CITY COUNCIL OF MONTEREY PARK
AND THE CITY COUNCIL ACTING ON BEHALF OF THE SUCCESSOR AGENCY OF THE FORMER REDEVELOPMENT AGENCY
AGENDA

REGULAR MEETING
Monterey Park City Hall Council Chambers
320 W. Newmark Avenue, Monterey Park, CA 91754

Wednesday
June 20, 2018
7:00 p.m.

MISSION STATEMENT
The mission of the City of Monterey Park is to provide excellent services to enhance the quality of life for our entire community.

Documents related to an Agenda item are available to the public in the City Clerk's Office located at 320 West Newmark Avenue, Monterey Park, CA 91754, during normal business hours and the City's website at www.montereypark.ca.gov.

PUBLIC COMMENTS ON AGENDA ITEMS

You may speak up to 5 minutes on Agenda item. You may combine up to 2 minutes of time with another person's speaking. No person may speak more than a total of 10 minutes. The Mayor and City Council may change the amount of time allowed for speakers.

Per the Americans with Disabilities Act, if you need special assistance to participate in this meeting please call City Hall at (626) 307-1359 for reasonable accommodation at least 24 hours before a meeting. Council Chambers are wheelchair accessible.

This Agenda includes items considered by the City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency which dissolved February 1, 2012. Successor Agency matters will include the notation of "SA" next to the Agenda Item Number.

CALL TO ORDER	**Mayor**
FLAG SALUTE	**The Monterey Park Police Explorers**
ROLL CALL	**Peter Chan, Mitchell Ing, Stephen Lam, Hans Liang, Teresa Real Sebastian**

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

PUBLIC COMMUNICATIONS. While all comments are welcome, the Brown Act does not allow the City Council to take action on any item not on the agenda. The Council may briefly respond to comments after Public Communications is closed. Persons may, in addition to any other matter within the City Council's subject-matter jurisdiction, comment on Agenda Items at this time. If you provide public comment on a specific Agenda item at this time, however, you cannot later provide comments at the time the Agenda Item is considered.

ORAL AND WRITTEN COMMUNICATIONS

[1.] PRESENTATION

1-A. INTRODUCTION OF THOMAS WELCH – ECONOMIC DEVELOPMENT PROJECT MANAGER

[2.] SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY (SA) - CONSENT CALENDAR ITEM NOS. 2A

2-A. SUCCESSOR AGENCY MONTHLY INVESTMENT REPORT - MAY 2018

It is recommended that the City Council (acting on behalf of the Successor Agency):

(1) Receive and file the Monthly Investment Report; and

(2) Take such additional, related, action that may be desirable.

[3.] CITY OF MONTEREY PARK- CONSENT CALENDAR ITEMS NOS. 3A-3G

3-A. WARRANT REGISTER FOR THE CITY OF MONTEREY PARK OF JUNE 6, 2018

It is recommended that the City Council:

(1) Approve payment of warrants and adopt a Resolution allowing certain claims and demands per Warrant Register dated **June 20, 2018 totaling $1,096,563.58** specifying the funds out of which the same are to be paid; and

(2) Take such additional, related, action that may be desirable.

3-B. MONTHLY INVESTMENT REPORT - MAY 2018

It is recommended that the City Council:

(1) Receive and file the Monthly Investment Report; and

(2) Take such additional, related, action that may be desirable.

3-C. RECOMMENDATIONS FOR ADOPTION OF FISCAL YEAR 2018-2019 ANNUAL BUDGET

It is recommended that the City Council:

(1) Adopt by Resolution the City's and Successor Agency's Fiscal Year 2018-2019 Annual Budget as presented on May 29 and June 4, 2018, City Manager's recommended budget; and

(2) Take such additional, related, action that may be desirable.

3-D. SUCCESS PRINTING AGREEMENT AMENDMENT FOR CASCADES NEWSPAPER PRINTING SERVICES

It is recommended that the City Council:

(1) Approve a rate adjustment ($760 / 8 pages or $970 / 12 pages) per issue for the term extension of six (6) months from July 10, 2018 to January 9, 2019 with Success Printing for editorial and publication services for the Cascades Newspaper; or

(2) Take such additional, related, action that may be desirable.

3-E. AWARD OF CONTRACT TO FARMER MARKET & LOCAL COMMUNITY EVENTS, FOR FARMERS' MARKET MANAGER SERVICES

It is recommended that the City Council:

(1) Award a one-year contract for Farmers' Market Manager Services to Farmer Market & Local Community Events (FM & LCE) to operate a weekly Farmers' Market;

(2) Authorize the City Manager to execute a contract, in a form approved by the City Attorney, with FM & LCE;

(3) Provide direction regarding location of weekly Farmers' Market.

(4) Take such additional, related, action that may be desirable.

3-F. AWARD OF CONTRACT FOR MPK-TV MASTER CONTROL UPGRADE PROJECT

It is recommended that the City Council:

(1) Award a contract to Media Control Systems, LLC for the MPK-TV master control upgrade project for $44,695 (+10% contingency of $4,469) to be funded from the Cable TV Trust account 0075-450-0075-08640;

(2) Authorize the City Manager to execute a contract, in a form approved by the City Attorney;

(3) Take such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act):

Since the proposed work is minor alteration to an existing public facility, this project is Class 1 Categorically Exempt pursuant to the California Environmental Quality Act (CEQA).

3-G. AWARD PROFESSIONAL SERVICES AGREEMENT TO SA ASSOCIATES FOR ENGINEERING SERVICES FOR THE N. ATLANTIC BLVD. WATER AND SEWER SYSTEM IMPROVEMENTS PROJECT

It is recommended that the City Council consider:

(1) Awarding a Professional Services Agreement (PSA) to SA Associates, in the amount of $123,000, to prepare plans, specifications, and estimates (PS&E) for the N. Atlantic Blvd Water and Sewer System Improvements Project;

(2) Authorizing the City Manager to execute a PSA with SA Associates, in a form approved by the City Attorney;

(3) Authorizing the Director of Public Works to execute change orders up to $12,300 (10% of the contract cost); and

(4) Take such additional, related, action that may be desirable.

<u>CEQA (California Environmental Quality Act):</u>
Since the proposed work is a minor alteration to an existing public facility, this project is Class 1 Categorically Exempt pursuant to the California Environmental Quality Act (CEQA).

[4.] PUBLIC HEARING

4-A. THE CITY IS REQUIRED TO CONDUCT A PUBLIC HEARING TO CONSIDER ASSESSMENTS FOR THE CITYWIDE MAINTENANCE DISTRICT NO. 93-1 FOR FY 2018-19 PURSUANT TO STREETS AND HIGHWAYS CODE §§ 22500, *ET SEQ*.

It is recommended that the City Council consider:

(1) Open the public hearing and receive documentary and testimonial evidence;

(2) Close the public hearing and adopt a Resolution authorizing the Levy and Collection of Assessments for Fiscal Year 2018-19 in Citywide Maintenance District No. 93-1 pursuant to Streets and Highways Code **§** 22587; and

(3) Take such additional, related, action that may be desirable.

4-B. ADOPTION OF AN ORDINANCE AMENDING TITLE 8 OF THE MONTEREY PARK MUNICIPAL CODE, IN ITS ENTIRETY, TO INCORPORATE TITLE 10 OF THE LOS ANGELES COUNTY CODE REGARDING THE REGULATION OF ANIMALS WITHIN THE CITY'S JURISDICTION

It is recommended that the City Council:

(1) Open a public hearing; take testimonial and documentary evidence; close the public hearing;

(2) After considering the evidence, adopt an ordinance amending Title 8 of the Monterey Park Municipal Code.

(3) Take such additional, related, action that may be desirable.

[5.] OLD BUSINESS – None.

[6.] NEW BUSINESS

6-A. DELTA PLANT CENTRALIZED GROUNDWATER TREATMENT SYSTEM PROJECT BUDGET AUGMENTATION

It is recommended that the City Council consider:

(1) Appropriating $333,000 in Water Treatment funds to complete the Centralized Groundwater Treatment System Project;

(2) Approving a 2% contingency to the J.R. Filanc Construction Company, Inc. contract, in the amount of $165,834, for unforeseen conditions;

(3) Authorizing the City Manager to execute an Amendment, in a form approved by the City Attorney, to the Agreement with Eurofins Eaton Analytical, Inc. for lab analysis for the CGTS start-up protocol at a cost not-to-exceed $45,000;

(4) Authorizing the City Manager to execute a Second Amendment, in a form approved by the City Attorney, to the Agreement with SA Associates for professional services for the CGTS project at a cost not to exceed $122,000; and

(5) Take such additional, related, action that may be desirable.

<u>CEQA (California Environmental Quality Act)</u>:

The project is categorically exempt from the California Environment Quality Act (CEQA) per CEQA Guidelines § 15302, "Replacement or Reconstruction."

[7.] COUNCIL COMMUNICATIONS AND MAYOR/COUNCIL AND AGENCY MATTERS

7-A. CONSIDERATION AND POSSIBLE ACTION TO DIRECT STAFF TO PREPARE THE NECESSARY DOCUMENTS TO POTENTIALLY PLACE MEASURES ON THE NOVEMBER 2018 BALLOT

It is recommended that the City Council consider the following:

(1) Determine whether to place propositions on the November 2018 ballot for: a special sales tax; eliminating CalPERS accounts for future elected officials; amending height limit regulations; amending zoning regulations affecting property greater than one-acre; and such additional matters that may be identified by the City Council;

(2) If desirable, direct staff to prepare appropriate documents for consideration at a future City Council meeting for any such propositions; and

(3) Take such additional, related, action that may be desirable.

7-B. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK DECLARING THE MONTH OF JUNE AS MEN'S HEALTH MONTH (Requested by Councilmember Real Sebastian)

It is recommended that the City Council:

(1) Adopt a Resolution declaring the month of June as Men's Health Month; and

(2) Take such additional, related, action that may be desirable.

[8.] CLOSED SESSION (IF REQUIRED; CITY ATTORNEY TO ANNOUNCE)

ADJOURN

ORAL AND WRITTEN COMMUNICATIONS

City Council Staff Report

DATE: June 20, 2018

AGENDA ITEM NO: (SA) New Business Agenda Item 2-A.

TO: The Honorable Mayor and City Council

FROM: Annie Yaung, CPFO, Director of Management Services

SUBJECT: Successor Agency Monthly Investment Report – May 2018

RECOMMENDATION: It is recommended that the City Council:

(1) Receive and file the Monthly Investment Report; and

(2) Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

As of May 31, 2018 invested funds for the Successor Agency of the City of Monterey Park is as follows:

• Successor Agency (SA) Checking		210,116.28
• Successor Agency (SA) RORF		69,190.00
	Total	$ 279,306.28

BACKGROUND:

In accordance with the City's Investment Policy, a monthly investment report is presented to the City Council showing the types of investments, dates of maturities, amounts of deposits, rates of interest, and the current market values for securities with maturity more than 12 months.

Respectfully submitted and prepared by:

Annie Yaung, CPFO
Director of Management Services

Approved by:

Ron Bow
City Manager

City Council Staff Report

DATE: June 20, 2018

AGENDA ITEM NO: Consent Calendar Agenda Item 3-A.

TO: The Honorable Mayor and City Council

FROM: Annie Yaung, CPFO, Director of Management Services

SUBJECT: Warrant Register for the City of Monterey Park of **June 20, 2018**

RECOMMENDATION:

It is recommended that the City Council:

(1) Approve payment of warrants and adopt a Resolution allowing certain claims and demands per Warrant Register dated **June 20, 2018 totaling $1,096,563.58** specifying the funds out of which the same are to be paid; and

(2) Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

Disbursements will be made from the funds referenced in the attached Resolution in Warrants numbered **319568-319724.**

BACKGROUND:

The claims and demands on the attached warrant register have been duly audited. I certify that the said claims and demands are accurate, are proper charges against the City of Monterey Park. I also certify that there are monies available for the payments thereof.

FISCAL IMPACT:

Disbursements from all funds total **$1,096,563.58.**

Respectfully submitted:

Annie Yaung, CPFO
Director of Management Services

Approved By:

Ron Bow
City Manager

Attachments 1: Resolution
Attachments 2: Warrant Register

ATTACHMENT 1
Resolution

RESOLUTION NO.
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK, CALIFORNIA ALLOWING CERTAIN CLAIMS AND DEMANDS PER WARRANT REGISTER DATED 20TH OF JUNE 2018 TOTALING $1,096,563.58 AND SPECIFYING THE FUNDS OUT OF WHICH THE SAME ARE TO BE PAID

THE CITY COUNCIL OF THE CITY OF MONTEREY PARK DOES RESOLVE:

SECTION 1. That the following claims and demands have been audited and that the same are hereby allowed from various funds in the following amounts:

General Fund	$	226,448.47
State Gas Tax Fund		10,435.07
Sewer Fund		1,966.71
Refuse Fund		403,985.68
City Shop Fund		5,368.31
Special Deposits Fund		3,531.58
Business Improvement Area #1		5,652.58
Water Fund		45,138.27
Water Treatment WQA-EPA Fund		264,455.25
OPA Proposition A		(2,550.77)
Measure R Fund		446.57
Library Tax Fund		853.33
POST		676.40
Home Housing Program		(9,894.89)
Recreation Fund		100.00
Asset Forfeiture		1,435.31
Construction Agency Fund		35,034.40
Prop C		65,839.05
CDBG Fund		4,979.00
Maintenance District 93-1		2,179.93
Used Oil Recycling Block Grant		3,206.25
Bulletproof Vest police Grant		941.53
AHMC Health Foundation Grant		10,368.17
ELAC Instructional Serv Prog		5,147.38
Video Serv Franchise Trust		10,820.00
TOTAL	$	1,096,563.58

PASSED, APPROVED AND ADOPTED THE 20TH DAY OF JUNE 2018.

Stephen Lam, Mayor
City of Monterey Park, California

ATTEST

Vincent D. Chang, City Clerk
City of Monterey Park, California

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS.
CITY COUNCIL OF THE)
CITY OF MONTEREY PARK)

I hereby certify that the foregoing Resolution was adopted by the City Council of the City of Monterey Park at a regular meeting held on the 20th of June 2018 by the following vote of the Council:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSTAINED:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:

Vincent D. Chang, City Clerk
City of Monterey Park, California

ATTACHMENT 2
Warrant Register

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 06/20/2018

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
ABC ADVANCE BUILDER & CONST. INC	0152-801-2206-38620	23,156.00-	VOID CHECK	17-0525	315094	
						23,156.00-
	0152-801-2206-38620	7,249.00-	VOID CHECK	17-0525	315095	
						7,249.00-
	0152-801-2206-38620	2,640.00-	VOID CHECK	17-0525	315096	
						2,640.00-
	0152-801-2206-38620	3,887.00-	VOID CHECK	17-0525	315097	
						3,887.00-
AT & T	0010-801-3112-32050	63.65	PHONE SERVICE		319571	
	0022-801-4206-32050	641.90	PHONE SERVICE		319571	
	0092-801-4222-32050	127.90	PHONE SERVICE		319571	
						833.45
	0010-801-3201-32050	48.11	PHONE SERVICE		319570	
						48.11
BARR AND CLARK, INC.	0152-801-2206-38650	275.00	HOUSE REHAB-213 E GLEASON		319572	
	0152-801-2206-38650	550.00	HOUSE REHAB-232 W HAMPTON		319572	
						825.00
DAVID M. BARRON	0010-801-6508-31990	225.00	CINCO DE MAYO,PLAY DAYS PROMO		319573	
						225.00
PETER CHAN	0010-801-1101-39400	294.22	ICSC RECON		319574	
						294.22
CHICAGO TITLE COMPANY	0152-801-2206-38650	65.00	TITLE REPORT-218 AVONDALE		319575	
	0152-801-2206-38650	65.00	TITLE REPORT-1730 S ORANGE		319575	
	0152-801-2206-38650	65.00	TITLE REPORT-1119 KNOLL		319575	
	0152-801-2206-38650	65.00	TITLE REPORT-232 W HAMPTON		319575	
						260.00
EMPLOYMENT DEVELOPMENT DEPT.	0010-801-5102-35700	153.00	UNEMPLOYMENT INS Q1 2018		319576	
						153.00

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
FEDERAL EXPRESS CORP.	0092-801-4221-21250	18.60-	VOID CHECK		318637	
						18.60-
LOUIS GORDON	0152-801-2206-38620	12,825.00	HOME REHAB-213 E GLEASON	18-0450	319577	
						12,825.00
HENSLEY LAW GROUP	0010-801-1601-31600	20,401.80	LEGAL-GENERAL SERVICES	18-0209	319578	
	0010-801-1601-31600	145.00	LEGAL-CC&R REVIEW		319578	
	0010-801-1601-31600	1,572.91	LEGAL-CODE ENFORCEMENT		319578	
	0010-801-1601-31600	435.00	LEGAL-GOODVIEWS		319578	
	0010-801-1601-31600	290.00	LEGAL-MARKET PLACE		319578	
	0010-801-1601-31600	145.00	LEGAL-FIRST TRANSIT		319578	
	0010-801-1601-31600	2,610.00	LEGAL-GENERAL LITIGATION		319578	
	0010-801-1601-31600	725.00	LEGAL-KINGS INN		319578	
						26,324.71
HYATT CORPORATION DBA HYATT PLACE -	0160-801-3101-39400	432.32-	VOID CHECK		318258	
						432.32-
STEPHEN LAM	0010-801-1101-39400	319.50	US CONFERENCE OF MAYORS		319579	
						319.50
HANS J LIANG	0010-801-1101-39400	310.22	ICSC RECON		319580	
						310.22
RANDALL MIKURIYA	0010-701-0010-06200	1,576.00	REFUND APPEAL FEE		319569	
						1,576.00
MONTEREY PARK PETTY CASH	0075-450-0075-08420	73.22	PETTY CASH-CHERRY (TRUST)		319581	
	0060-801-4211-39400	20.00	PETTY CASH-CERTIFICATION		319581	
	0010-801-1702-21350	9.49	PETTY CASH-VOLUNTEER TRAINING		319581	
	0010-801-1403-22750	5.46	PETTY CASH-OFFICE SUPPLIES		319581	
	0075-450-0075-08420	63.03	PETTY CASH-PLAY DAYS (TRUST)		319581	
	0075-450-0075-08420	58.78	PETTY CASH-CINCO DE MAYO-TRUST		319581	
	0010-801-6508-22650	40.60	PETTY CASH-DISPLAY CASE		319581	

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
MONTEREY PARK PETTY CASH	0092-801-4222-31950	10.00	PETTY CASH-STAMPS		319581	
	0092-801-4222-31950	32.42	PETTY CASH-FOOD FOR CREW		319581	
	0010-801-3120-39700	32.84	PETTY CASH-OFFICE SUPPLIES		319581	
	0010-801-6508-31990	37.99	PETTY CASH-PLAY DAYS PARADE		319581	
	0010-801-6503-31150	52.44	PETTY CASH-AQUATIC SUPPLIES		319581	
	0010-801-6503-31150	97.66	PETTY CASH-AQUATIC SUPPLIES		319581	
	0010-801-6503-31150	108.95	PETTY CASH-AQUATIC REFRESHMEN		319581	
						642.88
P.G. & J. ENVIRONMENTAL, INC.	0152-801-2206-38650	1,362.86	LEAD REMOVAL-1730 S ORANGE		319582	
						1,362.86
PACIFIC TELEMANAGEMENT SERVICES	0010-801-6502-32050	153.00	PHONE SERVICE		319592	
						153.00
PAUL PERALTA (DBA) RAMIREZ PRODUCTI	0010-801-5002-88450	800.00	SUMMER CONCERTS		319583	
						800.00
	0010-801-6508-39720	1,200.00	4TH OF JULY PERFORMER		319593	
						1,200.00
PITNEY BOWES POSTAGE BY PHONE	0010-801-1301-32200	13.45	POSTAGE		319584	
	0010-801-1403-32200	89.21	POSTAGE		319584	
	0010-801-1406-32200	81.61	POSTAGE		319584	
	0010-801-1701-32200	20.68	POSTAGE		319584	
	0010-801-1702-32200	53.35	POSTAGE		319584	
	0010-801-1704-32200	1.15	POSTAGE		319584	
	0010-801-1801-32200	2.35	POSTAGE		319584	
	0010-801-1802-32200	5.59	POSTAGE		319584	
	0010-801-3101-32200	8.58	POSTAGE		319584	
	0010-801-3102-32200	11.93	POSTAGE		319584	
	0010-801-3104-32200	12.53	POSTAGE		319584	
	0010-801-3113-32200	3.50	POSTAGE		319584	
	0010-801-3114-32200	49.69	POSTAGE		319584	

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
PITNEY BOWES POSTAGE BY PHONE	0010-801-3120-32200	249.10	POSTAGE		319584	
	0010-801-3201-32200	4.87	POSTAGE		319584	
	0010-801-3205-32200	18.94	POSTAGE		319584	
	0010-801-3220-32200	8.98	POSTAGE		319584	
	0010-801-6001-32200	26.32	POSTAGE		319584	
	0010-801-6502-32200	9.20	POSTAGE		319584	
	0043-801-4212-32200	9.23	POSTAGE		319584	
	0075-450-0075-09230	100.50	POSTAGE (TRUST)		319584	
	0092-801-4220-32200	25.23	POSTAGE		319584	
						805.99
PRINT SPOT	0010-801-1403-39250	337.50	BUDGET COVER		319594	
						337.50
RAQUEL RICHARDS	0010-801-1802-39400	97.94	PETTY CASH-REFRESHMENTS		319585	
	0010-801-1801-39550	28.06	PETTY CASH-REFRESHMENTS		319585	
	0010-801-1802-33100	13.63	PETTY CASH-MILEAGE		319585	
	0010-801-1801-39550	11.65	PETTY CASH-REFRESHMENTS		319585	
	0010-801-1802-39400	94.36	PETTY CASH-REFRESHMENTS		319585	
	0010-801-1801-39550	18.73	PETTY CASH-REFRESHMENTS		319585	
	0010-801-1801-39550	19.05	PETTY CASH-REFRESHMENTS		319585	
	0010-801-1802-33100	32.55	PETTY CASH-MILEAGE		319585	
	0010-801-1801-39550	29.79	PETTY CASH-REFRESHMENTS		319585	
	0010-801-1802-39400	29.79	PETTY CASH-REFRESHMENTS		319585	
						375.55
SAN DIMAS CANYON CLUBHOUSE	0075-450-0075-08420	1,000.00	POLICE-GOLF TOURNAMENT-TRUST		319586	
						1,000.00
JAY SIMPER	0010-801-5002-88450	1,650.00	SUMMER CONCERTS		319587	
						1,650.00
SO CAL CONSTRUCTION	0152-801-2206-38620	2,427.00	HOME REHAB-630 N NICHOLSON	18-0363	319588	

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						2,427.00
SPRINT NEXTEL	0010-801-3115-38400	1,223.93	MOBILE DATA SERVICES	18-0302	319595	
						1,223.93
TIRE CENTERS, LLC	0060-801-3210-38400	1,375.99	TIRES FOR ENGINE 63		319589	
						1,375.99
U S ARMOR CORP	0229-801-3103-22300	314.87	CONCEALABLE REMOVABLE CARRIER		319596	
	0010-801-3103-22300	314.88	CONCEALABLE REMOVABLE CARRIER		319596	
	0229-801-3103-22300	314.81	CONCEALABLE REMOVABLE CARRIER		319596	
	0010-801-3103-22300	314.81	CONCEALABLE REMOVABLE CARRIER		319596	
	0229-801-3103-22300	311.85	CONCEALABLE REMOVABLE CARRIER		319596	
	0010-801-3103-22300	317.77	CONCEALABLE REMOVABLE CARRIER		319596	
						1,888.99
VERIZON WIRELESS	0092-801-4222-32050	152.04	WIRELESS VOICE & DATA SERVICE		319590	
	0010-801-3115-38400	38.01	WIRELESS VOICE & DATA SERVICE		319590	
						190.05
	0010-801-1101-32050	56.22	WIRELESS VOICE & DATA SERVICE		319597	
	0010-801-1408-32050	0.23	WIRELESS VOICE & DATA SERVICE		319597	
	0010-801-1701-32050	38.01	WIRELESS VOICE & DATA SERVICE		319597	
	0010-801-1702-32050	9.03	WIRELESS VOICE & DATA SERVICE		319597	
	0010-801-1703-32050	38.01	WIRELESS VOICE & DATA SERVICE		319597	
	0010-801-3112-32050	137.20	WIRELESS VOICE & DATA SERVICE		319597	
	0010-801-4209-32050	45.20	WIRELESS VOICE & DATA SERVICE		319597	
	0010-801-4212-32050	150.68	WIRELESS VOICE & DATA SERVICE		319597	
	0010-801-6517-32050	13.67	WIRELESS VOICE & DATA SERVICE		319597	
	0092-801-4221-32050	28.46	WIRELESS VOICE & DATA SERVICE		319597	
	0092-801-4222-32050	0.23	WIRELESS VOICE & DATA SERVICE		319597	
						516.94
WEST COAST LIGHTS & SIRENS	0060-850-4211-54050	187.50-	VOID CHECK	17-0431	318715	

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						187.50-
WESTERN EXTERMINATOR COMPANY	0092-801-4210-38100	40.00-	VOID CHECK	18-0204	317619	
	0092-801-4210-38100	50.00-	VOID CHECK	18-0204	317619	
	0092-801-4210-38100	65.00-	VOID CHECK	18-0204	317619	
	0092-801-4210-38100	50.00-	VOID CHECK	18-0204	317619	
	0092-801-4210-38100	165.00-	VOID CHECK	18-0204	317619	
	0092-801-4210-38100	325.00-	VOID CHECK	18-0204	317619	
	0092-801-4210-38100	65.00-	VOID CHECK	18-0204	317619	
	0092-801-4210-38100	50.00-	VOID CHECK	18-0204	317619	
	0092-801-4210-38100	40.00-	VOID CHECK	18-0204	317619	
	0092-801-4210-38100	40.00-	VOID CHECK	18-0204	317619	
	0092-801-4210-38100	40.00-	VOID CHECK	18-0204	317619	
	0092-801-4210-38100	40.00-	VOID CHECK	18-0204	317619	
	0092-801-4210-38100	40.00-	VOID CHECK	18-0204	317619	
	0092-801-4210-38100	65.00-	VOID CHECK	18-0204	317619	
	0092-801-4210-38100	65.00-	VOID CHECK	18-0204	317619	
						1,140.00-
	0092-801-4210-38100	165.00	PEST CONTROL	18-0204	319591	
	0092-801-4210-38100	325.00	PEST CONTROL	18-0204	319591	
	0092-801-4210-38100	65.00	PEST CONTROL	18-0204	319591	
	0092-801-4210-38100	50.00	PEST CONTROL	18-0204	319591	
	0092-801-4210-38100	65.00	PEST CONTROL	18-0204	319591	
	0092-801-4210-38100	40.00	PEST CONTROL	18-0204	319591	
	0092-801-4210-38100	65.00	PEST CONTROL	18-0204	319591	
	0092-801-4210-38100	40.00	PEST CONTROL	18-0204	319591	
	0092-801-4210-38100	40.00	PEST CONTROL	18-0204	319591	
	0092-801-4210-38100	40.00	PEST CONTROL	18-0204	319591	
	0092-801-4210-38100	50.00	PEST CONTROL	18-0204	319591	
	0092-801-4210-38100	50.00	PEST CONTROL	18-0204	319591	

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
WESTERN EXTERMINATOR COMPANY	0092-801-4210-38100	65.00	PEST CONTROL	18-0204	319591	
	0092-801-4210-38100	40.00	PEST CONTROL	18-0204	319591	
	0092-801-4210-38100	40.00	PEST CONTROL	18-0204	319591	
						1,140.00
DIANA WONG	0092-801-1201-21250	14.64	PETTY CASH-SUPPLIES		319598	
	0010-801-1101-21350	4.92	PETTY CASH-OFFICE SUPPLIES		319598	
	0010-801-1101-39400	6.81	PETTY CASH-REFRESHMENTSS		319598	
	0010-801-1201-39400	70.00	PETTY CASH-GGVCMA LUNCHEON		319598	
						96.37
TOTAL FOR PREPAID WARRANTS						**22,470.84**
PRINTED		22,470.84				
E-PAYABLE		0.00				

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
A & R NURSERY	0010-801-6517-22100	26.77	LANDSCAPE SUPPLIES	18-0191	319599	
						26.77
ADVANCED BATTERY SYSTEMS, INC.	0060-801-4211-23500	269.46	BATTERY-UNIT 046	18-0101	319600	
						269.46
GILBERT ALVAREZ	0136-801-3101-33250	18.00	POST TRAINING		319601	
						18.00
BRIAN ANDRUS	0136-801-3101-33250	36.00	POST TRAINING		319602	
						36.00
ARAMARK UNIFORM & CAREER APPAREL GF	0010-801-3210-39050	52.89	UNIFORM CLEANING		319603	
	0010-801-3210-39050	4.74	UNIFORM CLEANING		319603	
	0010-801-3210-39050	16.05	UNIFORM CLEANING		319603	
	0060-801-4211-22300	47.99	UNIFORM CLEANING	18-0379	319603	
	0060-801-4211-22300	47.99	UNIFORM CLEANING	18-0379	319603	
	0060-801-4211-22300	47.99	UNIFORM CLEANING	18-0379	319603	
						217.65
ARC IMAGING RESOURCE - CALIFORNIA	0010-801-4212-37500	272.01	ENGINEERING PRINTER RENTAL		319604	
	0010-801-4212-37500	199.98	ENGINEERING PRINTER RENTAL		319604	
						471.99
ARGIL BLDG. MATERIAL CO.	0110-801-4202-23600	191.63	STREETS CONCRETE MIX	18-0088	319605	
						191.63
ARMORCAST PRODUCTS CO.	0092-801-4223-23350	5,183.67	ROTOCASE BOXES,RPM COVER	18-0143	319606	
	0092-801-4223-23350	6,595.93	RPM TORS VAULT ASY	18-0143	319606	
						11,779.60
ASTRO PLUMBING SUPPLY CO (DBA)	0010-801-6503-38100	30.20	BRASS CLOSET SPUDS		319607	
						30.20
ATHENS SERVICES	0043-801-4208-41200	386,279.24	REFUSE COLLECTION SERVICES		319608	
						386,279.24
AUTOZONE WEST, INC	0060-801-4211-23500	210.23	RADIATOR-UNIT 913	18-0115	319609	

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
AUTOZONE WEST, INC	0060-801-4211-23500	102.91	ROTOR	18-0115	319609	
	0060-801-4211-23500	53.55	BATTERY-UNIT 070	18-0115	319609	
	0060-801-4211-23500	54.74	FILTER	18-0115	319609	
						421.43
BACKFLOW APPARATUS & VALVE CO	0092-801-4221-23300	167.03	CALIBRATION TEST KITS		319610	
						167.03
BJ PARTY SUPPLIES	0010-801-6517-31950	71.85	PUBLIC WORKS DAY RENTAL		319611	
						71.85
CALIFORNIA TRAINING INSTITUTE	0136-801-3101-33250	350.00	POST TRAINING		319612	
						350.00
CALOX, INC	0010-801-3220-24200	8.50	CYLINDER OXYGEN		319613	
	0010-801-3220-24200	8.50	CYLINDER OXYGEN		319613	
	0010-801-3220-24200	72.00	CYLINDER OXYGEN		319613	
						89.00
CANON FINANCIAL SERVICES, INC.	0010-801-3104-37500	2,235.02	COPIER MACHINE RENTAL		319614	
	0092-801-4222-31950	670.86	COPIER MACHINE RENTAL		319614	
	0010-801-3103-38400	246.67	COPIER MACHINE RENTAL		319614	
						3,152.55
CARE AMBULANCE SERVICE INC.	0010-801-3220-23700	200.00	AMBULANCE FEE		319615	
						200.00
XINYU CHEN	0010-701-0010-03630	56.00	REFUND PARKING CITATION		319616	
						56.00
CITATION MANAGEMENT (DBA)	0010-701-0010-03630	4,346.61	PARKING CITATIONS SERVICE		319617	
						4,346.61
CITY OF GLENDALE	0010-801-3104-31950	450.00	DNA PROCESSING		319618	
	0010-801-3104-31950	1,218.75	DNA PROCESSING		319618	
						1,668.75
CIVIC SOLUTIONS INC.	0010-801-1701-31950	12,600.00	GENERAL PLANNING SERVICES	18-0444	319619	

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						12,600.00
COMMERCIAL DOOR OF LOS ANGELES	0092-801-4210-38100	3,780.89	DOOR REPAIR-FS63	18-0451	319620	
	0092-801-4210-38100	3,592.48	DOOR REPAIR-FS61	18-0451	319620	
						7,373.37
COMPLETE LANDSCAPE CARE, INC.	0022-801-4202-31950	1,080.00	WEED ABATEMENT	18-0089	319621	
	0022-801-4202-31950	2,160.00	WEED ABATEMENT	18-0089	319621	
	0176-801-5002-82520	1,300.00	TREE ON GARVEY MEDIAN		319621	
						4,540.00
COUNTY OF LOS ANGELES/DEPARTMENT OI	0010-801-6503-22150	887.00	PUBLIC HEALTH PERMIT		319622	
	0010-801-6503-22150	887.00	PUBLIC HEALTH PERMIT		319622	
						1,774.00
DAPEER ROSENBLIT & LITVAK	0010-801-1702-31600	96.60	LEGAL FEES-COMM DEVELOPMENT		319623	
						96.60
DATA WEST CORPORATION	0092-801-4222-38400	1,080.00	RATE STUDY		319624	
						1,080.00
DELL MARKETING LP	0010-801-1404-22750	164.73	MOUSE,VIDEO CARD		319625	
	0010-801-1404-22750	179.84	VIDEO CARD		319625	
						344.57
DEPARTMENT OF JUSTICE	0010-801-1801-39550	128.00	FINGERPRINT PROCESSING		319626	
	0010-801-1702-31950	128.00	FINGERPRINT PROCESSING		319626	
	0010-801-6003-22450	32.00	FINGERPRINT PROCESSING		319626	
	0010-801-6002-21350	32.00	FINGERPRINT PROCESSING		319626	
	0075-450-0075-08270	96.00	FINGERPRINT PROCESSING (TRUST)		319626	
	0010-801-6506-22750	32.00	FINGERPRINT PROCESSING		319626	
	0010-801-1801-39550	448.00	FINGERPRINT PROCESSING		319626	
						896.00
DEPT OF TRANSPORTATION	0022-801-4206-41100	1,000.42	TRAFFIC SIGNALS & LIGHTING	18-0298	319627	
	0022-801-4206-41100	1,925.24	TRAFFIC SIGNALS & LIGHTING		319627	

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						2,925.66
DIVERSIFIED ALARM SERVICE	0010-801-3112-38400	135.00	MONITORING SERVICES		319628	
	0010-801-3112-38400	135.00	MONITORING SERVICES		319628	
	0010-801-3112-38400	135.00	MONITORING SERVICES		319628	
						405.00
ECHOSAT, INC.	0010-701-0010-06940	39.95	CNG STATION MERCHANT FEE		319629	
						39.95
EZEQUIEL LOPEZ VELASCO (DBA) EFFICI	0010-801-3113-38250	2,326.88	JAIL JANITORIAL SERVICES	18-0118	319630	
						2,326.88
FAILSAFE TESTING	0010-801-3210-22750	650.00	FIRE LADDER TESTING		319631	
						650.00
FEDERAL EXPRESS CORP.	0043-801-4212-32200	20.49	DELIVERY SERVICES		319632	
	0010-801-3102-22750	27.51	DELIVERY SERVICES		319632	
						48.00
FENSCO SERVICES INC	0010-801-6516-31190	420.00	FENCE REPAIR/INSTALLATION		319633	
	0010-801-6516-31190	560.00	FENCE REPAIR/INSTALLATION		319633	
						980.00
FIRST TRANSIT INC	0166-801-4201-31960	65,629.40	SPIRIT BUS OPERATION	18-0242	319634	
	0166-801-4201-31960	209.65	SPIRIT BUS GPS	18-0242	319634	
	0109-801-4201-31950	666.62	CHARTER SERVICE	18-0242	319634	
	0109-701-0109-07680	3,392.94-	SPIRIT BUS FARE		319634	
						63,112.73
GABRIEL VAZQUEZ (DBA) BRAND ME UP U	0010-801-6503-22300	797.43	AQUATIC UNIFORM		319635	
	0010-801-6503-31150	880.70	AQUATIC UNIFORM		319635	
						1,678.13
GALL'S, INC. (DBA) GALLS/QUARTERMAS	0010-801-3210-22310	39.27	UNIFORMS-C CALLOWAYS	18-0061	319636	
	0010-801-3210-22310	61.94	UNIFORMS-C CALLOWAY	18-0061	319636	
	0010-801-3210-22310	29.57	UNIFORMS-J CARTER	18-0061	319636	

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
GALL'S, INC. (DBA) GALLS/QUARTERMAS	0010-801-3210-22310	45.88	UNIFORMS-J CARTER	18-0061	319636	
	0010-801-3210-22310	14.84	UNIFORMS-J CHAPMAN	18-0061	319636	
	0010-801-3210-22310	23.98	UNIFORMS-J CHAPMAN	18-0061	319636	
	0010-801-3210-22310	182.26	UNIFORMS-J CHAPMAN	18-0061	319636	
	0010-801-3210-22310	119.52	UNIFORMS-R DEROSA	18-0061	319636	
	0010-801-3210-22310	44.35	UNIFORMS-R DEROSA	18-0061	319636	
	0010-801-3210-22310	13.10	UNIFORMS-R DEROSA	18-0061	319636	
	0010-801-3210-22310	32.74	UNIFORMS-R DEROSA	18-0061	319636	
	0010-801-3210-22310	43.75	UNIFORMS-R DEROSA	18-0061	319636	
	0010-801-3210-22310	28.43	UNIFORMS-R DEROSA	18-0061	319636	
	0010-801-3210-22310	28.43	UNIFORMS-R DEROSA	18-0061	319636	
	0010-801-3210-22310	63.25	UNIFORMS-R DEROSA	18-0061	319636	
	0010-801-3210-22310	158.01	UNIFORMS-R DEROSA	18-0061	319636	
	0010-801-3210-22310	119.52	UNIFORMS-D GOETZ	18-0061	319636	
	0010-801-3210-22310	285.20	UNIFORMS-D GOETZ	18-0061	319636	
	0010-801-3210-22310	22.83-	UNIFORMS-M HALLOCK-CREDIT	18-0061	319636	
	0010-801-3210-22310	95.21	UNIFORMS-C KILBURN	18-0061	319636	
	0010-801-3210-22310	120.40	UNIFORMS-C KILBURN	18-0061	319636	
	0010-801-3210-22310	79.76	UNIFORMS-C KILBURN	18-0061	319636	
	0010-801-3210-22310	104.68	UNIFORMS-N LAKIN	18-0061	319636	
	0010-801-3210-22310	147.11	UNIFORMS-K LEASURE	18-0061	319636	
	0010-801-3210-22310	29.67	UNIFORMS-L LEGA	18-0061	319636	
	0010-801-3210-22310	119.52	UNIFORMS-J LEGA	18-0061	319636	
	0010-801-3210-22310	99.97	UNIFORMS-J LEGA	18-0061	319636	
	0010-801-3210-22310	12.00	UNIFORMS-A MALOUF	18-0061	319636	
	0010-801-3210-22310	120.40	UNIFORMS-A MALOUF	18-0061	319636	
	0010-801-3210-22310	13.10	UNIFORMS-D MARQUARDT	18-0061	319636	
	0010-801-3210-22310	119.52	UNIFORMS-D MARQUARDT	18-0061	319636	
	0010-801-3210-22310	65.04	UNIFORMS-D MARQUARDT	18-0061	319636	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
GALL'S, INC. (DBA) GALLS/QUARTERMAS	0010-801-3210-22310	23.98	UNIFORMS-D MARQJARDT	18-0061	319636	
	0010-801-3210-22310	40.58	UNIFORMS-M OLIVAS	18-0061	319636	
	0010-801-3210-22310	6.52	UNIFORMS-M OLIVAS	18-0061	319636	
	0010-801-3210-22310	17.14	UNIFORMS-M OLIVAS	18-0061	319636	
	0010-801-3210-22310	17.14	UNIFORMS-M OLIVAS	18-0061	319636	
	0010-801-3210-22310	12.00	UNIFORMS-D PARK	18-0061	319636	
	0010-801-3210-22310	17.47	UNIFORMS-D PARK	18-0061	319636	
	0010-801-3210-22310	63.89	UNIFORMS-D PARK	18-0061	319636	
	0010-801-3210-22310	6.57	UNIFORMS-B RODRIQUEZ	18-0061	319636	
	0010-801-3210-22310	23.98	UNIFORMS-T STARK	18-0061	319636	
	0010-801-3210-22310	26.17	UNIFORMS-T STARK	18-0061	319636	
	0010-801-3210-22310	130.90	UNIFORMS-S REILLY	18-0061	319636	
	0010-801-3210-22310	35.73	UNIFORMS-A RESPICIO	18-0061	319636	
	0010-801-3210-22310	85.26	UNIFORMS-A RESPICIO	18-0061	319636	
	0010-801-3210-22310	65.04	UNIFORMS-B RODRIGUEZ	18-0061	319636	
	0010-801-3210-22310	29.67	UNIFORMS-E STARY	18-0061	319636	
	0010-801-3210-22310	28.43	UNIFORMS-J TREJO	18-0061	319636	
	0010-801-3210-22310	12.38	UNIFORMS-J WONG	18-0061	319636	
	0010-801-3210-22320	141.32	UNIFORMS-B CARVAJAL	18-0060	319636	
	0010-801-3210-22320	147.11	UNIFORMS-B CARVAJAL	18-0060	319636	
	0010-801-3210-22320	49.74	UNIFORMS-B CARVAJAL	18-0060	319636	
	0010-801-3210-22320	273.15	UNIFORMS-C CHEN	18-0060	319636	
	0010-801-3210-22320	82.25	UNIFORMS-C CHEN	18-0060	319636	
	0010-801-3210-22320	288.43	UNIFORMS-D CRUZ	18-0060	319636	
	0010-801-3210-22320	6.52	UNIFORMS-D CRUZ	18-0060	319636	
	0010-801-3210-22320	6.52	UNIFORMS-A DURAN	18-0060	319636	
	0010-801-3210-22320	6.52	UNIFORMS-A FOX	18-0060	319636	
	0010-801-3210-22320	6.52	UNIFORMS-J JIMENEZ	18-0060	319636	
	0010-801-3210-22320	288.43	UNIFORMS-J JIMENEZ	18-0060	319636	

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
GALL'S, INC. (DBA) GALLS/QUARTERMAS	0010-801-3210-22320	22.89	UNIFORMS-S LOPEZ	18-0060	319636	
	0010-801-3210-22320	32.51	UNIFORMS-S LOPEZ	18-0060	319636	
	0010-801-3210-22320	82.25	UNIFORMS-E MUTUC	18-0060	319636	
	0010-801-3210-22320	6.52	UNIFORMS-J SALAZAR	18-0060	319636	
	0010-801-3210-22320	32.51	UNIFORMS-J SALAZAR	18-0060	319636	
	0010-801-3210-22320	273.15	UNIFORMS-J SALAZAR	18-0060	319636	
	0010-801-3210-22320	33.37	UNIFORMS-J SALAZAR	18-0060	319636	
	0010-801-3210-22320	49.74	UNIFORMS-D VALDEZ	18-0060	319636	
	0010-801-3210-22320	13.03	UNIFORMS-K YOUNG	18-0060	319636	
						4,922.92
GARVEY EQUIPMENT COMPANY	0010-801-6517-23050	50.25	SPRK PLUG,FULLER CAP,AIR FILTE	18-0177	319637	
						50.25
GOLDEN STATE WATER COMPANY	0092-801-4222-36300	66.92	WATER SERVICE		319638	
						66.92
GRICELDA GOMEZ	0010-801-3205-39400	82.24	CFPI MEETING		319639	
						82.24
GOVCONNECTION INC.	0010-801-3205-24150	504.48	ADOBE ACROBAT SOFTWARE		319640	
	0092-801-4220-24150	1,250.00	ADOBE CREATIVE CLOUD		319640	
	0092-801-4221-24150	550.00	ADOBE CREATIVE CLOUD		319640	
	0043-801-4212-39300	157.98	ADOBE CREATIVE CLOUD		319640	
	0010-801-1404-22750	54.04	SCREEN PROTECTOR		319640	
	0010-801-1404-22750	266.94	HARD DRIVE		319640	
	0010-801-1404-22750	112.61	IPAD CASES		319640	
	0010-801-1404-22750	31.75	USB FLASH DRIVES		319640	
	0010-801-1404-22750	295.93	HARD DRIVES		319640	
						3,223.73
MATTHEW HALLOCK	0349-801-3201-39400	249.71	FIRE-REIMBURSE TRAINING		319641	
						249.71

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
VERONICA HERRERA	0010-801-3112-22310	199.70	UNIFORM REIMBURSEMENT		319642	
						199.70
HINDERLITER, DE LLAMAS & ASSOC.	0010-801-1403-31400	1,174.02	CONTRACT SERVICES-SALES TAX	18-0273	319643	
	0010-701-0010-01500	3,067.98	CONTRACT SERVICES-SALES TAX		319643	
						4,242.00
HOME DEPOT CREDIT SERVICES	0010-801-6505-23050	203.09	LADDER,TAPE,STORAGE,TAPE		319644	
	0010-801-6505-23050	10.63	SPONGE		319644	
	0010-801-6505-23050	15.69	CLEANER		319644	
	0010-801-6505-23050	18.39	CLEANING TOOL		319644	
	0010-801-6505-23050	5.43	ROACH KILLER		319644	
	0010-801-6505-23050	34.87	GLOVES,KEYS		319644	
	0010-801-6503-22150	264.90	PRESSURE WASHER,CLEANER		319644	
	0010-801-6503-38100	105.54	SPRING LINK,CLAMP,TAPE,ROPE		319644	
	0010-801-3210-38100	370.71	SPRAY PAINT,SPRINKLER,MULCH		319644	
	0010-801-3210-38100	206.74	LUMBER,PLYWOOD,OUTLETS		319644	
	0010-801-3210-38100	172.22	HOSE,DRY WALL,BLADES,SCREWS		319644	
	0010-801-3210-38100	115.69	MULCH,PUTTY,PAINT,ROLLERS		319644	
	0010-801-3210-38100	24.05-	RETURN CREDIT		319644	
	0010-801-3210-38100	159.91	PLYWOOD		319644	
	0176-801-6516-23300	266.63	BATTERY CHARGE,SHEET SANDER	18-0187	319644	
	0176-801-6516-23300	184.98	PLANT STAND,PLANTER,BASKET	18-0187	319644	
	0176-801-6516-23300	428.32	FOLDING TABLE,THERMOMETER	18-0187	319644	
	0043-801-6508-39860	38.57	DETERGENT,BUCKETS		319644	
	0043-801-6508-39860	60.12	DRY WALL		319644	
	0092-801-4222-23700	156.22	LUMBER,SCREWS	18-0228	319644	
	0010-801-4210-23050	31.79	TANK LEVER,ADAPTER	18-0153	319644	
	0010-801-4210-23050	247.16	FLOOR SIGN,WALL MOUNT,GLOVE		319644	
	0010-801-4210-38100	64.47	THREADLOCKER,ANCHOR KIT	18-0153	319644	
	0010-801-4210-38100	24.87-	RETURN-CREDIT	18-0153	319644	

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
HOME DEPOT CREDIT SERVICES	0010-801-4210-38100	79.08	BEARING PLATE,SLOTTED PLATES	18-0153	319644	
	0042-801-4204-23700	1,370.25	PUSHBROOM,GRINDER,WRENCH	18-0097	319644	
	0110-801-4202-23600	254.94	STUDS,MORTAR MIX,CAUTION TAPE	18-0097	319644	
						4,817.42
TIN HONG	0159-701-0159-07040	50.00	REFUND RECREATION CLASS		319645	
						50.00
MICHAEL HUNTLEY	0010-801-1704-33200	40.00	ICSC RECON		319646	
						40.00
IDS GROUP, INC.	0351-801-5002-96100	10,820.00	COUNCIL CHAMBER RENOVATION	18-0397	319647	
						10,820.00
IRON MOUNTAIN OFF-SITE DATA	0010-850-1403-31700	396.76	COMPUTER DATA STORAGE		319648	
						396.76
J C KIDS MART	0010-801-1703-22300	45.00	UNIFORM EMBROIDERY		319649	
						45.00
J.R. FILANC CONSTRUCTION COMPANY, I	0093-850-4224-82259	159,443.25	GROUNDWATER TREATMENT SYSTEM	17-0366	319650	
						159,443.25
JEDA WORKS (DBA) HOUSING PROGRAMS	0169-801-2201-31850	97.50	CDBG REHAB SERVICES	18-0408	319651	
	0152-801-2206-31850	552.50	HOUSING REHAB SERVICES		319651	
	0169-801-2201-31850	78.00	CDBG REHAB SERVICES	18-0408	319651	
	0152-801-2206-31850	442.00	HOUSING REHAB SERVICES		319651	
	0169-801-2201-31850	117.00	CDBG REHAB SERVICES	18-0408	319651	
	0152-801-2206-31850	663.00	HOUSING REHAB SERVICES		319651	
	0169-801-2201-31850	107.25	CDBG REHAB SERVICES	18-0408	319651	
	0152-801-2206-31850	607.75	HOUSING REHAB SERVICES		319651	
	0152-801-2206-31850	165.75	HOUSING REHAB SERVICES	18-0408	319651	
	0169-801-2201-31850	29.25	CDBG REHAB SERVICES	18-0408	319651	
	0152-850-2206-31850	221.00	HOUSING REHAB SERVICES	17-0448	319651	
	0169-850-2201-31850	39.00	CDBG REHAB SERVICES	17-0448	319651	

