

(3)

BPW-2024-0485

AFE – ASTM INTERNATIONAL

Bureau of Engineering and Office of Accounting are requesting Board approval and execution of an Authority for Expenditure in the amount of \$31,201 for encumbrance of funds for advanced payment of renewal subscription for on-site license and online services and products including access to ASTM standards and test methods via a custom online portal for the period of September 1, 2024 to September 1, 2025.

(AE25761104M, Fund 761 – Sewer Construction & Maintenance Fund, Dept. 50, Appropriation Unit 50AX78)

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

Date: August 15, 2024

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

From: BPW-Office of Accounting
For – Bureau of Engineering

Re: Authority for Expenditure Number: AE 25761104M \$31,201.00

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 JASON LEW (213) 485-5088

AUTHORITY FOR EXPENDITURE

Dept. PW/Bureau of Engineering

| | | | | | | | |
|---|---------------|--------------|-------------|---------------|------------------|----------------------|----------------|
| DOC CODE | DOC DEPT. CD. | DOCUMENT ID. | | | DOC. DATE | ACCTG. PERIOD | BUDGET F.Y. |
| GAEAE | 50 | TYPE | F.Y. | AUTHORITY NO. | M M D D Y Y | P P Y Y | Y Y |
| | | AE | 25 | 761104M | 07/03/24 | | 25 |
| ACTION | | EVENT TYPE | VENDOR CODE | | SS OR IRS ID NO. | COMMENTS OR BTRC NO. | DOCUMENT TOTAL |
| <input checked="" type="checkbox"/> ORIG. ENTRY (E) | | PRAE | VC000015989 | | | 0002405655 | \$ 31,201.00 |
| <input type="checkbox"/> ADJUSTMENT (M) | | | | | | | |

| | |
|--|---|
| TO: (NAME AND ADDRESS) | PLEASE FURNISH TO THE CITY OF LOS ANGELES, CARE OF (GIVE ADDRESS) |
| ASTM International 100 Barr Harbor Drive PO Box C700 West Conshohocken, PA 19428-2959 | BUREAU OF ENGINEERING Administration Division 1149 South Broadway, Suite 635 Los Angeles, CA 90015 ATTN: Rob Huning |

| LINE NO. | FUND | DEPT. | APPR. UNIT | OBJECT | DOBJ | DESCRIPTION | | | | | | AMOUNT | I/D |
|----------|------|-------|------------|----------|-------|---|---------|----------|------------|------|--------|--------------|----------|
| 01 | 761 | 50 | 50AX78 | 304 | 30412 | Online Services for Engineering Codes & Standards | | | | | | \$ 31,201.00 | |
| QUANTITY | | I/D | U.O.M. | UNIT | | M PROJ | PROJECT | ACTIVITY | WORK ORDER | TASK | S/TASK | CHANGE ORDER | FUNCTION |
| | | | | 78430000 | | | | | EXX01005 | AXP | G | | ADM |

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

FOR:

ANNUAL BLANKET AUTHORITY

ENCUMBERING FUNDS FOR ADVANCED PAYMENT OF RENEWAL SUBSCRIPTION FOR ON-SITE LICENSE AND ONLINE SERVICES AND PRODUCTS. INCLUDES ACCESS TO ASTM STANDARDS AND TEST METHODS VIA A CUSTOM ONLINE PORTAL FOR THE PERIOD COVERING SEPTEMBER 1, 2024 - SEPTEMBER 1, 2025.

PROFORMA DATE: 06/10/2024

PRIOR YEAR: AE24761104M

BOE CONTACT: ROB HUNING AT (213) 485-1679, E-MAIL: ROBERT.HUNING@LACITY.ORG

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 8.1.2024

CONTRACT OR OFFER NO. (STRIKE OUT ONE)

ORIGINAL/ADJUSTED AUTH. TOTAL

\$ 31,201.00

| | | | |
|-------------------------|------------|---|--------|
| BUREAU OR DIVISION HEAD | DATE | HEAD OF DEPARTMENT | DATE |
| Ted Allen | 07/31/2024 | Aura Garcia | |
| ACCOUNTING | DATE | CITY ATTORNEY APPROVAL OF AFE OVER \$25,000 | DATE |
| Miguel De La Pena | 08.15.24 | Ted Jordan | 8/1/24 |

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

CITY OF LOS ANGELES
INTERDEPARTMENTAL CORRESPONDENCE

Date: June 14, 2024

To: Robert Kadomatsu, Division Head
Administration Services Division

From: Edward Arrington, S.E. – Division Engineer
Wastewater Conveyance Engineering Division

Subject: AUTHORITY FOR EXPENDITURE REQUEST – 2024-2025
ONLINE ENGINEERING CODES AND STANDARDS – ASTM
INTERNATIONAL

This request is for the Bureau of Engineering Online Engineering Codes and Standards ASTM International one (1) year term subscription for codes and standards in the total amount of \$31,201. This service will be provided from the vendor listed hereon.

