

**Department of Public Works  
Transmittal of Authority for Expenditure Document for  
Approval by the Board**

**Date:** September 26, 2024

**To:** TJ Knight, Assistant Executive Officer  
Board of Public Works

**From:** BPW-Office of Accounting  
For – Bureau of Sanitation

**Re:** Authority for Expenditure Number: AE 25760861M \$400,000.00

The Department's procedures require that the attached Authority for Expenditure be approved by the Board of Public Works.

Please schedule it on the Board agenda for next meeting.

After approval by the Board, please transmit it to a Commissioner for approval as "Head of Department." The approved document should then be returned to the Office of Accounting for further processing. Please contact the following person for pick-up.

**OOA**

**Attn: Jefferson Eligio**

Email: jefferson.eligio@lacity.org or (213) 978-0915

Room 924, City Hall

For additional information on this AE if needed, please call DEBORAH PEOPLES (213) 485-2696

AUTHORITY FOR EXPENDITURE

Dept. PW/LA Sanitation & Environment

DOC CODE <b>GAEAE</b>	JOC DEPT. CD. <b>50</b>	DOCUMENT ID. TYPE <b>AE</b> AUTHORITY NO. <b>760861M</b>	DOC. DATE M M D D Y Y <b>05/09/24</b>	ACCTG. PERIOD P P Y Y	BUDGET F.Y. Y Y <b>24</b>	
ACTION <input checked="" type="checkbox"/> ORIG. ENTRY (E) <input checked="" type="checkbox"/> ADJUSTMENT (M)		EVENT TYPE <b>PRAE</b>	VENDOR CODE <b>100003427</b>	SS OR IRS ID NO.	COMMENTS OR BTRC NO. <b>0000252842</b>	DOCUMENT TOTAL <b>\$ 400,000.00</b>

TO: (NAME AND ADDRESS)  
SOUTHERN CALIFORNIA GAS CO.  
P.O. BOX C  
MONTEREY PARK, CA 91756  
ATTN: Fanny Cheung (213) 244-4251

PLEASE FURNISH TO THE CITY OF LOS ANGELES, CARE OF (GIVE ADDRESS)  
HYPERION WATER RECLAMATION PLANT  
12000 VISTA DEL MAR  
PLAYA DEL REY, CA 90293  
PROJECT MANAGER: Nicole McIntosh (310) 648-5273 and  
Octavio Murillo (310) 648-5876  
ADMINISTRATION: Jane Kang (310) 648-5334

LINE NO.	FUND	DEPT.	APPR. UNIT	OBJECT	DOBJ	DESCRIPTION	AMOUNT	ID				
1	760	50	50Y2WP	338	33801	UTILITIES - GAS, Buildings & Boilers	\$ 400,000.00	1				
QUANTITY		ID	U.O.M.	UNIT	M PROJ	PROJECT	ACTIVITY	WORK ORDER	TASK	S/TASK	CHANGE ORDER	FUNCTION
				82007000				S10FUTIL	TTT	TTT		SCM

This request is for the encumbrance of funds to pay for natural gas usage for building heating and boilers at Hyperion Water Reclamation Plant. Following a review of current encumbrances, it was determined that an additional \$400,000.00 would be required to pay projected natural gas utility fees for FY 2023-24. This authority is requested for the period of July 1, 2023 to June 30, 2024. Fund name: Sewer Operations and Maintenance Council District: No. 11 General Fund Impact: None

*Hi Sang Kim* 5-20-24  
HI SANG KIM, PLANT MANAGER, HYPERION WATER RECLAMATION PLANT (ACTING)

TO THE OFFICE OF THE CONTROLLER:

PURSUANT TO PROVISIONS OF THE CITY CHARTER AND TO THE ANNUAL DEPARTMENTAL BUDGET APPROPRIATIONS OR OF APPROPRIATIONS MADE SUBSEQUENT TO THE BUDGET, THIS IS AUTHORITY TO ISSUE A DEMAND ON THE FUND AND DEPARTMENT DESCRIBED ABOVE.

