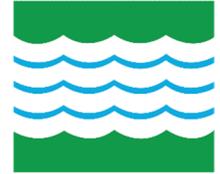


South Bay Cities Council of Governments
November 3, 2025



To: Steering Committee
Re: Invoices Submitted for Payment through October 2025

Additional invoices will be presented for approval at the 11/20/2025 Board Meeting

Leadership/Staffing/Membership Dues	Amount	Check #
Hazen & Sawyer: DCWVG Support Services (2 Invoices: Jun '25 - Aug '25)	\$ 12,750.00	6635
Employee Benefits & Operational Expenses		
Guardian Benefit Administrators: Dental & Vision Benefit Premiums - Nov '25	\$ 1,103.32	6640
Principal Life Insurance Company: Premiums for Nov '25	\$ 154.63	6637
Sharp Electronics Corporation: 2 Invoices for IT Services & Support + GoTo Phone Service	\$ 3,284.86	6639
Q Document Solutions, Inc.: Invoice #IN70947 for Printing & Overage Charges	\$ 438.80	6638
Homeless & Housing Services		
Watts Labor Community Action Committee (WLCAC): Jul-Sep 2025 HFCM Services	\$ 89,492.87	6636
GRAND TOTAL	\$ 107,224.48	

RECOMMENDATION

All invoices are within budget. Therefore, it is recommended that they be approved for payment. Checks subject to release as cash available.

APPROVED FOR PAYMENT

Bernadette Suarez, Chair



Hazen and Sawyer
800 West 6th St., Suite 400
Los Angeles, CA 90017

October 15, 2025

Lara Gerges
South Bay Cities Council of Governments
357 Van Ness Way, Suite 110
Torrance, CA 90501

Re: Invoice and Progress Report for the period of June 1 through August 31, 2025
Hazen As-Needed Services
Hazen Project Number: 20252-006
Invoice Number: 20252-006-2

Dear Ms. Gerges:

Enclosed please find our invoice for the Hazen As-Needed Services project for work completed between June 1, 2025 and August 31, 2025. A summary of the work covered in this invoice is provided below and additional documentation is attached.

Invoice Summary

- Contract Amount: \$20,000.00
- Previous Invoices Billed: \$3,810.00
- This Invoice Amount Due Now: \$1,815.00
- Invoiced To Date: \$5,625.00
- Total Outstanding Invoices: \$1,815.00
- Contract Balance Remaining: \$14,375.00
- **Percent of budget spent: 28.1%**
- **Percent of work complete: 28.1%**

The following tasks were completed to date, including those conducted during this reporting period:

- Reviewed latest draft CII Permit release
- Provided comments on latest CII draft permit
- Coordinated with Regional Water Quality Control Board

Very truly yours,



Paul Caswell
Project Manager

Enclosures:

- Invoice Summary
- Invoice



Hazen and Sawyer
 800 West 6th St., Suite 1400
 Los Angeles, CA 90017

INVOICE

September 11, 2025
 Invoice No: 20252-006 - 2

Lara Gerges
 South Bay Cities Council of Governments
 357 Van Ness Way
 Suite 110
 Torrance, CA 90501

Invoice Total \$1,815.00

Project 20252-006 Hazen As-Needed Services

Professional Services from June 01, 2025 to August 31, 2025

Task 001 As-Needed Services

Professional Personnel

	Hours	Rate	Amount	
SENIOR ASSOCIATE 2				
Coryell, Jennifer	2.50	390.00	975.00	
PRINCIPAL ENGINEER				
Caswell, Paul	4.00	210.00	840.00	
Totals	6.50		1,815.00	
Total Labor				1,815.00
				Total this Task \$1,815.00

Billing Limits	Current	Prior	To-Date	
Total Billings	1,815.00	3,810.00	5,625.00	
Limit			20,000.00	
Remaining			14,375.00	
				Total this Invoice \$1,815.00



Hazen and Sawyer
800 West 6th St., Suite 400
Los Angeles, CA 90017

October 15, 2025

Lara Gerges
South Bay Cities Council of Governments
357 Van Ness Way, Suite 110
Torrance, CA 90501

