection, packaging, preparation of proper paperwork and transportation of bio-hazardous materials (sharps, human feces, urine, soiled clothing, drug paraphernalia, trauma scene debris and human excrement, etc.) -Collection, packaging, preparation of proper paperwork and transportation of hazardous waste (aerosols, petroleum products, paint, etc.)

HCI's environmental technicians are fully trained for all scenario's experienced during the homeless encampment cleanup program including but not limited to the following: -Bloodborne pathogens -Trauma scene cleanup - COVID-19 decontamination -40 hour HAZWOPER -Confined space entry -Chemical spill response and remediation - Characterization and labpacking

HCI understands the requirements of each project differ. HCI is very experienced in working with law enforcement and city personnel in multiple scenarios. HCI is fully licensed and insured to provide homeless encampment cleanup services 24/7/365.

Please visit our website at [www.hcienv.com](http://www.hcienv.com) for more information or call me at either number below, we also have several contracts with other local cities, that may fit your needs also.

## Confined Space Entry Event



In a confined space entry event HCI Environmental onsite personnel will conduct a pre-entry and rescue site assessment.

Once it is determined that a confined space entry needs to be performed, HCI's acting supervisor will fill out a confined space permit.

All confined space entrants, attendants and rescue personnel will determine who is going to be assigned what specific tasks during the course of the confined space objective.

HCI will perform a lockout/ tag-out procedure on all utilities, if present, in the confined space.

All certified confined space equipment such as tripods, harnesses, lanyards, rescue lines, ventilators, SCBA's, winches, and 4 gas meters will be inspected and calibrated.

Clearance of the atmosphere will be recorded on the confined space entry permit.

A pre-site rescue assessment will be conducted in order to determine the type of rescue that will be utilized.

Entry into the confined space will be considered after all 4 gas meter recordings have been performed and are below the Oxygen (o<sub>2</sub>), Lower Explosive Limit (LEL), Hydrogen Sulfide (H<sub>2</sub>S) and/or Methane threshold limits.

The confined space atmosphere will be consistently monitored during the entry and logged every 10-15 minutes to see if there are any fluctuations in the air monitoring results.

After the confined space entry objective has been accomplished the Entry Supervisor will sign off on the confined space permit and close out the confined space permit for the specific entry.



## Hazardous Material Dumping



HCI Environmental & Engineering Service and its affiliates are fully licensed and insured to handle all categories of hazardous materials including explosives, pressurized gas cylinders, and radioactive material. All personnel are fully trained in the “safe” removal of these materials in various situations, and are certified in respiratory protection, confined space entry, and C.P.R.

Drivers and technicians participate regularly in ongoing programs and “tail gate” safety meetings to further their knowledge and experience in safety and procedures.

When arriving to a dumping site of unknown waste, HCI first takes pictures of each item and any labels that are on containers that may give an indication of what the substance is.

A call is placed to dispatch and the customer to confirm if we are to proceed with testing and removal.

Once confirmed the technician will do a Chemical Classifier Strip to determine if they are acid/base, bromine, chlorine, fluoride, iodine, organic solvent, oxidizer or petroleum distillates.

The testing results and pictures are then sent over to HCI’s compliance department to determine how the substances will be classified and packaged.

Once packed into U.N. Approved Containers they will be manifested and transported off site to an approved TDSF.

HCI Environmental & Engineering Service maintains the highest rating from the DOT.







## Rate and Service Structure

Additional Pricing





## Rate and Service Structure

- A. Board-up cost of 1st standard window/ (1) each additional window thereafter  
\$400.00 Flat Rate (maximum 4 hours anything above 4 hours resorts to hourly rate)  
\$355.00 Hourly Rate
- B: Board up cost of 1st single door opening /(1) each additional door thereafter  
\$400.00 Flat Rate (maximum 4 hours anything above 4 hours resorts to hourly rate)  
\$355.00 Hourly Rate
- C. Board of cost of a garage  
\$1600.00 Flat Rate Flat Rate (per garage door)  
\$775.00 Hourly Rate
- D. Bolt, screw door, garages and windows  
\$25.00 per set bolt & screws
- E. Chain and lock fee  
\$85.00 per set chain & lock

Sample: Scenerio 1: 3 bedroom house, 2 car garade attached, 2 main doors and 1 bathroom  
Includes: Lumber, tools, labor, equipment truck, hardware set:

\$2,810.00 (non emergency) flat rate (maximum 4 hours, anything above 4 hours resorts to hourly rate)  
\$3610.00 (emergency) flat rate (maximum 4 hours, anything above 4 hours resorts to hourly rate)

Sample Scenerio 2: 2 bedroom house, 1 car garage detached, 2 main doors and 1 bathroom  
Includes: Lumber, tools, labor, equipment truck, hardware set:

\$2,365.00(non emergency) flat rate (maximum 4 hours, anything above 4 hours resorts to hourly rate)  
\$3,005.00 (emergency) flat rate (maximum 4 hours, anything above 4 hours resorts to hourly rate)



Below is a list of common items used on a homeless encampment remediation.  
Items used are site specific, client is billed for only what is used.