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
JEDA WORKS (DBA) HOUSING PROGRAMS	0152-850-2206-31850	55.25	HOUSING REHAB SERVICES	17-0448	319651	
	0169-850-2201-31850	9.75	CDBG REHAB SERVICES	17-0448	319651	
	0152-850-2206-31850	773.50	HOUSING REHAB SERVICES	17-0448	319651	
	0169-850-2201-31850	136.50	CDBG REHAB SERVICES	17-0448	319651	
	0152-850-2206-31850	221.00	HOUSING REHAB SERVICES	17-0448	319651	
	0169-850-2201-31850	39.00	CDBG REHAB SERVICES	17-0448	319651	
	0152-850-2206-31850	663.00	HOUSING REHAB SERVICES	17-0448	319651	
	0169-850-2201-31850	117.00	CDBG REHAB SERVICES	17-0448	319651	
	0152-850-2206-31850	773.50	HOUSING REHAB SERVICES	17-0448	319651	
	0169-850-2201-31850	136.50	CDBG REHAB SERVICES	17-0448	319651	
	0152-850-2206-31850	221.00	HOUSING REHAB SERVICES	17-0448	319651	
	0169-850-2201-31850	39.00	CDBG REHAB SERVICES	17-0448	319651	
	0152-850-2206-31850	221.00	HOUSING REHAB SERVICES	17-0448	319651	
	0169-850-2201-31850	39.00	CDBG REHAB SERVICES	17-0448	319651	
	0152-850-2206-31850	221.00	HOUSING REHAB SERVICES	17-0448	319651	
	0169-850-2201-31850	39.00	CDBG REHAB SERVICES	17-0448	319651	
	0152-850-2206-31850	110.50	HOUSING REHAB SERVICES	17-0448	319651	
	0169-850-2201-31850	19.50	CDBG REHAB SERVICES	17-0448	319651	
	0152-850-2206-31850	552.50	HOUSING REHAB SERVICES	17-0448	319651	
	0169-850-2201-31850	97.50	CDBG REHAB SERVICES	17-0448	319651	
	0152-850-2206-31850	442.00	HOUSING REHAB SERVICES	17-0448	319651	
	0169-850-2201-31850	78.00	CDBG REHAB SERVICES	17-0448	319651	
	0152-850-2206-31850	663.00	HOUSING REHAB SERVICES	17-0448	319651	
	0169-850-2201-31850	117.00	CDBG REHAB SERVICES	17-0448	319651	
	0152-850-2206-31850	497.25	HOUSING REHAB SERVICES	17-0448	319651	
	0169-850-2201-31850	87.75	CDBG REHAB SERVICES	17-0448	319651	
	0152-850-2206-31850	607.75	HOUSING REHAB SERVICES	17-0448	319651	
	0169-850-2201-31850	107.25	CDBG REHAB SERVICES	17-0448	319651	
	0152-850-2206-31850	663.00	HOUSING REHAB SERVICES	17-0448	319651	

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
JEDA WORKS (DBA) HOUSING PROGRAMS	0169-850-2201-31850	117.00	CDBG REHAB SERVICES	17-0448	319651	
						10,985.00
JHM SUPPLY INC	0010-801-6517-22100	96.60	IRRIGATION SUPPLIES	18-0173	319652	
	0010-801-6517-22100	21.91	IRRIGATION SUPPLIES	18-0173	319652	
	0010-801-6517-22100	34.24	IRRIGATION SUPPLIES	18-0173	319652	
						152.75
SEBASTIAN JIMENEZ JR	0136-801-3101-33250	18.00	POST TRAINING		319653	
						18.00
JOHN L. HUNTER & ASSOC.,INC.	0043-801-4203-31950	5,314.50	NPDES SERVICES	18-0241	319654	
	0184-801-4208-31950	1,733.75	USED OIL PROGRAM	18-0241	319654	
	0184-801-4208-31950	1,472.50	USED OIL PROGRAM	18-0241	319654	
	0043-801-4203-31950	7,094.34	NPDES SERVICES	18-0241	319654	
						15,615.09
KEYSTONE UNIFORM CENTERS	0010-801-3101-22310	860.74	UNIFORMS-J SMITH		319655	
	0010-801-3104-22310	199.18	UNIFORMS-A PORTER		319655	
						1,059.92
KNIGHT COMMUNICATIONS INC	0010-801-3115-31700	10,250.00	SYSTEM MANAGEMENT SERVICE		319656	
	0010-801-1301-38400	497.17	SYSTEM MANAGEMENT SERVICE		319656	
	0010-801-1404-38400	464.96	SYSTEM MANAGEMENT SERVICE		319656	
	0043-801-1404-38400	548.29	SYSTEM MANAGEMENT SERVICE		319656	
	0092-801-1404-38400	714.97	SYSTEM MANAGEMENT SERVICE		319656	
	0010-801-1701-38400	376.67	SYSTEM MANAGEMENT SERVICE		319656	
	0010-801-1702-38400	376.67	SYSTEM MANAGEMENT SERVICE		319656	
	0010-801-1703-38400	376.67	SYSTEM MANAGEMENT SERVICE		319656	
	0010-801-1801-38400	733.75	SYSTEM MANAGEMENT SERVICE		319656	
	0010-801-3115-38400	1,282.50	SYSTEM MANAGEMENT SERVICE		319656	
	0010-801-3201-38400	897.50	SYSTEM MANAGEMENT SERVICE		319656	
	0022-801-4202-38400	524.08	SYSTEM MANAGEMENT SERVICE		319656	
	0092-801-4210-38400	386.75	SYSTEM MANAGEMENT SERVICE		319656	

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 06/20/2018

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
KNIGHT COMMUNICATIONS INC	0060-801-4211-38400	1,716.66	SYSTEM MANAGEMENT SERVICE		319656	
	0043-801-4212-38400	552.92	SYSTEM MANAGEMENT SERVICE		319656	
	0092-801-4220-38400	1,628.33	SYSTEM MANAGEMENT SERVICE		319656	
	0131-801-6001-38400	853.33	SYSTEM MANAGEMENT SERVICE		319656	
	0010-801-6502-38400	1,110.83	SYSTEM MANAGEMENT SERVICE		319656	
						23,292.05
KNOWLES-MCNIFF	0010-801-1404-31700	783.00	INFORMATION TECHNOLOGY SERVICE		319657	
	0043-801-1404-31700	3,850.00	INFORMATION TECHNOLOGY SERVICE		319657	
	0092-801-1404-31700	3,908.00	INFORMATION TECHNOLOGY SERVICE		319657	
	0010-801-3115-31700	599.00	INFORMATION TECHNOLOGY SERVICE		319657	
	0010-801-3220-31700	209.00	INFORMATION TECHNOLOGY SERVICE		319657	
	0092-801-4221-31700	989.00	INFORMATION TECHNOLOGY SERVICE		319657	
	0093-801-4226-31700	318.50	INFORMATION TECHNOLOGY SERVICE		319657	
	0093-801-4227-31700	365.50	INFORMATION TECHNOLOGY SERVICE		319657	
	0093-801-4229-31700	304.50	INFORMATION TECHNOLOGY SERVICE		319657	
	0093-801-4231-31700	370.50	INFORMATION TECHNOLOGY SERVICE		319657	
	0010-801-6001-31700	803.00	INFORMATION TECHNOLOGY SERVICE		319657	
						12,500.00
KOA CORPORATION	0161-450-4212-06910	15,033.60	MARKET PLACE WATER LINE INSP		319658	
	0161-450-4212-06910	19,000.80	MARKET PLACE WATER LINE INSP		319658	
						34,034.40
L N CURTIS & SONS	0010-801-3210-24100	87.60	SPRING SEAT CONTROLLER		319659	
	0010-801-3210-38400	240.07	REPAIR PARATECH STRUT		319659	
						327.67
STEPHEN LAM	0010-801-1101-11100	80.00	MAYOR'S EXPENSES		319660	
	0092-801-1101-11100	60.00	MAYOR'S EXPENSES		319660	
	0043-801-1101-11100	60.00	MAYOR'S EXPENSES		319660	
						200.00
CARL LEE	0159-701-0159-07040	50.00	REFUND RECREATION CLASS		319661	

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						50.00
LOS ANGELES COUNTY DEPT. OF	0022-801-4206-41100	848.21	TRAFFIC SIGNALS MAINTENANCE		319662	
						848.21
MAK FIRE PROTECTION ENGINEERING & (	0010-701-0010-06330	989.00	FIRE PLAN CHECK		319663	
	0010-701-0010-06330	340.00	FIRE PLAN CHECK		319663	
	0010-701-0010-06330	355.00	FIRE PLAN CHECK		319663	
	0010-701-0010-06330	576.00	FIRE PLAN CHECK		319663	
	0010-701-0010-06330	170.00	FIRE PLAN CHECK		319663	
						2,430.00
MARILYNN HARA (DBA) MARILYNN'S	0010-801-4212-22300	147.60	PW UNIFORM		319664	
	0010-801-4212-22700	223.20	PW UNIFORM		319664	
	0092-801-4223-22300	290.00	PW UNIFORM		319664	
	0022-801-4202-22300	106.61	PW UNIFORM		319664	
						767.41
MARTIN AND CHAPMAN COMPANY	0010-801-1301-32200	7,562.41	CONSOLIDATED ELECTION NOTICE	18-0387	319665	
						7,562.41
MARTIN FLORIST	0010-801-6508-31990	219.00	FLORAL ARRANGEMENTS		319666	
						219.00
MATT CHLOR INC.	0092-801-4222-23700	519.27	WATER SUPPLIES		319667	
						519.27
MAY TOOL INC	0092-801-4223-38400	326.03	VALVE ACTUATOR	18-0218	319668	
						326.03
MCMASTER-CARR SUPPLY CO.	0092-801-4222-23400	166.09	PIPE FITTINGS,TAGS	18-0226	319669	
						166.09
MISSION SUPER HARDWARE	0010-801-3210-38100	74.44	CLEANER,TEFLON TAPE,PIPE	18-0214	319670	
	0010-801-3210-38100	10.70	COCK KEY,HOSE END,COUPLE	18-0214	319670	
	0010-801-6517-23050	23.63	POTTING SOIL	18-0185	319670	
	0010-801-6517-23050	32.02	SPRAYER,TOWELS,CLEANER	18-0185	319670	

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
MISSION SUPER HARDWARE	0010-801-6517-23050	5.88	DISH SOAP	18-0185	319670	
	0010-801-6517-23050	82.79	SANDPAPER,ACETONE,PAINTS	18-0185	319670	
						229.46
MONOPRICE, INC	0010-801-3114-21350	63.04	TONER		319671	
						63.04
MR. ROOTER PLUMBING (DBA)	0092-801-4202-31950	1,887.50	PLUMBING SERVICES		319672	
	0042-801-4204-23700	289.86	PLUMBING SERVICES		319672	
						2,177.36
NATIONAL TELEPHONE MESSAGE CORP. (I	0010-801-3120-39700	1,707.00	POLICE PROMOTIONAL ITEMS		319673	
	0010-801-3120-39700	140.60	POLICE PROMO ITEMS-USE TAX		319673	
	0010-431	140.60-	POLICE PROMO ITEMS-USE TAX		319673	
						1,707.00
NAVARRO'S TOWING	0010-801-3104-31950	380.00	TOWING SERVICES		319674	
						380.00
NOODLE HARMONY	0010-701-0010-06850	248.00	REFUND INDUSTRIAL WASTE FEE		319675	
						248.00
NORMA ROMERO	0010-701-0010-03630	56.00	REFUND PARKING CITATION		319676	
						56.00
OFFICE DEPOT INC.	0010-801-1407-21350	110.14	CLIPS,PAPER		319677	
	0010-801-1101-21350	88.56	WATER,MARKER,ERASER		319677	
	0109-801-6511-22750	175.55	PAPER,PENCILS		319677	
	0075-450-0075-08550	316.40	CUPS (TRUST)		319677	
	0010-801-6508-21250	70.21	HOLDER,PENS		319677	
	0010-801-6508-21250	2.30-	PAD-CREDIT		319677	
	0010-801-6508-21250	62.17	PEN,PAD,ENVELOPE,FOLDERS		319677	
	0010-801-1801-21350	46.80	CALCULATOR,FOLDER		319677	
	0010-801-1802-21350	48.17	CALCULATOR,FOLDER		319677	
	0010-801-1701-21350	29.55	MESSAGE BOOK,PENS,NOTES		319677	

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
OFFICE DEPOT INC.	0010-801-1702-21350	48.58	MESSAGE BOOK,PENS,NOTES		319677	
	0349-801-3201-39400	3,307.18	CHAIRS	18-0211	319677	
	0349-801-3201-39400	240.49	CHAIRS		319677	
	0010-801-3201-21300	39.31	PAPER,FOLDERS,PENS		319677	
	0010-801-3201-21250	49.39	PAPER,FOLDERS,PENS		319677	
	0010-801-3210-21350	22.93	BATTERIES		319677	
	0010-801-3210-21350	7.36	BATTERIES		319677	
	0010-801-3210-21350	11.03	BATTERIES		319677	
	0010-801-3210-21300	37.44	COPY PAPER		319677	
	0010-801-3210-21350	89.63	PENS,TONERS		319677	
	0010-801-3210-21350	236.60	BINDERS, TONER		319677	
	0010-801-3230-21350	34.15	LAMINATING POUCHES		319677	
	0010-801-3205-21300	121.05	FASTENERS,FOLDER,STAPLER,PENS		319677	
	0010-801-3114-21350	13.11	ENVELOPES		319677	
	0010-801-3114-21350	509.91	INK,TONER,PAPER,PLANNER,TAPE		319677	
	0010-801-3114-21350	178.05	BATTERY PACK		319677	
	0010-801-3114-21350	1,321.02	TONER,FOLDER,PAPER,CLIP,PAD		319677	
	0160-801-3103-22750	75.23	CD SLEEVE		319677	
	0010-801-3103-38400	426.06	USB FLASH DRIVE		319677	
	0010-801-3103-38400	259.95	CD-R		319677	
	0010-801-3205-21350	15.65	PACKING TAPE		319677	
	0010-801-3205-21300	11.92	ENVELOPE		319677	
	0010-801-3205-21350	57.65	LABEL,PEN,PACKING TAPE		319677	
	0022-801-4206-23100	64.65	PAINT MARKING		319677	
	0092-801-4212-21350	40.04	TAPE MEASURES		319677	
	0092-801-4212-21350	98.38	PUBLIC WORKS DAY SUPPLIES		319677	
	0010-801-4210-38400	27.57	BINDERS		319677	
	0010-801-4210-38400	11.27	FILE FOLDERS,DESK PAD		319677	
	0010-801-4210-38400	247.45	BINDERS,PENCILS,CLOVERS,FAN		319677	

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
OFFICE DEPOT INC.	0010-801-6517-21350	348.34	BOX,PENS,CLIPBOARDS,DIVIDERS	18-0202	319677	
	0010-801-4209-21350	201.82	PENS,ORGANIZER,PAPER,PADS	18-0108	319677	
	0010-801-4209-21350	95.69	ENVELOPES	18-0108	319677	
	0010-801-4209-21350	15.40	USB FLASH DRIVE	18-0108	319677	
	0010-801-4209-21350	25.81	WHITE BOARD ERASER,PAPER	18-0108	319677	
	0092-801-4222-21250	55.28	BOOST UP CABLE	18-0203	319677	
	0092-801-4222-21250	28.89	BINDER	18-0203	319677	
	0092-801-4222-21250	331.29	TONER,PAPER	18-0203	319677	
	0092-801-4220-21250	636.96	LABEL,TAPE,FRESHENER,MOUSE	18-0203	319677	
	0092-801-4220-21250	132.69	TRACKBALL,COFFEE	18-0203	319677	
	0092-801-4220-21250	6.82	AIR FRESHENER	18-0203	319677	
	0092-801-4220-21250	21.66	PENS	18-0203	319677	
	0092-801-4220-21250	77.99	PENS,BATTERIES,TOWELS,PAPER	18-0203	319677	
	0092-801-4221-21350	629.97	PENS,BATTERIES,TOWELS,PAPER	18-0203	319677	
	0092-801-4221-21250	123.18	PENS,BATTERIES,TOWELS,PAPER	18-0203	319677	
	0092-801-4223-22150	216.13	DESK CHASE	18-0203	319677	
	0092-801-4223-22150	88.68	DISH RACK	18-0203	319677	
	0092-801-4221-21250	20.38	CALCULATOR	18-0203	319677	
	0092-801-4221-21250	13.79	CHARGER	18-0203	319677	
	0092-801-4221-21250	35.64	KEYBOARD	18-0203	319677	
	0092-801-4223-21350	44.94	KEYBOARD	18-0203	319677	
	0092-801-4223-21350	183.03	BINDER,CARD HOLDER,CLIPBOARD	18-0203	319677	
	0092-801-4223-23050	188.43	CUPS,COFFER MAKER	18-0203	319677	
	0092-801-4223-23050	87.59	TOASTER	18-0203	319677	
	0092-801-4223-23050	565.01	CHAIR	18-0203	319677	
	0092-801-4223-23050	86.49	TOASTER	18-0203	319677	
	0092-801-4223-23050	120.44	MICROWAVE	18-0203	319677	
	0092-801-4221-38400	312.05	PRINTER	18-0203	319677	
	0092-801-4221-38400	470.28	STAPLERS,BINDER,KEYBOARD	18-0203	319677	

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
OFFICE DEPOT INC.	0092-801-4221-22750	41.92	DESK ORGANIZER,DISPENSER	18-0203	319677	
						13,754.89
OFFICE SOLUTIONS	0010-801-1301-21300	121.48	PAPER		319678	
						121.48
ORIENTAL TRADING COMPANY	0010-801-3120-39700	95.76	POLICE PROMO ITEMS		319679	
	0010-801-3120-39700	9.10	POLICE PROMO ITEMS-USE TAX		319679	
	0010-431	9.10-	POLICE PROMO ITEMS-USE TAX		319679	
						95.76
OSI BATTERIES INC	0160-801-3103-22750	1,639.50	POLICE-SUPPLIES		319680	
	0160-801-3103-22750	152.90	POLICE-SUPPLIES-USE TAX		319680	
	0010-431	152.90-	POLICE SUPPLIES-USE TAX		319680	
						1,639.50
PANDA EXPRESS #2548	0010-701-0010-06850	308.00	REFUND INDUSTRIAL WASTE FEE		319681	
						308.00
THE PHONE GUY	0010-801-1408-32050	95.00	VOICE/DATE CABLING		319682	
						95.00
PLUMBERS DEPOT INC	0042-801-4204-23700	306.60	NOZZLE	18-0086	319683	
						306.60
PRINT SPOT	0075-450-0075-08420	443.47	GOLF TOURNAMENT FLYERS (TRUST)		319684	
	0010-801-3205-39250	98.55	FIREWORKS CITATION FORMS		319684	
						542.02
PRISCILA DAVILA & ASSOCIATES, INC.	0169-801-2201-31850	1,527.50	CDBG REHABILITATION CONSULTING	18-0388	319685	
	0169-801-2201-31850	1,803.75	CDBG REHABILITATION CONSULTING	18-0388	319685	
						3,331.25
PROMINENT SYSTEMS, INC	0093-801-4226-31950	80,000.00	WELLS CARBON CHANGE OUT	18-0210	319686	
	0093-801-4226-23300	21,580.00	WELLS CARBON CHANGE OUT	18-0210	319686	
						101,580.00
PROSOURCE FACILITY SUPPLY	0010-801-4210-38100	28.42	CLEANERS		319687	

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						28.42
QUILL CORPORATION	0010-801-1301-21250	102.50	RECEIPT BOOK,STAPLES,CLIPBOARD		319688	
	0010-801-1301-21250	34.92	CUSHION		319688	
	0010-801-1301-21250	34.92-	CUSHION-CREDIT		319688	
						102.50
RIO HONDO COMMUNITY COLLEGE	0136-801-3101-33250	18.40	POST TRAINING		319689	
						18.40
ROADLINE PRODUCTS INC. USA	0022-801-4206-23100	2,083.96	HWY GLASS BEADS		319690	
						2,083.96
ROYCHEM CHEMICAL SPECIALITIES	0010-801-6517-22100	1,131.35	TRASH CAN,LIDS,CLEANER,GLOVE		319691	
						1,131.35
S & J SUPPLY CO.	0092-801-4222-23700	1,888.93	SOFT COPPER,BALL AMS	18-0398	319692	
						1,888.93
SA ASSOCIATES	0092-801-4222-23300	4,027.25	WQA TIME STUDY	18-0380	319693	
						4,027.25
SAIGON DIGITAL PRINTING & COPY	0010-801-3205-39250	312.08	FIRE INSPECTION FORMS		319694	
						312.08
SAN BERNARDINO COUNTY SHERIFFS	0136-801-3101-33250	100.00	POST TRAINING		319695	
						100.00
	0136-801-3101-33250	100.00	POST TRAINING		319696	
						100.00
SAN GABRIEL NURSERY & FLORIST	0010-801-6517-22100	41.92	KALANCHOI	18-0174	319697	
						41.92
SAN GABRIEL VALLEY WATER CO.	0092-801-4233-22900	56.88	WATER SERVICES		319698	
						56.88
SAN LUIS BUTANE DISTRIBUTORS, INC	0060-801-4211-22250	39.94	PROPANE	18-0127	319699	
	0060-801-4211-22250	28.58	PROPANE	18-0127	319699	
	0060-801-4211-22250	73.36	PROPANE	18-0127	319699	

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						141.88
SERGIO BALANDRAN (DBA) THE SAUCE CI	0010-801-6506-22750	345.36	TINY TOTS T-SHIRTS		319700	
	0010-801-6506-22750	89.76	DAY CARE BANNER		319700	
	0075-450-0075-08600	196.16	FIREWORK SIGNS (TRUST)		319700	
						631.28
SMARDAN SUPPLY COMPANY	0010-801-4210-23300	3.27-	CREDIT	18-0154	319701	
	0010-801-4210-23300	563.93	DRAIN CLEANING MACHINE	18-0154	319701	
	0010-801-4210-23300	377.42	VALVE REPAIR KIT	18-0154	319701	
	0010-801-4210-23300	122.73	FOOTSWITCH, CABLE	18-0154	319701	
						1,060.81
STATE OF CALIFORNIA DMV	0010-801-3102-39250	200.00	POLICE-MATURE DRIVER CERT		319702	
						200.00
STILLWATER SOLUTIONS 23, LLC (DBA)	0010-801-3101-39250	429.00	CHILD ID KIT,FINGERPRINT CARD		319703	
	0010-801-3101-39250	37.05	CHILD ID KIT-USE TAX		319703	
	0010-431	37.05-	CHILD ID KIT-USE TAX		319703	
						429.00
STUDIO SPECTRUM, INC.	0010-801-1403-38400	675.00	VIDEO EQUIPMENT INST,TRAINING	18-0337	319704	
						675.00
SUPERIOR COURT OF CALIFORNIA - COUI	0010-701-0010-03620	11,020.00	CITATION PROCESSING		319705	
						11,020.00
THE CHRYSALIS CENTER	0077-801-1111-31950	5,067.58	BID MAINTENANCE	18-0104	319706	
	0077-801-1111-31950	585.00	BID MAINTENANCE	18-0104	319706	
						5,652.58
TIRE CENTERS, LLC	0060-801-3210-38400	1,466.42	TIRES FOR ENGINE 63		319707	
						1,466.42
TOM'S CLOTHING & UNIFORMS INC	0010-801-3101-22320	198.20	UNIFORMS-D JOHNSON		319708	
	0010-801-3101-22320	286.89	UNIFORMS-D VANDERHEYDEN		319708	
	0010-801-3101-22320	38.33	UNIFORMS-A LOUIE		319708	

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
TOM'S CLOTHING & UNIFORMS INC	0010-801-3101-22320	200.00	UNIFORMS-F ACOSTA		319708	
	0010-801-3101-22320	10.95	UNIFORMS-K SAYANO		319708	
	0010-801-3101-22320	21.90	UNIFORMS-K SAYANO		319708	
	0010-801-3102-22310	27.38	UNIFORMS-D ELLIOTT		319708	
	0010-801-3102-22310	127.55	UNIFORMS-D ELLIOTT		319708	
	0010-801-3102-22310	115.80	UNIFORMS-S ESTEVEZ-GOMEZ		319708	
	0010-801-3102-22310	268.27	UNIFORMS-R JULIAN		319708	
	0010-801-3102-22310	276.40	UNIFORMS-J RODRIGUEZ		319708	
	0010-801-3103-22310	502.00	UNIFORMS-V BALTIERRA		319708	
	0010-801-3103-22310	153.49	UNIFORMS-S CASTILLO		319708	
	0010-801-3103-22310	596.78	UNIFORMS-G CRUZ		319708	
	0010-801-3103-22310	82.13	UNIFORMS-J FRESCAS		319708	
	0010-801-3103-22310	400.77	UNIFORMS-J FRESCAS		319708	
	0010-801-3103-22310	153.30	UNIFORMS-J FRESCAS		319708	
	0010-801-3103-22310	635.10	UNIFORMS-B HUNG		319708	
	0010-801-3103-22310	85.41	UNIFORMS-B IGLESIAS		319708	
	0010-801-3103-22310	200.39	UNIFORMS-W LEON		319708	
	0010-801-3103-22310	219.00	UNIFORMS-B PFLUGHOFT		319708	
	0010-801-3103-22310	353.69	UNIFORMS-R SEMERENAS		319708	
	0010-801-3103-22310	609.92	UNIFORMS-P VILLALOBOS		319708	
	0010-801-3103-22310	651.53	UNIFORMS-G ZAMUDIO		319708	
	0010-801-3103-22310	568.31	UNIFORMS-V DELGADO		319708	
	0010-801-3103-22310	229.95	UNIFORMS-G SIMS		319708	
	0010-801-3103-22310	260.90	UNIFORMS-P YNIGUEZ		319708	
	0010-801-3104-22310	131.40	UNIFORMS-R MINOR		319708	
	0010-801-3104-22310	530.00	UNIFORMS-A PORTER		319708	
	0010-801-3104-22310	167.54	UNIFORMS-L SALAZAR		319708	
	0010-801-3111-22310	219.00	UNIFORMS-W ESTRADA		319708	
	0010-801-3111-22310	200.00	UNIFORMS-W ESTRADA		319708	

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
TOM'S CLOTHING & UNIFORMS INC	0010-801-3112-22310	120.45	UNIFORMS-E BAILEY		319708	
	0010-801-3112-22310	343.83	UNIFORMS-J HUANG		319708	
	0010-801-3112-22310	136.28	UNIFORMS-K LUO		319708	
	0010-801-3113-22310	165.35	UNIFORMS-L FLORES		319708	
	0010-801-3113-22310	284.70	UNIFORMS-W OSHEA		319708	
	0010-801-3113-22310	383.80	UNIFORMS-R FLORES-MARTINEZ		319708	
	0010-801-3114-22310	101.29	UNIFORMS-C LUNA		319708	
	0010-801-3114-22310	100.00	UNIFORMS-C TOBEY		319708	
						10,157.98
TRANSTECH	0161-450-4212-06910	100.00	MARKET PLACE TRAFFIC		319709	
	0161-450-4212-06910	650.00	MARKET PLACE ON SITE IMPRV		319709	
	0161-450-4212-06910	250.00	MARKET PLACE ON SITE IMPRV		319709	
	0010-801-5004-91746	1,600.00	YARD LOCKER,LANGLEY RESTROOM	18-0310	319709	
	0010-801-5004-91746	6,318.00	YARD LOCKER,LANGLEY RESTROOM	18-0310	319709	
	0010-801-5004-91746	1,400.00	YARD LOCKER,LANGLEY RESTROOM	18-0310	319709	
	0010-801-5004-91746	3,640.00	YARD LOCKER,LANGLEY RESTROOM	18-0310	319709	
	0010-801-5004-91746	260.00	YARD LOCKER,LANGLEY RESTROOM	18-0310	319709	
	0010-801-5004-91746	4,860.00	YARD LOCKER,LANGLEY RESTROOM	18-0310	319709	
	0010-801-5004-91746	3,840.00	YARD LOCKER,LANGLEY RESTROOM	18-0310	319709	
	0010-801-5004-91746	240.00	YARD LOCKER,LANGLEY RESTROOM	18-0310	319709	
	0010-801-5004-91746	640.00	YARD LOCKER,LANGLEY RESTROOM	18-0310	319709	
						23,798.00
JUSTIN TREJO	0349-801-3201-39400	675.00	FIRE TRAINING		319710	
						675.00
TRI-MOUNTAIN	0010-801-1703-22300	81.99	UNIFORM		319711	
						81.99
TSG ENTERPRISES, INC. (DBA) THE SOI	0093-850-4224-82259	2,073.00	LABOR COMPLIANCE PROGRAM	17-0527	319712	
						2,073.00
UC REGENTS	0010-801-3220-39400	2,846.19	FIRE-CONTINUED EDUCATION	18-0015	319713	

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
UC REGENTS	0010-801-3220-39400	2,846.19	FIRE-CONTINUED EDUCATION	18-0015	319713	
	0010-801-3220-39400	2,846.19	FIRE-CONTINUED EDUCATION	18-0015	319713	
	0010-801-3220-39400	2,846.19	FIRE-CONTINUED EDUCATION	18-0015	319713	
						11,384.76
UNITED SITE SERVICES OF CA INC	0075-450-0075-08610	1,028.47	PLAY DAYS RESTROOM (TRUST)		319714	
	0075-450-0075-08610	155.55	PLAY DAYS RESTROOM (TRUST)		319714	
						1,184.02
WALTERS WHOLESALE ELECTRIC CO	0010-801-4210-23400	66.61	CONC BOX, LID ELECTRIC		319715	
	0010-801-4210-23400	898.18	NEMA ENCL,METAL MASTER REEL		319715	
	0010-801-4210-23400	24.02	SHIPPING		319715	
	0010-801-4210-23400	93.98	CONC ELECTRIC COVER,BRASS BOLT		319715	
						1,082.79
RYAN WEDDLE	0010-801-3230-39460	28.43	CERT TRAINING REFRESHMENTS		319716	
						28.43
WEST WHITTIER PAINT CO.	0010-701-0010-03630	53.00	REFUND PARKING CITATION		319717	
						53.00
WESTERN EXTERMINATOR COMPANY	0092-801-4210-38100	40.00	PEST CONTROL	18-0204	319718	
	0092-801-4210-38100	65.00	PEST CONTROL	18-0204	319718	
	0092-801-4210-38100	60.00	PEST CONTROL	18-0204	319718	
						165.00
WITTMAN ENTERPRISES	0010-801-3220-31400	5,060.00	AMBULANCE BILLING SERVICES	18-0106	319719	
						5,060.00
JEFFREY WONG	0349-801-3201-39400	675.00	FIRE TRAINING		319720	
						675.00
JOHN WONG	0010-701-0010-07050	65.80	REFUND PICNIC RENTAL		319721	
						65.80
KIRA YUNG	0136-801-3101-33250	18.00	POST TRAINING		319722	
						18.00

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 06/20/2018

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
KIRA YUNG	0136-801-3101-33250	18.00	POST TRAINING		319723	
						18.00
ZOLL MEDICAL CORPORATION	0339-801-3103-54220	10,362.69	DEFIBRILLATOR WITH ACCESSORIES	18-0395	319724	
	0339-801-3103-54220	5.48	DEFIBRILLATOR WITH ACCESSORIES	18-0395	319724	
	0010-801-5002-88560	38,961.93	DEFIBRILLATOR WITH ACCESSORIES	18-0395	319724	
						49,330.10
	TOTAL FOR REGULAR WARRANTS					**1,074,092.74**
	PRINTED	1,074,092.74				
	E-PAYABLE	0.00				

TOTAL FOR PREPAID WARRANTS	22,470.84
TOTAL FOR PREPAID E-PAYABLES	0.00
TOTAL FOR PRINTED WARRANTS	1,074,092.74
TOTAL FOR PRINTED E-PAYABLES	0.00
TOTAL WARRANTS	1,096,563.58
TOTAL VOID CHECKS	8
TOTAL PREPAID CHECKS	30
TOTAL PREPAID E-PAYABLES	0
TOTAL CHECKS PRINTED	126
TOTAL E-PAYABLES PRINTED	0
TOTAL CHECKS ISSUED	156

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 06/20/2018
FUND SUMMARY

FUND	DESCRIPTION	PREPAID	PRINTED	TOTAL
0010	GENERAL FUND	37,666.30	188,782.17	226,448.47
0022	STATE GAS TAX FUND	641.90	9,793.17	10,435.07
0042	SEWER FUND	0.00	1,966.71	1,966.71
0043	REFUSE FUND	9.23	403,976.45	403,985.68
0060	CITY SHOP FUND	1,208.49	4,159.82	5,368.31
0075	SPECIAL DEPOSITS FUND	1,295.53	2,236.05	3,531.58
0077	BUSINESS IMPROVEMENT AREA #1	0.00	5,652.58	5,652.58
0092	WATER FUND	372.32	44,765.95	45,138.27
0093	WATER TREATMENT WQA-EPA FUND	0.00	264,455.25	264,455.25
0109	0PA PROPOSITION A	0.00	2,550.77-	2,550.77-
0110	MEASURE R FUND	0.00	446.57	446.57
0131	LIBRARY TAX FUND	0.00	853.33	853.33
0136	POST	0.00	676.40	676.40
0152	HOME HOUSING PROGRAM	19,232.14-	9,337.25	9,894.89-
0159	RECREATION FUND	0.00	100.00	100.00
0160	ASSET FORFEITURE	432.32-	1,867.63	1,435.31
0161	CONSTRUCTION AGENCY FUND	0.00	35,034.40	35,034.40
0166	PROPOSITION C	0.00	65,839.05	65,839.05
0169	CDBG FUND	0.00	4,979.00	4,979.00
0176	MAINTENANCE DISTRICT 93-1	0.00	2,179.93	2,179.93
0184	USED OIL RECYCLING BLOCK GRANT	0.00	3,206.25	3,206.25
0229	BULLETPROOF VEST POLICE GRANT	941.53	0.00	941.53
0339	AHMC HEALTH FOUNDATION GRANT	0.00	10,368.17	10,368.17
0349	ELAC INSTRUCTIONAL SERV PROG	0.00	5,147.38	5,147.38
0351	VIDEO SERV FRANCHISE TRUST	0.00	10,820.00	10,820.00
	TOTAL	**22,470.84**	**1,074,092.74**	**1,096,563.58**

City Council Staff Report

DATE: June 20, 2018

AGENDA ITEM NO: **Consent Calendar Agenda Item 3-B.**

TO: The Honorable Mayor and City Council

FROM: Joseph Leon, City Treasurer

SUBJECT: Monthly Investment Report – May 2018

RECOMMENDATION: It is recommended that the City Council:

(1) Receive and file the monthly investment report; and

(2) Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

As of May 31, 2018 invested funds for the City of Monterey Park is $91,813,453.60.

BACKGROUND:

In accordance with the City's Investment Policy, a monthly investment report is presented to the City Council showing the types of investments, dates of maturities, amounts of deposits, rates of interest, and the current market values for securities with maturity more than 12 months. The attached monthly investment report includes a summary investment report for the LA County Pooled Investment Fund, which displays the composition by type for the entire pooled investment fund.

Respectfully submitted by:

Joseph Leon
City Treasurer

Prepared by:

Annie Yaung, CPFO
Director of Management Services

Approved by:

Ron Bow
City Manager

CITY OF MONTEREY PARK
INVESTMENT REPORT
AS OF MAY 31, 2018

INVESTMENTS PORTFOLIO PROFILE:

TOTAL BALANCE AT 5/31/18 **$ 91,813,453.60**

INVESTMENT COMPOSITION

(1) **LA COUNTY POOLED INVESTMENT FUND** ON DEMAND 1.810% ***$ 48,238,626.14***
(See Schedule A for LA County Pool Composition)

(2) **LOCAL AGENCY INVESTMENT FUND** ON DEMAND 1.710% ***$ 30,341,827.46***

(3) **CERTIFICATES OF DEPOSIT**	Purchase Date	Maturity Date	Interest Rate	
ASIAN PACIFIC NATIONAL BANK	03/03/17	09/04/18	1.25%	200,000
CATHAY BANK	08/14/16	08/14/18	1.20%	100,000
PACIFIC PREMIER BANK	02/28/18	08/28/19	2.10%	245,000
PREFERRED BANK	06/06/17	06/06/18	1.25%	100,000
PREFERRED BANK	03/03/18	09/03/19	2.00%	140,000
ROYAL BUSINESS BANK	06/23/17	06/23/18	1.30%	250,000
ALLY BANK MIDVALE	10/06/17	10/05/20	1.95%	245,000
AMERICAN EXPRESS BANK	05/03/17	05/04/20	1.80%	245,000
AMERICAN EXPRESS CENTURION BANK	12/01/16	12/03/18	1.40%	245,000
BANK OF HOPE	05/26/17	11/26/19	1.70%	245,000
BANKUNITED NA	02/09/18	02/10/20	2.20%	245,000
BMW BK NORTH AMERICA	09/21/17	03/16/20	1.85%	238,000
BROOKLINE BANK	06/29/17	06/28/19	1.65%	245,000
CAPITAL ONE BANK	02/15/17	08/15/18	1.35%	245,000
CAPITAL ONE NATL BANK	10/25/17	10/26/20	2.00%	245,000
CHARTER BANK	04/10/18	04/10/19	2.05%	245,000
COMENITY CAP BK SALT LAKE CITY	09/21/15	09/21/18	1.70%	245,000
COMMUNITY WEST BANK	05/29/18	05/29/19	2.25%	245,000
COMPASS BANK	12/29/17	12/28/18	1.75%	245,000
DIRECT CFED CREDIT UNION	11/22/17	11/23/20	2.00%	245,000
DISCOVER BANK	09/01/17	09/01/20	1.90%	245,000
DOUGLAS NATIONAL BANK	05/09/18	05/09/19	2.10%	245,000
EVERBANK	01/02/18	09/16/19	1.25%	245,000
FIFTH THIRD BANK	05/23/18	05/23/19	2.20%	245,000
FIRST FED SAVINGS & LOAN	12/22/17	12/20/19	2.05%	245,000
FIRST FINAL BANK	04/10/18	10/10/19	2.25%	245,000
FIRST MERCHANTS BANK	12/30/16	06/28/19	1.50%	245,000
FIRST NATIONAL BANK	06/17/16	06/18/18	1.10%	245,000
FIRST TECH FEDERAL CREDIT UNION	10/16/17	10/16/19	1.80%	245,000
GARRETT BANK	05/09/18	05/11/20	2.55%	245,000
GOLDMAN SACHS BANK	10/18/17	10/19/20	1.95%	245,000
GRAND RIVER BANK	11/28/17	05/28/20	1.80%	245,000
GUARANTY BANK	03/15/18	09/15/20	2.40%	245,000
IBERIABANK	05/30/18	11/30/20	2.70%	245,000
INFINITY FCU	02/12/18	02/12/19	1.90%	245,000
JP MORGAN CHASE BANK	04/19/16	04/19/19	1.20%	245,000
LAKESIDE BANK CHICAGO	05/10/17	05/11/20	1.65%	245,000
MB FINANCIAL BANK	08/24/17	02/24/20	1.75%	245,000
MERRICK BK SOUTH	04/19/17	04/18/19	1.50%	245,000
MIDLAND BANK	03/22/18	09/23/19	2.20%	245,000
MORGAN STANLEY	12/28/17	12/30/19	2.05%	245,000
MORGAN STANLEY BANK	11/30/17	12/02/19	1.90%	245,000
NATIONWIDE BANK	11/30/17	08/31/20	2.00%	245,000
POST OAK BANK	02/21/18	08/21/19	2.05%	245,000
SAFRA NATIONAL BANK	01/18/18	04/15/19	1.80%	245,000
SALLIE MAE BANK	10/07/15	10/09/18	1.65%	245,000

CITY OF MONTEREY PARK
INVESTMENT REPORT
AS OF MAY 31, 2018

(3) CERTIFICATES OF DEPOSIT	Purchase Date	Maturity Date	Interest Rate	
STEARNS BANK	05/31/18	05/29/20	2.70%	245,000
SYNCHRONY BK RETAIL	04/27/18	04/27/20	2.55%	245,000
THIRD FED SAVINGS & LOAN	12/21/17	12/21/20	2.10%	245,000
UNITED BANKERS BANK	05/11/18	11/12/19	2.30%	245,000
UNIVERSITY IOWA CMNTY	04/30/18	04/30/21	2.75%	245,000
WEBBANK	10/30/15	07/30/18	1.25%	245,000
WELLS FARGO BANK	11/12/15	11/13/18	1.40%	245,000
WEX BANK	06/02/17	06/02/20	1.80%	245,000
WHITNEY BANK	01/25/17	01/25/19	1.55%	245,000
WORLDS FOREMOST BANK	04/07/16	04/05/19	1.35%	200,000
TOTAL CDs (56)			1.852%	***$ 13,233,000.00***

OTHER INFORMATION:

BANK BALANCE: [(1)]	$ 2,062,428.21
AVERAGE MATURITY DAYS	73
AVERAGE INTEREST RATE FOR THE MONTH	1.785%

THE CITY'S INVESTMENT HAS SUFFICIENT LIQUIDITY TO MEET THE CITY'S EXPENDITURE REQUIREMENTS FOR THE NEXT 180 DAYS. THE 180-DAY LIQUIDITY DISCLOSURE IS REQUIRED PER GOVERNMENT CODE 53646.

INTEREST EARNINGS FOR 3RD QUARTER 2017-2018 (CUMULATIVE) $ 673,430.09

THERE HAVE BEEN NO VARIANCES TO THE INVESTMENT POLICY.

3-MONTH T-BILL 1.37%

(1) Bank balance is maintained to cover outstanding warrants, payroll checks and on-going operating costs.

POOLED SURPLUS AND SPECIFIC PURPOSE INVESTMENTS
AS OF APRIL 30, 2018

SCHEDULE A

PORTFOLIO PROFILE	Pooled Surplus Investments	Specific Purpose Investments
Inventory Balance at 4/30/18		
At Cost	$ 34,905,452,280	$ 165,412,136
At Market	$ 34,436,924,310	$ 160,736,040
Repurchase Agreements	$ -	$ -
Reverse Repurchase Agreements	$ -	$ -
Composition by Security Type:		
Certificates of Deposit	9.60%	30.23%
United States Government and Agency Obligations	56.83%	41.20%
Bankers Acceptances	0.00%	0.00%
Commercial Paper	33.43%	0.00%
Municipal Obligations	0.07%	2.44%
Corporate and Deposit Notes	0.07%	0.00%
Repurchase Agreements	0.00%	0.00%
Asset-Backed	0.00%	0.00%
Other	0.00%	26.13%
1-60 days	41.08%	
61 days-1 year	13.15%	41.53%
Over 1 year	45.77%	58.47%
Weighted Average Days to Maturity	561	

City Council Staff Report

DATE: June 20, 2018

AGENDA ITEM NO: **Consent Calendar Agenda Item 3-C.**

TO: The Honorable Mayor and City Council

FROM: Annie Yaung, CPFO, Director of Management Services

SUBJECT: Recommendations for Adoption of Fiscal Year 2018-2019 Annual Budget

RECOMMENDATION It is recommended that the City Council:

(1) Adopt by Resolution the City's and Successor Agency's Fiscal Year 2018-2019 Annual Budget as presented on May 29 and June 4, 2018, City Manager's recommended budget; and

(2) Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

The City Council conducted public budget hearings on May 29 and June 4, 2018 regarding the City's current finances, projected revenues, and financial obligations. The budget for 2018-2019 presents a spending plan that anticipates $102.8 million in estimated operating revenues and transfers-in from all funds combined and $105.4 million in operating, capital improvement expenditures and transfers-out. The budget includes a total of 368.14 full-time-equivalent positions. Financial matters, including the potential impact from the pension cost increases, the State mandate minimum wage requirement, staffing realignment and changes, mitigation strategies for pension and retiree medical unfunded liabilities, economic development projects, and goals and objectives associated with the City budget, were presented and discussed at the hearing.

BACKGROUND:

The Fiscal Year 2018-2019 Budget follows the Council's priorities and policy direction. The General Fund estimated revenues and transfers-in totaled $46.3 million and appropriations and transfers-out totaled $45.6 million. The City's restricted funds, including special revenue, internal service, enterprise, and successor agency funds, have $59.7 million for expenditures and transfers-out, and $56.5 million for revenues and transfers-in. The Successor Agency (SA) budget of $2.3 million is for enforceable obligations and administrative costs for winding down procedures of the former redevelopment agency. The Successor Agency's budget is incorporated with the City's budget for informational purposes because the SA budget is authorized by the State Department of Finance.

The overall City budget reflects salary adjustments for all miscellaneous units, the mandate state minimum wage requirement, higher pension costs, set-aside amounts for unfunded pension/retiree medical liabilities, an annual CPI adjustment for contractual services, and $12.3 million, including a $2.6 million lease-purchase General Fund funded financing option, for priority capital and infrastructure improvements. The City is currently negotiating with five Safety units for their contracts and the budget does not reflect MOU adjustments pending for final negotiation results.

The projected impact to the City's contribution rate increases over the next five years due to CalPERS pension discount rate reductions was presented and explained to the Council. The following mitigation strategies for reducing pension and other post retirement benefits unfunded liabilities were presented to the Council and are now included in the 2018-2019 budget.

1. The City continues the CalPERS *Annual Lump Sum Prepayment* option of pre-paying the annual employer pension unfunded accrued liability (UAL) contributions in the beginning of the fiscal year and further uses the prepayment generated savings of approximately $200,000 to pay down the City's unfunded pension liability.

2. The non-departmental activity (5102) includes a $400,000 set-aside amount to pay down the unfunded pension liability.

3. For the retiree medical unfunded liability, the City continues a $950,000 contribution to the CalPERS CERBT trust to prefund the retiree medical unfunded liability.

After incorporating all the comments recommended and directions authorized by the City Council during the 2-day budget hearings, the below table summarizes position changes and library budget funding amendments for Council's final directions.

Activity	Description	Amount	Funding
1201	*Added One Senior Clerk Typist position*	*$73,087*	*General/Retirement*
1301	*Upgraded Secretary to Assistant Deputy City Clerk*	*$8,981*	*General/Retirement*
1400	*Added One IT System Analyst*	*$132,558*	*Technology*
1800	*Added One Risk Mgmt Analyst*	*$115,076*	*WC/General Liability*
3103	*Added 4 Police Cadets*	*$50,818*	*General*
6000	*(*) Library 6-Day Operations with Sunday Opening and Friday Closure*	*$30,000*	*General*

(*) Attachment 1 Option A, 6-Day Operations with Sunday Opening and Friday Closure, is in the budget.

The budget document is revised for language modifications. The City continues striving to "right-size" its budget which incorporates operation efficiencies, revenue enhancements, cost reductions, functions/programs consolidation, funding solutions, and the use of one-time funds to improve its facilities and infrastructure.

The City's economy continues showing positive signs. The City had the grand opening of Costco and Home Depot, two key stores, in the Monterey Park Market Place. For the fiscal year 2018-2019, City staff will continue sound fiscal responsibilities and will implement various programs and projects that significantly improve services and quality of life for the Monterey Park citizens. These efforts are consistent with the City mission statement as well as the City Council's priorities and policy direction.

Respectfully submitted and prepared by:

Annie Yaung, CPFO
Director of Management Services

Approved By:

Ron Bow
City Manager

Reviewed By:

Karl H. Berger
Assistant City Attorney

ATTACHMENT(S):

1. Library Opening Options Worksheet
2. Budget Adoption Resolution

ATTACHMENT 1

Library Opening Options Worksheet

Attachment 1

City of Monterey Park
Library Opening Options Funded by General Fund
2018 - 2019

2018-2019 Budget	A 6-Day With Sunday Opening and Friday Closure (In Budget)	Other Options B 6-Day With Saturday Opening and Sunday Closure	C 6-Day With Sunday Opening and Saturday Closure	D 7-Day Opening
Salary and Benefits (excluding pension)				
. Full Time Personnel	1,609,976	1,609,976	1,609,976	1,609,976
. Part Time Personnel	174,750	152,329	174,750	220,000
Supplies	40,324	37,824	40,324	50,000
Utility	115,779	110,700	115,779	132,000
IT & Techonology	34,031	34,031	34,031	42,000
Training/Membership	7,000	7,000	7,000	7,000
R&M Maintenance	126,650	126,650	126,650	142,000
Printing/Postage	6,000	6,000	6,000	7,000
Books/Subscriptions	77,200	77,200	77,200	85,000
	2,191,710	**2,161,710**	**2,191,710**	**2,294,976**
Funding Status				
GF Budget Appropriation	2,041,710	2,041,710	2,041,710	2,041,710
GF Assigned Reserve	120,000	120,000	120,000	120,000
Additional GF Required	30,000	-	30,000	133,266
	2,191,710	**2,161,710**	**2,191,710**	**2,294,976**

Current Library Hours: *Monday and Tues: 9 hours*
Wednesday and Thursday: 8 hours
Friday and Saturday: 3 hours
Sunday: 4 hours

Attachment 2
Budget Adoption Resolution

RESOLUTION NO.

A RESOLUTION ADOPTING THE FISCAL YEAR 2018-2019 FINAL OPERATING BUDGET FOR THE CITY OF MONTEREY PARK AND THE SUCCESSOR AGENCY TO THE MONTEREY PARK REDEVELOPMENT AGENCY; AND ADOPTING THE 2018-2019 CAPITAL IMPROVEMENT BUDGET.