Re: Invoice and Progress Report for the period of August 1 through August 31, 2025
DCWMG Support Services: Task Order 7 DCWMG Regional Project List, RAA, and WMP
Update
Hazen Project Number: 20252-007
Invoice Number: 20252-007-1

Dear Ms. Gerges:

Enclosed please find our invoice for the DCWMG Support Services: Task Order 7 DCWMG Regional Project List, RAA, and WMP Update project for work completed between August 1, 2025 and August 31, 2025. A summary of the work covered in this invoice is provided below and additional documentation is attached.

Invoice Summary

- Contract Amount: \$407,000.00
- Previous Invoices Billed: \$0.00
- This Invoice Amount Due Now: \$10,935.00
- Invoiced To Date: \$10,935.00
- Total Outstanding Invoices: \$10,935.00
- Contract Balance Remaining: \$396,065.00
- **Percent of budget spent: 2.7%**
- **Percent of work complete: 2.7%**

The following tasks were completed to date, including those conducted during this reporting period:

- General project management and coordination
- Reviewed existing WMP Project List
- Coordinated and reviewed preliminary result from WMMS 2.0 site selections

Very truly yours,



Paul Caswell
Project Manager

Enclosures:

- Invoice Summary
- Invoice



Hazen and Sawyer
 800 West 6th St., Suite 1400
 Los Angeles, CA 90017

INVOICE

September 11, 2025

Invoice No: 20252-007 - 1

Invoice Total \$10,935.00

Lara Gerges
 South Bay Cities Council of Governments
 357 Van Ness Way
 Suite 110
 Torrance, CA 90501

Project 20252-007 DCWMG Support Services: Task Order 7 DCWMG Regional Project List, RAA, and WMP Update

Professional Services from August 01, 2025 to August 31, 2025

Task 001 General Project Administration & Meeting

Professional Personnel

	Hours	Rate	Amount	
SENIOR ASSOCIATE 2 Coryell, Jennifer	1.00	390.00	390.00	
PRINCIPAL ENGINEER Caswell, Paul	3.00	210.00	630.00	
Totals	4.00		1,020.00	
Total Labor				1,020.00
				Total this Task \$1,020.00

Task 002 Develop Updated Project List and Project

Professional Personnel

	Hours	Rate	Amount	
PRINCIPAL ENGINEER Caswell, Paul	26.50	210.00	5,565.00	
ASSISTANT ENGINEER 1 Becerra, Rebekah	29.00	150.00	4,350.00	
Totals	55.50		9,915.00	
Total Labor				9,915.00
				Total this Task \$9,915.00

Billing Limits

	Current	Prior	To-Date
Total Billings	10,935.00	0.00	10,935.00
Limit			407,000.00
Remaining			396,065.00

Total this Invoice \$10,935.00



Billing Statement

For Period 11/01/25 to 11/30/25

Statement Date: 10/22/25

Payment Summary

Payment Received 10/22/25	-960.54
No Outstanding Balance As Of 10/22/25	0.00
Current Premium	1,103.32
Total Payment Due 11/01/25	\$1,103.32

Approval:

"Planholder use only"

Summary of Activity this Period

Coverage	Previous No. Ins.	Adds.	Terms.	Current No. Ins.	Current Premiums	Premium Adjustments
Dental	6	1	0	7	\$742.97	\$71.98
Managed Dental Care - Mdc	4	0	0	4	\$74.48	\$0.00
Vision	7	1	0	8	\$196.45	\$17.44
TOTAL					\$1,013.90	\$89.42

Summary of Current Premiums by Rate Class

Coverage	Emp	Fam	Emp/Sp	Emp/Ch	Total
Dental	\$359.90	\$223.36	\$0.00	\$159.71	\$742.97
Managed Dental Care - Mdc	\$74.48	\$0.00	\$0.00	\$0.00	\$74.48
Vision	\$87.20	\$45.91	\$31.67	\$31.67	\$196.45
TOTAL	\$521.58	\$269.27	\$31.67	\$191.38	\$1,013.90

Planholder Reference

LARA GERGES
 SOUTH BAY CITIES COUNCIL OF GOVERNMENTS
Group ID: 00 486459
 Division ID: 0000
 RHO: SP
 RGO: 058
 A/R: WH5

Questions?

