



CITY OF EL MONTE
PUBLIC WORKS DEPARTMENT

Salvador Mendez
Public Works & Utilities Director
Lee Torres, P.E.
City Engineer

Garvey Avenue Street and Drainage Improvement Project, CIP 884

ADDENDUM NO. 1

DATE: June 8, 2023

TO ALL PROSPECTIVE BIDDERS:

The following addendum is hereby made a part of the Bidding Solicitation Packet for Garvey Avenue Street and Drainage Improvement Project, CIP 884, as fully and completely as if the same were set forth therein. This Addendum No. 1 includes Pages 1 through 3.

- **Revise Notice of Inviting Bid, Page # 1**
 - Extend Bid Due Date
 - Pursuant to Public Contract Code Sections 1600 and 1601, all bids or proposals shall be submitted through the City's electronic bid management system (PlanetBids) at <https://www.planetbids.com/portal/portal.cfm?CompanyID=43375> by **2:00 pm Pacific Daylight Time on or before June 15, 2023** for the project listed below. A bid submitted after the time set shall not be considered. Bidders are required to submit (upload) all items listed in the section 4(d) of Instructions to Bidders, including a copy of the required Bidder's Bond and acknowledgement of all addendums. Bids will be received by the City via the electronic submission up to the date and time shown in the Notice of Inviting Bids. The City will be responsible for bid tabulations. Bids will be opened and read out loud by the City Clerk's Office in Council Chambers at the date and time stated in the Notice of Inviting Bids. Bid results will be made available to the public on the City's website in the electronic bid management system once the bid tabulation has been completed.

- **Add Instruction to Bidders # 21. Time of Completion, Page 21**
 - Installation of Infiltration System to include required excavation must be completed within a four-month timeframe. The full street closure of Garvey Avenue (east and westbound direction) will only be allowed during this time unless otherwise approved by the City Engineer. Installation of infiltration system and all work required to connect to the existing 48-inch Storm Drain RCP on Durfee Avenue must be scheduled during the dry weather season and completed prior to the start of the wet weather season.

- **Revise Sample Construction Contract, Section 6, Page 45**
 - Liquidated damages as provided for in the General Conditions of the Contract shall be in the sum of Two Thousand Five Hundred Dollars ~~Five Thousand Dollars~~ (\$2,500~~\$5,000.00~~) for each and every day as defined therein for each different scope of work as defined by the Base Bid and each change order except as otherwise specified in the General Conditions.



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- **Revise Section 6.08 Failure to Timely Complete the Work – Liquidated Damages, Page 148**
 - Accordingly, it is agreed that the Contractor shall pay to the City as damages the amount set forth for each and every day's delay in finishing the Work in excess of the number of days specified. Liquidated damages shall be paid at a rate of **Two Thousand Five Hundred Dollars five thousand dollars** (~~\$2,500~~**\$5,000**) per day unless otherwise stated in the Contract Documents.

- **Add Part 4: Supplementary and Special Conditions, Section #1.03, Bid Item 8 – Project Management Software, Page 165**
 - BID ITEM NO. 8 – PROJECT MANAGEMENT SOFTWARE – Deleted from Bid Schedule.

- **Add Part 4: Supplementary and Special Conditions, Section #1.03, Bid Item 68 – Landscapre/Irrigation, Page 178**
 - Bid Item No. 68 – Landscaping/Irrigations – Per FMPRA Prop 68 Grant, California Conservation Corps (CCC) must be used to provide Labor Only. CCC would be providing labor for the installation of landscaping (plants) on the median west of UPRR. CCC will not be installing irrigation or trees. The prime contractor shall still be responsible for all work to be completed, warranty, and in accordance with the Contract Documents, and as directed by the AGENCY. Work under this section shall conform to the Standard Specifications for Public Works Construction, Caltrans Standard Specifications, the project Plans, and the Special Provisions, Section 800 and Section 801. The City will enter into a separate agreement with CCC for the labor they perform.

- **Add Part 4: Supplementary and Special Conditions, Section #1.21.3, Southern California Regional Rail Authority Metrolink, Page 187**
 - Metrolink requires signed and sealed shoring plans with the submittal of the permit application. It is the responsibility of the selected contractor to prioritize and submit to Metrolink all documentation and plans required in order to obtain a permit.



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Any and all notifications or Addenda must be acknowledged via signature by the Bidder and made part of and incorporated as part of the Bidder's proposal with all required forms.

Please sign the acknowledgement below and include it as part of your Bid Proposal for Garvey Avenue Street and Drainage Improvement Project, CIP 884. Failure to do so will be grounds for rejection of your proposal.

Lee Torres, P.E., City Engineer

ADDENDUM ACKNOWLEDGEMENT

Proposer shall signify receipt of all addenda (if any) here: **Addendum No. 1**

Respectfully submitted,

Griffith Company

Company Name

Lucas J. Walker

Proposer's Legal Name

Proposer's Legal Signature

Title Vice President / Regional Manager

12200 Bloomfield Ave., Santa Fe Springs, Ca. 90670
Street Address

562-929-1128
Telephone Number

Date

6/15/2023

BIDDER'S CHECKLIST
MUST BE TURNED IN WITH BID

All items on the Bidder's Checklist must be initialed, dated and submitted for the Proposal to be considered complete. City reserves the right to award a Contract in a manner and on the basis which will best serve the City, taking into consideration the information in the statement of Bidder's qualifications and past work history with the City. The Bidder's attention is especially called to the following forms which must be executed in full as required:

1. a) **PROPOSAL - BID SCHEDULE**

A completely filled out Bid Schedule must be turned in as a printed or PDF copy in addition to any requirements of the City's electronic bid uploads. The unit prices bid must be shown in the space provided. The total bid price must be shown in the space provided.

Initial: W

Date: 6/22/2023

b) **PROPOSAL SIGNATURE SHEET**

To be filled in and signed by the Bidder. Failure to sign the Bid Schedule may result in a non-qualified bid.

Initial: W

Date: 6/22/2023

2. **BID SECURITY ACCOMPANYING BID**

The bid bond is to be executed by the Bidder and the surety company unless bid is accompanied by cash or certified check. The amount of this bond shall be not less than ten percent (10%) of the total amount bid and may be shown in dollars or on a percentage basis. The original bid security shall be submitted to the City Clerk prior to the bid due date and time. Proof of delivery that is date/time stamped and signed for by the City Clerk from other couriers other than Certified Mail will be accepted. A copy of the proof of delivery shall be submitted with the bid package by the bid due date.

Initial: W

Date: 6/22/2023

3. **NON-COLLUSION DECLARATION**

A Non-Collusion Declaration must be filled out, signed, and submitted with the bid proposal for the bid documents to be considered complete.

Initial: W

Date: 6/22/2023

4. **EXPERIENCE / QUALIFICATIONS**

A statement of the Bidder's Experience & Qualifications must be filled out, signed, and submitted with the bid proposal for the bid documents to be considered complete. Failure to fill in and sign the City's Experience/Qualification Form may result in a non-qualified bid.

Initial: W

Date: 6/22/2023

BIDDER'S CHECKLIST - CONTINUED

5. DESIGNATION OF SUBCONTRACTORS

A Designation of Subcontractors and Subcontractors Workers Classifications Form must be filled out and submitted with the bid proposal for the bid documents to be considered complete.

Initial: W

Date: 6/22/2023

6. INSURANCE

The insurance requirements for this project have been read and understood.

Initial: W

Date: 6/22/2023

7. SITE VISIT

The Bidder certifies that it has toured the project site and is familiar with the work involved.

Initial: W

Date: 6/22/2023

8. C&D SOLID WASTE HAULER

The Bidder acknowledges that the fees, charges and other costs of the City's duly authorized and duly franchised construction and demolition waste hauler are factored into the bid.

Initial: W

Date: 6/22/2023

9. PERFORMANCE AND PAYMENT BONDS

The Bidder understands that a performance bond issued by an approved surety equaling one hundred percent (100%) of the Contract amount will be required. A payment bond equaling one hundred percent (100%) of the Contract amount will also be required.

Initial: W

Date: 6/22/2023

10. WORK SCHEDULE

The City makes no guarantee as to the method of work chosen by the Bidder. It is the Bidder's responsibility to plan and schedule the work in order to complete the work in the time specified in the Special Provisions.

Initial: W

Date: 6/22/2023

11. ADDENDA

The Bidder acknowledges that it must sign and attach any applicable addenda to the bid proposal.

Initial: W

Date: 6/22/2023

BIDDER'S CHECKLIST - CONTINUED

12. **WORKERS COMPENSATION**

The Bidder acknowledgment that Worker's Compensation Insurance will be required for this project.

Initial: M

Date: 0/22/2023

BID PROPOSAL

MUST BE COMPLETELY FILLED OUT, SIGNED, AND TURNED IN WITH BID OR BID MAY BE
DEEMED NON-RESPONSIVE

Proposal to: City of El Monte, Public Works Department
c/o Office of the City Clerk **via Planet Bids**
El Monte City Hall - East
11333 Valley Boulevard, El Monte, California 91731

The undersigned Bidder hereby proposes to furnish and deliver all necessary labor, tools, equipment, and other means of construction to perform the work required for the completion of the project entitled **Garvey Avenue Street And Drainage Improvement Project, CIP No. 884** in accordance with the intent of all plans, specifications, and addenda issued by the City of El Monte, Public Works Department prior to the opening of the bid proposals.

Bidder has read the accompanying instructions to Bidders, has carefully examined the location(s) of the proposed work, and has examined all Contract Documents, drawings and addenda issued by the City and will contract with the City to construct the project, complete and in satisfactory condition.

The Bidder further agrees to complete all work required under the Contract within two hundred sixty (260) working days from the date designated in the Notice to Proceed, and to accept in full payment therefore the price indicated on the Bid Schedule. The terms "working days" or "work days" means any day of the week, excluding Saturday, Sunday and any federally observed holiday.

The Bidder acknowledges that it understands that a waiting period from time of bid opening until award may be sixty (60) calendar days during which time Bidder may not withdraw its bid. The Bidder further acknowledges that it has adjusted its bid price to include all possible items which may influence the proposal during the waiting period. Requests for bid price change due to the delay shall not be agreed to by the City.

The undersigned has completed the Bid Schedule and provided a total Base Bid Amount in figures and words for Bid Schedule. The total bid item value provided for each bid item shall apply to work performed throughout the duration of the contract.

Company Name: Griffith Company

Bidder's Name (Printed): Lucas J. Walker

Bidder's Title: Vice President / Regional Manager

Bidder's Signature: 

Date: 6/15/2023

Address: 12200 Bloomfield Ave., Santa Fe Springs, Ca. 90670

Phone Number: 562-929-1128

Contractor's License Number: 88

Classification: A, B, C-8, C12, C22, C27, C-31, HAZ

Expiration Date: 09/30/2024

CALIFORNIA ALL-PURPOSE ACKNOWLEDGEMENT

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

State of California }
 County of Los Angeles }

On June 15, 2023 before me, Tracey A Novak, Notary Public
Date Here Insert Name and Title of the Officer

personally appeared Lucas J Walker
Name(s) of Signer(s)

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



Place Notary Seal Above

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

WITNESS my hand and official seal.

