

**WEST COVINA PROPOSED MUNICIPAL HEALTH DEPARTMENT  
ACTUAL EXPENDITURES <sup>1</sup>**

**Consultant:** Transtech Engineers, Inc.

**Contract Period:** *Unknown at this time.*

**Project:** WC Health Department Implementation

**Year:** 2023

This table lists expenditures, in summary form, for contracted professional services for work associated with implementing the proposed West Covina Health Department for the calendar year shown above. The list was compiled using invoices posted on the city website or obtained by a Public Record Request (PRR).

- For invoice details, see the invoices posted on the city website at [www.westcovina.org/departments/finance/health-services-agreement-invoices](http://www.westcovina.org/departments/finance/health-services-agreement-invoices).
- For deliverables, see accompanying table "Task and Deliverables for Establishing City of West Covina Health Department" for contract period shown above.

A review of adopted West Covina budgets indicates funding for the health department is budgeted in the Capital Improvement Program (CIP) using American Rescue Plan Act (ARPA) Local Fiscal Recovery Funds (aka, Federal "Covid" money).

Jerri Potras, September 2024

| Invoice Date | Deliverable  | Labor   | Billed Hours | Hourly Rate | Subconsultant Billed <sup>3</sup> | Multiplier <sup>3</sup> | Billed Amount | Invoice Total |
|--------------|--|---|--------------|-------------|-----------------------------------|-------------------------|---------------|---------------|
| 01/31/2023   | ▪ Project Management<br>▪ General Office   | Senior Engineer   | 6.00         | \$150.00    | ---                               | ---                     | \$900.00      | \$6,960.00    |
|              |  | Public Health Assistant   | 151.50       | \$40.00     | ---                               | ---                     | \$6,060.00    |               |
| 02/28/2023   | ▪ Project Management<br>▪ General Office<br>▪ City of West Covina<br>Emergency Operations<br>Plan (EOP) Update<br><br>▪ Professional Service<br>Fees 2021 & 2022;<br>▪ NACHO <sup>4</sup> Membership<br>2021 & 2022;<br>▪ NACHO <sup>4</sup> Convention<br>Fee 2021;<br>▪ Community Health<br>Assessment &<br>West Covina Regional<br>Mega Health Fair<br>October 9, 2022 <sup>5</sup> | Senior Engineer   | 8.00         | \$150.00    | ---                               | ---                     | \$1,200.00    | \$156,518.51  |
|              |  | Public Health Assistant   | 136.00       | \$40.00     | ---                               | ---                     | \$5,440.00    |               |
|              |  | <u>Subconsultant</u><br>▪ Jim Sims Emergency Management/<br>Disaster Preparedness Consulting <sup>4</sup> | ---          | ---         | \$23,000.00                       | 1.10%                   | \$25,300.00   |               |
|              |  | <u>Subconsultant</u><br>▪ Valley Physicians Medical Group, Inc.<br>P. Basil Vasantachart, MD <sup>6</sup> | ---          | ---         | \$113,253.19                      | 1.10%                   | \$124,578.51  |               |
| 03/31/2023   | ▪ Project Management<br>▪ General Office<br>▪ City of West Covina<br>Emergency Operations<br>Plan (EOP) Update   | Senior Engineer   | 12.00        | \$150.00    | ---                               | ---                     | \$1,800.00    | \$16,670.00   |
|              |  | Public Health Assistant   | 138.00       | \$40.00     | ---                               | ---                     | \$5,520.00    |               |
|              |  | <u>Subconsultant</u><br>• Jim Sims Emergency Management/<br>Disaster Preparedness Consulting <sup>4</sup> | ---          | ---         | \$8,500.00                        | 1.10%                   | \$9,350.00    |               |
| 04/30/23     | ▪ Project Management<br>▪ General Office   | Senior Engineer   | 12.00        | \$150.00    | ---                               | ---                     | \$1,800.00    | \$5,150.00    |
|              |  | Public Health Assistant   | 134.00       | \$25.00     | ---                               | ---                     | \$3,350.00    |               |

