



CITY OF WEST COVINA

CITY COUNCIL/SUCCESSOR AGENCY

**AUGUST 17, 2021, 7:00 PM
REGULAR MEETING**

**CITY HALL COUNCIL CHAMBERS
1444 W. GARVEY AVENUE SOUTH
WEST COVINA, CALIFORNIA 91790**

**Mayor Letty Lopez-Viado
Mayor Pro Tem Dario Castellanos
Councilwoman Rosario Diaz
Councilmember Brian Tabatabai
Councilman Tony Wu**

On March 4, 2020, Governor Newsom proclaimed a State of Emergency in California as a result of the threat of COVID-19. On March 17, 2020, Governor Newsom issued Executive Order N-29-20, suspending certain requirements of the Brown Act relating to the conduct of public meetings. Pursuant to the Executive Orders, Council Members may attend City Council meetings telephonically and the City Council is not required to make available a physical location from which members of the public may observe the meeting and offer public comment.

Due to the ongoing COVID-19 emergency and pursuant to State and County public health directives, Los Angeles County Department of Health requires that masks be worn indoors regardless of vaccination status

Members of the public may also watch City Council the meeting live on the City's website at: <https://www.westcovina.org/departments/city-clerk/agendas-and-meetings/current-meetings-and-agendas> under the "Watch Live" tab or through the West Covina City YouTube channel at www.westcovina.org/LIVE. If you are experiencing symptoms such as fever or chills, cough, shortness of breath or difficulty breathing, fatigue, or sore throat, the City requests that you participate in the meeting from home by watching the meeting live via the links set forth above.

EMAILED PUBLIC COMMENT:

Members of the public can submit public comments to the City Clerk via e-mail at City_Clerk@westcovina.org. The subject line should specify "Oral Communications – 8/17/2021". Please include your full name and address in your e-mail. All emails received by 5:00 P.M. on the day of the Council meeting will be posted to the City's website under "Current Meetings and Agendas" and provided to the City Council prior to the meeting. No comments will be read out loud during the meeting. All comments received by the start of the meeting will be made part of the official public record of the meeting.

Please turn off all cell phones and other electronic devices prior to entering the Council Chambers

AMERICANS WITH DISABILITIES ACT

The City complies with the Americans with Disabilities Act (ADA). If you will need special assistance at Council meetings, please call (626) 939-8433 (voice) or (626) 960-4422 (TTY) from 8 to 5 Monday through Thursday. Do call at least one day prior to the meeting date to inform us of your particular needs and to determine if accommodation is possible. For sign language interpreter services at Council meetings, please request no less than four working days prior to the meeting.

AGENDA MATERIAL

Agenda material is available for review at the City Clerk's Office, Room 317 in City Hall, 1444 W. Garvey Avenue South, West Covina and at www.westcovina.org. Any writings or documents regarding any item on this agenda, not exempt from public disclosure, provided to a majority of the City Council that is distributed less than 72 hours before the meeting, will be made available for public inspection in the City Clerk's Office, Room 317 of City Hall

located at 1444 W. Garvey Avenue South, West Covina, during normal business hours.

NOTICE

The City Council will regularly convene on the first and third Tuesday of the month. The West Covina Community Development Commission, West Covina Public Financing Authority and the West Covina Community Services Foundation are agencies on which the City Council serves as members. Agendas may contain items for these boards, as necessary.

**PUBLIC COMMENTS
ADDRESSING THE CITY COUNCIL
(Per WCMC 2-48, Ordinance No. 2150)**

Any person wishing to address the City Council on any matter listed on the agenda or on any other matter within their jurisdiction should complete a speaker card that is provided at the entrance to the Council Chambers and submit the card to the City Clerk.

Please identify on the speaker card whether you are speaking on an agenda item or non-agenda. Requests to speak on agenda items will be heard prior to requests to speak on non-agenda items. All comments are limited to five (5) minutes per speaker.

Oral Communications may be limited to thirty (30) minutes, unless speakers addressing agenda items have not concluded.

Any testimony or comments regarding a matter set for a Public Hearing will be heard during the hearing.

RULES OF DECORUM

Excerpts from the West Covina Municipal Code and Penal Code pertaining to the Rules of Decorum will be found at the end of agenda.

AGENDA

**CITY OF WEST COVINA
CITY COUNCIL/SUCCESSOR AGENCY**

**TUESDAY AUGUST 17, 2021, 7:00 PM
REGULAR MEETING**

INVOCATION

Led by Pastor Samuel Martinez from Amazing Love Ministries

PLEDGE OF ALLEGIANCE

Led by Councilwoman Diaz

ROLL CALL

REPORTING OUT FROM CLOSED SESSION

PRESENTATIONS

1. Certificate of Recognition to Rebekah Ganiere and James Ganiere for the movie *Rekindling Christmas*
2. Presentation by the Valley County Water District

ORAL COMMUNICATIONS - Five (5) minutes per speaker

Please step forward to the podium and state your name and city of residence for the record when recognized by the Mayor.

CITY MANAGER'S REPORT

City Manager's report on current City projects.

CONSENT CALENDAR

All matters listed under CONSENT CALENDAR are considered to be routine and can be acted on by one roll call vote. There will be no separate discussion of these items unless members of the City Council/Community Development Commission request specific items to be removed from the Consent Calendar for separate discussion or action.

ORDINANCES FOR ADOPTION - Procedural Waiver. *Waive full reading of each ordinance on the agenda and authorize the approval of each ordinance by title only.*

1) CONSIDERATION OF SECOND READING AND ADOPTION OF ORDINANCE NO 2485 - ZONE CHANGE NO. 20-03, ADOPTING THE VINCENT PLACE SPECIFIC PLAN (SP-31)

It is recommended that the City Council adopt the following ordinance:

ORDINANCE NO. 2485 - ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA APPROVING ZONE CHANGE NO. 20-03 AND ADOPTING THE VINCENT PLACE SPECIFIC PLAN (SP-31) AT 1024 W. WORKMAN AVENUE

CITY CLERK'S OFFICE

2) CONSIDERATION OF AGREEMENT WITH NATIONAL DEMOGRAPHICS CORPORATION

It is recommended that the City Council authorize the City Manager to negotiate and execute an agreement with National Demographics, Inc. dba National Demographics Corporation in an amount not to exceed \$59,000 for redistricting services.

CITY MANAGER'S OFFICE

3) CONSIDERATION OF RESOLUTION NO. 2021-91 DETERMINING THERE IS A NEED TO CONTINUE THE LOCAL EMERGENCY

It is recommended that the City Council adopt the following resolution:

RESOLUTION NO. 2021-91 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, DETERMINING THE NEED TO FURTHER CONTINUE THE LOCAL EMERGENCY PROCLAIMED ON MARCH 16, 2020, AND PREVIOUSLY CONTINUED ON APRIL 7, 2020, MAY 5, 2020, JUNE 2, 2020, JUNE 23, 2020, JULY 21, 2020, AUGUST 18, 2020, SEPTEMBER 15, 2020, OCTOBER 6, 2020, OCTOBER 20, 2020, NOVEMBER 17, 2020, DECEMBER 1, 2020, JANUARY 19, 2021, FEBRUARY 16, 2021, MARCH 16, 2021, APRIL 6, 2021, MAY 4, 2021, JUNE 1, 2021, JUNE 15, 2021, JULY 6, 2021 AND JULY 20, 2021

END OF CONSENT CALENDAR

DEPARTMENTAL REGULAR MATTERS

FINANCE DEPARTMENT

4) CONSIDERATION OF CORONAVIRUS STATE & LOCAL FISCAL RECOVERY FUNDS AND FISCAL YEAR 2021-2022 BUDGET AMENDMENT

It is recommended that the City Council take the following actions:

1. Confirm the list of items to be funded by the Coronavirus State & Local Fiscal Recovery Funds, American Rescue Plan Act of 2021.
2. Adopt the following resolution:

RESOLUTION NO. 2021-89 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, ADOPTING A BUDGET AMENDMENT FOR THE FISCAL YEAR COMMENCING JULY 1, 2021 AND ENDING JUNE 30, 2022 (NEW POSITIONS)

MAYOR/COUNCILMEMBERS REPORTS

AB 1234 Conference and Meeting Report (verbal, if any)

(In accordance with AB 1234, Councilmembers shall make a brief report or file a written report on any meeting/event/conference attended at City expense.)

CITY COUNCIL REQUESTS FOR REPORTS, STUDIES OR INVESTIGATION

(Per City of West Covina Standing Rules 4.f - Requests for reports, studies, or investigations that are not readily available must be placed on the City Council/Successor Agency agenda as items of business and must be approved by a majority of the City Council/Successor Agency Board.)

CITY COUNCIL COMMENTS

ADJOURNMENT

Next Tentative City Council Meeting

Regular Meeting

September 7, 2021

7:00 PM

RULES OF DECORUM

The following are excerpts from the West Covina Municipal Code:

Sec. 2-48. Manner of addressing council; time limit; persons addressing may be sworn.

- a. Each person addressing the council shall step up to the rostrum, shall give his or her name and city of residence in an audible tone of voice for the record and unless further time is granted by the council, shall limit his or her address to five (5) minutes.
- b. The city council may establish a limit on the duration of oral communications.
- c. All remarks shall be addressed to the council as a body and not to any member thereof. No person, other than the council and the person having the floor, shall be permitted to enter into any discussion, either directly or through a member of the council, without the permission of the presiding officer. No question shall be asked of a councilmember except through the presiding officer.
- d. The presiding officer may require any person to be sworn as a witness before addressing the council on any subject. Any such person who, having taken an oath that he or she will testify truthfully, willfully and contrary to such oath states as true any material matter which he knows to be false may be held to answer criminally and subject to the penalty prescribed for perjury by the provisions of the Penal Code of the state.

Sec. 2-50. Decorum--Required.

- a. While the council is in session, the members shall preserve order and decorum, and a member shall neither, by conversation or otherwise, delay or disrupt the proceedings or the peace of the council nor interrupt any member while speaking or refuse to obey the orders of the council or its presiding officer, except as otherwise herein provided.
- b. Members of the public shall not willfully disrupt the meeting or act in a manner that actually impairs the orderly conduct of the meeting. For the purposes of this code, "willfully disrupt" includes, but is not limited to, continuing to do any of the following after being warned by the Mayor that continuing to do so will be a violation of the law:
 - a. Addressing the Mayor and City Council without first being recognized.
 - b. Persisting in addressing a subject or subjects, other than that before the Mayor and City Council.
 - c. Repetitiously addressing the same subject.
 - d. Failing to relinquish the podium when directed to do so.
 - e. From the audience, interrupting or attempting to interrupt, a speaker, the Mayor, a council member, or a staff member or shouting or attempting to shout over a speaker, the Mayor, a council member or a staff member.
 - f. As a speaker, interrupting or attempting to interrupt the Mayor, a council member, or a staff member, or shouting over or attempting to shout over the Mayor, a council member, or a staff member. Nothing in this section or any rules of the council shall be construed to prohibit public criticism of the policies, procedures, programs, or services of the City or of the acts or omissions of the City Council. It shall be unlawful to violate the provisions of this Section.

If any subsection, sentence, clause, or phrase or word of this Section 2-50 is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Section. The City Council hereby declares that it would have passed this section and each subsection, sentence, clause and phrase thereof, irrespective of the fact that any one or more subsections, sentences, clauses, phrases or words had been declared invalid or unconstitutional.

Sec. 2-52. Persons authorized to be within council area.

No person, except city officials, their representatives and members of the news media shall be permitted within the rail in front of the council chamber without the express consent of the council.

The following are excerpts from the Penal Code

148(a) (1) Every Person who willfully resists, delays, or obstructs any public officer, peace officer, or an emergency medical technician, as defined in Division 2.5 (commencing with Section 1797) of the Health and Safety code, in the discharge or attempt to discharge any duty of his or her office or employment, when no other punishment is prescribed, shall be punished by a fine not exceeding one thousand dollars (\$1,000), or by imprisonment in a county jail not to exceed one year, or by both that fine and imprisonment.

403 Every person who, without authority of law, willfully disturbs or breaks up any assembly or meeting that is not unlawful in its character, other than an assembly or meeting referred to in Section 303 of the Penal Code or Section 18340 of the Elections Code, is guilty of a misdemeanor.



AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: August 17, 2021

TO: Mayor and City Council

FROM: David Carmany
City Manager

**SUBJECT: CONSIDERATION OF SECOND READING AND ADOPTION OF ORDINANCE NO 2485 -
ZONE CHANGE NO. 20-03, ADOPTING THE VINCENT PLACE SPECIFIC PLAN (SP-31)**

RECOMMENDATION:

It is recommended that the City Council adopt the following ordinance:

ORDINANCE NO. 2485 - ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA APPROVING ZONE CHANGE NO. 20-03 AND ADOPTING THE VINCENT PLACE SPECIFIC PLAN (SP-31) AT 1024 W. WORKMAN AVENUE

BACKGROUND:

Request for the Zone Change No. 20-03 (Ordinance No. 2485) to change the zoning designation for 1024 W. Workman Avenue from Single-Family Residential (R-1) to the Vincent Place Specific Plan (SP-31) was processed with an application package involving the following entitlements:

- General Plan Amendment to change the land-use designation to Neighborhood Medium to allow up to 20 residential units per acre.
- Zone Change to change the zoning designation to a Specific Plan
- Precise Plan to allow the development of the site.
- Tentative Tract Map to allow for the condominium subdivision
- Tree Removal Permit for the removal of eight (8) significant trees.

The project involves a request to demolish all existing school buildings/uses on the site and construct a 119-unit multifamily residential condominium project consisting of 72 attached townhome units within 10 buildings, 47 detached single-family residences, internal drive aisles, common open space, guest parking spaces, and other associated internal improvements on an 8.05-acre site.

The project was reviewed by the Planning Commission on May 25, 2021. The Planning Commission voted 5-0 to recommend that the City Council approve the project.

The City Council held a Public Hearing on July 20, 2021 and voted 5-0 to approve the project, which included the introduction of Ordinance No. 2485.

DISCUSSION:

This Ordinance was first introduced at the July 20, 2021 City Council meeting. The purpose of Ordinance No. 2485 is to change the zoning of 1024 W. Workman Avenue from Single-Family Residential (R-1) to the Vincent Place Specific Plan (SP-31). The Specific Plan provides standards for the development of a 119-unit multifamily residential development consisting of 47 two-story single-family residential style detached units and 72 attached three-story townhome units.

The Ordinance will take effect on the 31st day after its adoption, which is on or about September 17, 2021.

LEGAL REVIEW:

The City Attorney's Office has reviewed the ordinance and approved it as to form.

OPTIONS:

The City Council has the following options:

1. Conduct the second reading and adopt Ordinance No. 2485; or
2. Provide alternative direction.

ENVIRONMENTAL REVIEW:

Pursuant to the requirements of the California Environmental Quality Act (CEQA), a Mitigated Negative Declaration of Environmental Impact was prepared and adopted by the City Council on July 20, 2021 (Resolution No. 2021-77).

Prepared by: Jo-Anne Burns, Planning Manager

Attachments

Attachment No. 1 - Ordinance No. 2485

CITY COUNCIL GOALS & OBJECTIVES: Achieve Fiscal Sustainability and Financial Stability
Enhance the City Image and Effectiveness
Engage in Proactive Economic Development

ORDINANCE NO. 2485

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY
OF WEST COVINA, CALIFORNIA, APPROVING ZONE
CHANGE NO. 20-03 AND ADOPTING THE VINCENT
PLACE SPECIFIC PLAN (SP-31) AT 1024 W. WORKMAN
AVENUE**

WHEREAS, there was filed with this City a verified application on the forms prescribed in Section 26-153 and 26-199 of the West Covina Municipal Code, for the following reclassification:

From Single-Family Residential (R-1) to a Specific Plan on that certain property generally described as follows:

Assessor's Parcel Number 8457-029-906 in the records of the Los Angeles County Assessor; and

WHEREAS, local governments are authorized by Government Code section 65450 et seq., to prepare specific plans for the systematic implementation of the general plan; and

WHEREAS, the Specific Plan implements the policies of the General Plan by providing an orderly, functional and compatible land use pattern; and

WHEREAS, consistent with the request, the applicant has also requested a General Plan Amendment (No. 20-02) to amend the designation of the Land Use Element on the subject property from "Civic: School" to "Neighborhood Medium;" and

WHEREAS, consistent with this request, said zone change application is requested to allow for the adoption of a new Specific Plan known as "Specific Plan-31: Vincent Place Specific Plan"; and

WHEREAS, the Planning Commission, upon giving the required notice, did on May 25, 2021, conduct duly noticed public hearings to consider said application and did give all persons interested therein an opportunity to be heard, and voted to recommend the City Council's approval of the above stated application; and

WHEREAS, the City Council upon giving the required notice, did on July 20, 2021, conduct a duly noticed public hearing to consider the zone change application; and

WHEREAS, studies and investigations made by the City Council and on its behalf reveal the following:

1. The project consists of a specific plan intended to allow for and guide the development of a 119-unit residential project with 47 detached and 72 attached

dwelling units and provides a detailed description of proposed infrastructure and development standards.

2. The project includes a general plan amendment requesting to amend the land use designation of the property located at 1024 W. Workman Avenue (former Vincent Children's Center) from "Civic: Schools" to "Neighborhood Medium" to allow for development to occur as indicated by the Specific Plan.
3. The project includes a Vesting Tentative Tract Map to allow for the subdivision of the property and sale of the dwelling units.
4. The project includes a precise plan to demolish all existing school buildings/uses on the site and construct 119 dwelling units (47 detached two-story units ranging from 1,465 to 2,125 square feet, and 72 three-story attached townhome-style units in ten buildings, ranging from 1,214 sq. ft. to 1,822 sq. ft.), internal drive aisles, common open space, guest parking spaces, and other associated incidental improvements on the 8.05-acre site.
5. The project includes a tree removal permit to remove 8 significant trees on the site (7 Oak trees, 1 Crepe Myrtle tree).
6. Pursuant to the requirements of the California Environmental Quality Act (CEQA) of 1970, a MITIGATED NEGATIVE DECLARATION OF ENVIRONMENTAL IMPACT has been prepared indicating the project will not have a significant effect on the environment.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. Based on the evidence presented, Zone Change No. 20-03 is found to be consistent with the City's General Plan (as amended) and the land uses permitted within said zone classification.

SECTION 2. The City Council does hereby approve Zone Change No. 20-03, adopting "Specific Plan-31: Vincent Place Specific Plan" and changing the zoning designation for subject property as set forth on Exhibit A and amending the Zoning Map of the City of West Covina.

SECTION 3. The City Clerk shall certify passage of this ordinance and shall cause the same to be published as required by law.

SECTION 4. This ordinance shall take effect and be in force thirty (30) days from and after the date of its passage.

PASSED, APPROVED AND ADOPTED this 17th day of August, 2021.

Letty Lopez-Viado
Mayor

APPROVED AS TO FORM

ATTEST

Thomas P. Duarte
City Attorney

Lisa Sherrick
Assistant City Clerk

I, LISA SHERRICK, Assistant City Clerk of the City of West Covina, California, do hereby certify that the foregoing Resolution No. 2485 was introduced at a regular meeting of the City Council held on the 20th day of July, 2021, and adopted at a regular meeting of the City Council held on the 17th day of August 2021, by the following vote of the City Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

Lisa Sherrick
Assistant City Clerk

EXHIBIT A



Indicates the area to be changed from “Single-Family Residential” (R-1) to “Specific Plan – 31: Vincent Place Specific Plan”



AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: August 17, 2021

TO: Mayor and City Council

FROM: David Carmany
City Manager

SUBJECT: CONSIDERATION OF AGREEMENT WITH NATIONAL DEMOGRAPHICS CORPORATION

RECOMMENDATION:

It is recommended that the City Council authorize the City Manager to negotiate and execute an agreement with National Demographics, Inc. dba National Demographics Corporation in an amount not to exceed \$59,000 for redistricting services.

BACKGROUND:

On December 6, 2016, the City Council adopted Ordinance No. 2303, which moved the City's general municipal elections from November of odd-numbered years to the first Tuesday after the first Monday in November of even-numbered years to coincide with statewide general elections.

On January 17, 2017, the City Council adopted Ordinance No. 2310 to change from an at-large election system to by-district elections with five districts. On February 21, 2017, the City Council approved a settlement agreement in the matter known as Sanchez v. City of West Covina. This settlement required the City of West Covina to select a districting consultant, selection of district boundaries and sequencing of elections. As a result, a Request for Proposals (RFP) was issued on March 14, 2017, for district consultant services. On May 2, 2017, the City Council awarded a contract for election district consulting services to National Demographics Corporation (NDC), a well-known company in the industry.

There were a total of four public hearings conducted with public input and participation. In total, the City Council reviewed 23 maps (20 that were submitted by members of the community and 3 that were submitted by NDC). The City Council selected 6 maps to bring back at the November 14, 2017 Council meeting for further discussion and selection. At the December 5, 2017 Council meeting, the City Council adopted Ordinance No. 2328, designating the boundaries for the five single-member districts and the sequence of district elections.

DISCUSSION:

Pursuant to Elections Code § 21601, following each federal decennial census for a city that has elected to use district-based elections, the City Council is required to, by ordinance or resolution, adopt boundaries for all Council districts of the City so that the Council districts are substantially equal in population as required by the United States Constitution.

In accordance with Elections Code § 21602(a)(3), because the City's next regular election will occur after July 1,

2022, the boundaries of the Council districts must be adopted at least 205 days before the City's next regular election. The City's next regular election is November 8, 2022. Therefore, the City is required to adopt Council district boundaries no later than April 17, 2022.

The U.S. Census Bureau is expected to release the final redistricting toolkit, based on the 2020 Census data, to all states by September 30, 2021.

On May 3, 2021, the City released a Request for Proposals for redistricting services. On May 24, 2021, the City received three proposals:

Bear Demographics	\$72,500
Lucien Partners - Not all Services Specified	\$56,000
NDC	\$59,000

The lowest responsive and responsible bidder was NDC, which, as outlined above, performed the City's initial districting services. The proposal included a range of services with a price range from \$45,000 to \$65,000. Lucien Partners proposal did not provide costs for attending public meetings, a necessary component of the proposal. Based on the review of the proposals and a recommended scope of services, staff prepared Professional Services Agreement (PSA) for an amount not to exceed \$59,000.

The services to be provided include assisting staff with the following:

- Project and Outreach Planning Session
- Census and State Data Analysis and Outreach
- Public Hearings and Meetings
- Draft Mapping
- Map Review and Direction
- Map Adoption

NDC's proposal also outlines the possibility that, for some jurisdictions, election areas/districts might still meet the equal population and Voting Rights Act requirements using the 2020 Census data. If the City's current districts still meet all legal requirements based on the 2020 Census data, the City would have the option to retain the existing map without drawing and holding hearings on alternative maps.

Upon City Council approval of the PSA with NDC, the City Clerk's Office will work with NDC throughout the redistricting process and will coordinate public outreach and meetings.

LEGAL REVIEW:

The City Attorney's Office has reviewed the agreement and approved it as to form.

OPTIONS:

The City Council has the following options:

1. Adopt staff's recommendation; or
2. Provide alternative direction.

Prepared by: Lisa Sherrick; Assistant City Clerk

Fiscal Impact

FISCAL IMPACT:

Total cost for the demographic services contract with NDC is an amount not to exceed \$59,000. The funds will come from the general fund and was accounted for during the preparation of the annual budget in account number 110.12.1210.6118.

Attachments

Attachment No. 1 - Agreement with NDC with Proposal

Attachment No. 2 - Bear Demographics & Research Proposal

Attachment No. 3 - Lucien Partners Proposal

CITY COUNCIL GOALS & OBJECTIVES: Enhance the City Image and Effectiveness

**CITY OF WEST COVINA
PROFESSIONAL SERVICES AGREEMENT
WITH
NATIONAL DEMOGRAPHICS, INC. DBA NATIONAL DEMOGRAPHICS CORPORATION
FOR
REDISTRICTING SERVICES**

THIS AGREEMENT is made and entered into this 17th day of August, 2021 ("Effective Date"), by and between the CITY OF WEST COVINA, a municipal corporation ("City"), and NATIONAL DEMOGRAPHICS, INC., a California corporation DBA NATIONAL DEMOGRAPHICS CORPORATION (NDC) ("Consultant").

W I T N E S S E T H :

A. WHEREAS, City proposes to utilize the services of Consultant as an independent contractor to City to provide redistricting services, as more fully described herein; and

B. WHEREAS, Consultant represents that it has that degree of specialized expertise contemplated within California Government Code Section 37103, and holds all necessary licenses to practice and perform the services herein contemplated, except that if Consultant is required to but does not yet hold a City business license, it will promptly obtain a business license and will not provide services to the City until it has done so; and

C. WHEREAS, City and Consultant desire to contract for the specific services described in Exhibit "A" and desire to set forth their rights, duties and liabilities in connection with the services to be performed; and

D. WHEREAS, no official or employee of City has a financial interest, within the provisions of Sections 1090-1092 of the California Government Code, in the subject matter of this Agreement; and

E. WHEREAS, Consultant responded to the City's Request for Proposals dated May 3, 2021, incorporated via this reference as if fully set forth herein, and Consultant's response to the Request for Proposals was a material inducement to the City ultimately entering into this Agreement.

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

1.0. SERVICES PROVIDED BY CONSULTANT

1.1. Scope of Services. Consultant shall provide the professional services described in Consultant's Proposal, attached hereto as Exhibit "A" and incorporated herein by this reference.

1.2. Professional Practices. All professional services to be provided by Consultant pursuant to this Agreement shall be provided by personnel experienced in their respective fields and in a manner consistent with the standards of care, diligence and skill ordinarily exercised by professional consultants in similar fields and circumstances in accordance with sound professional practices. Consultant also warrants that it is familiar with all laws that may affect its

performance of this Agreement and shall advise City of any changes in any laws that may affect Consultant's performance of this Agreement. Consultant shall keep itself informed of State and Federal laws and regulations which in any manner affect those employed by it or in any way affect the performance of its service pursuant to this Agreement. The Consultant shall at all times observe and comply with all such laws and regulations. City officers and employees shall not be liable at law or in equity for any claims or damages occurring as a result of failure of the Consultant to comply with this section.

1.3. Performance to Satisfaction of City. Consultant agrees to perform all the work to the reasonable satisfaction of the City. Evaluations of the work will be conducted by the City Manager or his or her designee. If the quality of work is not satisfactory, City in its discretion has the right to:

- (a) Meet with Consultant to review the quality of the work and resolve the matters of concern;
- (b) Require Consultant to repeat the work at no additional fee until it is satisfactory; and/or
- (c) Terminate the Agreement as hereinafter set forth.

1.4. Warranty. Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement.

1.5. Non-discrimination. In performing this Agreement, Consultant shall not engage in, nor permit its agents to engage in, discrimination in employment of persons because of their race, religion, color, national origin, ancestry, age, physical or mental disability, medical condition, genetic information, pregnancy, marital status, sex, gender, gender identity, gender expression, sexual orientation, or military or veteran status, except as permitted pursuant to Section 12940 of the Government Code.

1.6. Non-Exclusive Agreement. Consultant acknowledges that City may enter into agreements with other consultants for services similar to the services that are subject to this Agreement or may have its own employees perform services similar to those services contemplated by this Agreement.

1.7. Confidentiality. Employees of Consultant in the course of their duties may have access to financial, accounting, statistical, and personnel data of private individuals and employees of City. Consultant covenants that all data, documents, discussion, or other information developed or received by Consultant or provided for performance of this Agreement are deemed confidential and shall not be disclosed by Consultant without written authorization by City. City shall grant such authorization if disclosure is required by law. All City data shall be returned to City upon the termination of this Agreement. Consultant's covenant under this Section shall survive the termination of this Agreement.

1.8. Public Records Act Disclosure. Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to,

computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code Section 6250 *et seq.*). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in California Government Code Section 6254.7, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the court.

2.0. COMPENSATION AND BILLING

2.1. Compensation. Consultant shall be paid in accordance with the fee schedule set forth in Exhibit A. Consultant's total compensation shall not exceed Fifty-Nine Thousand Dollars (\$59,000.00).

2.2. Additional Services. Consultant shall not receive compensation for any services provided outside the scope of services specified in the Consultant's Proposal unless the City, prior to Consultant performing the additional services, approves such additional services in writing. It is specifically understood that oral requests and/or approvals of such additional services or additional compensation shall be barred and are unenforceable. Should the City request in writing additional services that increase the Scope of Services, an additional fee based upon the Consultant's standard hourly rates shall be paid to the Consultant for such additional services. Such increase in additional fees shall be limited to 25% of the total contract sum or to the maximum total contract amount of \$25,000, whichever is greater. The Department Head or City Manager is authorized to approve a Change Order for such additional services.

2.3. Method of Billing. Consultant may submit invoices to the City for approval on a progress basis, but no more often than once a month. Said invoice shall be based on the total of all Consultant's services which have been completed to City's sole satisfaction. City shall pay Consultant's invoice within forty-five (45) days from the date City receives said invoice. Each invoice shall describe in detail the services performed, the date of performance, and the associated time for completion. Any additional services approved and performed pursuant to this Agreement shall be designated as "Additional Services" and shall identify the number of the authorized change order, where applicable, on all invoices.

2.4. Records and Audits. Records of Consultant's services relating to this Agreement shall be maintained in accordance with generally recognized accounting principles and shall be made available to City for inspection and/or audit at mutually convenient times from the Effective Date until three (3) years after the termination or expiration of this Agreement.

3.0. TIME OF PERFORMANCE

3.1. Commencement and Completion of Work. Unless otherwise agreed to by the parties, the professional services to be performed pursuant to this Agreement shall commence within five (5) days from the Effective Date of this Agreement. Failure to commence work in a timely manner and/or diligently pursue work to completion may be grounds for termination of this Agreement.

3.2. Excusable Delays. Neither party shall be responsible for delays or lack of

performance resulting from acts beyond the reasonable control of the party or parties. Such acts shall include, but not be limited to, acts of God, fire, strikes, material shortages, compliance with laws or regulations, riots, acts of war, or any other conditions beyond the reasonable control of a party. If a delay beyond the control of the Consultant is encountered, a time extension may be mutually agreed upon in writing by the City and the Consultant. The Consultant shall present documentation satisfactory to the City to substantiate any request for a time extension.

4.0. TERM AND TERMINATION

4.1. Term. This Agreement shall commence on the Effective Date and continue for a period of one (1) year, ending August 16, 2022, or upon completion of the Scope of Services, unless previously terminated as provided herein or as otherwise agreed to in writing by the parties.

4.2. Notice of Termination. The City reserves and has the right and privilege of canceling, suspending or abandoning the execution of all or any part of the work contemplated by this Agreement, with or without cause, at any time, by providing at least fifteen (15) days prior written notice to Consultant. In the event of such termination, Consultant shall immediately stop rendering services under this Agreement unless directed otherwise by the City. If the City suspends, terminates or abandons a portion of this Agreement such suspension, termination or abandonment shall not make void or invalidate the remainder of this Agreement.

If the Consultant defaults in the performance of any of the terms or conditions of this Agreement, it shall have ten (10) days after service upon it of written notice of such default in which to cure the default by rendering a satisfactory performance. In the event that the Consultant fails to cure its default within such period of time, the City shall have the right, notwithstanding any other provision of this Agreement, to terminate this Agreement without further notice and without prejudice to any other remedy to which it may be entitled to at law, in equity, or under this Agreement.

The City also shall have the right, notwithstanding any other provisions of this Agreement, to terminate this Agreement, at its option and without prejudice to any other remedy to which it may be entitled to at law, in equity, or under this Agreement, immediately upon service of written notice of termination on the Consultant, if the latter should:

- a. Be adjudged a bankrupt;
- b. Become insolvent or have a receiver of its assets or property appointed because of insolvency;
- c. Make a general assignment for the benefit of creditors;
- d. Default in the performance of any obligation or payment of any indebtedness under this Agreement;
- e. Suffer any judgment against it to remain unsatisfied or unbonded of record for thirty (30) days or longer; or
- f. Institute or suffer to be instituted any procedures for reorganization or rearrangement of its affairs.

4.3. Compensation. In the event of termination, City shall pay Consultant for reasonable costs incurred and professional services satisfactorily performed up to and including the effective date of the City's written notice of termination, within forty-five (45) days after the effective date of the notice of termination or the final invoice of the Consultant, whichever occurs last. Compensation for work in progress shall be prorated based on the percentage of work completed as of the effective date of termination in accordance with the fees set forth herein.

4.4. Documents. In the event of termination of this Agreement, all documents prepared by Consultant in its performance of this Agreement including, but not limited to, finished or unfinished design, development and construction documents, data studies, drawings, maps and reports, shall be delivered to the City within ten (10) days of the effective date of the notice of termination, at no cost to City.

5.0. INSURANCE

5.1. Minimum Scope and Limits of Insurance. Consultant shall obtain, maintain, and keep in full force and effect during the life of this Agreement all of the following minimum scope of insurance coverages with an insurance company authorized to do business in California, with a current A.M. Best's rating of no less than A:VII, and approved by City:

- (a) Broad-form commercial general liability, including premises-operations, products/completed operations, broad form property damage, blanket contractual liability, independent contractors, personal injury or bodily injury with a policy limit of not less than Two Million Dollars (\$2,000,000.00), combined single limits, per occurrence. If such insurance contains a general aggregate limit, it shall apply separately to this Agreement or shall be twice the required occurrence limit.
- (b) Business automobile liability for owned vehicles, hired, and non-owned vehicles, with a policy limit of not less than One Million Dollars (\$1,000,000.00), combined single limits, per accident for bodily injury and property damage.
- (c) Workers' compensation insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with a limit of no less than One Million Dollars (\$1,000,000.00) per accident for bodily injury or disease. Consultant agrees to waive, and to obtain endorsements from its workers' compensation insurer waiving subrogation rights under its workers' compensation insurance policy against the City, its officers, agents, employees, and volunteers for losses arising from work performed by Consultant for the City and to require each of its subcontractors, if any, to do likewise under their workers' compensation insurance policies.

