



## CITY COUNCIL STAFF REPORT

DATE: January 20, 2010 NEW BUSINESS

SUBJECT: AMENDMENT NO. 2 TO MAXWELL SECURITY, AGREEMENT NO. A5630, TO ADD UNARMED SECURITY GUARD SERVICES AT THE SKATE PARK

FROM: David H. Ready, City Manager

BY: Parks and Recreation

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### SUMMARY

The City amended the Train Station security guard service agreement with Maxwell Security on June 17, 2009 to add the Library and the Parking Structure due to the bankruptcy of the former provider, International Services, Inc. In October of 2009 the City added temporary services at the Skate Park to mitigate security issues that had developed. While the intent was to have the services at the Skate Park for only 3 months (through January 14, 2010), it has become necessary to extend the services at the Skate Park through the end of the current fiscal year to allow staff to present operational options to the City Council during that time. This action would amend the current agreement with Maxwell Security and add unarmed security guard services at the Skate Park through June 30, 2010.

### RECOMMENDATION:

1. Approve Amendment No. 2 to Agreement No. A5630 with Maxwell Security to add unarmed security guard services for the hourly rate of \$18.00 at the Skate Park in the amount of \$37,620 for the period January 15, 2010 through June 30, 2010, from the City's Unallocated General Fund Reserve;
2. Adopt Resolution No. \_\_\_\_\_, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALM SPRINGS, CALIFORNIA, AMENDING THE BUDGET FOR FISCAL YEAR 2009-10 FOR ADDING UNARMED SECURITY GUARD SERVICES AT THE SKATE PARK;
3. Authorize the City Manager to execute all necessary documents. A5630.

ITEM NO. 5.0.

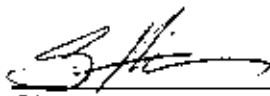
STAFF ANALYSIS:

The City continues to experience a variety of problems including, but not limited to, vandalism, vagrancy and disruptive behavior at the Skate Park. The City engaged the services of Maxwell Security on a temporary basis under the authority of the City Manager in October 2009 to mitigate the issues on a 3 month temporary basis. Staff is currently researching operational options for the City Council to consider which could provide programming, additional security and operations that would ensure a more positive Skate Park experience. This contract extension is structured to exercise the right to termination within a 30 day period, and allows ongoing security while research is concluded and Council makes their determination.

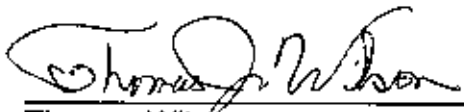
The compensation is based on an hourly rate of \$18, reduced by Maxwell from their standard hourly rate of \$19, in an effort to assist the City during these difficult financial times. The hours of service shall be Monday through Friday, 2:30pm to 8:00pm and Saturday and Sunday, 10:00am to 8:00pm. Two (2) guards shall be on duty during these hours, for a total of 95 hours per week at cost of \$1,710/week for 22 weeks, or total of \$37,620 for the period January 15, 2010 through June 30, 2010.

FISCAL IMPACT:

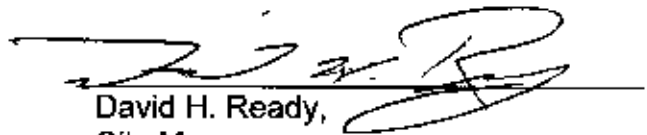
FY 09-10 funds are budgeted for this expense will be funded from the City's Unallocated General Fund Reserves.



Sharon Heider  
Director, Parks & Recreation



Thomas Wilson,  
Assistant City Manager



David H. Ready,  
City Manager

Attachments:

1. Resolution amending the FY 2009-10 Budget
2. Amendment 2 to Agreement A5630

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
PALM SPRINGS, CALIFORNIA, AMENDING THE BUDGET  
FOR THE 2009-10 FISCAL YEAR.

WHEREAS, Resolution No. 22531 approving the budget for the Fiscal Year 2009-10 was adopted on June 17, 2009; and

WHEREAS, the City Manager has recommended, and the City Council desires to approve, certain amendments to said budget.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PALM SPRINGS DOES HEREBY RESOLVE, that the Director of Finance is authorized to record inter-fund cash transfers as required in accordance with this Resolution, and that Resolution No. 22531, adopting the Fiscal Year 2009-10 budget is hereby amended as follows:

SECTION 1. ADDITIONS

| Fund             | Activity        | Account                   | Amount   |
|------------------|-----------------|---------------------------|----------|
| 001 General Fund | 2512 Skate Park | 43200<br>Contractual Serv | \$37,620 |