Signature *Tracey A. Novak*
Signature of Notary Public

OPTIONAL

Though the section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: Bid Proposal Garvey Avenue - City of El Monte

Document Date: _____ Number of Pages: _____ Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: Lucas J Walker

Corporate Officer -- Title(s): Vice President/Regional Manager

Individual

Partner --- Limited General

Attorney in Fact

Trustee

Guardian or Conservator

Other: _____

Signer is Representing: _____
GRIFFITH COMPANY

RIGHT THUMBPRINT OF SIGNER

Top of thumb here

Signer's Name: _____

Corporate Officer -- Title(s): _____

Individual

Partner --- Limited General

Attorney in Fact

Trustee

Guardian or Conservator

Other: _____

Signer is Representing: _____

RIGHT THUMBPRINT OF SIGNER

Top of thumb here

BID SCHEDULES

MUST BE COMPLETELY FILLED OUT, SIGNED, AND TURNED IN WITH BID OR BID MAY
BE DEEMED NON-RESPONSIVE

BID SCHEDULE – BASE BID						
ITEM NO.	ESTIMATED QUANTITY	UNIT OF MEASURE	ITEM DESCRIPTION	UNIT PRICE IN FIGURES		BID ITEM TOTAL (IN FIGURES)
GENERAL CONSTRUCTION ITEMS						
1	1	LS	Mobilization, Bonds, Permits, Cleanup and Demobilization (NTE 6%)	\$ 900,000.00	LS	\$ 900,000.00
2	1	LS	Temporary Erosion Control/SWPPP	\$ 135,000.00	LS	\$ 135,000.00
3	1	LS	Monument Preservation, Restoration, and Survey	\$ 48,700.00	LS	\$ 48,700.00
4	1	LS	Construction Baseline Schedule and Updates	\$ 25,000.00	LS	\$ 25,000.00
5	1	LS	Pothole Utilities	\$ 135,000.00	LS	\$ 135,000.00
6	1	LS	Construction Survey	\$ 75,000.00	LS	\$ 75,000.00
7	1	LS	Traffic Control	\$ 1,700,000.00	LS	\$ 1,700,000.00
8	1	LS	Project Management Software	\$ 0.00	LS	\$ 0.00
9	1	LS	Work Zone Camera	\$ 16,000.00	LS	\$ 16,000.00
10	1	LS	Field Order Allowance	\$ 150,000	LS	\$ 150,000
SUBTOTAL FOR GENERAL CONSTRUCTION ITEMS						\$ 3,184,700.00
DRAINAGE AND WATER QUALITY ITEMS						
11	1	LS	Excavation Support Systems	\$ 2,800,000.00	LS	\$ 2,800,000.00
12	12,800	CY	Soil Export	\$ 54.00	CY	\$ 691,200.00
13	5	EA	Remove Existing Grate Inlet Structure	\$ 2,800.00	EA	\$ 14,000.00
14	106	LF	Remove Existing Storm Drain	\$ 100.00	LF	\$ 10,600.00
15	1	LS	Abandon Existing Storm Drain in Place	\$ 18,200.00	LS	\$ 18,200.00
16	600	LF	Trench Backfill Slurry	\$ 205.00	LF	\$ 123,000.00
17	1	EA	Catch Basin Per SPPWC Std. Plan No. 300, W=7'	\$ 14,300.00	EA	\$ 14,300.00
18	5	EA	Catch Basin Per SPPWC Std. Plan No. 300, W=10'	\$ 16,100.00	EA	\$ 80,500.00
19	5	EA	Catch Basin Per SPPWC Std. Plan No. 303, 1 Grate (Bicycle Safe)	\$ 12,500.00	EA	\$ 62,500.00
20	6	EA	Local Depression Per SPPWC Std. Plan No. 313, Case Per Plan	\$ 6,000.00	EA	\$ 36,000.00
21	3	EA	Reconnect 8" Pipe to New Catch Basin	\$ 11,500.00	EA	\$ 34,500.00
22	228	LF	12" RCP, D-Load Per Plan	\$ 480.00	LF	\$ 109,440.00

BID SCHEDULE – BASE BID

ITEM NO.	ESTIMATED QUANTITY	UNIT OF MEASURE	ITEM DESCRIPTION	UNIT PRICE IN FIGURES		BID ITEM TOTAL (IN FIGURES)
23	468	LF	18" RCP, D-Load Per Plan	\$ 595.00	LF	\$ 278,460.00
24	776	LF	36" RCP, D-Load Per Plan	\$ 855.00	LF	\$ 663,480.00
25	372	LF	4'W x 2'H RCB	\$ 995.00	LF	\$ 370,140.00
26	1	EA	Transition Structure Per SPPWC Std. Plan No. 342	\$ 18,500.00	EA	\$ 18,500.00
27	30	LF	54" Steel Casing, 1/2" Dia. Wall	\$ 1,980.00	LF	\$ 59,400.00
28	5	EA	Concrete Encasement per Detail on Sheet 21	\$ 14,000.00	EA	\$ 14,000.00
29	7	EA	Junction Structure per SPPWC Std. Plan No. 333	\$ 5,000.00	EA	\$ 35,000.00
30	1	EA	Manhole Per SPPWC Std. Plan No. 320	\$ 11,100.00	EA	\$ 11,100.00
31	1	EA	Manhole Per SPPWC Std. Plan No. 322	\$ 29,200.00	EA	\$ 29,200.00
32	5	EA	Manhole Per SPPWC Std. Plan No. 323	\$ 6,000.00	EA	\$ 30,000.00
33	1	EA	Modified Manhole with Diversion Structure per Detail on Sheet 21	\$ 24,800.00	EA	\$ 24,800.00
34	1	LS	5'W x 2'H RCB Structure Per Detail on Sheet 19	\$ 190,000.00	LS	\$ 190,000.00
35	1	LS	Weir Structure Per Detail on Sheet 21	\$ 145,000.00	LS	\$ 145,000.00
36	1	EA	Hydrodynamic Separator Per Detail on Sheet 21	\$ 115,000.00	EA	\$ 115,000.00
37	1	LS	Infiltration Basins	\$ 4,008,870.10	LS	\$ 4,008,870.10
SUBTOTAL FOR DRAINAGE AND WATER QUALITY ITEMS						\$ 10,043,190.10
STREET, LIGHTING, AND LANDSCAPING IMPROVEMENT ITEMS						
38	415	CY	Unclassified Fill	\$ 95.00	CY	\$ 39,425.00
39	75,100	SF	Remove Existing AC Pavement and Base and Possible PCC Underneath	\$ 4.70	SF	\$ 352,970.00
40	24,366	SF	Concrete Removal (Non-Reinforced)	\$ 3.00	SF	\$ 73,098.00
41	11	EA	Remove Existing Street Light and Footing	\$ 1,900.00	EA	\$ 20,900.00
42	2	EA	Remove Existing Pull Box	\$ 825.00	EA	\$ 1,650.00
43	30	LF	Remove and Dispose of Existing Guardrail (Including Posts)	\$ 60.00	LF	\$ 1,800.00
44	4	EA	Remove Irrigation Controller	\$ 1,150.00	EA	\$ 4,600.00
45	6	EA	Tree Removal	\$ 3,100.00	EA	\$ 18,600.00
46	2,110	CY	Crushed Miscellaneous Base	\$ 145.00	CY	\$ 305,950.00
47	74,260	SF	Grind 2" AC Pavement	\$ 1.00	SF	\$ 74,260.00
48	2,850	TON	AC Pavement	\$ 150.00	TON	\$ 427,500.00

BID SCHEDULE – BASE BID

ITEM NO.	ESTIMATED QUANTITY	UNIT OF MEASURE	ITEM DESCRIPTION	UNIT PRICE IN FIGURES		BID ITEM TOTAL (IN FIGURES)
49	8	EA	Adjust Sewer Manhole to Grade	\$ 2,000.00	EA	\$ 16,000.00
50	6	EA	Adjust Pull Box to Grade	\$ 900.00	EA	\$ 5,400.00
51	8	EA	Adjust Water Valve to Grade	\$ 1,350.00	EA	\$ 10,800.00
52	3,780	LF	PCC Curb, Type A1-6	\$ 47.00	LF	\$ 177,600.00
53	2,793	LF	PCC Curb and Gutter, Type A2-8	\$ 62.00	LF	\$ 173,166.00
54	13,586	SF	PCC Walk, 4" Thick	\$ 9.25	SF	\$ 125,670.50
55	1,450	SF	PCC Curb Ramps	\$ 33.00	SF	\$ 47,850.00
56	4,092	SF	PCC Driveways, 6" Thick	\$ 24.00	SF	\$ 98,208.00
57	1,800	SF	Cross Gutter Per SPPWC Std. Plan No. 122	\$ 27.00	SF	\$ 48,600.00
58	5	EA	Street Sign and Post	\$ 965.00	EA	\$ 4,825.00
59	496	SF	Pavement Markings (Thermoplastic)	\$ 26.75	SF	\$ 13,268.00
60	7,542	LF	6" Striping (Thermoplastic)	\$ 1.20	LF	\$ 9,050.40
61	500	LF	8" Striping (Thermoplastic)	\$ 1.80	LF	\$ 900.00
62	270	LF	12" Striping (Thermoplastic)	\$ 4.00	LF	\$ 1,080.00
63	1,806	LF	24" Striping (Thermoplastic)	\$ 4.00	LF	\$ 7,224.00
64	3,824	LF	Curb Markings (One-Coat Red Paint)	\$ 1.25	LF	\$ 4,780.00
65	600	SF	Nonskid Green Pavement Marking	\$ 34.00	SF	\$ 20,400.00
66	117	EA	Pavement Markers (Reflective)	\$ 11.00	EA	\$ 1,287.00
67	1	LS	Monument Sign Per Detail on Sheet 13	\$ 75,000.00	LS	\$ 75,000.00
68	1	LS	Landscaping/Irrigation	\$ 345,000.00	LS	\$ 345,000.00
69	1	LS	90-Day Plant Establishment Period	\$ 9,800.00	LS	\$ 9,800.00
70	1	LS	Street Lighting	\$ 615,000.00	LS	\$ 615,000.00
71	1	LS	Power Wash and Paint Rail Bridges	\$ 207,000.00	LS	\$ 207,000.00
SUBTOTAL FOR STREET, LIGHTING, AND LANDSCAPING IMPROVEMENT ITEMS						\$ 3,338,721.90

TOTAL BASE BID AMOUNT IN FIGURES:

\$16,566,612.00

TOTAL BASE BID AMOUNT IN WORDS:

Sixteen Million, Five Hundred and Sixty-Six Thousand, Six Hundred Twelve Dollars and Zero Cents

BID SCHEDULE – ADDITIVE WORK						
ITEM NO.	ESTIMATED QUANTITY	UNIT OF MEASURE	ITEM DESCRIPTION	UNIT PRICE IN FIGURES		BID ITEM TOTAL (IN FIGURES)
ADDITIVE WORK						
101	1	EA	Bottomless Drop Inlet per Detail A, Sheet 20	\$ 9,000.00	EA	\$ 9,000.00
102	374	LF	12" PVC Pipe (Schedule 40)	\$ 287.00	LF	\$ 107,338.00
103	1	EA	Core Cut Discharge Box and Connect 12" PVC Pipe	\$ 5,300.00	EA	\$ 5,300.00
104	1	EA	Remove and Replace Wrought Iron Gate	\$ 21,450.00	EA	\$ 21,450.00
105	30	LF	Remove and Replace Chain Link Fence	\$ 410.00	LF	\$ 12,300.00
SUBTOTAL FOR ADDITIVE WORK ITEMS						\$ 155,388.00

TOTAL BASE BID PLUS ADDITIVE WORK AMOUNT IN FIGURES:

\$16,722,000.00

TOTAL BASE BID PLUS ADDITIVE WORK AMOUNT IN WORDS:

Sixteen Million, Seven Hundred and Twenty-Two Thousand Dollars and Zero Cents.