By execution of this Agreement, the Consultant certifies as follows:

I am aware of, and will comply with, Section 3700 of the Labor Code, requiring every employer to be insured against liability of Workers' Compensation or to undertake self-insurance before commencing any of the work.

The Consultant shall also comply with Section 3800 of the Labor Code by securing, paying for and maintaining in full force and effect for the duration of this Agreement, complete Workers' Compensation Insurance, and shall furnish a Certificate of Insurance to the City before execution of this Agreement by the City. The City, its officers and employees shall not be responsible for any claims in law or equity occasioned by failure of the consultant to comply with this section.

- (d) Professional errors and omissions ("E&O") liability insurance with policy limits of not less than One Million Dollars (\$1,000,000.00), combined single limits, per occurrence or claim, and Two Million Dollars (\$2,000,000.00) aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retroactivity date shall be prior to the start of the work set forth herein. Consultant shall obtain and maintain said E&O liability insurance during the life of this Agreement and for five (5) years after completion of the work hereunder. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a retroactive date prior to the effective date of this Agreement, Consultant shall purchase "extended reporting" coverage for a minimum of five (5) years after completion of the work.

If the Consultant maintains higher limits or has broader coverage than the minimums shown above, the City requires and shall be entitled to all coverage, and to the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

5.2. Endorsements. The insurance policies are to contain, or be endorsed to contain, the following provisions:

- (a) Additional Insureds: The City of West Covina and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant.
- (b) Notice of Cancellation: Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the City.
- (c) Primary Coverage: The Consultant's insurance coverage shall be primary insurance as respects the City of West Covina, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of West Covina shall be excess and not contributing with the insurance provided by this policy.
- (d) Waiver of Subrogation: Consultant hereby grants to City a waiver of any right to subrogation which any insurer of said Consultant may acquire against the City by virtue of the payment of any loss under such insurance.

Consultant 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.

- (e) Coverage Not Affected: Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of West Covina, its officers, officials, agents, employees, and volunteers.
- (f) Coverage Applies Separately: The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

5.3. Deductible or Self Insured Retention. If any of such policies provide for a deductible or self-insured retention to provide such coverage, the amount of such deductible or self-insured retention shall be approved in advance by City. The City may require the Consultant 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.

5.4. Certificates of Insurance. Consultant shall provide to City certificates of insurance showing the insurance coverages and required endorsements described above, in a form and content approved by City, prior to performing any services under this Agreement. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

5.5. Non-limiting. Nothing in this Section shall be construed as limiting in any way the indemnification provision contained in this Agreement.

6.0. GENERAL PROVISIONS

6.1. Entire Agreement. This Agreement constitutes the entire agreement between the parties with respect to any matter referenced herein and supersedes any and all other prior writings and oral negotiations. This Agreement may be modified only in writing, and signed by the parties in interest at the time of such modification.

6.2. Representatives. The City Manager or his or her designee shall be the representative of City for purposes of this Agreement and may issue all consents, approvals, directives and agreements on behalf of the City, called for by this Agreement, except as otherwise expressly provided in this Agreement.

Consultant shall designate a representative for purposes of this Agreement who shall be authorized to issue all consents, approvals, directives and agreements on behalf of Consultant called for by this Agreement, except as otherwise expressly provided in this Agreement.

6.3. Notices. Any notices, documents, correspondence or other communications concerning this Agreement or the work hereunder may be provided by personal delivery, Email or by U.S. mail. If by U.S. mail, it shall be addressed as set forth below and placed in a sealed

envelope, postage prepaid, and deposited in the United States Postal Service. Such communication shall be deemed served or delivered: a) at the time of delivery if such communication is sent by personal delivery; b) at the time of transmission if such communication is sent by Email; and c) 72 hours after deposit in the U.S. Mail as reflected by the official U.S. postmark if such communication is sent through regular United States mail.

IF TO CONSULTANT:

National Demographics Corp.
P.O. Box 5271
Glendale, CA 91221
Tel: (818) 254-1221
Email: djohnson@ndcresearch.com
Attn: Douglas Johnson

IF TO CITY:

City of West Covina
1444 West Garvey Ave. South
West Covina, CA 91790
Tel: (626) 939-8433
Email: City_Clerk@westcovina.org
Attn: Lisa Sherrick

6.4. Attorneys' Fees. If litigation is brought by any party in connection with this Agreement against another party, the prevailing party shall be entitled to recover from the opposing party all costs and expenses, including reasonable attorneys' fees, incurred by the prevailing party in the exercise of any of its rights or remedies hereunder or the enforcement of any of the terms, conditions, or provisions hereof.

6.5. Governing Law. This Agreement shall be governed by and construed under the laws of the State of California without giving effect to that body of laws pertaining to conflict of laws. In the event of any legal action to enforce or interpret this Agreement, the parties hereto agree that the sole and exclusive venue shall be a court of competent jurisdiction located in Los Angeles County, California.

6.6. Assignment. Consultant shall not voluntarily or by operation of law assign, transfer, sublet or encumber all or any part of Consultant's interest in this Agreement without City's prior written consent. Any attempted assignment, transfer, subletting or encumbrance shall be void and shall constitute a breach of this Agreement and cause for termination of this Agreement. Regardless of City's consent, no subletting or assignment shall release Consultant of Consultant's obligation to perform all other obligations to be performed by Consultant hereunder for the term of this Agreement.

6.7. Indemnification and Hold Harmless. Consultant agrees to defend, with counsel of City's choosing, indemnify, hold free and harmless the City, its elected and appointed officials, officers, agents and employees, at Consultant's sole expense, from and against any and all claims, demands, actions, suits or other legal proceedings brought against the City, its elected and appointed officials, officers, agents and employees arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subcontractors, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subcontractors, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected and appointed officials, officers, agents and employees based upon the work performed by the Consultant, its employees, and/or authorized subcontractors under this Agreement, whether or not the Consultant, its employees, and/or authorized subcontractors are

specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole active negligence or willful misconduct of the City. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

6.8. Independent Contractor. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

6.9. PERS Eligibility Indemnification. In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

6.10. Cooperation. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

6.11. Ownership of Documents. All findings, reports, documents, information and data including, but not limited to, computer tapes or discs, files and tapes furnished or prepared by Consultant or any of its subcontractors in the course of performance of this Agreement, shall be and remain the sole property of City. Consultant agrees that any such documents or information

shall not be made available to any individual or organization without the prior consent of City. Any use of such documents for other projects not contemplated by this Agreement, and any use of incomplete documents, shall be at the sole risk of City and without liability or legal exposure to Consultant. City shall indemnify and hold harmless Consultant from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from City's use of such documents for other projects not contemplated by this Agreement or use of incomplete documents furnished by Consultant. Consultant shall deliver to City any findings, reports, documents, information, data, in any form, including but not limited to, computer tapes, discs, files audio tapes or any other related items as requested by City or its authorized representative, at no additional cost to the City. Consultant or Consultant's agents shall execute such documents as may be necessary from time to time to confirm City's ownership of the copyright in such documents.

6.12. Electronic Safeguards. Consultant shall identify reasonably foreseeable internal and external risks to the privacy and security of personal information that could result in the unauthorized disclosure, misuse, alteration, destruction or other compromise of the information. Consultant shall regularly assess the sufficiency of any safeguards and information security awareness training in place to control reasonably foreseeable internal and external risks, and evaluate and adjust those safeguards in light of the assessment.

6.13. Economic Interest Statement. Consultant hereby acknowledges that pursuant to Government Code Section 87300 and the Conflict of Interest Code adopted by City, Consultant is designated in said Conflict of Interest Code and is therefore required to file an Economic Interest Statement (Form 700) with the City Clerk, for each employee providing advice under this Agreement, prior to the commencement of work, unless waived by the City Manager.

6.14. Conflict of Interest. Consultant and its officers, employees, associates and subconsultants, if any, will comply with all conflict of interest statutes of the State of California applicable to Consultant's services under this agreement, including, but not limited to, the Political Reform Act of 1974 (Government Code Section 81000, *et seq.*) and Government Code Sections 1090-1092. Consultant covenants that none of Consultant's officers or principals have any interest in, or shall acquire any interest, directly or indirectly, which will conflict in any manner or degree with the performance of the services hereunder, including in any manner in violation of the Political Reform Act. Consultant further covenants that in the performance of this Agreement, no person having such interest shall be used by Consultant as an officer, employee, agent, or subconsultant. Consultant further covenants that Consultant has not contracted with nor is performing any services, directly or indirectly, with any developer(s) and/or property owner(s) and/or firm(s) and/or partnership(s) owning property in the City and further covenants and agrees that Consultant and/or its subconsultants shall provide no service or enter into any agreement or agreements with a/any developer(s) and/or property owner(s) and/or firm(s) and/or partnership(s) owning property in the City prior to the completion of the work under this Agreement.

6.15. Prohibited Employment. Consultant will not employ any regular employee of City while this Agreement is in effect.

6.16. Order of Precedence. In the event of an inconsistency in this Agreement and any of the attached Exhibits, the terms set forth in this Agreement shall prevail. If, and to the extent this Agreement incorporates by reference any provision of any document, such provision shall be deemed a part of this Agreement. Nevertheless, if there is any conflict among the terms and conditions of this Agreement and those of any such provision or provisions so incorporated by reference, this Agreement shall govern over the document referenced.

6.17. Costs. Each party shall bear its own costs and fees incurred in the preparation and negotiation of this Agreement and in the performance of its obligations hereunder except as expressly provided herein.

6.18. No Third Party Beneficiary Rights. This Agreement is entered into for the sole benefit of City and Consultant and no other parties are intended to be direct or incidental beneficiaries of this Agreement and no third party shall have any right in, under or to this Agreement.

6.19. Headings. Paragraphs and subparagraph headings contained in this Agreement are included solely for convenience and are not intended to modify, explain or to be a full or accurate description of the content thereof and shall not in any way affect the meaning or interpretation of this Agreement.

6.20. Construction. The parties have participated jointly in the negotiation and drafting of this Agreement and have had an adequate opportunity to review each and every provision of the Agreement and submit the same to counsel or other consultants for review and comment. In the event an ambiguity or question of intent or interpretation arises with respect to this Agreement, this Agreement shall be construed as if drafted jointly by the parties and in accordance with its fair meaning. There shall be no presumption or burden of proof favoring or disfavoring any party by virtue of the authorship of any of the provisions of this Agreement.

6.21. Amendments. Only a writing executed by the parties hereto or their respective successors and assigns may amend this Agreement.

6.22. Waiver. The delay or failure of either party at any time to require performance or compliance by the other of any of its obligations or agreements shall in no way be deemed a waiver of those rights to require such performance or compliance. No waiver of any provision of this Agreement shall be effective unless in writing and signed by a duly authorized representative of the party against whom enforcement of a waiver is sought. The waiver of any right or remedy in respect to any occurrence or event shall not be deemed a waiver of any right or remedy in respect to any other occurrence or event, nor shall any waiver constitute a continuing waiver.

6.23. Severability. If any provision of this Agreement is determined by a court of competent jurisdiction to be unenforceable in any circumstance, such determination shall not affect the validity or enforceability of the remaining terms and provisions hereof or of the offending provision in any other circumstance. Notwithstanding the foregoing, if the value of this Agreement, based upon the substantial benefit of the bargain for any party, is materially impaired, which determination made by the presiding court or arbitrator of competent jurisdiction shall be binding, then both parties agree to substitute such provision(s) through good faith negotiations.

6.24. Counterparts and Electronic Signatures. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original. All counterparts shall be construed together and shall constitute one agreement. Counterpart written signatures may be transmitted by facsimile, email or other electronic means and have the same legal effect as if they were original signatures.

6.25. Corporate Authority. The persons executing this Agreement on behalf of the parties hereto warrant that they are duly authorized to execute this Agreement on behalf of said

parties and that by doing so the parties hereto are formally bound to the provisions of this Agreement.

6.26. Taxpayer Identification Number. Consultant shall provide City with a complete Request for Taxpayer Identification Number and Certification, Form W9, as issued by the Internal Revenue Service.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by and through their respective authorized officers, as of the date first above written.

CITY OF WEST COVINA,
A municipal corporation

David Carmany
City Manager

Date: _____

CONSULTANT

Douglas Johnson
President

Date: _____

ATTEST:

Lisa Sherrick
Assistant City Clerk

APPROVED AS TO FORM:

Thomas P. Duarte
City Attorney

Date: _____

APPROVED AS TO INSURANCE:

Helen Tran
Human Resources and Risk Management
Director

Date: _____

EXHIBIT A
CONSULTANT'S PROPOSAL



National Demographics Corporation

A Proposal to
West Covina
for Demographic Services

By National Demographics Corporation
Douglas Johnson, President

May 23, 2021



Attachment A

NONCOLLUSION DECLARATION TO BE EXECUTED BY
BIDDER AND SUBMITTED WITH BID

The undersigned declares:

I am the President of National Demographics the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. 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, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on 5/23 [date], at Glen Dale [city], CA [state]."

Firm National Demographics

Street 1520 N Pacific Ave

City Glen Dale State CA Zip 91202


(Signature)

Douglas Johnson
(Print Name & Title) President



Attachment D

**SUBCONTRACTOR CAMPAIGN CONTRIBUTION
ACKNOWLEDGMENT FORM**

Proposer [or Consultant] is required to identify any known subcontractor who will provide goods or services with an anticipated or actual value of \$15,000 or more in connection with any contract which may be awarded pursuant to this Request for Proposal if the proposed contract with the Proposer [or Consultant] has an anticipated or actual value of \$30,000 or more.

By my signature below I certify that as a subcontractor I reviewed and am in compliance with the City of West Covina Municipal Code section **2-405.50**, in reference to campaign contributions to any individual holding City elective office.

CONTRACTOR:

Company: National Demographics Inc.

By: [Signature]

Title: President

Date: 5-23-2021

SUBCONTRACTOR:

Company: _____

By: _____

Title: _____

Date: _____



National Demographics Corporation

8.1 Cover Letter

May 21, 2021

Lisa Sherrick, City Clerk
City of West Covina
1444 W. Garvey Avenue S. #317
West Covina, CA 91790

Dear Ms. Sherrick,

Thank you for the opportunity to provide this proposal to West Covina. NDC has more than 40 years of experience districting and redistricting hundreds of cities, school districts and other local jurisdictions across California, including the City's initial move to by-district elections and similar work for Pomona, Claremont, San Dimas, Glendora, Duarte, Bradbury, Arcadia, Pasadena, South Pasadena, Alhambra, Monterey Park, and numerous school districts throughout the San Gabriel Valley (a full client list is available at www.ndcresearch.com/clients/). We welcome the opportunity to bring the firm's expertise and skills to assist the City.

For each project, there are certain required basic elements, and there are several options that the City can include or leave out at its option. NDC carefully tailors each project to the needs and goals of the individual client partner. NDC also welcomes the opportunity to work with our clients to encourage public participation in this process, as we offer several tools developed specifically for public engagement in districting and redistricting.

The attached proposal consists of a brief introduction; specific proposed project elements and options; timeline and cost information; conclusion; and signature section. NDC looks forward to working with you on this effort. Please call or email anytime if you have any questions, concerns, or requests regarding this proposal.

Sincerely,

Douglas Johnson
President



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National Demographics Corporation

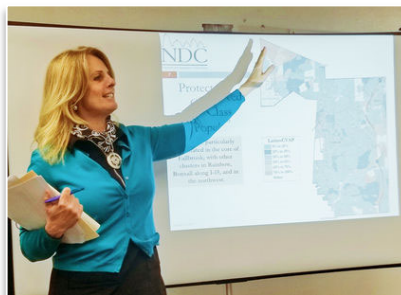


Brief History of National Demographics Corporation

NDC has served hundreds of local governments since our founding in 1979. While most of NDC's work is in California and Arizona, the firm has performed projects in all regions of the country, serving clients as varied as the States of Mississippi, Arizona, Florida and Illinois; Clark County (Nevada); the California counties of Merced, San Bernardino, and San Diego; the San Diego Unified School District; the City of Oakland; Yuma County (Arizona); the Arizona cities of Glendale, Mesa, Peoria, Phoenix, and Surprise; and relatively smaller jurisdictions such as the City of Bradbury and Clay Elementary School District.

The company is especially well known for its districting and redistricting work with local governments. NDC has established a reputation as the leading demographic expert on the California Voting Rights Act (CVRA), having performed demographic assessments of potential CVRA liability and/or moves to by-district elections for over 350 jurisdictions. No company has been responsible for addressing the electoral demographic needs of more local governments, as NDC has districted and/or redistricted more than 250 counties, school districts, cities, water districts, and other local jurisdictions.

Nationally recognized as a pioneer in good government districting and redistricting, NDC has unmatched expertise in the issues, questions, and decisions jurisdictions face in any discussion regarding districting, redistricting, the California and Federal Voting Rights Act and related election system choices.





8.2 Project Summary

Summary Scope of Work

NDC tailors each project to the needs and goals of each jurisdictions. NDC is fully prepared to perform all of the tasks listed in the RFP:

- **Project & Outreach Planning Session** – The initial step in the Redistricting Services process should include a session with the City to prepare an outreach plan, launch a project website, set a plan and timelines for outreach efforts, forums, meetings or hearings, draft map dates and adoption dates for final map.
- **Data Analysis and Outreach** – Collect Census and State data, gather socioeconomic and other specialty population demographic information about the City’s existing election areas. Prepare a report about the demographics and compliance with State and Federal criteria in the City’s existing election areas, including online maps of population concentrations by various categories.
- **Public Hearings/Meetings**– Schedule and conduct public hearings/meetings to discuss the redistricting process and applicable laws, present demographic data, and an analysis of compliance/non-compliance with State and Federal requirements.
- **Draft Mapping** – Create a user-friendly digital interface that allows the City Council members, Commissioners, and members of the public to draw their own district boundaries. Continue with outreach and engagement efforts to solicit written or mapped input and feedback from the public. Provide assistance to the public with questions about the website, explanations on how to use online mapping tools etc.
- **Map Review and Direction** – Prepare maps illustrating topics examined in preliminary studies – thematic maps of Census data and past election results; boundaries of school districts and other jurisdictional subdivisions; maps identifying neighborhoods, homeowners’ associations and civic ‘blockwatch’ areas; maps of natural and man-made barriers (as needed). Summarize all draft maps and post on project website. Conduct additional public meetings or workshops. Assist in public hearing to review the draft maps and narrow down the field of initial draft maps and provide direction on new or revised maps.



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- Map Adoption – Post new or revised maps and all demographic information to project website. Assist in additional public hearings, continued outreach and communication about adopted map. Following adoption coordinate map implementation with the Los Angeles Registrar of Voters.
- Additionally – Actively participate in all meetings and public hearings scheduled by the City Council that address the redistricting process. Assist the City Council, City Attorney, and City staff as may be required in all facets of developing and implementing the final district boundary map. Other tasks requested by the City Council or City staff that relate to the redistricting process.

Below is a typical NDC-suggested timeline and description of project elements.

The dates provided below are general guidelines and will vary according to the goals, project choices, and deadlines of each jurisdiction.

This timeline is subject to change based on ongoing changes in the date when official population data will be available and possible changes in state deadlines.

May – June	Project Planning and decisions on public mapping tools, whether to use a commission, and other project options. Begin project communications and outreach.
June – September	Any mapping tools prepared with preliminary population data; initial pre-draft-map hearing(s) held.
October – January	Census data received and processed; draft maps prepared, considered, and revised (in hearings and, if desired, less formal public workshops)
January – April	Final plan revisions made and plan adopted and implemented.

Detailed Project Scope of Work

May – June, 2021: Project Planning and Initial Outreach

- a. NDC works with the jurisdiction to prepare a detailed project timeline of expected outreach efforts, public forums, formal hearings, draft map dates, and final map adoption dates.



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- b. NDC works with the jurisdiction staff (or contract specialized outreach staff – see notes below about that option if interested) to prepare a project outreach plan for all steps of the process covering target audiences, contact lists, social media efforts, any potential postcard mailings, utility bill inserts, flyers for distribution at schools, media briefings, and community group contacts.
- c. Decide what public mapping tool(s) to provide, if any, and whether to use a commission.
- d. Create the project website: NDC will provide advice and text for the jurisdiction's website, or as an optional project element NDC will build a project website that the jurisdiction can simply link to from the jurisdiction site.
- e. NDC will work with jurisdiction and County Registrar staff to confirm GIS boundaries and to identify and include in our redistricting database any available GIS data that NDC and the jurisdiction identify are likely to be useful as mapping references for NDC, the public, and for the jurisdiction.
- f. Project outreach begins with initial alerts and 'invitations to participate' sent out to the general public, to overlapping jurisdictions, and to community organizations.

June – September, 2021: Initial Data Analysis and Initial Hearings / Forums

- g. NDC prepares total population estimates for use in initial hearings and any public mapping tools.
- h. NDC adds socio-economic data from the Census Bureau's American Community Survey to the state demographic data.
- i. NDC matches the demographic database to the existing election areas.
- j. NDC prepares a report regarding the demographics and compliance with state and federal criteria of the existing election areas, including maps of "protected class" population concentrations and other socio-economic data often referenced in redistricting (such as income, education levels, children at home, language spoken at home, renters / homeowners, and single-family / multi-family residences).
- k. Hearings / Forums: NDC presents an overview of the redistricting laws and criteria, jurisdiction demographics, and the population balance of the



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existing election areas and their compliance (or possible lack thereof) with state and federal requirements.

- l. The project timeline and outreach plan are presented to the public for comments and feedback, along with a request to the public to provide guidance on what residents consider key neighborhoods, communities of interest, and other project-related regions in the jurisdiction.
- m. If the optional public mapping tools and/or Public Participation Kit are included in the project, their use is demonstrated to the public.
- n. If the optional public mapping tools and/or Public Participation Kit are included in the project, NDC provides email and phone support for any residents with questions regarding their use.
- o. If the optional public mapping tools and/or Public Participation Kit are included in the project, at the jurisdiction's option additional public forums on the use of those tools can be provided.
- p. Outreach efforts continue with messaging to the public, with special focus on community groups with an interest in the redistricting.

October – January, 2021: Draft Mapping Time

- q. 2020 Census total population counts released and California Statewide Database completes “prison adjustments” of the data. Total population counts in outreach materials and mapping tools are updated with the official Census data.
- r. If the existing election areas are in compliance with state and federal rules and balanced, the jurisdiction decides whether to stop at this “Still Balanced” point or to continue with a standard redistricting.
- s. Outreach efforts continue with messaging reminding the public of the opportunity to provide written or mapped input on how the maps should be drawn and welcoming any maps residents wish to submit.
- t. The public deadline for submitting any initial draft maps will be approximately seven days prior to the official deadline to post all draft maps online (to provide NDC time to process any draft maps received, and for NDC to develop our own two to four initial draft maps).



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- u. All outreach channels are used to inform the public about the opportunity to submit draft maps and to encourage participation in the review of the upcoming draft maps.
- v. NDC processes all public draft map submissions, drafts NDC's draft maps, summarizes all of the draft maps. The maps, related demographics, and summaries are provided by NDC in web-friendly formats. These process maps are posted on the project website and on the NDC-provided interactive review map.
- w. At the jurisdiction's option, one or more informal workshops or public forums are held to gather residents' reactions to and preferences among the draft maps.
- x. The jurisdiction holds a hearing to review the draft maps, narrow down the list of initial draft maps, and provide direction on any desired new or revised maps.
- y. Time provided for the public to submit any new maps and for NDC to provide maps based on the direction at the hearing. During this time, additional outreach is conducted to inform interested residents and community groups of the selected 'focus maps' and the remaining opportunities to participate in the process.

January – April, 2022: Map Adoption

- z. Any new or revised maps, related demographics, and summaries are posted on the project website.
- aa. At the jurisdiction's option, one or more informal workshops or public forums are held to gather residents' reactions to and preferences among the remaining maps.
- bb. One or more hearings are held to continue the review and refinement of the focus maps and, ultimately, adopt the final map.
- cc. Outreach continues to inform residents and community groups of the progress of the project, opportunities for future participation, and, ultimately, which map is adopted.
- dd. Following map adoption, NDC coordinates map implementation with the County Registrar, informing the jurisdiction staff of the progress, any issues, and ultimate completion of that work.



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ee. NDC works with the jurisdiction staff to ensure preservation of all project data and records, including GIS-format versions of the adopted map.

Details of Optional Project Elements

Advisory or Independent Redistricting Commissions

NDC anticipates that many California jurisdictions will create advisory or independent commissions to manage the redistricting process. NDC welcomes the use of such commissions, and our pricing does not change for jurisdictions creating commissions. But the creation, training, operation and reporting of such commissions often leads to more meetings (and a resulting increase in the “per meeting” project expenses) than a traditional redistricting process conducted primarily by the jurisdiction’s elected leadership.

Outreach Assistance

NDC brings topical expertise to your jurisdiction’s outreach efforts, and NDC makes available to all clients our library of sample outreach materials including op-ed articles, postcards, utility bill inserts, flyers, and social media messages. NDC provides all of these materials along with our advice and input on outreach strategy and materials to any interested jurisdiction, but we do not have graphic artists to customize or design such materials in-house.

For larger-scale outreach efforts, especially where jurisdictions wish to send representatives out to regular meetings of existing community organizations, NDC typically works together with a jurisdiction’s in-house communications staff and/or with one or more outreach organizations. We often work with, and highly recommend, Tripepi-Smith, and some information on the services they offer is included at the end of this proposal. And we would be happy to work with any in-house team at the jurisdiction or with any firm or organization the jurisdiction selects. Many projects can be handled by a jurisdiction’s in-house or regular outreach and communications teams (with samples and topic expertise provided by NDC), but a number of jurisdictions seek supplemental outside communications assistance.

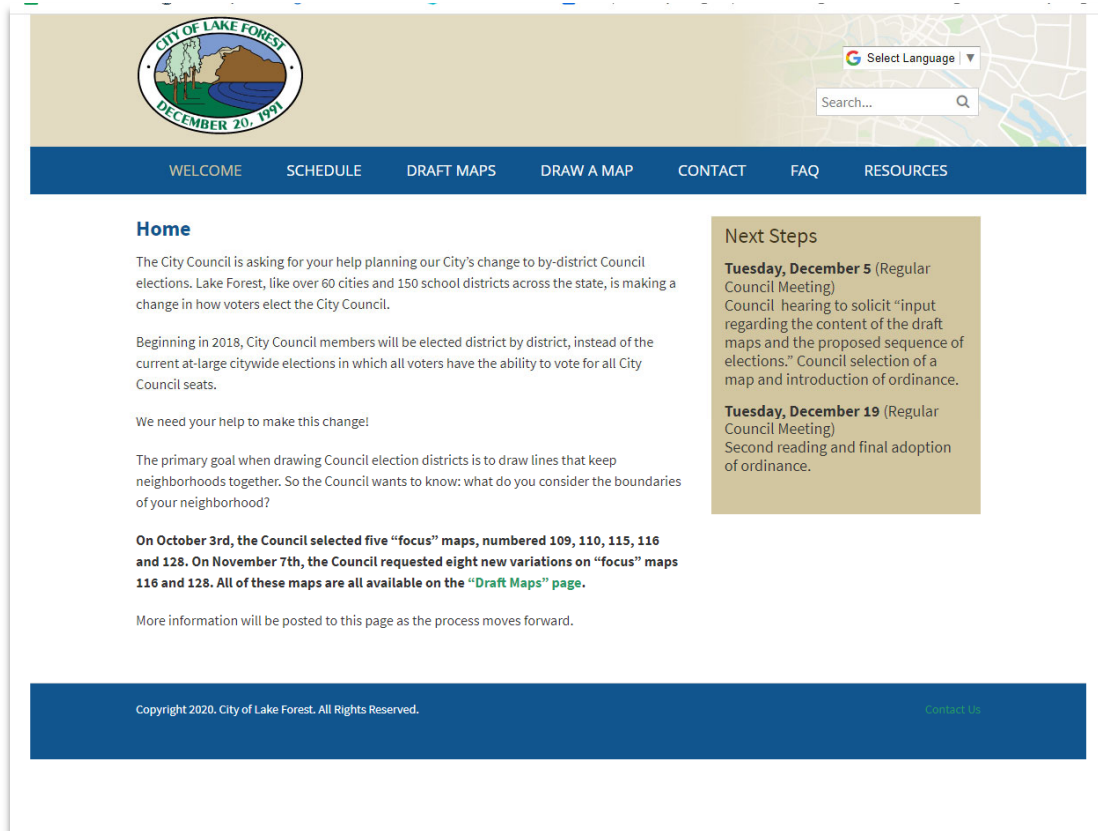
Project Website

NDC provides all project materials in website-friendly formats for posting on the jurisdiction’s website. At no cost, NDC will provide project website samples and website language for use on the jurisdiction’s project website. But for jurisdictions that prefer not to take on the challenge of creating and managing a rapidly-changing project website, NDC will create, host, and update project



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website (visit to see one such site – though note that site was created prior to passage of the new AB849 requirements).



Background on Online Mapping Tool Options

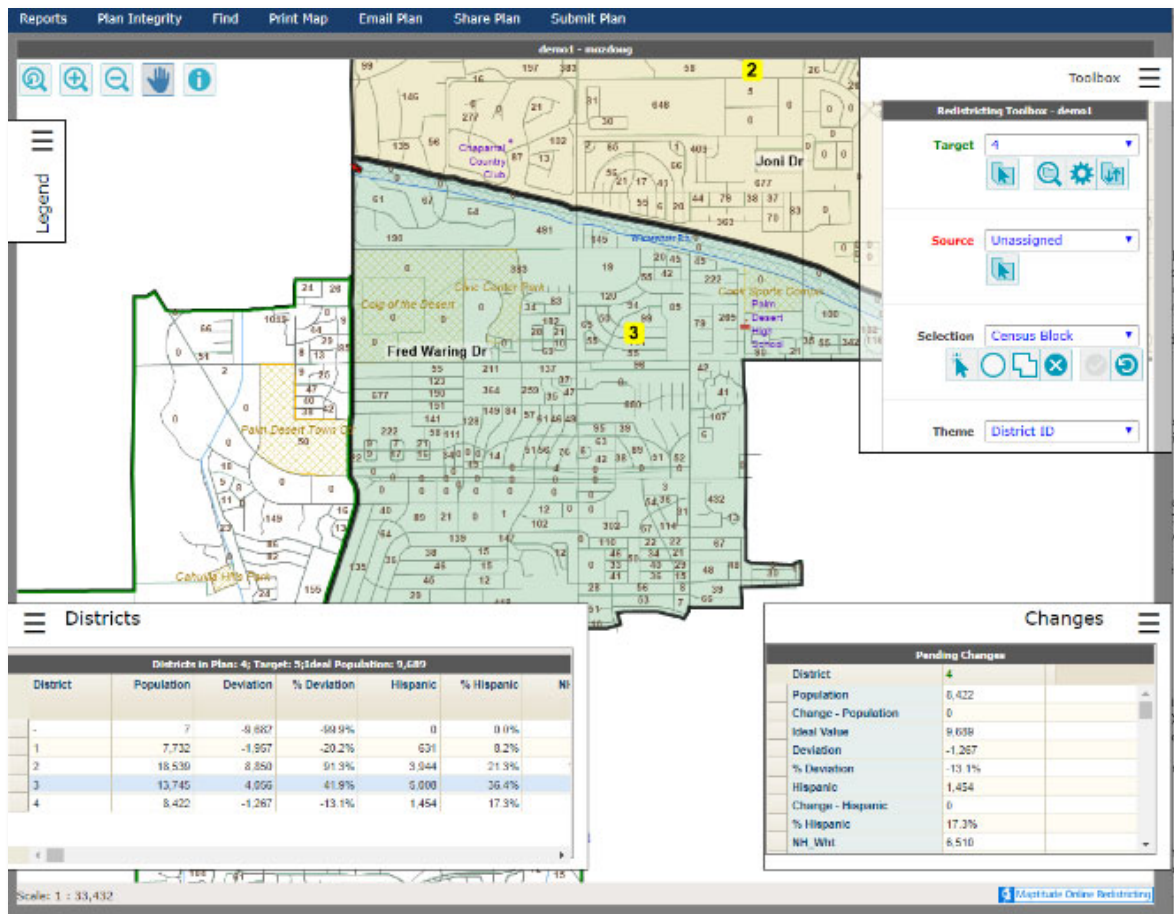
NDC is the unmatched leader in redistricting tools that empower residents to review draft maps and to develop and submit their own map proposals. NDC is the only firm that has used the online mapping solutions from both ESRI and Caliper Corporation in major redistricting projects.

Only NDC has repeatedly trained members of the public, processed public map submissions, and presented the public map proposals to public hearings and commission meetings. NDC's online mapping tool options provide user support, hosting, managing, and processing submitted plans for an online interactive system that allows public to draw and submit proposed maps through a standard web browser.