ORIGINAL/ADJUSTED AUTH. TOTAL  
**400,000.00**  
~~\$ 952,000.00~~

OOA RECEIVED 9.18.2024

CONTRACT OR OFFER NO. (STRIKE OUT ONE)

*Deborah J. Peoples* 5/21/24 Commissioner 1 Date

BUREAU OR DIVISION HEAD  
BARBARA ROMERO, DIRECTOR *Barbara Romero* 06/06/24 Commissioner 2 DATE

For: ACCOUNTING *CBordador* DATE CITY ATTORNEY APPROVAL OF AFE OVER \$5,000 DATE  
MIGUEL De La PENA, DIRECTOR 09.24.24 ADENA HOPENSTAND *Adena Hopenstand* 9-18-2024

READ THIS CAREFULLY: THIS A.F.E. MUST BE APPROVED FOR FUNDS BY THE CITY CONTROLLER BEFORE SERVICE IS RENDERED. THIS FORM SHALL NOT BE USED FOR THE PURCHASE OF MATERIALS, SUPPLIES OR RENTAL OF EQUIPMENT. INVOICES IN DUPLICATE MUST BE FORWARDED TO THE DEPARTMENT TO WHICH SERVICES WERE RENDERED.

(1) DOCUMENT NUMBER, NAME AND ADDRESS OF DEPARTMENT MUST APPEAR ON ALL INVOICES.

(2) IN CASE OF A DELAY IN PAYMENT OF INVOICE BEYOND 30 DAYS FOLLOWING THE DATE OF INVOICE, PLEASE NOTIFY THE CONTROLLER IN WRITING GIVING REFERENCE TO A.F.E. NUMBER, AND STATE TO WHAT DEPARTMENT SERVICE WAS RENDERED.

CONTROLLER'S APPROVAL

Print

**LWO - DEPARTMENTAL GUIDANCE FORM****REQUIRED DOCUMENTATION FOR ALL CONTRACTS**

This form must be completed by the AWARDING DEPARTMENT and submitted to the Office of Contract Compliance (OCC) **AFTER THE CONTRACT HAS BEEN EXECUTED. INCOMPLETE SUBMISSIONS WILL BE RETURNED.** Please refer to the endnotes for more details.

This form is intended only as an initial determination by the Awarding Department on the applicability of the Living Wage Ordinance (LWO) to a contract. If a final LWO determination is needed, please contact the OCC.

AWARDING DEPARTMENT INFO	
Dept: <u>50</u>	Contract Administrator: <u>Octavio Murillo</u> Phone #: <u>310-648-5876</u>
CONTRACTOR INFO	
Contractor Name: <u>Southern California Gas Co.</u>	
Contractor Address: <u>PO Box C</u>	
City: <u>Monterey Park</u>	State: <u>CA</u> Zip: <u>91756</u>
CONTRACT INFO	
Contract Name: <u>Utilities - Gas</u>	Contract #: <u>AE24760861M</u>
Purpose: <u>Natural gas charges at Hyperion Water Reclamation Plant</u>	
Contract Amount: <u>\$952,000.00</u>	Start Date: <u>July 1, 2023</u> End Date: <u>June 30, 2024</u>
Location of Service: <u>Hyperion Water Reclamation Plant</u>	
SECTION I: DETERMINING APPLICABILITY TO THE LWO	
<p>1. Check off ONE box that best describes the contract.</p> <p><input type="checkbox"/> New Contract</p> <p style="text-align: center;"><b>No Contract</b></p> <p><input type="checkbox"/> Contract Amendment #</p>	<p style="text-align: center;"><b>INSTRUCTIONS</b></p> <p>If you checked off the New Contract box, <b>SKIP TO</b> Question 3.</p> <p>If you checked off the Contract Amendment box, <b>CONTINUE TO</b> Question 2a.</p>
<p>2a. Was the original contract subject to the LWO? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>2b. Was the original contract approved for an exemption? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>If you checked off YES to 2a OR 2b, <b>THIS FORM IS NOW COMPLETE - PLEASE SUBMIT PAGE 1 ONLY TO THE OCC.</b></p> <p>If you checked off NO to 2a AND 2b, <b>CONTINUE TO</b> Question 3.</p>
<p>3. Check off any box(es) from the list that describes the contract.</p> <p style="text-align: center;"><b>TYPE A</b></p> <p><input type="checkbox"/> Service contract that is <b>less</b> than 3 months <b>OR</b> <b>less</b> than \$25,000.</p> <p><input type="checkbox"/> With another governmental entity.</p> <p><input type="checkbox"/> Purchase or rental of goods, equipment, property.</p> <p><input checked="" type="checkbox"/> With a utility company for work pursuant to an order of the Public Utilities Commission.</p> <p>Financial assistance is below <b>both</b> the LWO CFAR thresholds:</p> <p><input type="checkbox"/> (a) Financial assistance must be less than \$1 Million in a 12-month period <b>AND</b> (b) is less than \$100,000 if on a continuing basis.</p>	<p>If you checked off one of the boxes under <b>TYPE A</b><sup>1</sup>, your contract is <b>NOT SUBJECT</b> to the LWO. <b>THIS FORM IS NOW COMPLETE - PLEASE SUBMIT PAGE 1 ONLY TO THE OCC.</b></p>
<p style="text-align: center;"><b>TYPE B</b></p> <p><input type="checkbox"/> Service contract that is at least 3 months <b>AND</b> \$25,000 or more.</p>	<p>If you checked off the box under <b>TYPE B</b>, your contract <b>MAY OR MAY NOT BE SUBJECT</b> to the LWO. <b>CONTINUE TO</b> Question 4a.</p>