Lovetere, Katherine

From: TrackingUpdates@fedex.com
Sent: Wednesday, June 21, 2023 9:45 AM
To: Lovetere, Katherine
Subject: FedEx Shipment 772501397904: Your package has been delivered



Hi. Your package was
delivered Wed, 06/21/2023 at
9:34am.



Delivered to 11333 VALLEY BOUEVARD, EL MONTE, CA 91731
Received by K.CASAS

OBTAIN PROOF OF DELIVERY

How was your delivery ?



TRACKING NUMBER [772501397904](#)

FROM Tracey Novak
12200 Bloomfield Ave
Santa Fe Springs, CA, US, 90670

TO City of El Monte - City Hall East
Office of the City Clerk
11333 VALLEY BLVD
EL MONTE, CA, US, 91731

PURCHASE ORDER NUMBER Bid Bond submission

REFERENCE 71002-10

SHIPPER REFERENCE 71002-10

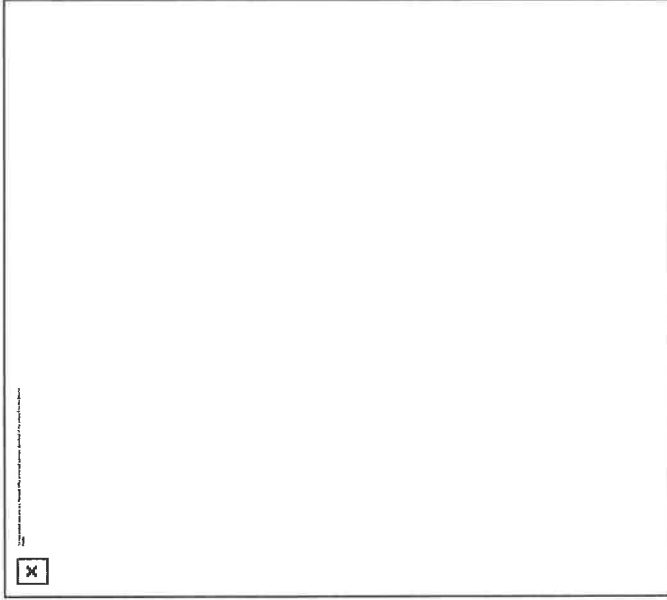
SHIP DATE Tue 6/20/2023 04:17 PM

DELIVERED TO Receptionist/Front Desk

PACKAGING TYPE FedEx Envelope

ORIGIN Santa Fe Springs, CA, US, 90670

DESTINATION EL MONTE, CA, US, 91731
NUMBER OF PIECES 1
TOTAL SHIPMENT WEIGHT 0.50 LB
SERVICE TYPE FedEx Priority Overnight

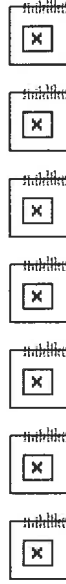



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Thank you for your business.

BID SECURITY

MUST BE COMPLETELY FILLED OUT, SIGNED, NOTORIZED, AND TURNED IN WITH BID OR BID MAY BE DEEMED NON-RESPONSIVE

THAT WE, THE UNDERSIGNED, Griffith Company, as principal; and Liberty Mutual Insurance Company, as Surety, are hereby held and bound unto the CITY OF EL MONTE, hereinafter "City", in the sum of Ten Percent of the Total Amount Bid dollars (\$ 10% of Bid), which sum is equal to at least ten percent (10%) of the total amount of the bid for the work, payment of which sum, well and truly to be made, we hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors, and assigns.

The condition of the above obligation is such that whereas the Principal has submitted to the City a certain Bid, attached hereto and made a part hereof, to enter into a Contract, in writing, for the construction of: **GARVEY AVENUE STREET AND DRAINAGE IMPROVEMENT PROJECT, CIP No. 884.**

NOW, THEREFORE,

- a) If the Bid is rejected, or in the alternative,
- b) If the Bid is accepted and the Principal shall sign and deliver a Contract, in the form of a Contract attached hereto (all completed in accordance with said Bid and Contract), and shall in all other respects perform the agreement created by the acceptance of said Bid;

Then, this obligation shall be void, otherwise the same shall remain in force and effect; it being expressly understood and agreed that the liability of the Surety for any and all default of the Principal hereunder shall be the amount of this obligation as herein stated.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no way impaired or affected by any extension of the time within which the City may accept such bid, and said Surety does hereby waive notice of any such extension.

IN WITNESS THEREOF, the above-bounded parties have executed this instrument under their several seals this 30th day of May, 2023, the name and corporate seal of each corporate party being hereto affixed and duly signed by its undersigned representative, pursuant to authority of its governing body.

IN PRESENCE OF:

_____ Affix
(Individual Principal)

_____ (Address) (Business Address)

_____ (Individual Principal)

_____ (Address) (Business Address)

Griffith Company
(Corporate Principal)
12200 Bloomfield Avenue
Santa Fe Springs, CA 90670
(Business Address)

_____ Affix

(Corporate Seal)
BID SECURITY (Continued)

ATTEST

Liberty Mutual Insurance Company
(Corporate Surety)
790 The City Drive South, #200
Orange, CA 92868
(Business Surety)

Heather Saltarelli

Affix

(Corporate Seal) Heather Saltarelli, Attorney-in-Fact

The rate of premium on this bond is N/A per thousand.
Total amount of premium charged \$ N/A

(Note: This bond must be signed and acknowledged by both the Principal and Surety before a Notary Public, and acknowledgments, with Notarial Seals, attached hereto. Surety must be authorized and licensed by the California Insurance Commissioner as an "admitted surety insurer.")

CALIFORNIA ALL-PURPOSE ACKNOWLEDGEMENT

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

State of California }
 County of Los Angeles

On June 15, 2023 before me, Tracey A Novak, Notary Public
Date Here Insert Name and Title of the Officer

personally appeared Lucas J Walker
Name(s) of Signer(s)

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

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

WITNESS my hand and official seal.



Place Notary Seal Above

Signature

Tracey A Novak
Signature of Notary Public

OPTIONAL

Though the section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: Bid Proposal Garvey Avenue - City of El Monte

Document Date: _____ Number of Pages: _____ Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: Lucas J Walker

Corporate Officer -- Title(s): Vice President/Regional Manager

Individual

Partner --- Limited General

Attorney in Fact

Trustee

Guardian or Conservator

Other: _____

Signer is Representing: GRIFFITH COMPANY

RIGHT THUMBPRINT OF SIGNER
 Top of thumb here

Signer's Name: _____

Corporate Officer -- Title(s): _____

Individual

Partner --- Limited General

Attorney in Fact

Trustee

Guardian or Conservator

Other: _____

Signer is Representing: _____

RIGHT THUMBPRINT OF SIGNER
 Top of thumb here

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

CIVIL CODE § 1189

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

State of California)
County of Orange)
On MAY 30 2023 before me, Le-Kim H. Luu, Notary Public
Date Here Insert Name and Title of the Officer
personally appeared Heather Saltarelli
Name(s) of Signer(s)

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

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

WITNESS my hand and official seal.



Signature [Handwritten Signature]
Signature of Notary Public

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____ Document Date: _____
Number of Pages: _____ Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____ Signer's Name: _____
 Corporate Officer -- Title(s): _____ Corporate Officer -- Title(s): _____
 Partner -- Limited General Partner -- Limited General
 Individual Attorney in Fact Individual Attorney in Fact
 Trustee Guardian or Conservator Trustee Guardian or Conservator
 Other: _____ Other: _____
Signer Is Representing: _____ Signer Is Representing: _____



This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No: 8209664-977460

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Jeri Apodaca, Kevin Cathcart, Vanessa Copeland, Reece Joel Diaz, Maria Guise, Terah Lane, Eric Lowey, Kim Luu, Leigh McDonough, Michael D. Parizino, Lisa Pellerito, Rachelle Rheault, Mark Richardson, Heather Saltarelli, James Schaller

all of the city of Irvine state of CA each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 23rd day of March, 2023.



Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: David M. Carey, Assistant Secretary

State of PENNSYLVANIA
County of MONTGOMERY ss

On this 23rd day of March, 2023 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at Plymouth Meeting, Pennsylvania, on the day and year first above written.



Commonwealth of Pennsylvania - Notary Seal
Teresa Pastella, Notary Public
Montgomery County
My commission expires March 28, 2025
Commission number 1126044
Member, Pennsylvania Association of Notaries

By: Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV - OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII - Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this MAY 30, 2023 day of



By: Renee C. Llewellyn, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

For bond and/or Power of Attorney (POA) verification inquiries, please call 610-832-8240 or email HOSUR@libertymutual.com.

NON-COLLUSION DECLARATION

MUST BE COMPLETELY FILLED OUT, SIGNED, NOTORIZED, AND TURNED IN WITH BID OR BID MAY BE DEEMED NON-RESPONSIVE

STATE OF CALIFORNIA)
)
COUNTY OF LOS ANGELES)

The undersigned declares:

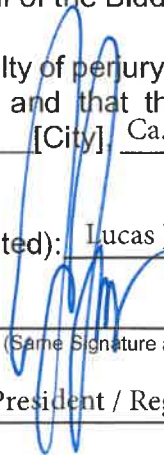
I am the Vice President / Regional Manager of Griffith Company, the party making the foregoing bid.

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 its 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 it 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 6/15/2023 [date], at Santa Fe Springs [City], Ca. [state].

Bidder's Name (Printed): Lucas J. Walker

Bidder's Signature:  _____
(Same Signature as on Proposal)

Bidder's Title: Vice President / Regional Manager

CALIFORNIA ALL-PURPOSE ACKNOWLEDGEMENT

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

State of California }
County of Los Angeles

On June 15, 2023 before me, Tracey A Novak, Notary Public
Date Here Insert Name and Title of the Officer

personally appeared Lucas J Walker
Name(s) of Signer(s)

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



Place Notary Seal Above

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

WITNESS my hand and official seal.