<b>Description</b>	<b>Straight Time</b>	<b>UOM</b>
Equipment Truck	\$350.00	per day
Track Skid Steer	\$620.00	per day
Grapple Bucket	\$190.00	per day
Backhoe	\$575.00	per day
Fuel-Grease-Maintenance-Per Piece of Equipment	\$250.00	per day
Mobilization of Equipment-Per Piece of Equipment	\$300.00	each
Demobilization of Equipment-Per Piece of Equipment	\$300.00	each
Dump Trailer	\$400.00	per day
Generator	\$150.00	per day
Confined Space Equipment	\$1,650.00	per day
Class C PPE-tyvek, hard hats, safety glasses	\$55.00	per man/per day
Misc hand tool-pickers, shovels, rakes	\$300.00	per day
55g Drum-Hazardous Waste	\$75.00	each
44g Drum-Bio Waste	\$35.00	each
1 Quart Sharps Containers	\$50.00	each
40 Yard Roll off Bin	\$35.00	per day
Narcan Kit(required at every site)	\$135.00	each
Biological/Sharps Waste Load Fee	\$125.00	each
Manifest Fee	\$30.00	each
Crawler Loader	\$125.00	hour
Dump Trailer (small)	\$135.00	hour
Hi Reach Forklift	\$150.00	hour
Skip Loader	\$125.00	hour
Tractor	\$135.00	hour
Hazardous Waste Disposal Charges to be determined, based on weight and type.		
Trash Disposal Charges to be determined, based on weight and city.		



## Licensing and Permits

## Addendums/Attachments



California Department of Public Health  
Medical Waste Management Program  
MS 7405, IMS K-2  
P.O. Box 997377  
Sacramento, CA 95899-7377  
[www.cdph.ca.gov/MedicalWaste](http://www.cdph.ca.gov/MedicalWaste)

Date: 3/24/2021  
Registrant Identifier: TSW 311

HCI Environmental & Engineering  
12155 Magnolia Ave  
RIVERSIDE, CA 92503

Dear Sir/Madam:

Your Trauma Scene Waste Management Practitioner certificate is shown below. Please retain this certificate for your records.

If you have questions regarding this certificate, please call (916) 449-5671.

STATE OF CALIFORNIA  
Department of Public Health  
Medical Waste Management Program  
HCI Environmental & Engineering

22941 Temescal Canyon Road  
Corona, CA 92883



Registration No.  
311

in the county of  
Riverside


Treatment No.

is registered as a  
TRAUMA SCENE WASTE MANAGEMENT PRACTITIONER

Annual Expiration Date  
5/15/2022

The facility named herein is registered pursuant to the provisions of the Medical Waste Management Act, Division 104, Part 14, Chapter 5 of the California Health and Safety Code, and shall be subject to all applicable provisions of the law. This permit is not transferable.

Date Issued: 3/24/2021

  
Thomas Horner, Chief  
Medical Waste Management Program



UNITED STATES OF AMERICA  
DEPARTMENT OF TRANSPORTATION  
PIPELINE AND HAZARDOUS MATERIALS SAFETY ADMINISTRATION



**HAZARDOUS MATERIALS  
CERTIFICATE OF REGISTRATION  
FOR REGISTRATION YEAR(S) 2020-2023**

**Registrant:** HUNTER CONSULTING INC DBA HCI ENVIRONMEN  
ATTN: Tressa Hausner  
12155 MAGNOLIA AVE SUITE 4C  
RIVERSIDE , CA 92503

This certifies that the registrant is registered with the U.S. Department of Transportation as required by 49 CFR Part 107, Subpart G.

This certificate is issued under the authority of 49 U.S.C. 5108. It is unlawful to alter or falsify this document.

**Reg. No: 051320550050CE    Effective: July 1, 2020    Expires: June 30, 2023**

**HM Company ID: 301615**

**Record Keeping Requirements for the Registration Program**

The following must be maintained at the principal place of business for a period of three years from the date of issuance of this Certificate of Registration:

- (1) A copy of the registration statement filed with PHMSA; and
- (2) This Certificate of Registration

Each person subject to the registration requirement must furnish that person's Certificate of Registration (or a copy) and all other records and information pertaining to the information contained in the registration statement to an authorized representative or special agent of the U. S. Department of Transportation upon request.