ASTM International:

Attached is ASTM International's annual subscription quote for ASTM standards dated June 10, 2024 in the amount of \$31,201 from September 1, 2024 to September 1, 2025.

Corporate Address:

ASTM International
100 Barr Harbor Drive, PO Box C700
West Conshohocken, PA 19428-2959

Remittance Address:

ASTM International
PO Box 45758
Baltimore MD 21297-5758

If you have any questions, please contact Rob Huning at (213) 485-1679 or (Alan) Chiu Tam (213) 485-1694 of my office.

REH:C&S/boecas24-25

Attachments: ASTM International annual subscription quote dated 6/10/2024
ASTM VCUST



André Burton
100 Barr Harbor Drive | PO Box C700
West Conshohocken, PA 19428-2959
Phone: 610.832.9518 | Fax: 610.832.9555

QUOTE/PROFORMA

Quote/Proforma Date:

06/10/2024

Quote is valid until:

08/10/2024

ASTM COMPASS® PORTAL PROPOSAL FOR:



ASTM is pleased to offer City of Los Angeles Engineering (City of L.A.) access to our Standards and Test Methods via a custom online portal from September 1st, 2024, to September 1st, 2025. This offering is intended to provide employees with desktop access to all required ASTM content through our unique platform ASTM Compass. Our Compass delivery platform is designed to make sharing of relevant data easier than ever before.

Desktop delivery of all sections listed below inclusive of the following functionality:

- ❖ Color-coded highlighting for comparing revisions (**Redlines**)
- ❖ Superseded standards remain in portal for reference purposes (**Historical**)
- ❖ Ability to annotate within the documents for sharing online with others
- ❖ 2 Live web-based Training Sessions
- ❖ Telephone / email support
- ❖ Unlimited downloads & printing access at each user's desktop for HTML & PDF Formats

| ASTM COMPASS® PORTAL INCLUSIONS DESCRIPTION: <i>ENTERPRISE – UNLIMITED USERS</i> | City of Los Angeles Renewal Price 2024 |
|--|---|
| All 13,000+ Active and Historical Standards and Test Methods <ul style="list-style-type: none">➤ Section 1 Iron and Steel Products➤ Section 2 Nonferrous Metal Products➤ Section 3 Metals Test Methods and Analytical Procedures➤ Section 4 Construction➤ Section 5 Petroleum Products, Lubricants, & Fossil Fuels➤ Section 6 Paints, Related Coatings, and Aromatics➤ Section 7 Textiles➤ Section 8 Plastics➤ Section 9 Rubber➤ Section 10 Electrical Insulation and Electronics➤ Section 11 Water and Environmental Technology➤ Section 12 Nuclear, Solar, and Geothermal Energy➤ Section 13 Medical Device and Services➤ Section 14 General Methods and Instrumentation➤ Section 15 General Products, Chemical Specialties, & End Use Products➤ ASTM C1028 | \$31,201 |

- City of Los Angeles, Bureau of Engineering access is Enterprise-wide
- Access to the ASTM Compass Portal will be set up using the ASTM Applet
- Discount have been based on historical usage of ASTM Content
- Above price reflects a 12-month contract in USD

Vendor/Customer

Vendor/Customer: 000015989 | Legal Name: ASTM INTERNATIONAL | Alias/DBA: -

Edit Cancel

| | | | | | | |
|-----------------|--------------|---------------|--------------|-----------|-----------------------|------------------|
| Vendor/Customer | Address (11) | Business Type | Service Area | Commodity | Authorized Department | Prevent Spending |
|-----------------|--------------|---------------|--------------|-----------|-----------------------|------------------|

Attachments

Vendor/Customer

Vendor/Customer 000015989 Legal Name ASTM INTERNATIONAL Alias/DBA -

Organization Type Company First Name - Middle Name - Last Name -

Company Name ASTM INTERNATIONAL Location Name -

Show More

Account Indicators

Headquarters

Tax Information

| | | |
|-----------------------------------|------------------------------------|--------------------------------------|
| Organization Type Company | 1099 Classification Not Applicable | Taxpayer ID Number *****2024 |
| Taxpayer ID Number Type EIN | Detailed TIN Type - | 1099 Reportable No |
| W-9 Received No | W-9 Received Date - | Permanent Staffed Office in State No |
| Tax Profile - | Tax Profile Name - | 1042-S Ch. 3 Recipient Code - |
| 1042-S Recipient Account Number - | 1042-S Reportable No | IRS Country Sub Code - |
| 1042-S Ch. 4 Status Code - | IRS Country of Residence - | |
| Foreign Tax ID - | GLIN - | |

W-8 Form

-

W-8 Received

No

W-8 Received Date

-

Business Tax Number

4444444444

Business Tax Compliant

Yes

Business Tax Active

Yes

Show Less

> Additional Information

> Disbursement Options

> Prenote/EFT

> Remittance Advice

> Vendor Terms

> Accounts Receivable

> eMALL

> Executive Compensation

> Change Management

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CGI Advantage

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