Signature

Tracey A. Novak
Signature of Notary Public

OPTIONAL

Though the section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: Bid Proposal Garvey Avenue - City of El Monte

Document Date: _____ Number of Pages: _____ Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: Lucas J Walker

Signer's Name: _____

Corporate Officer -- Title(s): Vice President/Regional Manager

Corporate Officer -- Title(s): _____

Individual

Individual

Partner --- Limited General

Partner --- Limited General

Attorney in Fact

Attorney in Fact

Trustee

Trustee

Guardian or Conservator

Guardian or Conservator

Other: _____

Other: _____

Signer is Representing: GRIFFITH COMPANY

Signer is Representing: _____



EXPERIENCE QUALIFICATIONS

MUST BE COMPLETELY FILLED OUT, SIGNED, AND TURNED IN WITH BID OR BID MAY BE DEEMED NON-RESPONSIVE

The Bidder has been engaged in the contracting business under the present business name for 121 years. Experience in work of a nature similar to that covered in the proposal extends over a period of 121 years.

The Bidder shall have satisfactorily completed the following:

- At least one (1) prevailing wage public contract in the State of California.
- At least one (1) construction project(s) of similar nature, scope and complexity for public agencies, completed within five (5) years prior to the bid deadline and with the dollar value of Bidder’s portion of each such project more than 50% of the Engineers Estimate.

The Bidder, as a Contractor, has never failed to satisfactorily complete a Contract awarded to it, except as follows:

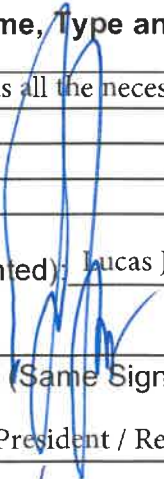
The Bidder shall demonstrate by completing the forms on the following pages to provide information on

- 1) **Current** Construction Contract(s) that is similar in nature, scope and complexity for public agencies with the dollar value of Bidder’s portion of each such project more than 50% of the bid [list five projects maximum]; and
- 2) **Completed** Construction Contracts that are similar in nature, scope and complexity for public agencies completed within five (5) years prior to the bid deadline and with the dollar value of Bidder’s portion of each such project more than 50% of the Engineers Estimate [list five projects maximum]. Make additional copies of the attached forms as necessary.

The following is a list of plant and equipment owned by the Bidder, which is available for use on the proposed work as required.

Quantity	Name, Type and Capacity	Condition	Location
Griffith Company has all the necessary equipment needed to complete the project.			

Bidder’s Name (Printed): Lucas J. Walker

Bidder’s Signature:  (Same Signature as on Proposal)

Bidder’s Title: Vice President / Regional Manager

Date: 6/15/2023

EXPERIENCE QUALIFICATIONS

FAILURE TO COMPLETELY FILL OUT THIS FORM MAY RESULT IN A NON QUALIFIED BID

SEPARATE PROJECT ATTACHMENTS ARE NOT ACCEPTABLE IN LIEU OF THIS DOCUMENT

1. Complete the following information for your **current** construction contract(s) that is similar in nature, scope and complexity for public agencies with the dollar value of Bidder's portion of each such project more than 50% of the Engineers Estimate. (List **five** projects maximum and attach separate sheets. If **one** or **zero** current projects, list your **two** most recently completed projects.)

(a) Name of Project: Mt. View Ave. Widening & Reconstruction Project Phase II

(b) Client: Inland Valley Development Agency

(c) Project Address: Mountain View Ave. from I-10 FWY to Santa Ana River Bridge

City: San Bernardino State: Ca. Zip: 92408

(d) Contact Name: Jim Harris

(e) Contact Phone: (____) 909-382-4100

(f) Design Engineer Name: WSP USA, Inc.

(g) Design Engineer Phone: (____) 909-888-1106

(h) Type of Project: Street Improvements, Realign / improve flood control channel, water, Storm drain, & Bridge

(i) Contract Type: Bid Build

(j) Contract Amount: 13,354,911.78

(k) Percent Change Orders to Base Contract: N/A

(l) Percent Complete: 100%

- (m) Percent Work Performed With Own Forces: 70%
- (n) Scheduled Completion Date: 03/31/2021
- (o) Forecast/Actual Completion Date: July 2021
- (p) Explain any differences between scheduled and forecast/actual completion dates:
Additional Scope added due to change orders.
- (q) Explain any differences between the original contract price and the forecast/ actual cost to complete:
Additional Scope added due to change orders.

2. Complete the following information for **completed** construction contracts that are similar in nature, scope and complexity for public agencies completed within five (5) years prior to the bid deadline and with the dollar value of Bidder's portion of each such project more than 50% of the bid, including, but not limited to contracts with the City of El Monte (List **five** projects maximum and attach additional sheets as necessary.

- (a) Name of Project Manager/Superintendent: Jeff Turner, Superintendent
Ron Skinner, Project Manager
- (b) Name of Project: Firestone Blvd. Regional Corridor
- (c) Client: City of South Gate
- (d) Project Address: 8650 California Ave.
City: South Gate State: Ca. Zip: 90280
- (e) Contact Phone: () 323-563-9574

EXPERIENCE QUALIFICATIONS

FAILURE TO COMPLETELY FILL OUT THIS FORM MAY RESULT IN A NON QUALIFIED BID

SEPARATE PROJECT ATTACHMENTS ARE NOT ACCEPTABLE IN LIEU OF THIS DOCUMENT

1. Complete the following information for your **current** construction contract(s) that is similar in nature, scope and complexity for public agencies with the dollar value of Bidder's portion of each such project more than 50% of the Engineers Estimate. (List **five** projects maximum and attach separate sheets. If **one** or **zero** current projects, list your **two** most recently completed projects.)

(a) Name of Project: Park to Playa Pedestrian Bridge

(b) Client: County of Los Angeles, Public Works

(c) Project Address: Between 5950 Stoneview Drive, Culver City, CA 90232 & 4100 South La Cienega, Los Angeles, CA 90056

City: _____ State: _____ Zip: _____

(d) Contact Name: Ryan Kristan

(e) Contact Phone: (____) 626-458-2585

(f) Design Engineer Name: McLean & Schultz

(g) Design Engineer Phone: (____) 714-985-1100

(h) Type of Project: Design-Build

(i) Contract Type: The Park to Playa Pedestrian bridge was a design build contract awarded to Griffith Company by LA County Department of Public Works in September, 2018. As design-builder, Griffith Company contracted with lead design firm McLean and Schultz to develop a bridge and trail that would span over the busy arterial, La Cienega Blvd, to connect Kenneth Hahn Park in in the City of Los Angeles to Stoneview Nature Center in Culver City. Griffith company self-performed 75% of the work to complete this project which included; design development reviews, stakeholder meetings, constructability reviews, managing all aspects of construction and subcontracting and self-performed the earthwork, cast in place concrete, and landscaping to complete the project on time and within budget.

(j) Contract Amount: 8,888,181.00

(k) Percent Change Orders to Base Contract: 10%

(l) Percent Complete: 100%

(m) *Percent Work Performed With Own Forces:* 75%

(n) *Scheduled Completion Date:* 12/01/2020

(o) *Forecast/Actual Completion Date:* 12/01/2020

(p) *Explain any differences between scheduled and forecast/actual completion dates:*

N/A

(q) *Explain any differences between the original contract price and the forecast/ actual cost to complete:*

N/A

2. *Complete the following information for **completed** construction contracts that are similar in nature, scope and complexity for public agencies completed within five (5) years prior to the bid deadline and with the dollar value of Bidder's portion of each such project more than 50% of the bid, including, but not limited to contracts with the City of El Monte (List **five** projects maximum and attach additional sheets as necessary.*

Darrell Waterman, Sr. Project Manager

(a) *Name of Project Manager/Superintendent:* Scott Goglia, Superintendent

(b) *Name of Project:* Pier E Container Yard - Intermodal Railyard, Stage 3, Phase 3

(c) *Client:* Port of Long Beach

(d) *Project Address:* 925 Harbor Plz.

City: Long Beach *State:* Ca. *Zip:* 90802

(e) *Contact Phone:* (____) 562-283-7080

(f) Design Engineer Name: Moffat & Nichol

(g) Design Engineer Phone: () 562.426.9551

(h) Type of Project: Bid-Build

(i) Contract Type: Demo, earthwork, concrete pavement, electrical system, asphalt paving, stormdrain, trench drain, waterline, fencing, railroad ballast

(j) Contract Amount: \$168,096,671.46

(k) Percent Change Orders to Base Contract: 5%

(l) Percent Complete: 100

(m) Percent Work Performed With Own Forces: 60%

(n) Scheduled Completion Date: Dec. 2020

(o) Actual Completion Date: July 2021


(p) Explain any differences between scheduled and actual completion dates: Change orders.

(q) Explain any differences between the original contract price and the actual cost to complete: N/A

DESIGNATION OF SUBCONTRACTORS

MUST BE COMPLETELY FILLED OUT, SIGNED, NOTORIZED, AND TURNED IN WITH BID OR BID MAY BE DEEMED NON-RESPONSIVE
Include this "Designation of Subcontractors" form and "Subcontractors Workers Classification Form" with Bid
 In compliance with sections 4100-4114 of the California Public Contract Code, each Bidder shall submit the name, contractor license number, and business location of each subcontractor who will perform work or labor or render service to the Contractor for the construction of the work performed under these specifications in excess of one-half (1/2) of one percent (1%) of the prime Contractor's total bid. If the Contractor fails to specify a subcontractor for any portion of the work to be performed under the Contract, it shall be deemed to have agreed to perform such portion itself, and it shall not be permitted to subcontract that portion of the work except under the conditions hereinafter set fourth. (Attach additional forms as necessary)

Name of Subcontractor	Street Address of Shop, Mill or Office	Type of Work/Category Contract	\$ Value of Work to be Performed	DIR Registration Number	Subcontractor's License Number, Type, Expiration Date
J&M Concrete Contractors	749 N. Poplar Street, Suite 200, Orange, Ca. 92868	PCC Walk, Curbs & Gutter, Ramps Driveway, Trench, Pourback	503,856.73	1000005924	242898 A,B,C-8 / 06/30/2023
California Professional Engineering	19062 San Jose Ave., La Puente, Ca. 91748	Electrical Material & Installation	561,408.00	1000377609	793907 A, C-10 / 04/30/2025
LNA Concrete Structures	14071 Peyton Drive #58 Chino Hills, Ca. 91705	Minor Concrete, Minor Structures	218,700.00	1000007129	611949 A / 04/30/2024
Capital Industrial	5592 Engineer Drive, Huntington, Ca. 92649	Pressure Wash & Painting	159,800.00	1000390061	1046485 C33 / 11/30/2024
Blue Iron Foundations & Shoring LLC	3545 Carlin Drive, W. Sacramento, Ca. 95691	Shoring	1,129,000.00	1000004297	1009464 A / 12/31/2023

If no subcontractors will be used, write "NONE" here: _____
 I declare under penalty of perjury that the foregoing is true and correct and this Declaration is executed this 22nd day of June, 2023, in Brea, California
 By:  Lucas J. Walker, Vice President / Regional Manager
 Contractor Company Name: Griffith Company