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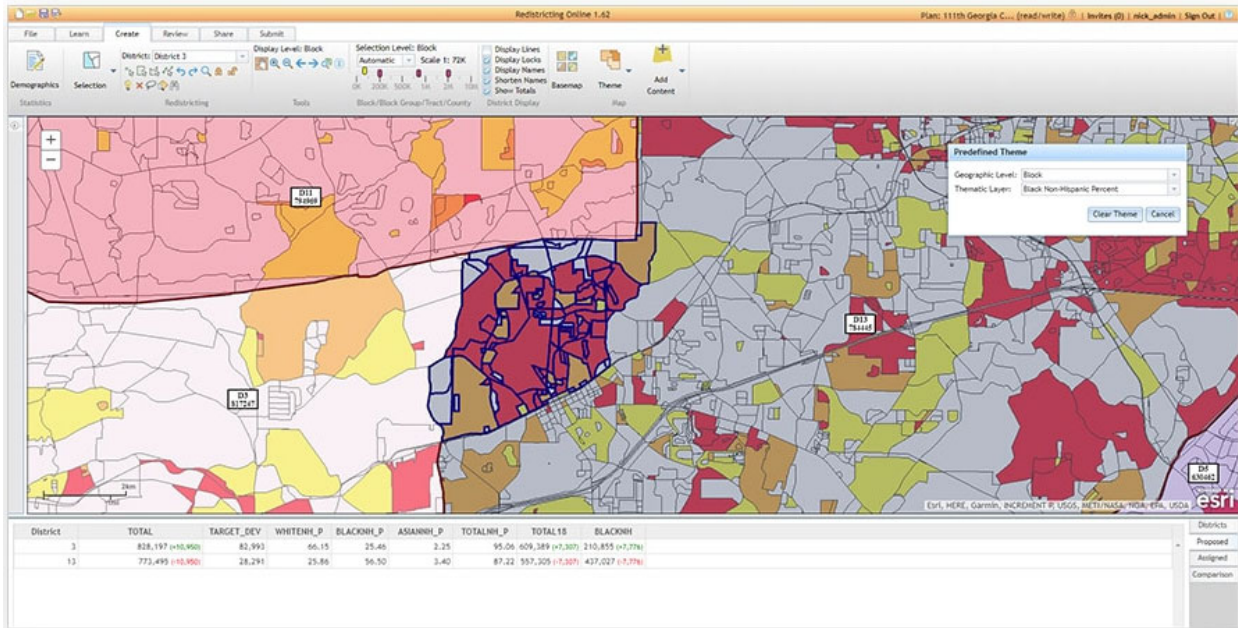
In the more than 200 California local districting projects between 2012 and 2020, NDC is the only consultant providing clients access to Caliper Corporation's "Maptitude Online Redistricting" tool. Even with the technical challenges arising from such tools' power and flexibility, NDC's training and encouragement frequently results in 10, 20, 30 or more different maps drawn by residents of the school district or city providing that tool to its residents.





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The other primary public mapping tool currently on the market is ESRI's online districting tool. While easy to use, the ESRI product costs significantly more. As a result, traditionally only the largest jurisdictions have been able to afford it.



When it is time to start the project, NDC will work with each interested client to determine which, if any, online mapping tool best meets the goals and budget of the jurisdiction.

Paper- and Excel-based Public Mapping Tools

While online mapping tools are very popular, NDC never forgets those residents who do not have internet access or who simply prefer to not drawing maps online.

At no cost with every online mapping tool, and as a separate option for jurisdictions that for budget or other reasons do not include an online mapping tool, NDC offers our “Public Participation Kit.” Each “Kit” includes two formats.

The first, and most simple, Kit is a one-page map showing streets, city borders, and population counts for NDC-created “Population Unit” geographic areas. Residents draw the map they wish to propose and add up the population counts by hand until they get the right population count in each district. All of the directions needed are right on the single-page form. Examples of these tools, from our work for the City of Lake Forest, are available here: <https://drawlf.org/draw-a-map/>.

The second form of offline mapping tool is for those residents who do not want to deal with an online mapping tool, but who are already comfortable with Microsoft Excel. NDC provides a similar simple one-page map of those same “Population Units,” but this time the map shows the Unit ID number rather than the population count in that Unit. Residents then enter their preferred district assignment for each Population Unit into the pre-formatted Excel spreadsheet (also available on the Lake Forest website), and Excel calculates the total population and demographics of each District. When the resident has the map the way they like it, they simple email in the Excel file.

Public Participation Kit

Each number indicates the total population of that “population unit” area. Each district must have essentially equal population.

The population of each of the five districts must be close to 7,447, with no more than a 745 difference between the largest and smallest.

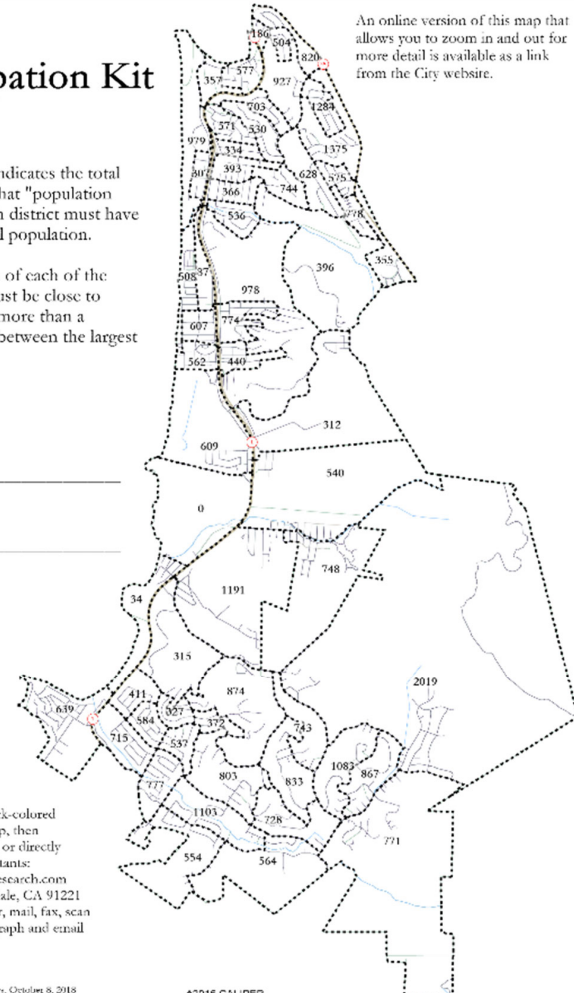
Name: _____

Phone or email: _____

Please use a thick dark-colored pen to draw your map, then submit it at City Hall or directly to our project consultants:
 Submission@NDCresearch.com
 PO Box 5271, Glendale, CA 91221
 You can hand-deliver, mail, fax, scan and email, or photograph and email your map.

National Demographics, October 8, 2018 #2016 CALIPER

An online version of this map that allows you to zoom in and out for more detail is available as a link from the City website.





8.3 Methodology

Company Philosophy

Professionalism

NDC's personnel are nationally recognized as leaders in the districting field and are responsible for numerous books and articles on the subject. NDC possesses all the hardware and software necessary to meet the districting and redistricting needs of any jurisdiction, and its personnel have unmatched experience in the line-drawing side of this work, as well as in developing the databases used for these purposes. But more important are the firm's interpersonal skills and the team's understanding of the perspective of all parties in this process.

Partnership

In recognition of the vital role these groups play in informing and assisting their members, NDC is a sponsor of the California League of Cities, the California Special Districts Association, and we are currently finalizing our sponsorship of the California School Boards Association and the California Association of Counties.

For years, NDC has frequently appeared on panels organized by these organizations to share information with their members about the California Voting Rights Act, the Census, and the districting and redistricting rules and process.

NDC also assists the League of Cities and CSBA with negotiations and suggested language for legislation on districting/redistricting and the California Voting Rights Act.

Local Leadership and NDC's Non-Partisan Approach

NDC is an advisor and technical resource. The firm's role is to assist our clients in implementing our clients' goals and directions within the complicated demographic and legal constraints of the project. NDC shares its experience and expertise, but the final plan is selected by the jurisdiction's elected leaders, not NDC. The firm is sometimes criticized, usually by people from outside of the client jurisdiction, for not acting as an advocate or proselytizer for what these outsiders think is "right" for the client. But NDC team members are expert advisors, not proselytizers. NDC guides our clients through the process to a map that meets all legal requirements and the goals of our client – not the goals of



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outside critics. NDC welcomes the chance to assist each client through this process following the direction of the jurisdiction's elected leadership, key staff members, and the entire community.

A common question in many redistricting projects is whether there is any influence of any improper political bias on the process. NDC's four decades of success working for jurisdictions with all-Democratic leadership, jurisdictions with all-Republican leadership, and every possible combination in between, reflects our steadfast dedication to non-partisan service. At work, each of us puts our personal political feelings aside and focuses on implementing the policy goals and directions of our clients using NDC's non-partisan, professional and expert guidance regarding the requirements and options facing each client. We believe most of our clients would be hard-pressed to guess which NDC team members are registered as independents or with any political party, and we are proud to have satisfied customers and clients whose partisan leanings (even in their non-partisan local government offices) similarly cross the entire partisan spectrum.

Openness

Any change in election systems can have momentous implications for the distribution of political power in a jurisdiction and for access by groups and individuals to the governance process. Not surprisingly, such changes often attract considerable public attention, sometimes generate intense controversy, and may draw charges of manipulation and abuse of power. It is crucial, therefore, that the jurisdiction establish, at the beginning, a process that is not only fair, but that is seen to be fair, to all contending groups and individuals.

Public Engagement

NDC pioneered the "transparent districting" approach that involves the public at every stage of the process and the company invented the "public participation kit" back in 1990. But NDC's most valuable service is the firm's experience transforming often contentious and passionate debates into thoughtful, constructive discussions focused on the options and outcomes rather than individual personalities. NDC also has considerable experience working with translators in public forums and providing materials in English and Spanish.

NDC's approach has been widely praised in the media, and NDC has worked extensively with all types of press including radio, television, newspaper, and new media.



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Project Software

NDC uses Caliper Corporation's Maptitude for Redistricting software for processing public map submissions and drawing NDC's draft maps and Board-directed revisions. Maptitude for Redistricting can open and use the standard "Shapefile" and "File Geodatabase" GIS data formats, and Maptitude for Redistricting can export all files to "Shapefile" and "File Geodatabase" formats.

NDC uses ESRI's ArcGIS Online to present those maps for Board, Staff and Public review in an easy-to-use, interactive format. NDC also uses ArcGIS Pro for some specialized Geographic Information System (GIS) analysis; for opening and reviewing data received from clients or from other jurisdictions; and when needed for final map post-adoption processing for delivery to the jurisdiction and to the County Registrar. Microsoft PowerPoint is also used for many presentations, though NDC is currently experimenting with a possible move to ESRI's "Story Maps" for some presentations.

NDC Approach to Public Engagement

The Three E's of Public Participation: Engage, Educate, and Empower

NDC's "Three E's" approach recognizes the complex and daunting nature of districting and redistricting projects, while emphasizing the importance of public participation in such projects.

Given the complexity of the issue, the public cannot be expected to jump in with constructive ideas and input without encouragement. So NDC's approach begins with the first "E": **Engage**. NDC works with our clients to get the word out about why the project matters – and how input from residents can be a decisive element of the project.

Once their interest is engaged, the second "E" is **Educate**. Most media coverage of this topic focuses on congressional gerrymandering, giving the entire field a tainted and hopeless feel. NDC works with our clients to explain how local districting and redistricting is based on neighborhoods and communities – not national politics. We educate the public on the data, requirements and goals of redistricting, and on the many options residents have to formulate and share their own maps or other constructive input.

The third "E" is **Empower**. For those projects where the level of public interest and engagement justify the expense, NDC offers an unmatched array of paper, Excel-based, and online mapping tools that residents can use to draw detailed, population-balanced maps for consideration by the jurisdiction.



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When included in a project, NDC has seen considerable public interest in these optional public participation tools. Often five, ten or even twenty or thirty draft maps are proposed by community residents. And NDC developed a highly refined and proven methodology for efficiently guiding our clients through selecting and refining a map, even when starting from 10, 20, 30 or more initial draft maps.

For those jurisdictions where the expense of the optional mapping tools is too high, NDC always welcomes any letters, comments, or hand-drawn maps that residents wish to submit during the districting or redistricting process.

For every project, at no extra expense, NDC includes an online “interactive review map” that allows residents to analyze draft maps zooming in and out, searching for specific addresses, and by changing between street maps, satellite images, and other underlying base maps.

Samples of these tools are shown on the following pages, and additional details on each of them appears later in this proposal.

Sample Public Participation Mapping Tool

Public Participation Kit

Each number indicates the total population of that "population unit" area. Each district must have essentially equal population.

The population of each of the five districts must be close to 7,447, with no more than a 745 difference between the largest and smallest.

Name: _____

Phone or email: _____

Please use a thick dark-colored pen to draw your map, then submit it at City Hall or directly to our project consultants:
Submission@NDCresearch.com
PO Box 5271, Glendale, CA 91221
You can hand-deliver, mail, fax, scan and email, or photograph and email your map.

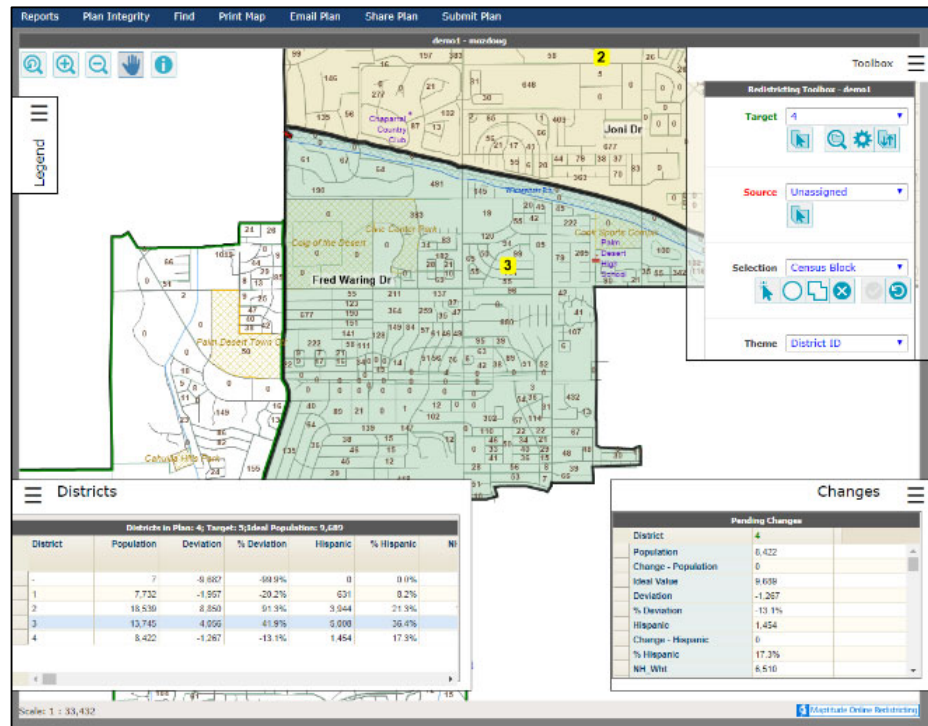
National Demographics Corporation, October 8, 2018 #2016 CALIPER

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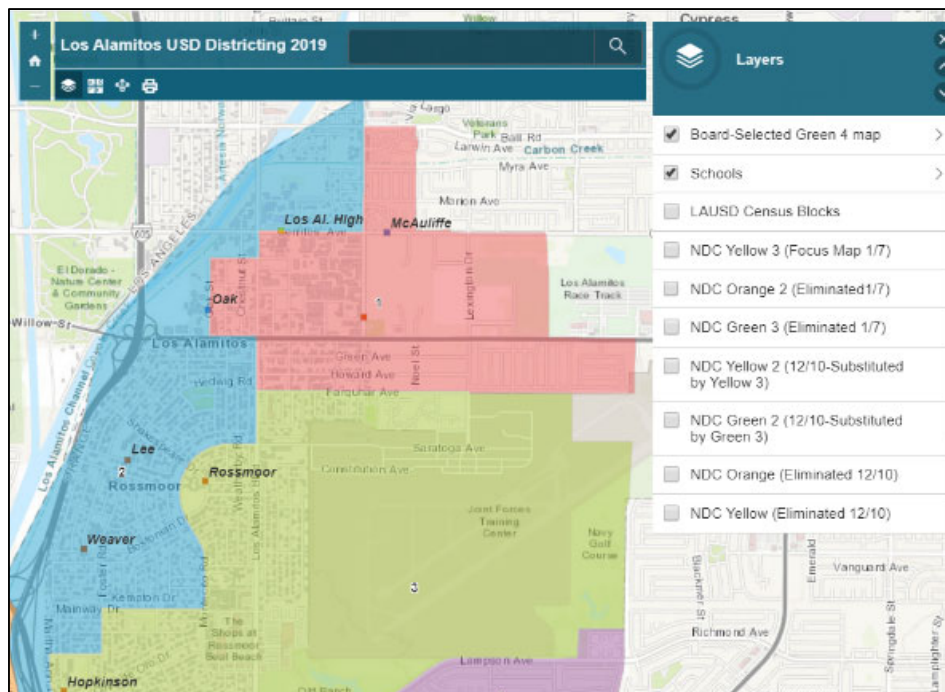


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Sample Online Mapping Tool



Sample NDC “Interactive Review Map” (used to view and evaluate, not to draw, maps)





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The NDC Team

NDC's 40 years of service to local governments is grounded in our academic founding and decades of professional relationships with all forms of local governments. Each NDC team member has been extensively trained in the legal requirements, demographic details, and complicated personal and community interests involved in every districting and redistricting project. And every NDC team member has been briefed on the wide range of unusual and bizarre challenges NDC has encountered over our more than 250 successfully completed local government projects. Whatever question or situation arises, your NDC team can handle it.

NDC President Dr. Douglas Johnson leads all team training and closely monitors the progress of every client project. NDC President Dr. Johnson and Vice President Dr. Levitt are always available to all clients, and typically are personally involved whenever particularly unusual or complex situations arise. And each NDC project has an NDC Consultant or Senior Consultant as a primary point of contact to ensure seamless information flows and continuity. All NDC project leaders are a fully trained Consultants or Senior Consultants with years of experience working with local government elected leadership and top staff members. Each NDC team leader brings their personal expertise in demographics, city governance, school district governance and/or special district management to every project. And each team leader has particular expertise and focus in specific geographic areas. All team members resumes are available on www.ndcresearch.com/about-us/.

NDC Current Organization Chart

NDC President	Douglas Johnson, Ph.D.
NDC Vice President	Justin Levitt, Ph.D.
Senior Consultants	Shalice Tilton Robert McEntire, Ed.D. Jeff Tilton, Ed.D.
Consultants	Kristen Parks Daniel Phillips, Ph.D. Shannon Kelly Jeff Simonetti Todd Tatum Ivy Beller Sakansky Douglas Yoakam
Records Manager	Michele Lewis



Recognition of NDC's Expertise

Both national and local organizations have recognized NDC's unmatched experience and expertise in the Census, districting, and redistricting.

National Recognition

Nationally, the National Conference of State Legislatures hosted NDC as a panelist at five different forums held for state legislators and legislative staff from across the country. NDC President Douglas Johnson addressed these forums on the following topics:

1. *Citizen Voting Age Data from a line-drawer's viewpoint*
2. *Communities of Interest in Redistricting: A key to drawing 2011 plans (and for their defense)*
3. *The Key to Successful Redistricting*
4. *Communities of Interest In Redistricting: A Practical Guide*
5. *The Arizona Independent Redistricting Commissions' experiences with the first-ever independent redistricting*

In addition:

- The National League of Women Voters hosted NDC President Douglas Johnson at a 2006 conference on “Building a National Redistricting Reform Movement,”
- Texas Tech University hosted Dr. Johnson as a panelist at its “Symposium on Redistricting;”
- The Arizona League of Cities and Towns hosted Dr. Johnson as a panelist on “Redistricting Law and the Voting Rights Act: What It Means for Your City or Town in 2011” and
- The Arizona Bar Association hosted Dr. Johnson as a panelist on “Communities of interest and technology in redistricting.”

California League of Cities Recognition

The California League of Cities hosted NDC as panelists over a dozen times to date:

General Meeting panel: 2006 and 2015
Executive Forum panel: 2018 and 2020
City Clerk Department panel: 2014, 2017, 2018, twice in 2019, and 2020
City Manager Department panel: 2015 and 2019
City Attorney Department panel: 2018



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Inland Empire Chapter presentation: 2016

South Bay Chapter presentation: 2020 and 2021

Recognition by Additional California Organizations

Other California organizations and conferences since 2011 recognizing NDC's expertise in this field include:

2020	California County Counsel Assoc.	2021 Redistricting - What Local Government Attorneys Need to Know
2020	"Voice of San Diego" Politifest	Redistricting--What it means for our community
2020	County Committee Secretaries Annual Summit	The California Voting Rights Act
2020	Rose Institute of State and Local Government	2021 Redistricting: New Rules for California Local Governments
2020	California Special Districts Association	California Voting Rights Act Challenge Factors
2020	Associated Cities of California – Orange County	2021 Redistricting: The Rules have Changed
2020	California Municipal Law Conference	Municipal Redistricting in 2021: New Rules of the Road
2019	California Association of School Business Officials	Transitioning to By-Trustee-Areas Elections
2019	USC City/County Fellowship Program	The Challenges of Municipal Election Districts
2019	California Special Districts Association	District Elections and the California Voting Rights Act
2018	California Special Districts Association	Converting From At-Large to By-District Elections Under the California Voting Rights Act
2018	Riverside County Bar Assoc.	Redistricting and the California Voting Rights Act
2018	California School Board Assoc.	Voter Districts: The Link Between Strong Community Engagement and a Successful Process



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2017	California School Board Assoc.	15 Years with the California Voting Rights Act: Lessons Learned and Challenges Ahead
2017	UC's National Public Service Law Conference	Moderator, "Voting Rights 101"
2016	Los Angeles County School Business Officials	CVRA: What CBO's Need to Know
2016	Los Angeles County School Trustees Assoc.	The CVRA: What School Board Members Need to Know
2015	Associated Cities of California – Orange County	The California Voting Rights Act
2015	California School Board Assoc.	The California Voting Rights Act: What Board Members Must Know
2015	Los Angeles County School Boards Assoc.	CVRA & Districting: The Demographer's Perspective
2011	Channel Cities Club	Lunch Keynote: "California's next experiment: independent, public redistricting"

Advisor to Charter Review Commissions on Redistricting Provisions

NDC advised the following groups on the redistricting and voting rights provisions of their charter revisions and ordinances:

2016	City of El Cajon charter revision and public education outreach
2015/16	Castaic Lake Water Agency and Newhall County Water District merger
2015/16	City of Corona Charter Revision
2011/12	Pasadena Unified advisor to Charter Revision Commission creating a redistricting commission and moving District to by-district elections
2009/10	City of Menifee advisor to by-district-elections ordinance language committee
2006-08	City of Modesto advisor to Charter Revision Commission creating an independent redistricting commission and public education outreach
2003	City of Goleta ordinance writing and public education outreach



National Demographics Corporation

Expert Witness and Litigation Consultant

NDC President Douglas Johnson served as an expert witness in the following election and redistricting law cases:

2020	Chestnut v Merrill (Alabama)
2019	City of Redondo Beach vs State of California
2019	Ruiz-Lozito vs West Contra Costa Unified School District
2019	Common Cause v Lewis (North Carolina)
2018	Phillip Randolph Institute v Smith (Ohio)
2018	League et al. v. Johnson (Michigan)
2017	Luna v County of Kern
2018	Covington v State of North Carolina
2016	Garrett v City of Highland
2015	Jamarillo v City of Fullerton
2015	Harris vs Arizona Independent Redistricting Commission
2015	Solis v Santa Clarita Community College District
2015	Jauregui et al vs City of Palmdale
2014	Diego v City of Whittier

NDC Staff also served as litigation consultants for jurisdictions in the following California Voting Rights Act cases:

1. Anaheim
2. Carson
3. Compton
4. Escondido
5. Modesto
6. Poway
7. Santa Clarita
8. Whittier
9. Santa Clarita Community College District
10. Tulare Health Care District

Trusted Advisor to Local Government and Redistricting Reform Groups

NDC acted as an informal advisor to the California League of Cities and the California School Board Association during the debate over the AB849 “FAIR MAPS Act” in 2019.

NDC acted as an informal advisor to the California League of Cities during the debate over AB1276 (revising the FAIR MAPS Act provisions) in 2020.

NDC provided ideas, advice, maps and research to the 2008 Common Cause-led coalition that drafted and successfully advocated for Proposition 11, which created California’s State-level Independent Redistricting Commission.



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NDC President Douglas Johnson at Governor Schwarzenegger's press conference in support of redistricting reform.



(Left to right: Assembly Democratic Legislator John Laird, USC Senior Fellow Dan Schnur, Greenlining Institute representative (name unknown), AARP President Jeannine English, NDC President Douglas Johnson, Governor Arnold Schwarzenegger, League of Women Voters Senior Director Trudy Schafer, State Senate Republican Bill Leonard, League of Women Voters President Jacqueline Jacobberger, and three unidentified men).

NDC Testimonials

Here is a sampling of what people have to say about NDC:

“Our decision to work with National Demographics came out of our extraordinary city-wide success in 2015 with their work designing the original districts. I think anyone who participated in that process realized that the technical solutions they created opened access to literally dozens of people creating their own maps and it created a vibrant process.”

Santa Barbara City Attorney Ariel Calonne

“Here's a great expert. . . . today you bring him in for what sounds like good information, very smart man up here.”

United States Fourth District Court Judge James A Wynn, *Covington v North Carolina*, United States District Court for the Middle District of North Carolina, Case No. 1:15CV399



National Demographics Corporation

"I have worked on Congressional, Legislative, Los Angeles County and Los Angeles City redistricting maps on behalf of the Latino Caucus and grassroots Latino organizations for over 30 years. Douglas Johnson is one of the top redistricting experts in California, and he is who I would pick to draw a map for me anywhere in the state."

Alan Clayton, retired Executive Director of the Los Angeles County Chicano Employees Association

"The excel spreadsheet is a fantastic tool. Just plug in the letter by district and on the tab see a running total of population by assigned district. It's cool."

Modesto resident's comment, June 16, 2008

"One of the first, and in retrospect one of the best, decisions made by our commission was to hire Douglas Johnson and his colleagues at National Demographics Corporation as our primary consultants. I have never had the opportunity to work with a more highly qualified, hard-working, dedicated, professional and classy individual or group than Mr. Johnson and his associates at NDC."

Jim Huntwork, Arizona Independent Redistricting Commissioner (Republican)

"In addition to his technical expertise, Doug had a keen sense of how to help us navigate the complexities of the process. He understands redistricting better than any person I know. He has a unique ability to synthesize that which is very complicated and make it very understandable for the public. He frequently would present various options, without representing any position, clearly delineating differences and challenges of each option in a clear and succinct manner."

Josh Hall, Arizona Independent Redistricting Commissioner (Democrat)

"It was a great pleasure to work with Doug Johnson and NDC during the first Independent redistricting effort in Arizona. Doug and his staff were professional, efficient, responsive, and even-handed. They listened very carefully to the instructions given by the commission and performed each mapping task without bias of any kind. I would highly recommend NDC to any jurisdiction, or commission, wishing to have a successful redistricting process."

Steven W. Lynn, Chair, Arizona Independent Redistricting Commission (Independent)



National Demographics Corporation

“Thank you for all of your hard work, assistance, and patience with me during this year of CVRA conversion to by-area trustee elections. Your continual reassurance and support in dealing with all of the details was sincerely appreciated. We all have jobs to do, but when working with all of you I felt that you always went the extra mile to support our District with excellent customer service. The multiple revisions, extra conference calls, and follow up suggestions made a difference to Scott, Linda, and me. I personally enjoyed joking around with each of you while remaining professional in all presentations. It was a pleasure working with all of you. “

Jennifer Williams, Ed. D., Fullerton Joint Union High School District,
Executive Director Administrative Services

“Thank you for taking time out of your busy schedule to participate in the City Official Roundtable I hosted on the 2020 U.S. Census at the Redondo Beach Performing Arts Center. I appreciate that you shared your expertise on the Census to the government officials who were present. It is critical that we work together to ensure that everyone is counted in the upcoming Census.”

Ted W. Lieu, Member of Congress, California 33rd District.



National Demographics Corporation

Impeccable References

All of NDC's former clients – without exception – can be contacted for references. The following is only a sample of references:

Mr. Graham Mitchell. City Manager. City of El Cajon. 200 Civic Center Way. El Cajon. CA 92020. (619) 441-1716. GMitchell@cityofelcajon.us.

Mr. Jason Stilwell. City Manager. City of Santa Maria. 110 E. Cook Street. Santa Maria. CA 93454-5190. (805) 925-0951 ext. 2200. jstilwell@cityofsantamaria.org.

Mr. Marcus Walton. Communications Director. West Contra Costa Unified. 1108 Bissell Ave., Room 211-215. Richmond, CA 94801. 510-205-3092. mwalton@wccusd.net.

Mr. Jonathan Vasquez. Superintendent. Los Nietos School District. 8324 S. Westman Ave., Whittier, CA 90606. (562) 692-0271 Ext. 3212 jonathan_vasquez@lnsd.net.

Ms. Jennifer Fitzgerald, Mayor, City of Fullerton. 303 W. Commonwealth Avenue. Fullerton, CA 92832. (714) 402-3106. jennifer@curtpringle.com.

Mr. James Atencio. Assistant City Attorney. City of Richmond. 450 Civic Center Plaza. Richmond, CA 94804. 510-620-6509. James_Atencio@ci.richmond.ca.us.

Ms. Isabel Montenegro. Administrative Assistant. Inglewood Unified. 401 South Inglewood Avenue, Inglewood, CA 90301. 310-419-2799. imontenegro@inglewood.k12.ca.us.

Ms. Pam Abel. Superintendent. Modesto City Schools. 426 Locust Street. Modesto. CA 95351-2631. (209) 574-1616. able.p@mcs4kids.com.

Mr. Darrell Talbert. City Manager. City of Corona. 400 S Vicentia Avenue. Corona. CA 92882-2187. 951.279.3670. Darrell.Talbert@ci.corona.ca.us.

Mr. David Silberman. Deputy County Counsel. San Mateo County. 400 County Center. 6th Floor. Redwood City. CA 94063. 650-363-4749 dsilberman@smcgov.org.

Judge Hugh Rose (retired). Chairman. City of Modesto Districting Commission. 508 King Richard Lane. Modesto. CA 95350. Phone (209) 522-0719. Email: hhrose@hotmail.com.

Ms. Lucinda Aja. City Clerk, City of Buckeye, Arizona. 100 N Apache Rd, Suite A, Buckeye, AZ 85326. Phone (623) 349-6007. Email: laja@buckeyeaz.gov.



8.4 Fee Schedule

1. **Basic Project Elements** (covers everything except for per-meeting and optional expenses): \$ 29,500

2. **Per-Meeting expense:**

- In-person attendance, per meeting \$ 2,750
- Virtual (telephonic, Zoom, etc.) attendance, per meeting..... \$ 1,250

For each meeting, NDC will prepare meeting materials, including presentation materials and maps; present and explain key concepts, including mandatory and traditional redistricting criteria and “communities of interest”; facilitate conversations; answer questions; and gather feedback on existing and proposed boundaries. Per-meeting prices include all travel and other anticipated meeting-related expenses. Telephone calls to answer questions, discuss project status, and other standard project management tasks do not count as meetings and do not result in any charge.

3. **Optional Project Elements:**

a) Project website \$ 6,500

b) Public mapping tool options:

- ESRI Redistricting *
- Caliper-centered system including all elements below \$ 18,500
 - “Maptitude Online Redistricting” (MOR)
 - Tuft University’s “DistrictR” (a simple neighborhood mapping tool)
 - Public Participation Kit paper- and Excel-based mapping tool

c) DistrictR without MOR or ESRI \$ 7,500

d) Public Participation Kit mapping tool without MOR or ESRI..... \$ 5,500

e) Working with independent or advisory redistricting
commission no additional charge

f) Additional outreach assistance.....separately contracted

* ESRI prices its software on a jurisdiction-by-jurisdiction basis. The lowest prices we have seen are \$80,000 and up. If that is an option the jurisdiction would like to pursue, NDC will request a specific price for your jurisdiction from ESRI.

Other Potential Project-Related Expenses:

The most common additional project expenses would be any site or staff costs for conducting the community forums and the cost of printing or copying paper copies of the “Public Participation Kit.” In NDC’s experience, most participants will download and print the Kits in their own homes or offices.



National Demographics Corporation

Additional Analysis

NDC is happy to assist with any additional analysis that the client requests at our standard hourly rates:

Principal (Dr. Douglas Johnson).....	\$300 per hour
Vice President (Justin Levitt).....	\$250 per hour
Senior Consultant	\$200 per hour
Consultant.....	\$150 per hour
Analyst / Clerical.....	\$50 per hour

Dr. Johnson is also available for deposition and/or testimony work if needed, at \$350 per hour.

Requested Payment terms:

NDC requests that the “Still Balanced” project fee be paid at the start of the project; that the difference between the “Still Balanced” fee and half of the “Basic Project Elements” be paid once the decision to update the district lines is made; and the balance of the project costs be paid at the conclusion of the project.

Exception: “Still Balanced” Jurisdictions

For a few jurisdictions, the existing election areas will still meet the equal population and voting rights act requirements using new 2020 Census data and the requirements of California’s new “Fair Maps” law. These jurisdictions have the option simply retain the existing map without drawing and holding hearings on alternative maps. For jurisdictions electing this approach, the project would conclude with that decision.