Purpose: Establish funding for

SECTION 2. SOURCE

| Fund             | Activity | Account               | Amount   |
|------------------|----------|-----------------------|----------|
| 001 General Fund |          | 29301<br>Fund Balance | \$37,620 |

ADOPTED THIS 20th DAY OF January, 2010

\_\_\_\_\_  
David H. Ready, City Manager

ATTEST:

\_\_\_\_\_  
James Thompson, City Clerk

CERTIFICATION

STATE OF CALIFORNIA )  
COUNTY OF RIVERSIDE ) ss.  
CITY OF PALM SPRINGS )

I, JAMES THOMPSON, City Clerk of the City of Palm Springs, hereby certify that Resolution No. \_\_\_\_\_ is a full, true and correct copy, and was duly adopted at a regular meeting of the City Council of the City of Palm Springs on \_\_\_\_\_, by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

\_\_\_\_\_  
James Thompson, City Clerk  
City of Palm Springs, California

**AMENDMENT NO. 2  
TO  
CONTRACT SERVICES AGREEMENT  
FOR UN-ARMED SECURITY SERVICES  
(Agreement No. 5630)**

THIS SECOND AMENDMENT to the Contract Services Agreement No. 5630 for un-armed security services is made and entered into to be effective on the \_\_\_\_\_ day of \_\_\_\_\_, 2010 by and between the City of Palm Springs, a California charter city and municipal corporation (hereinafter referred to as the "City"), and Maxwell Security Services, Inc. (hereinafter referred to as the "Contractor") (collectively, the "Parties").

**RECITALS**

A. City and Contractor previously entered into a contract services agreement for un-armed uniformed security services at the Palm Springs Train Station located at 6001 Palm Springs Station Road, which was made and entered into on February 4, 2009 (the "Agreement") in the amount of \$34,800 per year.

B. Section 1.8 of the Agreement provides that the Agreement may be amended at any time with the mutual written consent of the Parties for Additional Services.

C. City and Contractor previously amended the Agreement to add un-armed uniformed security guard services for the Palm Springs Library and the Downtown Parking Structure, which commenced on July 1, 2009 (Amendment No. 1, as approved by City Council June 24, 2009), for the hourly rate of \$18 and in the estimated annual amount of \$33,696 per year at the Library and \$21,060 at the Parking Structure (hours subject to change).

D. City and Contractor previously agreed to temporarily add un-armed uniformed security guard services at the Skate Park, which commenced on October 14, 2009 (temporary change as allowed under City Manager authority limit), for three months at the hourly rate of \$18 for a total of \$8,235, and then increased coverage for an additional \$6,647 effective November 24, 2009 (total increase \$14,882).

E. City and Contractor desire to amend the agreement (Amendment No. 2) to extend the un-armed uniformed security guard services at the Skate Park for the period January 15, 2010 through June 20, 2010 at the hourly rate of \$18 for 95 hours per week for 22 weeks in a total amount of \$37,620.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the Parties agree as follows:

**AGREEMENT**

1. Amendment to Section 1.1, Exhibit "A" of the Agreement, entitled "Scope of Services": Exhibit "A" of the Agreement is hereby amended to include the following additional services, which shall read as follows:

**SCOPE OF WORK:** Contractor shall provide all services, supervision, uniforms, supplies, materials, equipment and transportation necessary to provide unarmed security guard services for the City of Palm Springs Skate Park.

This contract is for unarmed security guard services only. No firearms of any kind will be allowed. The City does not require, nor will it prohibit, guards carrying hand-cuffs, batons, mace or pepper spray. The City will not accept any liability associated with the use of such items by a contractor's employees. However, a contractor may wish to furnish their employees with such items for their own protection and therefore the contractor shall accept full responsibility for the proper training and licensing requirements of the State of California and all liability associated with the use of such items.

The primary responsibility of the unarmed security guard service is to "observe and report" as defined by the State Bureau of Security and Investigative Services. Security guards are to call for Police assistance whenever the situation warrants.