DESIGNATION OF SUBCONTRACTORS FORM MUST BE TURNED IN WITH BID

SUBCONTRACTORS WORKERS CLASSIFICATIONS FORM

Subcontractor Business Name J&M Concrete Contractors							
Subcontractor Registration Number with DIR 100005924							
Contact Person Name Carmen Montano							
Contact Person Title Junior Estimator							
Contact Person Phone Number 714-978-2222 x 124							
Contact Person E-mail Address clmontano@jmcontractors.com							
Workers Classifications							
<input type="checkbox"/>	ASBESTOS	<input type="checkbox"/>	BOILERMAKER	<input type="checkbox"/>	BRICKLAYERS	<input checked="" type="checkbox"/>	CARPENTERS
<input type="checkbox"/>	CARPET/LINOLEUM	<input checked="" type="checkbox"/>	CEMENT MASONS	<input type="checkbox"/>	DRYWALL FINISHER	<input type="checkbox"/>	DRYWALULATHERS
<input type="checkbox"/>	ELECTRICIANS	<input type="checkbox"/>	ELEVATOR MECHANIC	<input type="checkbox"/>	GLAZIERS	<input type="checkbox"/>	IRON WORKERS
<input checked="" type="checkbox"/>	LABORERS	<input type="checkbox"/>	MILLWRIGHTS	<input type="checkbox"/>	OPERATING ENG	<input type="checkbox"/>	PAINTERS
<input type="checkbox"/>	PILE DRIVERS	<input type="checkbox"/>	PIPE TRADES	<input type="checkbox"/>	PLASTERERS	<input type="checkbox"/>	ROOFERS
<input type="checkbox"/>	SHEET METAL	<input type="checkbox"/>	SOUND/COMM	<input type="checkbox"/>	SURVEYORS	<input type="checkbox"/>	TEAMSTER
<input type="checkbox"/>	TILE WORKERS	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	

Subcontractor Business Name							
Subcontractor Registration Number with DIR							
Contact Person Name							
Contact Person Title							
Contact Person Phone Number							
Contact Person E-mail Address							
Workers Classifications							
<input type="checkbox"/>	ASBESTOS	<input type="checkbox"/>	BOILERMAKER	<input type="checkbox"/>	BRICKLAYERS	<input type="checkbox"/>	CARPENTERS
<input type="checkbox"/>	CARPET/LINOLEUM	<input type="checkbox"/>	CEMENT MASONS	<input type="checkbox"/>	DRYWALL FINISHER	<input type="checkbox"/>	DRYWALULATHERS
<input type="checkbox"/>	ELECTRICIANS	<input type="checkbox"/>	ELEVATOR MECHANIC	<input type="checkbox"/>	GLAZIERS	<input type="checkbox"/>	IRON WORKERS
<input type="checkbox"/>	LABORERS	<input type="checkbox"/>	MILLWRIGHTS	<input type="checkbox"/>	OPERATING ENG	<input type="checkbox"/>	PAINTERS
<input type="checkbox"/>	PILE DRIVERS	<input type="checkbox"/>	PIPE TRADES	<input type="checkbox"/>	PLASTERERS	<input type="checkbox"/>	ROOFERS
<input type="checkbox"/>	SHEET METAL	<input type="checkbox"/>	SOUND/COMM	<input type="checkbox"/>	SURVEYORS	<input type="checkbox"/>	TEAMSTER
<input type="checkbox"/>	TILE WORKERS	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	

If no subcontractors will be used, write "NONE" here:

SUBCONTRACTORS WORKERS CLASSIFICATION FORM MUST BE TURNED IN WITH BID

SUBCONTRACTORS WORKERS CLASSIFICATIONS FORM

Subcontractor Business Name California Professional Engineering, Inc.

Subcontractor Registration Number with DIR 1000377609

Contact Person Name Van Nguyen

Contact Person Title President

Contact Person Phone Number (626) 810-1338

Contact Person E-mail Address estimating@cpengineeringinc.com

Workers Classifications A, C-10

<input type="checkbox"/>	ASBESTOS	<input type="checkbox"/>	BOILERMAKER	<input type="checkbox"/>	BRICKLAYERS	<input type="checkbox"/>	CARPENTERS
<input type="checkbox"/>	CARPET/LINOLEUM	<input type="checkbox"/>	CEMENT MASONS	<input type="checkbox"/>	DRYWALL FINISHER	<input type="checkbox"/>	DRYWALULATHERS
<input checked="" type="checkbox"/>	ELECTRICIANS	<input type="checkbox"/>	ELEVATOR MECHANIC	<input type="checkbox"/>	GLAZIERS	<input type="checkbox"/>	IRON WORKERS
<input checked="" type="checkbox"/>	LABORERS	<input type="checkbox"/>	MILLWRIGHTS	<input type="checkbox"/>	OPERATING ENG	<input type="checkbox"/>	PAINTERS
<input type="checkbox"/>	PILE DRIVERS	<input type="checkbox"/>	PIPE TRADES	<input type="checkbox"/>	PLASTERERS	<input type="checkbox"/>	ROOFERS
<input type="checkbox"/>	SHEET METAL	<input type="checkbox"/>	SOUND/COMM	<input type="checkbox"/>	SURVEYORS	<input type="checkbox"/>	TEAMSTER
<input type="checkbox"/>	TILE WORKERS	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	

Subcontractor Business Name

Subcontractor Registration Number with DIR

Contact Person Name

Contact Person Title

Contact Person Phone Number

Contact Person E-mail Address

Workers Classifications

<input type="checkbox"/>	ASBESTOS	<input type="checkbox"/>	BOILERMAKER	<input type="checkbox"/>	BRICKLAYERS	<input type="checkbox"/>	CARPENTERS
<input type="checkbox"/>	CARPET/LINOLEUM	<input type="checkbox"/>	CEMENT MASONS	<input type="checkbox"/>	DRYWALL FINISHER	<input type="checkbox"/>	DRYWALULATHERS
<input type="checkbox"/>	ELECTRICIANS	<input type="checkbox"/>	ELEVATOR MECHANIC	<input type="checkbox"/>	GLAZIERS	<input type="checkbox"/>	IRON WORKERS
<input type="checkbox"/>	LABORERS	<input type="checkbox"/>	MILLWRIGHTS	<input type="checkbox"/>	OPERATING ENG	<input type="checkbox"/>	PAINTERS
<input type="checkbox"/>	PILE DRIVERS	<input type="checkbox"/>	PIPE TRADES	<input type="checkbox"/>	PLASTERERS	<input type="checkbox"/>	ROOFERS
<input type="checkbox"/>	SHEET METAL	<input type="checkbox"/>	SOUND/COMM	<input type="checkbox"/>	SURVEYORS	<input type="checkbox"/>	TEAMSTER
<input type="checkbox"/>	TILE WORKERS	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	

If no subcontractors will be used, write "NONE" here: _____

SUBCONTRACTORS WORKERS CLASSIFICATION FORM MUST BE TURNED IN WITH BID

SUBCONTRACTORS WORKERS CLASSIFICATIONS FORM

Subcontractor Business Name LNA Concrete Structures
 Subcontractor Registration Number with DIR 1000007129
 Contact Person Name Helodoro Garcia
 Contact Person Title President
 Contact Person Phone Number 951-538-8795
 Contact Person E-mail Address LNA Lolo @AOL.COM

Workers Classifications

ASBESTOS	BOILERMAKER	BRICKLAYERS	CARPENTERS
CARPET/LINOLEUM	CEMENT MASONS	DRYWALL FINISHER	DRYWALULATHERS
ELECTRICIANS	ELEVATOR MECHANIC	GLAZIERS	IRON WORKERS
LABORERS	MILLWRIGHTS	OPERATING ENG	PAINTERS
PILE DRIVERS	PIPE TRADES	PLASTERERS	ROOFERS
SHEET METAL	SOUND/COMM	SURVEYORS	TEAMSTER
TILE WORKERS			

Subcontractor Business Name
 Subcontractor Registration Number with DIR
 Contact Person Name
 Contact Person Title
 Contact Person Phone Number
 Contact Person E-mail Address

Workers Classifications

ASBESTOS	BOILERMAKER	BRICKLAYERS	CARPENTERS
CARPET/LINOLEUM	CEMENT MASONS	DRYWALL FINISHER	DRYWALULATHERS
ELECTRICIANS	ELEVATOR MECHANIC	GLAZIERS	IRON WORKERS
LABORERS	MILLWRIGHTS	OPERATING ENG	PAINTERS
PILE DRIVERS	PIPE TRADES	PLASTERERS	ROOFERS
SHEET METAL	SOUND/COMM	SURVEYORS	TEAMSTER
TILE WORKERS			

If no subcontractors will be used, write "NONE" here:

SUBCONTRACTORS WORKERS CLASSIFICATION FORM MUST BE TURNED IN WITH BID

SUBCONTRACTORS WORKERS CLASSIFICATIONS FORM

Subcontractor Business Name Capital Industrial
 Subcontractor Registration Number with DIR 1000390061
 Contact Person Name Rick Suttles
 Contact Person Title Project Manager/Estimator
 Contact Person Phone Number 657-366-8067
 Contact Person E-mail Address r.suttles@capital-ic.com

Workers Classifications

ASBESTOS	BOILERMAKER	BRICKLAYERS	CARPENTERS
CARPET/LINOLEUM	CEMENT MASONS	DRYWALL FINISHER	DRYWALULATHERS
ELECTRICIANS	ELEVATOR MECHANIC	GLAZIERS	IRON WORKERS
LABORERS	MILLWRIGHTS	OPERATING ENG	X PAINTERS
PILE DRIVERS	PIPE TRADES	PLASTERERS	ROOFERS
SHEET METAL	SOUND/COMM	SURVEYORS	TEAMSTER
TILE WORKERS			

Subcontractor Business Name Blue Iron Foundations & Shoring LLC
 Subcontractor Registration Number with DIR 1000004297
 Contact Person Name Taylor Stevenson
 Contact Person Title Estimator
 Contact Person Phone Number 949-265-5991
 Contact Person E-mail Address taylor@blueironllc.com

Workers Classifications

ASBESTOS	BOILERMAKER	BRICKLAYERS	X CARPENTERS
CARPET/LINOLEUM	CEMENT MASONS	DRYWALL FINISHER	DRYWALULATHERS
ELECTRICIANS	ELEVATOR MECHANIC	GLAZIERS	IRON WORKERS
X LABORERS	MILLWRIGHTS	OPERATING ENG	PAINTERS
X PILE DRIVERS	PIPE TRADES	PLASTERERS	ROOFERS
SHEET METAL	SOUND/COMM	SURVEYORS	TEAMSTER
TILE WORKERS			

If no subcontractors will be used, write "NONE" here:
SUBCONTRACTORS WORKERS CLASSIFICATION FORM MUST BE TURNED IN WITH BID

SUBCONTRACTORS WORKERS CLASSIFICATIONS FORM

Subcontractor Business Name					
Subcontractor Registration Number with DIR					
Contact Person Name					
Contact Person Title					
Contact Person Phone Number					
Contact Person E-mail Address					
Workers Classifications					
ASBESTOS	BOILERMAKER	BRICKLAYERS	CARPENTERS		
CARPET/LINOLEUM	CEMENT MASONS	DRYWALL FINISHER	DRYWALL LATHERS		
ELECTRICIANS	ELEVATOR MECHANIC	GLAZIERS	IRON WORKERS		
LABORERS	MILLWRIGHTS	OPERATING ENG	PAINTERS		
PILE DRIVERS	PIPE TRADES	PLASTERERS	ROOFERS		
SHEET METAL	SOUND/COMM	SURVEYORS	TEAMSTER		
TILE WORKERS					