Includes all the services listed below: \$ 8,500

- Compile total population and Citizen Voting Age Population data.
- Import existing election area lines.
- Compile population data by election area and calculate population deviations, prepare memo summarizing findings.

“Still Balanced” optional project elements and per-meeting expenses

Meeting attendance and optional project elements are not included in the “minimal change” project base fee. If requested, NDC team members participate in “minimal change” project hearings or forums at the same “per meeting” expenses, and optional project elements are provided at the same prices listed for a standard project in the previous section of this proposal.



8.4 Excluded or Subcontracted Services

NDC’s proposal does not exclude any requested services.

All primary project tasks are performed by NDC. The only subcontracted services are optional project elements:

NDC website: Tripepi Smith provides website hosting and initial website setup of NDC-provided websites (jurisdictions can also build the website in-house, or contract directly with Tripepi Smith – or subcontract Tripepi Smith through NDC – for a more elaborate online and social media outreach campaign).

Software and hosting are subcontracted to the software provider for the project public mapping tool online options: Caliper “Maptitude Online Redistricting,” ESRI’s online redistricting tool, and DistrictR.

8.5 List of Projects Conducted

The following is a list of NDC’s local government districting and redistricting projects over the last twenty years – and the list does not include our new 2021 clients. The 368 projects listed below include seven counties; over 125 cities; over 130 school districts, 13 community college districts, and more than two dozen special districts of various kinds.

Alhambra	Bonsall Union	Carson
Alpine Union Elementary	Elementary	Caruthers
Alta Irrigation	Borrego Springs Unified	Caruthers Unified
Alta Vista	Brea-Orinda Unified	Castaic Elementary
Anaheim	Buckeye	Cathedral City
Antelope Valley	Buena Park	Cayucas
Community College	Buena Park Elementary	Centinela Valley
Apple Valley	Burton Elementary	Central Arizona College
Apple Valley Fire	Cabrillo Unified	Central Sanitary
Arcadia	Cajon Valley Union	Central Unified
Arizona Independent	Elementary	Centralia Elementary
Redistricting	Calistoga Joint Unified	Ceres
Commission	Camarillo	Chino
Atwater	Campbell	Chino Hills
Bakersfield City Schools	Campbell Union High	Chula Vista Elementary
Banning	Capistrano Unified	Citrus Heights
Barstow	Cardiff Elementary	Citrus Heights Water
Barstow Community	Carlsbad	Claremont
College	Carlsbad Unified	Claremont Unified
Barstow Unified	Carpinteria Sanitary	Clay Joint Elementary
Bellflower	District	Clovis Unified
Big Bear Lake	Carpinteria Valley Water	Coalinga Healthcare



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Coalinga-Huron Unified	Folsom Cordova Unified	Jurupa Valley
Coast Community	Fontana	Kerman Unified
College	Fowler Unified	Kern Union High
Coastside County Water	Fresno County Office of	Keyes Union
Compton	Education	King City
Corona	Fresno Irrigation	Kings Canyon Unified
Coronado Unified	Fresno Unified	School District
Covina Valley Unified	Fullerton	Kings River
Cuesta	Fullerton Joint Union	Conservation District
Cypress Elementary	High	Kings River Elementary
Dana Point	Gilroy Unified	Kingsburg
Dehesa Elementary	Glendale Community	Kingsburg Elementary
Del Mar Union	College	Charter
Elementary	Glendale Unified	Kingsburg Joint Union
Desert Healthcare	Glendora	High
Dinuba Unified	Glendora Unified	La Mesa-Spring Valley
Duarte	Golden Plains Schools	La Mirada
East Whittier CSD	Goleta	Lake Arrowhead CSD
Eastern Sierra Unified	Goleta Sanitary District	Lake Elsinore
Eastside Union	Goleta Valley Water	Lake Forest
Elementary	Greenfield	Lakeside Union
Eastvale	Greenfield Union	Elementary
El Cajon	Grossmont Healthcare	Lakewood
El Monte High	Grossmont Union High	Lancaster City
El Tejon Unified	Grossmont-Cuyamaca	Elementary
Elk Grove	Community College	Lawndale Elementary
Elk Grove Unified	Guadalupe Union	Le Grand Union
Encinitas	Half Moon Bay	Elementary
Encinitas Union	Hemet	Lemon Grove
Elementary	Hermosa Beach	Elementary
Escalon Unified	Elementary	Lemoore
Escondido	Hesperia	Leucadia Wastewater
Escondido Union	Hi Desert Water	Lincoln
Elementary	Highland	Lindsay Unified
Escondido Union High	Hughson Unified	Little Lake City Schools
Exeter High	Imperial Beach	Lodi
Exeter Union Elementary	Imperial Irrigation	Lompoc
Exeter Union High	District	Los Alamitos
Fairfield	Indio	Los Alamitos Unified
Fairfield-Suisun Unified	Inglewood Unified	Los Banos
Fallbrook Regional	Irvine Unified	Los Nietos Elementary
Health	Jamul-Dulzura Union	Lowell Joint Union
Fallbrook Union	Elementary	Lucia Mar
Elementary	Joshua Basin Water	Madera
Fallbrook Union High	Julian Union Elementary	Madera Unified
Firebaugh	Julian Union High	Magnolia Elementary
Firebaugh-Las Deltas	Jurupa Community	Martinez
Joint Unified	Service District	Meniffee



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Menlo Park
Merced City
County
Merced City Elementary
Merced Union High
Mesa
MiraCosta Community
College
Modesto
Modesto City Schools
Modoc Unified
Mojave Water Agency
Monson-Sultana Joint
Union Elementary
Monterey Airport
Monterey Park
Moorpark
Moreno Valley
Morgan Hill
Morgan Hill Unified
Morongo Unified
Mountain Empire
Unified
Murrieta
Napa
Napa Valley Unified
National Elementary
New Jerusalem School
District
Newhall Elementary
Newman-Crows Landing
Unified
Novato
Oak Grove Elementary
Oakland
Oceanside Unified
Ojai
Ontario
Orange
Oxnard
Pacific Union
Pacifica
Palm Desert
Palm Springs
Palmdale
Palmdale Water
Palo Verde Elementary

Palomar Community
College
Palomar Healthcare
Panama-Buena Vista
Union Elementary
Parlier
Pasadena
Pasadena Unified
Paso Robles
Patterson
Peoria
Perris Union High
Pixley Union Elementary
Placentia
Placentia Yorba Linda
Pleasant Valley Parks &
Rec
Pleasant View
Pomona Unified
Porterville
Porterville Unified
Poway
Poway Unified
Ramona Unified
Rancho Cordova Unified
Rancho Cucamonga
Rancho Santa Fe
Elementary
Rancho Santiago
Community College
Redlands
Redwood City
Reedley
Richland School District
Richland Union
Elementary
Riverbank
Riverbank Unified
Riverdale Unified
Rohnert Park
Rosedale Elementary
Roseville
Rowland Water
Salida Union
San Benito High
San Bernardino County
San Bernardino Water
San Diego City

San Diego County
San Diego Community
College
San Diego County Office
of Education
San Dieguito Union High
San Jacinto Unified
San Joaquin County
Office of Education
San Juan Capistrano
San Juan Unified
San Luis Obispo County
(Cuesta) Community
College
San Luis Obispo County
Office of Education
San Marcos
San Marcos Unified
San Mateo County
San Miguel Fire
Protection District
San Pasqual Union
Elementary
San Rafael
San Rafael City Schools
San Ysidro Elementary
Sanger
Santa Barbara
Santa Clara Valley Water
Santa Clarita
Santa Clarita Valley
Water
Santa Cruz City
Santa Cruz City Schools
Santa Maria
Santa Maria Airport
Santa Rosa
Santee
Santee Elementary
Selma
Selma Unified
Sequoia Union High
Sierra Community
College
Simi Valley
Simi Valley Unified
Solana Beach
Solana Beach Elementary



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South Bay Union	Tulare City Elementary	Warner Unified
South Coast Water	Tulare County Office of	Wasco
South Pasadena	Education	Washington Colony
South San Francisco	Tulare Joint Union High	Elementary
South San Francisco	Tulare Regional Health	Washington Unified
Unified	Care District	Washington Union
Southwestern	Tulelake Basin	Waterford Union
Spencer Valley	Tuolumne County Office	Weaver Union
Elementary	of Education	Elementary
Stanton	Turlock	West Covina
Stockton	Turlock Unified	West Fresno Elementary
Strathmore Union	Tustin Unified	West Valley Water
Elementary	Twentynine Palms	Western Municipal Water
Sulphur Springs	Twin Rivers Unified	Westminster
Elementary	Union City	Westside Community
Sundale Union	Upper San Gabriel Valley	Health Care District
Elementary	Water	Whittier
Sunnyvale	Vallecitos Elementary	Whittier City Schools
Surprise	Vallejo	Whittier Union High
Sweetwater Union High	Valley Center Pauma	Wildomar
Tehachapi	Unified	Winton Water
Temecula	Valley Sanitation	Woodlake Unified
Three Valleys Municipal	Ventura City	Woodlake Union
Water	Visalia	Yucaipa
Torrance	Visalia Unified	Yucca Valley
Torrance Unified	Vista	Yuma County
Tri-City Healthcare	Vista Unified	
Tulare City	Walnut Valley Water	

9. Campaign Contributions

Neither NDC nor any of its principals have made any campaign contributions to any West Covina current or past officeholders.

Conclusion

Since its founding NDC has been the nation's preeminent company devoted to local election systems. To summarize:

- NDC has more experience in the field of municipal political election systems than any other company.
- NDC's experience and expertise has been recognized by our hundreds of clients, the California League of Cities, the California School Board Association, the California Special District Association, and the National Conference of State Legislatures.



National Demographics Corporation

- NDC, founded in 1979, has a demonstrated record of financial solvency.
- NDC's hardware and software resources were specially designed and acquired for districting and redistricting purposes.
- NDC's highly respected personnel have impeccable credentials in each aspect of the districting and redistricting processes.
- NDC's suggested approach has been tested in many jurisdictions.
- Any NDC client can be contacted for testimonials and reference.
- NDC has demonstrated experience over many years in working with the press and media on local election system issues.
- Neither the Justice Department nor any Court has ever rejected any of over 350 local government maps adopted through NDC-managed districting and redistricting projects.

NDC takes pride in tailoring each project to the needs and goals of each individual client. NDC is open to any feedback, concerns, requests, or changes regarding this proposal.

NDC looks forward to the opportunity to work with you on this project.



National Demographics Corporation

Proposal Acceptance

The terms of this proposal are available for 90 calendar days from its delivery to you. In most situations, NDC is open to extending that period of time to meet any particular needs of your jurisdiction.

If your jurisdiction has specific contract and/or letter of agreement language you prefer to use, please provide it and ignore the signature block below. If you prefer, simply sign two copies of this proposal in the signature block below and return them to NDC. Once signed by NDC, one copy will be returned to you.

Thank you.

For National Demographics Corporation

For West Covina

Douglas Johnson, President

Date

Date

Appendix

Douglas Mark Johnson

P.O. Box 5271
Glendale, CA 91221
djohnson@NDCresearch.com

mobile: (310) 200-2058
office: (909) 624-1442
fax: (818) 254-1221

Employment

President, National Demographics Corporation, 2006 – present.
Senior Analyst, National Demographics Corporation, 2001 – 2006.
Fellow, Rose Institute of State and Local Government, 2001 – present.
Project Manager and Senior Manager at three internet startup companies, 1999 - 2001.
U.S. Representative Stephen Horn, Legislative Director and System Manager. 1993 – 1997.
Coro Foundation, Fellowship in Public Affairs. 1992 – 1993.
Rose Institute for State and Local Government, Student Manager. 1989 – 1992.

Education

Claremont Graduate University, Ph.D. in Political Science, 2015. Dissertation: "Independent Redistricting Commissions: Hopes and Lessons Learned."
UCLA Anderson Graduate School of Management, MBA, 1999.
Claremont McKenna College, BA in Government (Political Science), 1992.

Academic Honors

Graduated Cum Laude from Claremont McKenna College.
Phi Beta Kappa. Philip Roland Prize for Excellence in Public Policy.

Publications and Articles

Christian Science Monitor "Let the public help draw voting districts," October 25, 2013.
New York Times, "The Case for Open Primaries," February 19, 2009.
Los Angeles Times Opinion Articles:
 "A neighbor's help on redistricting" June 24, 2007.
 "A Trojan horse primary for the GOP" February 25, 2007.
 "Where a porn palace stood" (article on redevelopment), July 30, 2006.
Fresno Bee Opinion Article: "The Poison Handshake" June 15, 2004.
Redistricting in America. Rose Institute of State and Local Government, 2010.
Restoring the Competitive Edge: California's Need for Redistricting Reform and the Likely Impact of Proposition 77. Rose Institute of State and Local Government, 2005.
"Competitive Districts in California" Rose Institute of State and Local Government, 2005.
Latinos and Redistricting: "Californios For Fair Representation" and California Redistricting in the 1980s. Rose Institute of State and Local Government, 1991.

Speaker or Panelist

California School Board Association Annual Education Conference panelist: "The California Voting Rights Act: What Board Members Must Know." December 4, 2015.
Associated Cities of California – Orange County, Keynote Speaker, Newly Elected Officials' Reception and Dinner, "The California Voting Rights Act," January 29, 2015.
California League of Cities, City Manager Department, 2015 Department Meeting: "Opportunity to Engage Residents: The California Voting Rights Act." January 29, 2015.
California League of Cities, City Clerk Department, 2014 Annual Meeting: "Whose Line Is It Anyway: Making the transition from at-large to by-district elections." September 3, 2014.
National Conference of State Legislatures, Redistricting and Elections Standing Committee: 2007 Spring Forum, "The Arizona Independent Redistricting Commissions' experiences with the first-ever independent redistricting."
National Conference of State Legislatures, Redistricting and Elections Standing Committee: 2008 Spring Forum, "Communities of Interest In Redistricting: A Practical Guide."

Douglas Mark Johnson

National Conference of State Legislatures, Redistricting and Elections Standing Committee: 2009 Fall Forum, "The Key to Successful Redistricting."

National Conference of State Legislatures, Redistricting and Elections Standing Committee: 2010 Spring Forum, "Communities of Interest in Redistricting: A key to drawing 2011 plans (and for their defense)."

National Conference of State Legislatures, Redistricting and Elections Standing Committee: 2011 Winter Forum, "Citizen Voting Age Data from a line-drawer's viewpoint."

Luncheon Keynote Speaker, Santa Barbara's Channel Cities Club, "California's next experiment: independent, public redistricting," January 18, 2011.

Annual Conference, Arizona League of Cities and Towns, Presenter at "Redistricting Law and the Voting Rights Act: What It Means for Your City or Town in 2011," August 25, 2010.

Redistricting, The 2010 Census, and Your Budget, Sponsored by the Rose Institute of State and Local Government, California League of Cities, October 15, 2009.

Arizona Election Law 2010 Continuing Legal Education Conference, "Communities of interest and technology in redistricting," sponsored by the Arizona State Bar Association, March 2010

California's New Independent Redistricting Commission, sponsored by the Irvine Foundation and the California Redistricting Collaborative, December 15, 2009

Tribal Association of Sovereign Indian Nations (TASIN) Legislative Day 2009, "The 2010 Census and 2011 Redistricting in California," December 2, 2009.

California School Board Association, "Litigation Issues and the California Voting Rights Act," December 4, 2009.

California Latino School Boards Association, "Introduction to the California Voting Rights Act," August 20, 2009.

Building a National Reform Movement, Salt Lake City, Utah, 2006, conference on redistricting reform hosted by the League of Women Voters, Campaign Legal Center, and The Council for Excellence in Government

Texas Tech University, "A Symposium on Redistricting," May, 2006

California League of Cities, "Introduction to the California Voting Rights Act."

Voices of Reform, a project of the Commonwealth Club of San Francisco: multiple forums on redistricting and / or term limits, 2006 – 2007

Classroom speaker at Pepperdine University, the University of La Verne, Pomona College and Claremont McKenna College

Justin Mark Levitt

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fax: (818) 254-1221

Employment

Vice-President, National Demographics Corporation, 2012 – present.
Senior Analyst, National Demographics Corporation, 2003 – 2011.
Instructor in Political Science, University of California, San Diego, 2012 – present.
Graduate Research Fellow, Center for US-Mexico Studies, 2010 – present.
Graduate Research Fellow, University of California, San Diego, 2008 – 2010 and 2013 – 2014.
Jesse M. Unruh California Assembly Fellow. 2006 – 2007.
Rose Institute for State and Local Government, Student Manager. 2005 – 2006.

Education

University of California, San Diego, Ph.D. Political Science, 2016. Dissertation title: “The Impact of Geographic Patterns on Tradeoffs in Redistricting.”
Claremont McKenna College, BA in Philosophy, Politics and Economics (PPE), 2006.

Academic Honors

California Studies Fellow, University of California, San Diego, 2007 – 2009
Graduated Cum Laude from Claremont McKenna College.

Publications and Conference Presentations

Settle, Jamie, Robert Bond, and Justin Levitt. 2011. “The Social Origins of Adult Political Behavior.” *American Politics Research*: 39 (2). 239-263

Miller, Kenneth and Justin Levitt. 2007. “The San Joaquin Valley.” In The New Political Geography of California. Eds. Frederick Douzet, Thad Kousser, and Kenneth Miller. Berkeley: Institute of Government Studies.

“The Political Geography of Tradeoffs in Redistricting” Paper presented at the State Politics and Policy Conference, Iowa City, IA, 2013

Getting What You Want: A Bargaining Approach to Fair Division in Redistricting. Paper presented at the “Challenging Urban Borders : the geopolitics of immigration and segregation” workshop, Berkeley, CA, 2013 and the State Politics and Policy Conference, Houston, TX, 2012

“An Atlas of Public Health in Mexico” (with Alberto Diaz Cayeros). Paper presented at the Hewlett Foundation Conference on Public Health, Mexico City, DF. 2012

“Remoteness and the Territoriality of Public Health” (with Alberto Diaz Cayeros). Paper presented at the American Political Science Association conference, Seattle, WA. 2011

“Initiatives as revealed preferences” Paper presented at the American Political Science Association conference, Seattle, WA. 2011

“No Se Puede: Latino Political Incorporation in Phoenix.”. Paper Presented at the New Political Geography of California conference, Berkeley, CA., 2009

Justin Mark Levitt

“Political Change in the Central Valley”. Paper Presented at the Western Political Science Association conference, Las Vegas, NV., 2007

Working Papers

Hill, Seth, Thad Kousser, Alex Hughes, and Justin Levitt. ND. *“How Competitiveness Shapes Infrequent Primary Voters Response to Receiving a GOTV Mailer.”*

Diaz-Cayeros, Alberto and Justin Levitt. ND. *“Remoteness and the Territoriality of Public Health.”*

Levitt, Justin. ND. *“Getting What You Want: A Bargaining Approach to Fair Division in Commission-led Redistricting.”*

Teaching Experience

California State University, Long Beach, Department of Political Science

Adjunct Professor—POSC 327 (Urban Politics)	Spring 2016-Present
Adjunct Professor—POSC 229 (Cases in Policy Analysis)	Present
Adjunct Professor—POSC 412 (Law and Social Change)	Spring 2016-Present
Adjunct Professor—POSC 399 (California Politics Short Course)	Present

University of California, San Diego, Department of Political Science

Co-Instructor—UPS 170 (Regional Governance Reconsidered)	Spring 2015
Instructor—Poli 100A (The Presidency)	Fall 2014
Instructor—Poli 160AA (Introduction to Public Policy Analysis)	Fall 2013
Instructor—Poli 10 (Introduction to American Politics)	Summer 2013



Jeff Simonetti

Employment

National Demographics Corporation, Consultant, 2020 to present
Capitol Core Group, Senior Vice President, 2016 to present
The Kosmont Companies, Vice President, 2014 to 2016
Stratecon, Inc. Research Analyst, 2013 to 2017
Building Industry Association Baldy View Chapter, Senior Vice President of Government Affairs, 2005 to 2012

Education

Boston University, Master of Business Administration, 2014
Claremont McKenna College, Bachelor of Arts, 2005

Research

Student Manager at the Rose Institute of State and Local Government, 2005
Kosmont Cost of Doing Business Survey Manager, at the Rose Institute of State and Local Government, 2004 to 2005
Research analyst at the Harvard Kennedy School's Harvard Project on American Indian Economic Development, 2003 and 2005

Publications

Editing Assistant for The State of Native Nations, a book published by the Harvard Project on American Indian Economic Development in 2008
Regular Blogger for Stratecon's Journal of Water and "Hydrowonk" blog
Ridgecrest Daily Independent, "Update Provided on Imported Water Goal," May 22, 2019.
Ridgecrest Daily Independent, "Imported Water Options Presented to IWV Groundwater Authority," August 17, 2018.
Long Beach Press Telegram, "California Cities Adopt Landscaping Rules in Water Conservation Effort," January 10, 2010.
Inland Valley Daily Bulletin, "Apartment, Condo Construction Permits Take Jump During May," July 1, 2011.

Speaker or Panelist

Association of Defense Communities, February 2020 related to infrastructure and economic development to support US defense communities
Various panels and public forums as consultant for the Economic Development Element of the Fontana General Plan Update, 2015



Todd Tatum

Employment

Consultant, National Demographics Corporation, 2020 – present
Senior Advisor, Capitol Core Group, Inc., 2018 – present
Vice President and Chief Financial Officer, American Housing Group, Inc., 2001 – 2018
Vice President of Operations, Tatum Development Group, 1990 – 2001
Vice President of Operations, Narcissa Homes, 1989 - 1990
Legislative Assistant, U.S. Representative Joseph Kennedy, 1987 – 1989

Education

Harvard University, Bachelor of Arts Degree Candidate, Government Major 1983-1986
Victor Valley College-General Studies, 1980-1982
Apple Valley High School, 1980

Community Engagement

Board of Directors of the Building Industry Association's Baldy View Region, 2003 – 2014
President, Building Industry Association's Baldy View Region, 2006 – 2010
Board Member, Mojave Desert Resource Conservation District, 2002 – 2004
Board Member, San Bernardino County Fair Board, 2001 – 2011
Regional Director, California Democratic Party, 2004 – 2008
Chairman, San Bernardino County Democratic Central Committee, 2000 – 2004
Treasurer, San Bernardino County Democratic Central Committee, 1996 – 2000
Member, San Bernardino County Democratic Central Committee, 1994 – 1996



Redistricting with Tripepi Smith

By-district elections are becoming increasingly common in local government agencies throughout California. The California Voting Rights Act, passed in 2001, was the impetus for much of this change. Today, more than 300 local government agencies have districts of some form, and the number continues to rise as local government agencies are compelled to settle lawsuits or avoid legal battles.

About Tripepi Smith and Our Redistricting Team

Tripepi Smith is a team of 23 communications experts—robust enough to offer experienced and effective professionals for the job, yet small enough to be nimble and responsive. Tripepi Smith offers a spectrum of skills that allows us to match the appropriate resource to the task at hand, letting us execute faster and reduce engagement costs. These resources vary by both years of experience and core hard skills (public policy versus graphic design versus videography versus writing versus social media, for example).

Tripepi Smith is experienced in helping local governments execute community education and outreach initiatives for district formation and redistricting processes. We have worked extensively with agencies on their district public forums, created districting information portals and organized a [conference on local redistricting](#) for nearly 200 local government practitioners.

The combined talent of our policy experts, in-house design team and videographers delivers professional communications that make our clients proud and better inform the public about this complex process. Tripepi Smith has the skills and experience to help local governments implement successful outreach strategies for district formation and redistricting outreach. The team's skills and certifications range from excellent written communication skills to Tableau for data analytics to Google Ads to event planning and project management.

Tripepi Smith Redistricting Services

California State law has identified outreach as a core component of the redistricting process. The Tripepi Smith team can provide jurisdictions with some or all of the following services:

Project Management

Tripepi Smith can facilitate all project calls for this engagement and create a living agenda to manage the efforts and timing between the demographer, legal counsel, City and Tripepi Smith from the beginning of the outreach process to the map adoption.

In-Person Meetings

If possible with COVID-19 limitations, Tripepi Smith can coordinate with City staff to identify venues and dates to host in-person workshops and meetings to seek public feedback on new district lines and provide information on map-drawing tools. Tripepi Smith can devise an agenda, facilitate discussions, document community feedback and promote positive engagement around the process. Additionally, Tripepi Smith can provide graphic design services to create bilingual PowerPoint decks for the presentations and flyers for attendees. We can coordinate simultaneous translation with local partners.

Tripepi Smith can also facilitate recording the meetings and provide videos, with any relevant slides interspersed and closed captions. These videos would likely fulfill the requirement to post a summary of the meeting.

Virtual Meetings

Tripepi Smith can also coordinate and facilitate virtual meetings and workshops to seek public feedback and educate residents on map-drawing tools. Tripepi Smith can also work with City staff to promote the meetings and to leverage our identified outreach and advertising work to promote meeting participation. Our videographers can process recordings of the meetings to fulfill posting requirements.

Press Release/News Article for Website

Tripepi Smith can draft press releases on the jurisdiction's redistricting efforts and manage media relations to promote each step in the redistricting process reaches local and broad-reaching media.

Creation and Updates to Bilingual Redistricting Website

Tripepi Smith can create and maintain a bilingual redistricting website or subpages in coordination with the demographer. The website/pages would include resources for the community, including all required information about meetings and draft maps.

Social Media Support

Tripepi Smith can create bilingual copy and graphics for social media posts about the redistricting process, as well as boost posts (paid advertising) on Facebook and Instagram to help spread the word about meetings and solicit public commentary.

Get in touch with Tripepi Smith President Ryder Todd Smith
(626.536.2173 | Ryder@TripepiSmith.com) to start planning.



BEAR

DEMOGRAPHICS & RESEARCH

City of
WEST COVINA

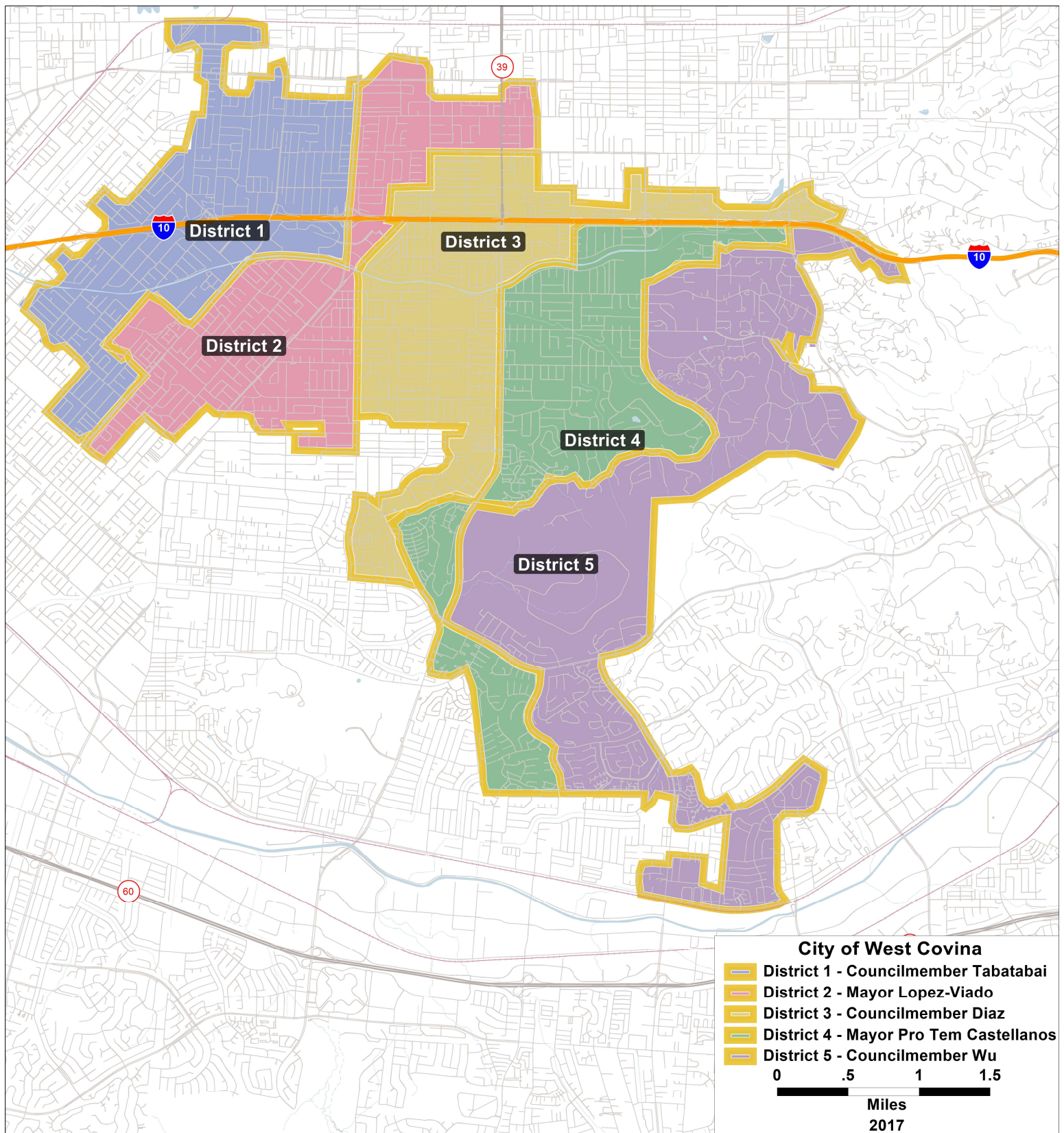
Professional Redistricting Consultant Services
RFP #12-001

PROPOSAL

May 24, 2021

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May 24, 2021

The Honorable Lisa Sherrick
City Clerk
City of West Covina
1444 W. Garvey Avenue S. #317
West Covina, CA 91790

RE: PROFESSIONAL REDISTRICTING CONSULTANT SERVICES RFP #12-001

Dear Madame City Clerk:

Please accept this submitted proposal as an indication of our genuine and sincere interest to serve as the consultants for the 2021-22 City of West Covina redistricting process. As noted in the proposal, I have served in leadership positions on several projects in the past, including the forthcoming 2021 LAUSD, 2022 City of Alhambra, and 2022 Chino Basin Water Conservation District maps. My colleague David Ely, owner of Compass Demographics, is a key collaborator on this proposal and has worked on district formation, redistricting, and census-related projects since the 1980s. We have also partnered with Tizoc DeAztlan, President of DeAztlan Consulting, who will be focused on the outreach services, including leading the multi-lingual public community engagement process. Lastly, our team includes partners in the law firm of Olson Remcho, Robin Johansen, Thomas A. Willis, and Kristen Mah Rogers.

The team's approach to redistricting is one of collaboration, working with, and taking direction from the Mayor and City Council to develop a plan of action that is structured and meets the objectives, criteria, and timeline developed and adopted by the City. Our key objective is to maximize public participation under the direction of the Mayor and City Council in compliance with the California FAIR MAPS Act (AB 849 and AB1276), while providing the entire spectrum of possibilities and options to the City of West Covina within the legal parameters of redistricting – as the Mayor and City Council deliberate toward a draft and final map. Please do not hesitate to contact us if you need any further information. Thank you for your time and consideration.

Respectfully Yours,

A handwritten signature in black ink, appearing to read "Andrew J. Westall".

Andrew J. Westall
Principal & Owner

Section 2 – Project Summary

Having served several different jurisdictions in a similar capacity with over 100 years of combined experience in the redistricting process, the team is poised to approach this project with a determined structure and timeline that fully develops all of the City's abilities and opportunities to maximize public input, while delivering the expert guidance, technical reports, and tasks necessary to complete the Mayor and City Council's work in a non-partisan and transparent manner. Although the 2020 Census PL 94-171 data will not be released until August/September 2021, the City of West Covina will have enough time to meet the state legal deadline of April 17, 2022 to implement new City Council districts for the November 2022 Municipal Election. General objectives include:

- Collaborating, working with, and taking direction from the Mayor and City Council to develop a plan of action that is structured and meets the objectives, criteria, and timeline developed and adopted by the City in coordination with the City Attorney's Office and City staff.
- Providing the entire spectrum of technical and geographic possibilities and options to the City within the legal parameters of redistricting.
- Maintaining flexibility, efficiency and nimbleness to ensure all deadlines are met consistently and within budget.
- Continuous and open lines of communication with the City Attorney's Office, City staff, the Mayor and City Council, and members of the public (at the direction of the City). This can be achieved by email, phone, virtual online meeting, or in-person.

With respect to analytical resources and quantitative capabilities, the project team uses Maptitude for Redistricting by the Caliper Corporation, as well as has expertise in ESRI ArcGIS, Adobe Acrobat, Microsoft Access, Excel, Word, PowerPoint, and SQL and OCB database platforms. With respect to databases, the firm has access to Census data going back to the 1990 Census including all sets of PL 94-171 data, as well as American Community Survey data and historical statewide elections data (1990-) on the Statewide Database hosted by UC Berkeley. The firm also has the ability to purchase commercially available databases if requested and reimbursed by the City of West Covina.