| Invoice Date | Deliverable  | Labor  | Billed |             | Subconsultant       |                         | Billed Amount                | Invoice Total       |
|--------------|--|--|--------|-------------|---------------------|-------------------------|------------------------------|---------------------|
|              |  |  | Hours  | Hourly Rate | Billed <sup>3</sup> | Multiplier <sup>3</sup> |                              |                     |
| 05/31/23     | <ul style="list-style-type: none"> <li>▪ Project Management</li> <li>▪ General Office</li> <li>▪ Local Hazard Mitigation Plan (LHMP) Notice of Intent (NOI)<sup>7</sup></li> </ul> | Senior Engineer<br>Public Health Assistant<br><u>Subconsultant</u><br>▪ Jim Sims Emergency Management/ Disaster Preparedness Consulting <sup>4</sup> | 7.00   | \$150.00    | ---                 | ---                     | \$1,050.00                   | \$7,631.25          |
| 06/30/23     | <ul style="list-style-type: none"> <li>▪ Project Management</li> <li>▪ General Office</li> </ul>   | Senior Engineer<br>Public Health Assistant   | 11.00  | \$150.00    |                     |                         | \$1,650.00                   | \$5,556.25          |
| 07/31/23     | <ul style="list-style-type: none"> <li>▪ Project Management</li> <li>▪ General Office</li> <li>▪ Clinical &amp; Ultrasound Screening Services<sup>7</sup></li> </ul>               | Senior Engineer<br>Public Health Assistant<br><u>Subconsultant</u><br>▪ Pacific Health and Wellness <sup>3, 7</sup>                                  | 6.00   | \$158.00    |                     |                         | \$948.00                     | \$7,566.75          |
| 08/31/23     | <ul style="list-style-type: none"> <li>▪ Project Management</li> <li>▪ General Office</li> </ul>   | Senior Engineer<br>Public Health Assistant   | 15.00  | \$158.00    | ---                 | ---                     | \$2,370.00                   | \$6,232.50          |
| 09/30/23     | <ul style="list-style-type: none"> <li>▪ Project Management</li> <li>▪ General Office</li> </ul>   | Senior Engineer<br>Public Health Assistant   | 5.00   | \$158.00    | ---                 | ---                     | \$790.00                     | \$4,671.25          |
| 10/31/23     | <ul style="list-style-type: none"> <li>▪ Project Management</li> <li>▪ General Office</li> <li>▪ Public Health Emergency Response Plan</li> </ul>                                  | Senior Engineer<br>Public Health Assistant<br><u>Subconsultant</u><br>▪ Jim Sims Emergency Management/ Disaster Preparedness Consulting <sup>4</sup> | 6.50   | \$158.00    | ---                 | ---                     | \$1,027.00                   | \$36,557.00         |
| 11/30/23     | <ul style="list-style-type: none"> <li>▪ Project Management</li> <li>▪ Project Management/ Contract Admin.</li> <li>▪ General Office</li> </ul>                                    | Senior Engineer<br>Senior Engineer<br>Public Health Assistant  | 6.00   | \$158.00    | ---                 | ---                     | \$948.00                     | \$3,020.25          |
| 12/31/23     | <ul style="list-style-type: none"> <li>▪ Project Management</li> <li>▪ General Office</li> </ul>   | Senior Engineer<br>Public Health Assistant   | 2.00   | \$158.00    | ---                 | ---                     | \$316.00                     |                     |
|              |  |  | 70.25  | \$25.00     | ---                 | ---                     | \$1,756.25                   |                     |
| 12/31/23     | <ul style="list-style-type: none"> <li>▪ Project Management</li> <li>▪ General Office</li> </ul>   | Senior Engineer<br>Public Health Assistant   | 5.00   | \$158.00    | ---                 | ---                     | \$790.00                     | \$4,202.50          |
|              |  |  | 136.50 | \$25.00     | ---                 | ---                     | \$3,412.50                   |                     |
|              |  |  |        |             |                     |                         | <b>2023 Total Fees Paid:</b> | <b>\$260,736.26</b> |

**Notes:**

<sup>1</sup> The city of West Covina has made considerable expenditures from 2021 to 2024 for a department that does not actually exist.

<sup>2</sup> 2023 City Council (**Bold** denotes Wu Council Majority): **Rosario Diaz**, Mayor; Brian Calderón Tabatabai, Mayor Pro Tem; Ollie Cantos; **Letty Lopez-Viado**; **Tony Wu**.

<sup>3</sup> Subconsultant bills Transtech directly. Transtech adds their fee as a percent (multiplier) of the subcontractor's billed invoice.

<sup>4</sup> Website Review:

- A quick search did not locate a website. Based on invoice, consultant appears to be self-employed.
- NACCHO (National Association of County & City Health Officials) serves 3,000 local health departments in providing cutting edge, skill-building, professional resources and programs, seeking health equity, and supporting effective local public health practices and systems. (www.naccho.org)
- Pacific Health & Wellness is an independent health screening company. It is fully licensed and insured. (www.phaws.com)

<sup>5</sup> Valley Physician Medical Group Invoice notation: "I am still trying to locate some other invoices and bills that have been paid and will update at a later date, thanks!"

<sup>6</sup> In December 20, 2020 The City of West Covina signed a one-year Professional Services Agreement (PSA) with Dr. P. Basil Vasantachart, MD's medical practice, Valley Physician Medical Group, for consulting services related to exploring options for establishing a local health department. The doctor now works as a subcontractor.

<sup>7</sup> Appears related to development of LHMP subapplication for \$150,000 Federal funding grant to update West Covina LHMP.

<sup>8</sup> Pacific Health and Wellness invoice client: West Covina Health. Dr. Prasert B. Vasantachart, MD. Event: 100th Anniversary of the City of West Covina