Subcontractor Business Name					
Subcontractor Registration Number with DIR					
Contact Person Name					
Contact Person Title					
Contact Person Phone Number					
Contact Person E-mail Address					
Workers Classifications					
ASBESTOS	BOILERMAKER	BRICKLAYERS	CARPENTERS		
CARPET/LINOLEUM	CEMENT MASONS	DRYWALL FINISHER	DRYWALL LATHERS		
ELECTRICIANS	ELEVATOR MECHANIC	GLAZIERS	IRON WORKERS		
LABORERS	MILLWRIGHTS	OPERATING ENG	PAINTERS		
PILE DRIVERS	PIPE TRADES	PLASTERERS	ROOFERS		
SHEET METAL	SOUND/COMM	SURVEYORS	TEAMSTER		
TILE WORKERS					

If no subcontractors will be used, write "NONE" here:
SUBCONTRACTORS WORKERS CLASSIFICATION FORM MUST BE TURNED IN WITH BID



CORPORATE OFFICE

3050 E. Birch Street
Brea, CA 92821
[714] 984-5500
Fax [714] 854-9754

SOUTHERN REGION

12200 Bloomfield Avenue
Santa Fe Springs, CA 90670
[562] 929-1128
Fax [562] 864-8970

CENTRAL REGION

1128 Carrier Parkway Avenue
Bakersfield, CA 93308
[661] 392-6640
Fax [661] 393-9525

SAN DIEGO OFFICE

10660 Scripps Ranch Blvd
Suite 100
San Diego, CA 92123
[858] 298-2089

CONCRETE DIVISION

12200 Bloomfield Avenue
Santa Fe Springs, CA 90670
[562] 929-1128
Fax [562] 929-7116

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3050 E. Birch Street
Brea, CA 92821
[714] 984-5500
Fax [714] 854-7843

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Brea, CA 92821
[714] 984-5500
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Brea, CA 92821
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www.griffithcompany.net

CA Contractors
License #88

NV Contractors
License #78889

AZ Contractors
License #292209



GRIFFITH COMPANY

LICENSE CERTIFICATE

I certify under penalty of perjury under the laws of the State of California that the following is true and correct.

88

State Contractor's License No.

Lucas Walker, Vice President / Regional Manager



CONTRACTORS
STATE LICENSE BOARD
ACTIVE LICENSE



License Number **88**

Entity **CORP**

Business Name **GRIFFITH COMPANY**

Classification(s) **A B C-8 C-12 C-27 HAZ C-31 C-22**



Expiration Date **09/30/2024**

www.csib.ca.gov

GRIFFITH COMPANY

[View Details](#)

Detail:

Registration Number: 1000005611
Status: Active
CSLB Number: 88
Legal Entity Type: Corporation
Mailing Address: 3050 E.BIRCH ST
BREA
CA 92821
Orange
County: Orange
Craft: Carpenter;Cement Mason;General Engineering;Laborer;Landscape;Operating E...
Email: srueelas@griffithcompany.net

Registration History


Effective Date	Expiration Date
7/1/2022	6/30/2024
7/1/2019	6/30/2022
5/25/2018	6/30/2019
5/8/2017	6/30/2018
6/1/2016	6/30/2017
6/1/2015	6/30/2016
1/14/2015	6/30/2015

Griffith Company is an equal opportunity employer and an employee-owned company.

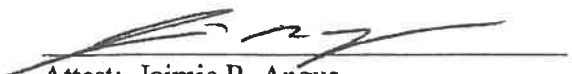
BOARD RESOLUTION
ELECTION OF OFFICERS
MARCH 20, 2023

BE IT RESOLVED, that the Board of Directors of Griffith Company elect the following individuals as the Officers of Griffith Company for the 2023 Calendar Year, effective January 1, 2023:

Jaimie R. Angus:	President and Chief Executive Officer
Ryan J. Aukerman:	Executive Vice President
Esteban A. Ruelas:	Vice President Treasurer and Chief Financial Officer Secretary
Megan M. Stone:	Vice President, HR Director, EEO Officer
Lucas J. Walker:	Vice President Regional Manager
Walter E. Weishaar:	Vice President Regional Manager
Barbara Newton:	Assistant Secretary
Tracey A. Novak:	Assistant Secretary



Esteban A. Ruelas
Secretary



Attest: Jaimie R. Angus
Chairman of the Board



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Brea, CA 92821
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13400 Sabre Springs Parkway
Suite 200
San Diego, CA 92128
[858] 727-3501

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MEMORANDUM

TO: All Griffith Company Employees
FROM: Griffith Company Board of Directors
Jaimie R. Angus, President & CEO
DATE: March 20, 2023
SUBJECT: Election of Company Officers

Griffith Company Board of Directors is pleased to announce election of the following officers for the 2023 calendar year, effective January 1, 2023:

Jaimie R. Angus:	President and Chief Executive Officer
Ryan J. Aukerman:	Executive Vice President
Esteban A. Ruelas:	Vice President Treasurer and Chief Financial Officer Secretary
Megan M. Stone:	Vice President, HR Director, EEO Officer
Lucas J. Walker:	Vice President Regional Manager
Walter E. Weishaar:	Vice President Regional Manager
Barbara Newton:	Assistant Secretary
Tracey A. Novak:	Assistant Secretary

Griffith Company is an equal opportunity employer and an employee-owned company.

BOARD RESOLUTION
AUTHORIZED SIGNERS OF THE CORPORATION
MARCH 20, 2023

BE IT RESOLVED, that any one or more of the Officers of this Corporation are hereby authorized to execute and deliver in the name of this corporation any and all bids, authorizations, contracts, notes, deeds, bonds, stocks, declarations, releases and agreements of any nature or sort whatever.


FURTHER RESOLVED, that any one or more of the following are appointed as authorized signers and hereby authorized to execute and deliver in the name of and behalf of this Corporation any and all bids, authorizations, contracts, certifications, declarations and releases, including: bid bonds, labor and material bonds, performance bonds and stop notice bonds.

Regional Manager, Division Manager, Assistant Division Manager, Area Manager,
Chief Estimator, General Counsel, Director of Alternative Delivery Operations

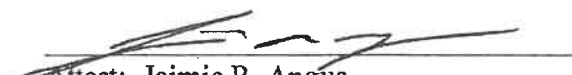
FURTHER RESOLVED, that any and all persons, firms, corporations, and other entities shall be entitled to rely on the authority of any one or more of the officers or authorized signers named to bind this Corporation by the execution and delivery of any of the documents or papers set forth hereinabove.

FURTHER RESOLVED, that the authority granted hereby shall not be modified or revoked except by a resolution to that effect passed by the Board of Directors of this Corporation.

FURTHER RESOLVED, that any and all authorization heretofore granted by this Corporation to any officers or authorized signers other than those named, to perform acts in the name of and on behalf of this Corporation similar to the acts authorized above, be and they are hereby revoked, rescinded and annulled.



Esteban A. Ruelas
Secretary



Attest: Jaimie R. Angus
Chairman of the Board

CORPORATE OFFICE
3050 E. Birch Street
Brea, CA 92821
[714] 984-5500
Fax [714] 854-8754

SOUTHERN REGION
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Santa Fe Springs, CA 90870
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MEMORANDUM

TO: All Griffith Company Employees
FROM: Griffith Company Board of Directors
Jaimie R. Angus, President & CEO
DATE: March 20, 2023
SUBJECT: Authorized Signers

Griffith Company Board of Directors is pleased to announce that any one or more of the following positions are appointed as authorized signers and hereby authorized to execute and deliver in the name of and behalf of this Corporation any and all bids, authorizations, contracts, certifications, declarations and releases, including: bid bonds, labor and material bonds, performance bonds and stop notice bonds.

Bradley E. Austin	Chief Estimator
Martin M. Carpenter, Jr.	Division Manager
Mark G. Davenport	Division Manager
Jason R. Dennis	Chief Estimator
Jesse Espinoza	Area Manager
Miguel Fenley	Division Manager
Dennis Gansen	Division Manager
Tehseen Khan	Director of Alternative Delivery Operations
Ky McLeod	Chief Estimator
Edgar Martinez	Division Manager
Ronald B. Pierce	General Counsel
Mac A. Tarrosa	Division Manager
Stephen Timm	Assistant Division Manager

Griffith Company is an equal opportunity employer and an employee-owned company.

**EXECUTIVE ORDER 11246, SECTION 503 AND VEVRAA
AFFIRMATIVE ACTION PLAN (AAP)**

for

Griffith Company

Griffith Company Affirmative Action Plan

January 1, 2023 to December 31, 2023

**AAP FOR FEMALES, MINORITIES, COVERED VETERANS
AND PERSONS WITH DISABILITIES**

AA/EEO Contact: Megan Stone
Vice President/Human Resources Director/EEO Officer
Griffith Company
3050 E. Birch Street
Brea, CA 92821
714-984-5500

AFFIRMATIVE ACTION PLAN GOALS FOR FEMALES, MINORITIES, COVERED VETERANS AND PERSONS WITH DISABILITIES

The overall goal of this Affirmative Action Plan (AAP) is to afford equal employment opportunity for females, minorities, individuals with disabilities and protected veterans.

Under Section 503, we implement this AAP company-wide but can disaggregate by trade and geographical area. We have adopted the utilization goal of **7%** employment of qualified individuals. Griffith Company has implemented the voluntary self-identification of disabilities form to be provided to applicants pre-offer, post-offer, and periodically throughout their employment (at least every 5 years).

Under VEVRAA, we implement this AAP company-wide and adopt the national percentage of Veterans in the Civilian Labor Force of **5.6%** as a hiring benchmark. Griffith Company has implemented an invitation to self-identify as a protected veteran at the pre-offer stage and at the post-offer stage.

The current goal for the utilization of women is **6.9%** of work hours and applies to all of a contractor's construction sites regardless of where the Federal or federally assisted contract is being performed.

The current goals for minorities is dependent on the county or statistical area where the project is located. Griffith Company performs work in the Bakersfield Kern County, Fresno, Tulare, Los Angeles – Long Beach Los Angeles County, Orange County, Riverside County, San Bernardino County and San Diego County. The Minority Goals for these regions ranges from **11.9 to 28.3%**.

EEO POLICY & STATEMENT

Griffith Company is an equal opportunity employer. We make employment decisions without regard to race, creed, color, religion, age, sex or gender (including pregnancy, childbirth, and related medical conditions), sexual orientation, gender identity or gender expression (including transgender status), national origin, ancestry, citizenship status, marital status, physical or mental disability, military service or veterans' status, genetic information, or any other classification protected by applicable federal, state, and local laws and ordinances. Our management is dedicated to ensuring the fulfillment of this policy with respect to hiring, placement, promotion, transfer, demotion, layoff, termination, recruitment advertising, pay and other forms of compensation, training, access to facilities and programs, and general treatment during employment.