The City Council for the City of Monterey Park and the City Council acting on behalf of the Successor Agency (collectively referred to, for convenience, as the "City") does resolve as follows:

SECTION 1: FINDINGS. The City Council finds and declares as follows:

A. The City Council reviewed the proposed final Operating Budget ("Budget") for the City and Capital Improvement Plan ("CIP") for fiscal years 2018-2019;

B. The Budget and CIP are based upon appropriate estimates and financial planning for the City's operations, services, and capital improvements;

C. The City Council conducted public study sessions on May 29 and June 4, 2018;

D. The City Council is fully informed regarding the City's current finances, projected revenue, and financial obligations; and

E. It is in the public interest for the City Council to adopt the Budget and CIP as proposed by the City Manager.

SECTION 2: ADOPTION. The Budget and the Capital Improvement Projects as incorporated by reference to this Resolution are approved and adopted subject only to the authorizations set forth below. Such approval and adoption includes, without limitation, the Position Control Listing of Authorized Positions, Classification and Compensation Plans set forth in the Budget which recognizes new classifications and removes unused classifications.

SECTION 3: APPROPRIATIONS LIMIT.

A. Article XIIIB of the California Constitution requires the City to set its Appropriations Limit on an annual basis;

B. The City's Appropriations Limit may be adjusted annually based upon inflation and population growth.

C. The City Council may choose the method of calculating adjustments to the City's Appropriations Limit on an annual basis. For inflation, pursuant to Article XIIIB, § 8(e)(2), adjustments to the Appropriations Limit may be calculated using either the percentage change in per capita personal income from the preceding year or the percentage change in the local assessment roll from the preceding year because of local nonresidential new construction. For population growth, pursuant to Government Code § 7901(b), the City may either use the percentage growth either in its jurisdiction or from the surrounding county.

D. Pursuant to Article XIIIB of the California Constitution, and those Government Code sections adopted pursuant to Article XIIIB, § 8(f), the City Council chooses to adjust the City's Appropriations Limit by calculating inflation using the California per capita personal income growth and calculating population growth by using the percentage change in population in Los Angeles County.

E. As a result of the adjustments made to the City's Appropriations Limit, the City Council sets the Appropriations Limit for fiscal year 2018-2019 at $91,559,021.

SECTION 4: BUDGET APPROPRIATIONS. Based upon the Budget, the total General Fund operating budget, including transfers, is $45.6 million. The Overall City Budget is $105.4 million including Capital Improvement Projects. The City Manager, or designee, is authorized to implement the following appropriations for City Departments:

Department	All Funds	General Fund	Other
City Council	$ 119,932	$ 96,694	$ 23,238
Regional Associations	80,663	34,663	46,000
City Manager	506,705	287,714	218,991
City Clerk	406,918	332,741	74,177
City Treasurer	19,741	17,941	1,800
City Attorney	612,100	382,100	230,000
Management Services	2,939,438	1,131,197	1,808,241
Human Resources / Risk Management	1,367,017	682,554	684,463
Community / Economic Development	4,031,221	2,019,567	2,011,654
Police	19,892,832	14,949,792	4,943,040
Fire	13,392,933	9,876,576	3,516,357
Library	2,706,921	2,184,036	522,885
Recreation / Community Services	3,419,247	2,350,659	1,068,588
Public Works	29,639,248	2,796,777	26,842,471
Non-Departmental and Transfers	14,317,690	4,824,800	9,492,890
Successor Agency for the Former RDA	2,265,587		2,265,587
Total	$95,718,193	$41,967,811	$53,750,382

SECTION 5: CIP APPROPRIATIONS. Based upon the CIP, a total of $9.6 million is appropriated for capital improvement projects for Fiscal Year 2018-2019. The City Manager, or designee, is authorized to implement the CIP with the following funds and amounts:

Department	All Funds	General Fund	Other
4224 Water Capital Projects	$ 2,100,000	-	$ 2,100,000
5001 Street Construction	5,218,000	$ 3,615,000	1,603,000
5002 Community Capital Improvement	2,321,362	63,534	2,257,828
Total	$ 9,639,362	$ 3,678,534	$ 5,960,828

Grand Total	$105,357,555	$45,646,345	$59,711,210

SECTION 6: REAPPROPRIATION. The City Manager, or designee, is authorized to reappropriate any unused appropriations for capital projects, special projects, and grant programs at the close of Fiscal Year 2018-2019 for the Budget and CIP.

SECTION 7: FUND OPERATING RESERVES. The City Manager, or designee, may appropriate any remaining revenues at the close of Fiscal Year 2018-2019 into the applicable Fund operating reserve per Governmental Accounting Standards Board (GASB) Statement No. 54.

SECTION 8: BUDGET ADJUSTMENTS. The Budget may be subsequently adjusted as follows:

A. By majority vote of the City Council;

B. By the City Manager, or designee, for all appropriation transfers between programs and sections within a City department and between appropriation units (e.g., salaries and benefits, services and supplies, and capital outlay) within programs;

C. Objects code expenditures within appropriation units in a program are not restricted so long as funding is available in the appropriation unit as a whole.

SECTION 9: CONTRACTING AUTHORITY.

A. Pursuant to Monterey Park Municipal Code ("MPMC") Chapter 3.20, the City Manager, or designee, is authorized to bid and award contracts for the equipment, supplies, and services approved in the Budget.

B. Pursuant to MPMC § 3.90.050(c), the City Manager or designee, is authorized to execute all contracts awarded for equipment, supplies, and services approved in the Budget.

C. For all other services, equipment, and supplies, the City Manager or designee, is authorized to execute contracts in accordance with the MPMC.

SECTION 10: The City Clerk is directed to certify the adoption of this Resolution; record this Resolution in the book of the City's original resolutions; and make a minute of the adoption of the Resolution in the City Council's records and the minutes of this meeting.

SECTION 11: This Resolution will become effective immediately upon adoption and will remain effective unless repealed or superseded.

PASSED, APPROVED and ADOPTED this 20th day of June, 2018.

____
Stephen Lam
Mayor
City of Monterey Park

ATTEST:

____
Vincent D. Chang, City Clerk

APPROVED AS TO FORM:
MARK D. HENSLEY, City Attorney

By: ____________________________
Karl H. Berger
Assistant City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS
CITY OF MONTEREY PARK)

I, VINCENT D. CHANG, City Clerk of the City of Monterey Park, California, do hereby certify that the foregoing Resolution No. was duly and regularly adopted by the City Council of the City of Monterey Park at a meeting held on the 20th day of June 2018 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Dated this 20th day of June 2018

Vincent D. Chang, City Clerk

City Council Staff Report

DATE: June 20, 2018

AGENDA ITEM NO: **Consent Calendar Agenda Item 3-D.**

TO: The Honorable Mayor and City Council

FROM: Inez Alvarez, Director of Recreation & Community Services
Randy Ishino, Community Communications Coordinator

SUBJECT: Success Printing Agreement Amendment for Cascades Newspaper Printing Services

RECOMMENDATION:

It is recommended that the City Council:

1. Approve a rate adjustment ($760 / 8 pages or $970 / 12 pages) per issue for the term extension of six (6) months from July 10, 2018 to January 9, 2019 with Success Printing for editorial and publication services for the Cascades Newspaper; or
2. Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

On July 3, 2013, the City entered into a professional services agreement with Success Printing to coordinate all aspects of the Cascades Newspaper. Services provided include the following: design, layout, artwork, editing, typesetting, advertising, production, and delivery to the post office/mail house. The current agreement is set to expire on July 9, 2018 and unless terminated at least sixty (60) days before July 10, 2018, the agreement would automatically renew for an additional twelve months.

Success Printing has recently requested a price adjustment based on the increases in material and labor costs. The current agreement does not expressly allow for annual price adjustments for cost increases related to the production of each issue. Success Printing is requesting an increase per issue of $760 for 8 pages or $970 for 12 pages. Therefore, staff is proposing an amendment to the agreement to cover increased costs and to extend the agreement for six (6) months from July 10, 2018 to January 9, 2019. This amendment to the current agreement allows continued distribution of the Cascades Newspaper to community members and provides staff with the ample time needed to prepare a Request for Proposals (RFP) to evaluate and consider options for printing services.

Upon completion of the RFP and review of the proposals, staff would bring the findings back to City Council for review and discussion. In addition, any potential budget amendment would be requested during the mid-year budget review for the new contract.

Success Printing has been a reliable and responsive contractor in providing Cascades Newspaper publication services and has maintained the current agreement pricing for the last four fiscal years. Staff is recommending City Council authorize the City Manager to amend the agreement; approve a price adjustment; and extend the term for an additional six (6) months.

BACKGROUND:

The agreement (Attachment 1) is attached for reference. Over the years, minor production adjustments have been made to keep up with changing postal requirements. A notable change from the original agreement is the quantity of newspapers being printed. The current quantity being printed is 24,000 copies; however, the amount of postal addresses that the Cascades Newspaper is mailed to has increased over the last several years by 350 addresses.

In May 2018, Success Printing notified the City that an additional 350 copies is needed to cover additional postal addresses. Also, the number of pages being printed has increased and, on average, each edition of the Cascades contains approximately 12 pages of City content. Advertisement revenue has helped to offset the costs for the additional pages of City content, however, Success Printing has expressed the need to adjust current pricing to cover various cost increases.

FISCAL IMPACT:

The increase for the term extension of six (6) months is included in FY 2018/19 budget in Media Production, Recreation Division 6509.

Respectfully submitted by:

Inez Alvarez
Director of Recreation & Community Services

Randy Ishino
Community Communications Coordinator

Approved by:

Ron Bow
City Manager

Reviewed by:

Karl H. Berger
Assistant City Attorney

ATTACHMENT(S):

1. Agreement
2. Amendment No. 1

ATTACHMENT 1
Agreement

PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF MONTEREY PARK AND SUCCESS PRINTING & SIGN, INC.

This AGREEMENT is entered into this third day of July 2013 by and between the CITY OF MONTEREY PARK, a municipal corporation and general law city ("CITY") and SUCCESS PRINTING & SIGN INC., a California Corporation ("CONSULTANT"). The Parties agree as follows:

1. CONSIDERATION.

A. As partial consideration, CONSULTANT agrees to perform the work listed in the SCOPE OF SERVICES (Exhibit A), below;

B. As additional consideration, CONSULTANT and CITY agree to abide by the terms and conditions contained in this Agreement;

C. As additional consideration, CITY agrees to pay CONSULTANT a sum not to exceed Thirty Two Thousand, One Hundred Dollars ($32,100) for CONSULTANT's services. CITY may modify this amount as set forth below. Unless otherwise specified by written amendment to this Agreement, CITY will pay this sum as specified in the attached Exhibit "B," which is incorporated by reference.

2. SCOPE OF SERVICES.

A. CONSULTANT will perform services listed in the attached Exhibit "A," which is incorporated by reference.

B. CONSULTANT will, in a professional manner, furnish all of the labor, technical, administrative, professional and other personnel, all supplies and materials, equipment, printing, vehicles, transportation, office space and facilities, and all tests, testing and analyses, calculation, and all other means whatsoever, except as herein otherwise expressly specified to be furnished by CITY, necessary or proper to perform and complete the work and provide the professional services required of CONSULTANT by this Agreement.

3. PERFORMANCE STANDARDS. While performing this Agreement, CONSULTANT will use the appropriate generally accepted professional standards of practice existing at the time of performance utilized by persons engaged in providing similar services. CITY will continuously monitor CONSULTANT's services. CITY will notify CONSULTANT of any deficiencies and CONSULTANT will have thirty (30) days after such notification to cure any shortcomings to CITY's satisfaction. Costs associated with curing the deficiencies will be borne by CONSULTANT.

4. PAYMENTS. For CITY to pay CONSULTANT as specified by this Agreement, CONSULTANT must submit a detailed flat-fee invoice to CITY and any reimbursable costs (all as set forth in Exhibit "A"). Payment term as set forth in Exhibit B.

5. NON-APPROPRIATION OF FUNDS. Payments due and payable to CONSULTANT for current services are within the current budget and within an available, unexhausted and unencumbered appropriation of the CITY. In the event the CITY has not appropriated sufficient funds for payment of CONSULTANT services beyond the current fiscal year, this Agreement will cover only those costs incurred up to the conclusion of the current fiscal year.

6. ADDITIONAL WORK.

A. CITY's City Manager ("Manager") may determine, at the Manager's sole discretion, that CONSULTANT must perform additional work ("Additional Work") to complete the Scope of Work. If Additional Work is needed, the Manager will give written authorization to CONSULTANT to perform such Additional Work.

B. If CONSULTANT believes Additional Work is needed to complete the Scope of Work, CONSULTANT will provide the Manager with written notification that contains a specific description of the proposed Additional Work, reasons for such Additional Work, and a detailed proposal regarding cost.

C. Payments over $10,000 for Additional Work must be approved by CITY's city council. All Additional Work will be subject to all other terms and provisions of this Agreement.

7. FAMILIARITY WITH WORK.

A. By executing this Agreement, CONSULTANT agrees that it has:

i. Carefully investigated and considered the scope of services to be performed;

ii. Carefully considered how the services should be performed; and

iii. Understands the facilities, difficulties, and restrictions attending performance of the services under this Agreement.

B. If services involve work upon any site, CONSULTANT agrees that CONSULTANT has or will investigate the site and is or will be fully acquainted with the conditions there existing, before commencing the services hereunder. Should CONSULTANT discover any latent or unknown conditions that may materially affect the performance of the services, CONSULTANT will immediately inform CITY of such fact and will not proceed except at CONSULTANT's own risk until written instructions are received from CITY.

8. TERM. The term of this Agreement will be from July 10, 2013 to July 9, 2014. Unless terminated at least sixty (60) days before July 9, 2014, this Agreement will automatically renew for an additional twelve months. Unless otherwise determined by written amendment between the parties, this Agreement will terminate in accordance with Section 16.

9. TIME FOR PERFORMANCE.

A. CONSULTANT will not perform any work under this Agreement until:

i. CONSULTANT furnishes proof of insurance as required under Section 23 of this Agreement; and

ii. CITY gives CONSULTANT a written notice to proceed.

B. Should CONSULTANT begin work on any phase in advance of receiving written authorization to proceed, any such professional services are at CONSULTANT's own risk.

10. TIME EXTENSIONS. Should CONSULTANT be delayed by causes beyond CONSULTANT's control, CITY may grant a time extension for the completion of the contracted services. If delay occurs, CONSULTANT must notify the Manager within forty-eight hours (48 hours), in writing, of the cause and the extent of the delay and how such delay interferes with the Agreement's schedule. The Manager will extend the completion time, when appropriate, for the completion of the contracted services.

11. CONSISTENCY. In interpreting this Agreement and resolving any ambiguities, the main body of this Agreement takes precedence over the attached Exhibits; this Agreement supersedes any conflicting provisions. Any inconsistency between the Exhibits will be resolved in the order in which the Exhibits appear below:

A. Exhibit A: Scope of Work;

B. Exhibit B: Payment Schedule

C. Exhibit C: Proposal for Services.

12. CHANGES. CITY may order changes in the services within the general scope of this Agreement, consisting of additions, deletions, or other revisions, and the contract sum and the contract time will be adjusted accordingly. All such changes must be authorized in writing, executed by CONSULTANT and CITY. The cost or credit to CITY resulting from changes in the services will be determined in accordance with written agreement between the parties.

13. TAXPAYER IDENTIFICATION NUMBER. CONSULTANT will provide CITY with a Taxpayer Identification Number.

14. PERMITS AND LICENSES. CONSULTANT, at its sole expense, will obtain and maintain during the term of this Agreement, all necessary permits, licenses, and certificates that may be required in connection with the performance of services under this Agreement.

15. WAIVER. CITY's review or acceptance of, or payment for, work product prepared by CONSULTANT under this Agreement will not be construed to operate as a waiver of any rights CITY may have under this Agreement or of any cause of action arising from CONSULTANT's performance. A waiver by CITY of any breach of any term, covenant, or condition contained in this Agreement will not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant, or condition contained in this Agreement, whether of the same or different character.

16. TERMINATION.

A. Except as otherwise provided, CITY may terminate this Agreement at any time with or without cause.

B.At least sixty (60) days before the initial term expires, either party may terminate the automatic term renewal by providing the other party with written notice.

C. Upon receiving a termination notice, CONSULTANT will immediately cease performance under this Agreement unless otherwise provided in the termination notice. Except as otherwise provided in the termination notice, any additional work performed by CONSULTANT after receiving a termination notice will be performed at CONSULTANT's own cost; CITY will not be obligated to compensate CONSULTANT for such work.

D. Should the Agreement be terminated pursuant to this Section, CITY may procure on its own terms services similar to those terminated.

E. By executing this document, CONSULTANT waives any and all claims for damages that might otherwise arise from CITY's termination under this Section.

17. LAWS AND REGULATIONS. CONSULTANT is responsible for complying with any and all applicable Federal, State, County, and Municipal laws and regulations and the conditions of any required licenses and permits before entering into this Agreement. Such compliance will be at CONSULTANT's sole cost and without any increase in price or time on account of such compliance, regardless of whether compliance would require additional labor, equipment, and/or materials not expressly provided for in the Agreement or CONSULTANT's proposal.

18. INDEMNIFICATION.

A. CONSULTANT agrees to the following:

i. Indemnification for Professional Services. CONSULTANT will save harmless and indemnify and at CITY's request reimburse defense costs for

CITY and all its officers, volunteers, employees and representatives from and against any and all suits, actions, or claims, of any character whatever, brought for, or on account of, any injuries or damages sustained by any person or property resulting or arising from any negligent or wrongful act, error or omission by CONSULTANT or any of CONSULTANT's officers, agents, employees, or representatives, in the performance of this Agreement.

ii. *Indemnification for other Damages*. CONSULTANT indemnifies and holds CITY harmless from and against any claim, action, damages, costs (including, without limitation, attorney's fees), injuries, or liability, arising out of this Agreement, or its performance. Should CITY be named in any suit, or should any claim be brought against it by suit or otherwise, whether the same be groundless or not, arising out of this Agreement, or its performance, CONSULTANT will defend CITY (at CITY's request and with counsel satisfactory to CITY) and will indemnify CITY for any judgment rendered against it or any sums paid out in settlement or otherwise.

iii. *Intellectual Property Infringement*. Notwithstanding any provision to the contrary, CONSULTANT will, at its own expense, indemnify and defend CITY against any claim that CONSULTANT's services or work product furnished under this Agreement infringes a patent or copyright in the United States or Puerto Rico. In such event, CONSULTANT will pay all costs damages and attorney's fees that a court finally awards as a result of such claim. To qualify for such defense and payment, CITY must (a) give CONSULTANT prompt written notice of any such claim; and (b) allow CONSULTANT to control, and fully cooperate with CONSULTANT in the defense and all related settlement negotiations. CITY agrees that if the use of CONSULTANT's services or work product becomes, or CONSULTANT believes is likely to become, the subject of such an intellectual property claim, CITY will permit CONSULTANT, at its option and expense, either to secure the right for CITY to continue using CONSULTANT's services and work product or to replace it with comparable services and work product.

B. For purposes of this section "CITY" includes CITY's officers, officials, employees, agents, representatives, and certified volunteers.

C. It is expressly understood and agreed that the foregoing provisions will survive termination of this Agreement.

D. The requirements as to the types and limits of insurance coverage to be maintained by CONSULTANT as required by Section 27, and any approval of said insurance by CITY, are not intended to and will not in any manner limit or qualify the liabilities and obligations otherwise assumed by CONSULTANT pursuant to this Agreement, including, without limitation, to the provisions concerning indemnification.

19. ASSIGNABILITY. This Agreement is for CONSULTANT's professional services. CONSULTANT's attempts to assign the benefits or burdens of this Agreement without CITY's written approval are prohibited and will be null and void.

20. INDEPENDENT CONTRACTOR. CITY and CONSULTANT agree that CONSULTANT will act as an independent contractor and will have control of all work and the manner in which is it performed. CONSULTANT will be free to contract for similar service to be performed for other employers while under contract with CITY. CONSULTANT is not an agent or employee of CITY and is not entitled to participate in any pension plan, insurance, bonus or similar benefits CITY provides for its employees. Any provision in this Agreement that may appear to give CITY the right to direct CONSULTANT as to the details of doing the work or to exercise a measure of control over the work means that CONSULTANT will follow the direction of the CITY as to end results of the work only.

21. AUDIT OF RECORDS. CONSULTANT will maintain full and accurate records with respect to all services and matters covered under this Agreement. CITY will have free access at all reasonable times to such records, and the right to examine and audit the same and to make transcript therefrom, and to inspect all program data, documents, proceedings and activities. CONSULTANT will retain such financial and program service records for at least three (3) years after termination or final payment under this Agreement.

22. INSURANCE.

A. Before commencing performance under this Agreement, and at all other times this Agreement is effective, CONSULTANT will procure and maintain the following types of insurance with coverage limits complying, at a minimum, with the limits set forth below:

Type of Insurance	Limits
Commercial general liability:	$1,000,000
Professional Liability	$1,000,000
Workers compensation	Statutory requirement

B. Commercial general liability insurance will meet or exceed the requirements of the most current ISO-CGL Form. The amount of insurance set forth above will be a combined single limit per occurrence for bodily injury, personal injury, and property damage for the policy coverage. Liability policies will be endorsed to name CITY, its officials, and employees as "additional insureds" under said insurance coverage and to state that such insurance will be deemed "primary" such that any other insurance that may be carried by CITY will be excess thereto. Such insurance will be on an "occurrence," not a "claims made," basis. It cannot be canceled or reduced by

CONSULTANT's insurance carrier except upon thirty (30) days written notice to CITY. If CONSULTANT seeks to cancel or reduce its insurance coverage, it must provide thirty (30) days written notice to CITY before doing so.

C. Professional liability coverage will be on an "occurrence basis" if such coverage is available, or on a "claims made" basis if not available. When coverage is provided on a "claims made basis," CONSULTANT will continue to renew the insurance for a period of three (3) years after this Agreement expires or is terminated. Such insurance will have the same coverage and limits as the policy that was in effect during the term of this Agreement, and will cover CONSULTANT for all claims made by CITY arising out of any errors or omissions of CONSULTANT, or its officers, employees or agents during the time this Agreement was in effect.

D. CONSULTANT will furnish to CITY duly authenticated Certificates of Insurance evidencing maintenance of the insurance required under this Agreement and such other evidence of insurance or copies of policies as may be reasonably required by CITY from time to time. Insurance must be placed with insurers with a current A.M. Best Company Rating equivalent to at least a Rating of "A:VII."

E. Should CONSULTANT, for any reason, fail to obtain and maintain the insurance required by this Agreement, CITY may obtain such coverage at CONSULTANT's expense and deduct the cost of such insurance from payments due to CONSULTANT under this Agreement or terminate pursuant to Section 16.

23. USE OF SUBCONTRACTORS. CONSULTANT must obtain CITY's prior written approval to use any consultants while performing any portion of this Agreement. Such approval must approve of the proposed consultant and the terms of compensation.

24. INCIDENTAL TASKS. CONSULTANT will meet with CITY prior to each issue, to go over the placement of articles and review/edit the paper before it goes to print.

25. NOTICES. All communications to either party by the other party will be deemed made when received by such party at its respective name and address as follows:

Success Printing:
424 S. San Gabriel Blvd.
San Gabriel, CA 91776
ATTN: Simon Yeung, Owner

If to City:
City of Monterey Park
320 West Newmark Ave.
Monterey Park, CA 91754
Attn: Paul Talbot, City Manager
Attn: Dan Costley, Director
Recreation and Community Services

If to City Attorney:
Jenkins and Hogin
1230 Rosecrans Ave. #110
Manhattan Beach, CA 90266

Attn: Mark Hensley

Any such written communications by mail will be conclusively deemed to have been received by the addressee upon deposit thereof in the United States Mail, postage prepaid and properly addressed as noted above. In all other instances, notices will be deemed given at the time of actual delivery. Changes may be made in the names or addresses of persons to whom notices are to be given by giving notice in the manner prescribed in this paragraph.

26. SOLICITATION. CONSULTANT maintains and warrants that it has not employed nor retained any company or person, other than CONSULTANT's bona fide employee, to solicit or secure this Agreement. Further, CONSULTANT warrants that it has not paid nor has it agreed to pay any company or person, other than CONSULTANT's bona fide employee, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. Should CONSULTANT breach or violate this warranty, CITY may rescind this Agreement without liability.

27. THIRD PARTY BENEFICIARIES. This Agreement and every provision herein is generally for the exclusive benefit of CONSULTANT and CITY and not for the benefit of any other party. There will be no incidental or other beneficiaries of any of CONSULTANT's or CITY's obligations under this Agreement.

28. INTERPRETATION. This Agreement was drafted in, and will be construed in accordance with the laws of the State of California, and exclusive venue for any action involving this agreement will be in Los Angeles County.

29. ENTIRE AGREEMENT. This Agreement, and its Attachments, sets forth the entire understanding of the parties. There are no other understandings, terms or other agreements expressed or implied, oral or written. There are three (3) attachments to this Agreement. This Agreement will bind and inure to the benefit of the parties to this Agreement and any subsequent successors and assigns.

30. RULES OF CONSTRUCTION. Each Party had the opportunity to independently review this Agreement with legal counsel. Accordingly, this Agreement will be construed simply, as a whole, and in accordance with its fair meaning; it will not be interpreted strictly for or against either Party.

31. SEVERABILITY. If any portion of this Agreement is declared by a court of competent jurisdiction to be invalid or unenforceable, then such portion will be deemed modified to the extent necessary in the opinion of the court to render such portion enforceable and, as so modified, such portion and the balance of this Agreement will continue in full force and effect.

32. AUTHORITY/MODIFICATION. The Parties represent and warrant that all necessary action has been taken by the Parties to authorize the undersigned to execute this Agreement and to engage in the actions described herein. This Agreement may be modified by written amendment. CITY's City Manager, or designee, may execute any such amendment on behalf of CITY.

33. ACCEPTANCE OF FACSIMILE SIGNATURES. The Parties agree that this Agreement, agreements ancillary to this Agreement, and related documents to be entered into in connection with this Agreement will be considered signed when the signature of a party is delivered by facsimile transmission. Such facsimile signature will be treated in all respects as having the same effect as an original signature.

34. CAPTIONS. The captions of the paragraphs of this Agreement are for convenience of reference only and will not affect the interpretation of this Agreement.

35. TIME IS OF ESSENCE. Time is of the essence for each and every provision of this Agreement.

36. FORCE MAJEURE. Should performance of this Agreement be prevented due to fire, flood, explosion, acts of terrorism, war, embargo, government action, civil or military authority, the natural elements, or other similar causes beyond the Parties' reasonable control, then the Agreement will immediately terminate without obligation of either party to the other.

37. STATEMENT OF EXPERIENCE. By executing this Agreement, CONSULTANT represents that it has demonstrated trustworthiness and possesses the quality, fitness and capacity to perform the Agreement in a manner satisfactory to CITY. CONSULTANT represents that its financial resources, surety and insurance experience, service experience, completion ability, personnel, current workload, experience in dealing with private consultants, and experience in dealing with public agencies all suggest that CONSULTANT is capable of performing the proposed contract and has a demonstrated capacity to deal fairly and effectively with and to satisfy a public CITY.

[Signatures on next page]

IN WITNESS WHEREOF the parties hereto have executed this contract the day and year first hereinabove written.

CITY OF MONTEREY PARK

Paul Talbot,
City Manager

success printing a sign INC

ATTEST:

Vincent D. Chang,
City Clerk

Taxpayer ID No. 272119395

APPROVED AS TO FORM:
MARK D. HENSLEY, City Attorney

By: Karl H. Berger, Assistant City Attorney

Exhibit A

Scope of Services

Except as otherwise specifically provided herein, CONSULTANT shall provide the following services:

a. DESIGN: Design the news paper from the information, pictures, and topics provided by the City.

b. LAYOUT: Provide all layout work for the newspaper.

c. ARTWORK: Provide mutually agreed artwork to correspond with topics or information provided.

d. EDITING: Provide editing for the newsletter including without limitation simplifying information, editing stories or topics, grammar and spelling check and proofreading.

e. TYPESETTING: Provide all typesetting work associated with the publication, including one page that features articles in Spanish and Chinese.

f. ADVERTISING: Solicit and obtain advertisements for this publication. Advertisements shall not exceed 40% on each page of the publication unless pre-approved by the CITY. No advertisement shall appear on the cover page of the newsletter. Approval from the City must be obtained for all advertisements within the publication. (Political, tobacco, alcohol, religious or adult business related advertisements shall not be included in the City's news publication.)

g. PRODUCTION SCHEDULE AND CITY APPROVAL: CITY will provide CONSULTANT with initial articles, pictures, and topics to be included in the monthly publication by the 10th day of each month. CONSULTANT will provide a proof to the CITY 10 days prior to the final production of each publication. CITY will return proofs to CONSULTANT within 2 working days. Advertising space deadline is the 13th of the month and the advertising copy deadline is the 17th of the month. CONSULTANT must submit a draft of each monthly newsletter to CITY for final approval prior to its final production. CITY shall retain full editorial control over the monthly newspaper. Any revisions must be made to the CITY's requirements and the CONSULTANT must submit a new draft to CITY for approval.

h. QUANTITY: Total number of newspapers needed is 23,500.

i. DELIVERY: Delivery of the final publication shall be completed on the first of the month. CITY will provide the postal carrier route list. CONSULTANT will provide the mail house for the distribution of the publication. The parties agree that this default will result in damage and injury to CITY. The parties further agree, however that actual damages incurred by CITY as a result of such default is difficult if not impossible to ascertain with any degree of certainty or accuracy. Accordingly, the parties have negotiated and have agreed that CONSULTANT is liable, and must pay, to CITY for liquidated damages, and not as a penalty, in the amount of $200 per day for such a default. Termination of this agreement will result should delays persist. CONSULTANT must document delivery receipt to the local post office. CITY will pay for postage.

j. COORDINATOR: CONSULTANT shall assign a coordinator to meet with a CITY official on a monthly basis regarding the layout and contents of the publication. The coordinator will also be responsible for collaborating with CITY departments in developing the articles and providing ideas or suggestions for news.

k. ADVERTISING REVENUE: As part of compensating CONSULTANT for its services, CITY agrees to share gross advertising revenue with CONSULTANT. Accordingly, CONSULTANT will take (80%) of all new advertising revenues (secured for the September 2013 issue or later) and CITY (20%) for the first $5,000 in gross advertising revenue; and CONSULTANT (85%) and CITY (15%) for amounts $5,001 or more in gross advertising revenue.

Exhibit B

There will be ten issues of the Cascades newspaper produced, at the following number of pages and price.

Issue	# of Pages	Cost
September	**12 pages**	**$3,400**
October	**8 pages**	**$3,000**
November	**8 pages**	**$3,000**
December/January	**12 pages**	**$3,400**
February	**8 pages**	**$3,000**
March	**12 pages**	**$3,400**
April	**8 pages**	**$3,000**
May	**8 pages**	**$3,000**
June	**12 pages**	**$3,400**
July/August	**8 pages**	**$3,000**

The prices above include 4 pages of color printing, black and white for all other pages.

Additional charges:	**Add 4 pages black and white**	**$400**
	Upgrade 4 color pages	**$300**

CONSULTANT can add additional pages to the newspaper if it secures the advertising to pay for the additional pages.

Exhibit C

Proposal for Services

June 12, 2013

RECEIVED
JUN 13 2013
SUPPORT SERVICES
MONTEREY PARK

Mr. Tim Shay
Support Services Manager
City of Monterey Park
320 West Newmark.
Monterey Park, CA 91754

Re: City Publication REP#807

Dear Mr. Shay,

Thank you sincerely for the opportunity to submit my proposal for RFP #807.

Success Printing would like to show our interest and commitment to work with the City of Monterey Park for the City's monthly Newsletter Publication. We have a group of culturally diversified bilingual staff that speaks both Cantonese and Mandarin. Based on our past experiences and strong community connections, we are able to cover and secure the advertisement needs.

Success Printing is capable, well qualified, and adeptly suited in carrying out this mission. Our staff has high proficiencies in working on both PCs and Macs. We are familiar with various computer programs including Adobe Illustrator, Photoshop, In Design, Corel Draw, and Microsoft Word, Excel, Access, and PowerPoint, plus many others.

Furthermore, Success Printing staff members are cooperative, motivated, and have good communication skills. In addition, our abilities are augmented by extensive prior experience and thorough an understanding of the nature of this business.

We hope the City will consider what Success Printing would bring in business opportunities to this publication. We are looking forward to having a productive year with the City of Monterey Park.

Sincerely,

Simon Yeung
Owner

City Publication RFP #807
Page 1 of 3

RECEIVED
JUN 13 2013
SUPPORT SERVICES
MONTEREY PARK

Job Specification

Quantity:	22,000 Front page self-cover, color graphics
Page Size:	11.375 x 17 (folded) 2 sides
Paper stock:	34# electrobrite
Camera:	Digital fie with PDF format
Color:	4 color, on p-1 (front, back & center) rest 1/1 black

Qualification/Experiences

Success Printing was established in 1998 in Monterey Park. We are a leading professional printing company. We bought our building and moved to City of San Gabriel in 2011 to provide better services and are the largest retail printing shop in the San Gabriel Valley area. We have more than 15 years of experience in printing and signage productions. We are working with more than 500 active customers such as AHMC, Phoenix TV International, Herald Crusade, Monterey Park Chamber of Commerce, various casinos, EDI, G & E, and iTalkBB. We specialized in printing newsletters, flyers, business cards, postcards, Entertainment Program Booklets, Business Brochures, Concert Posters, yearbooks, catalogs, commercial publication booklets and all other printed materials. We do large format printing such as posters, banners, flags, billboards, illuminated and non-illuminated signs, etc. Our team members are experts in the field and we always strive to provide the best quality products with 100% customer satisfaction.

Printing Cost

8 pages	$2,750.00
12 pages	$3,150.00
16 pages	$3,550.00
20 pages	$3,950.00
24 pages	$4,350.00

Additional charges: each 4 color pages added $300

Proposed publication format and Distribution remain the same as current format

City Publication RFP #807

Page 2 of 3

Scope of Service

- To promote the Cascades Newsletter in the Community in professional manner.
- To generate a successful partnership in advertising revenue sharing.
- To provide quality graphic layout and design .
- To target and broaden potential customer base including both Hispanic and Asian communities.
- To work and build close relationships with local service clubs, schools, non-profit community groups and Chambers of Commerce.
- To establish long term arrangements with potential advertisers.
- To set-up a reasonable display advertisement rate sheet to solicit advertisers.
- To meet all requirements set by city in a professional and timely manner.
- To distribute newsletters to post office & City Hall by deadlines.

Proposed Timeline - Production Delivery Schedule

- Display adverting artwork deadline on the 15th of each month.
- Editorial copy deadline to contractor on the 15th of each month proceeding month of publication.
- Translation of articles deadline to contractor on the 15th of each month.
- Proof of draft copy to City on 20th of each month before publication - with changes correction back to contractor within 24 to 48 hours.
- Revise correction copy return to City for final approval on the 23rd of each month.
- Final production goes to print on around the 24th of each month or sooner.
- Deliver 20,000 copies to post office on the 28th of each month.
  - ➢ bundle tie in convenient count - Skid pack to meet conformance with post office specifications, and 2,000 remaining copies be delivered to designated location in City Hall on the same day.

Advertising Revenue Sharing (gross advertising)

- ➢ Success Printing should provide to City all new clients and city receive 20% Commission (City 20%, Success Printing 80%) on monthly advertisement when gross is under $5,000

- When advertising sales amount is greater than $5,001 then the city commission will be 15% (City 15%, Success Printing 85%) - Monthly Statement will identify the advertising sales.

After one year of service – Perhaps the adverting revenue sharing rate may possibly be increased to a higher percentage – subject to future discussion.

Success Printing will be responsible for editing, layouts, artworks, solicit advertisements, collecting artworks, photos and working with service clubs and local schools plus printing and distributing the Cascades Publications. Success printing have had established many happy clients in the San Gabriel Valley. In the past two years we had good working relationships with Monterey Park Chamber of Commerce (see attached) for Miss Monterey Park Pageant.

Success Printing is ready to work on City's monthly publication. Thank you for again for taking the time to consider our proposal. It is our goal to develop a collaborative working relation to benefit all parties. I am looking forward to a friendly and successful partnership with City of Monterey Park.

Please let me know if you have any questions, I can be reached at 626-280-5199.

Sincerely,

Simon Yeung
Owner

ATTACHMENT 2
Agreement Amendment No. 1

**FIRST AMENDMENT TO
AGREEMENT NO. 1792-A BETWEEN
THE CITY OF MONTEREY PARK AND
SUCCESS PRINTING & SIGN, INC.**

THIS FIRST AMENDMENT ("Amendment") is made and entered into this 20th day of June, 2018, by and between the CITY OF MONTEREY PARK, a general law city and municipal corporation ("CITY"), and SUCCESS PRINTING & SIGN, INC., a California Corporation ("CONSULTANT").

1. Pursuant to Section 32 of Agreement No. 1792-A ("Agreement"), Section 8 is amended to read as follows:

   "The term of this Agreement will be for six months, commencing on July 10, 2018 and will expire on January 9, 2019. Unless otherwise determined by written amendment between the parties, this Agreement will terminate in accordance with Section 16."

2. Exhibit A, Section H to the Agreement is amended to read as follows:

   "QUANTITY: Total number of newspapers needed is 24,350."

3. Exhibit B to the Agreement is amended in its entirety to read as follows:

   "Exhibit B

   Issues of the Cascades newspaper will be produced at the following number of pages and price.

# of Pages	Cost
8 pages	$3,960
12 pages	$4,570

   (The prices above include four pages of color and all other pages are black and white.)

Additional four pages (black and white)	$600
Additional four pages (color)	$1,000

   CONSULTANT can add additional pages to the newspaper if advertising is secured to pay for the additional pages."

3. Except as modified by this Amendment, all other terms and conditions of Agreement No. 1792-A remain the same.

IN WITNESS WHEREOF the parties hereto have executed this contract the day and year first hereinabove written.

[SIGNATURES ON NEXT PAGE]

CITY OF MONTEREY PARK	SUCCESS PRINTING & SIGN, INC.
______________________________	______________________________
Ron Bow, City Manager	Simon Yeung Owner
ATTEST:	
______________________________	Taxpayer ID No. _______________
Vincent Chang, City Clerk	

APPROVED AS TO FORM:
MARK D. HENSLEY, City Attorney

By: __________________________________
Karl H. Berger, Assistant City Attorney

City Council Staff Report

DATE: June 20, 2018

AGENDA ITEM NO: **Consent Calendar Agenda Item 3-E.**

TO: The Honorable Mayor and City Council

FROM: Inez Alvarez, Director of Recreation & Community Services

SUBJECT: Award of Contract to Farmer Market & Local Community Events, for Farmers' Market Manager Services

RECOMMENDATION:

It is recommended that the City Council:

1. Award a one-year contract for Farmers' Market Manager Services to Farmer Market & Local Community Events (FM & LCE) to operate a weekly Farmers' Market;
2. Authorize the City Manager to execute a contract, in a form approved by the City Attorney, with FM & LCE;
3. Provide direction regarding location of weekly Farmers' Market.
4. Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

The last Farmers' Market conducted by Sprouts of Promise was held on Friday, April 13, 2018. Staff prepared a RFP to solicit proposals for a new Farmers' Market Manager. Attachment 1 is a copy of the RFP for further reference.

Request for Proposals

Staff solicited proposals from various market managers and operators in the surrounding area and received two (2) submittals for consideration on May 4, 2018.

A review committee was formed, comprised of staff from Recreation and Community Services, Support Services, Community and Economic Development, and Public Works Departments. The committee reviewed proposals and conducted interviews with each potential manager to achieve a thorough understanding of each proposal.

Summary of Proposals

The first proposal was received from FM & LCE, Amy Arnold which currently operates markets in the cities of Covina, West Covina, and Rosemead. FM & LCE proposed to have the Famers' Market on a weekly basis year-round on Thursdays from 4:00-9:00 p.m. (March to October) and 3:00-7:00 p.m. (November to February) and is willing to make adjustments to times based on attendance. There are no upfront costs to the City to operate the Farmers' Market and FM & LCE is willing to provide a percentage of the revenue collected from the weekly Farmers' Market with the City. FM & LCE currently accepts Electronic Benefits Transfer (EBT) program payments; Women, Infants and Children (W.I.C.) program payments; and Market Match program payments at the other markets they operate.

The second proposal was received from Oscar De Leon Management & Consulting which currently operates markets in the cities of Claremont, Riverside, and Moreno Valley as well as with the County of Riverside. Oscar De Leon proposed to have a Farmers' Market on a weekly basis year-round on Friday mornings from 9:00 a.m. to 2:00 p.m. The approximate cost to the City is $5,000, which is a one-time cost for startup fees needed to secure necessary permits to operate the Farmers' Market. There is an additional optional marketing cost of $1,000 to create and print promotional flyers and posters to market the event. Oscar De Leon also provided two options for ongoing costs and revenues. Option 1 is to allow the City to collect revenues from the Farmers' Market vendors and compensate the Market Manager $500 per week. Option 2 is the Market Manager handles and collects all revenues with no percentage of revenue provided to the City.

Please see chart below indicating contractor's name and startup costs to the City.

Farmers' Market Manager	**Cost to the City**
FM & LCE	$0
Oscar De Leon Management & Consulting	$5,000-$6,000

FM & LCE submitted the lowest responsive proposal for the services requested. This market manager has continuously operated similar events in nearby communities and staff checked and confirmed references for satisfactory market operations.

Staff is, therefore, recommending that an agreement for Farmers' Market Manager Services for the City's weekly Farmers' Market be awarded to FM & LCE at no cost to the City for a one-year term. Before the end of the first year of operation, staff will provide City Council will an update regarding the weekly Farmers' Market and work with the Farmers' Market Manager to discuss the potential for sharing a percentage of revenues collected for the general upkeep and maintenance of the market site facilities.

<u>Farmers' Market Location</u>

George Elder Park

Staff had recommended this site in the RFP and also met with Jacinto Zavala, Principal of Macy Intermediate School and reviewed the potential location of George Elder Park, west side parking lot to discuss plans to host the weekly Farmers' Market at the site. Areas of concern that were discussed included the potential vehicular traffic impacts to the area, potential parking issues, and student/parent pedestrians crossing to and from the school at the end of the school day. Staff and FM & LCE will need to work closely with the school to address any issues that may arise and proactively provide suggestions for ways to address any potential pedestrian and/or vehicular traffic impacts.

The parking lot area would need the City to provide electricity either by way of installing electrical outlets or through providing a light tower to be used for general lighting and electricity for booths. The location has public restrooms located inside the Community Center and would require staff to monitor/supervise the interior facilities of the Community Center. This site does have some minimal costs to the City for the coordination of the use of a light tower and to set up electrical outlets, staff to monitor facility, and to assure the safety of motorists and pedestrians with a parking lot closure. The costs would be approximately $100 per week and staff would recommend that the City absorb these costs for the initial one-year term.

City staff will also consider placing picnic benches near the west side of the park to provide additional seating areas and would need to install permanent "no parking" signs in parking lot noticing the parking lot closure on Thursdays from approximately 12:00 to 10:00 p.m.

Barnes Park Picnic Shelters

As an alternative location, staff and FM & LCE also reviewed the Barnes Park Picnic Shelter area to evaluate the feasibility of offering a Farmers' Market at this site. The picnic shelter area is equipped with amenities such as shaded/covered seating for patrons to enjoy entertainment and prepared food items, lighting, electricity, water source, and dumpster access. The area has park restrooms in close proximity that do not require staff to supervise, an accessible playground area to allow for additional activities for children, and ample parking that would not require any facilities to be affected by reduced parking spaces. Streets and parking areas will not require any alterations and the impacts to residents in the immediate area should be minimal. This location would not require any additional City staff time for event setup/cleanup and the Farmers' Market Manager can operate more independently. The location, however, is not as visible from any major thoroughfares and would need to be well advertised and promoted. After review of both locations, FM & LCE would prefer this location for its ease of access to parking and site amenities.

Staff is requesting City Council direction regarding the location of the weekly Farmers' Market. Following site selection, staff will conduct outreach efforts in the surrounding area of the new location to advise residents of the upcoming weekly Farmers' Market. Staff will work closely with the Farmers' Market Manager and will monitor attendance and make recommendations for any necessary adjustments to days, times, event layout, and location, as needed.

FISCAL IMPACT:

There is no fiscal impact for a one-year contract with FM & LCE because there are no upfront costs to the City. Additionally, depending on the location selected City may need to absorb an approximate cost of $100 per week for staff and equipment setup and cleanup.

Respectfully submitted by:

Inez Alvarez
Director of Recreation and Community Services

Approved by:

Ron Bow
City Manager

Reviewed by:

Karl H. Berger
Assistant City Attorney

ATTACHMENT(S):

1. Request For Proposal
2. Farmers Market & Local Community Events Proposal
3. Staff Report – March 7, 2018

ATTACHMENT 1

Request for Proposal

City of Monterey Park

REQUEST FOR PROPOSALS
RFP NO. REC-118

FOR

FARMERS' MARKET MANAGER SERVICES

<u>KEY RFP DATES</u>

Issue Due: April 12, 2018
Proposal Due Date: May 4, 2018 by 2:00 p.m.

<u>SEND TO:</u>
Attention: City Clerk
City of Monterey Park
320 W. Newmark Ave.
Monterey Park, CA. 91754

Name of Vendor Submitting
RE: RFP# REC-118 Farmers' Market Manager Services

Dear Interested Parties:

The City of Monterey Park is now accepting Proposals for Farmers' Market Manager Services. The requirements for submitting a Proposal are stated in the attached Request for Proposals (the "RFP"). Please review them carefully. Any questions must be sent in writing to:

City of Monterey Park
Attention: Inez Alvarez, Director of Recreation & Community Services
Re: RFP No. REC-118
320 W Newmark Avenue
Monterey Park, CA 91754
Email: ialvarez@montereypark.ca.gov

All Proposals are due to the City Clerk's Office at City Hall, Friday, May 4, no later than 2:00 p.m. PST. One (1) original and two (2) copies of your Proposal response should be submitted in a sealed envelope or box plainly marked with the Proposal name and service description, as follows:

Attention: City Clerk
City of Monterey Park
320 W. Newmark Ave.
Monterey Park, CA. 91754

Name of Vendor Submitting
RE: RFP# REC-118 Farmers' Market Manager Services

We thank you for your time and attention in reviewing this RFP.

Sincerely,

Inez Alvarez

Inez Alvarez
Director of Recreation and Community Services

REQUEST FOR PROPOSALS
FARMERS' MARKET MANAGEMENT SERVICES

BACKGROUND

The City of Monterey Park is centrally located within the San Gabriel Valley and in close proximity to Los Angeles and is primarily a residential community. It is a vibrant and culturally mixed community with a population of approximately 61,000.

The City of Monterey Park is a full-service municipal government, offering its residents police, fire and emergency medical protection, water, sewer, public infrastructure improvements and culture and leisure programming.

The City has offered a Farmers' Market for the past six years on Friday evenings from 4:00-8:00 p.m. The current location is along Ramona Avenue from 328 S. Ramona Avenue to West Newmark Avenue. This area requires a street closure and limits access to facilities and parking. The City is proposing to have a weekly Farmers' market in a new location that would not interfere with Bruggemeyer Library operations and would also lessen impacts to traffic.

1. INTRODUCTION

1.1. Objective.

The purpose and intent of this RFP is to establish a Contract (Agreement) from qualified proposers, also hereinafter referred to as the Contractor or Vendor, who will own and furnish all labor, equipment, materials, tools, insurance, supervision and all other items necessary and specified to provide FARMERS' MARKET MANAGER SERVICES for a weekly Farmers' Market in the City of Monterey Park, in accordance with the terms, conditions, and specifications contained in this Request for Proposals (RFP).

1.2. Description of Exhibits.

Exhibit A: Proposed Farmers' Market Location Map
Exhibit B: Sample Contract
Exhibit C: Insurance Requirements
(Signed copy must be included with proposal)

1.3. Accuracy of RFP and Related Documents.

The City assumes no responsibility for conclusions or interpretations derived from the information presented in this RFP, or otherwise distributed or made available during this procurement process. In addition, the City is not bound or responsible for any explanation, interpretation or conclusions of this RFP or any documents provided by the City other than those provided by the City by issuing addenda. In no event can a bidder rely on any oral statement by the City or its agents, advisors or consultants. Should a bidder find discrepancies or omissions in this RFP or any other documents provided by the City, the bidder should immediately notify the City of such potential discrepancy in writing, and a written addendum may be made available to each bidder, via email, if the

City determines clarification to be necessary. Each bidder requesting an interpretation will be responsible for delivering such requests to the City's designated representative as indicated in Section 2.3.

1.4. City Rights and Options.

The City at its sole discretion reserves the following rights:

- To cancel this RFP with or without the substitution of another RFP;
- To take any action affecting this RFP, this RFP process, or the Services or facilities subject to this RFP that would be in the best interests of the City;
- To issue additional requests for information;
- To require one or more bidders to supplement, clarify or provide additional information in order for the City to evaluate the Proposals submitted;
- To conduct investigations with respect to the qualifications and experience of each bidder;
- To waive any defect, formality or irregularity in any Proposal received;
- To reject any or all Proposals;
- To award all, none, or any part of the Services that are in the best interests of the City, with one or more of the bidders responding, which may be done with or without re-solicitation;
- To discuss and negotiate with selected Vendors any terms and conditions in the Proposals including without limitation, financial terms; and,
- To enter into any Agreement, in a form approved by the City Attorney, deemed by the City to be in the best interests of the City with one of the Vendors responding.