Each motor carrier (private or for-hire) and each vessel operator subject to the registration requirement must keep a copy of the current Certificate of Registration or another document bearing the registration number identified as the "U.S. DOT Hazmat Reg. No." in each truck and truck tractor or vessel (trailers and semi-trailers not included) used to transport hazardous materials subject to the registration requirement. The Certificate of Registration or document bearing the registration number must be made available, upon request, to enforcement personnel.

For information, contact the Hazardous Materials Registration Manager, PHH-52, Pipeline and Hazardous Materials Safety Administration, U.S. Department of Transportation, 1200 New Jersey Avenue, SE, Washington, DC 20590, telephone (202) 366-4109.

## DEPARTMENT OF MOTOR VEHICLES

Registration Operations Division MS H875


P.O. BOX 932370 Sacramento, CA. 94232-3700

(916) 657-8153

11/21/2018



HUNTER CONSULTING INC  
12155 MAGNOLIA AVE STE 4-C  
RIVERSIDE, CA 92503

 DEPARTMENT OF MOTOR VEHICLES A Public Service Agency		<b>NON-EXPIRING MOTOR CARRIER PERMIT Combined Carrier</b>	
DEPARTMENT OF MOTOR VEHICLES Registration Operations Division P.O. BOX 932370 Sacramento, CA. 94232-3700		Valid From: 09/01/2012	Valid Through: Non-Expiring
HUNTER CONSULTING INC 12155 MAGNOLIA AVE STE 4-C RIVERSIDE, CA 92503		CA#: 0333071	The carrier named on this permit is subject to the Unified Carrier Registration Act (UCRA) of 2005, and is granted a non-expiring permit of the following classification:  <p style="text-align: center;"><b>For Hire Corporation</b></p>
Pmt Date: N/A	Office #: 154	<b>Not Valid for Intrastate Only Operations</b>	
Account #: 462771	Tech ID: ##		
Sequence #: #NNN	Amt Paid: No Fee		

## !!!IMPORTANT REMINDERS!!!

1. This non-expiring Motor Carrier Permit (MCP) will remain valid as long as you continue to conduct interstate operations. The Unified Carrier Registration Act (UCRA) of 2005 exempts combined carriers (carriers who operate both intra and interstate) from MCP requirements.
2. Federal Motor Carrier Safety Administration insurance requirements must be maintained.
3. If you commence intrastate only operations, you must renew your MCP.

**RECEIVED**  
DEC 06 2018

BY: .....

California Relay Telephone Service for the Deaf or Hard of Hearing from TDD Phones: 1-800-735-2929; from Voice Phones: 1-800-735-2922



January 05, 2022

**PLEASE SIGN AND KEEP WITH YOUR RECORDS**

Ms. Tressa Stivers  
HCI Environmental Engineering & Services  
12155 Magnolia Ave., Ste. 4C  
Riverside, CA 92503

Dear Ms. Stivers:

This letter confirms that **HCI ENVIRONMENTAL ENGINEERING & SERVICES** is enrolled with Drug Testing Networks random drug and alcohol testing program pursuant to the Department of Transportation (DOT) and The Federal Motor Carrier Safety Administration (FMSCA) regulation 49 CFR Part 382.

Effective Start Date of Program	February 22, 2022
Program Expires	February 21, 2023
Program Manager	Ms. Tressa Stivers
Member since	February 22, 2010

*Veronica Gamino*

Veronica Gamino  
DRUG TESTING NETWORK INC.  
Account Representative

I certify that I am authorized to represent this company in this matter and that the information in this document is correct to the best of my knowledge and belief and that the company I represent will comply with the provisions of the Federal Department of Transportation Drug and Alcohol Program regulations. I understand employees of this company will not be placed in a random pool until all pre-employment drug tests have been completed.