Log on to
www.GuardianAnytime.com

Check or make changes to members' eligibility, view and pay bills and more.

Log on or register in two minutes at www.GuardianAnytime.com

Due Date: 11/01/25

Payment Due: \$1,103.32

- Please do not write on payment coupon. If you have changes, please submit them via Guardian Anytime or submit on Change Report.
- For fast and easy payment, submit via www.guardiananytime.com, or detach and send Payment Coupon and your check made payable to Guardian in the enclosed envelope to: GUARDIAN, P O BOX 824404, PHILADELPHIA, PA 19182-4404.

Group ID: 00 486459

Division: 0000

A/R: WH5

▲ Please detach and return with payment

Payment Coupon



LARA GERGES
 SOUTH BAY CITIES COUNCIL OF GOVERNMENTS
 357 VAN NESS WAY STE 110
 TORRANCE, CA 90501

Important payment notice

For period: 11/01/2025 to 11/30/2025

Bill produced: 10/17/2025

ATTN: LARA GERGES
SOUTH BAY CITIES COUNCIL OF GOVERNMENTS
357 VAN NESS WAY STE 110
TORRANCE, CA 90501



Important information

Failure by you to pay the premium within the grace period will be deemed notice by you to Principal Life to discontinue the policy at the end of the grace period.

Please review this statement carefully and submit any terminations or changes within 90 days on principal.com. Premium refunds for terminations are limited to three months.

Need help setting up your online Principal account to access eService call us at 800-843-1371

If payment has already been made, please disregard this notice.

Bill summary

Account number: 1202258-10001 **Due date:** 11/01/2025

Last billed amount:	\$145.23
Payments since last bill:	\$145.23
Balance forward:	\$0.00
Adjustments since last bill:	\$9.40
Current premium:	\$145.23
Total amount due:	\$154.63



Contact us

Group Benefits, call 800.843.1371 Monday-Friday 7:00 a.m. - 6:00 p.m. CT | principal.com

Please make your check payable to Principal Life Insurance Company. Send your check with the stub to the address below. We offer the convenience of online bill payment. If you'd like to make an online bill payment, go to principal.com



⑈ 0000015463 120225810001 0000000317414276 6

ATTN: LARA GERGES
SOUTH BAY CITIES COUNCIL OF GOVERNMENTS
357 VAN NESS WAY STE 110
TORRANCE, CA 90501

Principal Life Insurance Company
PO BOX 77202
MINNEAPOLIS, MN 55480-7200

Due date: 11/01/2025
Account number: 1202258-10001
Total amount due: \$154.63

Bill totals



Current billed lives

Members 16

Account number: 1202258-10001
For period: 11/01/2025 to 11/30/2025
Bill produced: 10/17/2025

Current premium totals \$145.23

Basic Life	
Life	\$121.28
AD&D	\$23.95



Sharp Business Systems
7 SHERIDAN SQUARE, STE 200
KINGSPORT, TN , 37663

INVOICE

PLEASE DIRECT ALL CORRESPONDENCE TO:
1-888-525-4220

SHARP BUSINESS SYSTEMS

Tax ID: 13-1968872

Duns Number: 00-181-8012

Bill To: 835928

SOUTH BAY CITIES COUNCIL OF
GOVERNMENTS
2355 CRENSHAW BLVD, SUITE 125
TORRANCE, CA 90501

Invoice No. 9005549959	Invoice Date 10/29/2025	Payment Terms Net 30 days	Due Date 11/28/2025	Invoice Total \$774.36
----------------------------------	-----------------------------------	-------------------------------------	-------------------------------	----------------------------------