The official Census data set for use by the City of West Covina from the State of California is anticipated to be released no later than 30 days after the release of the 2020 Census PL 94-171 data, allowing the Mayor and City Council to begin looking at 2020 Census results in September 2021. As of this date, the Census Bureau is anticipating releasing 2020 Census data in the "legacy format" in late August 2021. Our technical capabilities will provide the legacy format in the 2020 Census geography format within days of release, as this is the same work Mr. Ely conducted for the Statewide Database in the last two redistricting cycles. That being said, the City should refrain from releasing any draft maps to the public until the official data set released by the State of California becomes available, currently anticipated on Sept. 23, 2021. This data will include the reallocated prison population data to the inmate's point of origin as of April 1, 2020 as required by state law (AB 420 (Davis, 2011), AB 849, and AB 1276) for the redistricting process.

As outlined in the Methodology Section, the proposed Outreach program consists of three major phases – educational workshops, pre-draft map public input hearings, and post-draft/pre-final map public input hearings. Each phase contemplates two to three public hearings at each step of the process, conducted in the evenings and/or weekends. All written outreach materials and handouts will be translated into the required languages, as well as have live translation available upon request or as required by the City at each meeting. Our project team has the ability to provide written and live translation (see costs options) if needed by the City. All input gathered from the public will be provided in report summaries for review by the City staff and Mayor and City Council.

Lastly, if in-person public input hearings are conducted, we would need the City's assistance in securing facilities for the meetings, as well as live translation unless negotiated. It should also be noted that the project team has always met our deadlines, and have never gone over budget with respect to a redistricting process.

Section 3 - Methodology

Below is a standard methodology for the City process that serves as a baseline of the many steps necessary to complete the City's work with plenty of time for the Registrar of Voters to begin the redrawing of voter precinct boundaries prior to the 2022 Election cycle, essential for the City to satisfy its desired timeline.

1. Work with the City Attorney's Office and City staff to finalize and gain staff approval of consultant-developed training materials and presentation on redistricting.
5 hours – Project Manager
2. Work with the City Attorney's Office and City staff to identify all scope of work written tasks that shall be translated into Spanish, Mandarin, Cantonese, Tagalog and any other languages. All written translation will be conducted at the City's cost unless otherwise negotiated (see cost options). All materials that require translation shall be submitted to City staff or the requisite vendor at least seven business days in advance of publication.
2 hours – Project Manager
3. First Public Hearing – Train the Mayor and City Council during a regular meeting on the redistricting process, federal Voting Rights Act, California Voting Rights Act, California FAIR MAPS Act, and all other applicable state and federal election laws.
5 hours – Project Manager, Technical Director
4. Create a user-friendly digital interface that allows the Mayor and City Council, and members of the public to draw their own district boundaries. The program will also guide the user in complying with all applicable laws and requirements to the extent practicable.
20 hours – Project Manager, Technical Director
5. Work with the City Attorney's Office and City staff to finalize and gain staff approval of the digital interface for public distribution available as a link on the City's website.
5 hours – Project Manager, Technical Director
6. Work with the City Attorney's Office and City staff to finalize and gain approval of public training workshop materials and presentation of the digital interface.
5 hours – Project Manager, Technical Director
7. Second Public Hearing - Present digital interface and public workshop presentation to the Mayor and City Council during a regular meeting, including redistricting process updates and updated digital interface presentation.
5 hours – Project Manager, Technical Director
8. Conduct outreach and provide training workshops to the public (e.g., evenings and weekends) on redistricting and the digital interface in an objective, non-partisan informational manner. Verbal translation for training workshops and written materials will be provided by the City as required by state and federal law or otherwise negotiated.
30 hours – Outreach Director
9. Conduct three public input hearings (e.g., evenings and weekends) to the public on

redistricting in an objective, non-partisan informational manner. Verbal translation for input hearings and written materials will be provided by the City as required by state and federal law or otherwise negotiated.

30 hours – Outreach Director

10. Upon receipt of the 2020 Census and PL 94-171 data, work with the City Attorney's Office and City staff to finalize and provide data summary and geographic files in standard map and data formats (e.g. ArcGIS, Maptitude, MapInfo, .DBF, etc.) for public distribution with downloadable files available on the City's website. This shall include updating the approved digital interface.

15 hours – Project Manager, Technical Director

11. Analyze whether the 2020 Census data requires modifications to the City Council districts and report the findings to the City Attorney's Office and City staff.

5 hours – Project Manager, Technical Director

12. Work with the City Attorney's Office and City staff to finalize and gain staff approval of consultant-developed 2020 Census materials and presentation.

5 hours – Project Manager

13. Third Public Hearing - Present 2020 Census findings to the Mayor and City Council during a regular meeting, including process updates and updated digital interface presentation.

5 hours – Project Manager, Technical Director

14. Evaluate draft maps prepared by the the public to determine whether they are population balanced and satisfy the requirements of the Voting Rights Acts, including all other applicable laws, and share findings with the City Attorney's Office and City staff.

10 hours – Project Manager, Technical Director

15. Work with the City Attorney's Office and City staff to finalize and gain staff approval of a written summary of all public input submitted at the public input hearings, in writing, as a proposed map, or during other Mayor and City Council conducted comment periods prior to the release of a draft map.

5 hours – Project Manager

16. Propose new district boundaries to the City Attorney's Office and City staff based on feedback provided by the community and criteria set by the Mayor and City Council that are population balanced and satisfy the requirements of federal, state, and local laws.

10 hours – Project Manager, Technical Director

17. Work with the City Attorney's Office and City staff to finalize and gain staff approval of the proposed initial draft maps and accompanying technical report for public release and presentation to the Mayor and City Council.

5 hours – Project Manager

18. Fourth Public Hearing - Present staff recommended initial draft maps and accompanying

technical report to the Mayor and City Council during a regular meeting, along with submitted proposed maps analysis. Proposed draft maps and technical report will be published seven days in advance in accordance with the California FAIR MAPS Act.

5 hours – Project Manager, Technical Director

19. Conduct outreach and up to three additional public input hearings under the supervision on the initial draft maps. Verbal translation for input hearings and written materials will be provided by the City as required by state and federal law or otherwise negotiated.

20-30 hours – Outreach Director

20. Make modifications to the initial draft maps based on input from the Mayor and City Council and the community in coordination with the City Attorney's Office and City staff.

10 hours – Project Manager, Technical Director

21. Work with the City Attorney's Office and City staff to finalize and gain staff approval of revised final draft map and accompanying technical and written reports summarizing all public input on the proposed initial draft maps.

5 hours – Project Manager

22. Fifth Public Hearing - Present consultant recommended, and City Attorney's Office and City staff approved, revised final draft map and accompanying technical report to the Mayor and City Council along with public comment and analysis of all available public input. Proposed revised final draft map and technical report will be published seven days in advance in accordance with the California FAIR MAPS Act.

5 hours – Project Manager, Technical Director

23. Sixth Public Hearing - Adoption of final map and ordinance by the Mayor and City Council at a regular meeting. Proposed final map and technical report will be published seven days in advance in accordance with the California FAIR MAPS Act.

5 hours – Project Manager, Technical Director

24. Assist the Mayor and City Council, City Attorney's Office, and City staff in all facets of implementing the final district boundary map, including all deliverables needed for the Registrar of Voters to implement new voter precinct boundaries and City Clerk archives.

10 hours – Technical Director

25. Actively participate in all meetings and public hearings scheduled by the Mayor and City Council that address the redistricting process in accordance with local public health rules and orders. The team is located in Southern California and is available to participate or meet in person as required.

TBD

26. Provide additional Census, PL 94-171, Statewide Database, and American Community Survey demographic data upon request as practicable during the term of the contract. all facets of implementing the final district boundary map.

TBD

2021-22 City Council Redistricting - City of West Covina

Bear Demographics and Research LLC

Andrew J. Westall - Project Manager

Project Start Date: June 28, 2021

	2021					2022						
Milestone description	June	July	August	Sept	October	Nov	Dec	Jan	Feb	Mar	April	
Approval of Training & Presentation Materials												
Approval of Translation Methods & Documents												
First Public Hearing												
Create Mapping Tool												
Approval of Mapping Tool												
Approval of Mapping Tool and Public Workshop Materials Presentation												
Second Public Hearing												
Workshops												
Finalize and Deliver Data Sets												
Analyze Need for Council District Modifications												
Approval of 2020 Census materials and presentation												
Third Public Hearing												
Conduct Three Public Input Hearings												
Evaluate Publicly Submitted Draft Maps												
Approval of Written Summary of Public Input												
Approval of Draft Map and Techincal Report												
Fourth Public Hearing												
Conduct Public Input Hearings												
Approval of Revised Draft Map and Technical Report												
Fifth Public Hearing												
Sixth Public Hearing												
Deliverables to County Registrar of Voters												

Attachment B

Fee Schedule

The Cost Proposal listed below is all-inclusive of the work and costs that the project team will undertake. The only exception to this proposal is the translation of documents into Spanish, Mandarin, Cantonese, Tagalog and any other required languages, and the team would be happy to work with City staff to ensure such translation occurs in a timely manner as outlined in the proposal. Typically, this can be accomplished quickly by dovetailing on an existing County of Los Angeles or City of West Covina contract. The project team can provide several options as well, including translation services and developing and maintaining the City's redistricting website as a separate site from the City's current website.

We look forward to discussing this proposal further with you. Once again, thank you for your time and consideration.

Cost of Services

\$42,500	Demographer, Technical, Mapping Consulting (including meeting attendance)
\$20,000	Full-Service Outreach Services
\$10,000	User-friendly online Mapping Tool
=====	
\$72,500	Total Cost of Bid Proposal (not to exceed)

Optional Services

\$ 5,000	Website Development and Maintenance (if separate from City website)
\$45-50	Written Translation (per page depending on the language)
\$49-75/hr	Live Translation (depending on the language - 2 hour minimum)
\$65 each	Live Translation Transmitter (per language)
\$10-12 each	Live Translation Headsets (quantity discount over 20)

Additional Services

\$475 per hour for redistricting law counsel (as needed and not included in lump sum)
\$250 per hour for additional demographic/mapping/technical services not within the scope of the contract.

\$175 per hour for additional outreach services not within the scope of the contract.

\$300 per hour for redistricting/demographic legal expert witness analysis/testimony after the expiration of the contract.

Hourly Rates by Classification

Project Manager	\$250 per hour
Technical Director	\$250 per hour
Outreach Director	\$175 per hour
Redistricting Law Counsel	\$475 per hour (as needed and not included in lump sum)

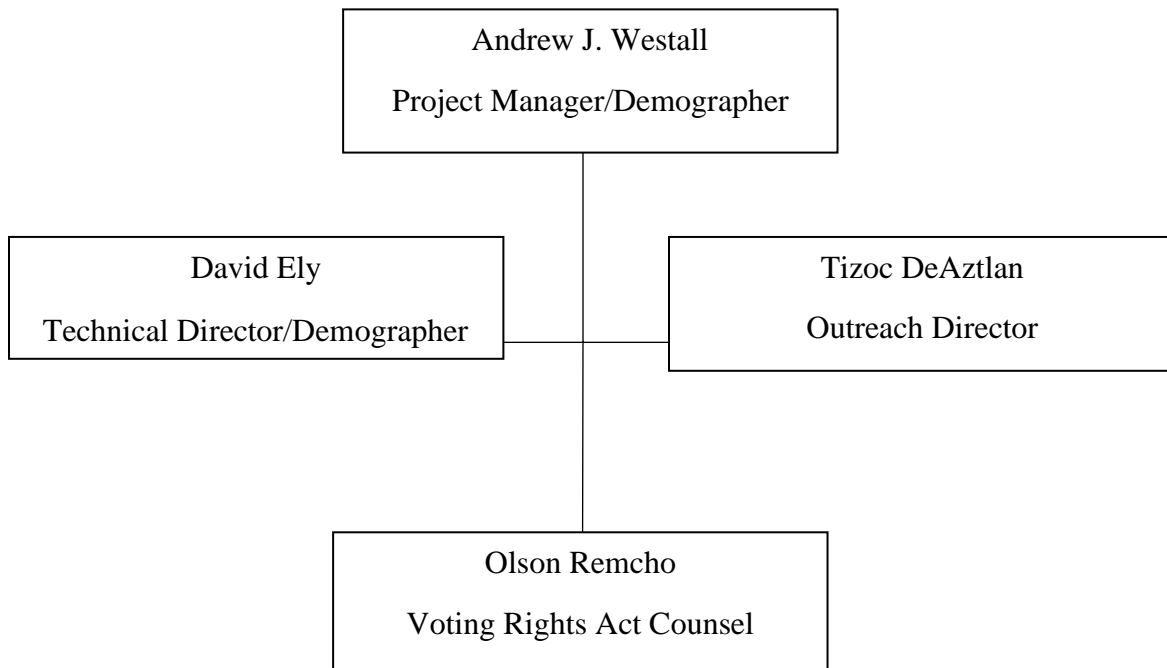
Section 5 – Excluded or Subcontracted Services

FIRM DESCRIPTION

Bear Demographics & Research LLC
10061 Riverside Drive, #144
Toluca Lake, CA 91602
Andrew Westall, Principal & Owner
323.708.2478
ajwestall@gmail.com

After more than two decades in the public sector, Andrew Westall opened a new firm, Bear Demographics & Research LLC (BDR), in 2021 that specializes in redistricting, demographics, public policy consulting, and local ballot measures. BDR has teamed up with seasoned experts and subcontractors in the fields of redistricting, demography, and outreach, including: David Ely of Compass Demographics who has specialized in redistricting for more than three decades; Tizoc DeAztlan of DeAztlan Consulting who has specialized in public and community outreach for nearly two decades; and Olson Remcho, a legal firm headquartered in the City of Sacramento with offices in Oakland and Long Beach, and three partners who are arguably the best redistricting legal experts in the State of California and the United States. The offices of BDR are located in the Toluca Lake neighborhood of the City of Los Angeles as indicated. The firm has no current employees. No services are excluded from the Scope of Work. Current redistricting clients include the Los Angeles Unified School District, the City of Los Angeles, the City of Alhambra, the Chino Basin Water Conservation District, and the Equal Representation Project.

Organizational Chart and Project Team



TEAM MEMBERS

ANDREW J. WESTALL

Mr. Westall has been involved in the redistricting process at the local and state level in the State of California since the late 1990s under the initial tutelage of UCLA's Dr. Leobardo Estrada, a renowned national expert on ethnic and racial demographic trends, particularly in the Latino/a/x community; and Dr. J. Eugene Grigsby III, a renowned social justice advocate and current President & CEO of the National Healthcare Foundation. During this time, Mr. Westall authored the publication "Reapportionment, Redistricting and the Latino Community: 2000 and Beyond" for the NALEO Educational Fund as his master's thesis. The publication was distributed to hundreds of Latino/a/x elected and appointed officials from across the United States at the 2000 NALEO Educational Fund National Conference in Denver, Colorado.

As a staff member to then-Speaker of the Assembly Robert M. Hertzberg, Andrew Westall worked with Assembly consultants (including Mr. David Ely) out of Caltech to build the data sets for the Statewide Database and the 2001 redistricting process, prior to the drafting of plans. He drew 43 of the 80 State Assembly seats in the adopted 2001 California State Assembly map, as well as several draft plans for State Senate and Congressional District maps. Mr. Westall's state experience also includes expert affidavits and testimony during the successful State Supreme Court litigation process with respect to the State Senate district boundaries after the plan was approved. Throughout his tenure with the California State Assembly, Mr. Westall also participated in the technical development and creation of the 2000, 2002, 2003, and 2004 State Elections data sets that also reside on the Statewide Database website.

In 2001-02, Andrew Westall served as the Technical Director for both of the appointed Commissions that recommended the LAUSD and City Council maps to the Los Angeles City Council. During this time, Mr. Westall built the data sets used by each Commission, as well as worked with Commissioners on several draft plans, the final recommended plan, and all associated technical reports.

In 2011-12, Andrew Westall served as the Executive Director for the Los Angeles City Council Redistricting Commission. During this time, Mr. Westall was also the line drawer for the Central Basin Municipal Water District (as a subcontractor to DeAztlan Consulting), as well as provided pro-bono line drawing and analysis for the Los Angeles County Federation of Labor with respect to the 2011 California Citizens Redistricting Commission process.

From 2018 to the present, Mr. Westall has provided expert testimony and affidavits on behalf of the City of Los Angeles and the State of California with respect to the 2020 Census in successful litigation, including on the issue of adding a question regarding citizenship and the attempt to remove non-citizens from the PL 94-171 database that will be forthcoming by the U.S. Census Bureau on September. Bear Demographics & Research LLC serve as redistricting consultants to the LAUSD, Equal Representation Project, City of Los Angeles, City of Alhambra, and the Chino Basin Water Conservation District. Mr. Westall's resume is attached.

Total Number of Similar Projects: 10

Length of Time in Business/Redistricting Experience: 5 months/24 years

DAVID ELY

Mr. Ely is the Founder and President of Compass Demographics, a consulting and database management firm specializing in projects involving Census and Election Data. Mr. Ely has extensive experience in the management of redistricting projects, the analysis of voting behavior, and demographic analysis.

David Ely has served as an expert and testified on behalf of numerous jurisdictions in the United States as well as private plaintiffs in numerous cases involving voting rights and districting issues, and his opinions have been cited and relied on in multiple legal opinions. He has also served as a consultant and expert on behalf of defendant jurisdictions in voting rights litigation challenging election systems or districts. Mr. Ely has also served as a consultant to construct databases, draw district lines or prepare presentation maps and reports for the many jurisdictions in conducting their normal redistricting. These have included statewide congressional and legislative redistricting in California, as well as a variety of County Boards, City Councils, School Boards, Water Districts, Regional Transit Boards and others following the 1990, 2000, and 2010 Census.

Mr. Ely's most recent clients in the State of California include the City of Fullerton, the City of Garden Grove, the City of Carson, the City of Coalinga, the City of Richmond, and the City of Malibu. Mr. Ely's Curriculum Vitae is attached.

Total Number of Similar Projects: 50+

Length of Time in Business/Redistricting Experience: 14 years/35 years

TIZOC DEAZTLAN

Tizoc DeAztlan is the President of DeAztlan Consulting, LLC., and has spent most of his career consulting and advising Southern California government, non-profit, private, and corporate agencies. He has consulted and managed public relations, community outreach, and media campaigns at the federal, state, and local levels.

Mr. DeAztlan specializes in Latino/Spanish speaking media markets and community affairs spearheading programs on issues of water, land use, culture, health, wellness, redistricting, and education. A go-to-person for coalition building and partnership creation, Tizoc maintains a consistent and measured community-centered approach. His adeptness at understanding all angles and creating the best option forward has led to a long track record of success for his clients.

Mr. DeAztlan understands that while there are traditional outreach methods that must be utilized, each community is unique and as such his multi-lingual team must be adaptive to provide access to each resident regardless of language and technical capabilities.

Tizoc has consulted on redistricting for the California Latino Legislative Caucus and has worked alongside municipalities and commissions to maximize community involvement to meet and or exceed all obligations established under the California Voting Rights Act and the California FAIR

MAPS Act.

Most recently, Mr. DeAztlán has led efforts to increase census participation through multi-layered public education and outreach by producing and implementing culturally competent collateral in English, Spanish, and Tagalog. Mr. DeAztlán's resume is attached.

Total Number of Similar Projects: 27

Length of Time in Business/Redistricting Experience: 11 years

OLSON REMCHO

Olson Remcho, LLP was established in 2020 by the merger of Remcho Johansen & Purcell, LLP and Olson Hagel & Fishburn LLP. Its predecessor firms have more than thirty-five years' experience advising public entities on issues involving redistricting and helping them develop redistricting plans that comply with all applicable criteria, while at the same time maximizing electoral opportunities for competing interest groups so as to minimize the likelihood of legal challenges.

Over the last three decades and decennial census cycles, Olson Remcho attorneys have advised and represented the California State Assembly, Senate, and municipalities on redistricting matters, including the drawing of municipal, legislative, and congressional districts.

Our clients include many municipalities and local agencies, whom we have advised and continue to advise on various redistricting initiatives and legislation, including the California Voting Rights Act ("CVRA"), the FAIR MAPS Act, the federal Voting Right Act and AB 1276 (2020 Cal. Stats. ch. 90), which added requirements to the local redistricting process. Our municipal redistricting practice has included advice and counseling regarding mid-decennial redistricting to convert at-large districts to CVRA-compliant districts, and our attorneys have attended public meetings to explain relevant laws and procedures and present information regarding redistricting and line-drawing. We are also experienced in defending municipal redistricting plans if they are later challenged in court. Recently, we successfully defended the City of Los Angeles's 2012 Redistricting Ordinance against a lawsuit alleging that district boundaries violated the federal and state Constitutions, and the Los Angeles City Charter. *Lee v. City of Los Angeles*, 908 F.3d 1175 (9th Cir. 2018), cert. denied, 2019 U.S. LEXIS 3748 (June 3, 2019). Other representative engagements include *City of Berkeley v. Dupuis*, Alameda County Superior Court, No. RG14720117 (2014), where Olson Remcho attorneys successfully represented the City in an effort to use the Council-approved redistricting map until a referendum election took place.

Finally, Olson Remcho attorneys have long represented one or both houses of the State Legislature on statewide redistricting matters. For example, in June of 2020, Olson Remcho attorneys filed a successful original writ in the California Supreme Court seeking relief on behalf of the State Legislature from census certification deadlines due to the current COVID-19 pandemic. *Legislature of the State of California v. Padilla*, 9 Cal. 5th 867 (2020). In the last legislatively-drawn redistricting cycle in 2001, Olson Remcho attorneys worked closely with legislators and line-drawers to draft a plan that met all of the redistricting criteria and at the same time was approved by two-thirds of the members of each house. Olson Remcho attorneys successfully defended the Legislature's plans in two separate lawsuits, one in federal court raising Voting

Rights Act and Equal Protection claims (Cano v. Davis, 211 F. Supp. 2d 1208 (C.D. Cal. 2002)) and one in state court based on the requirement to keep cities whole to the extent possible (Nadler v. Schwarzenegger, 137 Cal. App. 4th 1327 (2006)).

Our municipal redistricting clients include the following:

- City of Long Beach
- City of Danville
- City of San Ramon
- Dublin San Ramon Services District
- City of Vacaville
- City of Brentwood
- City of Concord
- City of Livermore
- Redwood City

Total Number of Current Similar Projects: 10

Length of Time in Business/Redistricting Experience: Attorneys at Olson Remcho have provided counsel on redistricting law for the last 40 years.

For each of these clients, Olson Remcho has provided comprehensive, individualized legal counsel throughout the locality's redistricting process. Our work has focused upon reviewing and advising on the municipality's redistricting process and final maps, to ensure compliance with federal, state, and local laws including the federal Voting Rights Act, the California Voting Rights Act, the California FAIR MAPS Act, and local laws including city charters.

ROBIN JOHANSEN

Robin B. Johansen is a partner with Olson Remcho. She previously co-founded the law firm of Remcho Johansen & Purcell which merged with Olson Hagel & Fishburn LLP in January 2020 to form Olson Remcho. Ms. Johansen was admitted to the California Bar in 1977 and the Bar of the District of Columbia in 1979. She is a graduate of the University of Illinois (B.A., cum laude, 1968) and Stanford Law School (J.D., 1977).

Ms. Johansen was Senior Article Editor, Stanford Law Review, Volume 29, and is the author of "The New Federalism: Toward a Principled Interpretation of the State Constitution," 29 Stanford Law Review 297, 1977 and "Searches and Seizures on Church Premises: Weighing the Privacy Rights of Religious Bodies" in Kelley, Government Intervention in Religious Affairs II.

Ms. Johansen is a member of the California Academy of Appellate Lawyers and appears on the Northern California Super Lawyers list. She served on the Board of Directors of First Place for Youth, a statewide organization serving former foster youth and on the Board of Directors of Coro Northern California. From 1992 to 1993, she was a member of the State Citizens' Commission on Ballot Initiatives, and in 1974, Ms. Johansen was a research assistant to the U.S. House of Representatives' Impeachment Inquiry staff.

Ms. Johansen has represented numerous local governmental entities on a variety of public policy issues and has worked extensively on matters involving the initiative and referendum process at both the state and local levels, and on matters of redistricting. She has also represented a broad range of clients, including the California Legislature, the State Superintendent of Public Instruction and the State Controller, in public policy, school finance, and constitutional litigation in both state and federal courts.

THOMAS A. WILLIS

Thomas A. Willis is a partner specializing in election, redistricting, and campaign finance law.

He is campaign counsel for Governor Gavin Newsom and served in the same role for the previous two Democratic Governors. He also represents the California Democratic Party.

He also has advised many ballot measure committees, including the Governor's committees for Propositions 1 and 2, Airbnb's committee opposing San Francisco's Measure F, and the San Francisco Giants' committees in support of Measure D (Mission Rock).

Mr. Willis has litigated a number of important election law, redistricting and campaign finance cases, including successfully defending the California Legislature's 2011 redistricting plan. *Nadler v. Schwarzenegger*, 137 Cal. App. 4th 1327 (2006); *Cano v. Davis*, 191 F. Supp. 2d 1135 (C.D. Cal. 2001); 211 F. Supp. 2d 1208 (C.D. Cal. 2002), *aff'd*, 537 U.S. 1100 (2003). Most recently, he successfully defended in the trial and appellate court the City of Los Angeles' redistricting plan. *Lee v. City of Los Angeles*, 88 F. Supp. 3d 1140 (C.D. Cal. 2015), *aff'd* 908 F.3d 1175 (9th Cir. 2018).

His other notable cases include *McDonough v. Superior Court*, 204 Cal. App. 4th 1169 (2012) (challenge to ballot question for San Jose pension initiative); *Americans for Safe Access v. County of Alameda*, 174 Cal. App. 4th 1287 (2009) (defending county's recount procedures); *Lindelli v. Town of San Anselmo*, 111 Cal. App. 4th 1099 (2003) (contesting use of referendum for interim contract); and *People ex rel. Found. for Taxpayer & Consumer Rights v. Duque*, 105 Cal. App. 4th 259 (2003) (defending members of CPUC from quo warranto).

Mr. Willis is an expert on the California Voting Rights Act and advises a number of municipalities on compliance under the Act's requirements.

Mr. Willis also advises state and local agencies on redistricting, election law, conflicts of interest, and initiatives and referenda. Those clients have included the Governor's Office, the State Assembly, the City of Oakland, the City of Richmond, the City of Redwood City, and the San Francisco Unified School District. Mr. Willis also represents clients before the Federal Elections Commission, the California Fair Political Practices Commission, and the San Francisco Ethics Commission. He advises candidates, state and local agencies, campaign committees, initiative and referendum committees, corporations and nonprofits about these laws and the electoral process, including election procedures.

KRISTEN MAH ROGERS

Kristen Mah Rogers is a partner at Olson Remcho LLP.

Ms. Rogers represents public and private clients in litigation over election law, education funding, public policy, and constitutional issues with a focus on federal litigation. Ms. Rogers also advises clients on political and government law matters, including conflict of interest and ethics regulations. Her work has focused on counseling clients on ballot measures and referenda, including drafting statewide and local ballot initiatives, and defending such measures in subsequent litigation, as well as redistricting.


Prior to joining the firm, Ms. Rogers was a litigation associate with Farella Braun + Martel LLP, where she represented clients in high-stakes litigation in civil and criminal matters. From 2014 until mid-2015, she clerked for the Honorable Yvonne Gonzalez Rogers of the United States District Court for the Northern District of California. Before that, she was an associate in the Washington, D.C. office of Jenner & Block LLP, where she represented clients in state and federal litigation on a variety of matters, including successful election redistricting cases involving novel state constitutional questions from the trial court level through expedited State Supreme Court review.

Throughout her legal career, Ms. Rogers has pursued a diverse pro bono practice, including representing clients seeking asylum and parole, and successfully challenging a statewide voter purge. During law school, Ms. Rogers interned at the San Francisco City Attorney's Office, participated in Harvard's Trauma and Learning Policy Initiative, was a legislative history research assistant for Eloise Pasachoff on the Individuals with Disabilities Education Act, and was an editor for the Harvard Civil Rights-Civil Liberties Law Review and Harvard Law and Policy Review. Prior to law school, she taught middle school American history and English language arts as part of Teach for America.

Ms. Rogers is a graduate of University of California, Berkeley (B.A. with honors; Phi Beta Kappa), Pace University (M.S.T.), and Harvard Law School (J.D., cum laude). She was admitted to the California Bar in 2010 and the District of Columbia Bar in 2012.

Andrew Westall

 ajwestall@gmail.com

 323-708-2478

 [linkedin.com/in/andrewwestall](https://www.linkedin.com/in/andrewwestall)

Summary

Current Clients: the Los Angeles Unified School District, the City of Los Angeles, the Equal Representation Project, the City of Alhambra, and the Chino Basin Water Conservation District.

Goal: To help government and residents navigate the complexities of laws and regulations, in order to find consensus on difficult issues for the betterment of society and quality-of-life.

Expertise: Redistricting, Demographics, GIS (Mapititude and ArcGIS), Political Campaigns, and Elections/Redistricting Law; Cannabis Regulations, Taxation, Enforcement, and Social Equity; Local Ballot Measures (e.g., Taxation, Bonds, Charter Amendments, Housing, Elections Reform, Cannabis, etc.); City Management; Planning, Land Use, Housing, Homelessness, Environment, Economic Development, Community Development, Neighborhood Services, Recreation, and Transportation policy, financing and development; Public Finance, Budgeting, Labor Relations, and Grant Funding; and Community Outreach, Diversity, Inclusion, Equity, and Intergovernmental Relations.

Experience



Principal & Owner

Bear Demographics & Research

Jan 2021 - Present (5 months +)

Specializing in redistricting, demographics, GIS (Mapititude and ArcGIS), political consulting, cannabis regulations, local ballot measures, land use/city planning, and city/county management consulting.

Current clients include the LAUSD, the City of Los Angeles, the Equal Representation Project, the UCBA, the City of Alhambra, and the Chino Basin Water Conservation District.



Deputy Chief of Staff (2012-16) and Co-Chief of Staff (2016-20)

Office of Los Angeles City Council President Herb J. Wesson, Jr.

Apr 2012 - Dec 2020 (8 years 9 months)

Co-manager and supervisor for the City Council President's personal staff of 27 employees with oversight of Council District 10 (pop. 275,000); administrator and supervisor of all discretionary funds, contracts, city planning, and public improvement approvals/projects for Council District 10; lead staff member for the Councilmember's legislative portfolio; and chief strategist for community and media response.

Lead staff member and strategist for the City Council for eight years with oversight of the management, organization, and publication of the City Council agendas three times a week, while managing teams of up to 50 employees across multiple departments on the issues of budget, revenue strategies, ballot measures, pensions, recreation and parks, environment and utilities, intergovernmental relations, public safety, cultural arts, labor, housing, planning, economic development, infrastructure, cannabis, and transportation in the City of Los Angeles.

Lead staff member for the Ad Hoc Committee on the 2028 Olympics and Paralympic Games, the Ad Hoc Committee on Police Reform, the Board of Referred Powers, and the Rules, Elections, and Intergovernmental Relations Committee chaired by the Council President; staff member for the Ad Hoc Committee on COVID-19 Recovery and Neighborhood Investment, and the Southern California Association of Governments.



Executive Director

Los Angeles City Council Redistricting Commission

Nov 2011 - Mar 2012 (5 months)

Chief Executive and Financial Officer for the City of Los Angeles' City Council redistricting process with oversight of six staff members employed and monitored twenty-seven contractors during the Commission's work; organized twenty-two public testimony hearings at various city and non-city facilities, as well as comprehensive citywide outreach with more than 5,000 attendees and 6,551 written public comments; organized 11 additional regular and special Commission meetings; and issued a 950-page report to the City Council on time and under budget.



Senior Deputy

Office of Los Angeles City Councilmember Herb J. Wesson, Jr.

Nov 2005 - Nov 2011 (6 years 1 month)

Chief strategist and manager of all planning, economic development, transportation, and housing policy recommendations, funding acquisition, and projects for Council District 10; and staff member for the Exposition Metro Line Construction Authority.

Lead staff member for the Housing, Community, and Economic Development Committee chaired by the Councilmember for six years with oversight of \$2 billion yearly in operational budgets, contracts, and construction projects by the Housing Department, Housing Authority, Community Development Department, and the Community Redevelopment Agency, including development and implementation of the Housing Element of the City's General Plan; and staff member for the Transportation Committee.



Adjunct Professor

Pasadena City College

Jan 2003 - May 2010 (7 years 5 months)

Part-time professor teaching Political Science and American Institutions with instruction to over 2,000 students. Classes taught at PCC, John Muir, Blair, Pasadena, Temple City, and San Marino High Schools.



Assistant to the Speaker

California State Assembly

Jan 2001 - Nov 2005 (4 years 11 months)

Legislative staff member for Speakers of the Assembly Robert M. Hertzberg, Herb J. Wesson, Jr., and Fabian Nuñez in the areas of electoral strategy, GIS mapping, demographics, statistics, and redistricting; demographer and analyst for State 2001 redistricting process; chief line drawer for 43 of the 80 State Assembly districts in California in 2001; drafter of alternative plans for the Board of Equalization, State Senate, and House of Representatives; provided guidance and negotiated between various state legislators and legislative caucuses with respect to final district boundaries. Participated in

the technical development and creation of the 2000, 2002, 2003, and 2004 State Elections data sets, as well as the 2001 State Redistricting data set, that reside on the Statewide Database website.



Technical Director

City of Los Angeles Redistricting Commission for the LAUSD

Nov 2001 - Apr 2002 (6 months)

Chief line drawer for the 7 LAUSD Board of Education districts, the largest independently elected school district in the United States. Submitted technical reports and developed, maintained, and updated website.