**Qualifications of Assigned Security Officers:** The contractor agrees to be responsible for and shall provide supervision of the security officers working under this contract. The contractor shall ascertain that all of its security officers meet and abide to the following requirements:

- Security Officers must be of good integrity and character.
- Security Officers must be high school graduates or equivalent.
- Security Officers must not have a prior criminal record and successfully passed a criminal history background check through the California Department of Justice (DOJ). The City of Palm Springs Police Department may, at its sole discretion and at the Police Department's expense, run an additional background check through the Federal Bureau of Investigation (FBI).
- Security Officers must successfully complete contractors and State of California's training requirements.
- Security Officers must have a valid driver's license.
- Security Officers must wear a neat and clean uniform with name tag or badge identifying the Officer at all times while on duty.
- Security Officers must carry Nextel communications equipment supplied by the contractor at all times while on duty, allowing them to call the contractor's main dispatch center, the Palm Springs Police dispatch center, or 911 in case of an emergency at any time.

Each security officer shall clearly understand his or her specific duties and the specific limitations of their roles as security officers. Security officers shall exercise good judgment at all times and present themselves in a professional manner. Security officers should have excellent interpersonal and verbal skills. The ability to speak and understand Spanish is preferable.

Officers shall conduct themselves at all times in a manner that is openly helpful, courteous and welcoming towards all patrons, staff, vendors, and visitors. However, officers shall avoid inappropriate and/or excessive socializing with patrons, staff, vendors and other officers while on the premises. Officers shall not read any newspapers, magazines, or view any other type of non-security related materials while on duty. Officers shall be prohibited from the following activities while on duty: making personal phones calls, except while on break and off the premises, and use of private or public computers for internet access.

When dealing with problem behavior situations-including angry and verbally abusive patrons, the officers shall maintain and project a calm and courteous attitude. All officers should remember that the patron is always welcomed; however, problematic behavior is not welcomed.

**Daily Reports to be Provided for Each Facility:** A "Daily Activity Report" must be submitted on a standard Daily Activity Report form provided by the contractor. The report is to include detailed descriptions, (make, model, color and license number, for example), and time of encounter of suspicious vehicles or persons; descriptions of suspicious persons, including gender, and actions

taken. Contractor shall provide copies of the DAR on a weekly basis (either electronic or paper copy) to the Contract Officer identified for the facility.

**SERVICES FOR THE PALM SPRINGS SKATE PARK:** The Skate Park is located at the Leisure Center at 401 South Pavilion Way. The hours that services are required at the Skate Park are as follows:

Monday through Friday: 2:30 PM to 8:00 PM (2 guards, 11 hours per day)  
Saturday and Sunday: 10:00 AM to 8:00 PM (2 guards, 20 hours per day)  
Total = 2 guards on duty, 95 man hours per week

The security officer is responsible for making sure each person entering the Skate Park has checked in at the office, has received a wrist band and is wearing their safety equipment (helmet, knee pads and elbow pads) while skating. The City provides shaded tables near the entrance of the Skate Park that may be used by the security officer.

The security officer is also responsible for enforcing the rules and regulations of the Skate Park. The rules are identified in the sections below entitled "Palm Springs Skate Park Rules" and "Prohibited Conduct".

### **PALM SPRINGS SKATE PARK RULES**

- 1 Resident membership cardholders must turn in their cards upon entrance to the skate park. These cards will be returned to the cardholders upon exiting the skate park.
- 2 Resident membership cardholders must sign a City of Palm Springs Emergency Card/Waiver and Release Form annually when purchasing the membership. All nonresidents and daily users must sign a City of Palm Springs Emergency Card/Waiver and Release Form prior to entering the skate park for the first time.
- 3 Skateboarding and in-line skating are hazardous activities. Participants/users skate at their own risk and are to skate within their own abilities.
- 4 Only skateboards and in-line skates are allowed in the skate park. No bicycles, razors or motorized vehicles are permitted.
- 5 All skate park users must have this properly-completed City form on file with the City to skate in the park.
- 6 Shirts, pants or shorts, and shoes must be worn at all times while using the park.
- 7 A helmet with a chin strap, knee pads with plastic knee caps, and elbow pads with plastic elbow pads, all designed for skateboard and/or in-line skating, are required to be worn and secured at all times by participants using the park. Wrist guards are required to be worn by in-line skaters under the age of 14.
- 8 Failure to use the aforementioned and identified safety equipment will subject persons to expulsion from the park and potential citation.
- 9 Skating on areas outside the skate park (i.e., park entrance sidewalks, park curbs, parking lots, tables, benches, etc.) is prohibited.
- 10 Pieces of equipment, obstacles or apparatus are not allowed in the skate park or in areas adjacent to or near the skate park.