Item	Description	Quantity/Hours	Rate	Amount
Invoice text:				
Contract: 8000664680				
UCAASFCC	UCAAS FCC	1	0.00	34.13
Period of Coverage: 09/01/2025 - 09/30/2025				
UCAASSERVICE	UCAAS Service	1	653.85	653.85
Period of Coverage: 10/01/2025 - 10/31/2025				
ADDENDUM #3: 23 STANDARD USERS, NO LOW USAGE USRS, 26 DIDS, 4 MAC HRS PER YEAR				
UCAASSMSFEE	SMS COMPLIANCE CAMPAIGN VETTING	1	0.00	0.00
Period of Coverage: 09/01/2025 - 09/30/2025				
UCAASSMSFEE	SMS COMPLIANCE BRAND REGISTRATION	1	0.00	0.00
Period of Coverage: 09/01/2025 - 09/30/2025				

Sales Amount	\$707.34	Taxes	\$67.02	Freight Amount	\$0.00	Invoice Total	\$774.36
--------------	-----------------	-------	----------------	----------------	---------------	----------------------	-----------------

←----- Cut here ----->
Please include Invoice No. on your Remittance

Invoice No. 9005549959	Account No. 835928	Due Date 11/28/2025
----------------------------------	------------------------------	-------------------------------

Sales Amount	\$707.34	Taxes	\$67.02	Freight Amount	\$0.00	Invoice Total	\$774.36
--------------	-----------------	-------	----------------	----------------	---------------	----------------------	-----------------

Remit To: SHARP ELECTRONICS CORPORATION Via its SHARP BUSINESS SYSTEMS Division Dept. CH 14288 Palatine, IL, 60055-4404	To pay by ACH, EFT or Credit Card please visit: https://secure.versapay.com/payables/sharpusa/signup
--	---



Sharp Business Systems
 7 SHERIDAN SQUARE, STE 200
 KINGSPORT, TN , 37663

INVOICE

PLEASE DIRECT ALL CORRESPONDENCE TO:
 1-888-525-4220

SHARP BUSINESS SYSTEMS

Invoice No. 9005549959	Invoice Date 10/29/2025	Payment Terms Net 30 days	Due Date 11/28/2025		Invoice Total \$774.36
----------------------------------	-----------------------------------	-------------------------------------	-------------------------------	--	----------------------------------

Item	Description	Quantity/Hours	Rate	Amount
UCAASSTATELOC AL	UCAAS STATE LOCAL	1	0.00	19.36
Period of Coverage: 09/01/2025 - 09/30/2025				

Thank You For Your Business



Sharp Business Systems
 8670 Argent St
 Santee, CA , 92071

INVOICE

PLEASE DIRECT ALL CORRESPONDENCE TO:
 619-258-1400

SHARP BUSINESS SYSTEMS

Tax ID: 13-1968872

Duns Number: 00-181-8012

Bill To: 835928

SOUTH BAY CITIES COUNCIL OF
 GOVERNMENTS
 2355 CRENSHAW BLVD, SUITE 125
 TORRANCE, CA 90501

Invoice No. 9005550995	Invoice Date 10/29/2025	Payment Terms Net 30 days	Due Date 11/28/2025	Invoice Total \$2,510.50
----------------------------------	-----------------------------------	-------------------------------------	-------------------------------	------------------------------------

Invoice text:				
Item	Description	Quantity/Hours	Rate	Amount
Contract: 8000669864				
MITS_BAREMAIL_SEAR	EMAIL SECURITY AND ARCHIVE LICENSE	30	6.25	187.50
Period of Coverage: 10/01/2025 - 10/31/2025				
MITS_CWEDR_WKS	EDR LICENSE AND SOC SERVICE - DESKTOP	30	20.00	600.00
Period of Coverage: 10/01/2025 - 10/31/2025				
MITS_CWHD_BH	RMM & HELP DESK SERVICE - 8A-6P	30	45.00	1,350.00
Period of Coverage: 10/01/2025 - 10/31/2025				
MITS_MC1Y1M135	M365 Bus. Basic 1Y1M	8	6.00	48.00
Period of Coverage: 10/01/2025 - 10/31/2025				
MITS_MC1Y1M137	M365 Bus. Std 1Y1M	26	12.50	325.00
Period of Coverage: 10/01/2025 - 10/31/2025				