1.5. Expense of Submittal Preparation.

The City accepts no liability for the costs and expenses incurred by the bidder in responding to this RFP, in preparing responses for clarification, in attendance at interviews, participating in contract development sessions, or in meetings and presentations required for the contract approval process. Each bidder that enters into the proposal process must prepare the required materials and submittals at its own expense and with the express understanding that the bidder cannot make any claims whatsoever for reimbursement from the City for the costs and expenses associated with the procurement process.

1.6 Proposal Conditions.

The following terms are applicable to this RFP and the Vendor's Proposal.

1.6.1. RFP Not an Offer.

This RFP does not constitute an offer by the City, and does not commit the City of Monterey Park to accept a proposal. No binding contract, obligation to negotiate, or any other obligation is created on the part of the City unless the City and the Vendor execute an Agreement. No recommendations or conclusions from this RFP process concerning the Vendor constitutes a right (of property or otherwise) under the Constitution of the United States or under the Constitution, case law or statutory law of

California.

1.6.2. Right to Terminate Discussions.

The Vendor's participation in this process might result in the City selecting the Vendor to engage in further discussions. The commencement of such discussions, however, does not signify a commitment by the City to execute an Agreement or to continue discussions. The City can terminate discussions at any time and for any reason.

1.6.3. Requirement for Representation as to Accuracy and Completeness of Proposal.

Each Vendor must make the following representations and warranty in its Proposal Cover Letter, the material misrepresentation of which might result in rejection of its Proposal:

> **"The information contained in this Proposal or any part thereof, including its exhibits, schedules, and other documents and instruments delivered or to be delivered to the City, are true, accurate, and complete to the Vendor's knowledge. This Proposal includes all information necessary to ensure that the statements therein do not in whole or in part mislead the City as to any material facts."**

1.6.4. Trade Secrets/Confidentiality.

Upon receipt, Proposals may be considered a public record except for material which qualifies as "trade secret" information under California law. To properly designate material as trade secret under these circumstances, each Vendor must take the following precautions:

a. any trade secrets submitted by a Vendor should be submitted in a separate, sealed envelope marked **"Trade Secret—Confidential and Proprietary Information—Do Not Disclose Except for the Purpose of Evaluating this Proposal,"** and

b. the same trade secret/confidentiality designation should be stamped on each page of the trade secret materials contained in the envelope. Each original and copy of the Proposal must include all trade secret materials.

In submitting a Proposal, each Vendor agrees that the City may reveal any trade secret materials contained in such response to all City staff and City officials involved in the selection process, and to any outside consultant or other third parties who serve on the Evaluation Committee or who are hired by the City to assist in the selection process. The City will use the same level of effort it takes as to its own confidential materials to ensure that trade secrets are not improperly disseminated. Furthermore, each Vendor agrees to indemnify and hold harmless the City and each of its officers, employees, and agents from all costs, damages, and expenses incurred in connection with its refusal to disclose any material which the Vendor has designated as a trade secret. **Any Vendor that designates its entire Proposal as a trade secret may be disqualified.**

1.6.5. **Statutory Requirements.**
The Services performed by the Vendor in accordance with an Agreement executed pursuant to this RFP must be in full conformance with all requirements, laws, rules and regulations of the State of California, all laws, rules, requirements and regulations of the Federal Government, and all local ordinances to the extent applicable.

1.6.6. **Reservation of Right to Change Schedule.**
It is the City's right to determine the timing and sequence of events resulting from this RFP. The City reserves the right to delay the closing date and time for any phase if City staff believes that an extension would be in the best interests of the City.

1.6.7. **Reservation of Right to Amend RFP.**
The City reserves the right to amend this RFP at any time during the process, if it believes that doing so is in the best interests of the City. Any addenda will be mailed/emailed to all qualified Vendors. Vendors are required to acknowledge their receipt of each addendum by signing the addendum and emailing to ialvarez@montereypark.com and including the signed copy in their RFP submission.

1.6.8. **Additional Evidence of Ability.**
Vendors must be prepared to present additional evidence of experience, qualifications, abilities, equipment, facilities, and financial standing. The City reserves the right to request such information at any time during the Proposal evaluations for this RFP.

1.6.9. **No Collusion or Conflict of Interest.**
By responding to this RFP, the Vendors are deemed to have represented and warranted that the Proposal is not made in connection with any competing Vendor submitting a separate response to this RFP, and is in all respects fair and without collusion or fraud.

1.6.10. **Proposal Terms Firm and Irreversible.**
The signed Proposal constitutes a firm offer on the part of the Vendor. The City can negotiate pricing and services. All Proposal responses (including all statements, claims, declarations, prices and specifications in the Proposals) are considered firm and irrevocable for purposes of future contract negotiations unless specifically waived in writing by the City. The Vendor chosen for award should be prepared to have its Proposal and any relevant correspondence incorporated into an Agreement, either in part or in its entirety, at the City's election. Any false or misleading statements

found in the Proposal may be grounds for disqualification.

1.6.11. Use of the City's Name.
No advertising, sales promotion or other materials of the Vendor or its agents or representatives may identify or reference the City in any manner without the City's prior written consent.

1.6.12. Withdrawal for Modification of Proposals.
Vendors may change or withdraw their Proposals at any time before the Proposal submission deadline. Oral modifications, however, are not allowed. Only letters, mailed or hand-delivered, which are addressed in the same manner as the Proposal and received by the City before the Submission Date, will be accepted. The Proposal, when opened, will then be corrected in accordance with such written request[s], provided that the written request is contained in a sealed envelope, which is plainly marked **"Modifications to Proposal."** Emailed modifications to any Proposal will not be accepted.

1.6.13. No Bribery.
In submitting a response to this RFP, each Vendor certifies that neither it, any of its affiliates or subcontractors, nor any employees of any of the foregoing has bribed, or attempted to bribe, a City elected or appointed officer employee, agent, or consultant in connection with the Agreement.

1.6.14. Fair Trade Certifications.
By submitting a Proposal, the Vendor certifies that in connection with this solicitation:

a. The prices have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with anyone;
b. Unless otherwise required by law, the prices which have been quoted in its Proposal have not been knowingly disclosed by the Vendor and will not knowingly be disclosed by the Vendor before opening; and
c. No attempt has been made or will be made by the Vendor to induce any other person or firm to submit or not to submit a Proposal for the purpose of restricting competition.

1.6.15. Proposal Binding for 180 Days.
Each Proposal must contain a statement to the effect that the Proposal is a firm offer for 180 days from the Submission Date. This statement must be signed by an individual authorized to contractually bind the Vendor, and must include his/her name, title, address, and telephone number. All prices quoted must be firm and fixed for the full contract period.

1.6.16. Clarification of Ambiguities.
Any Vendor believing that there is any ambiguity, inconsistency or error in

this RFP must promptly notify the City in writing of such apparent discrepancy. Failure to notify will constitute a waiver of claim of ambiguity, inconsistency or error. Any claim under this Section must be delivered to the City in accordance with the schedule set forth in Section 2 below.

1.6.17. Vendors' Obligation to Fully Inform Themselves.
Vendors or their authorized representatives are expected to fully inform themselves as to all conditions, requirements and specifications of this RFP before submitting Proposals. Failure to do so will be at the Vendor's own risk.

1.6.18. Disclaimer.
Each Vendor must perform its own evaluation and due diligence verification of all information and data provided by the City. The City makes no representations or warranties regarding any information or data provided by the City.

2.0. DESCRIPTION OF THE PROCUREMENT PROCESS.

2.1. Schedule and Process.
The following table shows the schedule of events to assist in the preparation of the Vendor's Proposal. The key events and deadlines for this process are as follows, some of which are set forth in more detail in the Sections that follow:

Request for Proposal Release	April 12, 2018
Proposals Due	May 4, 2018 before 2:00 p.m. PST
Proposals Review	May 7, 2018
Contract Award	May 16, 2018
Contract Commencement	June 7, 2018

Submission of Written Questions. Vendors are permitted to submit questions in writing only to the City, but only for purposes of clarifying this RFP or to identify ambiguities, inconsistencies or errors. All such questions must be in writing and mailed, hand-delivered, or, preferably, emailed to Inez Alvarez at the address and number listed in Section 2.3 and must include the name of the Vendor contact person to receive the City's answers. Questions are due no later than **2:00 p.m. on Wednesday, April 25, 2018 (last day for all questions)**.

Proposal Submission. **Proposals are due before 2:00 p.m. PST on May 4, 2018** at the City Clerk's Office, marked as described in the Cover Letter on page 2. All Proposals will be time-stamped upon receipt and held in a secure place until the evaluation team begins its evaluation.

Proposed Award Date. The Evaluation Team will review all submitted proposals and prepare a summary review for presentation to the City Manager and City Attorney. The review will then proceed to the preparation of a staff recommendation to the City Council at its regular meeting scheduled for May 16, 2018. If for any reason the evaluation period and report to the City Council are delayed, all bidders whose proposals were evaluated will be advised of a revised schedule as soon as possible.

2.2. Interpretations and Addenda.
No interpretation or clarification of the meaning of any part of this RFP will be made orally to any Vendor. Otherwise, Vendors must request such interpretations or clarifications in writing from the City. Requests for information or clarification of this RFP must be made in writing and addressed to **Inez Alvarez** at the address or email address listed below, with email being the preferred method. Questions should reference the RFP page and topic number.

Inez Alvarez, Director of Recreation and Community Services
City of Monterey Park
320 W. Newmark Ave.
Monterey Park, CA. 91754
Phone: (626) 307-1497
Email: ialvarez@montereypark.ca.gov

When responding to Vendor questions, the City will email the answer or information to all Vendors. You must submit your questions no later than **2:00 p.m. on Wednesday, April 25, 2018.**

The City reserves the right to disqualify any Vendor who contacts a City employee, or agent concerning this RFP other than in accordance with this Section. Nothing in this Section prohibits the City from conducting discussions with Vendors after the Proposal opening.

2.3. Submission of Proposals.
Each Vendor must submit one (1) original Proposal signed in ink by a Vendor official authorized to make a legal and binding offer, along with the corporate seal, plus two (2) copies to the address listed in below by 2:00p.m. PST (Pacific Time) May 4, 2018.

Attention: City Clerk
City of Monterey Park
320 W. Newmark Ave.
Monterey Park, CA. 91754

Name of Vendor Submitting
RE: RFP# REC-118 Farmers' Market Management Services

The "original" Proposal and each of the two (2) copies must be complete and unabridged, with all copies including, if applicable, trade secret information, and cannot refer to any other copy or the signed/sealed original for any references, clarifications, or additional information. Proposals may also include a USB flash drive setting forth the entire Proposal in searchable format such as Adobe Acrobat. When received, all Proposals and supporting materials, as well as correspondence relating to this RFP, become the City's property. **Proposals sent by email will not be accepted.**

Proposals or any part thereof, received after the deadline are not considered.

2.4. Correction of Errors.

The person signing the Proposal must initial erasures or other corrections in the Proposal. The Vendor further agrees that in the event of any obvious errors, the City reserves the right to waive such errors in its sole discretion. The City, however, has no obligation under any circumstances to waive such errors.

2.5. Evaluation.

The evaluation of proposals will be conducted by the Evaluation Committee, which will be selected by the City. All members of the Evaluation Committee will agree to hold the information in all Proposals confidential during the evaluation process and until the results are made available to the public by the City. The evaluation may include activities as follows:

a. As part of the evaluation process, the Evaluation Committee may engage in discussions with any bidding Vendor. Discussions might be held with individual Vendors to determine in greater detail the Vendor's qualifications, to explore with the Vendor the scope and nature of the required contractual Services, to learn the Vendor's proposed method of performance and the relative utility of alternative methods, and to facilitate arriving at an Agreement that will be satisfactory to the City.
b. The City may at its discretion require one or more Vendors to make presentations to the Evaluation Committee or appear before the City and/or its representatives for an interview. During such interview, the Vendor may be required to orally and otherwise present its Proposal and to respond in detail to any questions posed. Additional meetings may be held to clarify issues or to address comments, as the City deems appropriate. Vendors will be notified in advance of the time and format of such meetings.
c. Because the City may choose to award an Agreement without engaging in discussions or negotiations, the Proposals submitted must define the Vendor's best offer for providing the services described in this RFP.

2.6. Conditional Award by City Council.

As soon as practical after the opening of the Proposals and their evaluation (as set forth above), the name of the apparent successful Vendor(s) will be submitted to the City Council for consideration. Unless otherwise provided, the evaluation process will not be more than 3 weeks. If the Vendor is approved by City Council, the City and Vendor will execute the Agreement provided in the RFP. The final terms of the Agreement requires approval of the City Attorney as to form and substance.

2.7. Post-Award Conference.

If an Agreement is awarded, a Post-Award Conference will be held with the selected Vendor in May 2018 following the award by City Council.

3. SCOPE OF SERVICES.

3.1. General Scope.

The purpose and intent of this RFP is to establish a Contract (Agreement) from qualified proposers, also hereinafter referred to as the Contractor or Vendor, who will own and furnish all labor, equipment, materials, tools, insurance, supervision and all other items necessary and specified to provide FARMERS' MARKET MANAGER SERVICES for a weekly Farmers' Market in the City of Monterey Park, in accordance with the terms, conditions, and specifications contained in this RFP.

The City will furnish the location including access to restrooms and the Farmers' Market Manager is responsible for all aspects of the Market's management, including merchant selection, merchant space assignment, setup and breakdown supervision, marketing and promotion, coordination, security, invoice/revenue preparation to City (if applicable), revenue collection from merchants, and other duties as required by Market functions and operations or as assigned by the City.

4. PROPOSAL EVALUATION CRITERIA.

Proposals will be evaluated based on the Vendor's ability to meet the performance requirements of this RFP. This section provides a description of the evaluation criteria that will be used to evaluate the Proposals. To be deemed responsive, it is important for the Vendor to provide appropriate detail to demonstrate satisfaction of each criterion and compliance with the performance provisions outlined in this RFP. Proposals must contain information specifically related to the proposed Services and specifically requested herein. Failure of any Vendor to submit information requested may result in the elimination of the Proposal from further evaluation.

5. Evaluation Procedures.

5.1. Review of Proposals.

The proposals will be evaluated and scored during the review process by the Evaluation Committee. The technical section of each proposal will be evaluated before the cost/revenue section. Vendors with an unacceptably low score after the technical review part of the evaluation will be eliminated from further consideration. After the composite score for each firm has been established, the cost/revenue section will be scored based on the information provided.

The City of Monterey Park reserves the right to retain all proposals submitted and to use any idea in a proposal regardless of whether that proposal is selected.

5.1.1. Evaluation Criteria

Proposals will be evaluated using three sets of criteria. Vendors meeting the mandatory criteria will have their proposals evaluated and scored for technical qualifications and potential costs and/or revenues. The following represent the principal selection criteria that will be considered during the evaluation process:

1. Mandatory Elements
    a. The Vendor is licensed to do business in the State of

California.

b. The firm adheres to the instructions in this Request for Proposal on preparing and submitting the proposal.

2. Technical Quality
   a. Expertise and Experience
      The Vendor's past experience and performance in managing comparable events.
   b. Approach of the Services to be provided
      Adequacy of proposed staffing and equipment for performance of the Services described in the Request for Proposal.
3. Costs/Revenues
   Costs/Revenues will not be the sole factor in the selection of a Vendor.

5.2. Overall Solution.

Vendors will be evaluated based upon their understanding, experience and qualifications in performing the same or substantially similar Services, as reflected by their experience in performing such Services.

5.3. Cost Effectiveness and Value.

Under this criterion, Proposals will be compared in terms of reasonable, and/or most effective option[s] for delivering Farmers' Market Manager Services. Vendors should note that the City will be contemplating the proposed cost and/or revenue in conjunction with the overall proposed service as part of the evaluation.

5.4. Acceptance of the Terms of the Agreement.

The City will evaluate the Proposals for compliance with the terms, conditions, requirements, and specifications stated in this RFP.

6. CITY CONTRACTING REQUIREMENTS.

The City will enter into an Agreement written by the City with the successful Vendor that incorporates the terms of this RFP; contains the terms and conditions set forth in this Section; and includes such additional terms and conditions required by applicable law. Notwithstanding the foregoing, the City reserves the right to change the proposed Agreement terms and conditions before or during Agreement negotiations if it is in the City's best interest to do so. The terms and conditions set forth in this Section are not all-inclusive. The City will propose additional terms and conditions based on the responses to this RFP and the City's analysis of the successful Vendor's Proposal. As used in this Section of the RFP, the term "Agreement" refers to the Agreement entered into between the City and the successful Vendor, and the term "Vendor" refers to the successful Vendor.

6.1. Execution of Proposal.

Proposals must be executed, by the following persons:

I. CORPORATION - The President or Vice President, and one of the following: Secretary, Treasurer, Assistant Secretary or Assistant Treasurer. If a Proposal is executed by any other person, a power of attorney, a copy of the bylaws, or a resolution of the Board of Directors documenting the authority of that person to sign the Proposal must accompany the Proposal. The power of attorney, bylaw, or resolution must be certified by the Corporate Secretary as a true and correct copy, still in force as of the date of the execution of the Agreement

II. PARTNERSHIP - At least one (1) of the partners.

III. SOLE PROPRIETORSHIP - The individual owner.

IV. BUSINESS OPERATING UNDER A FICTITIOUS NAME - Entities operating a business under a Fictitious Name must execute the Agreement in the name of the person or entity trading and doing business under the Fictitious Name.

6.2. Execution of Financial Security.
Any financial security furnished must be an original, fully executed by both the prospective Vendor and the surety or sureties in ink and be in a form acceptable to the City. Where the prospective Vendor is a corporation, the security must be signed by two officers of the corporation who have been duly authorized to do so by appropriate action of the corporation, and the seal of the corporation must be affixed. Where the prospective Vendor is an individual or individuals, the security must be signed by the individual or individuals affixing the signature to the bid. Changes or additions to bid security or to the signatures thereon are not permitted after the opening of Proposal.

6.3. Insurance Requirements Form.
Vendor must submit signed Insurance Requirements Form along with proposal. Any proposal not containing this signed form will be considered incomplete.

6.4. Anti-Discrimination.
Vendor cannot discriminate in its employment on the basis of race, color, religion, ancestry, national origin, place of birth, sex, age, disability, non-job related handicap, or sexual orientation.

Vendor must also comply with the applicable provisions of Title I and Title II of the Americans with Disabilities Act, any amendments thereto and any regulations issued there under. Vendor must incorporate, in any sub-contracts which may be permitted under the terms of the Agreement, a requirement that said sub-contracts also comply with the provisions of this section.

6.5. Agreement not to be Awarded to Persons in Arrears to City.
No Agreement will be awarded to any corporation, firm or individual who is, for any reason, in arrears to the City or who has failed, in any former Agreement with the City, to perform work satisfactorily, either as to the character of the work or the time consumed in its completion.

6.6. Vendor to Sustain All Losses.

It is agreed that all loss or damage arising out an Agreement, for any unforeseen obstruction or difficulties which may be encountered in the performance of the Services or from the action of the elements, or from any cause whatsoever, will be sustained and paid for by the Vendor until final payment has been made under the Agreement.

6.7. Each Party To Bear Its Own Negotiation Costs.
Each party will bear its own cost of negotiating an Agreement and developing the exhibits. The City cannot be charged for any Services or other work performed by the Vendor before the Effective Date.

6.8. No Publicity.
No advertising sales promotion or other materials of the Vendor or its agents or representations may identify or reference this Agreement or the City in any manner without the prior written consent of the City.

7. VENDOR'S RESPONSIBILITIES

The selected Vendor must be able to provide Farmers' Market Management Services relating to planning, development, coordination, implementation, management and operation of the City of Monterey Park's weekly Farmers' Market. Additionally, the Vendor must provide the necessary onsite staff for services during normal operating hours of service as well as for setup and cleanup times. The Vendor will provide all needed staff to complete and obtain all necessary documentation.

The Vendors responsibilities shall include, but not be limited to the following:

- Curate a Certified Farmers' Market that provides quality items desired by the community in accordance with all State, County and City of Monterey Park requirements and regulations;
- Obtain, complete and maintain all permits and supporting documentation to satisfy all permitting requirements of Los Angeles County, the State of California, and the City of Monterey Park;
- Abide by all Federal, State and local laws, rules and regulations, and all City policies and directions;
- Keep, update and maintain weekly records of merchants, sales and revenue in an orderly fashion available for inspection by the City;
- Adhere to specific security measures as denoted by the City of Monterey Park Police and Fire Departments;
- Provide an Incident Action Plan (IAP) for the Farmers' Market and name the key staffers of the Market with their responsibilities;
- Obtain, maintain and operate all necessary equipment to allow all merchants to accept payment through Electronic Bank Transfer cards and low income subsidy programs;
- Communicate with residents, businesses, and/or schools in the immediate area to promote cooperation and to mitigate issues;
- Provide quarterly reports indicating revenues collected, weekly Market attendance, and merchant participation for the City's review;

- Prevent unauthorized merchants from participation in Market without prior specific approval of City's Vendor;
- Instruct any persons attempting to film within the Market that the City does not allow filming within the Market. Failure to abide by this instruction should be reported to the Monterey Park Police Department;
- The Market shall include merchants comprising of certified produce, goods, services, and prepared foods. Merchants from Monterey Park shall receive preference;
- The Vendor shall provide the City with a list of merchants, their contact information and their certifications on a quarterly basis to ensure compliance with the required threshold proportions;
- Operate the Market on Thursday afternoons from 3:00 p.m. to 7:00 p.m. or at a day and time agreed upon by the City;
- Operate the Market at a location agreed upon by the City. A recommended site is George E. Elder Park's west parking lot, see Exhibit A.
    - If George E. Elder Park's west parking lot is selected, each drive apron of the Market area must be blocked by parked vehicles and traffic barricades such that vehicles cannot enter the Market area during operating hours;
    - Close parking lot access not less than one (1) hour prior to Market operation time using appropriate traffic delineation, signage, and physical mechanisms as prescribed by the prevailing authorities;
    - Open parking lot by removing any traffic delineation, signage and physical mechanisms, no later than two (2) hours after the close of each Market event;
    - Direct all merchant, passenger, and non-commercial vehicles to street parking during market operations;
- Secure any storm drain inlets in the immediate area during all Market activities each week;
- Ensure trip guards are used with all cables, cords, wires and conduits placed upon or running over ground;
- Maintain and make available a Community Outreach Booth to be used by City-based or non-profit participants selected and pre-approved by the City;
- Provide portable generators and related equipment capable of providing adequate electrical power to light merchant' booths after sundown, as needed;
- Perform all janitorial duties including collection/disposal of trash during and after each Market event;
- Be registered and maintain proper business licenses and remain in good standing within the State of California and the City of Monterey Park;
- Maintain a point of contact accessible to potential Market merchants and City staff;
- Have sufficient size and depth of management, resources, and staff to support the services required in the specifications;
- Vendor must, at its own expense, carry and maintain, during the period of performance: California required Worker's Compensation Insurance and Employer's Liability Insurance for its employees with limits of $2,000,000, per occurrence, or evidence of self-insurance where permitted by law;

Comprehensive General Liability Insurance with minimum limits of $2,000,000 and on which the City of Monterey Park, its Officers, Officials, Employees and Volunteers are named as additional insured;

- Determine any annual fee (if applicable) necessary to perform all services as detailed within this RFP. The fee shall include the costs for all assistants and out-of-pocket expenses;
- Create a site plan including configuration of all booths and tents, both externally and internally, will be approved by the Monterey Park Fire Department and will need to be maintained as such. The City would refurnish and maintain the location and facility restrooms;
- Create and implement a marketing and promotional program. Coordinate all promotion of the market, including print, internet, social media outlets, and Monterey Park Television, to make sure the market is well attended;
- Ensure an onsite manager is in attendance from the start of set-up until the end of clean-up to oversee the arrival and placement of merchant booths, the proper use of facilities, and to handle inquiries and problems from merchants and/or customers;
- Ensure that the site is left clean and in a useable condition for its normal use; and
- Ensure all merchants comply with the City's Licensing requirements.

8. CONTRACT TERM

The initial term of the Contract will be three years. The Contract may be extended for an Extension Term of two additional two-year periods for a total of four additional years at City's sole discretion.

9. SELECTION PROCESS

The evaluation process will consider the merits of the proposals by prospective Vendors in line with the City of Monterey Park's stated objectives. The City may also conduct reference checks to ascertain the quality of work performed previously. Those companies, who appear best suited, in the sole determination of the City, may be asked to participate in an additional interview to further evaluate their qualifications. We will review proposals that are received. Proposals that are non-responsive to the requirements of this RFP shall not be included for evaluation by the selection committee.

10. PROPOSAL REQUIREMENTS AND CONTENTS

Each Proposal should be in the format described below: Maximum number of pages is 25 total pages.

All Proposals must be 8 1/2" x 11" format with all standard text no smaller than twelve (12) point font. All submissions should use two-sided copying and be bound in a left-hand spine or three-ring binder with tab dividers corresponding to the content requirements specified below. Proposals may also include a USB flash drive including the entire Proposal in a searchable format such as Adobe Acrobat.

All proposals must include the signed "Insurance Requirements" form (Exhibit C).

Each Vendor shall meet all of the specifications. Non-substantial deviations may be considered provided the Vendor submits a full description and explanation of, and justifications, for the proposed deviations. Final determination of any proposed deviation will be made by the City of Monterey Park.

The City of Monterey Park, California, reserves the right to select the proposal, which in our opinion represents the best value to the City for the duty to be performed.

The proposals submitted for the Market are to follow the outline described below and must address all requested information. Any additional information that the Vendor wishes to include should be included in an appendix to the proposal.

SECTION 1 – Introduction
Provide a brief description of the Vendor and a statement of qualifications for performing the requested services. Provide resume(s) of the key staff of the organization, plus any staff who may be assigned to be the onsite manager.

SECTION 2 – Experience
Describe your experience and expertise in the area of managing Farmers' Markets and similar types of events. Identify Farmers' Markets your organization is currently managing or has managed in the last five years. Include the name of the market, address, phone number and email address of the main contact person for which you have the contract for each market, plus the markets' web address if applicable. Also provide the day(s) and times of operation, average attendance, and a brief description of the highlights of each market.

SECTION 3 – Marketing
Provide samples of advertising and other marketing tools your organization has used to promote Farmers' Markets or similar events.

SECTION 4 – Low-income Programs
Provide information on programs utilized to assist people with a low income level to utilize the Farmers' Market.

SECTION 5 – Costs to the City (if applicable)
Provide a proposal separately identifying costs for implementation and ongoing costs. This cost proposal must specify the weekly, monthly and/or annual costs.

SECTION 6 – Revenue to the City (if applicable)
Describe revenues that will be shared with the City on a weekly, monthly, and/or annually.

SECTION 7 – Staff
Identify Farmers' Market personnel needed to manage all aspects of operations. This may include securing merchants, marketing, obtaining all necessary

documentation, etc. Also identify any policies for individuals involved in providing services, such as drug policy, anti-discrimination policies, etc.

SECTION 8 – Conflicts of Interest
Vendors submitting a proposal in response to this RFP must disclose any actual, apparent, direct, indirect, or potential conflicts of interest that may exist with respect to the Vendor, management, or employees of the Vendor or other persons relative to the services to be provided. If a Vendor has no conflicts of interest, include a statement to that effect in the proposal.

SECTION 9 – Insurance
Provide summary of the Vendors (and sub-consultant's) insurance coverage. Requirements for minimum limits and types of insurance are identified in the insurance Exhibit C.

SECTION 10 – Signatures
The proposal must be signed by an official authorized to bind the Vendor and must expressly state that the proposal is valid for 90 days.

11. PROPOSAL TERMS AND CONDITIONS

There is no expressed or implied obligation of the City of Monterey Park to reimburse responding firms for any expenses incurred in preparing proposals in response to this request. Materials submitted by Vendor are subject to public inspection under the California Public Records Act (Government Code Sec. 6250 et. seq.), unless exempt.

The City of Monterey Park reserves the right to reject any or all proposals submitted and/or waive any irregularity.

During the evaluation process, the City of Monterey Park City reserves the right, where it may serve the City's best interest, to request additional information or clarifications from proposers, or to allow corrections of errors or omissions. At the discretion of the City, firms submitting proposals may be requested to make oral presentations as part of the evaluation process.

This RFP does not constitute any form or offer to contract.

Part of the contract process will include a standard livescan background fingerprinting for a criminal history check is made on all potential custodians through the completion of a Department of Justice (DOJ) Live Scan. Only those custodians that have gone through the Live Scan process and have been approved by the Monterey Park Police Department will receive approval to work at City Locations according to the specifications of this contract.

12. SAMPLE CONTRACT (See Exhibit B)

Exhibit A
Proposed Farmers' Market Location

George E. Elder Park – West Parking Lot
1950 Wilcox Ave, Monterey Park, CA 91755

Exhibit B
Sample Contract

AGREEMENT BETWEEN THE
CITY OF MONTEREY PARK AND
xx

THIS LICENSE is made and executed this ____ day of ________, 20__, between the CITY OF MONTEREY PARK, a general law city and municipal corporation ("CITY"), and xx, a xx ("LICENSEE").

1. LICENSE; DESCRIPTION OF PROPERTY. CITY licenses LICENSEE to use, on the terms and conditions in this License, real property located at the locations set forth in attached Exhibit "A," which is incorporated by this reference ("Property"). CITY's action is not, and should not be construed to be, a conveyance of a property interest or a lease; it is a license to use property only.

2. USE OF PROPERTY.

A. LICENSEE may temporarily use the Property for the purpose of conducting a Farmers Market, subject to the responsibilities set forth in attached Exhibit "B," which is incorporated by this reference.

B. The day and time of the Farmers Market is subject to approval by CITY.

C. CITY may change, amend, or terminate LICENSEE's use of Property at any time, and in its sole discretion, verbally or in writing.

3. TERM. Except as provided in Section 4, the term of this license will begin on _____, 20____ and end on ______, 20___. Upon mutual written agreement between the parties, this License may be renewed for additional time of twelve or eighteen months.

4. TERMINATION.

A. As stated above, CITY may terminate this License at any time with or without cause, upon 30 days written notice of termination.

B. LICENSEE may terminate this License at any time in writing at least thirty (30) days before the effective termination date.

C. By executing this document, LICENSEE waives any and all claims for damages that might otherwise arise from CITY's termination under this Section.

D. Upon termination, LICENSEE will remove all personal property from Property within two (2) days. Property will be left in a clean and orderly fashion.

5. CONDEMNATION. If all or part of Property is acquired by eminent domain or purchase in lieu thereof, LICENSEE acknowledges that it will have no claim to any compensation awarded for the taking of Property or any portion thereof or for loss of or damage to LICENSEE's improvements.

6. RELOCATION BENEFITS. LICENSEE acknowledges that it has been informed that CITY is a public entity and that Property was previously acquired by CITY for a public purpose. LICENSEE further acknowledges that any rights acquired under this License arose after the date of acquisition of Property and that said rights are subject to termination when Property is needed by CITY. LICENSEE hereby acknowledges that at the time of said termination of this License by CITY, it will not be a "displaced person" entitled to any of the relocation assistance or benefits offered to displaced persons under State or Federal law.

7. ALTERATIONS. LICENSEE will not make, or cause to be made, any alterations to Property, or any part thereof, without CITY's prior written consent.

8. HAZARDOUS/TOXIC WASTE. CITY has not, nor, to CITY's knowledge, has any third party used, generated, stored or disposed of, or permitted the use, generation, storage or disposal of, any Hazardous Material (as defined below) on, under, about or within Property in violation of any law or regulation. LICENSEE agrees that it will not use, generate, store or dispose of any Hazardous Material (as defined below) on, under, about or within Property in violation of any law or regulation. LICENSEE agrees to defend and indemnify CITY, to the extent stated in Section 11, against any and all losses, liabilities, claims or costs arising from any breach of any warranty or agreement contained in this Section. As used in this Section, "Hazardous Material" means any substance, chemical or waste that is identified as hazardous, toxic or dangerous in any applicable federal, state or local law or regulation (including petroleum and asbestos).

9. SIGNS. LICENSEE will not place any sign upon Property without CITY's prior written consent. LICENSEE will pay for all costs of any approved signage and comply with all applicable sign codes and ordinances. City will be responsible for signs regarding street closures and restricted parking; the city retains ownership of these signs.

10. ASSIGNMENT. LICENSEE will not be permitted to assign this License or any interest therein.

11. INDEMNIFICATION.

A. LICENSEE will hold CITY harmless and free from any and all liability arising out of this License, or its performance, except for such loss or damage arising from CITY's sole negligence or willful misconduct. Should CITY be named in any suit, or should any claim be against it, by suit or otherwise, whether the same be groundless or not, arising out of this License, or its performance, pursuant to this License, LICENSEE will defend CITY (at CITY's request and with counsel satisfactory to CITY) and will indemnify it for any judgment rendered against it or any sums paid out in settlement or otherwise.

B. For purposes of this section "CITY" includes CITY's officers, officials, employees, agents, representatives, and certified volunteers.

C. LICENSEE expressly agrees that this release, waiver, and indemnity agreement is intended to be as broad and inclusive as is permitted by the law of the State of California and that if any portion is held invalid, it is agreed that the balance will, notwithstanding, continue in full legal force and effect.

D. It is expressly understood and agreed that the foregoing provisions will survive termination of this License.

E. The requirements as to the types and limits of insurance coverage to be maintained by LICENSEE as required by Section 12 below, and any approval of said insurance by CITY, are not intended to and will not in any manner limit or qualify the liabilities and obligations otherwise assumed by LICENSEE pursuant to this License, including but not limited to the provisions concerning indemnification.

12. INSURANCE.

A. Before commencing performance under this License, and at all other times this License is effective, LICENSEE will procure and maintain the following types of insurance with coverage limits complying, at a minimum, with the limits set forth below:

Type of Insurance	Limits (combined single)
Commercial general liability:	$2,000,000/$4,000,000 aggregate
Workers compensation	Statutory limits

B. Commercial general liability insurance will meet or exceed the requirements of the most current ISO Forms. The amount of insurance set forth above will be a combined single limit per occurrence for bodily injury, personal injury, and property damage for the policy coverage. Liability policies must be endorsed to name CITY, its officials, and employees as "additional insureds" under said insurance coverage and to state that such insurance will be deemed "primary" such that any other insurance that may be carried by CITY will be excess thereto. Such insurance will be on an "occurrence," not a "claims made," basis and will not be cancelable except upon thirty (30) days prior written notice to CITY except for nonpayment of premiums which may be cancelable upon ten (10) day notice.

C. LICENSEE will furnish to CITY duly authenticated Certificates of Insurance and Endorsements evidencing maintenance of the insurance required under this License and such other evidence of insurance or copies of policies as may be reasonably required by CITY from time to time. Insurance must be placed with insurers with a current A.M. Best Company Rating equivalent to at least a Rating of "A:VII." Certificate(s) must reflect that the insurer will provide thirty (30) day notice of any cancellation of coverage. CONTRACTOR will require its insurer to modify such certificates to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, and to delete the word "endeavor" with regard to any notice provisions.

D. Should LICENSEE, for any reason, fail to obtain and maintain the insurance required by this License, CITY may obtain such coverage at LICENSEE's expense and charge the cost of such insurance to LICENSEE under this License or terminate pursuant to Section 4.

E. All policies required by this Agreement must allow CITY, as additional insured, to satisfy the self-insured retention ("SIR") and deductible of the policy in lieu of LICENSEE (as the named insured) should LICENSEE fail to pay the SIR or deductible requirements. The amount of the SIR or deductible is subject to the approval of the City Attorney and the Finance Director. LICENSEE understands and agrees that satisfaction of this requirement is an express condition precedent to the effectiveness of this Agreement. Failure by LICENSEE as primary insured to pay its SIR or deductible constitutes a material breach of this Agreement. Should CITY pay the SIR or deductible on LICENSEE's behalf upon the LICENSEE's failure or refusal to do so in order to secure defense and indemnification as an additional insured under the policy, CITY may include such amounts as damages in any action against LICENSEE for breach of this Agreement in addition to any other damages incurred by CITY due to the breach.

13. COMPLIANCE WITH LAW. LICENSEE will, at its sole cost and expense, comply with all of the requirements of all federal, state, and local authorities now in force, or which may hereafter be in force, pertaining to Property and will faithfully observe in the use of Property all applicable laws. The judgment of any court of competent jurisdiction, or the admission of LICENSEE in any action or proceeding against LICENSEE, whether CITY be a party thereto or not, that LICENSEE has violated any such ordinance or statute in the use of Property will be conclusive of that fact as between CITY and LICENSEE.

14. BREACH OF AGREEMENT. The violation of any of the provisions of this License will constitute a breach of this License by LICENSEE, and in such event said License will automatically cease and terminate.

15. WAIVER OF BREACH. Any express or implied waiver of a breach of any term of this License will not constitute a waiver of any further breach of the same or other term of this License.

16. ENTRY BY CITY AND PUBLIC. This License does not convey any property interest to LICENSEE. CITY and, except for areas restricted because of safety concerns, the general public will have unrestricted access upon Property for all lawful acts.

17. INSOLVENCY; RECEIVER. Either the appointment of a receiver to take possession of all or substantially all of the assets of LICENSEE, or a general assignment by the LICENSEE for the benefit of creditors, or any action taken or offered by LICENSEE under any insolvency or bankruptcy action, will constitute a breach of this License by LICENSEE, and in such event said License will automatically cease and terminate.

18. NOTICES. Except as otherwise expressly provided by law, all notices or other communications required or permitted by this License or by law to be served on or given to either party to this License by the other party will be in writing and will be deemed served when personally delivered to the party to whom they are directed, or in lieu of the personal service, upon deposit in the United States Mail, certified or registered mail, return receipt requested, postage prepaid, addressed to LICENSEE at:

xx

or to CITY at:

City of Monterey Park
320 W. Newmark Avenue
Monterey Park, CA 91754
Attention: City Manager, Ron Bow

Either party may change its address for the purpose of this Section by giving written notice of the change to the other party.

19. ELECTRONIC SIGNATURES. This License may be executed by the Parties on any number of separate counterparts, and all such counterparts so executed constitute one agreement binding on all the Parties notwithstanding that all the Parties are not signatories to the same counterpart. In accordance with Government Code §16.5, the Parties agree that this License, agreements ancillary to this License, and related documents to be entered into in connection with this License will be considered signed when the signature of a party is delivered by electronic transmission. Such electronic signature will be treated in all respects as having the same effect as an original signature.

20. GOVERNING LAW. This License has been made in and will be construed in accordance with the laws of the State of California and exclusive venue for any action involving this License will be in Los Angeles County.

21. PARTIAL INVALIDITY. Should any provision of this License be held by a court of competent jurisdiction to be either invalid or unenforceable, the remaining provisions of this License will remain in effect, unimpaired by the holding.

22. ENTIRE AGREEMENT. This instrument and its Attachments constitute the sole agreement between CITY and LICENSEE respecting Property, the use of Property by LICENSEE, and the specified License term, and correctly sets forth the obligations of CITY and LICENSEE. Any agreement or representations respecting Property or its licensing by CITY to LICENSEE not expressly set forth in this instrument are void.

23. CONSTRUCTION. The language of each part of this License will be construed simply and according to its fair meaning, and this License will never be construed either for or against either party.

24. AUTHORITY/MODIFICATION. The Parties represent and warrant that all necessary action has been taken by the Parties to authorize the undersigned to execute this License and to engage in the actions described herein. This License may be modified by written agreement. CITY's city manager, or designee, may execute any such amendment on behalf of CITY.

25. COUNTERPARTS. This License may be executed in any number or counterparts, each of which will be an original, but all of which together will constitute one instrument executed on the same date.

IN WITNESS WHEREOF the parties hereto have executed this contract the day and year first hereinabove written.

CITY OF MONTEREY PARK	LICENSEE
______________________________	______________________________
Ron Bow, City Manager	President

ATTEST:

____
Vincent D. Chang,
City Clerk

APPROVED AS TO FORM:
MARK D. HENSLEY, City Attorney

By: ______________________________
Karl H. Berger, Assistant City Attorney

Exhibit C

INSURANCE REQUIREMENTS
[MUST BE SUBMITTED WITH PROJECT PROPOSAL]

To be awarded this contract, the successful bidder must procure and maintain the following types of insurance with coverage limits complying, at a minimum, with the limits set forth below:

Type of Insurance	Limits
Commercial general liability:	$2,000,000
Business automobile liability	$1,000,000
Workers compensation	Statutory requirement.

Commercial general liability insurance must meet or exceed the requirements of ISO-CGL Form No. CG 00 01 11 85 or 88. The amount of insurance set forth above must be a combined single limit per occurrence for bodily injury, personal injury, and property damage for the policy coverage. Liability policies must be endorsed to name the City, its officials, and employees as "additional insureds" under said insurance coverage and to state that such insurance will be deemed "primary" such that any other insurance that may be carried by the City will be excess thereto. Such endorsement must be reflected on ISO Form No. CG 20 10 11 85 or 88, or equivalent. Such insurance must be on an "occurrence," not a "claims made," basis and will not be cancelable or subject to reduction except upon thirty (30) days prior written notice to the City.

Automobile coverage must be written on ISO Business Auto Coverage Form CA 00 01 06 92, including symbol 1 (Any Auto).

The Consultant must furnish to the City duly authenticated Certificates of Insurance evidencing maintenance of the insurance required under this Agreement, endorsements as required herein, and such other evidence of insurance or copies of policies as may be reasonably required by the City from time to time. Insurance must be placed with admitted insurers with a current A.M. Best Company Rating equivalent to at least a Rating of "A:VII." Certificate(s) must reflect that the insurer will provide thirty (30) day notice of any cancellation of coverage. The Consultant will require its insurer to modify such certificates to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, and to delete the word "endeavor" with regard to any notice provisions.

By signing this form, the bidder certifies that it has read, understands, and will comply with these insurance requirements if it is selected as the City's consultant. Failure to provide this insurance will render the bidder's proposal "nonresponsive."

______________________ ______________________________

Date Bidder

ATTACHMENT 2

Farmers Market & Local Community Events Proposal

Dear City of Monterey Park,

We at FM&LCE are excited to be working with the city of Monterey Park.

We admire your hard work and dedication to the revitalization of the Monterey Park Farmers Market and we believe in your vision of a thriving community event.

As current Market/Festival managers, we are confident that our skills are well aligned with the position and would be an excellent fit for your organization's vision.

We have worked in markets for over 10 years, first as managers in the Covina, West Covina, and Rosemead Farmers Markets and assistants to Harry Brown-Hiegel.

We have worked hard and acquired many skills and experiences along the way.

We are eager and excited about working with people committed to their local community.

I have included our contact information.

I look forward to discussing this position with you

Respectfully,

Amy Arnold

Keith Parrish

Amy Arnold

2545 Wilkie Dr.

Pomona, CA 91767

Contact: 626 484-1296

fmice123@gmail.com

Keith Parrish

6618 Phaeton

Pico Rivera, CA 90660

562 879-0298

Parrishmgr@aol.com

Harry Brown-Hiegel

1906 W. 22nd St. Los Angeles, CA 90018

310-621-0336

h.brownhiegel@ca.rr.com

FM&LCE – Farmers Market & Local Community Events

Certified Famers Market Manager/Festival/ Coordinator

Major Accomplishments:

We are the managers of the local Farmers Markets (Covina, West Covina, Rosemead) FM&LCE are also a co-coordinator for the Covina Thunderfest and Dia de Los Muertos,

St.Patricks Day and Tree Lighting Ceremonies Festivals. Come years end, FM&LCE partners up with host cities for Holiday festivals as well. It is our full-time responsibility to ensure that the market, consisting of: farmers, food vendors, artisan, retail and entertainment runs smoothly, consistently and is profitable.

I am the market/ festivals representative, its spokesperson, and its liaison to both the Department of Health and the Department of Agriculture, and the events sponsor and or host city. I ensure that all markets/festivals are in compliance with CFM regulations, other licensing and event insurance requirements.

FM&LCE ensure that public programs, such as WIC and EBT, and the California Market Match Program are accepted at all of my markets/festivals.

FM&LCE are responsible for implementing the ideas and desires of host cities making the event as successful as possible.

FM&LCE is responsible for clerical and secretarial duties, attending board meetings, budgeting, maintaining records, managing of our website and organizing of special events.

FM&LCE will physically manage each event and will oversee compliance with state and city regulations, working along side the city of Rosemead.

FM&LCE is in charge of all set-up and closure and that all markets are safe and accessible to the public.

FM&LCE has an existing relationship with the local police and fire departments and adheres to their requirements (encroachment permits etc.)

FM&LCE is responsible for all hiring and selection of staff and vendors at the markets, and will check all produce and all certificates ensuring all farmers and other vendors adhere to California agriculture/health standards.

FM&LCE believes that these events help show communities the importance and benefits of locally grown California Agriculture and local small business.

We offer a safe environment to unite your community and help to support our local economy.

FM&LCE is dedicated to keeping all events a place where customers can enjoy family fun, California grown produce, and weekly promotions such as sampling, healthy food demonstrations, competitions and prizes.

Under FM&LCE management, all events not only blossom but so do the communities who host them.

We will showcase the variety of local merchants and have the opportunity to showcase their wares in our venue.

Monterey Park farmers market will feature invited vendors consisting of Commercial, Artisan, Prepared food, Rides (as they are appropriate) and City Government vendors (information/demonstrations regarding city services).

In return, we ask only for minimal assistance with electrical needs, and restroom access for customers and vendors.

We will adhere to the rules and regulations put forth by the city of Monterey Park including the hours set for the market we only ask in the summer hours we will be permitted to go over the time allotment if the market is still going strong. We will not go past 9 p.m. on any given night.

We would be able to get all permits and insurance and have a realistic start date as of June 14, 2018.

We have included a map of the outlined area we would like to have the market.

We have all of our own barricades and equipment necessary to ensure the safety of the customers and vendors.

Amy Arnold

Experience:

2007 —Present managers at Covina, West Covina, Rosemead Certified Farmers Market

Skills:

Managerial Skills: Through my work managing markets and fun festivals I have honed my skills in problem-solving, organization, quick learning, community outreach and troubleshooting. I am meticulous with record and bookkeeping and budgeting.

I am Microsoft Office/excel proficient I have active listening skills, courteous demeanor, and excellent communication skills.

Keith Parrish

Experience:

2010– Present

Electrical manager and safety, equipment specialist.

Sets up all electrical cords, barricades, canopies, and make sure everything is up to code and is safe.

Troubleshoots any problems that arise due to vendor equipment, or electrical needs.

References:

Harry Brown-Hiegel

Market Manager

1906 W. 22nd St. Los Angeles, CA 90018

h.brownhiegel@ca.rr.com

310-621-0336

Maryann Stubblefield

Media Specialist

3841 Winnebago Lane Lake Havasu City, AZ 86404

maryann45@npgcable.com

1-928-854-1105

Melody Hynes

City of Covina Parks and Recreation

1250 N.Hollenbeck Ave.

Covina, CA 91722

1-626-384-5340

Mhynes@covina.ca.gov

Nikole Bresciani

Assistant City Manager

Community Service Director

City of West Covina

1444 West Garvey Ave.

West Covina, CA 91790

1-626-939-8456

NBresciani@westcovina.org

Jerry Mota

Recreation supervisor

City of Rosemead

8838 E. Valley Blvd.

Rosemead, CA 91770

1-626-569-2250

Gmota@cityofrosemead.org

Imagery ©2018 Google, Map data ©2018 Google 50 ft

ATTACHMENT 3
Staff Report – March 7, 2018

City Council Staff Report

DATE: March 7, 2018

AGENDA ITEM NO: Old Business
Agenda Item 5-A.

TO: The Honorable Mayor and City Council

FROM: Inez Alvarez, Director, Recreation & Community Services Department

SUBJECT: Fee waiver request for Farmer's Market move and associated weekly fees

RECOMMENDATION:

Staff is requesting direction from City Council from the following options:

1. City absorb staffing costs associated with Farmer's Market set up and clean up each week ($5,200 a year);
2. Cancel weekly Farmer's Market;
3. Take no action, keeping weekly fees in place; and
4. Take such additional, related, action that may be desirable

EXECUTIVE SUMMARY:

At the August 2, 2017 City Council meeting, City Council authorized the City Manager to change the location of the Farmer's Market so that it would not interfere with Library operations and would drastically reduce or eliminate expenses incurred on behalf of the market. Council also implemented a $200 per week charge to Sprouts of Promise to cover staffing costs for set up and clean up of the Farmer's Market.

Since August, staff has been discussing the move with Sprouts of Promise (Farmer's Market contractor) and determined Elder Park's front parking lot would be a location better suited for the weekly market. The location would reduce staff time for set up and clean up, has all the operational elements in place and the surface is asphalt similar to the current location. Staff has also taken further steps to assist with cost reduction by potentially eliminating a previous rented storage unit and utilizing City storage at Elder; utilizing Elder community center restrooms instead of rentals; and reducing the staff cost to Sprouts of Promise from $200 per week to $100 per week. After making these arrangements and discussing with Sprouts of Promise, its representatives stated that the Board of Directors will not approve a weekly fee to the City for staffing.

BACKGROUND:

The Market has become a location where residents can buy fresh & healthy fruits and vegetables, as well as meet friends for a casual location to buy tacos, smoothies or kettle corn. The Market also works with government programs, such as the Women, Infants and Children (W.I.C.) program, to provide vouchers for local residents in need.

Operationally, the Sprouts of Promise Foundation does a good job keeping the area clean and professional, and responds quickly to City staff to handle any problems that come up. It is also good at promoting the Market through the Cascades, the website, & social media, while adding entertainment and activities to enhance the experience.

FISCAL IMPACT:

Waiving the weekly fee to Sprouts of Promise would cost the City $10,400 annually at the $200 per week rate and $5,200 at the proposed $100 per week rate.