**AUTHORITY FOR EXPENDITURE (AE)  
SUPPLEMENTARY INFORMATION**

VENDOR NAME AND ADDRESS:

SOUTHERN CALIFORNIA GAS CO.  
P.O. BOX C  
MONTEREY PARK, CA 91756  
  
ATTN: FANNY CHEUNG, (213) 244-4251

SERVICE TYPE (CHECK ONE)

ONE-TIME

CONTINUING

INTERMITTENT

DATES / TIME FRAME  
FOR SERVICES:

JULY 1, 2023 - JUNE 30, 2024

IS SERVICE IN CONJUNCTION WITH OTHER BUREAU OR GOVERNMENT ENTITY(IES)? (CHECK ONE)

YES

NO

IF YES, NAME OF ENTITY(IES):

CALIFORNIA PUBLIC UTILITIES COMMISSION

NATURE OF COOPERATIVE AGREEMENT:

PUBLIC UTILITY: GAS

STATE REASON(S) FOR SERVICE(S) TO BE COMPLETED AND PAID THROUGH AN AE FORMAT RATHER THAN AS A PERSONAL SERVICE CONTRACT OR CITY CONTRACT:

NO CITY CONTRACT: SOUTHERN CALIFORNIA GAS CO. IS REGULATED BY THE CALIFORNIA PUBLIC UTILITIES COMMISSION

Division: HYPERION WATER RECLAMATION PLANT

Contact Person: Jane Kang (310) 648-5334

Date: 05/09/24

Vendor/Customer

[Menu](#)

Vendor/Customer	Legal Name	Alias/DBA	Vendor Active Status	Customer Active Status
✓ 100003427	SOUTHERN CALIFORNIA GAS CO	THE GAS COMPANY SOCALGAS	Active	N/A

First Prev Next Last [Attachments](#)

Save [Undo](#) Delete Insert [Copy](#) Paste [Search](#)