Technical Director

Los Angeles City Council Redistricting Commission

Nov 2001 - Apr 2002 (6 months)

Chief line drawer for the 15 City Council districts; organized 16 public testimony hearings in every region of the City with more than 3,000 attendees and over 5,000 written public comments; submitted technical reports and developed, maintained, and updated website.



Field Representative

Office of Speaker of the Assembly Robert M. Hertzberg

Feb 1999 - Dec 2000 (1 year 11 months)

Staff member and Speaker representative at community events, forums, meetings, and other policy discussions in the areas I staffed – transportation, the environment, water, health care, land use, and other issues affecting the San Fernando Valley; lead staffer for the summer intern program overseeing twenty-plus interns in each of two consecutive summers; database programmer and developer of filing systems, phone logs, and phone books for the Speaker.



Consultant

NALEO Educational Fund

Sep 1997 - Jun 2000 (2 years 10 months)

Chief researcher and author of publication on reapportionment and redistricting of legislative and congressional districts after the 2000 Census, emphasizing the Latino/a/x community in seven states; Presenter of publication at the 2000 National Conference in Denver, Colorado distributed to hundreds of elected and appointed officials.



President

Graduate Students Association (GSA), UCLA

May 1997 - Jun 1998 (1 year 2 months)

Chief Executive and Financial Officer for the Graduate Students Association, the official student government of approximately 10,000 graduate and professional students; elected position; author of numerous editorials (see publications); successfully advocated for the construction of new graduate student housing near campus and free ridership for students on the Santa Monica Big Blue Bus (implemented one year after graduation).

Education



University of California, Los Angeles

Master of Arts - MA, Urban Planning

1996 - 1999

Emphasis in environmental, transportation, and recreational public policy, municipal finance, city planning, demographics, GIS mapping, and redistricting.

Chief Executive and Financial Officer for the Graduate Students Association, the official student government of approximately 10,000 graduate and professional students; elected position; author of numerous editorials (e.g. civic participation/voting, public transit, pedestrian safety, etc.) and Winter 1997 Viewpoint columnist for The Daily Bruin; successfully advocated for the construction of new graduate student housing near campus and free ridership for students on the Santa Monica Big Blue Bus.



University of California, Davis

Bachelor of Arts - BA, Political Science-Public Service

1993 - 1996

Emphasis in urban, environmental, transportation, economic, and social public policy, as well as various ethnic studies disciplines (e.g. African-American, Chicana/Chicano, and Asian-American studies).

Served in leadership positions for two years as ritual officer and President of the Sigma Delta chapter of the Chi Phi Fraternity. Published an opinion-editorial in The California Aggie on racial justice.

Skills

Redistricting • Demographics • Geographic Information Systems (GIS) • City Management • Strategic Planning • Community Outreach • Public Speaking • Land Use Planning • Project Management

Honors & Awards



Award of Merit: Comprehensive Plan Award: Large Jurisdiction - APA California

2017

West Adams-Baldwin Hills-Leimert Park Community Plan and Implementing Ordinances
City of Los Angeles



Social Change and Diversity Award - APA Los Angeles

2018

Cannabis Social Equity Program - City of Los Angeles

VITA

DAVID R. ELY

Compass Demographics, Inc.

6575 N. Vista Street

San Gabriel, CA 91775

(626) 807-0719

E-mail: ely@compass-demographics.com

Employment:

2007 to present

David Ely is the president and founder of Compass Demographics, a consulting and database management firm specializing in projects involving census and election data, redistricting projects, demographic analysis, and analysis of voting behavior.

1986 to 2007

Director of Research for the Redistricting and Reapportionment practice of Pactech Data and Research, Pasadena, California. As Director of Research, Mr. Ely testified or consulted to counsel in a variety of litigation involving the configuration of election districts as well as providing database construction and redistricting consulting for numerous jurisdictions.

Education:

California Institute of Technology in Pasadena, CA with a B.S. in Social Sciences and Mechanical Engineering in 1987.

Redistricting Consulting

Activities include database construction, demographic and voter analysis, development of districting plans, public hearings and presentation of plans, technical assistance, and analysis of alternative redistricting plans.

2020 Malibu City Council District Analysis

2020 Mission Springs Water District Board District Formation

2020 Richmond City Council District Formation

2019 Compton Unified School District Trustee District Formation

2019 Carson City Council District Formation

2018 Coalinga City Council District Formation

2018 Coalinga-Huron Recreation & Parks Board Member District Formation

2017 San Marcos Unified School District Trustee Area Formation

2016 Upland City Council District Formation

2016 Costa Mesa City Council District Formation

(Redistricting Consulting, cont.)

2015 Garden Grove City Council District Formation

2015 Fullerton City Council District Formation

2014 Saugus Union School District Trustee Area Formation

2014 Whittier City Council District Formation

2014 Sulphur Springs School District Trustee Area Formation

2014 Lancaster Elementary School District Trustee Area Formation

2012 Los Angeles Unified School District Redistricting

2012 Los Angeles City Council Redistricting

2012 Pasadena Unified School Board Districting

2012 Pasadena City Council Redistricting

2011 Bay Area Rapid Transit (BART) Board Redistricting

2011 California Legislative Redistricting

2011 Los Angeles County Redistricting

2008 Ceres Unified School District Redistricting

2008 Madera Unified School District Redistricting

2008 Merced Elementary School District Redistricting

2008 Merced High School District Redistricting

2005 Hanford Joint Union High School District Redistricting

2003 Oakland City Council and Oakland Unified School Board Redistricting

2002 Los Angeles City Council Redistricting

2002 Los Angeles Unified School District Board Member Redistricting

2002 Pasadena, California, City Council Redistricting

2001 California Legislative Redistricting (Senate, Assembly, and Congressional)

2001 Los Angeles County Supervisorial Redistricting

2001 Bay Area Rapid Transit Board Member Districts Redistricting

1992 Rancho Mirage, California, City Council Redistricting

(Redistricting Consulting, cont.)

1992 Three Valleys Municipal Water District Redistricting
1992 Los Angeles Unified School Board Member Redistricting
1992 Los Angeles City Council Redistricting
1992 Pasadena, California, City Council Redistricting
1991 California Congressional Redistricting
1991 California State Assembly Redistricting
1991 Los Angeles County Board of Supervisors Redistricting
1987 City of Boston, Massachusetts Redistricting
1986 Los Angeles City Council Redistricting
1987 to 2012, California State Legislature, Redistricting Database construction

Litigation Analysis

Activities include database construction, demographic analysis, expert witness testimony, surname matching, geocoding of registered and actual voter lists, and construction of illustrative districting plans.

2000-Present Provided analysis on numerous voting rights investigations not listed.

Vaughan v. Lewisville Independent School District (2020), expert witness (Texas)

Kumar v. Frisco Independent School District (2020), expert witness (Texas)

Terrebonne Parish NAACP et al vs. Governor of Louisiana et al (2019), Special Master

Tyson v. Richardson Independent School District (2018), expert witness (Texas)

Yumori-Kaku v. City of Santa Clara (2018), expert witness (California)

Loya v. City of Santa Monica (2018), expert witness (California)

Luna v. Kern County (2017), expert witness (California)

Patino v. City of Pasadena (2015), expert witness (Texas)

Garrett v. City of Highland (2015), expert witness (California)

Ramos v. Carrollton-Farmers Branch Independent School District (2015), expert witness (Texas)

Rodriguez v. City of Grand Prairie (2015), expert witness (Texas)

(Litigation Analysis, cont.)

Rodriguez v. Grand Prairie Independent School District (2014), expert witness (Texas)
Navajo Nation v. San Juan County (2014), expert witness (Utah)

Solis v. City of Santa Clarita (2014), expert witness (California)

Jauregui v. City of Palmdale (2013), expert witness (California)

Gonzalez v. City of Compton (2012), expert witness (California)

Fabela v. City of Farmers Branch (2011), expert witness (Texas)

Benavidez v. Irving Independent School District (2008, 2013), expert witness (Texas)

Benavidez v. City of Irving (2008), expert witness (Texas)

Avitia v. Tulare Local Health Care District (2008), expert witness (California)

U.S. v. City of Euclid (2007), election data consultant (Ohio)

Bexar Metropolitan Water District (2007), election data consultant (Texas)

U.S. v. City of Springfield, Massachusetts (2006)

U.S. v. State of Missouri (2006), election data consultant

U.S. v. City of Philadelphia and Philadelphia City Commission (2006), Pennsylvania

State of Georgia v. Ashcroft, (2004) election data consultant

Gomez v. Hanford Joint Union High School District, (2004) California

Sanchez v. City of Modesto, (2004), California

Governor Gray Davis v. Kevin Shelley, (2003) data analysis and declaration (California)

U.S. v. Alamosa County, (2002), expert witness (Colorado)

Cano v. Davis, (2002), election data consultant, (California)

U.S. v. City of Lawrence, (2000), expert witness (Massachusetts)

U.S. v. City of Santa Paula, (2000) voting rights litigation (California)

U.S. v. Upper San Gabriel Valley Municipal Water District, (2000) voting rights litigation (California)

U.S. v. Passaic (2000) voting rights litigation (New Jersey)

U.S. v. City of Lawrence, (1999) voting rights litigation (Massachusetts)

David R. Ely, Vita, page 5

(Litigation Analysis, cont.)

Bonilla v. Chicago City Council (1992-1998), expert witness (Illinois)

Ruiz v. City of Santa Maria, (1992-1998), expert witness (California)

Garza v. County of Los Angeles, (1988-90), Constructed databases and designed remedial plans for Los Angeles County Supervisorial Districts

TIZOC DE AZTLAN

| 78115 Calle Estado #206, La Quinta, CA 92253
| Tizoc@DeAztlanConsulting.com
| 310-699-3201

EXPERIENCE HIGHLIGHTS

DEAZTLAN CONSULTING La Quinta, CA

President 2010 – Present

Responsible for setting and directing the strategy and vision for a full-service public relations, research, and governmental affairs firm. The use of community centered collaborations, culturally competent digital media tools, and sophisticated messaging are critical to the firm's approach. Under his direction, the firm has built and managed effective communications strategies combining traditional field operations with the most up-to-date media platforms. His bilingual team conducts surveys, public advocacy, and designs collateral including direct mail, posters, booklets, banners, as well as offers full video services from scripting to production. Maximizing the use of social media channels, Tizoc's expertise and assembled team routinely builds a new online community or grows an already existing social channel. This extended client identity is reached across multiple platforms through custom content, engagement strategies, and advertising campaigns. The team has created effective virtual meeting strategies as well as developed COVID-19 safe protocols for in-person meetings.

LOYOLA MARYMOUNT UNIVERSITY Los Angeles, CA

*Research Project Manager/Grant Acquisition and Management Specialist
2009-2010*

Generate and implement media and community outreach efforts for The Leavey Center for the Study of Los Angeles "LCSLA." Effectively promote and foster positive relationships with City, County, State, and National government, corporate, and community organizations. Advocate LCSLA's capabilities to Legislators and their staff; cultivate constructive partnerships. Develop and produce televised weekly seminars that attract elected officials and leaders. Expand the presence of LCSLA through representation at public events. Conduct Research for an integrative study on leadership and community in Los Angeles. Track and analyze public policy and legislation for studies on local health, government, transportation, education, economy, and governance. Implement existing grants including hiring and overseeing of field staff, creation of project literature, reporting to grant representative,

and write reports on expectation and progress for existing grants. Lead and manage compliance effort for grant proposals.

FORDHAM UNIVERSITY New York, NY

Development Services Coordinator 2006-2009

Served as advocate and liaison between Communications, Alumni Relations, IT and Stewardship departments; develop strategic tactical plans to improve efficiency and data integrity of University database and record systems. Directed donor acknowledgements and produced progress reports to support the \$400 million Excelsior capital campaign.

In earlier role, directed diverse marketing projects to support annual fundraising efforts; coordinated market research, monitored web site, and developed promotional material and direct mail campaigns. Spearheaded launch and execution of key marketing projects that led to notable increases in gift contributions.

NEW HORIZONS FAMILY CENTER Glendale, CA

Government Program Administrator 2004-2006

Served integral role for a progressive non-profit Development and Management team responsible for the expansion of community services to the under privileged community of Glendale; conducted prospect research and gift solicitation. Member of Grant writing and acquisition team that was successfully awarded grants from the City of Los Angeles, The County of Los Angeles, The State of California Prepared and administered budgets for city, county and state contracts. Tracked and monitored Youth Program goals to meet or exceed government grant guidelines. Tracked legislation pertinent to children and mental health organizations. Key representative for all public relations events such as galas and forums. Collaborated with local Fire, Police Departments, and School Districts to plan festivals, child health days, and other community events. Booked health and human services leadership to speak at community events, and piloted centers Higher Education for Me program. Coordinated fundraising efforts with Glendale and Los Angeles City Councils, California State Assembly, Senate Members and County Supervisors. Championed multimedia events and gained PR exposure via press releases, television, print and Internet campaigns.

RAND CORP Santa Monica, CA

Field Researcher 2000-2002

Initial group of researchers to work on the Los Angeles Family and Neighbor Study. Field research was conducted in randomly selected homes through-

out Los Angeles County to study the effects neighborhood has on a family's health, religion, economics, education, culture, and inter-family cohesiveness. Specialized in impoverished, and Spanish speaking communities. This study's data has been used for the creation of Los Angeles County health and human services public policy.

EDUCATION BACKGROUND

FORDHAM UNIVERSITY New York, NY

Bachelor of Arts, Communications and Media Studies

EXTRA CURRICULAR

RUN WITH LOS MUERTOS

Founder/Race Director

This annual day of the dead celebration was created to promote health and wellness in the Latino Community. Through varied programming including a 5k run, art show, clinics, and block party, the festivities bring together organizations, teams, and thousands of participants from around the country.

THE MOBIUS CONFERENCE

Founder/ Executive Director

A conference for thought leaders, artists, and scholars to engage, connect and share evolving topics in art, politics, and culture. The core mission of Mobius is to create spaces for dialogue amongst varied disciplines. Past conference participants have included civil rights icon Dolores Huerta, Actor Emilio Rivera, and internationally renowned Burkinabè architect Francis Kéré.

SELECT CLIENT LIST

BUILDING HEALTHY COMMUNITIES

Riverside County, CA

CALIFORNIA MEDICAL ASSOCIATION

Sacramento, CA

CENTRAL BASIN MUNICIPAL WATER DISTRICT

Commerce, CA

CHELSEA DEVELOPMENT CORPORATION

Carlsbad, CA

CITY OF COACHELLA

Coachella, CA

CITY OF PALM SPRINGS

Palm Springs, CA

COACHELLA STAKEHOLDERS ASSOCIATION

Coachella, CA

COACHELLA VALLEY ASSOCIATION OF GOVERNMENTS

Palm Desert, CA

COLLEGE OF THE DESERT FOUNDATION

Palm Desert, CA

FIELD WORKS

Washington, DC

GOLDENVOICE

Los Angeles, CA

IMAGINE SCHOOLS

Riverside, CA

LOYOLA MARYMOUNT UNIVERSITY

LEAVEY CENTER FOR THE STUDY OF LOS ANGELES

Los Angeles, CA

SANDSTONE PROPERTIES

Los Angeles, CA

SOUTHWEST VOTER REGISTRATION AND EDUCATION PROJECT

Los Angeles, CA

Section 6 – List of Projects Conducted

CURRENT REDISTRICTING CLIENTS

Los Angeles Unified School District Redistricting Commission (2021)

Luis Sanchez Chair
LAUSD Redistricting Commission
City of Los Angeles
200 N. Spring Street, Room 285
Los Angeles, CA 90012
323.376.9370
luis.a.sanchez@lacity.org

City of Alhambra (2021-22)

The Honorable Lauren Myles
City Clerk
City of Alhambra
111 South First Street
Alhambra, CA 91801
626.570.5090
lmyles@cityofalhambra.org

Chino Basin Water Conservation District (2021-22)

Toyasha Sebbag
Administrative Services Manager
Chino Basin Water Conservation District
4594 San Bernardino Street
Montclair, CA 91763
909.667.4573
tsebbag@cbwcd.org

PREVIOUS CLIENTS

ANDREW J. WESTALL

California State Assembly Map (2001)

As staff member to then-Speaker of the Assembly Robert M. Hertzberg, worked with Assembly consultants out of Caltech to build the data sets for the Statewide Database and the 2001 redistricting process, prior to the drafting of plans. Line drawer for 43 of the 80 State Assembly seats in the adopted 2001 California State Assembly map, as well as several draft plans for State Senate and Congressional District maps.

State experience includes expert affidavits and testimony during the successful State Supreme Court litigation process after the State Senate plan was approved. Guest speaker for the Orange County

Business Council and the National Hispanic Caucus of State Legislators during this time.

The Honorable Robert M. Hertzberg
State Senator, District 18 and former Speaker of the Assembly (2000-2)
State Capitol, Room 313
Sacramento, CA 95814
818.371.6764
norma.zendejas@sen.ca.gov (Norma Zendejas - Executive Assistant and Scheduler)

https://statewidedatabase.org/reports/california_journal_links/assembly2001.html

Los Angeles City Council Redistricting Commission/City of Los Angeles (2001-02)

Technical Director and chief line drawer for the 15 City Council districts; organized 16 public testimony hearings in every region of the City with more than 3,000 attendees and over 5,000 written public comments; submitted technical reports and developed, maintained, and updated website. Report available upon request.

Jackie Dupont-Walker
former Vice Chair (2001-02 and 2011-12)
City of Los Angeles
200 N. Spring Street
Los Angeles, CA 90012
213.494.9493
jdupontw@aol.com

<http://redistricting2011.lacity.org/PDF/LACITY/LA%20City%20Council%20Redistricting%20Commission%20Report-%20040502.pdf>

City of Los Angeles Redistricting Commission for the LAUSD/City of Los Angeles (2001-02)

Technical Director and chief line drawer for the 7 LAUSD Board of Education districts; submitted technical reports and developed, maintained, and updated website. Report available upon request.

The Honorable David Tokofsky
Board of Education Member (ret.), 5th District (1995-2007)
Los Angeles Unified School District
333 South Beaudry Avenue
Los Angeles, CA 90017
213.392.3846
davidtokofsy@gmail.com

<https://clkrep.lacity.org/online/docs/2002/02-0800.PDF>

Los Angeles City Council Redistricting Commission/City of Los Angeles (2011-12)

Executive Director for the City of Los Angeles' City Council redistricting process with oversight of

six staff members employed and monitored twenty-seven contractors during the Commission's work; organized twenty-two public testimony hearings at various city and non-city facilities, as well as comprehensive citywide outreach with more than 5,000 attendees and 6,551 written public comments; organized 11 additional regular and special Commission meetings; and issued a 950-page report to the City Council on time and under budget. Report available upon request.

The Honorable Herb J. Wesson, Jr.
Los Angeles City Council President Emeritus
City Councilmember (ret.), 10th District (2005-20)
City of Los Angeles
200 N. Spring Street
Los Angeles, CA 90012
323.828.8590
wessonhj10@gmail.com

<http://redistricting2011.lacity.org/PDF/LACITY/Final/FINAL%20REPORT%2003-01-12.pdf>

Elections Reform and Consolidation (Oct 2013 – Dec 2018) – Charter Amendments 1 and 2

Dr. Fernando J. Guerra
Chair (ret.), City of Los Angeles Municipal Elections Reform Commission
Loyola Marymount University
1 LMU Drive
Los Angeles, CA 90045
310.993.1440
fernando.guerra@lmu.edu

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=13-1364>

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=15-1100-S1>

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=15-1100-S2>

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=15-1100-S5>

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=18-1800-S1>

Proposition HHH – \$1.2 Billion Supportive Housing Bond (Apr 2015 – Dec 2020)

Miguel Santana
City Administrative Officer (ret.), City of Los Angeles
President & C.E.O., Weingart Foundation
700 South Flower Street, Suite 1900

Los Angeles, CA 90017
213.458.2386
miguelasantana2015@gmail.com

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=16-1800-S2>

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=16-1800-S5>

Raise The Wage LA (Feb 2014 – Oct 2018) – Hotel Living Wage, Minimum Wage, and Airport Living Wage

Ana Guerrero
Chief of Staff
Office of Mayor Eric Garcetti City of Los Angeles
200 N. Spring Street, 3rd Floor
Los Angeles, CA 90012
213.359.8879
ana.guerrero@lacity.org

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=14-1371-S7>

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=14-1371>

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=15-0817-S1>

DAVID ELY

County of Los Angeles (2011)

Worked with the Boundary Review Commission and County staff to design and build data sets for use with County redistricting software, as well as distribution to public, and analysis by legal team.

Laura W. Brill Outside Counsel
Kendall Brill & Kelly LLP
10100 Santa Monica Blvd., Suite 1725
Los Angeles, California 90067
310.556.2700
lbrill@kbkfirm.com

<https://lacounty.gov/government/geography-statistics/maps/>

City of Garden Grove (2015-16)

Supervised Council District Formation process, including building database; creating educational

and informational presentation materials for community meetings, Public Hearings, and online access; processing public input, producing draft maps, and creating standardized maps and reports for draft maps as well as publicly submitted district plans; and assisting City staff in the transmission of adopted plans to County election officials for implementation.

Maria Stipe
Deputy City Manager
City of Garden Grove
11222 Acacia Parkway
Garden Grove, CA 92842
714.741.5106
marias@ci.garden-grove.ca.us

<https://ggcity.org/maps/council-districts/>

City of Costa Mesa (2016)

Supervised Council District Formation process, including building database; creating educational and informational presentation materials for community meetings, Public Hearings, and online access; processing public input, producing draft maps, and creating standardized maps and reports for draft maps as well as publicly submitted district plans; and assisting City staff in the transmission of adopted plans to County election officials for implementation.

Brenda Green City Clerk
City of Costa Mesa
77 Fair Drive
Costa Mesa, CA 92626
714.754.5221
brenda.green@coastamesaca.gov

<http://apps.costamesaca.gov/maps/VotingDistrict.html>

City of Los Angeles Demographic Analysis, 2020 Census, and Redistricting (2016-Present)

Sharon Tso
Chief Legislative Analyst City of Los Angeles
200 N Spring Street, Room 255
Los Angeles CA 90012
213.359.8867
sharon.tso@lacity.org

Compton Unified School District Board District Formation (2019)

Barrett Green
Attorney, Compton Unified School District
Littler Law Firm
2049 Century Park East, 5th Floor

Los Angeles, CA 90067-3107
310.772.7264
bgreen@littler.com

<https://www.compton.k12.ca.us/board/establishment-of-board-districts/establishment-of-board-districts>

TIZOC DEAZTLAN

California Medical Association (2011)

Consulted and provided analysis on State and Federal outcomes of redistricting efforts. Worked alongside the offices of elected officials and community advocacy groups to track testimony and provide forecasting.

David Pruitt
Former Vice President of Political and External Affairs
California Medical Association
1201 K Street, Suite 800
Sacramento, CA 95814
916.716.9511
david@davidpruittconsulting.com

Central Basin Municipal Water District (2012)

Managed outreach efforts for a District that serves 1.6 million people from 24 cities and unincorporated areas. Worked directly with the Board of Directors and staff to create a plan (subcontracted to Andrew Westall as an individual) that assured that all redistricting guidelines and timelines were met. Conducted outreach through earned media, as well as direct communication with residents, and advocacy groups. Planned, promoted, and managed bilingual community input meetings in each district.

Sharon Kumar
Deputy Board Secretary
Central Basin Municipal Water District
6252 Telegraph Road
Commerce, CA 90040
323.201.5500
sharonk@centralbasin.org

City of Palm Springs (2018)

Worked with the City Council, Staff, and Voting Rights Commission to assure that residents had access to redistricting information and the ability to participate. Planned, promoted, and managed bilingual community input events that provided background and training in map creation. Produced bilingual informational material and provided in field distribution. The outreach efforts resulted in a significant increase in meeting participation as well as map and survey submittals from the Latino/a/x community.

Anthony Mejia City Clerk
City of Palm Springs
3200 E. Tahquitz Canyon Way
Palm Springs, CA 92262
760.323.8206
anthony.mejia@palmspringsca.gov

https://www.arcgis.com/apps/webappviewer/index.html?id=d5a5a0d3eebc4dbdbf73325c3f0d61e_1

City of Palm Springs Spanish Social Media and 2020 Census (2020-2021)

Amy Blaisdell
Communications Director
City of Palm Springs
3200 E. Tahquitz Canyon Way
Palm Springs, CA 92262 760.323.8250
Amy.Blaisdell@palmspringsca.gov

City of Coachella City Manager Search and Resident Outreach (2021)

The Honorable Steven Hernandez Mayor
City of Coachella
53-990 Enterprise Way
Coachella, CA 92236
760.398.3502
shernandez@coachella.org

OLSON REMCHO

Alan J. Smith, Esq.
City Attorney for the City of Watsonville
The Grunsky Law Firm
240 Westgate Drive
Watsonville, CA 95076
831.740.8881
alan.smith@cityofwatsonville.org

Harit U. Trivedi, Esq.
Los Angeles City Attorney's Office
200 N. Main Street, Room, 800
Los Angeles, CA 90012
213.978.7100
harit.trivedi@lacity.org

Damien B. Brower, Esq.
City Attorney for the City of Brentwood

Office of the City Attorney
150 City Park Way Brentwood, CA 94513
925.516.5320
dbrower@brentwoodca.gov

Susanne M. Brown, Esq.
City Attorney for the City of Concord
Office of the City Attorney
1950 Parkside Drive
Concord, CA 94519
925.671.3160
susanne.brown@cityofconcord.org

Martin Lysons, Esq.
City Attorney for the City of San Ramon
Office of the City Attorney
7000 Bollinger Canyon Road
San Ramon, CA 94583
925.973.2542
mlysons@sanramon.ca.gov



Attachment A

NONCOLLUSION DECLARATION TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID

The undersigned declares:

I am the Principal/Owner of Bear Demographics & Research LLC, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. 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, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on May 24, 2021 [date], at Los Angeles [city], CA [state].”

Firm Bear Demographics & Research LLC

Street 10061 Riverside Drive, #144

City Toluca Lake State CA Zip 91602

(Signature)

Andrew Westall - Principal & Owner
(Print Name & Title)



Attachment D


**SUBCONTRACTOR CAMPAIGN CONTRIBUTION
ACKNOWLEDGMENT FORM**

Proposer [or Consultant] is required to identify any known subcontractor who will provide goods or services with an anticipated or actual value of \$15,000 or more in connection with any contract which may be awarded pursuant to this Request for Proposal if the proposed contract with the Proposer [or Consultant] has an anticipated or actual value of \$30,000 or more.

By my signature below I certify that as a subcontractor I reviewed and am in compliance with the City of West Covina Municipal Code section **2-405.50**, in reference to campaign contributions to any individual holding City elective office.

CONTRACTOR:

Company: Bear Demographics & Research LLC

By: 

Title: Principal & Owner

Date: May 24, 2021

SUBCONTRACTOR:

Company: DeAztlan Consulting

By: Tizoc DeAztlan

Title: President

Date: May 24, 2021

SUBCONTRACTOR:

Company: Compass Demographics

By: David Ely

Title: President & Owner

Date: May 24, 2021

SUBCONTRACTOR:

Company: Olson Remcho

By: Kristen Mah Rogers

Title: Partner

Date: May 24, 2021



RESPONSE TO RFP NO. 12-001

CITY OF WEST COVINA (“CITY”)

PROFESSIONAL REDISTRICTING CONSULTANT SERVICES

CONTACT

Darryl Lucien, *Managing Partner and Project Manager*

1017 L Street #246, Sacramento, CA 95814

Phone: (530) 601-9640 or (562) 673-0682

Email: Darryl@LucienPartners.com

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Cover Letter

May 21, 2021

Office of the City Clerk
City of West Covina
Attn: Lisa Sherrick
1444 W. Garvey Avenue S. #317
West Covina, CA 91790

On behalf of the Redistricting Collaborative, we are pleased to present a response to the Request for Proposal 12 - 001, seeking *Professional Consulting Services for Redistricting*.

The Redistricting Collaborative brings decades of experience delivering the skills essential to executing a superior process that withstands the highest levels of legal enquiry. This includes analyzing demographic shifts and trends, voter turnout trends, drawing political districts, identifying and engaging key stakeholders throughout the process, liaising closely with media to ensure full transparency, and facilitating voter engagement and mobilization.

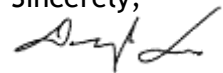
The Redistricting Collaborative includes Darryl Lucien, *Managing Partner of Lucien Partners*; Brian Adams, *Digital Media Manager* at Lucien Partners; Chris Skinnell, *Partner* at the Law Offices of Nielsen Merksamer; and James Mansfield, *Chief Executive Officer* of Cartifact, a cartography firm specializing in data analysis, and Census information processing.

Henceforth, all references to the “Redistricting Collaborative” will include Lucien Partners and all of its consultants. The Redistricting Collaborative collectively exceeds the minimum requirements set forth in RFP No. 12 - 001.

Our team is prepared to deliver a complete redistricting plan that provides the City with multiple map options, and a complete analysis of the demographic and economic profile of the constituent base. The Redistricting Collaborative will also effectively and strategically engage residents, voters, elected officials at all levels of government, interested stakeholders, and media outlets to create a public process that reflects positively on the City’s efforts.

We look forward to employing our collective experience toward the successful execution of these objectives.

Sincerely,



Darryl Lucien, *Partner and Project Manager*
The Redistricting Collaborative
(530) 601-9640 or (562) 673-0682

Project Summary

The Redistricting Collaborative will provide a complete suite of services that include public engagement, cartography and data analytics, and legal services to ensure that maps are highly defensible, and compliant with constitutional and statutory requirements.

Upon determination of the desired level of public engagement desired by the City, we will draft a public outreach plan, which includes robust citizen engagement. Each step of our process is optimized for legal defensibility to ensure that the redistricting process will withstand legal scrutiny.

Methodology

The Redistricting Collaborative has extensive experience drafting and shepherding policies related to elections and redistricting into law, counseling on the redistricting process, electoral experience, and advising local governments. Our strategy includes the development and design of multiple redistricting maps which illustrate the economic and demographic, characteristics and nuances of the City and its community members. We recommend a series of planning sessions with the City to glean insights, align priorities, and to establish communication preferences and channels.

The State of California's Redistricting Commission is required to approve Legislative and Congressional lines on August 15, 2021. However, on July 17, 2020, the California Supreme Court granted the Legislature's emergency petition and issued a peremptory writ of mandate for a four-month extension to California's redistricting deadlines. The Commission is directed to approve and certify the final statewide maps to the Secretary of State by no later than December 15, 2021.

The following services are integral elements of the Redistricting Collaborative strategy:

- a. Gathering and production of demographic data for review, comprehensive reporting detailing characteristics of each division.
- b. Drawing divisions that comply with federal and state standards.
- c. Drafting proposals and memoranda, and making redrawing recommendations, as applicable, as it concerns opportunities to move forward with new population numbers.
- d. Coordination and facilitation of extensive public outreach and stakeholder engagement, with respect to redistricting, solicitation of public comment, and informational meetings.
- e. Public relations support on all redistricting matters before community agencies.
- f. Providing sound strategic counsel concerning redistricting and on issues of compliance.
- g. Interacting with outside agencies to secure community support for our recommendations.
- h. Structuring timelines for each stage of work completion.

Project & Outreach Plan

In support of a successful redistricting effort, we propose to develop a robust community and stakeholder engagement process through the execution of Digital Media and Stakeholder Management plans, in accordance with the Prospective Timeline outlined herein.

The aforementioned deadline and steps of the redistricting process are anticipated and outlined in our Prospective Timeline.

Digital Media Plan

The Redistricting Collaborative plan will include the creation of online and social media assets to communicate the redistricting process with constituents and stakeholders. Our methodology includes identification of interested public agencies, and prominent service and neighborhood organizations to develop a synchronous social media strategy.

The Redistricting Collaborative will calendar weekly posts and partner with allied organizations to amplify redistricting messaging and elicit community engagement. Each map will be posted on social media platforms and the redistricting website, using software which allows constituents to view the proposed maps and provide comments.

Stakeholder Management Plan

The Redistricting Collaborative will produce a Stakeholder Management Plan that identifies interested stakeholders, is tailored to support proactive engagement, and mitigates opposition to City interests. These stakeholders may include, but are not limited to, state-elected officials, local public officials, interested legal observers (i.e., Mexican American Legal Defense Fund, etc.), interest groups, and media stakeholders.

With authorization from the City, the Redistricting Collaborative would also seek to present maps at regular public hearings of the City Council, and to the City's Legislative and Congressional delegations and other stakeholders.

Prospective Timeline

Month 1 (July 2021)

- The Redistricting Collaborative will be prepared to provide an overview of the legal requirements associated with the redistricting process—both procedural (hearing requirements, etc.) and substantive (permissible criteria, etc.). This overview will ensure that elected and staff understand the constitutional and statutory requirements—both federal and state—that govern this process.
- The Redistricting Collaborative also proposes to create dedicated website and social media accounts, specific to the redistricting process, which serve as the primary interface with the public and interested stakeholders. The Redistricting Collaborative will propose a digital media strategy for amplifying the City's work, in coordination with its constituent public agencies.
- The Redistricting Collaborative will produce a stakeholder management plan that details prospective stakeholders we intend to actively engage. The Redistricting Collaborative

will leverage its relationships to preemptively manage prospective media crises, litigation threats, and political threats to this redistricting process.