Respectfully submitted by,

Inez Alvarez
Director, Recreation &
Community Services Department

Prepared by,

Robert Aguirre
Recreation Superintendent

Approved by:

Ron Bow
City Manager

Reviewed by:

Karl H. Berger
Assistant City Attorney

ATTACHMENTS:

1. August 2, 2017 Staff Report

Attachment 1:
August 2, 2017 Staff Report

City Council Staff Report

DATE: August 2, 2017

AGENDA ITEM NO: New Business
Agenda Item 6-E.

TO: The Honorable Mayor and City Council

FROM: Robert Aguirre, Interim Director, Recreation & Community Services Department

SUBJECT: Potential Farmer's Market Changes

RECOMMENDATION:

It is recommended that the City Council:

1. Authorize the City Manager to change the location of the Farmer's Market to the Barnes Park Tennis Courts and adjacent areas if needed;
2. Authorize the City Manager to extend the agreement with the Sprouts of Promise Foundation (the Farmer's Market producer) for a period of three years, in a form approved by the City Attorney's office; and
3. Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

In April 2012, the City Council authorized a 3 year agreement with the Sprouts of Promise Foundation to operate a weekly Farmers Market adjacent to the Monterey Park Bruggemeyer Library; in June 2015 the term was extended as allowed in the agreement. Based on its operation in the last 5 years, staff recommends continuing the City's agreement with Sprouts of Promise for operating the Farmers Market for another three years.

At the January 4, 2017 City Council meeting, the Council asked staff to research other possible locations for the market that would not interfere with Library operations and would drastically reduce or eliminate expenses incurred on behalf of the market, including the rental of a storage bin, restrooms, hand washing sink & tank, plus the overtime necessary to open a street at the conclusion of the market. Additionally, the new location will need to meet health department requirements (asphalt or concrete surface), have good visibility & parking, be ADA accessible and not impact the neighborhood. After reviewing City Parks, Commercial areas, and streets (Attachment 1) the most viable location for the market is at Barnes Park, in the tennis courts and the concrete walkways between the tennis courts and pool – following are the positives and negatives for this choice:

Positives

- Storage for the market could be done at the gym, which is only feet away from location
- Restrooms and hand washing sinks are available at the ball diamond
- Concrete surface
- ADA Accessible
- Good Parking
- Won't affect the neighborhood
- Has lights & electricity
- Location is well known to the community

Negatives

- Visibility is mediocre
- Lose use of the Tennis Courts for a day/three days per week
- Lose Farmer's Market during Cherry Blossom, Play Days, and Geranium Festival
- Limited space for growth

BACKGROUND:

The Market has become a location where residents can buy fresh & healthy fruits and vegetables, as well as meet friends for a casual location to buy tacos, smoothies or kettle corn. The Market also works with government programs, such as the Women, Infants and Children (W.I.C.) program, to provide vouchers for local residents in need; the vouchers help these residents stretch their buying power.

Operationally, the Sprouts of Promise Foundation does a good job keeping the area clean and professional, and responds quickly to City staff to handle any problems that come up. It is also good at promoting the Market through the Cascades, the website, & social media, while adding entertainment and activities (such as Zumba) to enhance the experience.

FISCAL IMPACT:

Changing the market location to Barnes Park will result in a savings to the City of approximately $900 per month. All other expenses for the Market are borne by the Sprouts of Promise Foundation. The Farmer's Market also generates $1,125 annually for the City from business licenses.

Respectfully submitted by,

Robert Aguirre
Interim Director, Recreation &
Community Services Department

Approved by:

Ron Bow
Interim City Manager

Reviewed by:

Karl H. Berger
Assistant City Attorney

ATTACHMENTS:

1. Possible Locations
2. Original Agreement & First Amendment

Attachment 1:
Possible Locations

POSSIBLE NEW LOCATIONS FOR THE FARMER'S MARKET

PARKS/CITY FACILITIES

Barnes Park/Tennis Courts & Front of Pool

- Visibility less than current location
- Restrooms, sinks & storage available
- Parking the same as current location
- Acceptable surface for booths
- ADA accessible
- Impact on neighborhood about the same, except for loss of tennis courts for weekend or pay overtime to have nets replaced.
- Ball diamond use would need to be restricted
- Safe from traffic
- Vendors park between booth & curb / or fence

Service Club Parking Lot

- Space would be tight
- May not meet ADA requirements – angle may be problematic for some patrons & vendors
- Less Visibility
- Surface, Traffic, Vendor space ok
- There is access to the building restrooms
- Storage would have to be confirmed

George Elder/West Parking Lot

- Not enough Space
- Visibility better than current location
- Not enough parking – Macy School staff use the East lot until at least 3 p.m.
- Surface ok
- Lack of parking would impact facility & neighborhood

George Elder/East Parking Lot

- Not enough Space
- Visibility would be poor
- Not enough parking - would impact neighborhood

Cascades / El Encanto / El Portal

- High Visibility
- Street Parking may be enough
- Neighborhood has already protested this location based on impact to neighborhood
- Would still need storage and restrooms

Edison Trails Park – Close off Wilcox at both ends (need staff hours)

- Surface Ok
- Good visibility
- Not enough parking - it would impact the neighborhood
- Would still need storage

Garvey Ranch Park

- Ok on surface
- No visibility from Orange
- Limited storage available
- Restrooms/sinks could be made available
- Not enough parking during busiest times, which would impact other programs
- Traffic issues

Langley Center

- Set up would interfere with normal programming

City Hall - Close a section of the parking area
- May be problematic for the police department
- Same advantages as the Barnes Tennis Courts

Other parks – Highlands, La Loma, Pine Tree, Sequoia, Sierra Vista, Sunnyslopes, Conservation Gardens & Bella Vista
- All of these locations have multiple deficiencies and would not be appropriate for the Farmers' Market

<u>**Commercial Centers**</u>

Mar Center, Atlantic Place, Monterey Park Mall, Prado Center, Atlantic Square, Monterey Park Village, North Atlantic Times Square
- All of these centers do not have enough parking for day to day operations – adding an event would just use up spaces and make traffic in the lots worse
- Storage and restrooms would also be needed

McCaslin

- Would have to change to weekend
- Would still need storage and restrooms
- And close and open street (double OT)

Other possible locations

East Los Angles College – They are planning to have their own Farmer's Market starting in the Fall

St. Thomas Aquinas –

- has a large parking lot and
- good visibility,
- but part of the parking lot is part of the school
- Would need restrooms and storage

Attachment 2:

Original Agreement & First Amendment

Agmt No. 1735-A

AGREEMENT BETWEEN THE
CITY OF MONTEREY PARK AND
SPROUTS OF PROMISE FOUNDATION

THIS LICENSE is made and executed this 14th day of APRIL, 2012 between the CITY OF MONTEREY PARK, a general law city and municipal corporation ("CITY"), and SPROUTS OF PROMISE FOUNDATION, a California Corporation ("LICENSEE").

1. **LICENSE; DESCRIPTION OF PROPERTY.** CITY licenses LICENSEE to use, on the terms and conditions in this License, real property located at the locations set forth in attached Exhibit "A," which is incorporated by this reference ("Property"). CITY's action is not, and should not be construed to be, a conveyance of a property interest or a lease; it is a license to use property only.

2. **USE OF PROPERTY.**

A. LICENSEE may temporarily use the Property for the purpose of conducting a Farmers Market, subject to the responsibilities set forth in attached Exhibit "B," which is incorporated by this reference.

B. The day and time of the Farmers Market is subject to approval by CITY.

C. CITY may change, amend, or terminate LICENSEE's use of Property at any time, and in its sole discretion, verbally or in writing.

3. **TERM.** Except as provided in Section 4, the term of this license will begin on JUNE 8th 2012 and end on JUNE 8th, 2015. Upon mutual written agreement between the parties, this License may be renewed for additional time of twelve or eighteen months.

4. **TERMINATION.**

A. As stated above, CITY may terminate this License at any time with or without cause, upon 30 days written notice of termination.

B. LICENSEE may terminate this License at any time in writing at least thirty (30) days before the effective termination date.

C. By executing this document, LICENSEE waives any and all claims for damages that might otherwise arise from CITY's termination under this Section.

D. Upon termination, LICENSEE will remove all personal property from Property within two (2) days. Property will be left in a clean and orderly fashion.

5. **CONDEMNATION**. If all or part of Property is acquired by eminent domain or purchase in lieu thereof, LICENSEE acknowledges that it will have no claim to any compensation awarded for the taking of Property or any portion thereof or for loss of or damage to LICENSEE's improvements.

6. **RELOCATION BENEFITS**. LICENSEE acknowledges that it has been informed that CITY is a public entity and that Property was previously acquired by CITY for a public purpose. LICENSEE further acknowledges that any rights acquired under this License arose after the date of acquisition of Property and that said rights are subject to termination when Property is needed by CITY. LICENSEE hereby acknowledges that at the time of said termination of this License by CITY, it will not be a "displaced person" entitled to any of the relocation assistance or benefits offered to displaced persons under State or Federal law.

7. **ALTERATIONS**. LICENSEE will not make, or cause to be made, any alterations to Property, or any part thereof, without CITY's prior written consent.

8. **HAZARDOUS/TOXIC WASTE**. CITY has not, nor, to CITY's knowledge, has any third party used, generated, stored or disposed of, or permitted the use, generation, storage or disposal of, any Hazardous Material (as defined below) on, under, about or within Property in violation of any law or regulation. LICENSEE agrees that it will not use, generate, store or dispose of any Hazardous Material (as defined below) on, under, about or within Property in violation of any law or regulation. LICENSEE agrees to defend and indemnify CITY, to the extent stated in Section 11, against any and all losses, liabilities, claims or costs arising from any breach of any warranty or agreement contained in this Section. As used in this Section, "Hazardous Material" means any substance, chemical or waste that is identified as hazardous, toxic or dangerous in any applicable federal, state or local law or regulation (including petroleum and asbestos).

9. **SIGNS**. LICENSEE will not place any sign upon Property without CITY's prior written consent. LICENSEE will pay for all costs of any approved signage and comply with all applicable sign codes and ordinances. City will be responsible for signs regarding street closures and restricted parking; the city retains ownership of these signs.

10. **ASSIGNMENT**. LICENSEE will not be permitted to assign this License or any interest therein.

11. **INDEMNIFICATION.**

A. **LICENSEE will hold CITY harmless and free from any and all liability arising out of this License, or its performance, except for such loss or damage arising from CITY's sole negligence or willful misconduct. Should CITY be named in any suit, or should any claim be against it, by suit or otherwise, whether the same be groundless or not, arising out of this License, or its performance, pursuant to this License, LICENSEE will defend CITY (at CITY's request and with counsel satisfactory to CITY) and will indemnify it for any judgment rendered against it or any sums paid out in settlement or**

otherwise.

B. For purposes of this section "CITY" includes CITY's officers, officials, employees, agents, representatives, and certified volunteers.

C. LICENSEE expressly agrees that this release, waiver, and indemnity agreement is intended to be as broad and inclusive as is permitted by the law of the State of California and that if any portion is held invalid, it is agreed that the balance will, notwithstanding, continue in full legal force and effect.

D. It is expressly understood and agreed that the foregoing provisions will survive termination of this License.

E. The requirements as to the types and limits of insurance coverage to be maintained by LICENSEE as required by Section 12 below, and any approval of said insurance by CITY, are not intended to and will not in any manner limit or qualify the liabilities and obligations otherwise assumed by LICENSEE pursuant to this License, including but not limited to the provisions concerning indemnification.

12. **INSURANCE.**

A. Before commencing performance under this License, and at all other times this License is effective, LICENSEE will procure and maintain the following types of insurance with coverage limits complying, at a minimum, with the limits set forth below:

Type of Insurance	Limits (combined single)
Commercial general liability:	$1,000,000
Workers compensation	Statutory limits

B. Commercial general liability insurance will meet or exceed the requirements of the most current ISO Forms. The amount of insurance set forth above will be a combined single limit per occurrence for bodily injury, personal injury, and property damage for the policy coverage. Liability policies must be endorsed to name CITY, its officials, and employees as "additional insureds" under said insurance coverage and to state that such insurance will be deemed "primary" such that any other insurance that may be carried by CITY will be excess thereto. Such insurance will be on an "occurrence," not a "claims made," basis and will not be cancelable except upon thirty (30) days prior written notice to CITY except for nonpayment of premiums which may be cancelable upon ten (10) day notice.

C. LICENSEE will furnish to CITY duly authenticated Certificates of Insurance and

Endorsements evidencing maintenance of the insurance required under this License and such other evidence of insurance or copies of policies as may be reasonably required by CITY from time to time. Insurance must be placed with insurers with a current A.M. Best Company Rating equivalent to at least a Rating of "A:VII." Certificate(s) must reflect that the insurer will provide thirty (30) day notice of any cancellation of coverage. CONTRACTOR will require its insurer to modify such certificates to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, and to delete the word "endeavor" with regard to any notice provisions.

D. Should LICENSEE, for any reason, fail to obtain and maintain the insurance required by this License, CITY may obtain such coverage at LICENSEE's expense and charge the cost of such insurance to LICENSEE under this License or terminate pursuant to Section 4.

E. All policies required by this Agreement must allow CITY, as additional insured, to satisfy the self-insured retention ("SIR") and deductible of the policy in lieu of LICENSEE (as the named insured) should LICENSEE fail to pay the SIR or deductible requirements. The amount of the SIR or deductible is subject to the approval of the City Attorney and the Finance Director. LICENSEE understands and agrees that satisfaction of this requirement is an express condition precedent to the effectiveness of this Agreement. Failure by LICENSEE as primary insured to pay its SIR or deductible constitutes a material breach of this Agreement. Should CITY pay the SIR or deductible on LICENSEE's behalf upon the LICENSEE's failure or refusal to do so in order to secure defense and indemnification as an additional insured under the policy, CITY may include such amounts as damages in any action against LICENSEE for breach of this Agreement in addition to any other damages incurred by CITY due to the breach.

13. **COMPLIANCE WITH LAW**. LICENSEE will, at its sole cost and expense, comply with all of the requirements of all federal, state, and local authorities now in force, or which may hereafter be in force, pertaining to Property and will faithfully observe in the use of Property all applicable laws. The judgment of any court of competent jurisdiction, or the admission of LICENSEE in any action or proceeding against LICENSEE, whether CITY be a party thereto or not, that LICENSEE has violated any such ordinance or statute in the use of Property will be conclusive of that fact as between CITY and LICENSEE.

14. **BREACH OF AGREEMENT**. The violation of any of the provisions of this License will constitute a breach of this License by LICENSEE, and in such event said License will automatically cease and terminate, unless Licensee cures such breach, in City's sole discretion, within seven (7) business days of being notified.

15. **WAIVER OF BREACH**. Any express or implied waiver of a breach of any term of this License will not constitute a waiver of any further breach of the same or other term of this License.

16. **ENTRY BY CITY AND PUBLIC**. This License does not convey any property interest to LICENSEE. CITY and, except for areas restricted because of safety concerns, the general public will have unrestricted access upon Property for all lawful acts.

17. **INSOLVENCY; RECEIVER**. Either the appointment of a receiver to take possession of all or substantially all of the assets of LICENSEE, or a general assignment by the LICENSEE for the benefit of creditors, or any action taken or offered by LICENSEE under any insolvency or bankruptcy action, will constitute a breach of this License by LICENSEE, and in such event said License will automatically cease and terminate.

18. **NOTICES**. Except as otherwise expressly provided by law, all notices or other communications required or permitted by this License or by law to be served on or given to either party to this License by the other party will be in writing and will be deemed served when personally delivered to the party to whom they are directed, or in lieu of the personal service, upon deposit in the United States Mail, certified or registered mail, return receipt requested, postage prepaid, addressed to LICENSEE at:

Sprouts of Promise
Mark Anderson, Executive Director
139 Hollister Avenue, #4
Santa Monica, CA 90405

or to CITY at:

City of Monterey Park
320 W. Newmark Avenue
Monterey Park, CA 91754
Attention: City Manager, Paul Talbot

Either party may change its address for the purpose of this Section by giving written notice of the change to the other party.

19. **ACCEPTANCE OF FACSIMILE SIGNATURES**. The Parties agree that agreements ancillary to this License and related documents to be entered into in connection with this License will be considered signed when the signature of a party is delivered by facsimile transmission. Such facsimile signature will be treated in all respects as having the same effect as an original signature.

20. **GOVERNING LAW**. This License has been made in and will be construed in accordance with the laws of the State of California and exclusive venue for any action involving this License will be in Los Angeles County.

21. **PARTIAL INVALIDITY.** Should any provision of this License be held by a court of competent jurisdiction to be either invalid or unenforceable, the remaining provisions of this License will remain in effect, unimpaired by the holding.

22. **ENTIRE AGREEMENT.** This instrument and its Attachments constitute the sole agreement between CITY and LICENSEE respecting Property, the use of Property by LICENSEE, and the specified License term, and correctly sets forth the obligations of CITY and LICENSEE. Any agreement or representations respecting Property or its licensing by CITY to LICENSEE not expressly set forth in this instrument are void.

23. **CONSTRUCTION.** The language of each part of this License will be construed simply and according to its fair meaning, and this License will never be construed either for or against either party.

24. **AUTHORITY/MODIFICATION.** The Parties represent and warrant that all necessary action has been taken by the Parties to authorize the undersigned to execute this License and to engage in the actions described herein. This License may be modified by written agreement. CITY's city manager, or designee, may execute any such amendment on behalf of CITY.

25. **COUNTERPARTS.** This License may be executed in any number or counterparts, each of which will be an original, but all of which together will constitute one instrument executed on the same date.

IN WITNESS WHEREOF the parties hereto have executed this contract the day and year first hereinabove written.

CITY OF MONTEREY PARK	LICENSEE
Paul Talbot, City Manager	MARK ANDERSON Executive Director

ATTEST:

David Barron,
City Clerk

APPROVED AS TO FORM:
MARK D. HENSLEY, City Attorney

By:

Attachment A

Licensee shall be allowed to operate in the location described below and shown on the map (Attachment C). Licensee will only use the portion of the area listed as Section #3 after Section #1 and Section #2 have been used.

Section #1 – North Parking area of the Bruggemeyer Library- 318 S. Ramona Avenue, Monterey Park. This section begins at the driveway on Ramona Avenue and goes approximately 300 feet east parallel to the block wall that divides the library parking lot from the TELACU building to the north; both sides of the aisle way can be used for the market.

Section #2 – In the parking area under the Library building – the nine (9) parking spaces closest to the northern edge of this area.

Section #3 – On Ramona Avenue, bounded on the north end by Newmark Avenue and on the south end by a line parallel to the south end of the library building.

Attachment B

Licensee shall be responsible for the following:

A. Handling all vendor applications and assigning locations in the market to the vendors.

B. Offering products that are most desirable to the Monterey Park demographics, including, but not limited to fresh fruits and vegetables (pesticide free or certified organic), cut flowers, fresh baked items, cheeses, honey and dried fruits and nuts. Whenever practicable, vendors from Monterey Park must receive preference.

C. Ensuring that all permits, insurance and legal requirements for operation are obtained, in place, and maintained at all times.

D. Ensure that all Los Angeles County Health Department, U.S. Department of Agriculture and Monterey Park regulations are observed by farmers and other vendors. Configuration of all booths and tents, both externally and internally, will be approved by the Monterey Park Fire Department.

E. Coordinate all promotion of the market; including print, internet, and Monterey Park Television, to make sure the market is popular and well attended.

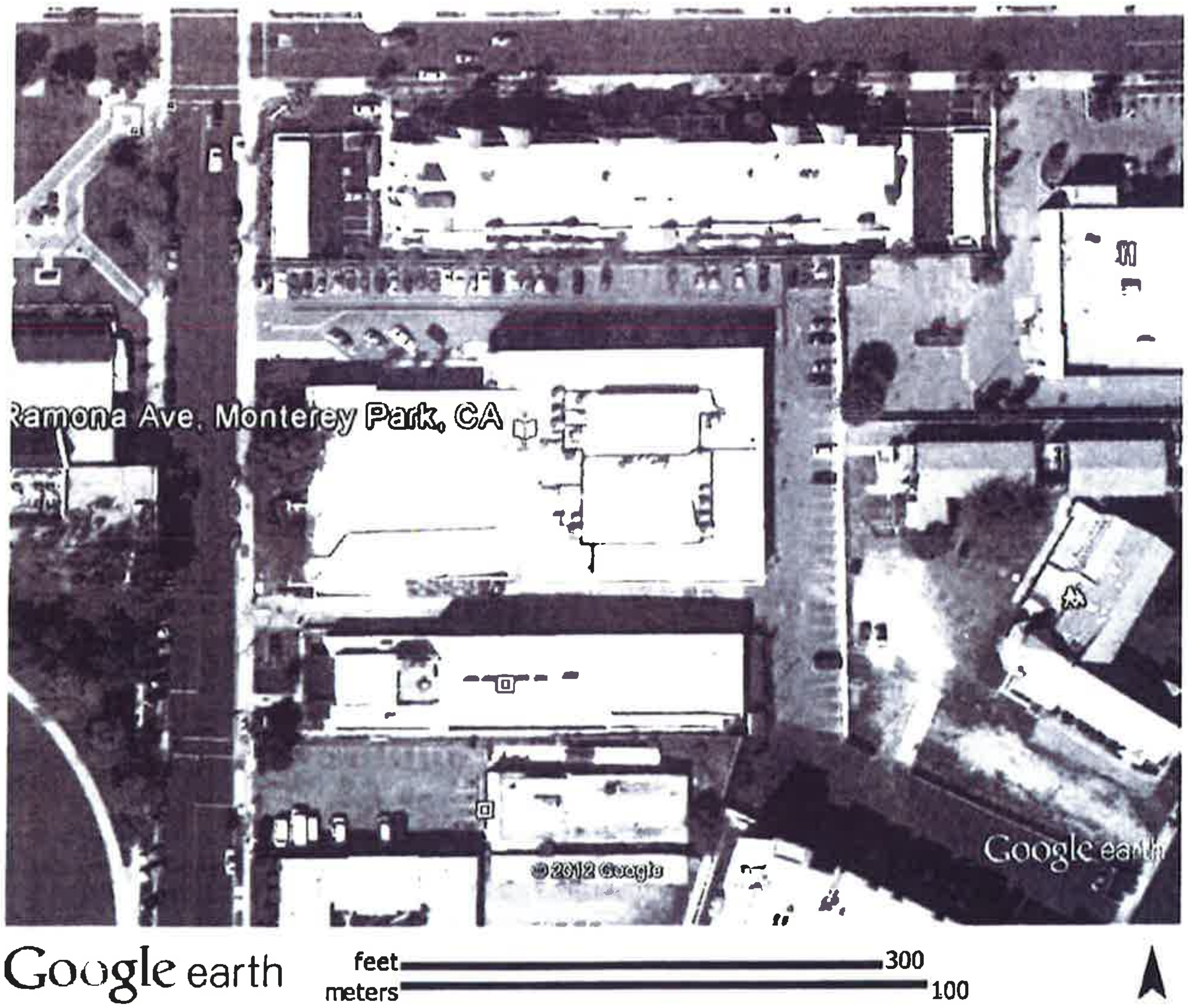
F. Ensure an on-site Manager is in attendance from the start of set-up until the end of clean-up to oversee the arrival and placement of booths, the proper use of facilities, and to handle inquiries and problems from vendors and customers.

G. Ensure that the site is left clean and in a useable condition for its normal use, to the satisfaction of the CITY.

H. An Incident Action Plan (IAP) will be provided for the Farmers Market by city staff and will name the key staffers of the Market with their responsibilities.

I. Noise levels shall remain at a level less than the legal limit listed in Municipal Code 9.53.040.

J. Report any major incidents or problems to the staff liaison in a timely manner.



Attachment C

FIRST AMENDMENT TO
AGREEMENT BETWEEN
THE CITY OF MONTEREY PARK AND
SPROUTS OF PROMISE FOUNDATION

THIS FIRST AMENDMENT ("Amendment") is made and entered into this 9th day of June, 2015 by and between the CITY OF MONTEREY PARK, a general law city and municipal corporation ("CITY"), the SPROUTS OF PROMISE FOUNDATION (LICENSEE), a 501(c) 3 non-profit organization.

1. Pursuant to Section 3 of Agreement No.1735-A, between the CITY and LICENSEE, Section 3 of the Agreement is amended to read as follows:

> "Effective June 9, 2015, the LICENSE between the CITY and the LICENSEE, upon this mutual written agreement will be extended eighteen months, except as provided in section 4 of the agreement."

2. This Amendment may be executed in any number or counterparts, each of which will be an original, but all of which together constitutes one instrument executed on the same date.

3. Except as modified by this Amendment, all other terms and conditions of Agreement No. 1735-A remain the same.

[SIGNATURES ON NEXT PAGE]

AH

IN WITNESS WHEREOF the parties hereto have executed this contract the day and year first hereinabove written.

CITY OF MONTEREY PARK

Paul Talbot,
City Manager

Mark Anderson – Executive Director

ATTEST:

Vincent Chang,
City Clerk

Taxpayer ID No. 26-4420441

APPROVED AS TO FORM:
MARK D. HENSLEY, City Attorney

By:

Karl H. Berger,
Assistant City Attorney

City Council Staff Report

DATE: June 20, 2018

AGENDA ITEM NO: **Consent Calendar Agenda Item 3-F.**

TO: The Honorable Mayor and City Council

FROM: Inez Alvarez, Director of Recreation & Community Services
Randy Ishino, Community Communications Coordinator

SUBJECT: Award of contract for MPK-TV Master Control Upgrade project

RECOMMENDATION:

It is recommended that the City Council:

1. Award a contract to Media Control Systems, LLC for the MPK-TV master control upgrade project for $44,695 (+10% contingency of $4,469) to be funded from the Cable TV Trust account 0075-450-0075-08640;
2. Authorize the City Manager to execute a standard contract, in a form approved by the City Attorney;
3. Take such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act):

Since the proposed work is minor alteration to an existing public facility, this project is Class 1 Categorically Exempt pursuant to the California Environmental Quality Act (CEQA).

EXECUTIVE SUMMARY:

City staff prepared a request for proposal (RFP) for the MPK-TV Master Control Upgrade project in order to replace existing equipment to ensure the continued reliable operation and technical quality of the City's government access channel. Media Control Systems, LLC submitted the most responsive proposal of $44,694.32.

BACKGROUND:

The MPK-TV master control system is an interconnected system of professional broadcast quality video and audio components that automates the City's government access programming and distributes programming to the City's cable TV and internet streaming providers. The equipment is housed at City Hall and operates continuously. The current system has been in continuous operation since 2010, is at the end of its operating life, and does not qualify for warranty services. Another limitation of the current system is that it is based on standard definition television specifications and does not offer a path to high definition.

The RFP was sent to five vendors and posted on the City website's bid module. Two responses were received and the results are listed below. Although Media Control Systems was not the lowest bidder, Media Control Systems' proposal matched all the equipment specified in the RFP.

Vendor	**Amount**
Media Control Systems	$44,694.32
Western Audio Visual	Did not meet objectives/specifications.

FISCAL IMPACT:

The project amount is within the allocated funding in the FY 2017-18 Adopted Budget under the Capital Improvement Projects section and will be funded from the Cable TV Equipment Trust (Account No. 0075-450-0075-08640). The Cable TV Equipment Trust account is funded by a 1% Public, Educational, and Governmental (PEG) fee that is provided by state video franchisees operating within the City and exists specifically to provide funding for government access television equipment specified in this project.

Respectfully submitted by:

Inez Alvarez
Director of Recreation & Community Services

Prepared by:

Randy Ishino
Community Communications Coordinator

Approved by:

Ron Bow
City Manager

Reviewed by:

Karl H. Berger
Assistant City Attorney

ATTACHMENT(S):

1. Request For Proposal
2. Media Control Systems Proposal

ATTACHMENT 1

Request for Proposal

City of Monterey Park

Request for Proposals
RFP No. 650904

PEG Channel Master Control/Automated Cablecast System

Proposal Issue Date
April 30, 2018

Proposal Submittal Due Date
May 16, 2018
2:00 P.M.

City of Monterey Park
City Clerk's Office
Attn.: Randy Ishino
Re: RFP No. 650904
320 W. Newmark Avenue
Monterey Park, CA 91754

CITY OF MONTEREY PARK

REQUEST FOR PROPOSAL

PROPOSAL # 650904

PROPOSALS ARE DUE NOT LATER THAN 2:00 p.m., May 16, 2018.

The City of Monterey Park invites sealed proposals for: PEG Channel Master Control/Automated Cablecast System.

The City of Monterey Park is seeking proposals from qualified firms to provide for the design, purchase, delivery, and installation of a turnkey SDI-HD automated broadcast system.

1. Return original of Proposal to:

    City of Monterey Park
    City Clerk's Office
    Attn: Randy Ishino
    320 W. Newmark Avenue
    Monterey Park, CA 91754

2. Proposer must honor proposal prices for sixty (60) days.
3. Proposals must include this Proposal form and be signed by the vendor's authorized representative.
5. Award of a contract will be made by the City Council based upon the criteria set forth in this RFP and will be made based upon the best qualified proposer rather than lowest price.

PROPOSER TO READ

I have, read, understood, and agree to the terms and conditions on all pages of this proposal. The undersigned agrees to furnish the commodity or service stipulated on this proposal as stated above.

______________________	______________________
Company	Address
______________________	______________________
Name (Print)	Signature
______________________	______________________
Company Phone No.	Title of Person Signing Bid

PROPOSAL INSTRUCTIONS

1. Submitting Proposals. (a) Proposals must include this form, in its entirety, in a sealed envelope with the wording "Proposal," proposal number and closing date marked on the outside; (b) Proposals/corrections received after the closing time will not be opened. The City is not responsible for proposals not properly marked and delivered. Upon award, all submissions become a matter of public record.

2. Alternatives. Any changes or alternatives must be set forth in a letter attached to this proposal. The City has the option of accepting or rejecting any alternative proposal.

3. Currency. All references to dollar amounts in this solicitation and in vendor's response refer to United States currency.

4. Preparation. All proposals must be typed or written in black ink. Errors may be crossed out and corrected in ink, then initialed in ink by the person signing the proposal.

5. Rejection. The City may reject any or all proposals and waive irregularity in any proposal.

6. Default. In case of default by the vendor of any of the conditions of this proposal or contract resulting from this proposal, the vendor agrees that the City may procure the services from other sources and may deduct from the unpaid balance due the vendor, or collect against the bond or surety, or may invoice the vendor for excess costs so paid, and prices paid by the City will be considered the prevailing market price at the time such purchase is made.

7. Assignment. No assignment by the vendor of contract or any part hereof, or of funds to be received hereunder, is binding upon the City unless the City gave written consent before such assignment.

8. Sub contractors. The Bidder must list any subcontractors that will be used, the work to be performed by them, and total number of hours or percentage of time they will spend on the project.

9. Indemnification. The extent of a successful contractor's obligation to indemnify and defend the City is set forth in the sample contract attached to this RFP.

10. Bonds. When deemed necessary by the City, bid bonds must be furnished by all proposers in the amount of at least 10% of the bid to guarantee that proposers will enter into contract to furnish goods at prices stated. Likewise, a Performance Bond must be required of the successful proposer when stated in the specification (cash deposit, certified or cashier's check or money order may be substituted in lieu of

either bond).

11. Insurance. See sample agreement for insurance limits (Exhibit A)

12. On-Site Inspection. Not required.

13. Proposal Rejection. The City may reject the proposal of any proposer who previously failed to perform properly, or complete on time, contracts of a similar nature, or to reject the proposal of a proposer who is not in a position to perform such a contract satisfactorily. The City may reject the proposal of any proposer who is in default of the payment of taxes, licenses or other monies due to the City of Monterey Park.

14. Contract Pricing. Except as otherwise provided, price proposals must remain consistent through the term of this contract.

15. Proposal Questions.

    Questions regarding the RFP should be submitted by 2:00 p.m. on May 10, 2018, in writing to:

    Randy Ishino, Community Communications Coordinator,
    rishino@montereypark.ca.gov.

(Continued on next page)

CONTRACT SAMPLE

The successful bidder will be required to enter into the sample contract that is attached as Exhibit "A."

STATEMENT OF WORK AND FORMAT

The City of Monterey Park (City) requests proposals for the following purpose according to the terms and conditions attached. In the preparation of this Request for Proposal the words "Bidder," "Contractor," and "Consultant" are used interchangeably.

1. Purpose: replacement of PEG channel master control/automated cablecast system.

2. Proposal Schedule: Following is a tentative schedule of events:

Proposal Requirements

Three copies of the proposal must be received by the City of Monterey Park, 320 W. Newmark Avenue, Monterey Park, CA 91754, Attn: City Clerk, not later than **2:00 p.m.** on **May 16, 2018.**

Evaluation of Proposals

The proposals will be reviewed by City staff **during the week of May 21, 2018**. Proposals will be evaluated based on the following qualifications criteria:

1. Contractor's understanding of scope of work.
2. Contractor's approach to performing the tasks defined in the Scope of Work.
3. Capability of firm and key project personnel to handle the project in terms of workload, experience, and efficient staff utilization.
4 Price

Recommendation to City Council for Contract Award

Interviews of the top firms may be required. The successful contractor will be selected by the City Council based upon the criteria set forth above and the City's sole discretion. The Council is under no obligation to contract with any applicant.

(Continued on next page)

3. <u>Introduction/Background</u>:

The City of Monterey Park PEG station (one channel) currently uses a standard definition automated cablecast system. Major components consist of a standard definition Knox 8x8 router, Tightrope SX2 video server, a Tightrope Carousel CG250 message player, a KVM switch, and a Liebert GXT3 UPS/battery backup. Primary inputs to this system are a Broadcast Pix Mica switcher for live events, an audio board, and an analog audio feed for background music. Outputs are routed to the Charter/Spectrum cable TV fiber modulator, the AT&T U-verse encoder, Granicus streaming encoder and two DVD recorders. An MDX2600 Compressor/Limiter/Expander is present on the audio output.

4. <u>Objective(s)/Work Products</u>:

The goal is to solicit proposals for the design, purchase, delivery, and installation of a turnkey SDI-HD automated broadcast system or city approved equivalent.

Desired components would include a 12x12 SDI-HD routing switcher; Tightrope Flex 2 video server with 10TB Internal RAID5 content Storage (or equivalent); Tightrope Carousel CG 340 digital signage player (or equivalent); an automatic audio loudness control system; a quality check device with auto changeover fallover/color correction; dual rack mounted LCD color monitors; a battery backup system; a KVM switch; any and all software, converters, distribution amps and related equipment necessary for the complete turnkey installation; integration with the existing PEG system such as the production switcher, analog Charter/Spectrum fiber modulator, analog Granicus streaming server and SD DVD recorders; installation and training; initial warranty coverage; initial help desk services; and extended warranty coverage.

Refer to the terms of the Agreement included as Exhibit A

5 <u>Required Qualifications</u>:

- Be registered and maintain proper business licenses and remain in good standing within the State of California and the City of Monterey Park;
- Have sufficient size and depth of management, resources and staff to support the services required in the specifications;
- Have measurable and demonstrated successful experience in providing specified services for like size venue and operations;
- Have been in business for at least five (5) years providing Information Technology Services to similar sized city governments;
- Be an authorized Tightrope Media Systems vendor; and offer Tightrope extended warranty coverage.

6. Time Schedule:

The initial term of this Agreement is to be determined by proposals.

7. Response Submittal Requirements.

(a) CONTENTS OF PROPOSAL

Submitted proposals must follow the format outlined below and all requested information must be supplied. Failure to submit proposals in the required format will result in elimination from proposal evaluation.

FORMAT

Each proposal must be submitted in two parts:

Part I must relate to the Technical Proposal
Part II must relate to the Cost Proposal

PART I - TECHNICAL PROPOSAL

Cover Letter - Must include the name, address, and telephone number of the company, and be signed by the person or persons authorized to represent the firm.

Table of Contents - Clearly identify material contained in the proposal by section and page number.

Introduction (Section 1) - Contents to be determined by contractor.

Project Analysis (Section 2) - Provide an explanation and interpretation of the challenges identified in this RFP.

Objective, Scope, Nature of Proposed Program (Section 3) - Describe the overall approach to the challenges, including the objective and scope of work to be performed by the contractor

Work Program (Section 4) - Describe the work or tasks to be performed.

Methodology (Section 5) - Describe the methodology and techniques to be employed.

Project Management (Section 6) - Describe the proposed management structure, organization of contracting group, and facilities available.

Assigned Personnel (Section 7) - Identify the principals having primary responsibility for implementing the proposal. Discuss their professional and academic backgrounds.

Provide a summary of similar work they have previously performed. List the amount of time, on a continuous basis, that each principal will spend on this project. Describe the responsibilities and capacity of the technical personnel involved. Substitution of project manager and/or lead personnel will not be permitted without prior written approval of the City.

Schedule (Section 8) - List the proposed schedule of activities including labor hours.

Program Monitoring (Section 9) - Describe the quality control procedures to be utilized during the project to ensure conformance with the scope of work.

City Resources (Section 10) - Describe and City services and staff resources needed to supplement contractor activities to achieve identified objective(s).

Subcontractors (Section 11) - If subcontractors are to be used, identify each of them in the proposal. Describe the work to be performed by them and the number of hours or the percentage of time they will devote to the project. Provide a list of their assigned staff, their qualifications, relationship to project management, schedule, costs, and hourly rates.

Contractor Capability and References (Section 12) - Provide a summary of the firm's relevant background experience. Discuss the applicability of such experience to this RFP. Include examples of projects completed for other similar agencies that are of a similar nature and a contact person for each of those clients.

Alternative Proposals (Section 13) - Provide statements of alternative proposals, if any, labeled "Alternative Proposal Number One, Alternative Proposal Number Two," etc. The format of each alternative proposal submitted may be abbreviated to address just the following:

a. Work Program
b. Methodology
c. Assigned Personnel

Conflict of Interest (Section 14) - Address possible conflicts of interest with other clients affected by actions performed by the firm on behalf of the City. Although the bidder will not be automatically disqualified by reason of work performed for other parties, the City reserves the right to consider the nature and extent of such work in evaluating the proposal.

(Continued on next page)

PART II - COST PROPOSAL

Name and Address
The Cost Proposal must list the name and complete address of the bidder in the upper, left-hand corner.

Total cost must be clearly indicated at the end of the Cost Proposal and entered on the first page of the proposal.

Costs must be itemized.

Charges for supplies, equipment, travel, and subcontractors will be paid at cost. It is expected that general, overhead, and administrative costs are included in the hourly rate for labor. Bids submitted will be held to the total cost given in the response quote. It will be assumed that all contingencies and/or anticipated escalations are included. No additional funds will be paid above and beyond the original quote given by the selected bidder.

(b) PROPOSAL SUBMISSION

All proposals must be submitted according to specifications set forth in Section 8 (a) - Contents of Proposal and this section. Failure to adhere to these specifications may be cause for rejection of proposal.

I. Signature. An authorized representative of the bidder MUST sign all proposals.

II. Due Date. The proposer must submit THREE (3) complete copies of the proposal in a sealed envelope, plainly marked in the upper, left-hand corner with the name and address of the bidder and the words "Request for Proposal # 650904." All proposals must be received before 2:00 p.m. on May 16, 2018, and should be directed to:

City of Monterey Park
City Clerk's Office
Attn: Randy Ishino
320 W. Newmark Avenue
Monterey Park, CA 91754

Late bids/proposals will not be accepted. Any correction or resubmission done by the proposer will not extend the submittal due date.

III. Addenda. City may modify the proposal and/or issue supplementary information or guidelines relating to the RFP.

IV. Rejection. A proposal may be deemed nonresponsive and may be immediately rejected if:
- It is received at any time after the exact date and time set for receipt of proposals and/or;
- It is not prepared in the format prescribed and/or;
- It is signed by an individual not authorized to represent the firm.

V. Disposition of Proposals. The City reserves the right to reject any or all proposals. All responses become the property of the City. One copy of the proposal must be retained for City files. Additional copies and materials will be returned only if requested and at the bidder's expense.

VI. Proposal Changes. Once submitted, proposals, including the composition of the contracting team, cannot be altered without the prior written consent of the City. All proposals constitute an offer to the City and may not be withdrawn for a period of sixty (60) days after the last day to accept proposals.

Proposals will be evaluated on the following criteria:

1. Contractor's understanding of scope of work.

2. Contractor's approach to performing the tasks defined in the Scope of Work.

3. Capability of firm and key project personnel to handle the project in terms of workload, experience, and efficient staff utilization

During the selection process, the evaluation panel may wish to interview bidders with scores above a natural break, for clarification purposes only. No new material will be permitted at this time.

(See next page for Exhibit A.)

Services Agreement

CONTRACTOR: ______________________________ DATE MAILED: ____________________

Below you will find a checklist relating to Insurance and other requirements that are required for doing business with the City of Monterey Park. Only those items checked-off are MANDATORY, however if your standard policies exceed the minimum requirements please include. Commercial general liability insurance must meet or exceed the requirements of ISO-CGL Form No. CG 00 01 11 85 or 88. The amount of insurance set forth below will be a combined single limit per occurrence for bodily injury, personal injury, and property damage for the policy coverage. Liability policies will be endorsed to name the City, its elected and appointed officials, employees and volunteers as "additional insureds" under said insurance coverage and to state that such insurance will be deemed "primary" such that any other insurance that may be carried by the City will be excess thereto. Such insurance must be on an "occurrence," not a "claims made," basis and will not be cancelable or subject to reduction except upon thirty (30) days prior written notice to the City.

☑ Comprehensive General Liability, including coverage for premises, products and completed operations, independent contractors, personal injury and contractual obligations with combined single limits of coverage of at least $2,000,000 up to $5,000,000+ per occurrence.

☑ $2,000,000 per occurrence or; ☐ $______________ per occurrence

☑ Auto Liability, including owned, non-owned and hired vehicles with at least $500,000 up to $1,000,000+.

☐ $500,000 per occurrence or; ☑ $1,000,000 per occurrence or; ☐ $______________ per occurrence

☑ Workers' Compensation Insurance: as required by State Statutes. (Not needed if Self-employed with no employees and CONTRACTOR signs statement to this effect.)

☐ Errors & Omissions or Malpractice or Professional Liability: depending on type of contract/service. At least $500,000 up to $2,000,000+ per occurrence.

☐ $500,000 per occurrence or; ☐ $1,000,000 per occurrence or; ☐ $______________ per occurrence

☐ Business License: The CONTRACTOR shall agree to have a current City of Monterey Park license on file at City Hall or purchase said license (at no cost to the City).

☐ Permits: Plans must be approved and permit(s) issued by the respective Department if appropriate. Building, Planning, Public Works, etc

☐ Exhibits - Scope of Work as Exhibit "A" and Budget as Exhibit "B"

See Insurance Matrix Resolution No. 11750 for applicable coverage

PLEASE NOTE: ALL APPLICABLE INFORMATION LISTED ABOVE MUST BE OBTAINED AND ON FILE, PRIOR TO THE ISSUANCE OF A CITY PURCHASE ORDER BEING SENT TO YOU (VIA FAX OR HARD COPY) BY THE RISK MANAGER/PURCHASING AGENT, THUS AUTHORIZING COMMENCEMENT OF WORK FOR THE CITY.

Submitted by (complete all blanks): **COLOR COPY REQUIRED BACK TO THE CITY**

Company Name:	By (Print name & title):
Company Street Address:	Vendor's Authorized Signature required:
City, State, Zip:	Date signed:
Phone:	Agreement Date & Expiration Date:
Services Rendered:	Agreement Amount

Originator/Department Contact: ______________________ Date initiated: ______________________

Department Head Review: ______________________ City Manager Approval : ______________________

City Attorney Approval: ______________________

1.GENERALLY. The materials, supplies, or services (collectively, "Purchase") covered by this purchase order ("order") must be furnished by Seller subject to all the terms and conditions contained in this order which Seller, in accepting this order, agrees to be bound by and comply with in all particulars. No other terms or conditions are binding upon the parties unless subsequently agreed to in writing. Written acceptance or shipment of all or any portion of the Purchase covered by this order constitutes unqualified acceptance of all terms and conditions in this order. The terms of any proposal referred to in this order are included and made a part of the order only to the extent it specified the Purchase ordered, the price, and the delivery, and then only to the extent that such terms are consistent with the terms and conditions of this order.

2.INSPECTION. The Purchase furnished must be exactly as specified in this order, free from all defects in Seller's performance, design, workmanship, and materials, and, except as otherwise provided, is subject to inspection and test by City at all times and places. If, before final acceptance, any Purchase is found to be incomplete, or not as specified, City may reject it, require Seller to correct it without charge, or require delivery of such Purchase at a reduction in price that is equitable under the circumstances. If seller is unable or refuses to correct such items within a time deemed reasonable by City, City may terminate the order in whole or in part. Seller bears all risks as to rejected Purchases and, in addition to any costs for which Seller may become liable to City under other provisions of this order, must reimburse City for all transportation costs, other related costs incurred, or payments to Seller in accordance with the terms of this order for unaccepted Purchases. Notwithstanding City's acceptance of any Purchase, Seller is liable for latent defects, fraud, or such gross mistakes as constitute fraud.

3.CHANGES. City may make changes within the general scope of this order in drawings and specifications for specially manufactured supplies, place of delivery, method of shipment or packing of the order by giving notice to Seller and subsequently confirming such changes in writing. If such changes affect the cost of or the time required for performance of this order, an equitable adjustment in the price or delivery or both must be made. No change by Seller is allowed without City's written approval. Any claim by Seller for an adjustment under this section must be made in writing within thirty (30) days from the date of receipt by Seller of notification of such change unless City waives this condition in writing. Nothing in this section excuses Seller from proceeding with performance of the order as changed.

4. TERMINATION. City may terminate this order at any time, either verbally or in writing, with or without cause. Should termination occur, City will pay Seller as full performance until such termination the unit or pro rata order price for the performed and accepted portion of the Purchase. City may provide written notice of termination for Seller's default if Seller refuses or fails to comply with this order. If Seller does not cure such failure within a reasonable time period, or fails to perform the Purchase within the time specified (or allowed by extension), Seller will be liable to City for any excess costs incurred by City.

5.TIME EXTENSION. City may extend the time for completion if, in City's sole determination, Seller was delayed because of causes beyond Seller's control and without Seller's fault or negligence. In the event delay was caused by City, Seller's sole remedy is limited to recovering money actually and necessarily expended by Seller because of the delay; there is no right to recover anticipated profit.

6.REMEDIES CUMULATIVE. City's rights and remedies under this order are not exclusive and are in addition to any rights and remedies provided by law.

7.TITLE. Title to materials and supplies purchased under this order pass directly from Seller to City upon City's written acceptance following an actual inspection and City's opportunity to reject.

8.PAYMENT. City will pay Seller after receiving acceptable invoices for materials and supplies delivered and accepted or services rendered and accepted. City will not pay cartage, shipping, packaging or boxing expenses unless specified in this order. Drafts will not be honored.

9.INDEMNIFICATION. Seller agrees to indemnify and hold City harmless from and against any claim, action, damages, costs (including, without limitation, attorney's fees), injuries, or liability, arising out of the Purchase or the order, or their performance, except for such loss or damage arising from City's sole negligence or willful misconduct. Should City be named in any suit, or should any claim be brought against it by suit or otherwise, whether the same be groundless or not, arising out of the Purchase or order, or their performance, Seller will defend City (at City's request and with counsel satisfactory to City) and indemnify City for any judgment rendered against it or any sums paid out in settlement or otherwise. For purposes of this section "City" includes City's officers, elected officials, and employees. It is expressly understood and agreed that the foregoing provisions will survive termination of this order. The requirements as to the types and limits of insurance coverage to be maintained by Seller, and any approval of such insurance by City, are not intended to and will not in any manner limit or qualify the liabilities and obligations otherwise assumed by Seller pursuant to this order, including, without limitation, to the provisions concerning indemnification.

10.WARRANTY. Seller agrees that the Purchase is covered by the most favorable commercial warranties the Seller gives to any customer for the same or substantially similar supplies or services, or such other more favorable warranties as is specified in this order. Warranties will be effective notwithstanding any inspection or acceptance of the Purchase by City.

11.ASSIGNMENT. City may assign this order. Except as to any payment due under this order, Seller may not assign or subcontract the order without City's written approval. Should City give consent, it will not relieve Seller from any obligations under this order and any transferee or subcontractor will be considered Seller's agent.

12.INSURANCE. Seller must provide the insurance indicated on the face sheet of this order.

13.PERMITS. Seller must procure all necessary permits and licenses, and abide by all federal, state, and local laws, for performing this order.

14.INDEPENDENT CONTRACTOR. City and Seller agree that Seller will act as an independent contractor and will have control of all work and the manner in which is it performed. Seller will be free to contract for similar service to be performed for other employers while under contract with City. Seller is not an agent or employee of City and is not entitled to participate in any pension plan, insurance, bonus or similar benefits City provides for its employees. Any provision in this order that may appear to give City the right to direct Seller as to the details of doing the work or to exercise a measure of control over the work means that Seller will follow the direction of the City as to end results of the work only.

15.WAIVER. City's review or acceptance of, or payment for, work product prepared by Seller under this order will not be construed to operate as a waiver of any rights City may have under this Agreement or of any cause of action arising from Seller's performance. A waiver by City of any breach of any term, covenant, or condition contained in this order will not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant, or condition contained in this order, whether of the same or different character.

15.INTERPRETATION. This Agreement was drafted in, and will be construed in accordance with the laws of the State of California, and exclusive venue for any action involving this agreement will be in Los Angeles County.