- 11 Participants may not enter onto or use an individual amenity or skate feature in the skate park while another skater/person is using it. Participants are expected to treat all other participants with respect and courtesy.
- 12 No graffiti or tagging, stickers, etc., of City property is/are allowed.
- 13 Trash is to be disposed of in proper trash receptacles.
- 14 Participants may not be under the influence of alcoholic beverages or illegal drugs. While in the skate park, participants may not use, consume, or have within their custody or control: food, alcoholic and non-alcoholic beverages, tobacco products, illegal drugs or glass bottles.
- 15 Spectators must remain outside the skating area and are not permitted inside the skating area.
- 16 Inappropriate behavior or disregard for the above rules will result in expulsion from the skate park and denied future access to the skate park. Your membership card may be confiscated if you are a yearly membership cardholder.
  - The City of Palm Springs has the sole and exclusive discretion to close the skate park facility due to inclement weather, wet pavement, or any unsafe condition(s) at any time.
  - I understand that if I or the participant vandalizes and/or destroys City property, fees will be assessed for which the participant will be billed and further admission to the skate park will be denied.

*\*Participants are required to sign a form agreeing to comply with the above rules prior to entering the Skate Park.*

### **1. PROHIBITED CONDUCT**

Within the limits of any city public park or recreation area, or in any city owned fountain, or in any fountain located in a public place in the city, no person shall:

- (1) Hitch, fasten, lead, drive or let loose any animal or fowl of any kind, provided that this shall not apply to a dog when led by a cord or chain, not more than six feet long;
- (2) Ride or drive any horse or other animal, or propel any vehicle, cycle or automobile, except at a place especially designated and provided for such purpose;
- (3) Carry or discharge any firearm, airgun, slingshot or other device designed or intended to discharge, or capable of discharging any dangerous missile, provided that this subsection shall not apply to any peace officer or other person lawfully licensed to carry a concealed weapon or who regularly carries a weapon in connection with private employment protecting property or persons (e.g., private patrol services and bodyguards);
- (4) Carry or discharge any firecracker, rocket, torpedo or any other fireworks, provided that this subsection shall not be deemed to prohibit the possession or use of safe and sane fireworks not otherwise prohibited by law, at places designated or provided for such purpose;
- (5) Cut, break, injure, deface, or disturb any tree, shrub, plant, rock, building, cage, pen, monument, fence, bench or other structure, apparatus or property; or pluck, pull up, cut, take or remove any shrub, bush, plant or flower; or mark or write upon, paint or deface in any manner, any building, monument, fence, bench or other structure;



- (6) Cut or remove any wood, turf, grass, soil, rock, sand, gravel, or fertilizer;
- (7) Swim, bathe, wade in, conduct personal hygiene (such as washing hair or body with or without soap, shampoo or similar personal hygiene products; shaving with or without shaving cream or similar personal hygiene products; oral care including using mouthwash or brushing teeth with or without toothpaste or similar personal hygiene products; cleaning any injury, wound, lesion, gash or abrasion in any manner with or without medical products, cleaning products or similar personal hygiene products; using any medical or other personal hygiene product to rid the body of lice or any disease, infection or growth), or pollute the water of any fountain pond, lake or stream, except at a place especially designated and provided for such purpose;
- (8) Make or kindle a fire except in a picnic stove, brazier, fire pit, or other appropriate device provided or approved for that purpose by the public authorities;
- (9) Camp or lodge therein at any time, or otherwise remain overnight, whether or not in a structure permanently affixed to the ground, except at a place especially designated and provided for such purpose (including, if overnight camping is involved, the place shall have been cleared for such use by the chief of police pursuant to Chapter 11.40);
- (10) Cook, prepare, serve or eat any meal, barbecue or picnic except at the places provided therefor;
- (11) Wash dishes, clothing, or garments or empty salt water or other waste liquids elsewhere than in facilities provided for such purposes;
- (12) Leave garbage, cans, bottles, papers or other refuse elsewhere than in receptacles provided therefor;
- (13) Play or engage in model airplane flying, driving of golf balls, archery, baseball, softball, football, soccer, volleyball or any similar games of a hazardous nature except at such places as shall be especially set apart for such purposes;
- (14) Play or bet at or against any game which is played, conducted, dealt or carried on with cards, dice, or other device, for money, chips, shells, credit or any other representative of value, or maintain or exhibit any gambling table or other instrument of gambling or gaming;
- (15) Indulge in riotous, offensive, threatening, or indecent conduct, or abusive, threatening, profane, or indecent language;
- (16) Disturb in any unreasonable manner any picnic, meeting, service, concert, exercise or exhibition;
- (17) Distribute any commercial handbill (as defined in Section 5.20.020) without a prior permit so to do from the city manager, which permit shall be issued only after due processing of an application pursuant to Chapter 5.20, and then only if the city manager determines that it would be affirmatively in the public interest to allow upon public property the commercial activity involved;
- (18) Post, place, erect, or leave posted, placed or erected, any commercial or noncommercial bill, handbill, circular, notice, paper, or advertising device or matter of any kind, in or upon any building, structure, pole, wire, or other architectural or natural feature of whatever character, except upon a bulletin board or such place especially designated and provided for such purposes, unless prior approval so to do has been obtained from the city manager, which

approval shall be given only if the city manager determines that it would be affirmatively in the public interest to allow the use of public property for such purposes, or that constitutional principles require that the same be allowed;