▼ **General Info**

<b>Vendor/Customer :</b> 100003427	<b>Restrict Use by Department :</b> <input type="checkbox"/>
<b>Legal Name :</b> SOUTHERN CALIFORNI	<b>Miscellaneous Account :</b> <input type="checkbox"/>
<b>Alias/DBA :</b> THE GAS COMPANY SC	<b>Internal Account :</b> <input type="checkbox"/>
<b>Vendor Active Status :</b> <input type="text" value="Active"/> ▼	<b>Third Party Only :</b> <input type="checkbox"/>
<b>Vendor Approval Status :</b> Complete	<b>Third Party Vendor :</b> <input type="checkbox"/>
<b>Customer Active Status :</b> <input type="text" value="N/A"/> ▼	<b>Third Party Customer :</b> <input type="checkbox"/>
<b>Customer Approval Status :</b> N/A	<b>Inventory Customer :</b> <input type="checkbox"/>
<b>Location Name :</b>	<b>Never Archive :</b> <input type="checkbox"/>
<b>First Name :</b>	<b>Restrict VSS Access :</b> <input type="text" value="No"/> ▼
<b>Middle Name :</b>	<b>Discontinue - No New Business :</b> <input type="checkbox"/>
<b>Last Name :</b>	<b>Prevent MA Reference :</b> <input type="checkbox"/>
<b>Company Name :</b> <input type="text" value="SOUTHERN CALIFORNI"/>	<b>PunchOut Enabled :</b> <input type="checkbox"/>
<b>Vendor Performance Rating :</b>	<b>Re-PunchOut Enabled :</b> <input type="checkbox"/>
<b>Service Vendor :</b> <input checked="" type="checkbox"/>	<b>Electronic Order Enabled :</b> <input type="checkbox"/>
<b>Purchasing Agent Vendor :</b> <input type="checkbox"/>	<b>Prevent Transmission of Mod PO :</b> <input type="checkbox"/>
<b>ePayables Vendor :</b> <input type="checkbox"/>	<b>Active From :</b> 01/01/1950
	<b>Active To :</b>
	<b>Last Usage Date :</b> 11/29/2022
	<b>Department :</b>
	<b>Unit :</b>

- [▶ Headquarters](#)
- [▶ Organization](#)
- [▶ Disbursement Options](#)
- [▶ Prenote/EFT](#)
- [▶ Remittance Advice](#)
- [▶ Vendor Terms](#)
- [▶ Accounts Receivable](#)



**CITY OF LOS ANGELES**  
Office of Finance - LATAX Report

**ACCOUNT NUMBER**  
0000252842

**LEGAL NAME**  
SOUTHERN CALIFORNIA GAS CO /C

**TAX STATUS**  
CLEAR

<u>LOCATION</u>	<u>DBA NAME</u>	<u>LOCATION ADDRESS</u>	<u>STARTED AT LOCATION</u>	<u>END DATE</u>	<u>IN CITY</u>	<u>COUNCIL</u>	<u>EMP ZONE</u>
0014		12801 TAMPA AVE NORTHRIDGE CA 91326-1045	11/15/1993		Y	Council District 12	None

<u>FCC</u>	<u>DESCRIPTION</u>	<u>START OF ACTIVITY</u>
LGR1	GrossReceiptFund/ Class1 Ord 183419	01/01/2015



**General Accounting  
Encumbrance Auth  
for Exp (GAEAE)  
Review Form**

FY	2024	Document Dept Cd	50	Phase	Final	Doc Name	GAEAE - Southern California Gas Co.	Record Date	2024-01-31
BFY	2024	Document ID	AE24760861M	Function	Modification			Prepared By	402672
APD	7	Document Version No	2	Status	Submitted	Doc Description	Y-621 DIS ENC \$2,792,000.00 AL2	Closed Date	

Actual Amount:	\$ 552,000.00
Closed Amount:	\$ 375,146.99
Open Amount:	\$ 176,853.01

Vendor Line	1	Vendor Code	100003427	Street Address	FO BOX C	City	MONTEREY PARK
Vendor Name	SOUTHERN CALIFORNIA GAS CO						
Vendor Alias	THE GAS COMPANY SOCIALGAS						
		Addr Code	03			State	CA
						Country	US
						ZIP	91756