ATTACHMENT 2
Media Control Systems Proposal

Media Control Systems
television automation specialist

May 14, 2018

City of Monterey Park

Response to RFP 650904 Due May 16, 2018

PEG Channel Master Control / Automated Cablecast System

Media Control System (MCS) is pleased to provide this response to your Request for Proposal. MCS has been in business providing TV broadcast systems to the Public, Education, and Government market for the past 18 years. We were one of Tightrope's first resellers and have been selling and integrating Tightrope systems for the past 16 years. We have over 100 current Tightrope customers that we provide ongoing support and system upgrades. MCS is a certified Tightrope integrator allowing us to provide system design, installation, training, and ongoing support.

Media Control Systems is located in San Diego County, California. We do business in the Western and Mid-Western states. We are both a manufacturer and system integrator. Our customary practice is to ship all equipment to our facility for configuration and testing prior to delivery to the end user as a system. To configure and test a system prior to delivery allows for a smooth and quick installation, minimizing delays and giving more time for training.

MCS provides ongoing training and support via telephone and internet for Tightrope broadcast TV master control systems for no charge.

Best Regards,

Thomas Walsh

Thomas Walsh
CEO – Marketing Director
Media Control Systems
619-599-1050

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2. Part I Technical Proposal Page 3 -7
3. Part II Cost Proposal Page 8
4. Signature Page 9

Exhibit 1: System Block Diagram
Exhibit 2: Rack Elevation Drawing

PART 1. TECHNICAL PROPOSAL

Section 1.
Introduction

Media Control Systems installed the original system that is being replaced. We completely understand the requirements and complete these types of projects on a regular basis.

Section 2.
Project Analysis

MCS is proposing to replace the existing Tightrope master control system with a new HD capable Tightrope system. The system will be preconfigured and tested at the MCS facilities and then delivered and installed. The existing equipment will be removed and replaced with the new equipment. After installation and commissioning, MCS personnel will train the Cities operators on the latest version of Cablecast and Carousel software. There are no challenges in this project that are not typical and routine to the nature of the project.

MCS is proposing the Tightrope Cablecast Flex2 and Carousel Player along with other system components. The Blackmagic Clean Switch routing switcher has built in frame synchronization, providing seamless switching between the bulletin board, video server, and live sources. The Spyglass Pro is provided for channel failure detection. If a loss of audio and/or loss of video motion is detected, the system will switch to an alternate source and an email notification of the failure is sent out.

A Cobalt BBG-1002 Cross Converter is provided for several reasons. With the included audio management option, the BBG provides audio level control and video adjustment capabilities. It provides channel signal distribution to the various output destinations. Its' up and down video conversion from HD to SD may be needed in the future if HD streaming is desired. The control and status of the BBG can be access via a web browser.

Audio and Video confidence monitoring is provided for the output channel and input sources.

The existing Cablecast and Carousel configuration data, media and bulletin board information will be copied from the existing system to the new system.

The new Cablecast Flex2 can play SD files and HD files. Until an HD cable channel or HD Streaming is available, the system though HD capable will be configured for Standard Definition serial digital. The system can be easily reconfigured remotely to fully end to end HD-SDI.

Section 3
Objective, Scope, Nature of Proposed Program

The objective is to replace the existing Tightrope system with a new HD capable system at a reasonable cost and with minimal channel downtime. With proper planning and execution no significant downtime is expected. The switch over can be made in a few seconds. The current bulletin board can be kept on air during the installation day.

The project consists of system design, construction of wiring diagrams and drawings, purchase of materials, fabrication of cables and other wiring, system pre-configuration and test, system installation, data and media transfer, system commissioning and training.

Section 4
Work Program

This is not a complex project and the work will be completed mostly by one individual. After receipt of the Purchase Order a system design and drawings are completed that meet the requirements. The drawings are then reviewed with city personnel for final approval. The equipment is then ordered and shipped to MCS. The system is setup, configured and tested at MCS facilities. The equipment is then shipped to Monterey Park. Onsite the existing equipment and wiring is removed, and the new equipment is installed and wired.

If there is room in the rack, the old videoserver can be left in the rack while the video files and data are transferred to the new videoserver.

The current systems databases will be backed up and transferred to the new system. The video files are also copied to the new system. Once scheduled the new system can be switched on line. The operation of the new system is very similar to the old. Training on the new features and capabilities will be performed after the system is placed on air.

Section 5
Methodology

This is a routine project with defined steps completed using existing plans and processes. No new development or unknown processes will be employed. Existing designs and documentation are used. The processes are; fabricate new system documentation from existing system documentation, define material needed, review documentation with MCS management and city personnel, acquire material, configure and test equipment, installation, commissioning and training.

Section 6
Project Management

The project is managed by Media Control Systems director of Operations. He will oversee the project from design to final test and training. Project progress and work is reviewed by MCS CEO at completion of design, completion of equipment configuration and test, final installation.

Section 7
Assigned Personnel

The project will be completed by Mr. Tracy Cummins, COO / Director of Operations and Robert Wilde production technician. Review and oversite by MCS CEO Thomas Walsh. Tom and Tracy have over 35 years of experience with Television Broadcast Automation systems. In 2012 Tom and Tracy received an Emmy Award for their work with Cable TV Automation. Most of the work will be performed by Tracy. 8 hours at the MCS facility, 16 to 20 hours at the city.

Section 8
Schedule

1. Receipt of Purchase Order
2. Week 1: Complete design, diagrams and drawings. Submit to City for approval. Order long lead items.
3. Week 2: Order material (Delivery of long lead items can be up to 4 weeks.)
4. Week 3 - 4: Fabricate wiring, pre-configure and test equipment
5. Week 5: Ship equipment to City.
6. Week 6: Remove existing equipment, install and wire new equipment, commission and provide training.

Section 9
Program Monitoring

The project is mostly completed and managed by the MCS Director of Operations. Manager will work closely with City personnel, keeping them informed of project progress and delivery and training time lines. Mr. Walsh will review the project at completion of the design and drawings, completion of the inhouse testing, and completion of the installation.

Section 10
City Resources

The city must provide access to the system during normal business hours for at least two days. It is expected that a city employee will assist in the removal and disposal of the existing equipment and wiring. City personnel will be expected to copy existing video files from the old video server to the new videoserver. City must make operation personnel available during the planned day of training.

Section 11

Subcontractors

No Subcontractors are being used.

Section 12

Contractor Capability and References

Media Control Systems provided Monterey Parks current PEG channel master control system in October of 2010. We have been providing ongoing support when needed for the past 8 years for no charge. MCS has been designing and installing Tightrope systems for the past 16 years.

Brief list of references, more references can be provided upon request.

City of Lawndale
14717 Burin Ave
Lawndale, CA 90260-1497
Thomas Strickfaden
310-973-3259
toms@lawndalecity.org
Tightrope Cablecast Flex4 and Carousel Players

City of Long Beach
236 East Third St, Suite 230
Long Beach, CA 90802
Dennis Hunter
562-570-1396
Dennis.hunter@longbeach.gov
Tightrope Cablecast SX2HD

City of San Jose
200 E. Santa Clara St.
San Jose, CA 95113
Craig Jutson
408-535-8249
Craig.jutson@sanjoseca.gov
Tightrope Cablecast Flex4 and Carousel Players

CreaTV
255 W. Julian Street, Suite 100
San Jose, CA 95110
Justin Cowgill
408-295-8815
justin@creatvsj.org
Cablecast and Carousels
Modular system playing from network attached storage

City of Roseville
311 Vernon Street, Suite 200
Roseville, CA 95678
Brian Jacobson
916-774-5397
bjacobson@roseville.ca.us
Cablecast Flex4, Carousel Player

City of Thornton
9500 Civic Center Drive
Thornton, CO 80229
Adam Badertscher
303-538-7277
Adam.badertscher@cityofthorton.net
Tightrope Cablecast Flex32

City of Northglenn
11701 Community Center Drive
Northglenn, CO 80233
Margo Aldrich
303-450-8713
maldrich@northglenn.org
Tightrope Cablecast Flex2

City of Greenwood Village
6060 South Quebec Street
Greenwood Village, CO 80111
Melissa Gallegos
303-486-7549
mgallegos@greenwoodvillage.com
Tightrope Cablecast Flex2

Section 13

Alternative Proposals

No Alternative Proposals and being submitted

Section 14

Conflict of Interest

No Conflicts of Interest are known.

PART II COST PROPOSAL

Media Control Systems, LLC
1050 Pioneer Way, Suite R
El Cajon, CA 92020
619-987-9987

Total Equipment and Services	$40,956.00
Shipping and Handling	$ 275.00
California Sales Tax	$ 3,463.32
Total System Price	**$44,694.32**

Terms: Net 15 Days after System Installation.
Prices are valid for 60 days.

Item	Qty	Model #	Description	Price Each	Total Price
1	1	CBL-FLEX2-345	Tightrope Cablecast Flex2 Videoserver *(10TB RAID-5, 1 Record Input, 1 Output)*	$15,152.00	$15,152.00
2	1	CAR-CG340-SDI	Tightrope Carousel Digital Message System *(Bulletin Board Player, HD/SD-SDI Output)*	$ 2,750.00	$ 2,750.00
3	1	BMD-VHUB-SMART-6G1212	Blackmagic Smart Video Hub 12x12 Router *(12x12 HD/SD-SDI Switcher, Built in Frame Sync)*	$ 1,495.00	$ 1,495.00
4	1	SPY-PRO-HDSDI	MCS Spyglass Pro Channel Failure Detection *(Audio and Video Motion Loss, Switching and Email Alert)*	$ 2,580.00	$ 2,580.00
5	1	BBG-1002-UDX-DSP	Cobalt Converter with Audio Level Management *(Cross Converter, Audio Level DSP board, Video Adjust)*	$ 4,075.00	$ 4,075.00
6	1	+DSP-RTLL-2.0	Audio Management Software License for BBG *(Linear Acoustic Audio Level Management License for BBG)*	$ 995.00	$ 995.00
7	1	BBG-1000-Tray	1RU Rack Mounting Tray for BBG *(Rack Mount Tray for BBG-1002-UDX-DSP)*	$ 249.00	$ 249.00
8	1	RM-3270WS-3G2	Wohler Dual 7" HD/SD-SDI Monitor *(2x 7" monitors, 2 inputs each, SDI, Composite, audio meters)*	$ 2,750.00	$ 2,750.00
9	1	BMD-HDL-AUDMON1RU	Blackmagic Audio Monitor *(2 Stereo Speakers, SDI Embedded Audio and Analog inputs)*	$ 1,495.00	$ 1,495.00
10	1	LCD1U19-17-8KVM-CO	17" Folding 17" LCD Monitor, Keyboard Drawer, 8 Port KVM *(1RU folding Monitor, Keyboard Drawer, 8 Port KVM with Cables)*	$ 1,495.00	$ 1,495.00
11	1	OL1500RTXL2U	CyberPower 1500VA 1350Watt Online UPS *(2RU Pure Sine Wave UPS, 9 min ½ load, 3min full load)*	$ 800.00	$ 800.00
12	1	BM-AD	Blackmagic Analog Video and Audio to SD-SDI Converter *(Mini, Analog Audio and Video to SD-SDI with Embedded Audio)*	$ 295.00	$ 295.00
13	4	BM-DA	Blackmagic SD-SDI to Analog Video and Audio Converter *(Mini, SD-SDI with Embedded Audio to Analog Audio and Video)*	$ 295.00	$ 1,180.00
14	1	BM-SYNC	Blackmagic Blackburst Sync Generator *(Mini, 6 Analog Blackburst Sync, or TriSync Outputs)*	$ 195.00	$ 195.00
15	1	TSAP-1	Turnkey System Accessory Package *(System Cables, Connectors, Supplies and Documentation)*	$ 950.00	$ 950.00
			Equipment Total		$36,456.00
16		SYSINT	System Integration, Installation, and Training		$ 4,500.00
			System Total Price *(Excluding Shipping and Taxes)*		$40,956.00

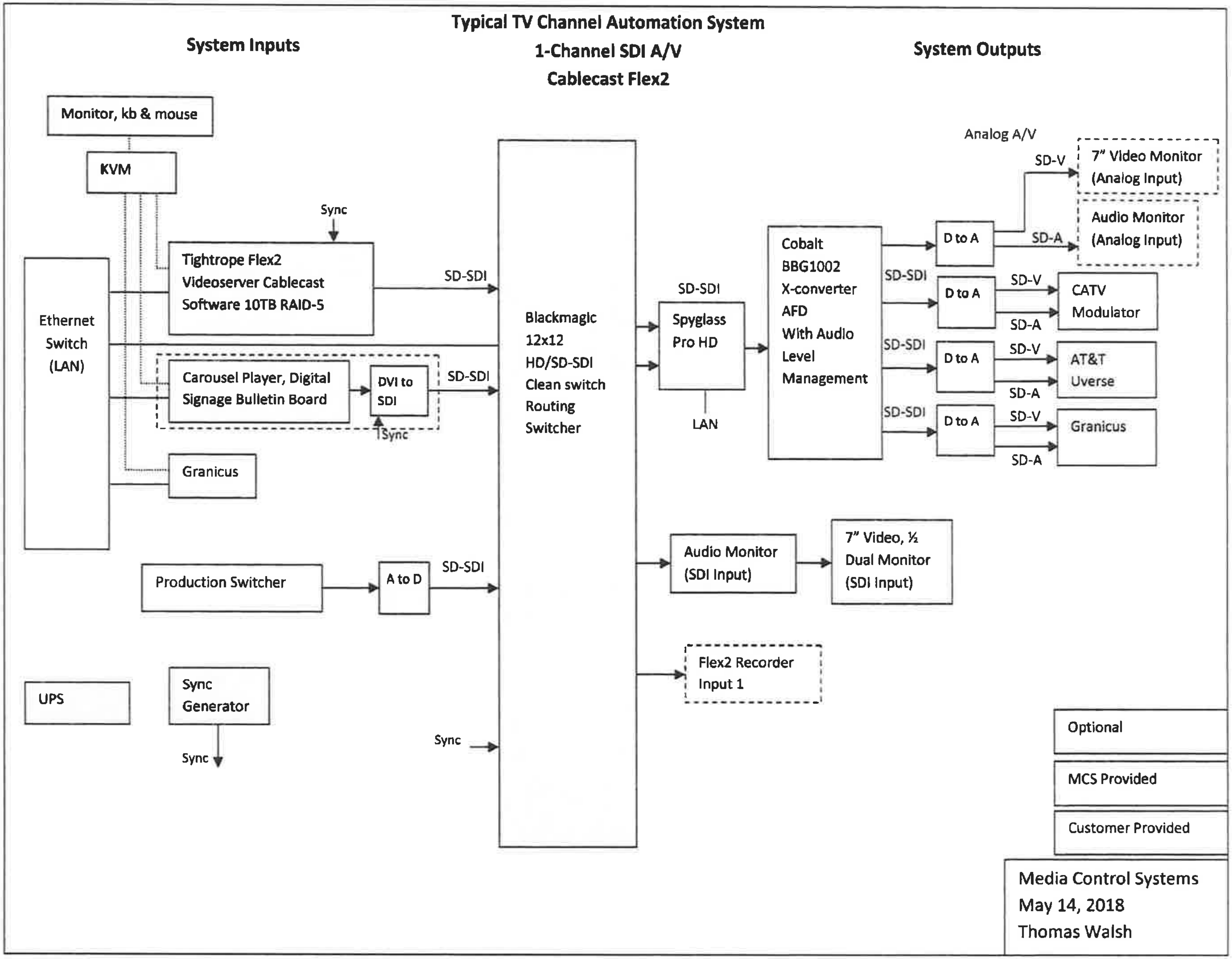
Signature Page

This proposal is duly submitted and authorized by,

Thomas Walsh __________________ Date__ 5-14-2018__________

Thomas Walsh
CEO / Managing Member

Media Control Systems, LLC.
1050 Pioneer Way, Suite R
El Cajon, CA 92020
619-599-1050
twalsh@mediacontrolsys.com
www.mediacontrolsystems.com


Typical TV Channel Automation System
1-Channel SDI A/V
Cablecast Flex2
System Inputs
System Outputs
Monitor, kb & mouse
KVM
Sync
Tightrope Flex2
Videoserver Cablecast
Software 10TB RAID-5
SD-SDI
Ethernet
Switch
(LAN)
Carousel Player, Digital
Signage Bulletin Board
DVI to
SDI
SD-SDI
Sync
Granicus
Production Switcher
A to D
SD-SDI
UPS
Sync
Generator
Sync
Sync
Blackmagic
12x12
HD/SD-SDI
Clean switch
Routing
Switcher
SD-SDI
Spyglass
Pro HD
LAN
Cobalt
BBG1002
X-converter
AFD
With Audio
Level
Management
SD-SDI
SD-SDI
SD-SDI
D to A
D to A
D to A
D to A
Analog A/V
SD-V
7" Video Monitor
(Analog Input)
SD-A
Audio Monitor
(Analog Input)
SD-V
SD-A
CATV
Modulator
SD-V
SD-A
AT&T
Uverse
SD-V
SD-A
Granicus
Audio Monitor
(SDI Input)
7" Video, ½
Dual Monitor
(SDI Input)
Flex2 Recorder
Input 1
Optional
MCS Provided
Customer Provided
Media Control Systems
May 14, 2018
Thomas Walsh

Product pictures may not be exact models proposed.

Layout is for illustration purposes.

Final system design layout may differ.

Media Control Systems
Rack Elevation Drawing
City of Monterey Park
5-14-18

City Council Staff Report

DATE: June 20, 2018

AGENDA ITEM NO: **Consent Calendar Agenda Item 3-G.**

TO: The Honorable Mayor and City Council

FROM: Mark A. McAvoy, Director of Public Works/City Engineer

SUBJECT: Award Professional Services Agreement to SA Associates for Engineering Services for the N. Atlantic Blvd. Water and Sewer System Improvements Project

RECOMMENDATION:

It is recommended that the City Council consider:

1. Awarding a Professional Services Agreement (PSA) to SA Associates, in the amount of $123,000, to prepare plans, specifications, and estimates (PS&E) for the N. Atlantic Blvd Water and Sewer System Improvements Project;
2. Authorizing the City Manager to execute a PSA with SA Associates, in a form approved by the City Attorney;
3. Authorizing the Director of Public Works to execute change orders up to $12,300 (10% of the contract cost); and
4. Taking such additional, related action that may be desirable.

CEQA (California Environmental Quality Act):

Since the proposed work is a minor alteration to an existing public facility, this project is Class 1 Categorically Exempt pursuant to the California Environmental Quality Act (CEQA).

BACKGROUND:

The project involves the preparation of a plan, specification and estimate ("PS&E") package for approximately 3,700 linear feet of water and sewer main improvements along N. Atlantic Blvd., between Newmark Ave. and Hellman Ave. The preliminary design is for a new parallel water main, consisting of a 12-inch Ductile Iron Pipe (DIP); a new parallel sewer main, consisting of a 12-inch Vitrified Clay Pipe (VCP); and appurtenant facilities. The design work also includes hydraulic analysis of the existing water and sewer system to determine the required pipe sizes, to ensure adequate service for present and future customers.

The need for these new facilities was discussed over the past year, with the new construction of the Marriott Hotel at the corner of N. Atlantic Blvd. and Hellman Ave., as well as several proposed development projects along the N. Atlantic Blvd corridor. Based on the current water and sewer master plans, the existing facilities being near capacity, and the additional proposed development, it was determined that the improvements would be needed in the near term.

Staff solicited proposals from the City's on-call consultants, to design these improvements. The following two proposals were received:

RANK	PROPOSER	PROPOSAL AMOUNT
1	SA ASSOCIATES	$123,000.00
2	RKA CONSULTANTING GROUP	$167,610.00

Staff determined the proposal submitted by SA Associates to be the most responsive proposal based on the City's requirements for the project design, and it also had the lowest base cost. As one of the City's on-call engineering consultants, SA Associates has completed satisfactory work in recent years, and completed similar design projects for nearby cities such as Chino, Inglewood, and Whittier.

This project was not originally included in the FY 2017-18 budget capital improvement program (CIP); staff has proposed the project for funding in the FY 2018-19 budget CIP. Approval of this action tonight would therefore be contingent on the approval of the FY 2018-19 budget, and no project expenditures would occur until after the start of the new fiscal year. Based on its proposal and discussions with SA Associates, the design work is estimated to take about five months to complete. Future City Council action for award of a construction contract would be considered once design is complete and final cost estimates determined.

FISCAL IMPACT:

A project budget of $2.1 million has been recommended in the FY 2018-19 budget, from Sewer Fund 0042 and Water Fund 0092. The design costs would be shared equally among the two funds.

Respectfully submitted by:

Mark A. McAvoy
Director of Public Works/
City Engineer

Prepared by:

Vivian Chen
Civil Engineering Associate

Approved by:

Ron Bow
City Manager

Reviewed by:

Karl H. Berger
Assistant City Attorney

ATTACHMENT:

1. SA Associates Proposal

ATTACHMENT1
SA Associates Proposal

SA

ASSOCIATES

January 31, 2018

City of Monterey Park
Public Works Department
320 W. Newmark Avenue
Monterey Park, CA 91754-2896

Attention: Rey Alfonso, P.E.

Subject: Proposal for Design Engineering Services for Water and Sewer Main Improvements along Atlantic Boulevard.

Dear Rey:

In accordance with your Request for Proposal, we are pleased to submit our proposal to provide Design Engineering Services for water and sewer main improvements along Atlantic Boulevard.

SA Associates is principal-owned firm, committed to engineering excellence and principal involvement. Project management and contract performance is personally directed by our principal who is a thoroughly experienced, licensed Professional Engineer with the State of California. We provide complete civil engineering services for municipalities, public and private water agencies, sanitary districts, and flood control districts.

SA Associates has extensive experience in design and construction of potable water, recycled water, sewer, storm drain, and street facilities. **We have been responsible for the design and construction of over 129 miles of potable water, sewer, and recycled mains for a construction cost of approximately $93 million for various agencies in the Southern California area.**

We are currently preparing plans and specifications for approximately 10,940 ft. for the Quadrant I Water Main Replacement Project for the city of Chino to replace segments of existing pipe throughout the City with new 8" C900 Polyvinyl Chloride (PVC) in order to improve the existing water system. We also completed plans, specifications, and cost estimates recently for a recycled water system extension for West Basin Municipal Water District. Project consists of the construction of approximately 24,600 ft. of recycled pipeline varying in diameters between 8" and 20". In addition, approximately 3,400 ft. of pipeline will be constructed in California Avenue north from Southern Avenue to South Gate City Hall and then to South Gate High School. SA Associates is as well finalizing PS&E for approximately 5, 400 ft. of sewer main improvements, varying from 8 to 15 inches, for the City of Inglewood.

We also recently completed the preparation of plans and specifications for two water main replacement projects for the City of Whittier, one of which was approximately 2,000 ft. of 12" DIP along Comstock Avenue and the other was approximately 4,450 ft. of 8" DIP along Beverly Boulevard. **Therefore, we have very recent relevant experience to benefit the City of Monterey Park for this project. In addition, we are concluding design of the sewer system CIPP lining at various locations throughout the City, therefore we are familiar with the City's policies, procedures, and personnel.**

We are committed to providing the resources and the quality services you are seeking for the design of your project.

SA Associates thank you for the opportunity and hope our proposal meets your interest and approval. Should you have any questions or require any further information, please do not hesitate to contact the undersigned.

Very truly yours,

Shahnawaz Ahmad

Shahnawaz Ahmad, P.E.
President

CITY OF MONTEREY PARK

PROPOSAL FOR WATER AND SEWER MAIN IMPROVEMENTS ALONG ATLANTICE BOULEVARED

PROJECT UNDERSTANDING

It is our understanding that the City of Monterey Park (City) is seeking to engage a professional engineering consultant to provide engineering and design services for Water and Sewer Main Improvements along Atlantic Boulevard.

The proposed water & sewer main improvements on Atlantic Boulevard is from W. Hellman Avenue to W. Newmark Avenue with a length of approximately 3,700 linear feet (LF). The proposed water main shall be 12-inch Ductile Iron pipe (DIP); the proposed sewer main shall be 12-inch Vitrified Clay pipe (VCP). A hydraulic analysis will need to be performed to ensure pipe size is adequate to serve present and future customers. The project location is shown in **Figure 1** to the right.

We understand the City preference is to build parallel facilities to the existing ones, assuming space is available to comply with the California State Water Resources Control Board Department of Drinking Water (DDW) Standards, and if the facilities are in good operating conditions after preliminary inspections. The second option desired by the City will be to upsize existing water / sewer mains to accommodate increase in water demands and sewer flows due to the anticipated construction of three new developments within the project area.

If determined necessary, the existing fire hydrants, valves, meters, service laterals, and appurtenances will be replaced or added to the new proposed system to ensure compliance with local regulations. If any existing water mains need to be put out of service or abandoned, it will be done only after the new water mains are installed, inspected, and tested such as to keep fire and services available during construction.

All proposed water and sewer mains shall conform to City Standards. We also expect coordination with DDW for those instances where standard separations between the proposed/existing water main and existing sewer cannot be met due to site constraints.

Also, we understand that pavement surface restoration is requested only over the trench using the City Standard T-section and there are no moratoriums in place. Geotechnical investigations will not be provided.

In terms of construction, the work will ultimately consist of, but not be limited to, abandonment and/or removal of existing piping, valves, and accessories/appurtenances, excavation/backfill, traffic control, isolation of portions of existing mains, possible installation of temporary bypass mains (high-lining), installation of new piping, valves, fire hydrants, and accessories, replacement of services, trench repair, disinfection, testing, reconnections to existing sewer / water mains, all in compliance with City Standards and the Project Specifications.

The design portion will generally consist of plans, profiles, and detail sheets of the proposed mains. Water and sewer features such as lateral connections, valves, manholes, others will be included on the contract documents. A constructability review will be provided to ensure all of the foreseeable construction tasks are included in the technical specifications, measurement and payment, and ultimately in the Bid Schedule.

Planned shutdowns for water mains and bypassing for sewer mains will be needed during the connection of new mains to existing mains. The expected method of construction will be carefully analyzed for these situations and shall be included in the plans and specifications.

Anticipated impacts include control/scheduled water service interruptions, noise, traffic modifications, dust and general construction impact however the contractor will be required to minimize such impacts to the extent feasible. Restoration of roadways, sidewalks, curb and gutter, cross gutters, curb ramps, and other areas disturbed by construction will be completed under this contract.

SITE VISIT/PRELIMINARY OBSERVATIONS

We visited the project site to better understand the characteristics of each sewer / water main segment, its potential impact to commerce and/or residential within the affected street, as well as pinpointing the location of existing utilities and present conditions (i.e., valves, hydrants, manholes, etc.), separations between utilities, pavement type and condition, potential location of new main alignments, street type (local, arterial, collector, etc.), overhead wires, and likely involvement of other agencies having jurisdiction. Photos were taken for further evaluation and for record purposes. **Photos 1 through 8** provide a representative sample of photos taken during our site visit:

PHOTO 1: SEWER MANHOLE ON SIDEWALK AT THE INTERSECTION OF ATLANTIC BLVD. AND HELLMAN AVE.

PHOTO 2: SOUTHERN CALIFORNIA EDISION MANHOLE ON ATLANTIC BLVD. NEAR HELLMAN AVE.

PHOTO 3: UNDERGROUND UTILITY VAULT ON SIDEWALK

PHOTO 4: INTERSECTION OF ATLANTIC BLVD. AND EMERSON AVE.

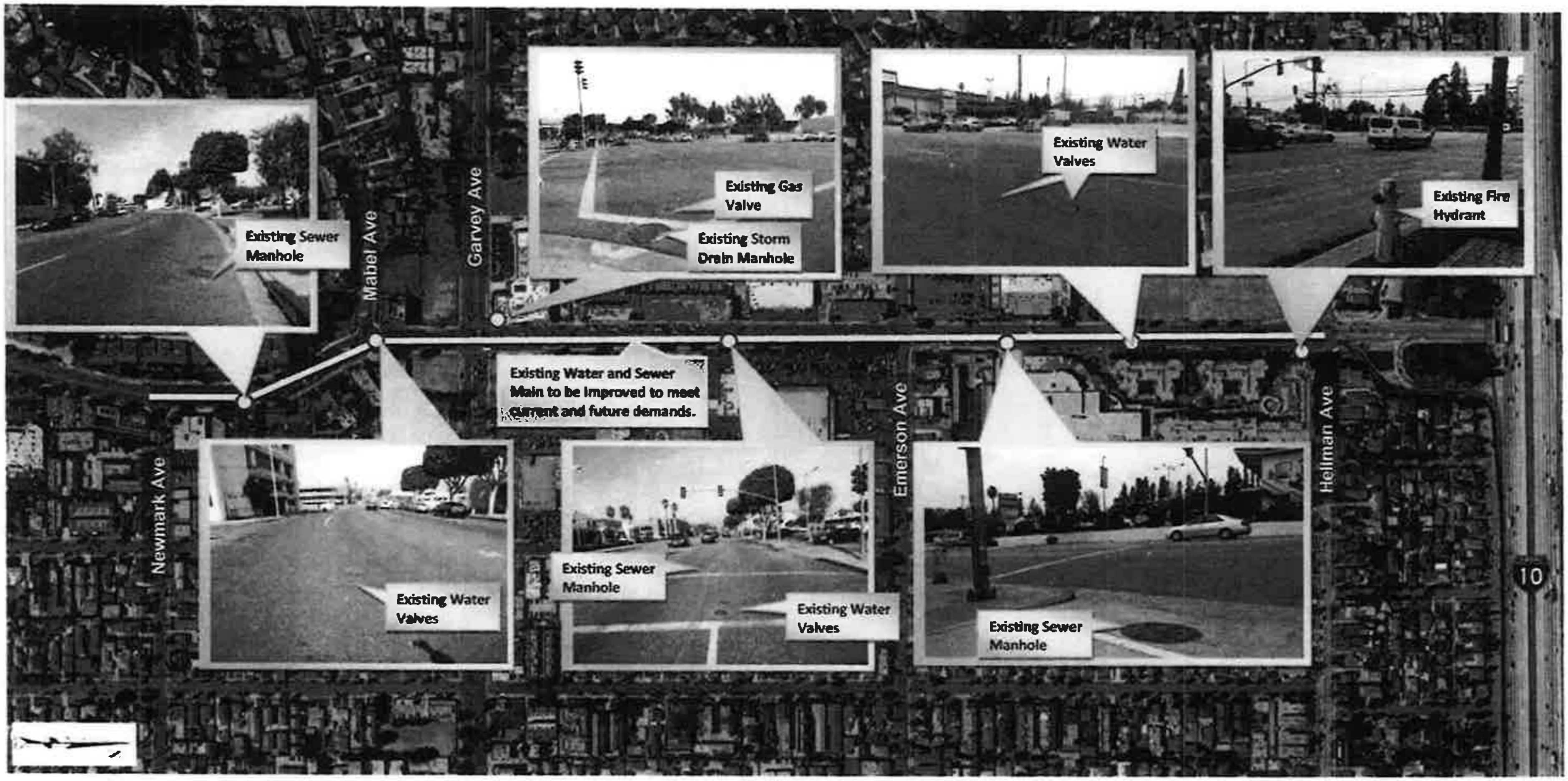

PHOTO 5: RECENT SOUTHERN CALIFORNIA GAS WORK AT THE INTERSECTION OF MABEL AVE. AND ATLANTIC BLVD.


PHOTO 6: GRATE CATCH BASIN ON ATLANTIC BLVD. NEAR GARVEY AVE.


PHOTO 7: NEW DEVELOPMENT CONSTRUCTION LOCATED ON ATLANTIC BLVD., SOUTH OF W. HELLMAN AVE.


PHOTO 8: INTERSECTION OF ALTANTIC BLVD. AND GARVEY AVE.

Exhibit A (contained herein) provide further analysis of the existing conditions of the project location and needed work for the Project.



SA ASSOCIATES

Exhibit A – Location of Existing Utilities

EXISTING UTILITIES

During our visit to the site, we noted some of the utilities present, including sewer, water, storm drain, electric, telephone, cable, and gas lines. With regard to utility owners in the project site, we understand that the City can provide some current water, electric, sewer and storm drain atlas information (as available), as well as any as-builts that may reflect other utilities present in the sites. However, we will conduct further utility research and obtain outside agency information to complete the utility investigation process. For the purpose of expediting the utility coordination process, should we be the selected consultant, we have already done preliminary utility research and obtained contact information for the utility companies. **Figure 2** below provides a list of utility companies present in or adjacent to the project sites.

Agency	Contact	Number/E-Mail	Address
City of Alhambra	Rick Franzen	626-570-3287/ rfranzen@cityofalhambra.org	900 S. New Ave., Alhambra, CA 91801
AT&T (SUBSTRUCTURE RECORDS REQUEST)	Cathy Hurtado	510-645-2929/ ma2797@att.com	600 E. Green St., RM 300, Pasadena, CA 91101
City of Alhambra	Bob Linares	626-307-1328	320 W. Newmark Ave., Monterey Park, CA 91754
Metropolitan Water District (Substructures Team)	Utility Coordinator	213-217-6679/ engineeringsubstructures@mwdh2o.com	PO Box 54153 Terminal Annex, Los Angeles, CA 90054
Crown Castle	Bryant Lowe	724-416-2193/ fiberdigteam@crowncastle.com	2000 Corporate Dr., Canonsburg, PA 15317
SC Edision	Utility Coordinator	714-796-9999/ maprequests@sce.com	Map Request Bldg D, Santa Ana, CA 92711-198
SC Gas - Alhambra	Ryen Lopez	714-634-5067/ rlopez2@semprautilities.com	1919 S. State College Blvd., Anaheim, CA 92806
SC Gas - Transmission	Utility Coordinator	socalgastransmissionutilityrequest@semprautilities.com	9400 Oakdale Ave., Chatsworth, CA 91311
Charter Communications	Jesse Gonzalez	626-430-3335/ jesse.gonzalez@charter.com	4781 Irwindale Ave., Irwindale, CA 91706
SC Edision Distribution & Transmission	Gilbert Aceves	909-329-9445/ gilbert,aceves@sce.com	14005 S. Benson Ave., Chino, CA 91710
Frontier Communications	Ray Roundtree	714-837-7851/ ray.roundtree@ftr.com	

FIGURE 2: SA ASSOCIATES UTILITY RESEARCH - COMPANIES WITHIN PROJECT VICINITY

KEY ISSUES/CONSTRAINTS/PROBLEMS TO BE ANTICIPATED DURING THE CONSTRUCTION

The Project is a complex but manageable project that involves multiple facets, including utility company coordination, City coordination, and private property owner coordination. Based on our site visits and our general understanding of the project requirements, we believe the following to be key project issues:

- Utility Verification & Protection (Including Optional Potholing)

  Based on our experience with several recent sewer / water infrastructure projects on both the design and construction management side, we have the experience to ensure that utilities are located properly and protected during construction while minimizing risk of change orders to the City. The project limits contain significant utility presence which affects the proposed alignments and tie-in connection points with existing main lines. The utility situation is complex but manageable. To reduce costs associated with the protection of utilities and change orders during construction, the design will consider not only utility information provided from the City and underground utility companies, but also thorough field investigation and a strategic potholing plan (if authorized by the City). Any potholing performed shall include hot patch repair. We intend to include a specification section to protect existing utilities, which will include temporary and even permanent 1 sack cement slurry protection. It will also be advantageous to provide for utility protection in the Bid Items descriptions in the measurement and payment section of the Specifications to emphasize utility protection and to avoid the risk of change orders.

- Safety of Public

  Due to the various businesses and some residential within the project limits, it is of importance to maintain pedestrian and vehicular safety. It will also be important to provide proper barriers to keep public out of the work areas. This can be covered in part on the plans, under the General Notes and in the Specifications. It will also be advantageous to provide for public safety in Bid Items descriptions in the Measurement and Payment section of the Specifications to emphasize public safety and avoid the risk of change orders.

- Construction Phasing & Trenching

  To reduce the time period that trench plates are in use at any specific point along the alignment, the work along the various segments should be specified to be constructed in phases. The location of existing service connections, valves, and manholes will be studied to determine the optimal locations to phase construction for public safety and to reduce public complaints due to noise. The proposed phasing can be included in the Summary of Work and Sequence of Construction portion of the Specifications.

  Construction work, unavoidably, is never a clean or noiseless business. It can involve the use of large construction equipment to break out roads, excavate deep trenches and haul heavy materials to and from the site. Throughout construction, normal day to day street use will be disrupted as temporary accommodations must be made for parking, vehicle and pedestrian traffic, trash pick-up and emergency access, therefore a forecast of anticipated upcoming impacts and mitigation measures shall be clearly stated in the specifications.

- Coordination with City

  In order to facilitate sewer / water improvement work, it will be necessary to ensure close coordination with City staff/operators to assist in the interruption of sewer services or water shutdowns as needed, dewatering, bypass, and start-up. To minimize customer complaints, it will be necessary to coordinate with the City and the Contractor to make certain that proper public notification is provided. As your design team, we will assist the City to ensure the Project Plans and Specifications facilitate this coordination.

- Traffic Control, Driveway Access, & Parking Lot Stalls

  For the overall project, proper traffic control will be required to ensure that the Project does not pose safety concerns to the commuters and the public. This is especially important since the project extends into several signalized intersections and is located along commercial areas, which may affect public's access to their driveways.

- Coordination with Outside Agencies As Necessary

  Due to the location and impact of this project, there is likely to be some coordination with other agencies, and owners or representatives of impacted properties. During the course of the design, we are prepared to coordinate with outside agencies and property owners as necessary. Concerning specification provisions for construction, we can provide for necessary Contractor coordination in the Specifications. Also, it will be advantageous to ensure that the Bid Items include a thorough description of coordination requirements in the measurement and payment section to avoid the risk of change orders.

Based on the conclusions stated above, it is important that the design team reflect well on the values of the City. With this in mind, SA Associates is committed to providing quality staff members who are not only capable of satisfying the project tasks but who also have a track record of similar projects and working well with all impacted agencies and local residents.

TECHICAL APPROACH

As your Consultant, SA Associates will provide quality resources to manage and complete the Project. We will work within the framework of the Project Documents, City staff, and the Contractor to execute our tasks in a timely manner. We consider ourselves to be available not as contract representatives but as an extension of your staff. For our projects, we believe in developing and maintaining clear lines of communication between all project parties, being proactive in identifying construction issues, and working diligently toward resolution of issues. Based on this approach, you will be assured of a complete project that complies with your project designs and is in accordance with the standards of the industry.

Technical Approach

SA Associates' overall approach for your project is to provide hands on engineering in order to create robust contract documents and reduce the risk for change orders. This project has multiple features that will require proper construction sequencing to avoid delays in the construction.

With regard to streamlining the design phase of the project, the key technical approach to be used by the design team is as follows:

- Expedite coordination among all affected parties including utility information requests
- Evaluate design alternatives immediately
- Sequence project tasks to occur simultaneously where possible
- Coordinate thoroughly throughout the entire project & appurtenances
- Sequence meetings to occur at favorable days/times (i.e., meetings with City staff and other meetings with impacted agencies/personnel may occur simultaneously or subsequently)

SCOPE OF WORK

The work will be divided into two phases:

- Preliminary Investigation Phase
- Design Phase

A detailed description of the major task categories is as follows:

Preliminary Investigation Phase

1. Conduct a Kickoff Meeting with City staff in order to introduce key staff members, and discuss the project objectives.

2. Conduct additional site investigations as necessary to familiarize ourselves further with the project site.

3. Analyze the existing as-built and topographic data pertinent to the Project. We will coordinate with City staff to obtain all available record drawings within the project limits, including record plans of all City-owned utilities in those streets.

4. Conduct utility research and coordinate with utility companies to obtain as-built records and/or atlas maps in order to identify all utilities within the project limits. This information will be clearly delineated on the project base map. Utility information requests will be sent to each utility company requesting verification of location, size and depth of facilities within the project limits. A Utility Notification Log will be kept to tract utility company responses.

5. Conduct a hydraulic analysis to determine the proposed water and sewer main sizes.

6. Evaluate water main alignment alternatives and present recommended preliminary alignment to the City. Meet with the City to review.

Design Phase

1. Survey. Conduct a topographic survey along the water and sewer main alignments.

2. Prepare Plans & Profiles. Plans will be submitted on full-size (24x36) regular bond, edge-bound paper. The plan sheets will consist of plan, details, and sections. Plan and profile sheets will be scaled at 1" = 40' horizontal and 1" = 4' vertical. At this point, we anticipate the plans to consist of the following sheets:

Sheet Title	No. of Sheets
Title Sheet	1
Index, Vicinity map, General Notes	1
Plan & Profile (Water)	4
Plan & Profile (Sewer)	4
Details	2
Total Sheets	**12**

Design submittals will include 60%, 90%, 100%, and Final Design Plans, Specifications, and Engineers Estimates.

3. Prepare Specifications. The Specifications will contain the bid schedule, front end documents (i.e., Notice Inviting Bids), and Technical Specifications. SA Associates will prepare the Bid Schedule and the Measurement & Payment Section and will also edit the Front-End Docs. Specifications will be on regular 8.5" x 11" paper and comb bound in a booklet format.

4. Potholes. Conduct potholing as necessary to verify/determine utility locations and depth. Ten (10) potholes are included.

5. Prepare Cost Estimates. The Cost Estimate will anticipate the actual construction cost based on the current design parameters, details, permits, etc.

6. Meet with the City after each submittal.

7. Provide a final set of plans to the utility companies as necessary.

PROJECT TEAM

Principal-in-Charge	Shahnawaz Ahmad, P.E., QSD
Project Manager	Jorge Lovo, P.E., LEED G.A., QSD/QSP
Engineers	Adam Roesch, E.I.T., CPSWQ, QSD/QSP Phong Tran
QA/QC	Eric Schoenen, P.E.
CAD Designer	Hugo Managa
Surveyor	Robert Martinez, P.E., PLS
Potholing	BESS Testlab Inc.

Resumes for our Project Team follow at the end of the proposal.

PROJECT SCHEDULE

Our Project Schedule follows on the next page.

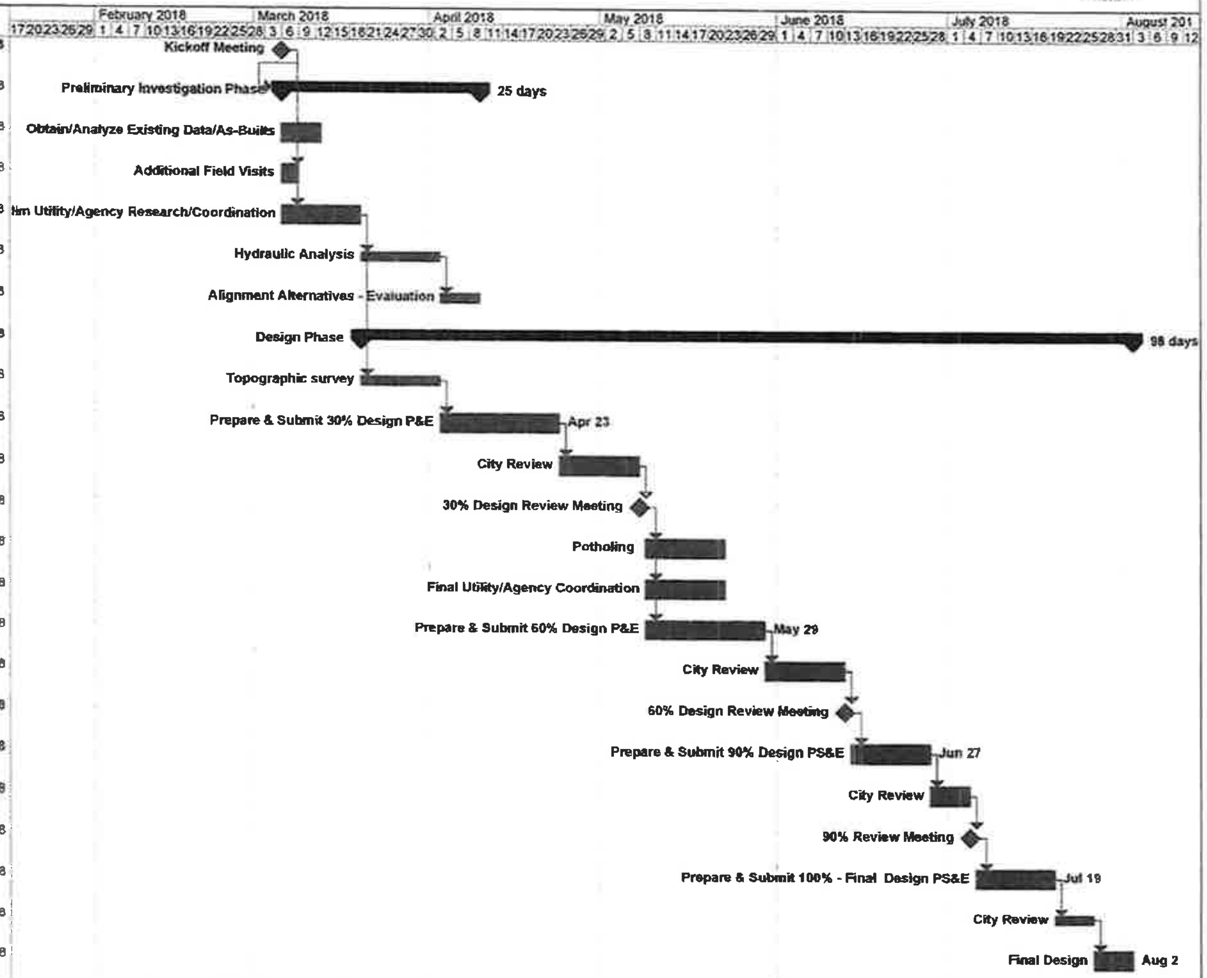
RELATED EXPERIENCE TABLE

A table showing our water pipeline experience is included at the end of the proposal, after the resumes.

City of Monterey Park
Water and Sewer Main Improvements along Atlantic Blvd.
Design Schedule

SA ASSOCIATES

ID	Task Name	Duration	Start	Finish
1	**Kickoff Meeting**	1 day	Mon 3/5/18	Mon 3/5/18
2	**Preliminary Investigation Phase**	25 days	Tue 3/6/18	Mon 4/9/18
3	Obtain/Analyze Existing Data/As-Builts	1 wk	Tue 3/6/18	Mon 3/12/18
4	Additional Field Visits	3 days	Tue 3/6/18	Thu 3/8/18
5	Prelim Utility/Agency Research/Coordination	2 wks	Tue 3/6/18	Mon 3/19/18
6	Hydraulic Analysis	2 wks	Tue 3/20/18	Mon 4/2/18
7	Alignment Alternatives - Evaluation	1 wk	Tue 4/3/18	Mon 4/9/18
8	**Design Phase**	98 days	Tue 3/20/18	Thu 8/2/18
9	Topographic survey	2 wks	Tue 3/20/18	Mon 4/2/18
10	Prepare & Submit 30% Design P&E	3 wks	Tue 4/3/18	Mon 4/23/18
11	City Review	2 wks	Tue 4/24/18	Mon 5/7/18
12	30% Design Review Meeting	1 day	Tue 5/8/18	Tue 5/8/18
13	Potholing	2 wks	Wed 5/9/18	Tue 5/22/18
14	Final Utility/Agency Coordination	2 wks	Wed 5/9/18	Tue 5/22/18
15	Prepare & Submit 60% Design P&E	3 wks	Wed 5/9/18	Tue 5/29/18
16	City Review	2 wks	Wed 5/30/18	Tue 6/12/18
17	60% Design Review Meeting	1 day	Wed 6/13/18	Wed 6/13/18
18	Prepare & Submit 90% Design PS&E	2 wks	Thu 6/14/18	Wed 6/27/18
19	City Review	1 wk	Thu 6/28/18	Wed 7/4/18
20	90% Review Meeting	1 day	Thu 7/5/18	Thu 7/5/18
21	Prepare & Submit 100% - Final Design PS&E	2 wks	Fri 7/6/18	Thu 7/19/18
22	City Review	1 wk	Fri 7/20/18	Thu 7/26/18
23	Final Design	1 wk	Fri 7/27/18	Thu 8/2/18



Monterey Park - Design Schedule Tue 1/30/18

FEE ESTIMATE

Our Fee to perform the work described above is as follows:

- Preliminary Investigation Phase $16,000
- Design Phase $107,000
- **TOTAL FEE** **$123,000**

HOURLY CHARGE RATE AND EXPENSE REIMBURSEMENT SCHEDULE

Position	Hourly Rates
Project Manager	$205.00
Engineer	$140.00
Quality Assurance/Quality Control	$140.00
AutoCAD Designer	$ 98.00
Secretary	$ 80.00
Surveyor (two-person crew)	$250.00

Reimbursable In-House Costs

Photo Copies	$ 0.15/each
Blueprints	$ 0.50/S.F
Vehicle mileage, between engineer's office and project site and/or client offices, will be billed at	$ 0.58/mile

Other Reimbursables

Reproduction, special photograph, printing, and any other services performed by subcontractor will be billed at	cost + 15%
Postage Delivery Service, Express Mail	cost + 15%

NOTE: All rates listed above are effective to December 31, 2018

SA

SHAHNAWAZ AHMAD, P.E., QSD
Principal-in-Charge

EDUCATION:
University of Karachi, Pakistan, B.E., Civil Engineering, 1969
University of California, Berkeley, M.S., Sanitary Engineering, 1971

REGISTRATION:
Registered Civil Engineer, California No. 23712

MEMBER:
American Academy of Environmental Engineers, Diplomate
American Public Works Association
American Society of Civil Engineers
American Water Works Association
California Water Environment Association
Southern California Water Utilities Association
Water Environment Federation

OVERVIEW:

Mr. Ahmad serves as principal-in-charge and/or project manager for projects related to water and sewer system master planning; water resources; water supply and treatment; water reuse; wastewater collection, treatment, and disposal; storm drainage; design of water and wastewater treatment plants, water pipelines, sewers, pumping stations, wells, storage reservoirs, and water reclamation systems; studies of water and wastewater treatment processes; and industrial waste problems.

