

**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 25760064M \$273,000.00

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](mailto: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 &amp; Environment

DOC CODE <b>GAEAE</b>	DOC DEPT. CD. <b>50</b>	DOCUMENT ID. <b>AE</b>		F.Y. <b>25</b>	AUTHORITY NO. <b>760064M</b>	DOC. DATE <b>07/16/24</b>	ACCTG. PERIOD <b>P P Y Y</b>	BUDGET F.Y. <b>Y Y 25</b>
ACTION <input checked="" type="checkbox"/> ORIG. ENTRY (E) <input type="checkbox"/> ADJUSTMENT (M)		EVENT TYPE <b>PRAE</b>		VENDOR CODE <b>100001558</b>		SS OR IRS ID NO.	COMMENTS OR BTRC NO. <b>0002379965</b>	DOCUMENT TOTAL <b>\$ 273,000.00</b>

TO: (NAME AND ADDRESS)

SOUTH COAST AIR QUALITY MANAGEMENT  
DISTRICT  
P.O. BOX 4943  
DIAMOND BAR, CA 91765-0943

ATTN: MARTHA MYERS, (909) 396-2900

PLEASE FURNISH TO THE CITY OF LOS ANGELES, CARE OF (GIVE ADDRESS)

HYPERION WATER RECLAMATION PLANT  
12000 VISTA DEL MAR  
PLAYA DEL REY, CA 90293PROJECT MANAGER: SHAHROUZEH SANEIE (310) 648-5239  
ADMINISTRATION: ARNOLD TAYLOR (310) 648-5426

LINE NO. <b>NL</b>	FUND <b>760</b>	DEPT. <b>50</b>	APPR. UNIT <b>50AX82</b>	OBJECT <b>602</b>	DOBJ <b>60230</b>	DESCRIPTION <b>Permits &amp; Fees Payment</b>					AMOUNT <b>\$ 273,000.00</b>	ID
QUANTITY		ID	U.O.M.	UNIT <b>82007000</b>	M PROJ	PROJECT	ACTIVITY	WORK ORDER <b>S10FPURC</b>	TASK <b>TTT</b>	S/TASK <b>TTT</b>	CHANGE ORDER	FUNCTION <b>SCM</b>

LINE NO.	FUND	DEPT.	APPR. UNIT	OBJECT	DOBJ	DESCRIPTION					AMOUNT	ID
QUANTITY		ID	U.O.M.	UNIT	M PROJ	PROJECT	ACTIVITY	WORK ORDER	TASK	S/TASK	CHANGE ORDER	FUNCTION

FOR:

Hyperion Water Reclamation Plant requests to encumber funds to pay permit and license fees as required by the South Coast Air Quality Management District (SCAQMD), a state regulatory agency. SCAQMD has the authority to impose fees for equipment, permit renewals, annual emissions, and various other fees as outlined in SCAQMD Rule 301. The total estimated cost of permits and licenses for the period of July 1, 2024 through June 30, 2025 is \$273,000.00. Fund name: Sewer Operation and Maintenance, Council District: No. 11, General Fund Impact: None.

  
HI SANG KIM, PLANT MANAGER (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.

OOA RECEIVED 9.16.2024

ORIGINAL/ADJUSTED AUTH. TOTAL

\$ 273,000.00

CONTRACT OR OFFER NO. (STRIKE OUT ONE)

BUREAU OR DIVISION HEAD <b>BARBARA ROMERO</b>	DATE <b>8/12/24</b>	HEAD OF DEPARTMENT <b>Barbara Romero</b>	DATE <b>8/12/24</b>
ACCOUNTING <b>MIGUEL DE LA PENA</b>	DATE <b>09.24.24</b>	CITY ATTORNEY APPROVAL OF AFE OVER \$25,000 <b>Virginia Cho</b>	DATE <b>9-16-2024</b>

For:

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.

CONTROLLER'S APPROVAL

- (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.