(19) Sell or offer for sale any merchandise, article or thing whatsoever, or practice, carry on, conduct, or solicit for, any trade, occupation, business or profession, unless such activity has been expressly allowed pursuant to specific provisions to such effect contained in either: a permit issued pursuant to Section 11.44.040; a permit issued pursuant to Chapter 5.36; a permit issued pursuant to Chapter 5.48; a concession agreement or franchise or the like duly entered into or granted by the city council;

(20) Remain, stay or loiter therein between the hours of ten p.m. and dawn of the following day, except while attending a gathering or meeting for which a permit has been issued or which is being sponsored or conducted by the city department of community services. This subsection shall not apply to persons lawfully lodging, camping or otherwise remaining overnight at a place especially designated and provided for such purposes (including, if overnight camping is involved, the place shall have been cleared for such use by the chief of police pursuant to Chapter 11.40);

(21) Use any restroom, washroom or dressing facility designated for the opposite sex, except that this subsection shall not apply to children six years of age or younger who are accompanied by an adult or other older person;

(22) Row, sail or operate any boat, craft or other device, on or in any pond, lake, stream or water except at such place as is especially designated and provided for use of such boat, craft or device;

(23) Hunt, frighten, chase, set snare for, catch, injure or destroy any animal or bird, or destroy, remove or disturb any of the young or eggs of same, or injure or maltreat any domestic or other animal;

(24) Fish with hook and line, seine, trap, spear or net, or by any other means, in any pond, lake, stream or water, except at a place especially designated and provided for such purpose.

(25) Alcohol Prohibited in City Parks.

The possession and/or consumption of alcoholic beverages within city parks is prohibited except when a permit is issued pursuant to subsection (26) of this section;

(26) Permit for Alcohol in City Parks.

(A) A permit may be issued by the city manager or the city manager's written designee to allow the possession and/or consumption of alcohol in city parks. A permit may be issued only in conjunction with a contracted rental of a city park pursuant to the terms of Section 11.44.040 of this chapter. Notwithstanding any provision of this chapter, the city shall not be required to obtain such a permit for the consumption of alcohol at any organized group activity which has been planned, sponsored and approved by the city.

(B) The city manager or the city manager's written designee may refuse to issue any such permit if the consumption of alcohol in the city park is reasonably anticipated to incite violence, crime or disorderly conduct, or would otherwise be detrimental to the public interest.

(C) The city manager or the city manager's written designee may attach conditions to any such permit which are deemed necessary or appropriate to ensure that the consumption of alcohol will be carried on in conformance with applicable laws, rules and regulations, in a

manner consistent with proper park and recreation area uses and in a manner not detrimental to the public interest.

(D) Any permit granted pursuant to the provisions of this section shall specify the time and place in which the alcohol may be consumed, and shall designate the name of the person, society, association, or organization to whom the permit is granted.

(Ord. 1645 § 1, 2004; Ord. 1399 § 1, 1991; Ord. 959 § 1 (part), 1974)

2. Amendment to Section 2.1 of the Agreement, entitled "Contract Sum": Section 2.1 of the Agreement is hereby amended in its entirety to read as follows:

"Contract Sum. For the services rendered under this Agreement, Contractor shall be compensated in accordance with the amended Schedule of Compensation set forth in Exhibit "C," which is attached hereto and is incorporated herein by reference, after: (1) completion of the services to be conducted under this Agreement; (2) the City's acceptance that the scope of services described in Exhibit "A" was properly and satisfactorily performed, and (3) the City's receipt of an invoice thereon. Except as otherwise provided in this Agreement pursuant to paragraph 1.10 above, the total payments to be paid for the services to be provided under this Agreement (collectively, "Contract Sum") shall not exceed a total of \$89,556 per year for services rendered at the Train Station, Library and Parking Structure; and \$52,502 for the temporary services at the Skate Park for the period October 14, 2009 through June 30, 2010. Any invoice of services rendered to the City is to contain a complete and accurate description of all work to be charged pursuant to the invoice."