Any violation of this policy will not be tolerated and will result in appropriate disciplinary action, up to and including termination. If an employee believes someone has violated this policy, the employee should bring the matter to the attention of the Equal Employment Opportunity Officer at (714) 984-5500 or Human Resources Department at (714) 984-5527. Griffith Company will promptly investigate the facts and circumstances of any claim this policy has been violated and take appropriate corrective measures. Additionally, Griffith Company has established a confidential and anonymous reporting system. This hotline is currently available by telephone to report issues and events in good faith without fear of retaliation. The toll-free number, available 24/7/365, is 1-877-611-7854. For further information, see Hotline policy in this handbook.

No employee will be subject to, and Griffith Company prohibits, any form of discipline or retaliation for reporting perceived violations of this policy, pursuing any such claim, or cooperating in any way in the investigation of such claims.

The below policy statement is distributed to all new hires and is reviewed with employees periodically (also available in Spanish):

**EEO means Equal Employment Opportunity.
EEO Officer is Megan Stone.**



Griffith Company affirms the following statement of policy regarding EEO.

In order to provide equal employment opportunities to all qualified persons this company agrees to do the following:

- (1) Recruit, hire, train, and promote persons in all job titles, without regard to race, color, religion, sex, national origin, disability, veteran status, sexual orientation, or gender identity.
- (2) Base decisions on employment so as to further the principle of equal employment opportunity;
- (3) Ensure that promotion decisions are in accord with principles of equal employment opportunity;
- (4) Ensure that all personnel actions will be administered without regard to race, color, religion, sex, national origin, disability, veteran status, sexual orientation or gender identity.

If you believe the company is not adhering to this policy, please contact Megan Stone at 714-984-5500 or call the company's confidential hot line: 877-611-7854.

REVIEW OF PERSONNEL PROCESSES
41 C.F.R. §§ 60-250.44(b); 60-300.44(b); 60-741.44(b)

To ensure that all personnel activities are conducted in a job-related manner which provides and promotes equal employment opportunity for all known covered veterans and employees and applicants with disabilities, regardless of gender or race. Reviews are periodically made of the Company's examination and selection methods to identify barriers to employment, training, and promotion.

- Griffith Company periodically conducts a review of its employment processes to ensure thorough and systematic consideration of the job qualifications of 1) females; 2) minorities; 3) known covered veteran applicants and employees; and 4) applicants and employees with disabilities for job vacancies filled either by external hiring or internal promotions/transfers, as well as for all training opportunities available. In order to determine whether an individual is qualified for a particular job, a close examination of the content of the job is made, as well as a review of the job qualifications of both applicants and employees. In determining the qualifications of a covered veteran, consideration is given only to that portion of the military record, including discharge papers, relevant to the job qualifications for which the veteran is being considered.
- The company ensures that its personnel processes do not stereotype disabled persons or veterans in a manner which limits their access to jobs for which they are qualified.
- A review of the recruitment and applicant processes will be done mid-year to ensure that applications are being reviewed, applicable logs are being maintained and data is being collected.
- A review of our personnel activities will be conducted at the end of this AAP year.

PHYSICAL AND MENTAL QUALIFICATIONS
41 C.F.R. §§ 60-250.44(c); 60-300.44(c); 60-741.44(c)

To ensure that all physical and mental qualifications and requirements are job-related and promote equal employment opportunity for all known individuals, regardless of gender, race, covered veterans status, and employees and applicants with qualified disabilities. Reviews are periodically made of the Company's physical and mental qualifications and requirements as they relate to employment, training, and promotion.

The Company's physical and mental job requirements are reviewed to determine whether or not they are job-related and consistent with business necessity and safe performance on the job.

Schedule for Review: Any previously reviewed classification will be reviewed again if there is a change in working conditions which affects the job's physical or mental requirements (e.g., new requirements, new equipment, etc.). Each time a position opens, the essential functions and job requirements are reassessed with the hiring manager to ensure the job description includes all requirements are consistent with business necessity. Existing job descriptions will be reviewed mid-year to ensure that any changes are reflected accordingly.

REASONABLE ACCOMMODATION TO PHYSICAL AND MENTAL LIMITATIONS
41 C.F.R §§ 60-250.44(d); 60-300.44(d); 60-741.44(d)

Griffith Company will make every effort to provide reasonable accommodations to physical and mental limitations of applicants and employees with disabilities unless it can demonstrate that the accommodations would impose an undue hardship on the operation of business. Griffith Company will confidentially review performance issues of employees with known disabilities to determine whether a reasonable accommodation is needed when: 1) the employee is having significant difficulty with job performance, and 2) it is reasonable to conclude that the problem is related to the known disability.

Employees may also contact the following at any time to formally request an accommodation:

Name: Megan Stone

Title: Vice President / Human Resources Director / EEO Officer

Phone: 714-984-5500 Ext 5527

Email: mstone@griffithcompany.net

Name: Randy Franklin

Title: Director of Risk Management and Safety

Phone: 714-984-5500 Ext 5571

Email: rfranklin@griffithcompany.net

CHAPTER E: HARASSMENT
41 C.F.R. §§ 60-250.44(e); 60-300.44(e); 60-741.44(e)

Griffith Company has developed and implemented a set of procedures to ensure that its employees with regard to gender, race, disabilities or Covered Veteran status are not harassed due to those conditions. Below is Griffith sexual harassment policy.

Griffith Company does not tolerate and prohibits discrimination, harassment or retaliation of or against our job applicants, contractors, interns, volunteers, or employees by another employee, supervisor, vendor, customer, or any third party on the basis of race, religious creed, color, age, sex or gender (including pregnancy, childbirth and related medical conditions), sexual orientation, gender identity or gender expression (including transgender status), national origin, ancestry, citizenship status, marital status, mental or physical disability, military service and veteran status, genetic information or any other characteristic protected by applicable federal, state, or local laws and ordinances. Griffith Company is committed to a workplace free of discrimination, harassment and retaliation.

Our management team is dedicated to ensuring the fulfillment of this policy as it applies to all terms and conditions of employment, including recruitment, hiring, placement, promotion, transfer, training, compensation, benefits, employee activities, and general treatment during employment.

Discrimination Defined

Discrimination under this policy means treating differently or denying or granting a benefit to an individual because of the individual's protected characteristic.

Harassment Defined

Harassment is defined in this policy is unwelcome verbal, visual or physical conduct creating an intimidating, offensive, or hostile work environment that interferes with work performance. Harassment can be verbal (including slurs, jokes, insults, epithets, gestures or teasing), visual (including offensive posters, symbols, cartoons, drawings, computer displays, or e-mails) or physical conduct (including physically threatening another, blocking someone's way, etc.) that denigrates or shows hostility or aversion towards an individual because of any protected characteristic. Such conduct violates this policy, even if it is not unlawful. Because it is difficult to define unlawful harassment, employees are expected to behave at all times in a manner consistent with the intended purpose of this policy.

Sexual Harassment Defined

Sexual harassment can include all of the above actions, as well as other unwelcome conduct, such as unwelcome or unsolicited sexual advances, requests for sexual favors, conversations regarding sexual activities and other verbal or physical conduct of a sexual nature.

Examples of conduct that violates this policy include:

- unwelcome sexual advances, flirtations, advances, leering, whistling, touching, pinching, assault, blocking normal movement
- requests for sexual favors or demands for sexual favors in exchange for favorable treatment

- obscene or vulgar gestures, posters, or comments
- sexual jokes or comments about a person's body, sexual prowess, or sexual deficiencies
- propositions, or suggestive or insulting comments of a sexual nature
- derogatory cartoons, posters, and drawings
- sexually-explicit e-mails or voicemails
- uninvited touching of a sexual nature
- unwelcome sexually-related comments
- conversation about one's own or someone else's sex life
- conduct or comments consistently targeted at only one gender, even if the content is not sexual
- teasing or other conduct directed toward a person because of the person's gender

Retaliation Defined

Retaliation means adverse conduct taken because an individual reported an actual or perceived violation of this policy, opposed practices prohibited by this policy, or participated in the reporting and investigation process described below. "Adverse conduct" includes but is not limited to: shunning and avoiding an individual who reports harassment, discrimination or retaliation; express or implied threats or intimidation intended to prevent an individual from reporting harassment, discrimination or retaliation; and denying employment benefits because an applicant or employee reported harassment, discrimination or retaliation or participated in the reporting and investigation process described below.

ALL DISCRIMINATION, HARASSMENT AND RETALIATION IS UNACCEPTABLE IN THE WORKPLACE AND IN ANY WORK-RELATED SETTINGS SUCH AS BUSINESS TRIPS AND BUSINESS-RELATED SOCIAL FUNCTIONS, REGARDLESS OF WHETHER THE CONDUCT IS ENGAGED IN BY A SUPERVISOR, CO-WORKER, CLIENT, CUSTOMER, VENDOR, OR OTHER THIRD PARTY.

Reporting Procedures

The following steps have been put into place to ensure the work environment at Griffith Company is respectful, professional, and free of discrimination, harassment and retaliation. If an employee believes someone has violated this policy or our Equal Employment Opportunity Policy, the employee should promptly bring the matter to the immediate attention of the Human Resources Director at (714) 984-5527 or Equal Employment Opportunity Officer at (714) 984-5500. If either of these individuals is the person toward whom the complaint is directed you should contact any higher level manager in your reporting chain. If the employee makes a complaint under this policy and has not received a satisfactory response within five (5) business days, the employee should contact Jaimie R. Angus, President and CEO, 3050 E. Birch Street, Brea, CA 92821, 714-984-5500 ext. 5524, jangus@griffithcompany.net immediately. Griffith Company has also established a confidential and anonymous reporting system. This hotline is currently available by telephone to report issues and events without fear of retaliation. The toll-

free number, available 24/7/365, is 1-877-611-7854. (For further information, see Hotline policy in this handbook.)

Every supervisor who learns of any employee's concern about conduct in violation of this policy, whether in a formal complaint or informally, must immediately report the issues raised to the Human Resources Director, the Equal Employment Opportunity Officer, or senior management.

Investigation Procedures

Upon receiving a complaint, Griffith Company will promptly conduct a fair and thorough investigation into the facts and circumstances of any claim of a violation of this policy or our Equal Employment Opportunity policy. To the extent possible, Griffith Company will endeavor to keep the reporting employee's concerns confidential. However, complete confidentiality may not be possible in all circumstances.

During the investigation, Griffith Company generally will interview the complainant and the accused, conduct further interviews as necessary and review any relevant documents or other information. Upon completion of the investigation, Griffith Company shall determine whether this policy has been violated based upon its reasonable evaluation of the information gathered during the investigation. Griffith Company will inform the Complainant and the accused of the results of the investigation.

Griffith Company will take corrective measures against any person who it finds to have engaged in conduct in violation of this policy, if Griffith Company determines such measures are necessary. These measures may include, but are not limited to, counseling, suspension, or immediate termination. Anyone, regardless of position or title, whom Griffith Company determines has engaged in conduct that violates this policy will be subject to discipline, up to and including employment termination. In addition to being a violation of this policy, harassment, discrimination or retaliation can also be against the law. Employees who engage in conduct that rises to the level of a violation of law can be held personally liable for such conduct.

* * * *

Remember, we cannot remedy claimed discrimination, harassment or retaliation unless you bring these claims to the attention of management. Please report any conduct which you believe violates this policy.