Sales Amount \$2,510.50	Taxes \$0.00	Freight Amount \$0.00	Invoice Total \$2,510.50
-----------------------------------	------------------------	---------------------------------	---

←----- Cut here ----->
Please include Invoice No. on your Remittance

Invoice No. 9005550995	Account No. 835928	Due Date 11/28/2025
----------------------------------	------------------------------	-------------------------------

Sales Amount \$2,510.50	Taxes \$0.00	Freight Amount \$0.00	Invoice Total \$2,510.50
-----------------------------------	------------------------	---------------------------------	---

Remit To: SHARP ELECTRONICS CORPORATION Via its SHARP BUSINESS SYSTEMS Division Dept. LA 21565 PASADENA, CA, 91185-1565	To pay by ACH, EFT or Credit Card please visit: https://secure.versapay.com/payables/sharpusa/signup
--	---



Sharp Business Systems
8670 Argent St
Santee, CA , 92071

INVOICE

PLEASE DIRECT ALL CORRESPONDENCE TO:
619-258-1400

SHARP BUSINESS SYSTEMS

Invoice No. 9005550995	Invoice Date 10/29/2025	Payment Terms Net 30 days	Due Date 11/28/2025	Invoice Total \$2,510.50
----------------------------------	-----------------------------------	-------------------------------------	-------------------------------	------------------------------------

Item	Description	Quantity/Hours	Rate	Amount
Thank You For Your Business				

QDoxs | Xerox Sales Agent
 3030 Old Ranch Parkway, Suite 190
 Seal Beach, CA 90740



562.435.2769, Option 5
 www.qdoxs.com



CONTRACT INVOICE

Invoice Number: IN70947
Invoice Date: 10/20/2025
Account Number: SB05
Balance Due: \$438.80

Bill To: South Bay Cities Council of Governments
 357 Van Ness Way
 Suite 110
 Torrance, CA 90501
 USA

Customer: South Bay Cities Council of Governments
 357 Van Ness Way
 Suite 110
 Torrance, CA 90501

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
SB05	Due 10 Days	10/30/2025	\$438.80	\$438.80
Invoice Remarks				

Contract Number	Contact	Contract Amount	P.O. Number	Start Date	Exp. Date
CT10978-01	Andrey Mulligan 310-371-7222	\$399.82		10/20/2022	10/19/2027
Contract Remarks					

Summary:

Contract base rate charge for the 10/20/2025 to 11/19/2025 billing period	\$62.30
Contract overage charge for the 9/20/2025 to 10/19/2025 overage period	\$314.89**
Tariff - See Notice below	\$22.63
	\$399.82

**See overage details below

Detail:

Equipment included under this contract

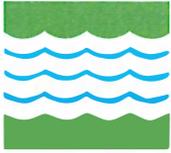
Xerox/C8135

Number	Serial Number	Base Adj.	Location
EQ22136	ELQ590745	\$0.00	South Bay Cities Council of Governments 357 Van Ness Way Suite 110 Torrance, CA 90501

Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	EQ22136 - B\W	40,562	41,966	1,404	1,000	404	\$0.010000	\$4.04
Color	EQ22136 - Color	114,954	119,027	4,073	500	3,573	\$0.087000	\$310.85
								\$314.89

NOTICE: Effective September 1, an International Import/Tariff Surcharge will be added to all invoices due to recent changes in import regulations and new international trade compliance costs.