Acct Line	Event Type Line Description	Budget Fiscal Year Period Line Closed Date	Ref Doc Code Ref Doc ID Ref Vendor Line Ref Acct Line Ref Type	Fund Department Unit Appr Unit BSA Object Revenue	Dept Object Department Location Activity Function Reporting Sub Reporting	Task Sub Task Work Order Major Project Project Project Period	Retainage Amount Discount Amount Penalty/Interest Amount Withholding Amount Intercept Amount Default Intercept Fee Amount Supplementary Intercept Fee Amount
1	PRAE Utilities-Gas, Buildings & Boilers	2024 2024 7		760 50 82007000 50Y2WV 338	33801 TTT TTT S10FUTIL BF8202 BF820206 SCMO PP1		\$ 0.00 \$ 0.00 \$ 0.00 \$ 0.00 \$ 0.00 \$ 0.00 \$ 0.00
	\$ 439,000.00						
	\$ 262,814.04						
	\$ 176,185.96						
	\$ 262,814.04						
2	PRAE Y-621 DIS ENC \$2,792,000.00 AL2 Utilities-Gas, HBF transmission fees, FY24	2024 2024 7		760 50 82007000 50Y2WV 338	33801 TTT TTT S10HDGUP BF8202 BF820201 SCMO PP1		\$ 0.00 \$ 0.00 \$ 0.00 \$ 0.00 \$ 0.00 \$ 0.00 \$ 0.00
	\$ 113,000.00						
	\$ 112,332.95						
	\$ 667.05						
	\$ 112,332.95						



City of Los Angeles Mail - Increase in appropriation for 760/2WP

Lisette Orilla <lisette.orilla@lacity.org>

To: Jane Kang <jane.kang@lacity.org>

Cc: Octavio Murillo <octavio.murillo@lacity.org>, Michael Fan <Michael.Fan@lacity.org>, Deborah Peoples <deborah.peoples@lacity.org>, Rachel Breslin <rachel.breslin@lacity.org>, Arnold Taylor <arnold.taylor@lacity.org>, Joyce Kim <joyce.kim@lacity.org>

Thu, May 9, 2024 at 3:53 PM

Go ahead and proceed to encumber additional funds for SoCalGas(\$400K to cover Boiler & Buildings) and for CA DGS (\$106K).

Jane Kang <jane.kang@lacity.org>

To: Lisette Orilla <lisette.orilla@lacity.org>

Cc: Octavio Murillo <octavio.murillo@lacity.org>, Michael Fan <Michael.Fan@lacity.org>, Deborah Peoples <deborah.peoples@lacity.org>, Rachel Breslin <rachel.breslin@lacity.org>, Arnold Taylor <arnold.taylor@lacity.org>, Joyce Kim <joyce.kim@lacity.org>

Thu, May 9, 2024 at 4:19 PM

Thank you, Lisette.

Jane J. Kang

Management Analyst

LA Sanitation and Environment

Hyperion Administration Division

Phone: (310) 648-5334

Web: [www.lacitysan.org](http://www.lacitysan.org)

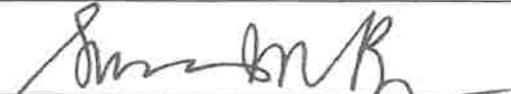
RDO: 1st Friday MS: 535



# Sanitation

## Commissioner Briefing Form

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Authority Number/ LOA Subject Title	AE24760861M  Utilities - GAS, Buildings & Boilers
Division	Hyperion Water Reclamation Plant
Div Briefing Contact Name	Octavio Murillo (310) 648-5876
Vendor	Southern California Gas Co.
<b>Service Description</b> <b>(list complete description below)</b>	
<p>This request is for the encumbrance of funds to pay for natural gas usage for building heating and boilers at Hyperion Water Reclamation Plant. Following a review of current encumbrances, it was determined that an additional \$400,000.00 would be required to pay projected natural gas utility fees for FY 2023-24. The authority is requested for the period of July 1, 2023 to Jul 30, 2024</p> <p>Sewer Operations and Maintenance fund, No General Fund Impact, District No. 11</p> <p>Duration of funding: <b>July 01, 2023 to June 30, 2024</b>            Estimated Amount: <b>\$400,000.00</b></p>	
Director Approval/Date	JUNE 6, 2024
Date of Briefing	SEPTEMBER 10, 2024
Time of Briefing	11:00 A.M.
Commissioner Name	SUSANA REYES
Commissioner Signature	

\* For an AE with LOA attached that will be submitted to the board (\$20,000 and greater), the following language is to be included on the golden rod, "Authorize the President or two members of the Board of Public Works to execute this service agreement"

\* All acronyms are to be spelled out

**AE must be approved by Director prior to Commissioner Briefing**