Month 2 (August 2021)

- The Redistricting Collaborative will produce a set of maps that detail the population density, demographics, median household income, educational attainment, and other City population-related details. This presentation will provide clarity and highlight relevant constituent trends within the City.
- The Redistricting Collaborative will also provide an update on the stakeholder management and digital media strategies.

Month 3 (September 2021)

- The U.S. Census Bureau releases the 2020 Census results.¹ Note that the entire set of 2020 census results are not released in September, only the redistricting subset which includes housing unit counts, race and ethnicity details, and other demographic data. The rest of the data will be released on a rolling basis through 2022.
- The Redistricting Collaborative will prepare an analysis of the changes and produce a set of maps based on the new U.S. Census Bureau data. The Redistricting Collaborative will provide a comparative analysis of the maps produced in March 2021 and the new set of maps, which correspond with 2020 Census data.
- The Redistricting Collaborative will seek feedback and guidance from the elected and staff, with respect to the 2020 Census data, and will begin drawing districts that conform with constitutional, statutory, and case law requirements, incorporating feedback to the degree it conforms with legal requirements.

Month 4 (October 2021)

- The Redistricting Collaborative will present multiple maps with configurations that conform with the legal requirements for review and feedback. Our team will also present variations of the City configurations that include other contextual information such as demographics, median household income, and other details.
- Upon completion of the map presentations, the Redistricting Collaborative recommends the initiation of a robust stakeholder and community engagement process to gather public feedback. This process may include, but not be limited to, holding virtual open houses to invite public comment, making presentations before each of the special districts during their public hearings, the City's Legislative and Congressional delegation, and other interested stakeholders.
- Additional maps will be provided as data is released by the U.S. Census Bureau.

¹ We note that, while the Census Bureau has historically released its results prior to the April 1 deadline mandated by federal law, this year it is expected that the Bureau will miss the deadline by a few weeks, minimally. If the delay proves to be longer, this proposed timeline may require some adjustment to account for the delay.

Month 5-8 (November 2021 - February 2022)

- It is anticipated that the Redistricting Collaborative will continue its stakeholder engagement and management process to solicit input on maps. We will also provide responses to maps submitted by other stakeholders.
- As additional data is released from the U.S. Census Bureau through 2022, the Redistricting Collaborative will produce additional maps that provide details about the City constituents.

Month 9 (March 2022)

- The Redistricting Collaborative will present stakeholder feedback, and provide a corresponding response to each comment, to help guide the City in its decision-making.
- The Redistricting Collaborative will seek City direction on final modification requests.
- The Redistricting Collaborative will present a final set of maps for consideration and approval, and provide counsel on each option.

Months 10 (April 2022)

- The City will adopt the final maps.
- With the final division lines approved by the City, the Redistricting Collaborative will also provide a final set of detailed maps of each region within the City.

** See Appendix A for an example of the type of work we have performed on behalf of clients.*

Fee Schedule

\$8,000 per month through April 2022, plus the costs of legal fees.

Upon adoption of maps and conclusion of contract, additional services are billed at \$300 per/hr. Further legal counsel, if requested, is available at the stated hourly rate.

Exclusions

Software costs (i.e., ESRI or Maptitude), printing costs, translation services, digital media costs (i.e., website domain registration, complex graphic image development, and other related media expenses).

The Redistricting Collaborative maintains numerous relationships with relevant vendors that may likely qualify the city for discounted prices. All of the recommended products and services below will be billed at cost to the city (no markup).

Recommendations

Geographic Information System (GIS) software available to the City at cost, and offers interactive features that enable the ability to integrate Census statistics, visualize data, and detect hidden geographic patterns, which aid in decision-making.

Print Media and Translation Services - Costs will vary, based on the level service and access requested by the City (i.e., mailings, robocalls, town halls, etc.).

Subcontracted Services

The Redistricting Collaborative includes the law firm of NIELSEN MERKSAMER PARRINELLO GROSS & LEONI, LLP, and Cartifact. The Nielsen Merksamer law firm will be a subcontractor of Redistricting Collaborative and provide legal services, as needed.

Cartifact is also a subcontractor of Redistricting Collaborative and will provide analytical and cartography services.

References

Project Management - Media/Community/Media Engagement

As part of the Redistricting Collaborative, Lucien Partners has provided the following clients with public engagement, outreach, mobilization, and media liaising services over the past three years:

1. **Central Basin Municipal Water District (Redistricting Services)**
 - a. Alex Rojas, General Manager
 - b. 323.201.5500
 - c. alexr@centralbasin.org
 2. **United Health Care**
 - a. Jose Ugarte, *Prime Contractor*, on behalf of United Health Care
 - b. 818-571-5391
 - c. jose@ugarteandassociates.com
 3. **Bulletin Displays**
 - a. Mark Kudler, *President*
 - b. 714-470-6020
 - c. Mark.k@bulletindisplays.com
 4. **Los Angeles Police Protective League**
 - a. Craig Lally, *President*
 - b. Primary Contact: Teresa Ochoa
 - c. (213) 251-4554
 - d. teresa@lappl.org
 5. **Charles R. Drew University of Medicine and Science**
 - a. Angela Minniefield, *Senior Vice President*
 - b. (323) 357-3669
 - c. Primary Contact: Cazzie Burns
 - d. Contact Email: cazzieburns@cdrewu.edu
-

Legal Research, Counsel, and Compliance

As a part of the Redistricting Collaborative, the Nielsen Merksamer firm has provided legal advice and litigation services over the past three years, with a specific focus on redistricting and voting rights projects ²:

1. County of Merced**

- a. Jim Brown, *County Administrative Officer*
- b. 209-385-7637
- c. ceo16@co.merced.ca.us

2. County of San Diego Redistricting Commission**

- a. Andrew Potter, *Executive Director*
- b. 619-531-5431
- c. Andrew.Potter@sdcounty.ca.gov

3. San Diego County Board of Education**

- a. Aaron McCalmont, *Legal Analyst*
- b. 858-295-6613
- c. aaron.mccalmont@sdcoe.net

4. City of Martinez**

- a. Eric Figueroa, *City Manager*
- b. 925-372-3505
- c. efigueroa@cityofmartinez.org

5. City of San Rafael

- a. Rob Epstein, *City Attorney*
- b. 415-485-3080
- c. rob.epstein@cityofsanrafael.org

6. City of Novato

- a. Jeff Walter, *City Attorney*
- b. 415-899-8900
- c. jwalter@walterpistole.com

****Redistricting services provided by Nielsen Merksamer (2010 Census), retained for 2021.**

² Since the release of the 2010 Census, Nielsen Merksamer has represented in excess of 100 public agencies in connection with redistricting and voting rights, and currently represents hundreds of clients on a broad array of political and government law issues. A summary of the firm's redistricting clientele can be found on its website at <https://www.nmgovlaw.com/practice-area/voting-rights-redistricting/?listing>; additional information available request.

Cartography, and Demographic, Economic, and Census Data Analysis

As a part of the Redistricting Collaborative, *Cartifact* has provided cartography, demographic or census data analysis to the following clients within the past year:

1. Downtown Center Business Improvement District

- a. Elan Shore, Director, Research & Special Projects
- b. 213-416-7518
- c. eshore@downtownla.com

2. Miami Downtown Development Authority

- d. Ivery Boston III, Manager, Innovation and Insights
- e. 305-379-6573
- f. boston@miamidda.com

3. City of Los Angeles, Department of Recreation and Parks

- g. Tracy James, Parks Services
- h. 323-661-9465
- i. tracy.james@lacity.org

4. Eastdil Secured

- a. Nick Leitner, Marketing Associate
- b. 310-526-9363
- c. nleitner@eastdilsecured.com

5. Cushman & Wakefield

- a. Arielle Siegel, Senior Marketing Associate
- b. 310-228-1215
- c. arielle.siegel@cushwake.com

Attachment A - Statement of Non-Collusion by Contractor

Attachment A



NONCOLLUSION DECLARATION TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID

The undersigned declares:

I am the Partner and Project Manager of The Redistricting Collaborative, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. 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, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on May 22, 2021 [date], at Los Angeles, CA [city], [state]."

Firm The Redistricting Collaborative

Street 1017 L Street #246

City Sacramento, State CA Zip 95814

A handwritten signature in blue ink, appearing to read "Amy L.", written over a light blue rectangular background.

(Signature)

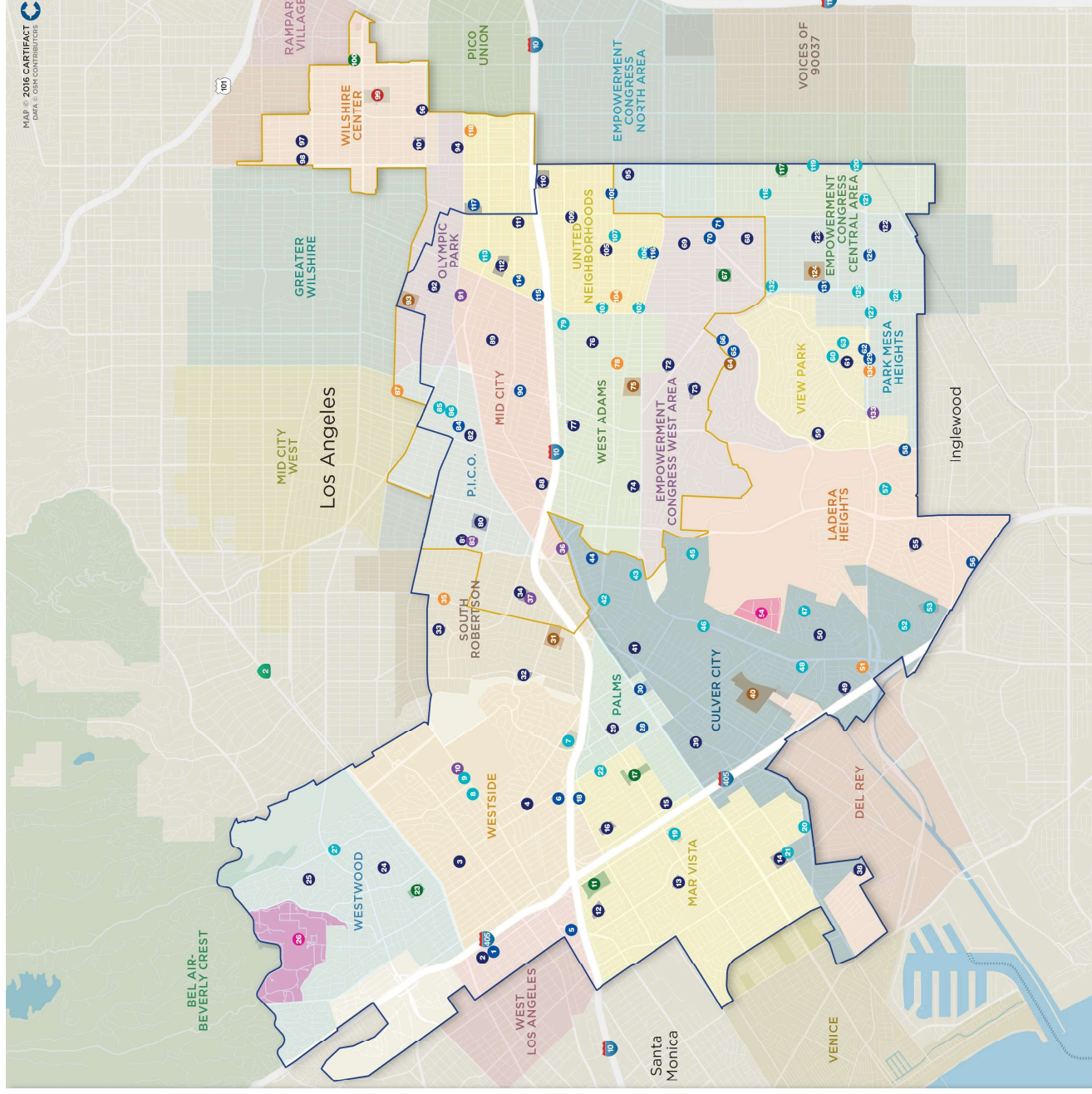
Partner and Project Manager

(Print Name & Title)

Exhibit A - Sample Maps

The following samples are included:

- Educational facilities
- Ethnicity
- Healthcare Facilities
- Median Income
- Neighborhoods
- Zoning



WEST ADAMS

- 74** Baldwin Hills Elementary School
75 Dorsey High School
76 Virginia Road Elementary School
77 Cienega Elementary School
78 Sea Gresham School (Charter)
79 Cleophas Oliver Learning Academy (Private)

P.I.C.O.

- 80** Community School Elementary School
81 Crescent Heights Elementary School
82 Saturn St Elementary School
83 *Crescent Heights Early Education*
84 Holy Spirit Elementary School (Private)
85 Rejoice in Jesus Christian School (Private)
86 Joanne's Taylor-Tot Extension (Private)
87 *Yeshiva Gedolah of Los Angeles (Private)*

98 Joann

- 67** Yeshiva Gedolah of Los Angeles (Private)
- MID CITY**
- 88** Marvin Elementary School
- 89** Alta Loma Elementary School
- 90** Donna Ro School (Private)
- 91** Pico Pre-School
- OLYMPIC PARK**
- 92** Queen Anne Place Elementary School

94 Los Angeles

- EMPOWERMENT CONGRESS NORTH AREA**
95 Birdielee V. Bright Elementary

WILSHIRE CENTER

- 96 Mariposa-Nabi Primary Center
97 Cahuenga Elementary School
98 Charles Kim Elementary
99 **UCLA Community School**
100 **Young Oak Kim Academy**
101 Hobart Blvd Elementary School

UNITED NEIGHBORHOODS

- 102 Al-Madinah (Private)
103 West Angeles Christian Academy (Private)
104 Westside Academy/Little Citizens (Private)
105 Sixth Ave Elementary School (Private)
106 Little Citizens Preschool
107 Cornerstone Accelerated Learning Academy (Private)
108 Holy Name of Jesus Catholic Elementary School (Private)
109 Mid City Magnet
110 24th St Elementary School
111 Carson-Gore Academy of Environmental Studies

1113 St. Je.

- 114 St. Paul's Elementary School (Private)
115 King Learning Academy (Private)
116 Little Citizens Elementary School (Private)
117 Pio Pico Elementary School (Private)
118 Bishop Conaty-Our Lady of Lore (Private)

EMPOWERMENT CONGRESS CENTRAL AREA

- 117** Barack Obama Global Prepration Academy
- 118** Missionette Christian Academy (Private)
- 119** W.D.M. Islamic Learning Center S.C.M. School (Private)
- 120** Testimonial/Christian (Private)
- 121** Marie Fegan Schools (Private)

PARK MESA HEIGHTS

- 122 59th St Elementary School
- 123 Agnes W. Brown Elementary School
- 124 Crow High School
- 125 View Park Preparatory Accelerated Charter Middle & High School
- 126 Marcus Garvey (Private)
- 127 Accession Lutheran (Private)
- 128 St. John the Evangelist (Private)
- 129 Del Crousel Elementary School (Private)
- 130 Slauson Learning Center *fr (Private)*
- 131 Crenshaw Tot Academy (Private)
- 132 Golden Day School (Private)
- 133 IVE League Christian Preschool

EMPOWERMENT CONGRESS WEST AREA

- 64 Marlon High School
65 St. Bernard Elementary School (Private)
66 Kids Prep Academy (Private)
67 Audubon Middle School
68 42nd St Elementary School
69 Tom Bradley Environmental Science and Humanities Center
70 Transfiguration Elementary (Private)
71 Creative Learning Center (Private)
72 Coliseum St Elementary School
73 Hillcrest Drive Elementary School

- PUBLIC ELEMENTARY SCHOOL
- PRIVATE ELEMENTARY SCHOOL
- PUBLIC MIDDLE SCHOOL
- PUBLIC HIGH SCHOOL
- PRIVATE HIGH SCHOOL
- PRIVATE SCHOOL (OTHER)
- PUBLIC SCHOOL (OTHER)
- COLLEGE/UNIVERSITY
- PRESCHOOL

Ethnicity

1 dot = 20 persons

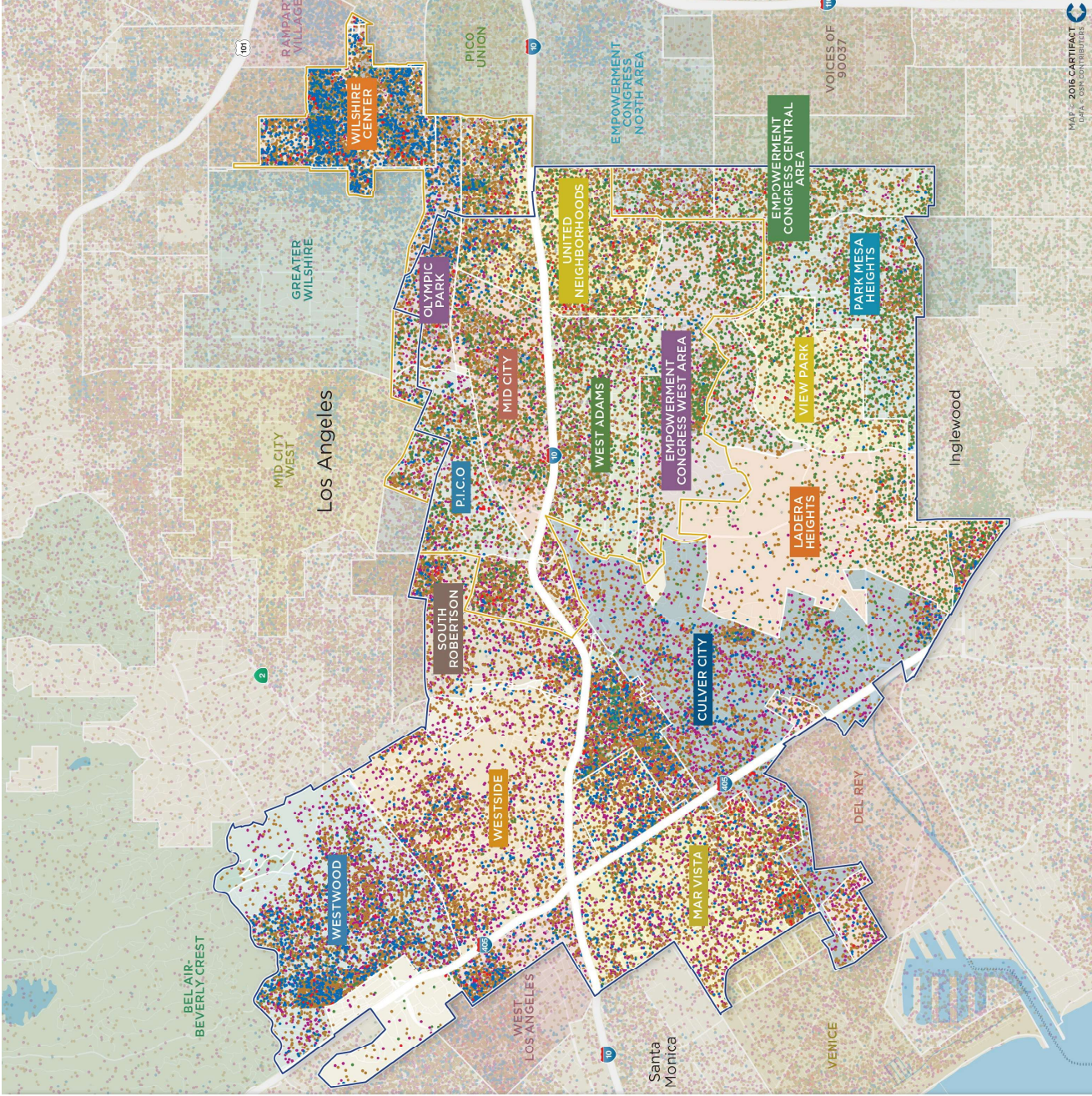
- Asian*
- Black or African American*
- White*
- Hispanic or Latino Origin
- Native American, Native Hawaiian and Other Pacific Islander*
- Some Other Race*

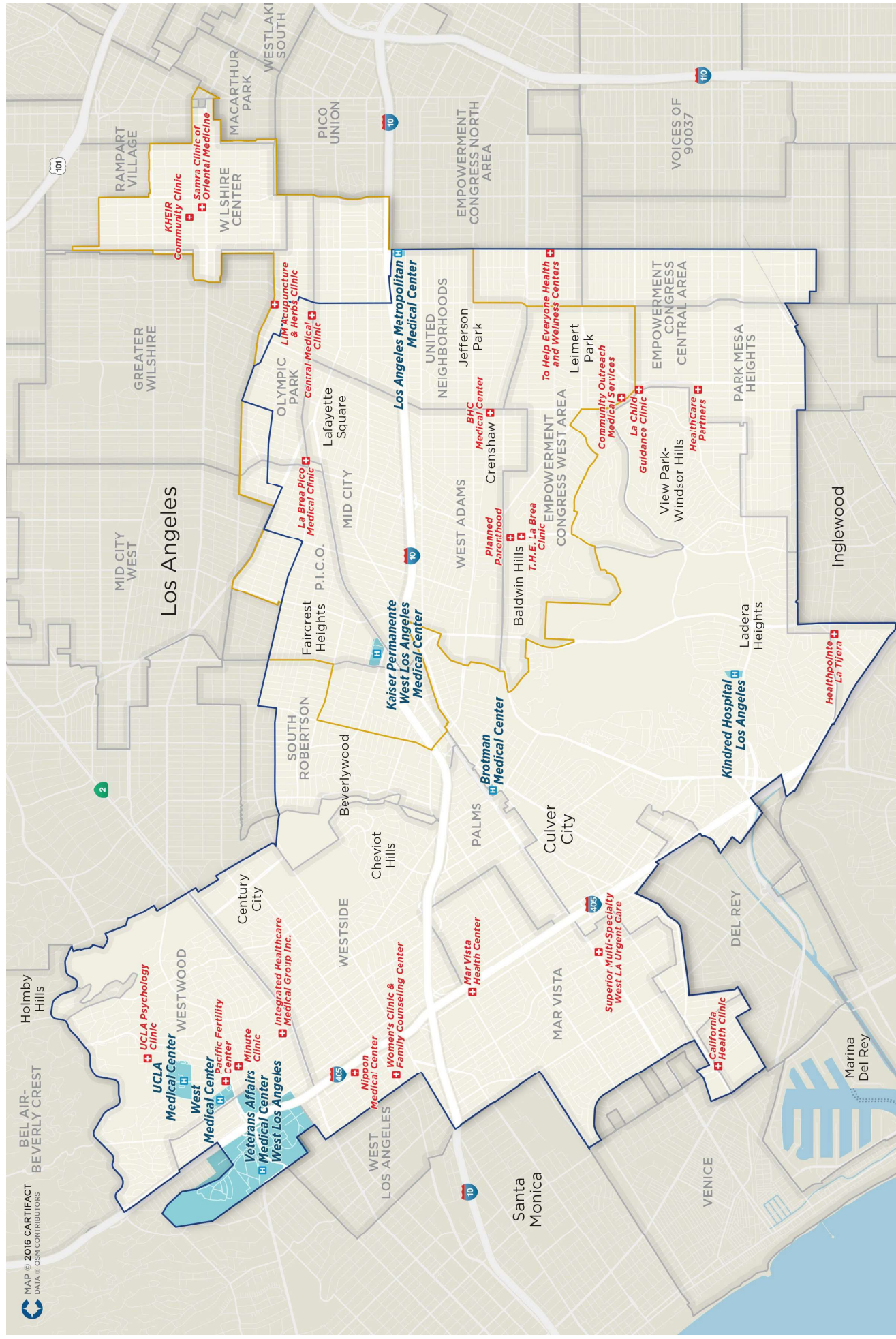
*Alone or in Combination With One or More Other Races

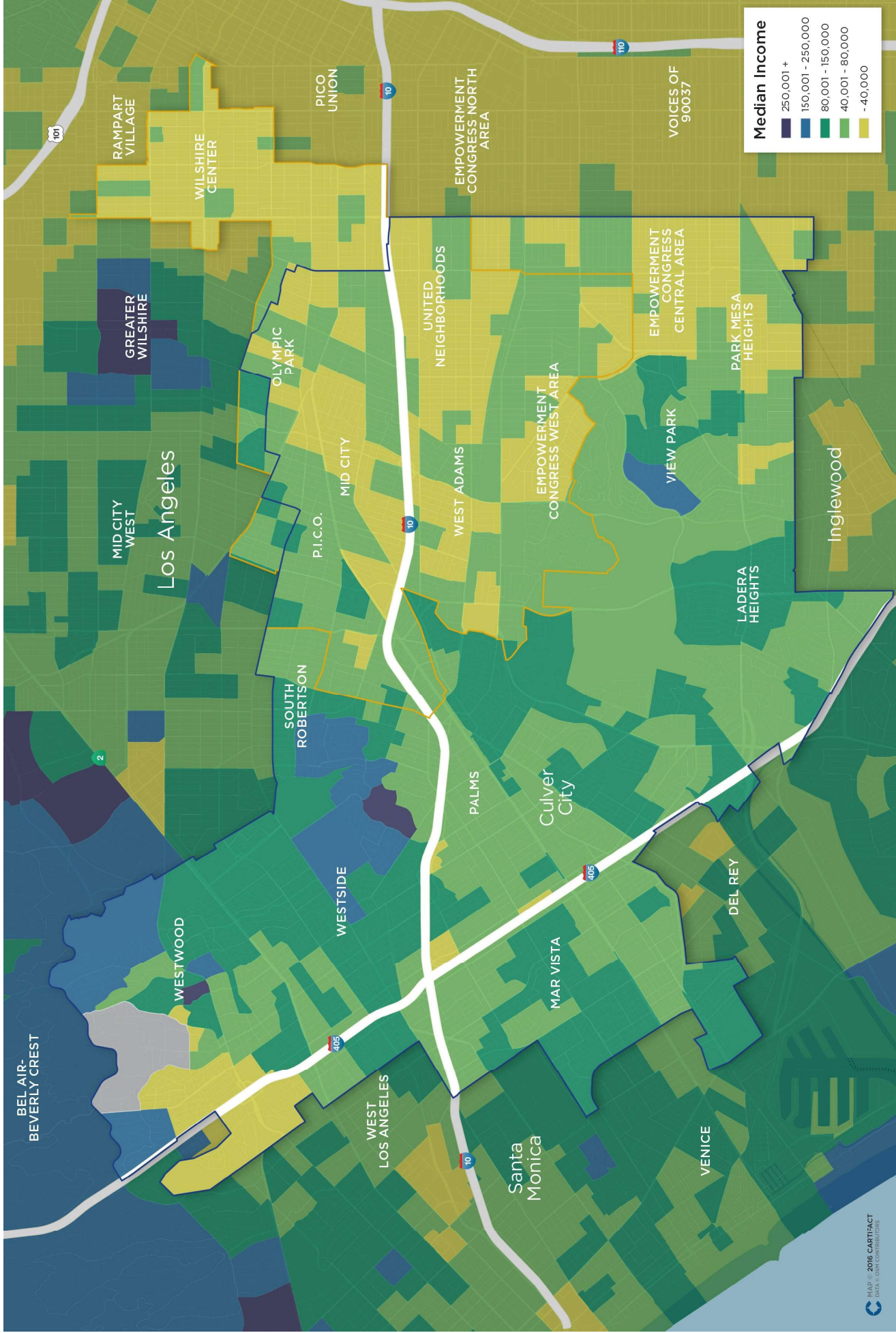
DATA: US Census 2014 American Community Survey

BLACK OR AFRICAN AMERICAN ALONE OR IN COMBINATION WITH ONE OR MORE OTHER RACES
HISPANIC OR LATINO ORIGIN
ASIAN ALONE OR IN COMBINATION WITH ONE OR MORE OTHER RACES
WHITE ALONE OR IN COMBINATION WITH ONE OR MORE OTHER RACES
NATIVE AMERICAN, NATIVE HAWAIIAN AND OTHER PACIFIC ISLANDER ALONE OR IN COMBINATION WITH ONE OR MORE OTHER RACES
SOME OTHER RACE ALONE OR IN COMBINATION WITH ONE OR MORE OTHER RACES

WEST LOS ANGELES	1,125	21,100	8,938	1,188	3,995	1,704	34,371
WESTSIDE	624	24,263	5,657	272	704	1,003	30,488
MAR VISTA	3,256	35,472	11,293	1,496	4,099	2,900	52,498
WESTWOOD	2,017	35,370	16,502	678	2,202	2,456	54,237
PALMS	2,908	18,278	6,319	603	2,165	1,317	28,478
SOUTH ROBERTSON	3,671	30,801	4,683	815	2,874	2,040	40,733
CULVER CITY	3,463	26,544	6,615	629	2,260	1,380	37,400
DEL REY	1,741	20,770	5,407	939	5,167	1,376	32,500
LADERA HEIGHTS	10,353	4,193	1,698	602	424	963	16,142
VIEW PARK	8,209	1,480	314	283	264	612	9,864
EMPOWERMENT CONGRESS NORTH AREA	27,320	6,118	1,681	701	4,675	1,434	38,775
WEST ADAMS	9,540	9,417	900	217	7,655	89	26,874
P.I.C.O.	6,550	10,823	1,904	601	2,857	975	21,580
MID CITY	10,484	11,332	1,684	718	9,166	1,107	32,139
OLYMPIC PARK	2,912	6,489	5,264	395	5,568	817	19,710
EMPOWERMENT CONGRESS NORTH AREA	13,269	21,131	10,284	1,267	32,725	2,012	76,560
WILSHIRE CENTER	4,807	23,899	32,563	1,801	35,554	2,354	95,874
UNITED NEIGHBORHOODS	13,633	14,050	3,906	1,077	21,066	1,489	52,061
EMPOWERMENT CONGRESS CENTRAL AREA	17,154	8,768	373	475	14,807	846	40,426
PARK MESA HEIGHTS	21,065	6,892	821	543	7,022	1,285	34,866







WEST LOS ANGELES

	# OF HOUSEHOLDS	# OF REGISTERED VOTERS	AVG MEDIAN INCOME	AVG MEDIAN AGE	# OF PARKS	# OF SCHOOLS (TOTAL)
WESTSIDE						
POPULATION	16,222	18,729	\$88,082	34	3	13

WESTSIDE

	# OF HOUSEHOLDS	# OF REGISTERED VOTERS	AVG MEDIAN INCOME	AVG MEDIAN AGE	# OF PARKS	# OF SCHOOLS (TOTAL)
POPULATION	13,622	21,479	\$14,669	43	4	8

MAR VISTA

	# OF HOUSEHOLDS	# OF REGISTERED VOTERS	AVG MEDIAN INCOME	AVG MEDIAN AGE	# OF PARKS	# OF SCHOOLS (TOTAL)
POPULATION	22,109	31,371	\$76,041	39	3	15

WESTWOOD

	# OF HOUSEHOLDS	# OF REGISTERED VOTERS	AVG MEDIAN INCOME	AVG MEDIAN AGE	# OF PARKS	# OF SCHOOLS (TOTAL)
POPULATION	19,170	31,222	\$83,964	39	2	5

PALMS

	# OF HOUSEHOLDS	# OF REGISTERED VOTERS	AVG MEDIAN INCOME	AVG MEDIAN AGE	# OF PARKS	# OF SCHOOLS (TOTAL)
POPULATION	13,780	16,005	\$55,568	33	2	3

SOUTH ROBERTSON

	# OF HOUSEHOLDS	# OF REGISTERED VOTERS	AVG MEDIAN INCOME	AVG MEDIAN AGE	# OF PARKS	# OF SCHOOLS (TOTAL)
POPULATION	16,446	25,711	\$74,576	37	3	13

CULVER CITY

	# OF HOUSEHOLDS	# OF REGISTERED VOTERS	AVG MEDIAN INCOME	AVG MEDIAN AGE	# OF PARKS	# OF SCHOOLS (TOTAL)
POPULATION	15,464	26,890	\$85,910	42	20	19

DEL REY

	# OF HOUSEHOLDS	# OF REGISTERED VOTERS	AVG MEDIAN INCOME	AVG MEDIAN AGE	# OF PARKS	# OF SCHOOLS (TOTAL)
POPULATION	12,705	18,515	\$14,730	38	5	11

LADERA HEIGHTS

	# OF HOUSEHOLDS	# OF REGISTERED VOTERS	AVG MEDIAN INCOME	AVG MEDIAN AGE	# OF PARKS	# OF SCHOOLS (TOTAL)
POPULATION	7,708	7,804	\$76,716	45	7	7

VIEW PARK

	# OF HOUSEHOLDS	# OF REGISTERED VOTERS	AVG MEDIAN INCOME	AVG MEDIAN AGE	# OF PARKS	# OF SCHOOLS (TOTAL)
POPULATION	3,002	7,731	\$88,041	45	4	5

EMPOWERMENT CONGRESS WEST AREA

	# OF HOUSEHOLDS	# OF REGISTERED VOTERS	AVG MEDIAN INCOME	AVG MEDIAN AGE	# OF PARKS	# OF SCHOOLS (TOTAL)
POPULATION	17,886	26,178	\$43,112	44	6	10

WEST ADAMS

	# OF HOUSEHOLDS	# OF REGISTERED VOTERS	AVG MEDIAN INCOME	AVG MEDIAN AGE	# OF PARKS	# OF SCHOOLS (TOTAL)
POPULATION	9,020	15,220	\$38,560	37	5	6

P.I.C.O.