Ms. Tressa Stivers  
Drug and Alcohol Program Manager

---

958 POSTAL WAY, SUITE 6-B, VISTA, CA 92083-6935  
(760) 940-2015 (800) 989-1208 FAX (760) 940-0345  
E-MAIL [dtn@drugtestingnetwork.com](mailto:dtn@drugtestingnetwork.com) WEBSITE [www.drugtestingnetwork.com](http://www.drugtestingnetwork.com)



STATE OF CALIFORNIA  
DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

**HAZARDOUS MATERIALS  
TRANSPORTATION LICENSE**  
CHP 360H (REV. 1/00) OPI 062

CONTROL NUMBER	LICENSE NUMBER	ISSUE DATE	EFFECTIVE DATE	EXPIRATION DATE
253257	137055	8/11/2021	9/1/2021	8/31/2022
CHP CARRIER NUMBER	LOCATION	<input type="checkbox"/> Duplicate <input type="checkbox"/> Initial	<input checked="" type="checkbox"/> Replacement <input type="checkbox"/> Renewal	
CA 333071	840			

**PROPERTY OF THE CALIFORNIA HIGHWAY PATROL (CHP)**

The original valid license must be kept at the licensee's place of business as indicated on the license and a legible copy must be carried in any vehicle or combination transporting hazardous materials and must be presented to any CHP officer upon request. This license is NON-TRANSFERABLE and must be surrendered to the CHP upon demand or as required by law. A majority change in ownership or control of the licensed activity shall require a new license. This license may be renewed by submitting an application and appropriate fee to the CHP. Persons whose licenses have expired or are otherwise no longer valid must immediately cease the activity requiring a license. THERE IS NO GRACE PERIOD. For licensing information contact CHP, Commercial Vehicle Section at (916) 843-3400.

LICENSEE NAME AND PHYSICAL STATION ADDRESS (if different than below)

HUNTER CONSULTING INC  
HCI ENVIRONMENTAL & ENGINEERING SERVICE  
22941 TEMESCAL CANYON RD  
CORONA CA, US 92883

LICENSEE NAME AND MAILING ADDRESS

HUNTER CONSULTING INC  
HCI ENVIRONMENTAL & ENGINEERING SERVICE  
PO Box 2745  
CORONA CA, US 92878-\_\_\_\_\_

This carrier is on the special routing/safe stopping place mailing lists as indicated below:

- ☐ (HMX) Explosives subject to Division 14, California Vehicle Code (CVC).  
☐ (HMPH) Poison Inhalation Hazard materials in bulk packages subject to Division 14.3, CVC.  
☐ (HMRCQ) Highway Route Controlled Quantity radioactive materials subject to Division 14.5, CVC.

Any person who dumps, spills, or causes the release of hazardous materials or hazardous waste upon any highway shall immediately notify the CHP or the agency having jurisdiction for that highway. The minimum fine for failure to make the appropriate notification is \$2,000.00. (CVC Section 23112.5)

Printed on: 7/23/2021 2:36:14 PM

To verify most current certification status go to: <https://www.caleprocure.ca.gov>



## Office of Small Business & DVBE Services

**Certification ID:** 22207

**Legal Business Name:**

HUNTER CONSULTING INC

**Doing Business As (DBA) Name 1:**

HCI ENVIRONMENTAL & ENGINEERING SERVICE

**Doing Business As (DBA) Name 2:**

**Address:**

12155 MAGNOLIA AVE

STE 4C

RIVERSIDE

CA 92503

**Email Address:**

tressa@hcienv.com

**Business Web Page:**

<http://www.hcienv.com>

**Business Phone Number:**

951/280-0298

**Business Fax Number:**

951/280-0118

**Business Types:**

Construction , Service

**Certification Type**

**Status**

**From**

**To**

SB(Micro)

Approved

05/11/2018

05/31/2022

Stay informed! KEEP YOUR CERTIFICATION PROFILE UPDATED!

-LOG IN at [CaleProcure.CA.GOV](https://www.caleprocure.ca.gov)

Questions?

Email: [QSDSHELP@DGS.CA.GOV](mailto:QSDSHELP@DGS.CA.GOV)

Call OSDS Main Number: 916-375-4940

707 3rd Street, 1-400, West Sacramento, CA 95605

Doc ID: 3bfb52d19c5298a402d119d54d1abfc0b19123e

**Appendix**  
**ATTACHMENT 3-2: NON-LOBBYING CERTIFICATION**  
**CERTIFICATIONS**

The prospective participant certifies, by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence any officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant loan, loan or cooperative agreement, the undersigned shall complete and submit a "Disclosure of Lobbying Activities".

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U. S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The prospective participant also agrees by submitting his or her bid or proposal that he or she shall require that the language of this certification be included in all lower tier subcontracts, which exceed \$100,000 and that all such sub recipients shall certify and disclose accordingly.