PROJECT EXPERIENCE

CITY OF ALHAMBRA
- Provided engineering design and construction support services for the replacement of approximately 3,500 ft. of 4" and 14" mains in Westmont Drive from Sherwood Ave to Norwich Ave (Project). The new main will replace two failing mains which have had several failures over the past 4-5 years. The new main will supply adequate fire flow while providing both transmission and distribution functions. Approximately 100 services will be replaced.

CITY OF ANAHEIM
- Prepared plans and specification for an 8" PVC Water Main Replacement in Baja Dr. between Palo Alto Dr. and Pueblo Pl., and Solomon Dr. between Arno Crescent St. and Camino Pinzon, with an approximate length of 1,557 ft.
- Prepared plans and specifications for the 8" Water Main Replacement in Country Glen Way for the replacement of 5,300 ft. of 6 & 8-inch ductile iron pipe and 6 & 8-inch polyvinyl chloride (PVC)pipe.
- Prepared plans and specification for the Twin Peak Water Main Replacement Project to replace 2,100 feet of 8-inch ductile iron water main with PVC pipe.

CENTRAL BASIN MUNICIPAL WATER DISTRICT
- Currently providing engineering and design services the construction of approximately 24,600 ft. of new 8" to 20" recycled water main located in segments of Southern Avenue, Alameda St., Hildreth Ave and California Ave. to South Gate City Hall, and State St.

CITY OF CHINO
- Currently preparing plans & specifications for the Quadrant I Water Main Replacement Project which consists of 10,940 ft. of 8" PVC pipe to improve the existing water system. In addition, the project consists of the replacement of the replacement or reconnection of existing service laterals and reconnections to the existing water mains.

KINNELOA IRRIGATION DISTRICT
- Prepared plans & specifications for design of the East-West Tank East-West Tank Connector Pipeline consisting of 2,800 ft of 12" DIP, including connections to existing main, Design of 960 ft of 4" DIP, including connections to existing 4" steel tunnel line, Design of two (2) Los Angeles County Flood Control District (LACFCD) channel crossings. A portion of the project is located between private properties. A permit was obtained from County of Los Angeles for the channel crossing. This project is presently under construction

LONG BEACH WATER DEPARTMENT
- Prepared plans and specification for the East 27th Street and Via Passilo Cast Iron Water Main Replacement Project which consists of the replacement of approximately 4,000 feet of 6 & 8 inch cast iron & ductile pipe. A portion of the project is located in narrow streets.

CITY OF LYNWOOD
- Prepared plans, specifications, and cost estimates for approximately 2,900 ft. of 8" and 12" ductile iron pipe to replace 6" cast iron pipe or the State Street and Tweedy Boulevard Water Main Replacement Project.

- Prepared plans and specifications for a sewer main replacement project in the intersection of Imperial Highway and Long Beach Boulevard. The project included the design of 8-VCP to replace an existing 8-inch sewer. Total length of replacement for the project is approximately 400 feet.

CITY OF PICO RIVERA

- Prepared plans and specifications for the 3 Water Main Inter-Ties Project. The project included the design of three (3) interconnections between exist mains at separate locations throughout the city. The design involved pressure regulating stations connecting the City's water system to Pico Water District's system at three separate locations for an estimated construction cost of over $250,000.

CITY OF POMONA

- Prepared plans and specifications for District 6 Phase IV Water Main Replacement Project for approximately 7,300 feet of 10" and 12" ductile iron water mains in Bonita and Towne Avenues. This project crossed railroad tracks and required a permit from Caltrans. A buried vault was also reconfigured for water main connections.

- Water Mains – Pipeline Districts 4, 5, & 6: Provided design, construction management, and inspection services for approximately 22,400 feet of 6", 8", 10", and 12" diameter ductile iron pipelines in various locations in the City. The work also included utilities research. Construction Cost: $2,700,000

- Prepared plans and specifications for the design of approximately 13,400 feet of 30-inch diameter steel transmission water mains. This project included crossing two railroad tracks, location of pipeline in the Caltrans right-of-way, and coordination with other parties that were in the construction process of a grade separation project along the alignment. Construction Cost: $2,400,000.

CITY OF SANTA MONICA

- Provided construction management and inspection services for the City's Water Main Replacement/Upgrade Project which consisted of 10,000 ft. of 6"-21" PVD pipe on Olympic Blvd., Lincoln Ct., Pennsylvania Ave., 16th Ct., 17th Ct., 18th Ct., 20th Ct. Euclid Ave., and Ocean Ave.

- Provided construction inspection services for the 3rd Court Water Main Replacement project. The work consists of replacement of approximately 2,000 ft. of existing 8" CIP with 12" DIP in 3rd Court from Broadway Avenue to Wilshire Boulevard. The project's narrow working area behind the business district of the Santa Monica 3rd Street Promenade and required consistent coordination with these businesses regarding parking issues, deliveries, and their building maintenance.

CITY OF TORRANCE

- Prepared plans and specifications for the I-25 Water Main Replacement Project. The project consisted of 22,540 feet of 6-inch and 8-inch diameter ductile iron pipe. Construction Cost: $2,000,000.

- Prepared plans for approximately 16,700 feet of 6" through 12" diameter water mains on Artesia Boulevard from Hawthorne Boulevard to Western Avenue. The project included work in Caltrans right-of-way and crossing the Dominguez Channel. Permits were obtained from Caltrans and the Los Angeles County Department of Public Works. Construction Cost: $1,500,000.

WEST BASIN MUNICIPAL WATER DISTRICT

- El Segundo Lateral Project. Prepared plans and specifications for the design of approximately 5,900 feet of PVC/reclaimed water pipelines water mains for the El Segundo Lateral in the city of El Segundo.

- Design of Brine Line for the Carson Regional Recycling Water Plant. SA Associates prepared plans and specifications for the design of approximately 27,000 feet of 14-inch brine line for the Carson Regional Recycling Water Plant. The work consists of the design of a brine disposal line extending from a new water reclamation plant to the Joint Water Pollution Control Plant operated by the Los Angeles County Sanitation Districts in the city of Carson.

CITY OF WHITTIER

- Prepared plans and specifications for the replacement of a water main in the uptown business district, along Comstock Avenue between Hadley Avenue and Wardman Avenue, for an approximate length of 2,000 ft.,

- Prepared plans and specifications for the replacement of a water main along Beverly Boulevard between Palm Avenue and Citrus Avenue to replace an aging water main with an approximate length of 4,450 ft.

JORGE LOVO, P.E., LEED G.A., QSD/QSP
Project Manager

EDUCATION:
B.S. Civil Engineering
University of Hawaii

REGISTRATION:
Registered Civil Engineer, California
No. C75632
Registered Civil Engineer, Canada
Board of Professional Engineers

CERTIFICATION:
LEED Green Associates – Green Building Certification Institute,
ID No. 10779963
Construction Management, University of Quebec, Canada
Professional Studies in Technique of Architecture, College of Old Montreal

Qualified SWPPP Developer (QSD)
Qualified SWPPP Practitioner (QSP)
Certificate No. 25596

OVERVIEW:

Mr. Lovo has over 17 years of experience designing and managing a variety of water-related projects and programs ranging from water, wastewater, recycled water, and storm water facilities including conveyance, water quality & treatment, pump stations, and storage. Providing technical leadership on small to large sized projects; supporting teams winning new business; interacting with clients, agencies and other consulting firms; preparing detailed engineering calculations, CAD drawings, estimates, master planning, facilities condition assessment, construction support, preparation of plans, specifications and others documents for permitting and construction.

PROJECT EXPERIENCE:

CITY OF ANAHEIM

- Prepared plans and specifications for an 8" PVC Water Main Replacement in Baja Dr. between Palo Alto Dr. and Pueblo Pl., and Solomon Dr. between Arno Crescent St. and Camino Pinzo, with an approximate length of 1,557'.

- Recently designed the widening of the portion of Dale Street adjacent to the properties at 517, 519, and 523 N. Dale Avenue. The work involved widening the roadway just in front of the properties from 30 feet to 45 foot right-of way in order to implement and maintain the City's Master Plan of Arterial Highways. Related efforts include construction of sidewalk, driveways, curb & gutter, slough walls; adjustment of utility covers; replacement or relocation of existing signs, meter boxes, fire hydrants, valves, electric poles, utilities; removal of trees, fountains, and other conflicting features; and the remodeling of existing driveways to match proposed grades.

CENTRAL BASIN MUNICIPAL WATER DISTRICT

- The work will consist of the preparation of Plans, Specifications, and Estimate of Probable Construction Costs for The Recycled Water System Extension in the City of South Gate, CA. This Project consists of the construction of approximately 24,600 linear feet (LF) of recycled pipeline varying in diameter between 8" and 20". The proposed recycled pipeline will begin with a connection to the existing 18" recycled pipeline in Atlantic Avenue at Southern Place. Beginning at this intersection the new recycled water pipeline will extend along Southern Avenue to Alameda Street (West Side) a distance of approximately 14,800 LF. At Alameda Street (East Side) the pipeline will head in a southerly direction approximately 4,000 LF to Sequoia Drive. In addition approximately 3,400 LF of pipeline will be constructed in California Avenue north from Southern Avenue to South Gate City Hall.

CRESCENTA VALLEY WATER DISTRICT

- Currently preparing plans for Crescenta Valley Water District's Well No. 2 at Ordunio Reservoir. The project consists of a new 150 gpm submersible pump and motor for well no.2, onsite piping, a chorine feed system using sodium hypochlorite (NAOCL), a nitrate removal treatment facility (by APT Water), upgrade of two existing booster pumps, installation of a masonry or pre-fabricated operations building, installation of a "carport" type building over concrete pad for the nitrate removal facility, water, sewer, and gas services, electrical and telemetry system (SCADA), pavement and other on-site improvements.

- Conducted a preliminary feasibility study to use recycled water at Los Angeles County's Two-Strike Park.

CITY OF INGLEWOOD

- Currently preparing plans and specifications for the Sewer Main Replacement Project, Phase I, for upgrade/repair or replacement of segments of the existing 8" to 15" vitrified clay pipe (VCP) through the City to improve the existing sewer system. In addition, the project consists of the replacement or reconnection of existing sewer laterals within the project area as a result of the replacement of the existing VCP. The Project will also involve reconnections to existing sewer mains, two of which are owned by Sanitation Districts of Los Angeles County (LACSD). The total approximate length of pipe to be replaced is 5,352 ft.

ROSE HILLS MEMORIAL PARK

- Designed the recycled water retrofit for 600 acres of Rose Hills Memorial Park and Cemetery. The design included approximately 4,500 LF of 8" potable water/fire protection pipeline, 8,000 LF of 4" and 8" potable water pipeline, and modifications to the four (4) on-site wells and four (4) reservoirs. The project team is coordinating with Rose Hills staff, Upper San Gabriel Valley Municipal Water District, Los Angeles County Sanitation Districts, San Gabriel Valley Water Company, Los Angeles County Fire Department. This project is funded by DWR Proposition 84, Round 3 – Drought Grant and MWD On-Site Recycled Water Retrofit.

CITY OF WHITTIER

- Designed the replacement of a water main in the uptown business district, along Comstock Avenue between Hadley Avenue and Wardman Avenue, for an approximate length of 2,000 ft., upgrading a 6" cast iron line to the 12" ductile iron pipe to provide sufficient flow within the area as well as for future improvements.
- Designed the replacement of a water main along Beverly Boulevard between Palm Avenue and Citrus Avenue to replace an aging water main with an approximate length of 4,450 ft. The existing 6" cast iron water main will be replaced with an 8" ductile iron pipe. The suggested design will minimize construction and maintenance costs by protecting the existing parkway and pine trees, and providing better access for maintenance of the proposed main.

ROWLAND WATER DISTRICT SUPPLY LA PUENTE VALLEY COUNTY WATER DISTRICT

- Water Resources Engineer for planning, design, bid and construction for the conveyance, treatment, and storage of 3000 gpm local groundwater including production wells, pump stations, eight miles of pipe, best available treatment technologies for removal of contaminants and disinfection (LGAC, IX, UV, Chlorination, Chloramines), and storage.
- OCSD groundwater replenishment, Edward C. Little recycling facility, Tillman water reclamation plant, San Jose Creek water reclamation plant.

STRATEGIC PLANNING ASSESSMENT FOR REGIONAL USE OF RECYCLED WATER

- Strategic planning & design for up to 200 mgd of purified recycled water from the Los Angeles County Sanitation District to the Main San Gabriel Basin. The assessment included advanced water technologies (UV, RO, MF), ground water replenishment (GWR), spreading grounds, water quality, extraction wells, wellhead treatment pumping requirements, conveyance, as well as, reservoir reconnaissance studies (RA).
- Delta Wetlands Project, San Joaquin–Sacramento Delta Islands, CA (Western Development):
- Revamping of two Delta islands into reservoirs capable of storing 215,000 acre-feet of water; fatal flaw analysis; construction techniques and preparation of technical documents; project sensitivity analysis; coordination with agencies, internal teams, and other participant consulting firms.

WET INFRASTRUCTURE FACILITIES AND LAND DEVELOPMENT FOR THE CITIES OF TORRANCE, COMPTON, EL SEGUNDO, AND AZUSA

Civil Engineer for a variety of wet infrastructure projects ranging from water supply, wastewater collection, drainage and hydrology studies, storm water conveyance, pump stations, recycled water, site grading, access roads design, pre and post land development run-off, BMPs, LID, and storage facilities.

- Water resources studies for groundwater and well construction, Santa Clarita, CA.
- Groundwater assessment, well design, pumps layout, wellhead treatment options, & water rights allocations.

SA

ADAM ROESCH, E.I.T, CPSWQ, QSD/QSP
Engineer

EDUCATION:
California State University, Long Beach
B.S. Civil Engineering

REGISTRATION:
Engineer in Training, California

Certified Professional in Storm Water Quality (CPSWQ)
Certificate No. 1022

Qualified SWPPP Developer (QSD)
Qualified SWPPP Practitioner (QSP)
Certificate No. 25508

SOFTWARE:
Microsoft Office
Adobe
Autodesk (AutoCAD)

OVERVIEW:

Mr. Roesch serves as an assistant engineer for various projects, including water main, wells, sewer, storm, & street projects. Due to his knowledge of engineering principles, Mr. Roesch provides valuable engineering assistance to SA Associates. Also, due to his past and part-time experience in environmental engineering/water quality, Mr. Roesch provides valuable technical assistance, especially in areas related to NPDES permitting.

PROJECT EXPERIENCE

CITY OF ANAHEIM
- Prepared plans and specifications for the 8" Water Main Replacement in Country Glen Way for the replacement of 5,300 ft. of 6 & 8-inch ductile iron pipe and 6 & 8-inch polyvinyl chloride (PVC) pipe. Currently preparing the as-built plans.

CITY OF ARCADIA
- Assisted with preparing plans for the Orange Grove Disinfection System Upgrade Project. The project involved the installation of new DIP to connect the existing piping with three existing reservoirs. The project also involved the installation of a chlorine injector assembly, nitrate analyzers, drainage pipes, and concrete removal and replacement.

CITY OF CHINO
- Currently preparing plans & specifications for the Quadrant I Water Main Replacement Project which consists of 10,940 ft. of 8" PVC pipe to improve the existing water system. In addition, the project consists of the replacement of the replacement or reconnection of existing service laterals and reconnections to the existing water mains.

CRESCENTA VALLEY WATER DISTRICT
- Assisted with preparing plans for Crescenta Valley Water District's Well No. 2 at Ordunio Reservoir. The project consists of a new 150 gpm submersible pump and motor for well no.2, onsite piping, a chorine feed system using sodium hypochlorite (NAOCL), a nitrate removal treatment facility (by APT Water), upgrade of two existing booster pumps, installation of a masonry or pre-fabricated operations building, installation of a "carport" type building over concrete pad for the nitrate removal facility, water, sewer, and gas services, electrical and telemetry system (SCADA), pavement and other on-site improvements.

CITY OF INGLEWOOD
- Prepared plans for the Water Main Pipeline Improvement Plans Phase V Project. The project involved the installation of new 8-inch ductile iron pipe main in 2nd Avenue, 3rd Avenue, 4th Avenue, and 5th Avenue from Arbor Vitae Street to Manchester Boulevard. The total length of pipe installed is 9,994 linear feet.

- Currently preparing plans and specifications for the Sewer Main Replacement Project, Phase I, for upgrade/repair or replacement of segments of the existing 8" to 15" vitrified clay pipe (VCP) throughout the City to improve the existing sewer system. In addition, the project consists of the replacement or reconnection of existing sewer laterals within the project area as a result of the replacement of the existing VCP. The Project will also involve reconnections to existing sewer mains, two of which are owned by Sanitation Districts of Los Angeles County (LACSD). The total approximate length of pipe to be replaced is 5,352 ft.

KINNELOA IRRIGATION DISTRICT
- Prepared plans for the East-West Tank Connector Pipeline Project. The project involves improving the reliability and service of the District's water distribution system by connecting the distribution system of its East Tank and West Tank Reservoirs with a 12-inch water line. The project also involved the installation of a 4" DIP main alongside the 12" DIP main in order to abandon an existing 4-inch waterline that runs through private properties. Mr. Roesch Also performed the utility research, coordinated with utility companies within the project vicinity.

LONG BEACH WATER DEPARTMENT

- Prepared plans and specification for the East 27th Street and Via Passilo Cast Iron Water Main Replacement Project which consists of the replacement of approximately 4,000 feet of 6 & 8 inch cast iron & ductile pipe.

- Provided inspection for the Groundwater Treatment Plant Chemical Tank Replacement Project – Phase I. The project involved the replacement of three existing polyethylene chemical storage tanks located within LBWD's Groundwater Treatment Plant, along with chemical piping, vent piping, liquid level indicators, and SCADA equipment.

RIALTO / VEOLIA WATER SERVICES

- Provided engineering services for the preparation of Specifications for several utility replacement projects in the City of Rialto. Veolia Water leased the City of Rialto's water utility and is planning to replace hundreds of water services, water meters, fire hydrants, and sewer manholes throughout the City's limits.

ROSE HILLS MEMORIAL PARK

- Assisted with the design of the recycled water retrofit for 600 acres of Rose Hills Memorial Park and Cemetery. The design included approximately 4,500 LF of 8" potable water/fire protection pipeline, 8,000 LF of 4" and 8" potable water pipeline, and modifications to the four (4) on-site wells and four (4) reservoirs. The project team is coordinating with Rose Hills staff, Upper San Gabriel Valley Municipal Water District, Los Angeles County Sanitation Districts, San Gabriel Valley Water Company, Los Angeles County Department of Public Health, and the Los Angeles County Fire Department. This project is funded by DWR Proposition 84, Round 3 – Drought Grant and MWD On-Site Recycled Water Retrofit.

CITY OF SIERRA MADRE

- Prepared plans and technical specifications for the Grand View Sewer Main Improvement Project. The project involved utility research, the coordination with outside utility agencies such as MWD, the removal and replacement of approximately 400 linear feet of 10-inch VCP along Grand View Avenue as well as 750 square feet of street rehabilitation.

CITY OF SANTA MONICA

- Prepared the 2015 Urban Water Management Plans. As mandated by the State of California's Urban Water Management Planning Act, every urban water supplier providing water for municipal purposes to more than 3,000 customers, or supplying more than 3,000 acre-feet of water annually, is required to prepare and adopt a UWMP containing prescribed requirements. The Plan needs to be periodically reviewed at least once every five years.

CITY OF WHITTIER

- Prepared technical specifications for the Comstock Avenue Water Main Improvements Project. The project involves the removal and replacement of approximately 2,000 linear feet of 6-inch CIP with 12-inch ductile iron pipe along Comstock Avenue from Hadley Avenue to Wardman Avenue. The project also involves the repair of the existing concrete pavement.

DISNEYLAND RESORT

- Performed on-site inspection of stormwater runoff from construction activities, adjustments to the chlorination station control panel, documented resort-wide refrigeration systems, and calculated refrigerant volume of walk-in refrigerator units for AQMD compliance. Various data entry and field documentation. Collected NPDES stormwater samples for regulatory NPDES wastewater & stormwater permits and attraction discharge during construction activity.

- Documented resort-wide volatile chemical inventory for AQMD compliance. Included data entry and field documentation.

- Developed multiuser application for data entry of hazardous waste manifests using Microsoft InfoPath and Microsoft SharePoint Designer.

- Collected microbiological water samples for Health & Safety monitoring program. Provided project management assistance and contractor assistance during AQMD source testing programs.

SA

PHONG TRAN
Engineer

EDUCATION:
B.S. Civil Engineering
California State University Long Beach

RELEVANT COURSES:
Mapping and Surveying
Transportation Engineering
Highway Materials
Traffic Engineering
Fluid Mechanics & Lab
Hydraulic Engineering & Design
Structural Analysis
Highway Design
GIS Lab
Groundwater & Hydrology
Cost Benefit & Analysis

OVERVIEW:

Mr. Tran is an engineering assistant who recently graduation with the Civil Engineering degree with an emphasis in hydraulic and traffic engineering. He is well versed in the use of AutoCAD and GIS software. He has gained valuable experience by assisting the senior engineers with design calculations and researching information. He is participating in the assembly of proposals and statements of qualifications. He has worked on various projects, including water mains, storm, & street projects

PROJECT EXPERIENCE:

CITY OF ANAHEIM

- Currently conducting utilities research and preparing plans for the Solomon and Baja Drives Water Main Replacement project. The work includes replacement of approximately 1,557 ft. of corroded 6" & 8" cast iron pipe with 8" PVC pipe. The project also consists of replacing fire hydrants, valves, service lines, and appurtenances.

CENTRAL BASIN MUNICIPAL WATER DISTRICT

- Currently providing design services for the construction of approximately 24,600 ft. of new 8" to 20" recycled water main located in segments of Southern Avenue, Alameda St., Hildreth Ave and California Ave. to South Gate City Hall, and State St. The new pipeline will connect to an existing 12-inch recycled water pipeline in Southern Ave., in the vicinity of Park Ave., west of Atlantic Ave. The system extension will allow for the supply of recycled water to four schools, three parks, two manufacturing companies, a recreation center, & South Gate City Hall.

CITY OF CHINO

- Currently preparing plans & specifications for the Quadrant I Water Main Replacement Project which consists of 10,940 ft. of 8" PVC pipe to improve the existing water system. In addition, the project consists of the replacement of the replacement or reconnection of existing service laterals and reconnections to the existing water mains.

CRESCENTA VALLEY WATER DISTRICT

- Prepared plans for Crescenta Valley Water District's Well No. 2 at Ordunio Reservoir. The project consists of a new 150 gpm submersible pump and motor for well no.2, onsite piping, a chorine feed system using sodium hypochlorite (NAOCL), a nitrate removal treatment facility (by APT Water), upgrade of two existing booster pumps, installation of a masonry or pre-fabricated operations building, installation of a "carport" type building over concrete pad for the nitrate removal facility, water, sewer, and gas services, electrical and telemetry system (SCADA), pavement and other on-site improvements.

CITY OF INGLEWOOD

- Currently preparing plans for Sewer Main Replacement Project, Phase I, to upgrade/repair or replace segments of the existing 8" to 15" vitrified clay pipe (VCP) throughout the City to improve the existing sewer system. In addition, the project consists of the replacement or reconnection of existing sewer laterals within the project area as a result of the replacement of the existing VCP. The Project will also involve reconnections to existing sewer mains, two of which are owned by Sanitation Districts of Los Angeles County (LACSD). The total approximate length of pipe to be replaced is 5,352 feet

CITY OF MANHATTAN BEACH

- Currently conducting utilities research and preparing a hydrology study for four storm drain sites including 2912 Laurel Avenue, 1825 N. Poinsettia Avenue, 2512 N. Poinsettia Avenue, and 1201 14th Street.

- Currently providing design services for spot and/or section repairs to the existing pipe as identified in the City's 2013 Storm Drain Condition Assessment Report. The segments to be repaired or replaced have been identified as having high risk structural defects.

CITY OF MONTEREY PARK

- Reviewed CCTV footage to determine locations of sewer system repair. Locations were identified based on the amount and severity of the pipe defects between sewer reaches. Provided design plans on 35 locations of sewer main repairs consisted of spot repairs and CIPP lining. The repairs consisted of 8,700 ft of CIPP lining as well as 36 locations of point repairs.

CITY OF TORRANCE

- Van Ness Water Wells Transmission Water Main. Provided CAD Drafting, utility research and pipeline alignment of the 4-mile pipeline project. This project consisted of connecting two groundwater wells to an outflow reservoir. Utility coordination was between Caltrans, various gas companies and two railroad companies. In addition, aided the research for a CEQA developed for the project.

- Purche Avenue Storm Drain Design. Provided CAD drafting and utility research for an area storm drain system from 185th St. to Purche Ave., which was worked parallel with the Van Ness Wells Transmission Main.

CITY OF WHITTIER

- Conducted utilities research and preparing plans for Comstock Avenue Water Replacement Project. The work includes replacement of approximately 2,000 ft. of 6" cast iron pipe with 12" ductile iron pipe on Comstock Avenue between Hadley Avenue and Wardman Avenue. The upgrading of the water to a large size is to provide adequate fire flow and supply within the area to accommodate future developmental projects. The project also consists of replacing service laterals and tie-ins to repair the existing concrete pavement along the trench width.

- Aided in the design for the replacement of a water main along Beverly Boulevard between Palm Avenue and Citrus Avenue to replace an aging water main with an approximate length of 4,450 ft. The existing 6" cast iron water main will be replaced with an 8" ductile iron pipe. The suggested design will minimize construction and maintenance costs by protecting the existing parkway and pine trees, and providing better access for maintenance of the proposed main.

2015 URBAN WATER MANAGEMENT PLANS

- Conducted research and prepared data for the 2015 Urban Water Management Plans for the cities of Alhambra, Glendale, San Fernando, Sierra, and Torrance, Foothill Municipal Water District, Crescenta Valley Water District, Rubio Canon Lan ad Water Association, and Valley Water Company.

CITY OF GARDENA

- Performed field study of existing parking situations, aided the engineering staff on providing various parking improvement solutions and developed construction plans for the Downtown Gardena Parking Study and Improvements project.

- Provided pavement inspection and report update for the City of Gardena Pavement Management Program. Inspected nearly 100 centerline miles of streets, graded each section based on a Pavement Condition Index (PCI) and update Streetsaver, pavement management software. The updated information is used to show citywide pavement conditions and sections that required immediate remediation

ERIC SCHOENEN, P.E.
Survey, Quality Assurance/Quality Control

EDUCATION:
California Polytechnic University, Pomona
B.S. Civil Engineering, 1988
University of California, Riverside
Supervisory Excellence I and II, 1998

REGISTRATION:
Registered Civil Engineer, California
No. 52775

OVERVIEW:

Mr. Schoenen has over 28 years of experience with a mix of land surveying, design, plan check, conditions of approval, strategic planning, and capital improvement projects. He has over 16 years of experience working for a Water Utility Franchise. Experience includes budget estimating, scheduling, technical report writing, and City Council Agenda Reports. Responsible for coordination with professional consultants and staff to implement CIP projects as a project manager.

PROJECT EXPERIENCE

CITY OF ALHAMBRA

- Provided construction management and inspection services for the Valley Blvd./Almansor St. Sewer Replacement Project (Project). The work includes installation of approximately 1,380 ft. of 36" extra-strength VCP sewer along Almansor St. from San Marino Ave. to Valley Blvd. and approximately 1,830 ft of 30" extra-strength VCP sewer along Valley Blvd. from Almansor St. to Garfield Ave.

- Provided construction management services to install approximately 3,355 ft. of 20-inch ductile iron water pipeline along Westmont Drive, from Sherwood to Norwich Avenue. The new DIP construction aims to replace/abandon existing 4-inch and 14-inch cast iron pipe along Westmont. In addition, the project also consists of pavement rehabilitation of 1.5-inch cold mill and overlay from gutter to gutter, curb and gutter replacements, stripping and utility cover adjustments.

LONG BEACH WATER DEPARTMENT

- Provided construction management and inspection services for a sewer replacement project for the rehabilitation of 10,600 linear feet (LF) of sewer, including lining 4,971 LF of sewer with 8-inch CIPP and multiple location-specific rehabilitation efforts for the District's Cement Sewer Rehabilitation/ Replacement Group 2 Project.

- Provided construction management and inspection services for the Groundwater Treatment Plant Chemical Tank Replacement Project – Phase I (2014)

CITY OF NORWALK

- Recently provided construction management services for repair or replacement of defective sewer sections utilizing the Cured-In-Place-Pipe (CIPP) method at 25 locations throughout the City.

CITY OF POMONA

- Provided construction management services for the Water Main Replacement - Park Avenue to replace about 2,000 linear feet of a 12 inch steel water distribution main in Park Avenue between Orange Grove and McKinley Avenue with a new 16-inch DIP main, including new hydrants and service connections. This project also aimed to remove/replace about 520 linear feet of VCP sewer in Holt Avenue, about 220 linear feet of VCP sewer in White Avenue, and about 92 linear feet of VCP sewer in/adjacent to Via Estrella.

- Provided construction management and inspection services for Westmont Service Lateral Replacement Project. The project included 20 locations. Work included replacing 183 existing ¾-inch polyethylene water service laterals with 1-inch copper tubing from the meter connection to the water main, meter box replacement and relocation. Many of the main line service laterals were direct tap to an existing 12" ACP main line which required coordination with home owners, water maintenances staff, and water quality personnel to coordinate water main shut downs. Bacteriological testing was required to be performed and submitted to DHS when the main line experienced negative pressure during the shut downs.

- Provided construction management services for the Phillips Ranch Water Service Laterals and Flush Tanks/Lamp Hole Replacements and New Manhole Installation projects under the City's FY 2008-09 Water & Sewer CIP. Project included replacing approximately 464 service laterals ranging in size from ¾" to 2½".

- Provided construction management and inspection services for Sewer Replacement D Project. This Project was comprised of three (3) sewer main replacements in different locations totaling 574 linear feet. It also included nine (9) sewer main spot repairs at various locations throughout the City. This project included coordinating with operations/maintenance staff, reviewing CCTV videos, and providing recommendations on substitute MH to MH and point repair locations for contract locations that were not constructible. The inspection included ensuring SWPP best management practices were implemented.

  For the city of Pomona, served as Senior Water Resources Engineer. Coordinated with Water Operations and Public Works to manage various projects. His primary task was associated with implementation of CIP design phase. He also worked on other projects such as administration of 30" waterline construction. Prepared a response and met with DPH regarding a DPH investigation of an SSO. Developed excel programs for operations staff to calculate flow of sewer spills, and another to calculate fire flows. Reviewed and coordinate the completion of an SSMP. Design and stake foundation/grading for a salt silo. Attended meetings related to outside water agencies. Also for the city of Pomona, served as Senior Water Resources Engineer. Coordinated with Water Operations and Public Works to manage various projects. His primary task was associated with implementation of CIP design phase. He also worked on other projects such as administration of 30" waterline construction. Prepared a response and met with DPH regarding a DPH investigation of an SSO. Developed excel programs for operations staff to calculate flow of sewer spills, and another to calculate fire flows. Reviewed and coordinate the completion of an SSMP. Design and stake foundation/grading for a salt silo. Attended meetings related to outside water agencies.

CITY OF SANTA MONICA

- Provided construction inspection services for the 3rd Court Water Main Replacement Project. The work consists of replacement of approximately 2,000 ft. of existing 8" CIP with 12" DIP in 3rd Court from Broadway Avenue to Wilshire Boulevard. The project's narrow working area behind the business district of the Santa Monica 3rd Street Promenade and required consistent coordination with these businesses regarding parking issues, deliveries, and their building maintenance.

- Provided construction management and inspection services for the Water Main Replacement/Upgrade Project (SP 2297) which includes replacing and/or upgrading existing facilities and the abandonment of old facilities. The project consists of approximately 10,000 ft. of 6" to 21" PVC pipe on Olympic Blvd., Lincoln Ct., Pennsylvania Ave., 16th Ct., 17th Ct., 18th Ct., 20th Ct. Euclid Ave., and Ocean Ave. Some nighttime work was involved because of heavy vehicular and pedestrian traffic on portions of the project.

- Provided construction management and inspection services for the 2015 Annual Wastewater Improvements Citywide Project to replace approximately 3,450 linear feet of sewer pipeline and rehabilitate approximately 1,980 linear feet of sewer pipeline to extend their useful life, reduce maintenance, and upgrade capacity. Specific work included replacement, upgrade, lining and rehabilitation of existing wastewater mains; construction of new and rehabilitation of existing maintenance access structures.

CITY OF CORONA

- Performed Project Management for Capital Improvement Program. Administered projects while overseeing others; Performed budget estimates , procured consultants and coordinated project designs, prepared front end specifications and coordinated the interface with technical specifications, prepared bid packages, advertised and answered bidders questions, coordinated preliminary construction meetings, shop drawing review and approval, requests for information, responses to potential change orders, project close out and notice of completion.

- Participated in strategic planning. Determined existing and future needs of wastewater treatment. Assessment of water reservoirs by zone. Developed excel programs related to engineering and scheduling. Update of sewer and water master plans, and urban water management plan. Implementation of a groundwater management plan. Preparation of conditions of approval for land development projects. Various engineering studies including economic analysis of recycled water line construction.

SA

HUGO MAGAÑA
AutoCAD Designer

OVERVIEW:

Mr. Magana is a Designer/Draftsman. He recently graduation with a Mechanical Engineering degree. He is well versed in the use of AutoCAD and GIS software. Mr. Magana is currently providing CAD assistance on various street, sewer, and water projects.

EDUCATION:

California State University
B.S. Mechanical Engineering
Rio Honda College
College of Engineering and Technology
California State University, Fullerton, College of Engineering and Technology

AFFILIATIONS:

- Engineers for a Sustainable World, Cal State Long Beach
- Center for Academic Support in Engineering and Computer Science, Cal State Fullerton
- Society of Mexican American Engineers and Scientists, Cal State Fullerton and Cal State Long Beach

PROJECT EXPERIENCE:

CITY OF MONTEREY PARK

- Currently preparing plans for sidewalk improvements in front of East Los Angeles College on the north and south sides of Cesar Chavez Avenue between Vancouver Avenue and Collegian Avenue.
- Currently preparing plans for sidewalk improvements in front of Improvements in front of Langley Center on the south side of Emerson Avenue between Ynez Avenue and McPherrin Avenue.

CITY OF INGLEWOOD

- Currently preparing plans for Sewer Main Replacement Project, Phase I, to upgrade/repair or replace segments of the existing 8" to 15" vitrified clay pipe (VCP) throughout the City to improve the existing sewer system. In addition, the project consists of the replacement or reconnection of existing sewer laterals within the project area as a result of the replacement of the existing VCP. The Project will also involve reconnections to existing sewer mains, two of which are owned by Sanitation Districts of Los Angeles County (LACSD). The total approximate length of pipe to be replaced is 5,352 feet

CENTRAL BASIN MUNICPAL WATER DISTRICT

- Data Analysis
- GIS mapping
- Field data gathering
- Update Plans in AutoCAD
- RFP & Memo creation
- Budget analysis
- PO creation
- Filing system and Laserfiche
- Water Quality reports
- Meter Readings
- Set up meetings

SA

ROBERT G. MARTINEZ, P.E., P.L.S.
Surveyor

EDUCATION:
California State Polytechnic University, Pomona – June 1989
Civil Engineering (Survey Minor)

REGISTRATION:
Registered Civil Engineer, California No. 54360

Registered Land Surveyor, California No. 6966

OVERVIEW:

Mr. Martinez has over 30 years of experience in providing professional land surveying services to both public and private infrastructure projects in all areas relating to land development including:

- Infrastructure and improvement design for grading, streets, storm drains, utilities and associated matters.
- Preliminary land planning, tentative and final map processing, land use and feasibility studies.
- A.L.T.A., architectural, boundary and topographic survey, entitlement analysis, right-of-way engineering and preparation of legal descriptions.
- GPS Surveying.

PROJECT EXPERIENCE

- A.L.T.A. Surveys
- Records of Surveys
- Corner Records
- Boundary & Topographic Surveys
- Reservoir surveys for MWD, and various Municipalities, including: Beverly Hills, Pasadena, Los Angeles
- GPS surveys
- Boundary Analysis
- Legal Descriptions
- Mapping/Exhibits
- Calculations
- Survey Coordination
- Field Crew Party Chief
- Manual & CAD Drafting
- Project Management
- Grading/Drainage Plans
- Street Plans
- Storm Drain Plans
- Utility Plans
- Demo Plans
- Hydrology/Hydraulic Analysis & Reports
- General/Specific Plan Studies
- Specifications
- Proposals
- Subdivisions
- Client Relations & Consultations
- Presentations, Proposals, Research, Processing, Training & Supervision of co-workers.

BTL
Bess Testlab Inc.

PROFESSIONAL RESUME: **Donald Whitman**
PROJECT ASSIGNMENT: Project Manager
YEARS OF EXPERIENCE: 18 years

SUMMARY OF EXPERIENCE: Over 1,000 projects as sub-consultant, to Consultant Engineers, participant in Southern California; as subsurface Utility Project Coordinator/Project Manager

SPECIAL CERTIFICATIONS: Ground Penetrating Radar, Certified 40-hr hazmat training & Confined-Space Safety training, Caltrans and San Diego County Work Zone Traffic Control. Residential and Commercial Waste water lateral survey and CCTV documentation. Project Management Certification

Experience and Qualifications:
Subsurface Utility Designating, Locating & Documenting. Proactive Project Management skills include planning and coordination with utility companies, railroads, and local, state and federal agencies; Utility Surveys' daily functions and protocol. Aggressive Negotiator; as Liaison Utility Project Coordinator.

Experienced in field Quality Control, CGA "Best Practices", Traffic Control, All - Permit Acquisitions, OSHA Field Safety Meetings Facilitator. Practical hands-on, on-the-Job experience track record from completing projects ahead of schedule and under budget.

Donald Whitman's multi-task ability provided his unique and reliable skilled talents on Caltrans District 8 potholing on State Route 138 and Caltrans District 7 and Los Angeles County Design Engineers on the Highway 30 Extension Project. For utility records research, designating, locating, exposing existing subsurface utilities and documenting, or otherwise, mapping the underground utilities, Donald used non-destructive, minimally invasive damage prevention, air/vacuum soil-extraction process on other projects such as, San Diego's Mission Valley Light Rail, Kinder Morgan Energy gas pipelines, Praxair hydrogen plant facilities, City of Ontario's New Model Colony, City of Pomona Water & Sewer Capital Improvement Program and City of Riverside's Waste Water Treatment Plant Expansion.

Project Manager Roles: Extensive Utility location duties with Southern California Water Districts on Water Improvement Plans & Designs; Water Reclamation Pipelines, Waste Water Treatment Plants. Pipeline relocation projects. Yucaipa Valley Water District, San Diego County Water Authority Projects, Rancho California Water District, Eastern Municipal Water District. Inland Empire Utility Agency, Western Municipal Water District, San Bernardino Municipal Water District, Jurupa Community Services District, Rubidoux Community Services District, Metropolitan Water District, Imperial Irrigation District, Coachella Valley Water District

Project Manager – Capital Improvements Sewer & Water/Street Improvement Projects:
Cities within Donald's experience portfolio; Moreno Valley, Pomona, Corona, Chino, Riverside, Ontario, Colton, Redlands, Yucaipa, Fontana, Rialto, Rancho Cucamonga, Upland, Montclair, San Bernardino, every city in the Coachella Valley, Escondido, Carlsbad, San Diego, Chula Vista.

Project Manager, Sub-consultant Utility Conflict Assessment, Location and Documentation:
For multi-phase Otay Mesa Transmission Main Pipeline Project, San Diego County Water Authority. Subsurface utility designating/locating and potholing for utility conflicts for bridge design over flood zone. Site exploration for the new Morongo Tribal Casino project, in Cabazon, CA, Student Housing, University of California, Cal Poly, Pomona.

SA

WATER AND RECYCLED WATER PIPELINE PROJECTS

No	Agency	Project	Length (Feet)	Size (Inches)	Material	Construction Cost ($)	Complete (Year)	Services Provided: Site Study	Design	Cost Est.	Constr. Mngmt	Constr. Eng.	Constr. Inspec.
1	Central Basin Municipal Water Dist.	Recycled Water Pipeline System Extension in the City of South Gate	24,600	8 to 20	PVC	8,000,000	2017	X	X	X			
2	City of Chino	Quadrant I Water Main Replacement	11,000	8	PVC	3,400,000	2017	X	X	X			
3	City of Whittier	Beverly Boulevard Water Main Replacement	4,450	8	Ductile Iron	1,200,000	2017	X	X	X			
4	City of Whittier	Comstock Avenue Water Main Replacement	2,000	12	Ductile Iron	600,000	2017		X	X			
5	City of Anaheim	8" Water Main Replacement in Solomon and Baja Drives	1,560	8	PVC	370,000	2016		X	X			
6	City of Alhambra	Replacement of 4" and 14" Water Main in Westmont Dr. between Sherwood & Norwich	3,500	6, 8	PVC	1,483,000	2016		X	X			
7	City of Santa Monica	Water Main Replacement/Upgrade Project	10,000	6 to 21	PVC	4,000,000	2015				X		X
8	City of Anaheim	8" Water Main Replacement In Country Glen Way	5,300	4, 14	Ductile Iron	1,395,000	2015	X	X	X			
9	Rose Hills Memorial Park	Recycled Water Line	12,500	4, 8	PVC	800,000	2015	X	X	X			
10	Long Beach Water Dept.	E. 27th Street & Via Pasillo Cast Iron Water Main Replacement	4,000	6, 8	Cast Iron & Ductile Ir	600,000	2015		X	X			
11	Long Beach Water Dept.	Water Main Replacement Upgrade Project	10,000	6 to 21	PVC	3,500,000	2014				X		X
12	Long Beach Water Dept.	3rd Court Water Main Replacement Project	2,000	8, 12	CIP, DIP	900,000	2012				X		X
13	Kinneloa Irrigation District	East-West Tank Connector Project	3,550	4,12	Ductile Iron	236,500	2012	X	X	X			
14	City of Santa Monica	3rd Court Water Main Replacement Project	2,000	12	Ductile Iron	900,000	2012						X
15	City of Pomona	Westmont Service Lateral Replacement Project	N/A	N/A	PE to Copper	390,000	2012				X		X
16	City of Azusa	W-265 Water Main Replacement Project	6,200	8, 12, 18	Ductile Iron	1,429,600	2012						X
17	City of Commerce	Camp Commerce Water Main	400	6	Ductile Iron	200,000	2012		X	X	X		X
18	City of Pomona	District 6 Phase IV Water Main Replacement	7,300	10, 12	Ductile Iron	1,900,000	2012		X	X			
19	City of Pomona	District 1, 2, & 5 Water Main Replacement	4,220	8, 10, 12	Ductile Iron	2,160,000	2012		X	X		X	
20	City of Pomona	As-Need Constr. Mgmnt Services FY08/09 Water & Sewer CIP: Phillips Ranch Water Laterals, Pot. & Rec. Water Fire Hydrants, and Flush/Lampholes Tanks Replacement	N/A	N/A	N/A	3,500,000	2011				X		
21	Kinneloa Irrigation District	Windover & Sierra Madre Villa Water Main Replacement Project in the City of Pasadena	2,210	8, 10, 12, 16	Ductile Iron	517,000	2011	X	X	X			
22	City of Pomona	District 4, Phase I Water Main Replacement	6,530	6, 8	Ductile Iron	2,368,000	2010	X	X	X		X	
23	City of Pico Rivera	Water Main Inter-Ties Project (design of 3 interconnections between exist mains)				250,000	2009		X				
24	City of Azusa	WVF-243 Water Treatment Plant Water Main & Sewer Force Main Installation	6,450	18, 24	Ductile Iron	1,600,000	2009						X
25	City of Lynwood	State Street & Tweedy Boulevard Water Main Replacement Project	2,900	8, 12	Ductile Iron	1,400,000	2009	X	X	X			
26	City of Pomona	District 2 & 3, Phase II Water Main Replacement	2,640	8	Ductile Iron	987,000	2009	X	X	X		X	
27	City of Anaheim	Katella Avenue 8" Water Main	1,700	6, 8	Ductile Iron	320,000	2008		X	X			
28	Kinneloa Irrigation District	Kinneloa Mesa Pipeline Projects	2,900	8"	Ductile Iron	152,000	2008		X	X		X	
29	City of Pomona	Reservoir St. Water Service Laterals	–	–	–	100,000	2008		X	X			
30	City of Pomona	Water System Security Updates	–	–	–	500,000	2008		X	X		X	
31	Long Beach Water Dept.	Two Alley Service Connection Conversion Projects	–	–	New Water Meters	630,000	2007						X
32	Kinneloa Irrigation District	Water Main on New York Drive	1,000	6,10	Ductile Iron	154,000	2007		X	X	X	X	X
33	City of Pomona	Water Main Replacement Bonita & Towne	7,200	10, 12	Ductile Iron	1,200,000	2007	X	X	X			
34	West Basin MWD	Anza Avenue Recycled Water Lateral at Sepulveda Boulevard	200	8	PVC	50,000	2007				X		X
35	City of Azusa	W-178 Main Replacement Project in Sixth, Barbara, and Virginia Streets	3,700	4,6,8	Ductile Iron	816,000	2007						X
36	City of Thousand Oaks	Construction of Waterlines at Various Locations	11,250	8, 10, 12	PVC	950,000	2007	X	X	X		X	
37	City of Anaheim	Harding Water Users Project	1,350	8	Ductile Iron	250,000	2006	X	X	X			
38	City of Anaheim	Amberwood Water Main Replacement Project	4,600	8	PVC	735,000	2006	X	X	X			
39	City of Pomona	Districts 4, 5, & 6 Water Main Replacement Project	22,400	6, 8,10,12	Ductile Iron	2,700,000	2006	X	X	X	X		X
40	City of Anaheim	Northfield Avenue and Willamette Drive Water Main Replacement Project	1,210	8	PVC	312,500	2005	X	X	X			
41	City of Anaheim	Katella Water Main Replacement Project	6,400	12	Ductile Iron	350,000	2005	X	X	X			X
42	City of Sierra Madre	Water Main Replacement Projects	1,940	6	Ductile Iron	200,000	2005		X	X			
43	City of Anaheim	Twin Peak Water Main Replacement Project	2,100	8	Ductile Iron/PVC	500,000	2004		X	X			
44	City of Torrance	I-25 Water Main Replacement Project, Phase II	22,540	6, 8	Ductile Iron	2,000,000	2004	X	X	X			
45	City of Riverside	Rumsey Drive and University Drive Water Main Replacement Project	6,000	8	Ductile Iron	600,000	2004		X	X		X	
46	City of La Habra	Two Mobile Home Park Rehabilitations	6,000	8	PVC	1,500,000	2004	X	X	X		X	
47	Long Beach Water Dept.	Cast Iron Main Replacement: Long Beach Blvd. Project	5,000	6, 8, 12	Ductile Iron	600,000	2003				X	X	X
48	City of Torrance	I-20 Water Main Replacement	1,500	6,8	Ductile Iron	130,000	2003	X	X	X			
49	City of Azusa	Dalton Avenue Water Main Replacement	6,300	30	Ductile Iron	1,000,000	2003	X	X	X			
50	City of Pomona	Miscellaneous Pipeline Projects: Group 3 (Dist. 1 - Ph. 2 & Dist. 3 - Ph. 2)	24,600	6, 8, 12, 16	Ductile Iron	2,000,000	2003	X	X	X	X	X	X

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WATER AND RECYCLED WATER PIPELINE PROJECTS

No.	Agency	Project	Length (Feet)	Size (Inches)	Material	Construction Cost ($)	Complete (Year)	Services Provided					
								Site Study	Design	Cost Est.	Constr. Mngmt	Constr. Eng.	Constr. Inspec.
51	City of Pomona	Miscellaneous Pipeline Projects: Five (5) Priority 1 Projects	24,000	6, 8, 10	Ductile Iron	2,000,000	2002				X	X	X
52	City of La Palma	City Yard Pipeline	100	14, 16	Steel	50,000	2002	X	X	X			
53	City of Riverside	Highgrove Water Main Replacement	9,600	8	Ductile Iron	900,000	2002		X	X	X	X	X
54	City of Riverside	Arroyo Drive Water Main Replacement	5,800	4, 6	Ductile Iron	600,000	2002		X	X	X	X	X
55	City of Pomona	30" Transmission Water Main	11,800	30	Steel	2,400,000	2002	X	X	X	X	X	X
56	City of Pomona	12" Water Main on San Antonio Avenue	5,800	8, 12	Ductile Iron	210,000	2002		X	X	X	X	X
57	City of Pomona	Potable Water Pipelines for Commercial, Rebecca, & Myrtle Avenue	5,600	8, 10	Ductile Iron	395,000	2001		X	X			
58	City of Torrance	Water Main Replacement 2000-2001: Artesia Boulevard	16,700	6, 8, 10, 12	Ductile Iron	1,500,000	2001	X	X	X		X	
59	City of Torrance	Recycled Water Distribution Pipeline 2000-2001: Artesia Boulevard	17,600	8	PVC/Ductile Iron	1,100,000	2001	X	X	X		X	
60	City of Pomona	CM & Inspection Services for Five Pipeline Replacement Projects	28,000	6, 8, 10, 12	Ductile Iron	2,000,000	2001				X	X	X
61	City of Chino Hills	Chino Avenue 20" Waterline Extension	1,900	20	Steel	200,000	2000	X	X	X			
62	Elsinore Valley MWD	Lakeshore 12" Waterline Replacement	6,000	12	Ductile Iron/PVC	500,000	2000	X	X	X		X	
63	City of Pomona	20" Reclaimed Water Main Under the 71 Freeway	400	20	Ductile Iron	50,000	2000		X	X			
64	City of La Palma	Replacement of 10" Asbestos Cement Pipe	1,000	10	PVC	33,000	1999	X	X	X		X	X
65	West Basin MWD	Carson Regional Recycling Water Plant: 14" Brine Line	27,000	14	HDPE	4,114,000	1999	X	X				
66	City of Pomona	Hawthorne Place Water Main Replacement	600	8	Ductile Iron	20,000	1999		X				
67	West Basin MWD	El Segundo Recycled Water Lateral	5,900	0	PVC	309,300	1998	X	X	X		X	
68	City of Torrance	Water Main Replacement: Prairie Avenue	2,100	4, 6, 8, 12	Ductile Iron	182,400	1998	X	X	X		X	
69	City of Arcadia	Campus Drive Water Main Project	4,700	8, 12	Ductile Iron/Steel	390,000	1997						X
70	East Pasadena Water Co.	Water Main on Oakdale Avenue & Woodward Boulevard	1,100	8	PVC	50,000	1997	X	X	X			
71	City of Tustin	Water Main Replacement	4,600	6, 8	PVC	294,000	1997		X	X		X	
72	City of Torrance	Water Main Replacement: 1997-98	19,000	6, 8, 12	Ductile Iron	1,276,000	1997		X	X		X	
73	City of Cerritos	Potable Water Main in Carmenita Road	1,600	16	Ductile Iron	326,000	1997	X	X	X			
74	City of Pomona	Hillcrest Drive Water Main	4,800	6, 8, 10	Ductile Iron	365,000	1997	X	X	X			
75	City of Pomona	Well No. 28 Water Line Improvements	1,500	8	Ductile Iron	75,000	1997	X	X	X			
76	City of Arcadia	12" Waterline on Colorado Boulevard	1,200	12	Ductile Iron	75,000	1996		X				
77	City of Torrance	Water Main Replacement - Torrance Boulevard	9,500	6, 8, 12, 16	Ductile Iron	650,000	1996		X	X		X	
78	City of Arcadia	Water Pipelines: 1st Avenue & Foothill Boulevard	3,000	12	Ductile Iron	300,000	1995		X	X			
79	City of Torrance	Water Main Replacement - Phase II	26,400	6, 8, 12	Ductile Iron	1,800,000	1995	X	X	X	X	X	
80	City of Torrance	Water Main Replacement - Phase I	21,000	6, 8, 10, 12	Ductile Iron	1,630,000	1994	X	X	X	X	X	X
81	City of Glendale	Brand Park Reclaimed Water Project	20,000	8, 10, 12, 16	Steel/PVC	1,200,000	1994		X	X			
82	CSU, San Luis Obispo	Potable Water Mains	11,000	8, 10, 12, 16	PVC	500,000	1994		X	X			
83	City of San Fernando	Water Main Installation	14,700	8, 12	Ductile Iron	800,000	1994						X
84	City of Simi Valley	Lilac Lane Tank Water Pipeline	1,000	12	Ductile Iron	20,000	1994		X	X			
85	City of Cerritos	Reclaimed Water Pipelines	7,700	6	PVC	400,000	1992		X	X		X	
86	City of Pomona	Water Pipelines	18,200	6, 8, 10	Ductile Iron	800,000	1992		X	X			X
87	City of Pomona	Water Pipelines	54,400	6, 8, 10, 12	Ductile Iron	3,100,000	1992						X
88	City of Azusa	Water Main Improvements	8,500	8, 12	Ductile Iron	500,000	1992		X	X	X	X	X
89	City of La Palma	City Yard Pipeline	100	14	Steel	20,000	1991	X	X	X			
90	City of Arcadia	Live Oak Water Facilities	1,000	24	Steel	100,000	1991						X
91	City of Whittier	Well Nos. 15, 17, & 18	1,500	20, 24	Steel	150,000	1991	X	X	X		X	
		TOTALS =	681,600 Feet 129 Miles			$93,200,300							

City Council Staff Report

DATE: June 20, 2018

AGENDA ITEM NO: Public Hearing Agenda Item 4-A.