3. Amendment to Exhibit "C" of the Agreement, entitled "Schedule of Compensation": Exhibit "C" of the Agreement, concerning total compensation, is hereby amended to read as follows:

**"Total Compensation:** Total compensation for services provided hereunder is based on an a fixed monthly patrol rate for the Train Station of \$2900 and an hourly rate of \$18.00 for unarmed security guard services at the Library and Parking Structure (hours subject to change) for an estimated total of \$89,556 per year, and \$52,502 for temporary services at the Skate Park for the period October 14, 2009 through June 30, 2010 broken down as follows:

**Breakdown:**

**Train Station** = \$2900 per month, or \$34,800 per year (fixed rate)

**Library** = \$2,808 per month, or \$33,696 per year (hourly rate \$18)

**Parking Structure** = \$1,755 per month, or \$21,060 per year (hourly rate \$18)

**Skate Park** = \$14,882 for the initial 3 months of service approved under City Manager authority for period October 14, 2009 through January 13, 2010, plus \$37,502 for the period January 15, 2010 through June 30, 2010 (hourly rate \$18), for a total \$52,502.

4. Amendment to Exhibit "D" of the Agreement, entitled "Schedule of Performance": Exhibit "D" of the Agreement is hereby amended to include the following additional provisions:

**Schedule of Performance:**

Effective January 15, 2010 through June 30, 2010 security services shall be provided at the Skate Park Monday thru Friday = 2:30pm to 8:00pm, and Saturday thru Sunday = 10:00am to 8:00pm. 2 guards shall be on duty during these hours for a total of 95 man hours of security services per week.

5. Full Force and Effect. This modifying Amendment is supplemental to the Agreement and is by reference made part of said Agreement. All of the terms, conditions, and provisions, thereof, unless specifically modified herein, shall continue in full force and effect. In the event of any conflict or inconsistency between the provisions of this Amendment and any provisions of the Agreement, the provisions of this Amendment shall in all respects govern and control.

6. Corporate Authority. The persons executing this Amendment on behalf of the Parties hereto warrant that (1) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Amendment on behalf of said party, (iii) by so executing this Amendment, such party is formally bound to the provisions of this Amendment, and (iv) the entering into this Amendment does not violate any provision of any other agreement to which said party is bound.

[SIGNATURES ON NEXT PAGE]

**IN WITNESS WHEREOF**, the City and the Contractor have caused this Agreement to be executed the day and year first above written.

**ATTEST:**  
**CITY OF PALM SPRINGS, CA.**

**CONTENTS APPROVED:**

By \_\_\_\_\_  
City Clerk

By \_\_\_\_\_  
City Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_

By \_\_\_\_\_  
Director of Parks and Recreation

Date: \_\_\_\_\_

**APPROVED AS TO FORM:**

**APPROVED BY CITY COUNCIL:**

By \_\_\_\_\_  
City Attorney

Date: \_\_\_\_\_ Agreement No. \_\_\_\_\_

Date: \_\_\_\_\_

Corporations require two notarized signatures. One signature must be from Chairman of Board, President, or any Vice President. The second signature must be from the Secretary, Assistant Secretary, Treasurer, Assistant Treasurer, or Chief Financial Officer.

**CONTRACTOR NAME:**

\_\_\_\_\_

Check one  Individual  Partnership  Corporation

Address

\_\_\_\_\_

By \_\_\_\_\_  
Signature (Notarized)

By \_\_\_\_\_  
Signature (Notarized)

**CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT**

State of California

County of \_\_\_\_\_



On \_\_\_\_\_ before me, \_\_\_\_\_

Date

Here Insert Name and Title of the Officer

personally appeared \_\_\_\_\_

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 \_\_\_\_\_

Signature of Notary Public

**OPTIONAL**

*Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another 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: \_\_\_\_\_

- Individual
- Corporate Officer — Title(s): \_\_\_\_\_
- Partner —  Limited  General
- Attorney in Fact
- Trustee
- Guardian or Conservator
- Other: \_\_\_\_\_

Signer is Representing: \_\_\_\_\_



Signer's Name: \_\_\_\_\_

- Individual
- Corporate Officer — Title(s): \_\_\_\_\_
- Partner —  Limited  General
- Attorney in Fact
- Trustee
- Guardian or Conservator
- Other: \_\_\_\_\_

Signer is Representing: \_\_\_\_\_