Firm Hunter Consulting Inc., dba HCI Environmental & Engineering

Signed and Printed Name: Gregory J Parker



Title President/CEO

Date 9/8/2022

**Appendix**  
**ATTACHMENT 3-3: NON-DISCRIMINATION CERTIFICATION**  
**CERTIFICATIONS**


The undersigned consultant or corporate officer, during the performance of this contract, certifies as follows:

1. The Consultant shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Consultant shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
2. The Consultant shall, in all solicitations or advertisements for employees placed by or on behalf of the Consultant, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.
3. The Consultant shall send to each labor union or representative of workers with which he/she has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Consultant's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4. The Consultant shall comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
5. The Consultant shall furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his/her books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation, to ascertain compliance with such rules, regulations, and orders.
6. In the event of the Consultant's non-compliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, the contract may be canceled, terminated, or suspended in whole or in part and the Consultant may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulations, or order of the Secretary of Labor, or as otherwise provided by law.
7. The Consultant shall include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted

by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontract or purchase order as the administering agency may direct as means of enforcing such provisions, including sanctions for noncompliance; provided, however, that in the event the Consultant becomes involved in, or is threatened with, litigation with a sub-consultant or vendor as a result of such direction by the administering agency, the Consultant may request that the United States enter into such litigation to protect the interests of the United States.

8. Pursuant to California Labor Code Section 1735, as added by Chapter 643 Stats. 1939, and as amended,

No discrimination shall be made in the employment of persons upon public works because of race, religious creed, color, national origin, ancestry, physical handicaps, mental condition, marital status, or sex of such persons, except as provided in Section 1420, and any consultant of public works violating this Section is subject to all the penalties imposed for a violation of the Chapter.

Signed:  \_\_\_\_\_  
Title: President/CEO \_\_\_\_\_  
Firm: Hunter Consulting Inc, dba HCI Environmental & Engineering \_\_\_\_\_  
Date: 9/8/2022 \_\_\_\_\_



**Appendix**  
**ATTACHMENT 3-1: NON-COLLUSION AFFIDAVIT**  
**CERTIFICATIONS**

NON-COLLUSION AFFIDAVIT  
(Title 23 United States Code Section 112 and  
Public Contract Code Section 7106)

To the CITY OF SANTA ANA DEPARTMENT OF PUBLIC WORKS

In accordance with Title 23 United States Code Section 112 and Public Contract Code 7106 the BIDDER declares that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the BIDDER has not directly or indirectly induced or solicited any other BIDDER to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived or agreed with any BIDDER or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the BIDDER has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the BIDDER or any BIDDER, or to fix any overhead, profit, or cost element of the bid price, or of that of any other BIDDER, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the BIDDER has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

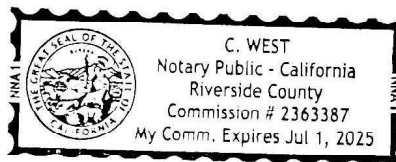
Note: The above Non-collusion Affidavit is part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Non-collusion Affidavit. BIDDERS are cautioned that making a false certification may subject the certifier to criminal prosecution.

Signed

State of California

County of Riverside

Subscribed and sworn to (or affirmed) before me on this 08 day of September 2022 by Gregory J. Parker, proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.



Notary Public Seal

Notary Public Signature

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

## **EXHIBIT C**



## Rate and Service Structure

- A. Board-up cost of 1st standard window/ (1) each additional window thereafter  
\$400.00 Flat Rate (maximum 4 hours anything above 4 hours resorts to hourly rate)  
\$355.00 Hourly Rate
- B: Board up cost of 1st single door opening /(1) each additional door thereafter  
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\$3,005.00 (emergency) flat rate (maximum 4 hours, anything above 4 hours resorts to hourly rate)



TITLE	City of Santa Ana
FILE NAME	Agreement_On-Call..._10.26.22 (1).pdf
DOCUMENT ID	3bfbb52d19c5298a402d119d54d1abfc0b19123e
AUDIT TRAIL DATE FORMAT	MM / DD / YYYY
STATUS	<span style="color: green;">●</span> Signed

## Document History



SENT

**10 / 27 / 2022**

21:52:09 UTC

Sent for signature to Gregory Parker (greg@hcienv.com) from  
desirae@hcienv.com  
IP: 20.94.254.206



VIEWED

**10 / 27 / 2022**

22:03:48 UTC

Viewed by Gregory Parker (greg@hcienv.com)  
IP: 107.77.229.169



SIGNED

**10 / 27 / 2022**

22:13:48 UTC

Signed by Gregory Parker (greg@hcienv.com)  
IP: 107.77.229.169



COMPLETED

**10 / 27 / 2022**

22:13:48 UTC

The document has been completed.