Print



07/22/24

**CITY OF LOS ANGELES**  
INTER-DEPARTMENTAL CORRESPONDENCE

**DATE:** July 16, 2024

**TO:** Rick Cole, Chief Deputy Controller  
Office of the Controller

Attn: Attn: James Robinson - PR Deputy Controller  
Office of the Controller

**FROM:** Hi Sang Kim, Plant Manager (Acting)   
Hyperion Water Reclamation Plant

**SUBJECT: ADVANCE PAYMENT REQUEST: AE# SOUTH COAST AIR QUALITY  
MANAGEMENT DISTRICT AE# 25760064M PERMIT FEES**

Hyperion Water Reclamation Plant (HWRP) requests approval to encumber funds from 2025, 760, 50AX82, 8200700, 602 to pay South Coast Air Quality Management District (SCAQMD) annual permit fees for the period of July 01, 2024 through June 30, 2025.

SCAQMD is authorized to regulate stationary sources of air pollution in the South Coast Air Basin to bring the area into compliance with federal and state air quality standards. Per Health and Safety section 40510 and SCAQMD Rule 301(e), the SCAQMD is authorized to issue permits and collect annual permit and emissions fees to that end.

HWRP requests approval of this request to establish an encumbrance of \$273,000 to facilitate advance fee payments to SCAQMD.

If you require additional information, please contact Sheri Symons, Sr. Environmental Engineer, at (310) 648-5401 or Arnold Taylor, Sr. Management Analyst at (310) 648-5426.

HK/At:at

**CITY OF LOS ANGELES**  
INTER-DEPARTMENTAL CORRESPONDENCE

**DATE:** July 10, 2024

**TO:** Rick Cole, Chief Deputy Controller  
Office of the Controller

Attn: James Robinson, PR Deputy Controller  
Office of the Controller

**FROM:** Hi Sang Kim, Plant Manager (Acting)   
Hyperion Water Reclamation Plant

**SUBJECT:** AFTER-THE-FACT MEMO: FY 2024-25 SOUTH COAST AIR QUALITY  
MANAGEMENT DISTRICT AE25760064M

Hyperion Water Reclamation Plant (HWRP) requests approval to encumber funds for payment to the South Coast Air Quality Management District (SCAQMD) for permit & fees received prior to encumbrance establishment. There is no commercial discretion in payment of these fees.

The US Environmental Protection Agency has authorized the SCAQMD to implement the Federal Clean Air Act (CAA) in California, and per California Health and Safety section 40510, and SCAQMD Rule 301 SCAQMD is authorized to collect facility fees to that end.

HWRP requests approval of this request to encumber funds from 2025, 760, 50AX82, 8200700, 602 for payment to SCAQMD for invoices to be received for the fees due through period of July 1, 2024 through June 30, 2025. No outstanding invoices are pending. This After the Fact request is being included with the expectation that invoices for permits and or license fees covering the period of July 01, 2024 through the establishment of this encumbrance will have been received in the interim.

If you require additional information, please contact Shahrouzeh Saneie, Sr. Environmental Engineer, at (310) 648-5239 or Arnold Taylor, Sr. Management Analyst at (310) 648-5426.

HK/AT:at

## 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>Arnold Taylor</u>
Phone #: <u>(310) 648-5426</u>	
CONTRACTOR INFO	
Contractor Name: <u>South Coast Air Quality Management District (SCAQMD)</u>	
Contractor Address: <u>PO Box 4943</u>	
City: <u>Diamond Bar</u>	State: <u>CA</u> Zip: <u>91765-0943</u>
CONTRACT INFO	
Contract Name: <u>Permits &amp; Fees Payment</u>	
Contract #: <u>AE25760064M</u>	
Purpose: <u>To pay permit, licenses, and fees for HWRP equipment and emissions.</u>	
Contract Amount: <u>\$273,000.00</u>	Start Date: <u>7/1/2024</u> End Date: <u>6/30/2025</u>
Location of Service: _____	
SECTION I: DETERMINING APPLICABILITY TO THE LWO	
<p>1. Check off ONE box that best describes the contract.</p> <p><input checked="" type="checkbox"/> New Contract</p> <p><input type="checkbox"/> Contract Amendment # _____</p>	<p style="text-align: center; background-color: #f2f2f2;"><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; border: 1px solid black; padding: 2px;"><b>TYPE A</b></p> <p><input type="checkbox"/> Service contract that is less than 3 months <u>OR</u> less than \$25,000.</p> <p><input checked="" type="checkbox"/> With another governmental entity.</p> <p><input type="checkbox"/> Purchase or rental of goods, equipment, property.</p> <p><input type="checkbox"/> With a utility company for work pursuant to an order of the Public Utilities Commission.</p> <p>Financial assistance is below <u>both</u> the LWO CFAR thresholds:</p> <p><input type="checkbox"/> (a) Financial assistance must be less than \$1 Million in a 12-month period <u>AND</u> (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>, 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; border: 1px solid black; padding: 2px;"><b>TYPE B</b></p> <p><input type="checkbox"/> Service contract that is at least 3 months AND \$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:

SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT  
P.O. BOX 4943  
DIAMOND BAR, CA 91765-0943

SERVICE TYPE (CHECK ONE)

ONE-TIME ☐

CONTINUING ☒

INTERMITTENT ☐

DATES / TIME FRAME  
FOR SERVICES:

7/1/2024 - 6/30/2025

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

YES ☒

NO ☐

IF YES, NAME OF ENTITY(IES):

SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT HAS THE LEGAL AUTHORITY TO REPRESENT  
BOTH THE CALIFORNIA AIR RESOURCES BOARD AND THE U.S. E.P.A.

NATURE OF COOPERATIVE AGREEMENT:

THE SCAQMD HAS LEGAL AUTHORITY TO IMPOSE VARIOUS FEE REQUIREMENTS UPON THE CITY OF LOS  
ANGELES FOR PERMITS FOR NECESSARY EQUIPMENT, PERMIT RENEWAL, AND ANNUAL EMISSION  
FEES, ETC. AS OUTLINED IN SCAQMD RULE 301.

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:

STATE REGULATORY AGENCY, PERSONAL SERVICE CONTRACT NOT POSSIBLE

Division: HYPERION WATER RECLAMATION PLANT

Contact Person: Arnold Taylor (310) 648-5426

Date: 7/16/2024



# CITY OF LOS ANGELES

## Office of Finance - LATAX Report

**ACCOUNT NUMBER**

0002379965

**LEGAL NAME**

SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT

**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>						
0001		21865 COPLEY DR DIAMOND BAR CA 91765 4178	09/29/2008		N	Where no zone is applicable	None						
<table><tr><td><u>FCC</u></td><td><u>DESCRIPTION</u></td><td><u>START OF ACTIVITY</u></td></tr><tr><td>L049</td><td>Professions / Occupations</td><td>09/29/2008</td></tr></table>								<u>FCC</u>	<u>DESCRIPTION</u>	<u>START OF ACTIVITY</u>	L049	Professions / Occupations	09/29/2008
<u>FCC</u>	<u>DESCRIPTION</u>	<u>START OF ACTIVITY</u>											
L049	Professions / Occupations	09/29/2008											

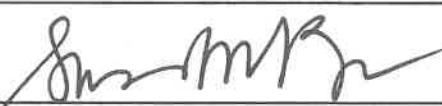
[Back](#)[New Search](#)



# Sanitation

## Commissioner Briefing Form

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Authority Number/ LOA Subject Title	AE25760064M  PERMITS & FEES PAYMENT
Division	820014000
Div Briefing Contact Name	Shahrouzeh Saneie (310) 648-5239
Vendor	South Coast Air Quality Management
<b>Service Description</b> <b>(list complete description below)</b>	
Hyperion Water Reclamation Plant requests to encumber funds to pay permit and license fees as required by the South Coast Air Quality Management District (SCAQMD), a state regulatory agency. SCAQMD has the authority to impose fees for equipment, permit renewals, annual emissions, and various other fees as outlined in SCAQMD Rule 301.	
Duration of funding: <b>July 01, 2024 to June 30, 2025</b> Estimated Amount: <b>\$273,000.00</b>	
Director Approval/Date	AUGUST 12, 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

Note: Please contact David Santos in Contracts Section to schedule a briefing with the Commissioner.