Invoice SubTotal	\$399.82
Tax:	\$38.98
Invoice Total	\$438.80
Balance Due:	\$438.80



SOUTH BAY CITIES
COUNCIL OF GOVERNMENTS

2355 Crenshaw Blvd., Ste 125
Torrance, CA 90501
(310) 371-7222
info@southbaycities.org
www.southbaycities.org

July 31, 2025

To: South Bay COG

Invoice #: **20250301-SBCCOG**

Description: July 2025 Expenses

Below is the South Bay Cities Council of Governments (SBCCOG) invoice
for the billing period **July 1, 2025** through **July 31, 2025**

Month/Period	Description of Charges	Quantity/ Multiplier	Amount Due
Jul-25	In-House Employee Salaries & Fringe Benefits	\$ 1.00	\$ 3,484.13
Jul-25	ManagementStaff Salaries & Fringe Benefits	\$ 1.00	\$ 3,268.67
Jan-25	Utilities	\$ 1.00	\$ 2.35
Jul-25	In-House Employee Salaries & Fringe Benefits	\$ 1.00	\$ 9,274.00
Jul-25	Management Staff Salaries & Fringe Benefits	\$ 1.00	\$ 5,248.51
Jul-25	Supportive Services	\$ 1.00	\$ 271.01
Jul-25	Utilities	\$ 1.00	\$ 5.14
Jul-25	Indirect Administrative Cost	\$ 1.00	\$ 3,233.07
			\$ -
			\$ -
			\$ -
		Total Due	\$ 24,786.88



2355 Crenshaw Blvd., Ste 125
Torrance, CA 90501
(310) 371-7222
info@southbaycities.org
www.southbaycities.org

August 31, 2025

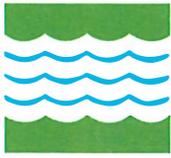
To: South Bay COG

Invoice #: **20250801-SBCCOG**

Description: August 2025 Expenses

Below is the South Bay Cities Council of Governments (SBCCOG) invoice for the billing period **August 1, 2025** through **August 31, 2025**

Month/Period	Description of Charges	Quantity/ Multiplier	Amount Due
Aug-25	Rental Expense	\$ 1.00	\$ 3,000.00
Aug-25	In-House Employee Salaries & Fringe Benefits	\$ 1.00	\$ 8,561.20
Aug-25	Management Staff Salaries & Fringe Benefits	\$ 1.00	\$ 4,327.05
Aug-25	Utilities/Equipment lease	\$ 1.00	\$ 718.92
Aug-25	Insurance	\$ 1.00	\$ 1,325.92
Aug-25	In-House Employee Salaries & Fringe Benefits	\$ 1.00	\$ 8,993.61
Aug-25	Management Staff Salaries & Fringe Benefits	\$ 1.00	\$ 2,198.21
Aug-25	Supportive Services/Mileage	\$ 1.00	\$ 751.36
Aug-25	In-House Employee Salaries & Fringe Benefits	\$ 1.00	\$ 8,228.64
Aug-25	Management Staff Salaries & Fringe Benefits	\$ 1.00	\$ 2,194.97
Aug-25	Indirect Administrative Cost	\$ 1.00	\$ 3,365.03
			\$ -
			\$ -
			\$ -
		Total Due	\$ 43,664.91



SOUTH BAY CITIES
COUNCIL OF GOVERNMENTS

2355 Crenshaw Blvd., Ste 125
Torrance, CA 90501
(310) 371-7222
info@southbaycities.org
www.southbaycities.org

September 30, 2025

To: South Bay COG

Invoice #: **20250901-SBCCOG**

Description: September 2025 Expenses

Below is the South Bay Cities Council of Governments (SBCCOG) invoice for the billing period **September 1, 2025** through **September 30, 2025**

Month/Period	Description of Charges	Quantity/ Multiplier	Amount Due
Sep-25	In-House Employee Salaries & Fringe Benefits	\$ 1.00	\$ 6,744.90
Sep-25	ManagementStaff Salaries & Fringe Benefits	\$ 1.00	\$ 2,190.24
Sep-25	Supportive Services- Cellular, Mileage, and Equipment	\$ 1.00	\$ 1,260.60
Sep-25	Insurance	\$ 1.00	\$ 500.36
Sep-25	In-House Employee Salaries & Fringe Benefits	\$ 1.00	\$ 6,448.59
Sep-25	Management Staff Salaries & Fringe Benefits	\$ 1.00	\$ 2,169.35
Sep-25	Indirect Administrative Cost	\$ 1.00	\$ 1,727.04

	\$	-
	\$	-
	\$	-
Total Due	\$	21,041.08