**EXTERNAL DISSEMINATION OF POLICY, OUTREACH AND POSITIVE
RECRUITMENT**

41 C.F.R. §§ 60-250.44(f); 60-300.44(f); 60-741.44(f)

Based upon the Company's review of its personnel policies as described in Chapter B, the following activities will be implemented or continued to further enhance our affirmative action efforts. All activities are the responsibility of the EEO Officer, Megan Stone.

- Initiate and maintain communication with organizations having special interests in the recruitment of and job accommodations for individuals of gender, race, covered veterans and individuals with disabilities.
- Include workers with disabilities when employees are pictured in consumer, promotional, or help wanted advertising.
- Disseminate information concerning employment opportunities to job posting sites publications that primarily reach covered veterans and individuals with disabilities.
- Provide information emphasizing job opportunities for individuals of gender, race, covered veterans and individuals with disabilities to all local educational institutions, public and private.
- Inform all recruiting sources, in writing and orally, of the Company's affirmative action policy for individuals of gender, race, covered veterans and individuals with disabilities.
- List with the State Employment Development Department all suitable job openings.
 - The exemptions for posting jobs are when positions are,
 - executive and top management positions,
 - union crafts positions,
 - and positions open for three days or less.
- Griffith Company partners with Circa, a company who assists us in positive outreach to community organizations. We have registered and will post our job opportunities with the State Employment Development Department.
- Send written notification of the Company's affirmative action policy to all subcontractors, vendors, and suppliers requesting appropriate action on their part. This includes their obligation to annually file their EEO Reporting form and VETS-4212 form and, for employers with 50 or more employees and contracts of \$50,000 or more, their obligation to develop a written affirmative action plan.
- Conduct formal briefing sessions with representatives from recruiting sources. Include as part of the briefing sessions, facility tours, clear and concise explanations of current and future job openings, position descriptions, worker specifications, explanations of the Company's selection process, and recruiting literature. Arrange for referral of applicants, follow up with sources, and feedback on disposition of applicants.

- Participate in veterans "job fairs" and work study programs with Veterans' Administration rehabilitation facilities and schools which specialize in training or educating covered veterans.
- Utilize tools in our applicant tracking system, JazzHR, to monitor the source of applicants to ensure the sources utilized are effective at referring qualified candidates.

INTERNAL DISSEMINATION OF POLICY
41 C.F.R. §§ 60-250.44(g); 60-300.44(g); 60-741.44(g)

In order to gain positive support and understanding for the affirmative action program for individuals of gender, race, covered veterans and individuals with disabilities, Griffith Company will implement or continue to implement the following internal dissemination procedures, all of which are the responsibility of the EEO Officer, Megan Stone. The following policies and procedures are designed to foster support and understanding from Griffith Company's executive staff, management, supervisors, and other employees in an effort to encourage all employees to take the necessary actions to aid Griffith Company in meeting its obligations.

- Include the policy in the Griffith's Employee Handbook, Newsletter, letterhead and other in-house publications.
- Conduct special meetings with executive, management, and supervisory personnel to explain the intent of the policy and individual responsibility for effective implementation, making clear the President's attitude.
- Schedule training sessions for all employees involved in recruiting, selection, promotion, and other related employment issues for individuals of gender, race covered veterans and individuals with disabilities.
- Discuss the policy thoroughly in both employee orientation and management training programs.
- Inform union officials of the contractor's policy, and request their cooperation.
- Include non-discrimination clauses in all union agreements, and review all contractual provisions to ensure they are non-discriminatory.
- Include articles on accomplishments and special causes of employees which covered women, minorities, veterans and workers with disabilities in Company publications.
- Post the policy on Company bulletin boards, along with the Company's harassment policy which includes protection from harassment on the basis of disability.

AUDIT AND REPORTING SYSTEM
41 C.F.R. §§ 60-250.44(h); 60-300.44(h); 60-741.44(h)

Griffith Company has developed and implemented an audit and reporting system that addresses the following:

- Measures the effectiveness of Griffith Company's overall Affirmative Action Program and whether the company is in compliance with specific obligations.
- Indicates the need for remedial action.
- Measures the degree to which Griffith Company's objectives are being met.
- Whether there are any undue hurdles for individuals of gender, race, individuals with disabilities or other veterans regarding company sponsored educational, training, recreational, and social activities.
- Our plan is to continue to collect voluntary data and do a mid-year utilization analysis by trade for individuals with disabilities. The intent of the mid-year analysis is to monitor our progress and audit the data collection process.

RESPONSIBILITY FOR IMPLEMENTATION
41 C.F.R. §§ 60-250.44(i); 60-300.44(i); 60-741.44(i)

As part of its efforts to ensure equal employment opportunity to individuals of gender, race, covered veterans and individuals with disabilities, Griffith Company has designated specific responsibilities to various staff to ensure the AAP focuses on all components of the employment system. To that end, the President, Human Resources Director, EEO Officer, and those employed as supervisors and managers have undertaken the responsibilities described below.

President

The President is responsible for providing top management support for the Company's AAP. This person annually reaffirms the Company's Equal Employment Opportunity Policy and to make known to all employees and applicants the commitment of Senior Management to EEO and affirmative action. Additional responsibilities include, but are not limited to:

1. Designating appropriate personnel with the responsibility for overseeing, administering, implementing, and monitoring the Company's AAP. Ensuring that these personnel are identified in writing by name and job title.
2. Ensuring that designated personnel responsible for all AAP components are given the necessary authority and top management support and staffing to successfully implement their assigned responsibilities.
3. Imparting the personal direction that ensures total involvement and commitment to equal employment opportunity programs through Griffith Company 's AAP.

EEO Officer

The EEO Officer is responsible for overall supervision of the AAP. The EEO Officer ensures through department managers and supervisors that all relevant policies and procedures are adhered to. Successful implementation of this program is a basis for evaluating the EEO Officer's effective work performance. The EEO Officer's responsibilities include, but are not limited to, the following:

1. Presenting all needed recommendations and procedural changes to Senior Management concerning EEO and affirmative action and ensuring that Senior Management is kept informed of the Company's compliance status.
2. Maintaining Company-wide management support and cooperation for the Company's AAP.
3. Collaborating with Senior Management on EEO and AAP issues.
4. Assisting line management in arriving at solutions to EEO/AAP problems.

5. Reviewing results of audit and reporting systems to assess the effectiveness of the Company's AA programs and to direct corrective actions where necessary.
6. Ensuring that the AAP is updated annually company-wide.
7. Providing guidance to managers and supervisors in taking proper action to prevent employees from being harassed in any way, through one-on-one contact, training, and disciplinary action.
8. Ensuring that relevant staff, (i.e., executives, managers, and supervisors) are aware that their work performance is being evaluated in part on the basis of their equal employment opportunity efforts and results.
9. Reviewing the qualifications of all employees to ensure equitable opportunity, based on job-related employment practices, is given to all for transfers and promotions.
10. Conducting periodic audits of: 1) training programs and hiring and promotion patterns to remove impediments to the attainment of AAP goals and objectives, and 2) the Company's sponsored educational, training, recreational, and social activities to ensure that all employees are encouraged to participate in accordance with policies on non-discrimination. Determine whether known individuals regardless of gender, race, covered veterans and employees with disabilities have had the opportunity to participate in all Company-sponsored educational, training, recreation and social activities.
11. Reviewing all job descriptions and specifications to ensure they are free of discriminatory provisions and artificial barriers. Ensuring that all requirements are job-related, that they are realistic, and that they reflect the actual work requirements of the essential job duties.
12. Ensuring the Company's VETS-4212 form is filed annually.
13. Providing direction to the Company's employees, as necessary, to carry out all actions required to meet the Company's equal employment opportunity and affirmative action commitments.
14. Responsible for the design and effective implementation of the AAP at all establishments.
15. Developing, implementing, and maintaining audit and reporting systems to measure effectiveness of equal employment opportunity programs, including those that will indicate need for remedial action, determine degree to which goals and objectives have been obtained.
16. Advising management in the modification and development of the Company's policies to ensure the enhancement of equal employment opportunity for all employees and potential employees within existing equal employment opportunity guidelines.

17. Identifying problem areas and establishing procedures, goals and objectives to solve these problems.
18. Providing guidelines in the development, preparation, and implementation of career counseling programs for known covered veterans and employees with disabilities.
19. Conducting periodic audits to ensure all required posters and those advertising the Company's equal employment opportunity policies and AAP, as well as the Invitation to Self-Identify for individuals of all gender, race, covered veterans and individuals with disabilities, are displayed and that the Company's equal employment opportunity and AAP policies are being thoroughly communicated.
20. Developing policy statements, affirmative action programs, internal and external communication techniques.
21. Assisting line management in arriving at solutions to problems.
22. Serving as the liaison between Griffith Company and enforcement agencies.
23. Serving as the liaison between Griffith Company and organizations and community action groups for covered veterans and persons with disabilities as well as minority/gender groups, in addition to ensuring that representatives are involved in community service programs of local organizations for covered veterans and persons with disabilities.
24. Keeping management informed of the latest developments in the equal employment opportunity area.
25. Reviewing, reporting on, and updating the AAP annually in accordance with stated policy. Informing employees and applicants of significant changes.
26. Working closely with the HR Director and department managers and supervisors in coordinating the effective implementation of all identified affirmative actions.
27. Assisting in review and revision of all policies, procedures, and rules to ensure they are not in violation of federal or state laws and regulations.
28. Responsible for ensuring overall the Company's compliance with the AAP.

Managers and Supervisors

In their direct day-to-day contact with the Company's employees, managers and supervisors have assumed certain responsibilities to help Griffith Company ensure compliance with equal

employment opportunity programs and effective implementation of the AAP. These include, but are not limited to the following:

1. Adhering to the Company's equal employment opportunity policy.
2. Supporting and assisting the Human Resources and EEO Officer in developing, maintaining, and successfully implementing the AAP.
3. Providing feedback regarding the status of affirmative action programs.
4. Taking action to prevent harassment of employees placed through affirmative action efforts.
5. Assigning employees to significant jobs that might lead to greater personal growth and value, and counsel them with respect to what is needed for upward mobility within the employment structure.
6. Ensuring that all interviews, offers of employment and/or wage commitments are consistent with the Company's policy.
7. Implementing the internal promotion and transfer of all employees under their supervision consistent with AAP goals and objectives.
8. Assisting in identifying problem areas and providing needed information for establishing and meeting department affirmative action goals and objectives.
9. Seeking and sharing information on feasible accommodations which have been or could be made for known disabilities.

TRAINING

41 C.F.R. §§ 60-250.44(j); 60-300.44(j); 60-741.44(j)

Griffith Company trains all employees involved in any way with the recruitment, selection, promotion, disciplinary actions, training, and related processes of gender, race, individuals with disabilities or other veterans to ensure commitment to the company's stated Affirmative Action goals.

DATA COLLECTION ANALYSIS

In accordance with the VEVRAA and Section 503 data collection provisions, Griffith Company has implemented a process to analyze the data collected from applicants and employees, and the records will be retained for a period of three years. All information will be kept confidential and separate from personnel files.

Data collection procedures will be reviewed mid-year to ensure that all necessary practices are still being followed. An analysis of the data received will be done mid-year and end of AAP year.