	# OF HOUSEHOLDS	# OF REGISTERED VOTERS	AVG MEDIAN INCOME	AVG MEDIAN AGE	# OF PARKS	# OF SCHOOLS (TOTAL)
POPULATION	0,491	14,850	\$50,123	30	0	0

MID CITY

	# OF HOUSEHOLDS	# OF REGISTERED VOTERS	AVG MEDIAN INCOME	AVG MEDIAN AGE	# OF PARKS	# OF SCHOOLS (TOTAL)
POPULATION	10,826	14,869	\$39,429	35	4	4

OLYMPIC PARK

	# OF HOUSEHOLDS	# OF REGISTERED VOTERS	AVG MEDIAN INCOME	AVG MEDIAN AGE	# OF PARKS	# OF SCHOOLS (TOTAL)
POPULATION	6,811	8,823	\$44,154	37	4	3

EMPOWERMENT CONGRESS NORTH AREA

	# OF HOUSEHOLDS	# OF REGISTERED VOTERS	AVG MEDIAN INCOME	AVG MEDIAN AGE	# OF PARKS	# OF SCHOOLS (TOTAL)
POPULATION	20,392	31,934	\$26,381	29	10	19

WILSHIRE CENTER

	# OF HOUSEHOLDS	# OF REGISTERED VOTERS	AVG MEDIAN INCOME	AVG MEDIAN AGE	# OF PARKS	# OF SCHOOLS (TOTAL)
POPULATION	36,892	32,137	\$32,985	35	3	13

UNITED NEIGHBORHOODS

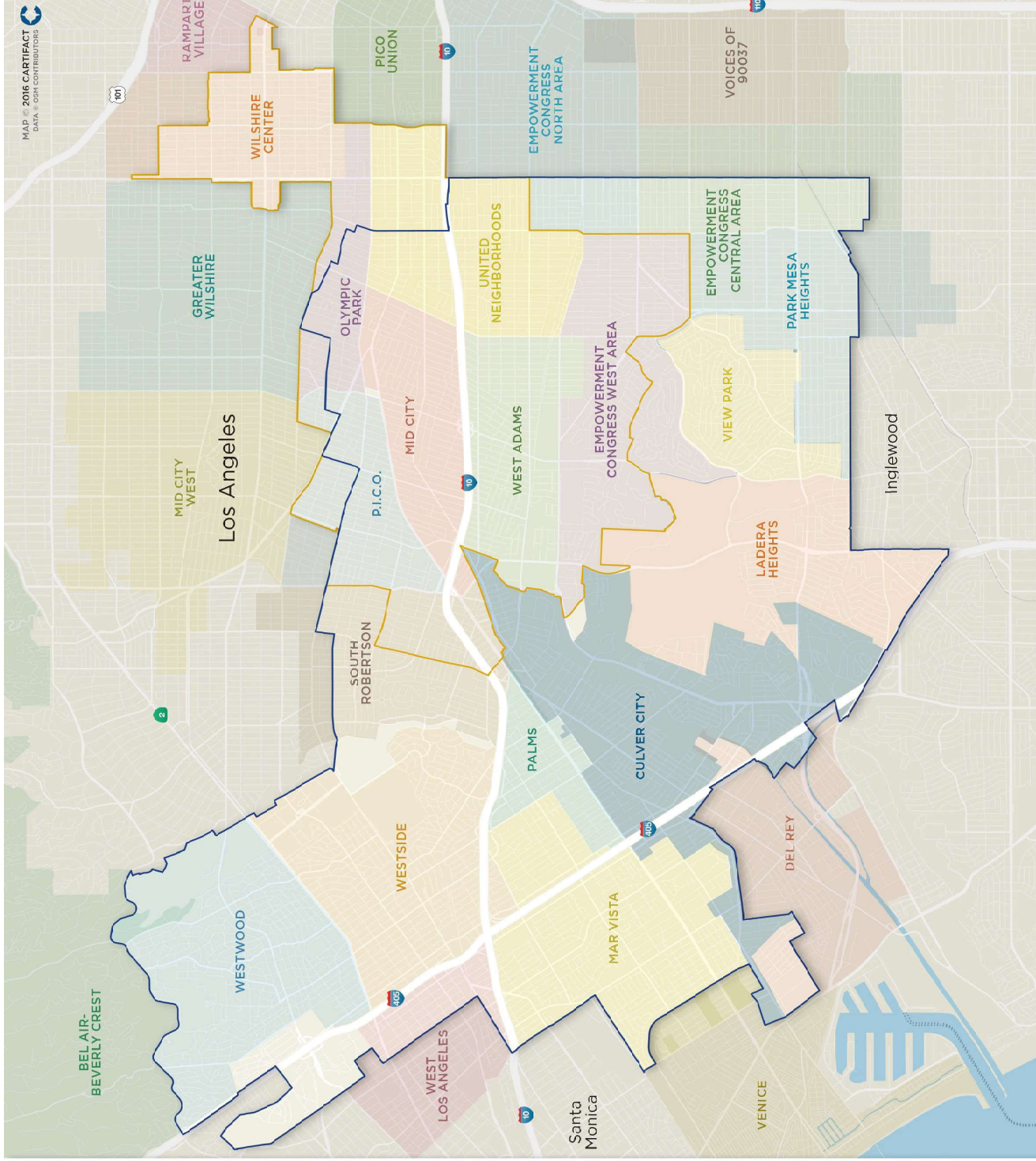
	# OF HOUSEHOLDS	# OF REGISTERED VOTERS	AVG MEDIAN INCOME	AVG MEDIAN AGE	# OF PARKS	# OF SCHOOLS (TOTAL)
POPULATION	10,107	24,173	\$34,036	34	6	17

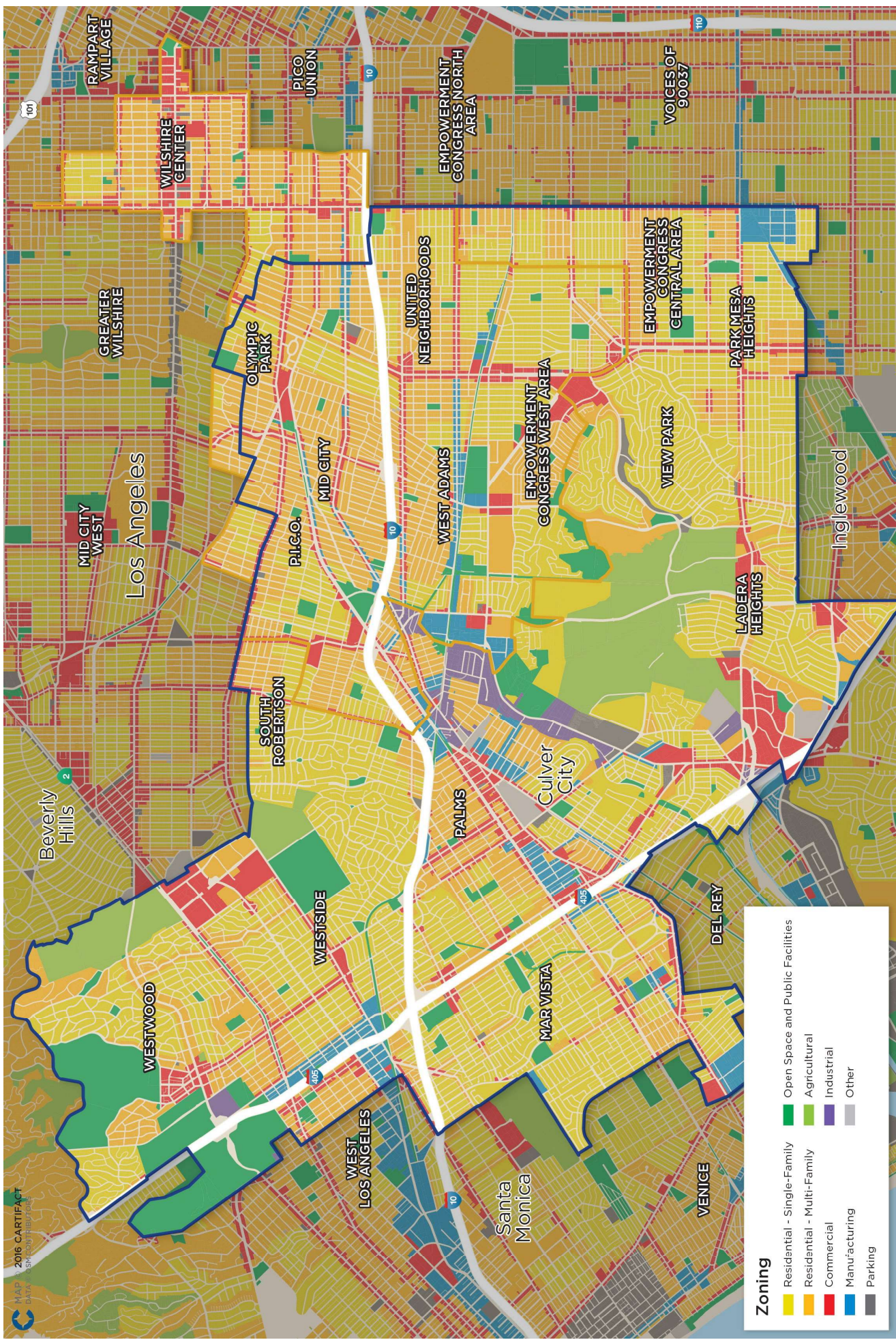
EMPOWERMENT CONGRESS CENTRAL AREA

	# OF HOUSEHOLDS	# OF REGISTERED VOTERS	AVG MEDIAN INCOME	AVG MEDIAN AGE	# OF PARKS	# OF SCHOOLS (TOTAL)
POPULATION	11,406	24,668	\$14,010	34	7	17

PARK MESA HEIGHTS

	# OF HOUSEHOLDS	# OF REGISTERED VOTERS	AVG MEDIAN INCOME	AVG MEDIAN AGE	# OF PARKS	# OF SCHOOLS (TOTAL)
POPULATION	12,020	25,007	\$39,036	39	5	17





Zoning

 Residential - Single-Family	 Open Space and Public Facilities
 Residential - Multi-Family	 Agricultural
 Commercial	 Industrial
 Manufacturing	 Other
 Parking	



AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: August 17, 2021

TO: Mayor and City Council

FROM: David Carmany
City Manager

SUBJECT: CONSIDERATION OF RESOLUTION NO. 2021-91 DETERMINING THERE IS A NEED TO CONTINUE THE LOCAL EMERGENCY

RECOMMENDATION:

It is recommended that the City Council adopt the following resolution:

RESOLUTION NO. 2021-91 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, DETERMINING THE NEED TO FURTHER CONTINUE THE LOCAL EMERGENCY PROCLAIMED ON MARCH 16, 2020, AND PREVIOUSLY CONTINUED ON APRIL 7, 2020, MAY 5, 2020, JUNE 2, 2020, JUNE 23, 2020, JULY 21, 2020, AUGUST 18, 2020, SEPTEMBER 15, 2020, OCTOBER 6, 2020, OCTOBER 20, 2020, NOVEMBER 17, 2020, DECEMBER 1, 2020, JANUARY 19, 2021, FEBRUARY 16, 2021, MARCH 16, 2021, APRIL 6, 2021, MAY 4, 2021, JUNE 1, 2021, JUNE 15, 2021, JULY 6, 2021 AND JULY 20, 2021

BACKGROUND:

On March 17, 2020, the City Council adopted Resolution 2020-19, ratifying Proclamation 2020-01 declaring the existence of a local emergency, which was issued by the City Manager acting in the capacity of Director of Emergency Services. The local emergency is due to the novel coronavirus (COVID-19) pandemic. Following adoption of the resolution, the City Council needs to review and reevaluate the need for continuing the local emergency at least once every thirty (30) days in accordance with Section 8-7(a)(2) of the West Covina Municipal Code (WCMC). The City Council previously continued the local emergency on April 7, 2020, May 5, 2020, June 2, 2020, June 23, 2020, July 21, 2020, August 18, 2020, September 15, 2020, October 6, 2020, October 20, 2020, November 17, 2020, December 1, 2020, January 19, 2021, February 16, 2021, March 16, 2021, April 6, 2021, May 4, 2021, June 1, 2021, June 15, 2021, July 6, 2021 and July 20, 2021.

DISCUSSION:

On March 4, 2020, Governor Newsom declared a state of emergency in California. The emergency status allows the State (and cities) to access needed supplies, resources, and funding. For example, the City has received Coronavirus Relief monies to help offset City costs associated with the COVID-19 pandemic. In addition, West Covina is seeking reimbursement for COVID-19 related expenses through the Coronavirus Aid, Relief, and Economic Security (CARES) Act. To remain eligible for COVID-19 reimbursement, the City would have to continue to be under a declared state of emergency. The State of California continues to be under the State's declared state of emergency.

As of August 10, 2021, there were 203,295,170 confirmed cases of COVID-19 globally. On August 11, 2021, California reported that, as of August 10, 2021, there were 3,969,722 confirmed cases in California. As of August 9, 2021, there were 1,331,859 confirmed cases in Los Angeles County, including 13,752 confirmed cases in the City of West Covina, according to the Los Angeles County Department of Public Health.

In mid-December 2020, the State began administering the COVID-19 vaccine under "Vaccinate All 58," the State's campaign for a safe, fair and equitable vaccine for all 58 counties in the State. As of August 10, 2021, the State reported that LA County had administered 11,544,029 doses of the vaccine.

Despite the distribution of the vaccine, health officials have indicated that transmission of the virus remains widespread especially with the coronavirus variants that are considered highly transmissible, such as the Delta variant. The Los Angeles County Department of Health has report that community transmission of COVID-19 in Los Angeles County increased from "Low" to "High" between June and July, and is currently requiring that all persons wear face masks in indoor public and business settings, regardless of vaccination status. Further, on August 9, 2021, the Los Angeles County Department of Public Health reported that in the two-week period between July 26, 2021 and August 9, 2021, Los Angeles County had seen a near-doubling of the number of people hospitalized each day for COVID-19 illness.

It is essential that the City continue to provide basic services and provide for continuity of services over the long-term. Staff is requesting that the City Council determine there is a need to continue the local emergency.

LEGAL REVIEW:

The City Attorney's Office has reviewed the resolution and approved it as to form.

OPTIONS:

The options available to the City Council are as follows:

1. Adopt the resolution as submitted.
2. Determine the local emergency has ceased.
3. Provide alternative direction.

Prepared by: David Carmany, City Manager

Attachments

Attachment No. 1 - Resolution No. 2021-91

CITY COUNCIL GOALS & OBJECTIVES: Achieve Fiscal Sustainability and Financial Stability
Protect Public Safety
Respond to the Global COVID-19 Pandemic

RESOLUTION NO. 2021-91

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, DETERMINING THE NEED TO FURTHER CONTINUE THE LOCAL EMERGENCY PROCLAIMED ON MARCH 16, 2020 AND PREVIOUSLY CONTINUED ON APRIL 7, 2020, MAY 5, 2020, JUNE 2, 2020, JUNE 23, 2020, JULY 21, 2020, AUGUST 18, 2020, SEPTEMBER 15, 2020, OCTOBER 6, 2020, OCTOBER 20, 2020, NOVEMBER 17, 2020, DECEMBER 1, 2020, JANUARY 19, 2021, FEBRUARY 16, 2021, MARCH 16, 2021, APRIL 6, 2021, MAY 4, 2021, JUNE 1, 2021, JUNE 15, 2021, JULY 6, 2021 AND JULY 20, 2021

WHEREAS, the California Emergency Services Act (Government Code Section 8550 et seq.) authorizes the City Council, or an official designated by ordinance adopted by the City Council, to proclaim a local emergency when the City is threatened by conditions of disaster or extreme peril to the safety of persons and property within the City that are likely to be beyond the control of the services, personnel, equipment, and facilities of the City; and

WHEREAS, West Covina Municipal Code section 8-7(a)(1) empowers the City Manager, as the Director of Emergency Services, to declare the existence or threatened existence of a local emergency when the City is affected or likely to be affected by a public calamity; and

WHEREAS, on March 16, 2020, the City Manager declared a local emergency as authorized by Government Code section 8630(a) and West Covina Municipal Code section 8-7(a)(1) through Proclamation No. 2020-01 due to the COVID-19 pandemic; and

WHEREAS, on March 17, 2020, the City Council adopted Resolution No. 2020-19, ratifying the City Manager's proclamation as required by Government Code section 8630(b) and West Covina Municipal Code section 8-7(a)(1); and

WHEREAS, Section 8-7(a)(2) of the West Covina Municipal Code empowers the City Manager to request that the City Council review the need for continuing the local emergency at least once every 30 days until the City Council terminates the local emergency; and

WHEREAS, at the time the City Council ratified the proclamation, the World Health Organization (WHO) reported, as of March 15, 2020, 153,517 confirmed cases of COVID-19 globally, 5,735 of which resulted in death. On August 10, 2021, the WHO reported 203,295,170 confirmed cases globally, 4,303,515 of which resulted in death; and

WHEREAS, at the time the City Council ratified the proclamation, the California Department of Public Health (CDPH) reported that, as of March 15, 2020, there were 335 confirmed cases of COVID-19 in California, six (6) of which resulted in death. On August 11, 2021, CDPH reported that, as of August 10, 2021, there were 3,969,722 confirmed cases in California, 63,976 of which resulted in death; and

WHEREAS, at the time the City Council ratified the proclamation, the Los Angeles County Department of Public Health (“LA County Health Department”) reported that, as of March 15, 2020, Los Angeles County had 69 confirmed cases, including one (1) death and one (1) confirmed case at West Covina High School. On August 10, 2021, the LA County Health Department reported that, as of August 9, 2021, Los Angeles County had 1,331,859 confirmed cases, 24,805 of which resulted in death; and

WHEREAS, as of August 9, 2021, the LA County Health Department reported 13,752 confirmed cases in the City of West Covina, 269 of which resulted in death; and

WHEREAS, on April 7, 2020, the City Council adopted Resolution No. 2020-22, determining there was a need to continue the local emergency and confirming the written orders and regulations promulgated by the City Manager; and

WHEREAS, on May 5, 2020, the City Council adopted Resolution No. 2020-41, determining there was a need to continue the local emergency and confirming the written orders and regulations promulgated by the City Manager; and

WHEREAS, on June 2, 2020, the City Council adopted Resolution No. 2020-45, determining there was a need to continue the local emergency; and

WHEREAS, on June 23, 2020, the City Council adopted Resolution No. 2020-68, determining there was a need to continue the local emergency; and

WHEREAS, on July 21, 2020, the City Council adopted Resolution No. 2020-85, determining there was a need to continue the local emergency; and

WHEREAS, on August 18, 2020, the City Council adopted Resolution No. 2020-91, determining there was a need to continue the local emergency and confirming a written order promulgated by the City Manager; and

WHEREAS, on September 15, 2020, the City Council adopted Resolution No. 2020-96, determining there was a need to continue the local emergency; and

WHEREAS, on October 6, 2020, the City Council adopted Resolution No. 2020-101, determining there was a need to continue the local emergency; and

WHEREAS, on October 20, 2020, the City Council adopted Resolution No. 2020-105, determining there was a need to continue the local emergency and clarifying the City Manager’s emergency powers; and

WHEREAS, on November 17, 2020, the City Council adopted Resolution No. 2020-116, determining there was a need to continue the local emergency; and

WHEREAS, on December 1, 2020, the City Council adopted Resolution No. 2020-118, determining there was a need to continue the local emergency and providing that, notwithstanding the requirements of West Covina Municipal Code section 8-7(a)(2), due to the City Council’s

meeting schedule, the next regular meeting at which the City Council would consider the need to continue the local emergency would be January 19, 2021; and

WHEREAS, on January 19, 2021, the City Council adopted Resolution No. 2021-01, determining there was a need to continue the local emergency; and

WHEREAS, on February 16, 2021, the City Council adopted Resolution No. 2021-12, determining there was a need to continue the local emergency; and

WHEREAS, on March 16, 2021, the City Council adopted Resolution No. 2021-17, determining there was a need to continue the local emergency; and

WHEREAS, on April 6, 2021, the City Council adopted Resolution No. 2021-25, determining there was a need to continue the local emergency; and

WHEREAS, on May 4, 2021, the City Council adopted Resolution No. 2021-49, determining there was a need to continue the local emergency; and

WHEREAS, on June 1, 2021, the City Council adopted Resolution No. 2021-65, determining there was a need to continue the local emergency; and

WHEREAS, on June 15, 2021, the City Council adopted Resolution No. 2021-72, determining there was a need to continue the local emergency; and

WHEREAS, on July 6, 2021, the City Council adopted Resolution No. 2021-76, determining there was a need to continue the local emergency; and

WHEREAS, on July 20, 2021, the City Council adopted Resolution No. 2021-86, determining there was a need to continue the local emergency; and

WHEREAS, in mid-December 2020, the State began administering the COVID-19 vaccine under “Vaccinate All 58,” the State’s campaign for a safe, fair and equitable vaccine for all 58 counties in the State; and

WHEREAS, as of June 15, 2021, the Governor terminated the executive orders that put into place the Stay at Home Order and the Blueprint for a Safer Economy; and

WHEREAS, notwithstanding widespread administration of the COVID-19 vaccine and the reopening of the State’s economy, the LA County Health Department has reported that community transmission of COVID-19 in Los Angeles County increased from “Low” to “High” between June and July, and is currently requiring that all persons wear face masks in indoor public and business settings, regardless of vaccination status; and

WHEREAS, on August 9, 2021, the LA County Health Department reported that in the two-week period between July 26, 2021 and August 9, 2021, Los Angeles County had seen a near-doubling of the number of people hospitalized each day for COVID-19 illness; and

WHEREAS, the City Manager has requested that the City Council review the need for continuing the local emergency in accordance with Section 8-7(a)(2) of the West Covina Municipal Code; and

WHEREAS, the City Council has reviewed the need for continuing the local emergency as required by West Covina Municipal Code section 8-7(a)(2); and

WHEREAS, the City Council finds that the conditions resulting from the COVID-19 emergency are still beyond the control of the services, personnel, equipment, and facilities of the City and require the combined forces of other political subdivisions to combat.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The City Council has reviewed the need for continuing the local emergency as required by West Covina Municipal Code section 8-7(a)(2), and determines, based on the foregoing recitals, that there is a need to continue the local emergency.

SECTION 2. This local emergency shall continue to exist until the City Council proclaims the termination of the local emergency. The City Council shall review the need for continuing the local emergency in the manner required by law.

SECTION 3. Pursuant to Resolution No. 2020-105, while the local emergency remains in effect, the City Manager shall limit the exercise of the powers granted to the City Manager, as the Director of Emergency Services, during a proclaimed local emergency pursuant to Section 8-7 of the West Covina Municipal Code, to actions directly related to responding to the COVID-19 pandemic.

SECTION 4. The City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

APPROVED AND ADOPTED this 17th day of August, 2021.

Letty Lopez-Viado
Mayor

APPROVED AS TO FORM

ATTEST

Thomas P. Duarte
City Attorney

Lisa Sherrick
Assistant City Clerk

I, LISA SHERRICK, ASSISTANT CITY CLERK of the City of West Covina, California, do hereby certify that the foregoing Resolution No. 2021-91 was duly adopted by the City Council of the City of West Covina, California, at a regular meeting thereof held on the 17th day of August, 2021, by the following vote of the City Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

Lisa Sherrick
Assistant City Clerk



AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: August 17, 2021

TO: Mayor and City Council

FROM: David Carmany
City Manager

**SUBJECT: CONSIDERATION OF CORONAVIRUS STATE & LOCAL FISCAL RECOVERY FUNDS
AND FISCAL YEAR 2021-2022 BUDGET AMENDMENT**

RECOMMENDATION:

It is recommended that the City Council take the following actions:

1. Confirm the list of items to be funded by the Coronavirus State & Local Fiscal Recovery Funds, American Rescue Plan Act of 2021.
2. Adopt the following resolution:

**RESOLUTION NO. 2021-89 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
WEST COVINA, CALIFORNIA, ADOPTING A BUDGET AMENDMENT FOR THE FISCAL
YEAR COMMENCING JULY 1, 2021 AND ENDING JUNE 30, 2022 (NEW POSITIONS)**

BACKGROUND:

On January 25, 2021, the Finance Department distributed budget instructions for Fiscal Year (FY) 2021-22 with City of West Covina staff to begin the development of the FY 2021-22 budget. All department budgets were to be submitted to the Finance Department by March 18, 2021 and reviewed with the City Manager over the course of the following weeks. The Finance Department is responsible for the development of the preliminary and final budget preparation.

As part of the FY 2021-22 Operating and Capital Improvement Program (CIP) Budget preparation, the budget was presented to the City Council on May 18, 2021 and two Community Budget Workshops were held on May 19, 2021 and June 9, 2021.

The FY 2021-22 Proposed Budget was presented as a roll-over budget with minimal increases in expenditures. The proposed budget included recommendations to use fund balance to close the structural deficit in the amount of \$2.3 million. The proposed budget did not include the West Covina Sportsplex.

During the June 15, 2021 Council meeting, the City Council voted to include 10 Code Enforcement Officers, 10 Police Officers, and 10 Maintenance workers in the FY 2021-22 Budget. Additionally, during that same meeting, staff initially reviewed the proposed list of items to be included as part of the Coronavirus State & Local Fiscal Recovery Funds. The purpose of this item is to verify the use of recovery funds with City Council, incorporate the new employees into the FY 2021-22 Budget and establish a budget for the Sportsplex.

Coronavirus State & Local Fiscal Recovery Funds, American Rescue Plan Act of 2021

The American Rescue Plan Act of 2021 established the Coronavirus State & Local Fiscal Recovery Funds. The Act includes \$350 billion to bolster response to the COVID-19 emergency and its economic impacts. The City of West Covina is eligible for \$19,566,027. The City received the first 50% in May 2021 and will receive the balance in May 2022. The City must obligate all of these funds by December 31, 2024, and expend it by December 31, 2026.

The recovery funds may be used under five categories:

1. Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff.
2. Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector.
3. Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic.
4. Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors.
5. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Except for the revenue loss reimbursement, all expenses must be associated with the pandemic. Ineligible uses include:

- Paying interest or principal on outstanding debt
- Replenishing rainy day or other reserve funds
- Paying settlements or judgments
- Depositing into a pension fund
- Non-federal grant matches

DISCUSSION:

Based on the eligible uses, staff identified the needs below proposed to be used for the Recovery Funds. This list was included in the FY 2021-22 Capital Improvement Program Budget; however, staff would like confirmation on this list prior to proceeding with projects. The figures below are estimates for budgetary purposes. Updates and adjustments to the final amounts will be brought to Council as actual bids and proposals are received.

Staff proposes one change from the original list - decreasing the amount for Fire Station Repairs in order to purchase two new ambulances. The City's ambulances have been out of service intermittently inhibiting the City's ability to respond to medical emergencies, including response to COVID-19.

Use	Original FY2021-22 CIP	Proposed Final FY2021-22 CIP	Eligible Category
Electrocardiograms (EKG)	265,000	265,000	1. Public Health, 1.6 Medical Expenses
Fire Station Repairs (Vaccine Point of Distribution & Response Facilities)	5,377,837	4,957,837	1. Public Health, 1.7 Capital Investments to Public Facilities that respond to the COVID-19
Ambulances (two)	0	420,000	1. Public Health, 1.7 Capital Investments to Public Facilities that respond to the COVID-19
Police & Fire Communication Equipment	3,300,000	3,300,000	1. Public Health, 1.8 Other COVID-19 Public Health Expenses
PSA for Health Department Services	98,190	98,190	1. Public Health, 1.12 Other Public Health Services
Subtotal	\$9,041,027	\$9,041,027	Support Public Health Expenditures

Job training and creation, partnership with community-based organization	1,000,000	1,000,000	2. Address Negative Economic Impacts, 2.7 Job Training Assistance
Subtotal	\$1,000,000	\$1,000,000	Address Negative Economic Impacts
Microwave system infrastructure (network connectivity) for city buildings	1,000,000	1,000,000	6. Revenue Replacement, 6.1 Provision of Government Services
Electronic financial accounting software/system	1,500,000	1,500,000	
Park pathway lighting	295,000	295,000	
Park sports field lighting	930,000	930,000	
ADA transition plan	1,000,000	1,000,000	
Remove communication tower	100,000	100,000	
Public Safety Equipment:			
Self-Contained Breathing Apparatus (SCBA)	1,200,000	1,200,000	
Pumper Fire Truck (two)	1,800,000	1,800,000	Replace Lost Revenue
Ladder Truck	1,700,000	1,700,000	
Subtotal	\$9,525,000	\$9,525,000	
TOTAL	\$19,566,027	\$19,566,027	

LEGAL REVIEW:

The City Attorney's Office has reviewed the resolution and approved it as to form.

Fiscal Impact

FISCAL IMPACT:

The initial annual cost for the new positions is \$2,590,000. For simplicity, staff recommends appropriating these funds to the base salary accounts. Below is a breakdown of the amounts for each account.

Position	Full Annual Cost	Count	Total Annual Cost
Police Officer	162,000	10	1,620,000
Code Enforcement Officer (PT)	39,000	10	390,000
Maintenance Worker I	58,000	10	580,000
Total	\$259,000	30	\$2,590,000

The annual estimated cost for the Sportsplex is \$1,498,929. Below is a summary of the estimated expenses. Staff proposes establishing a new fund to track these expenses separate from the General Fund. Revenue generated from fees and rentals will be used to offset the expenditures. Therefore, no General Fund expenses are being proposed. By appropriating these funds, staff will be able to initiate operations and establish a baseline for future revenue and expenditure projections.

Category	Estimate
Personnel	817,382
Operations	155,107
Maintenance	526,440
Total	\$1,498,929

Attachments

Attachment No. 1 – Resolution No. 2021-89 – Budget Adoption Resolution

CITY COUNCIL GOALS & OBJECTIVES: Achieve Fiscal Sustainability and Financial Stability
Maintain and Enhance City Facilities and Infrastructure
Enhance the City Image and Effectiveness
Protect Public Safety
Respond to the Global COVID-19 Pandemic

RESOLUTION NO. 2021-89

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
WEST COVINA, CALIFORNIA, ADOPTING A BUDGET
AMENDMENT FOR THE FISCAL YEAR COMMENCING
JULY 1, 2021 AND ENDING JUNE 30, 2022 (NEW POSITIONS)**

WHEREAS, the City Manager, on or about May 18, 2021, submitted to the City Council a proposed budget for the appropriation and expenditure of funds for the City for West Covina for Fiscal Year 2021-22; and

WHEREAS, following duly given notice and prior to budget adoption, the City Council held public meetings, considered and evaluated all comments, and adopted a budget for the fiscal year commencing July 1, 2021 and ending June 30, 2022; and

WHEREAS, amendments must periodically be made to the budget to conform to changed circumstances following adoption of the budget.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA DOES RESOLVE AS FOLLOWS:

SECTION 1. The City Council hereby approves Budget Amendment No. 004, attached hereto as Exhibit No. 1, for Fiscal Year 2021-22.

SECTION 2. The City Clerk shall certify to the adoption of this resolution and shall enter the same in the book of original resolutions and it shall become effective immediately.

APPROVED AND ADOPTED this 17th day of August, 2021.

Letty Lopez-Viado
Mayor

APPROVED AS TO FORM

ATTEST

Thomas P. Duarte
City Attorney

Lisa Sherrick
Assistant City Clerk

I, LISA SHERRICK, Assistant City Clerk of the City of West Covina, California, do hereby certify that the foregoing Resolution No. 2021-89 was duly adopted by the City Council of the City of West Covina, California, at a regular meeting thereof held on the 17th day of August, 2021, by the following vote of the City Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

Lisa Sherrick
Assistant City Clerk

**CITY OF WEST COVINA
BUDGET AMENDMENT**

BA #	004
Posted By:	
Date Posted:	

Date: 8/17/2021
 Requested by: Council
 Dept/Div: Finance

Fiscal Year: 2021-2022
 Amount: 4,088,929.40
 Description: Allocate New Positions and Sportsplex Budget

EXPENDITURES

Account Number	Dept/Account Description	Current Budget	Proposed Amendment	Amended Budget
110.31.3120.5110	Sworn Full Time Salaries	5,177,100	1,620,000	6,797,100
110.31.3120.5110	Part Time Salaries	90,900	390,000	480,900
124.61.4151.5111	Full Time Salaries	139,300	290,000	429,300
189.61.4160.5111	Full Time Salaries	392,300	290,000	682,300
				-
242.61.5167.5111	FULL TIME SALARIES	-	156,000	156,000
242.61.5167.5112	PART TIME SALARIES	-	661,382	661,382
242.61.5167.6120	OTHER CONTRACTUAL SERVICES	-	315,227	315,227
242.61.5167.6142	ELECTRICITY	-	150,000	150,000
242.61.5167.6143	WATER	-	150,000	150,000
242.61.5167.6210	OFFICE SUPPLIES	-	4,000	4,000
242.61.5167.6270	OTHER SUPPLIES / MATERIALS	-	62,320	62,320
				-
				-
				-
				-
		5,799,600	4,088,929	9,888,529

REVENUES

Account Number	Account Description	Current Budget	Proposed Amendment	Amended Budget
				-
				-
				-
				-
				-

REASON/JUSTIFICATION (Please be specific)

Allocate 10 PT Code Enforcement Officers, 10 Police Officers, and 10 Maintenance Workers
 Allocate budget for Sportsplex

APPROVALS

City Council Approval Date (if required, attach minutes): _____ ☐ Approval Not Required

Dept Head Approval: _____ Date: _____

Finance Director: _____ Date: _____

Funds Available? ☐ Yes ☐ No

City Manager: _____ Date: _____

(if over \$100,000)

☐ Approved ☐ Denied