TO: The Honorable Mayor and City Council

FROM: Annie Yaung, CPFO, Director of Management Services

SUBJECT: The City is required to conduct a Public Hearing to consider assessments for the Citywide Maintenance District No. 93-1 for FY 2018-19 pursuant to Streets and Highways Code §§ 22500, *et seq*.

RECOMMENDATION It is recommended that the City Council consider:

(1) Open the public hearing and receive documentary and testimonial evidence;

(2) Close the public hearing and adopt a Resolution authorizing the Levy and Collection of Assessments for Fiscal Year 2018-19 in Citywide Maintenance District No. 93-1 pursuant to Streets and Highways Code § 22587; and

(3) Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

The City started the process to renew its Citywide Maintenance District No. 93-1 for the 2018-19 fiscal year at its April 4, 2018 meeting. At that time, the City Council approved the engineer's report; adopted the Resolution of Intention and scheduled June 20th for the public hearing.

BACKGROUND:

In 1993, the California State budget was severely impacted by the recession. To balance its budget, the California Legislature implemented a property tax transfer from local governments to schools to reduce the State's funding for education. This transfer is known as the Education Revenue Augmentation Fund (ERAF) transfer. Monterey Park's revenue loss was $1.2 million for 1993. After considering various budget balancing options, the City established a citywide benefit assessment district to finance the operation and maintenance costs of street lighting and landscaping. General Fund freed up by the assessment revenue is used to continue essential services including police, fire, library, and recreation.

The City's assessment district was formed under the 1972 Lighting and Landscaping Act (Streets and Highways Code § 22500). The law requires the City to renew the assessment district each year to continue the collection of assessments. Revenue generated by the City's assessment district is approximately $983,058 a year. The City has renewed the benefit assessment district every year for the past 25 years.

At the April 4th meeting, the City Council adopted Resolution No. 12000 (Resolution of Intention) proposing an assessment for 2018-19 for a single-family is $40.97; this is the same assessment as 2017-18. Over 25 years, the only rate increase occurred in 1996: from $39.97 to $40.97 for a single family property owner. After 1996, rates have never been adjusted and the City continues using General Fund to supplement significant shortfalls due to increased operating costs.

The cost for the operation and maintenance of the City's landscaping and lighting is approximately $1.8 million. The benefit assessment district will fund $983,058 of the cost and the City's General Fund will fund the remaining $840,856.

The Resolution of Intention, which includes the public hearing date and protest procedures, was published in the Monterey Park Progress. To date, there is no majority protest received against the proposed assessment district renewal for 2018-19.

Fiscal Impact

The proposed 2018-19 assessment rates are the same as the 2017-18 rates. The benefit assessment district will raise approximately $983,058 for 2018-19. If the assessment district is not renewed, the City must reduce expenditures and/or seek new revenues to balance the budget.

Respectfully submitted and prepared by:

Annie Yaung, CPFO
Director of Management Services

Approved By:

Ron Bow
City Manager

Reviewed By:

Karl H. Berger
Assistant City Attorney

Attachment:
1) Resolution

ATTACHMENT 1
Resolution

RESOLUTION NO.__________

A RESOLUTION AUTHORIZING THE LEVY AND COLLECTION OF ASSESSMENTS FOR FISCAL YEAR 2018-19 IN CITYWIDE MAINTENANCE DISTRICT NO. 93-1 PURSUANT TO STREETS AND HIGHWAYS CODE § 22587.

The City Council for the City of Monterey Park does resolve as follows:

SECTION 1: The City Council finds as follows:

A. The City Council seeks to levy assessments for Fiscal Year 2018-19 pursuant to Streets and Highways Code §§ 22500, *et seq*. for Citywide Maintenance District No. 93-1 ("District").

B. The District is exempt from the procedures and approval process of California Constitution art. XIIID, § 4 pursuant to California Constitution, art. XIIID, § 5(a).

C. An Engineer's Report ("Report") was prepared pursuant to Streets and Highways Code § 22566 for Fiscal Year 2018-2019. While the Report is too voluminous to be reprinted with this Resolution, it is available for public inspection with the City Clerk and incorporated by this reference as if fully set forth.

D. Following a public hearing, the City Council did not receive a majority protest from the property owners affected by the proposed assessment before the close of the public hearing on June 20, 2018.

SECTION 2: In accordance with Streets and Highways Code §§ 22500, *et seq*., the City Council adopts an annual assessment of $40.97 for each Equivalent Dwelling Unit (EDU) within the District during Fiscal Year 2018-19. The assessments levied and collected must be used for maintaining certain landscaping and street lighting improvements, as set forth in the Report

SECTION 3: All monies collected for such assessments must be deposited in a special fund known as "Special Fund City of Monterey Park Citywide Maintenance District No. 93-1." Payment may be made out of said fund only for the purpose provided for in this Resolution.

SECTION 4: The City Manager, or designee, is directed to take such actions that are needed to place this assessment on the property tax rolls including, without limitation, forwarding this Resolution to the Los Angeles County Assessor's Office.

SECTION 5: Any public property included within boundaries of the District are exempt from assessment.

SECTION 6: This Resolution takes effect immediately upon its adoption.

PASSED, APPROVED AND ADOPTED this 20th of June 2018.

Stephen Lam
Mayor
Monterey Park, California

ATTEST:

Vincent D. Chang, City Clerk

APPROVED AS TO FORM:
MARK D. HENSLEY, City Attorney

By:

Karl H. Berger,
Assistant City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) **SS**
CITY OF MONTEREY PARK)

I, VINCENT D. CHANG, City Clerk of the City of Monterey Park, California, do hereby certify that the foregoing Resolution No. __________ was duly adopted by the City Council of the City of Monterey Park at a Regular Meeting held on the 20th of June 2018, by the following vote of the Council:

AYES:
NOES:
ABSTAIN:
ABSENT:

Dated this 20th day of June 2018

____
Vincent D. Chang, City Clerk

City Council Staff Report

DATE: June 20, 2018

AGENDA ITEM NO: Public Hearing Agenda Item 4-B.

TO: The Honorable Mayor and City Council

FROM: Jim Smith, Chief of Police

SUBJECT: Adoption of an Ordinance Amending Title 8 of the Monterey Park Municipal Code, in its entirety, to incorporate Title 10 of the Los Angeles County Code regarding the regulation of animals within the City's jurisdiction.

RECOMMENDATION:

It is recommended that the City Council:

1. Open a public hearing; take testimonial and documentary evidence; close the public hearing;
2. After considering the evidence, adopt an ordinance amending Title 8 of the Monterey Park Municipal Code.
3. Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

The City of Monterey Park contracts with the Los Angeles County Department of Animal Care and Control (LACDACC) for supplemental Animal Control services. In order for LACDACC personnel to issue citations and take other regulatory actions, the City needs to amend Title 8 of the Monterey Park Municipal Code and Adopt Title 10 of the Los Angeles County Code in its entirety regarding the regulation of animals. At the June 6, 2018 City Council meeting, the Council approved the introduction and waived first reading of the ordinance. The public hearing was set for June 20, 2018. The City complied with regulatory notice requirements by posting a notice of public hearing on May 17, 2018 and May 24, 2018 in the Monterey Park Progress newspaper.

BACKGROUND:

The City of Monterey Park has contracted with the LACDACC since 2012 for supplemental Animal Control services. In 2014, City Council approved Ordinance 2114 to Amend Title 8 of the Monterey Park Municipal Code ("MPMC") in its entirety regarding the regulation of animals within the city's jurisdiction. Section 8.14.020 of the Monterey Park Municipal Code excluded certain provisions of Title 10 of the Los Angeles County Code that were rejected as undesirable (Attachment 1). On November 15, 2017, the City

Council requested that staff update the MPMC to mirror the LA County Code with respect to mandatory licensing requirements as well as the maximum number of dogs and/or cats permitted to be kept as pets within a single household. Currently, the City requires the mandatory licensing of dogs, but only the voluntary licensing of cats. Additionally, the LA County Code mandates microchipping, spaying, and neutering of dogs and cats. Lastly, Staff proposes minor amendments and additions to Title 10 of the LA County Code which would provide the Monterey Park Police Department with enforcement authority; as well as the addition of a misdemeanor penalty provision for violations of Title 8 of the MPMC.

Staff recommends that the City Council consider adopting Title 10 of the LA County Code, in its entirety, with staff's proposed amendments.

FISCAL IMPACT:

It is unknown at this time if there would be any fiscal impact. There may be additional fines levied or because of increased licensing enforcement and canvassing there could be an increase in the collection of licensing fees.

Respectfully submitted by:

Jim Smith
Chief of Police

Prepared by:

Steve Coday
Captain

Approved by:

Ron Bow
City Manager

Reviewed by:

Natalie C. Karpeles
Deputy City Attorney

ATTACHMENT(S):

1. List of LA County Title 10 Exceptions
2. Copy of Draft Ordinance

ATTACHMENT 1
List of LA County Title 10 Exceptions

Monterey Park Ordinance

City Adopted Title 10 with the Exception of the Following:

LA County Title 10	Monterey Park Ordinance	Changes/Amendment
10.20.030 License--Required - Fees and Other Charges. Every person owning or having custody of any dog or cat over the age of four months in the unincorporated territory of the County of Los Angeles shall obtain an annual license from the director for each dog and cat and shall pay the fee for the license including delinquency charges and field enforcement fees as set forth in Sections 10.20.130 and 10.90.010. The owner or custodian of an animal found unlicensed by a department employee in the field will be charged a field enforcement fee. (Ord. 2009-0043 § 9,2009.)	No Corresponding Code- Not Enforced	Voluntary cat licensing/microchipping. Those who choose to will be required to follow LACDACC guidelines.
10.20.038 Residential dogs and cats--Limitations. A. Dogs. Up to three dogs may be kept at any residence without an animal facility license, provided the dogs' owner or custodian licenses each individual dog and complies with the Mandatory Spay and Neuter Program for Dogs, 10.20.350 et seq. For purposes of this section, a service dog licensed under Section 10.20.090, is not counted toward the number of dogs kept or maintained, while such dog is serving a person who is disabled within the meaning of Government Code Section 12926(i) or Government Code Section 12926(k). B. Cats. Up to five cats may be kept at any residence without an animal facility license, provided the cats' owner or custodian licenses each individual cat, has each cat spayed or neutered and keeps all cats primarily indoors. (Ord. 2009-0043 § 10, 2009.)	8.01.030 (F) Keeping more than two dogs prohibited. In any R2 or R3 zones (apartments, condominiums, or townhomes), where permited, dogs and cats not to exceed two (2) for each residential living unit in any combination thereof and the young thereof not exceeding four (4) months in age. **and** 8.05.030 It is unlawful for any person to keep or maintain, or suffer or permit to be kept or maintained, upon any premises owned or controlled by him, more than one cat, male or female for breeding purposes, within three hundred feet of any dwelling house other than that of the owner or person in control of such cats, or more than four cats for any purposes unless such cats are kept in a kennel, pursuant to city zoning regulations.	Monterey Park Ordinance 8.01.030 (F) - Decrease limits for both dogs and cats. Dogs (2) cats (2).
10.20.045 Hobby breeding--License required--Fees. A person who is a hobby breeder as defined in Section 10.08.155, shall obtain a hobby breeding license in the amount set forth in Section 10.90.010. Each license shall authorize the birth of no more than one litter per female dog or cat in any 12-month period and no more than one litter per domestic household in any 12-month period. Breeding in excess of that authorized under this Section requires a breeding facility license (See 10.08.065 and 10.40.200 et seq.) and may result in further penalties. (Ord. 2009-0043 § 12, 2009.)	No Corresponding Code- Not Enforced	

LA County Title 10	Monterey Park Ordinance	Changes/Amendment
10.20.110 License Tag. Fee for spayed or neutered animals. Pursuant to Section 30804.5 of the Food and Agricultural Code, any dog or cat license taf issued pursuant to Section 10.20.030 of this Part 1 shall be issued for one half or less of the fee required if a certificate is presented from a licensed veterinarian that the dog or cat has been spayed or neutered.	No Corresponding Code- Not Enforced	
10.20.185 Microchipping of dogs required. All dogs over the age of four months must be implanted with an identifying microchip. The owner or custodian is required to provide the microchip number to the department, and shall notify the department and the national registry applicable to the implanted chip, of a change of ownership of the dog, or change of address or telephone number. (Ord. 2006-0029 § 4,2006.)	No Corresponding Code- Not Enforced	Voluntary microchipping for dogs.
10.20.211 Spaying or neutering--Condition of sale--Deposit required. As a condition to the sale or giving away of any cat that has not been spayed or neutered, the purchaser or recipient shall deposit with the department of animal care and control, at the time of the sale or giving away, an amount determined by the director to be sufficient to cover the costs of neutering or spaying the cat, but in no event shall such deposit exceed $30.00. Such deposit is to be paid to a licensed veterinarian upon proof that he has performed the required neutering or spaying operation within the time period as set forth in Section 10.20.214, and may include an amount necessary to recover	No Corresponding Code- Not Enforced	
10.20.270- Licensing of businesses using dogs for protection. Every business establishment that uses a dog or dogs to work without supervision to deter and protect the business from unauthorized persons from entering said business, is required to obtain a business license under this part, other than sentry dog companies having dogs registered pursuant to Health and Safety Code Section 121910. Businesses registered under Health and Safety Code Section 121910 are also required to obtain an animal facility license under section 10.28.060. (Ord. 2009-0017 § 7,2009.)	No Corresponding Code- Not Enforced	
10.20.350 thru 10.20.385 Mandatory spaying, neutering of dogs.	No Corresponding Code- Not Enforced	
10.36.340 thru 10.36.380 Spaying or neutering-Condition of sale-Deposit required.	No Corresponding Code- Not Enforced	

ATTACHMENT 2

Draft Ordinance

ORDINANCE NO. ____

AN ORDINANCE AMENDING TITLE 8 OF THE MONTEREY PARK MUNICIPAL CODE IN ITS ENTIRETY TO INCORPORATE TITLE 10 OF THE LOS ANGELES COUNTY CODE REGARDING THE REGULATION OF ANIMALS WITHIN THE CITY'S JURISDICTION.

The Council of the City of Monterey Park does ordain as follows:

SECTION 1: *Incorporation of Los Angeles County Code*. Title 8 of the Monterey Park Municipal Code ("MPMC") is amended in its entirety to read as follows:

"TITLE 8

ANIMALS

INCORPORATION OF LOS ANGELES COUNTY ANIMAL REGULATIONS

8.14.010 **INCORPORATION OF TITLE 10, LOS ANGELES COUNTY CODE:** Pursuant to Government Code § 50022.9, the City Council incorporates into this Code Title 10 of the Los Angeles County Code entitled *Animals*, subject to the amendments, additions and deletions set forth below. The provisions of this Code take precedence over any conflicting provisions in Title 10 of the Los Angeles County Code.

8.14.020 **AMENDMENTS TO LOS ANGELES COUNTY CODE**. The following provisions of Title 10 of the Los Angeles County Code are amended to read as follows:

A. Section 10.08.100. "Department" means the Monterey Park Police Department.

B. Section 10.08.110. "Director" means the police chief, or designee.

8.14.030 **ADDITIONS TO LOS ANGELES COUNTY CODE**. The following sections are added to Title 10 of the Los Angeles County Code:

A. Section 10.08.260. "Director of health services" means the police chief, or designee.

B. Section 10.08.270. "Sheriff," "sheriff deputy," and "sheriff officer" means police officer, or designee.

C. Section 10.08.280. "Tax collector" means the finance director, or designee.

8.14.040 **GENERAL PENALTY**: Any person violating any provision of this title is guilty of a misdemeanor unless otherwise provided in this title."

SECTION 2: This Ordinance is exempt from review under the California Environmental Quality Act (California Public Resources Code §§ 21000, *et seq*., "CEQA") and CEQA Guidelines (14 California Code of Regulations §§ 15000, *et seq*.) in that it is not a "project" for purposes of CEQA, as that term is defined by CEQA Guidelines § 15378. Specifically, this Ordinance constitutes creation of government funding mechanisms or other government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. In addition, this Ordinance is an organizational or administrative activity that will not result in a direct or indirect physical change in the environment. Further, even if this Ordinance was deemed a "project" and therefore subject to CEQA, the Ordinance would be exempt as it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment. CEQA Guidelines § 15061(b)(3).

SECTION 3: Repeal or amendment of any provision of the MPMC will not affect any penalty, forfeiture, or liability incurred before, or preclude prosecution and imposition of penalties for any violation occurring before this Ordinance's effective date. Any such repealed part will remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Ordinance.

SECTION 4: If any part of this Ordinance or its application is deemed invalid by a court of competent jurisdiction, the City Council intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Ordinance are severable.

SECTION 5: The City Clerk is directed to certify the passage and adoption of this Ordinance; cause it to be entered into the City of Monterey Park's book of original ordinances; make a note of the passage and adoption in the records of this meeting; and, within fifteen (15) days after the passage and adoption of this Ordinance, cause it to be published or posted in accordance with California law.

SECTION 6: This Ordinance will become effective thirty days following its passage and adoption.

PASSED AND ADOPTED this __ day of __________, 2018.

____
Stephen Lam, Mayor

Attest:

____
Vincent D. Chang, City Clerk

Approved as to Form:
Mark D. Hensley, City Attorney

By: _________________________
Natalie C. Karpeles, Deputy City Attorney

City Council Staff Report

DATE: June 20, 2018

AGENDA ITEM NO: New Business
Agenda Item 6-A.

TO: The Honorable Mayor and City Council

FROM: Mark A. McAvoy, Director of Public Works/City Engineer

SUBJECT: Delta Plant Centralized Groundwater Treatment System Project Budget Augmentation

RECOMMENDATION:
It is recommended that the City Council consider:

1. Appropriating $333,000 in Water Treatment funds to complete the Centralized Groundwater Treatment System Project;
2. Approving a 2% contingency to the J.R. Filanc Construction Company, Inc. contract, in the amount of $165,834, for unforeseen conditions;
3. Authorizing the City Manager to execute an Amendment, in a form approved by the City Attorney, to the Agreement with Eurofins Eaton Analytical, Inc. for lab analysis for the CGTS start-up protocol at a cost not-to-exceed $45,000;
4. Authorizing the City Manager to execute a Second Amendment, in a form approved by the City Attorney, to the Agreement with SA Associates for professional services for the CGTS project at a cost not to exceed $122,000; and
5. Taking such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act):

The project is categorically exempt from the California Environment Quality Act (CEQA) per CEQA Guidelines § 15302, "Replacement or Reconstruction."

EXECUTIVE SUMMARY:

On August 17, 2016, City Council awarded a design-build contract to J.R. Filanc Construction Company, Inc., in the amount of $8,291,682, to construct the Centralized Groundwater Treatment System (CGTS) at the Delta Plant located at 2657 Delta Ave in Rosemead.

The project is in the final stages of construction. The majority of remaining work consists of obtaining the required update to the permit to operate from the State and bringing the CGTS online. In addition, working through the revised reimbursement cost eligibility with the San Gabriel Water Quality Authority (WQA) and Environmental Protection Agency (EPA). The update to the permit to operate, start-up process, and remaining tasks are expected to continue through Fall 2018. The extended construction schedule; start up protocol; sampling and testing protocols; and overall change order work have increased project costs for construction and administration.

A budget appropriation of $333,000 is needed to complete the project. Staff is requesting a 2% contingency authorization for the contract with Filanc, in the amount of $165,834. Staff is also requesting approval of amendments to two other contracts: Eurofins (the City's water quality laboratory) in the amount of $45,000; and SA Associates (partial construction management and inspection services, project oversight and plan/permitting assistance) in the amount of $122,000 for additional work to complete the CGTS project.

BACKGROUND

The CGTS Project is a plant modification to the Delta Plant, to install an "ultraviolet advanced oxidation process" (UV AOP), and was made possible in large part by the 2015 Prop 84 Integrated Regional Water Management (IRWM) grant of $4.13M that provides about half the funds for the project. As a reminder, the CGTS project includes the following elements:

- A new pipeline to bring water from Well 5 to the Delta Plant.
- Three new filters to remove sand and other particulates from the groundwater to be treated
- Nine new AO reactors arranged in series and parallel (three trains of three high). Each reactor contains ultraviolet light tubes that, in combination with hydrogen peroxide, breakdown VOCs, 1,4-dioxane, and many other organic contaminants to harmless byproducts. Hydrogen peroxide will be metered into the AO reactors from an aboveground storage tank.
- An open-sided canopy to cover the AO reactors and the associated electrical controls.
- Ten carbon vessels, each containing 20,000 pounds of carbon, arranged in parallel. The carbon vessels are not new; the City of Monterey Park previously used them to remove perchlorate, an inorganic contaminant, and they are already installed at the Delta Plant, although some re-piping will be required. The ten carbon vessels are a back-up treatment system but should be largely redundant as the AO system is designed to meet all applicable water quality goals.
- Upgraded pH adjustment and chlorination systems.

The project is currently in the stage of substantial completion. The project team is working with the DDW on the commission and start-up processes. UV AOP equipment has been approved by DDW to augment the treatment for drinking water use, however, the design of the centralized UV AOP treatment system - that replaces rather than adds to an existing treatment system - is a new concept and currently does not exist in the industry. Taking the existing treatment system offline and eliminating that process altogether are necessary to centralize the treatment of the groundwater to one location as well as to save costs from existing operations in order to offset the additional costs to operate the new treatment system that will require new chemicals and other materials (hydrogen peroxide and UV lamps). Consequently, DDW staff is requiring extensive testing as part of the permitting process and startup protocol to ensure that the City's new treatment system will produce drinking water that meets the standards.

Filanc's Construction Costs

City Council awarded a design-build contract to J.R. Filanc Construction Company, Inc. on August 17, 2016 for $8,291,682 for construction of the CGTS. While construction projects typically include a contingency between 5-15% for unforeseen costs that may occur, no contingency was requested at the time of award.

Because no contingency was provided, staff negotiated with Filanc to take deductions for certain items, to allow project construction to remain on schedule within budget. The items that were removed were sometimes provided through other contracts, if they were maintenance related; others were determined to be not as critical to implementation of the project, though if budget had been available, it would have been preferred to install the items. The first change order was done concurrently with a contract for SA Associates for part-time construction management services, which reset the baseline of the Filanc contract to $8,191,682. To date, a total of ten (10) change orders have been executed and one (1) remains pending without additional contract authority:

Changeorder	Amount	Contract Balance
1 Deduct new LGAC concrete pad	($100,000.00)	$8,191,682.00
2 Replace pretreatment filters with high rate cartridge filters	$0	$8,191,682.00
3 Deduct purchase of hydrogen peroxide	($32,137.56)	$8,159,544.44
4 Deduct purchase of new motor for Well 5	($27,705.60)	$8,131,838.84
5 Provide electrical service from backfeed of existing meter	$42,635.00	$8,174,473.84
6 Extend schedule due to delay in SCE power supply	$0	$8,174,473.84
7 Cost escalation due to State prevailing wage adjustment	$31,244.00	$8,205,717.84
8 Remove, clean and replace nozzles in LGAC vessels	$27,389.00	$8,233,106.84
9 Deduction for sliplining existing pipeline to Well 5	($31,315.00)	$8,201,791.84
10 Gasket replacement	$7,084.48	$8,208,876.32
Pending		
11 Extended start-up plan and testing	$68,654.00	$8,277,530.32

Pending is Filanc's change order No. 11 totaling $68,654 for the extensive testing and start-up process work. As project construction is near completion, staff expects minor additions for design and construction work from this point forward, though there are still some unknowns with the permitting requirements. A 2% contingency of $165,834 is requested, that would cover the pending change order No. 11 as well as provide funding for any additional issues that arise during the permitting process over the next several months. The authorized contract amount would therefore be $8,357,516.

Lab Analysis Costs

The extended start-up process and testing will incur additional lab analysis costs. Based on the list of constituents that are required to be sampled, the estimated cost is $45,000. The City currently has a two-year contract with Eurofins Eaton Analytical, Inc. for laboratory analysis services that will expire on July 1, 2018. Staff is requesting an Amendment for lab work associated with the CGTS permit at a cost not to exceed $45,000. Staff is also requesting that the Amendment extend the term of the Agreement to October 31, 2018 when the City should obtain an updated permit to operate.

SA Associates Contract Costs

SA Associates (SAA) has submitted a proposal for $122,000 to cover additional work that is beyond their original contract. City Council approved an original contract for $100,000 on January 4, 2017 for partial construction management and inspection services, project oversight and plan/permitting assistance for this project. The project management contract was paid for through a $100,000 deduction from Filanc's construction contract (deletion of the new LGAC concrete pad). Management staff at the time intended for in-house staff to oversee the majority of the project directly, and therefore only sought partial construction management services.

After the resignation of the Water Utility Manager in October 2017, staff was concerned with inadequate oversight of the project as management support staff were re-directed to absorb the Water Utility Manager's duties. Project construction had started which made onsite presence that much more important. On November 1, 2017, City Council was asked to approve an amendment to SAA's contract to include additional daily construction inspection services for a period of several months to coincide with the understood project schedule at the time. The amendment totaled $48,600.

The project schedule has lengthened, primarily due to the permit amendment requirements from the State, and change order work needed on the project. SAA has submitted a proposal of $122,000 for a second amendment; it should be noted that this includes some work that has already been performed. In order to ensure that construction remained on schedule, they had agreed to complete work outside of their original contract and amendment. SAA staff has been an integral part of the project team in negotiating the permit with the State, and their participation is critical in the final stages of the permitting process. The second amendment of a cost not-to-exceed $122,000 will increase their total contract cost to $270,600, which is just over 3% of the original construction contract amount.

Total Project Budget Augmentation Request

In summary, staff is requesting a budget augmentation of $332,834 to cover the additional costs for the Delta CGTS project as follows:

Proposed Project Budget Increase	
Filanc 2% Contingency	$165,834
SA Associates Amendment No. 2	$122,000
Eurofins Amendment	$45,000
Total	$332,834

FISCAL IMPACT:

An appropriation of $332,834 will increase the project budget from $8,348,600 to $8,681,434. The Prop 84 grant is estimated to pay $4,130,400 of the total project cost, with the first reimbursements scheduled for August 2018. The budget amendments would be appropriated to Water Treatment Account (0093-801-4224-82259).

Respectfully submitted by:

Mark A. McAvoy
Director of Public Works /
City Engineer

FOR Richard Gonzales
Water Utility Manager

Approved by:

Ron Bow
City Manager

Reviewed by:

Annie Yaung
Director of Management Services

Karl H. Berger
Assistant City Attorney

ATTACHMENT:

1. Filanc Change Order No. 11
2. Eurofins Lab Costs
3. SA Associates Proposal

ATTACHMENT 1
Filanc Changeorder No. 11

FILANC

CHANGE ORDER ESTIMATE SUMMARY SHEET

J.R. Filanc
740 N. Andreasen Drive
Escondido, CA 92029
Telephone: (760) 941-7130
Fax: (760) 941-3969

PCO 009

Monterey Park AOP
DESCRIPTION:

Additional costs to negotiate approval by DDW of startup plan, including implementing carbon pilot testing.

	PRIME CONTRACTOR'S WORK				Revisions/Comments
1	DIRECT LABOR		$ -		
2	DIRECT CONSTRUCTION EQUIPMENT		$ -		
3	DIRECT MATERIALS		$ -		
4	PRIME CONTRACTOR SUBTOTAL (ADD LINES 1,2,3)			$ -	
5	FIELD OVERHEAD & PROFIT FOR LABOR - (of LINE 1)	20%		$ -	
6	FIELD OVERHEAD & PROFIT FOR MATERIAL & EQUIPMENT - 15% (of LINE 2, 3)	15%		$ -	
7	**PRIME SUBTOTAL (ADD LINES 4 , 5 , 6)**			**$ -**	
8	SUBCONTRACTOR'S WORK			$ 64,415	
9	FEE on SUBCONTRACTOR - (of LINE 8)	5.00%		$ 3,221	
10	**SUBCONTRACTOR SUBTOTAL (ADD LINES 8 & 9)**			**$ 67,636**	
11	**PRIME + SUBCONTRACT SUBTOTAL (ADD LINES 7 & 10)**			**$ 67,636**	
12	PRIME CONTRACTOR LABOR MAN HOURS	1,115			
13	PRIME CONTRACTOR SMALL TOOLS and CONSUMABLES	5%		$ -	
14	PRIME CONTRACTOR BUILDERS RISK INSURANCE	0.50%		$ 338	
15	**PRIME SUBTOTAL FEES (ADD LINES 12 - 14)**			**$ 67,974**	
16	PRIME CONTRACTOR BOND FEE - 1% (LINE 12)	1.0%		$ 680	
17	**TOTAL LUMP SUM COST (ADD LINES 11 , 13-15)**			**$ 68,654**	

Estimated time extension and justification: N/A

PRIME CONTRACTOR'S NAME: J.R. FILANC CONSTRUCTION CO., INC.
SUBCONTRACTOR'S NAME:

THE SCOPE OF THIS PROPOSAL IS ONLY AS LISTED HEREIN. ANY ADDITIONAL WORK REQUIRED, SHALL BE SUBJECT TO ADDITIONAL PRICING.

SIGNATURE & TITLE OF PREPARER: Gary G. Silverman — DATE: 5/11/2018

Gary Silverman, Project Manager

J.R. Filanc Construction Co.

Monterey Park AOP

Change Order Request Form

Date	**5/11/2018**
Ref Doc	**PCO 009**
Ref Doc #	
Schedule Impact (# of Days +/-)	**0**

Extra Work Description:

Additional costs to negotiate approval by DDW of startup plan, including implementing carbon pilot testing.

Labor

Date	Division	Employee Name	Classification	S/T Hours	O/T Hours	S/T Rate	O/T Rate	Extended
		see attached				$ -	$ -	
						$ -	$ -	$ -
						$ -	$ -	$ -
						$ -	$ -	$ -
						$ -	$ -	$ -
						$ -	$ -	$ -
						$ -	$ -	$ -
						$ -	$ -	$ -
						$ -	$ -	$ -
						$ -	$ -	$ -
						$ -	$ -	$ -
						$ -	$ -	$ -
						$ -	$ -	$ -
						$ -	$ -	$ -
				0	0			
						Labor Subtotal		**$ -**

Equipment

Date	Division	Owned or Rented	Description	S/T Hours	O/T Hours	S/T Rate	O/T Rate	Extended
	see attached					$ -	$ -	
						$ -	$ -	$ -
						$ -	$ -	$ -
						$ -	$ -	$ -
						$ -	$ -	$ -
						$ -	$ -	$ -
						Equipment Subtotal		**$ -**

Material

Date	Division	(If Applicable) Contract #	CO #	Vendor	Quantity	U/M	Unit Cost	Extended
				see attached				
								$ -
								$ -
								$ -
								$ -
								$ -
								$ -
								$ -
								$ -
								$ -
								$ -
								$ -
								$ -
								$ -
								$ -
						CA State Tax (Rosemead)	9.50%	$ -
						Material Subtotal		**$ -**

Subcontract

Date	Division	(If Applicable) Contract #	CO #	Subcontractor	Quantity	U/M	Unit Cost	Extended
5/9/18				Hazen and Sawyer	1	LS	$ 64,415.00	$ 64,415.00
						LS		$ -
						LS		$ -
								$ -
								$ -
						Subcontract Subtotal		**$ 64,415**

Date: ____________ PM Approval ____________ (Initials)

Date: ____________ VP of Ops Approval (CO > $25k) ____________ (Initials)

Billable-(Y/N) ____________ If No, why and what steps will be taken to mitigate these costs?

10/6/15

Subtotal Change Order Request **$ 64,415**

Hazen *Memorandum*

May 11, 2018

To: Gary Silverman, P.E.

From: Kevin L. Alexander

Re: Monterey Park – Hazen Change Order for Additional DDW Permitting Efforts

The purpose of this memorandum is to provide a description of the additional effort required by Hazen and Sawyer to assist Monterey Park in getting a California Department of Drinking Water Permit for the CGTS. The proposed change order is only for additional permitting tasks outside of the original scope for the project. Unfortunately, with changes in the DDW Staff, there has been substantial effort to get the new staff informed about the project but to also meet their requirements for the project.

Additional Tasks include:

1. DDW Meetings and coordination Calls
    a. Since February, Hazen has had multiple calls with DDW including the additional meetings. It is expected that additional meetings with DDW will be held as the Startup Plan is revised and we submit all of the information for the DDW Testing. We have had 5 meetings including conference calls thus far and expect 3 more meetings.
2. Hazen developed a Comprehensive Startup Plan that showed all of the proposed operations and how it coordinated with final construction. That startup plan was ultimately not considered acceptable by DDW and DDW asked for substantial revisions including requiring a separate column test of the LGAC. The revised startup plan with substantial changes was not anticipated and has required significant extra effort to comply with their testing requirements.
3. Hazen has been required to coordinate and review modeling efforts by Calgon for their Catalytic Carbon. Hazen held meetings and assisted Calgon with development of the first memorandum for DDWs approval. Following submittal of the document, DDW requested a call and subsequently required a complete revision of the memorandum with added Modeling. Hazen coordinated the water quality with the City and then reviewed the 6 additional model runs and the memorandum update developed by Calgon.
4. Based on the comments from the Startup Plan and comments on Hazen's Basis of Design, DDW required the development of a GAC Test program to confirm GAC as a primary barrier. This was not anticipated because the LGAC is not proposed as a primary barrier as part of the design. The DDW rationale is that 97-005 requires it as a separate barrier and therefore requires confirmation of performance in that operating condition. It should be clearly stated herein that the design is not able to run and is specifically programmed to shutdown before the operating condition being tested would ever happen. We do not want the City or anyone thinking that because we tested in this way that the system is capable of this operation. The column testing requires substantial efforts including coordination, development of a design, rental of a Column

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a. Coordination of testing including getting carbon from the GAC vendors facility in Santa Fe Springs, coordination of actual installation and organizing the testing around the City's well 15 operation.
b. Develop GAC Test Protocol and review protocol with DDW
c. Prefabrication and Installation of Hazen GAC Column
d. Startup and commissioning of the GAC column on site and confirm operations
e. Perform 10 Day Test of GAC Column including daily reporting, sampling and shipping to the lab.
f. Water Quality Testing (To be performed by Eaton and paid for by others).
g. Analyze the data and develop a Column Test Report

5. Based on the DDW comments and the required revisions to the Test Plan, Hazen is going to be required to develop a second OMMP for revised Test Plan approach to allow Aeration/GAC/GAC. This document will need to be reviewed by DDW to confirm they are ok with the revised operations plan after they see the water quality data from the GAC column testing.

6. The Hazen team has been working with the City of Monterey Park to get the DDW to accept a startup and testing program that would allow for flexibility in the operation under the permit for energy and hydrogen peroxide optimization. This is the right approach and Hazen has been supporting the permitting in this way. The approach has required that Hazen and Trojan coordinate heavily with DDW on the testing matrix which has been developed and reviewed multiple times. There are additional startup requirements for observing the testing and ensuring all of the sampling is properly taken during the test program. In addition, the reporting is expected to be more extensive to prove the results and correlation with the algorithm being developed by Trojan. We have added hours for additional testing and reporting to work through the rest of the effort.

Fee Estimate:

The following is the estimated fees to perform the additional work associated with getting DDW Approval. The costs include hours for Hazen Staff to do all sample collections, bottle preparation, rental of equipment, shipping of samples, travel expenses and ultimately reporting and meeting with DDW:

Fee Proposal
City of Montery Park
Scope Amendment for additional DDW
May 11, 2018

Task	VP/QC	SPE	E	AE	Total Hours	Labor Cost
Hourly Rate	$250	$185	$145	$125		
Task 1 - Project Management and Quality Control	24	0	0	0		$ 6,000
Task 1.1 - DDW Meetings and Conference Calls including Coordination and Notes	24				24	$ 6,000
					0	$ -
Task 2 - GAC Modelling	4	0	0	0		$ 1,000
Task 2.1 Coordinate Meeting and Reviewed Memo with Calgon	2				2	$ 500
Task 2.2 Review Memo with DDW and DDW asked for More Modelling	1				1	$ 250
Task 2.3 Send WQ and Coordinat Modelling with Calgon and Resubmit to DDW	1				1	$ 250
Task 3 - Startup Plan	8	12	0	8		$ 5,220
Task 3.1 - Original Startup Plan Submitted to DDW and Reviewed with DDW - No Cost					0	$ -
Task 3.2 - DDW Comments received and Review Conference Call with Dmitriy					0	$ -
Task 3.3 - Developed Completely Revised Startup Plan	8	12		8	28	$ 5,220
					0	$ -
Task 4 - GAC Test Program	9	0	56	64		$ 18,370
Task 4.1 - Prepare Test Protocol and Review with DDW	5		8		13	$ 2,410
Task 4.2 - Revise and Submit Protocol to DDW	1				1	$ 250
Task 4.3 - Coordination of Setup of Pilot including Preassembly and Installation	1		4	28	33	$ 4,330
Task 4.4 - 10 Days of Sampling and On Site observations			4	36	40	$ 5,080
Task 4.5 - Evaluate Data and Develop Report	2		40		42	$ 6,300
					0	$ -
Task 5 - Additional OMMP For Aeration/GAC/GAC	4	0	0	20		$ 3,500
Task 5.1 Develop Draft OMMP	2			16	18	$ 2,500
Task 5.2 Develop Final OMMP for Aeration GAC and GAC	2			4	6	$ 1,000
					0	$ -
Task 6 - Revised Startup with additional DDW Requirements	24	0	80	72		$ 26,600
Task 6.1 Startup Oversight with Additional Trojan Testing	4			32	36	$ 5,000
Task 6.2 Additional Data Analysis	8		40	20	68	$ 10,300
Task 6.3 Additional Reporting to Support DDW Requirements	12		40	20	72	$ 11,300
					0	$ -
Labor Total	73	12	136	164	385	$ 60,690

HAZEN AND SAWYER
VP/QC - Vice-president / QAQC Manager
SA - Senior Associate / Project / Technical Manager/ QAQC
SPE - Senior Principal Engineer, Associate
PE - Principal Engineer
E - Engineer
GE - Geohydrologist Engineer
AE - Assistant Engineer, CM/Inspector
TECH - CAD or GIS Technician

Hazen

Subconsultant		Total $
		$ -
	Total	$ -

Expenses	Unit Cost	Total $
Hazen Column Rental		$ 500
Shipping cost for lab		$ 500
		$ -
Mileage	$ 0.545	$ 2,725
Other Direct Costs Subtotal		$ 3,725

Grand Total (Labor + Sub + ODCs)		$ 64,415

Total Estimated Cost for additional Hazen efforts: $64,415.00

ATTACHMENT 2
Eurofins Lab Costs

Eurofin Fees

Sample Test	Rate
Acetaldhyde (aldehydes)	$ 200.00
Alkalinity	$ 10.00
Arsenic	$ 15.00
Chloropicrin	$ 125.00
Coliform (Total)	$ 10.00
Conductivity	$ 10.00
1,1 DCA	$ 150.00
1,4 Dioxane	$ 150.00
Ferric ion	$ 30.00
Ferrous ion	$ 30.00
Formaldehyde (aldehydes)	$ 200.00
Glyoxylic Acid (aldehydes)	$ 200.00
HAA5	$ 100.00
Heteroptropic Plate Count	$ 10.00
Langlier Saturation Index & CCP	$ 100.00
NDMEP (nitrosamines)	$ 300.00
Nitrate as NO3	$ 15.00
Nitrite as NO2	$ 15.00
Nitrosamine	$ 300.00
Perchlorate (low level)	$ 100.00
Perflourooctanesulfonic Acid	$ 300.00
Perfluorobutanesulfonic Acid	
Perfluoroctanoic Acid	
Perfluoroheptanoic Acid	
Perfluorohexanesulfonic	
Perfluorononanoic Acid	
Peroxide (Lab)	$ 15.00
pH (Lab)	$ 10.00
Sulfate (S04)	$ 15.00
1,2,3 TCP low level	$ 100.00
TDS (solids)	$ 10.00
TOC	$ 35.00
TTHM	$ 150.00
UVT Transmissivity	$ 40.00
524.2 VOCs	$ 75.00
524.2 VOCs + TICs	$ 150.00
525.2 SVOCs w/ TICs	$ 300.00
Total CGTS Cost	**$ 3,270.00**
Estimate for 3-month period	**$ 41,202.00**

ATTACHMENT 3
SA Associates Proposal

SA
ASSOCIATES

May 9, 2018

Richard Gonzales, Water Utility Manager
City of Monterey Park
Public Works Department/Engineering Division
320 W. Newmark Avenue
Monterey Park, CA 91754-2896

Project: Construction Oversight Services for the Centralized Groundwater Treatment System

Subject: Request for Additional Fee

Dear Richard:

This letter is to request an adjustment to our fee to provide Construction Oversight Services for the Centralized Groundwater Treatment System. The project is currently under construction. The original completed schedule was February, 2018. Based on the present schedule, the substantial completion date is expected to be July, 2018.

Our proposal of November 30, 2016, provided a fee of $100,000 for the following tasks:

1. Kick-Off Meeting
2. Review design plans at the 30%, 60%, and 90% design stages.
3. Perform site visit once a month to monitor site activities.
4. Participate in 25 weekly teleconference meetings with the Contractor and City.
5. Conduct 3 site visits during commissioning of the Treatment System.
6. Review as-built drawings.
7. EVA Analysis
8. Review up to 3 Change Order requests.
9. Track Project Schedule.

The following is a list of services that are beyond the original scope of work:

1. Progress Meetings will be conducted in person rather than by teleconferencing. In addition, we will prepare the agenda, minutes, and action logs for these meetings, which were not included in the original scope.
2. The Project Team will prepare a Technical Memorandum for the State Water Resources Control Board Division of Drinking Water (DDW) on Liquid Granular Activated Carbon (LGAC) Effectiveness to Remove Recalcitrant Volatile Organic Compounds (VOC's). In addition, we will review 2 other Technical Memorandums by the design engineer on Ultraviolet Light Advanced Oxidation Process By-Products and Removal by GAC and Recalcitrant VOC's Evaluation.
3. Two meetings will be held with DDW to brief them on the status of the project and treatment process. This is necessary to keep DDW apprised of the project so as to minimize delays for obtaining a permit to operate the wells with the new treatment system. We anticipate one conference call and one more meeting. The work also includes review of various reports (97-005, Title 22 Engineer's Report, Pilot Testing Plan, etc.) to comply with DDW requests and requirements.
4. Review Contractor invoices. We will review Filanc's progress payment invoices and provide recommendation for payment.

1130 W. Huntington Drive, Unit 12, Arcadia, CA 91007 · TEL 626.821.3456 · FAX 626.445.1461

5. Review 5 additional Change Orders.
6. Conduct soils analysis and materials testing during construction.
7. Provide specialty inspection for testing concrete.
8. Provide electrical inspection in order to obtain Edison approval to provide the CGTS project with power.
9. Communicate and coordinate with the Contractor, their Design Engineer, City staff, and regulatory agencies for the extended project schedule.
10. Coordinate with Trojan, the equipment supplier, to review water samples from the wells so appropriate calculations can be conducted to ensure adequate water quality is achieved.
11. City Council approved an additional $46,800 for Construction Inspection Services. Based on an anticipated construction completion in July, 2018, approximately 12 more weeks of part time inspection will be needed. At 17 hours/week of inspection time, the additional fee will be approximately$23,000.

The following is our estimate of costs associated with the additional scope items:

Tasks	Additional Scope Items	Cost
1.	Progress Meetings	$ 14,000
2.	Review of Technical Memorandums	$ 9,000
3.	DDW	$ 11,000
4.	Review Contractor Invoices	$ 3,000
5.	Change Order Requests	$ 8,000
6.	Soils Analysis & Materials Testing	$ 17,000
7.	Specialty Concrete Inspection	$ 4,000
8.	Electrical Inspection	$ 15,000
9.	Construction Extended Schedule	$ 17,000
10.	Testing of water samples	$ 1,000
11.	Construction Inspection	$ 23,000
TOTAL		**$ 122,000**

Once you have had a chance to review our request, we will be happy to meet with you to clarify any items.

Please call me if you have any questions.

Sincerely,

Shahnawaz Ahmad

Shahnawaz Ahmad, P.E., President

SA
ASSOCIATES

CITY OF MONTEREY PARK

CONSTRUCTION OVERSIGHT SERVICES FOR THE CENTRALIZED GROUNDWATER TREATMENT SYSTEM

Additional Fee Estimate Breakdown (5-9-18)

Task No.	Item	PIC	PM	Engr	Inspector	Sec.	Trussell Technologies	TOTAL Hrs	TOTAL $
1	Progress Meetings	54	90			4	20	168	$32,160
	Deduct Teleconference Calls from Original Proposal of November 30, 2016								($18,340)
	Direct Costs								$180
2	Review of Technical Memorandums	4	8			2	25	39	$8,860
	Direct Costs								$140
3	DDW	12	12			2	24	50	$10,960
	Direct Costs								$40
4	Review Contractor Invoices		16			3		19	$2,960
	Direct Costs								$40
5	Change Order Requests		24				15	39	$7,980
	Direct Costs								$20
6	Soils Analysis & Materials Testing: Geo-Advantec								$15,980
	Coordination		6					6	$1,020
7	Specialty Concrete Inspection: Southwest Inspection & Testing								$3,490
	Coordination		3					3	$510
8	Electrical Inspection: Tetra Tech								$13,980
	Coordination		6					6	$1,020
9	Extended Construction Schedule	20	72			6		98	$16,920
	Direct Costs								$80
10	Testing of Water Samples		1				3	4	$950
	Direct Costs								$50
11	Construction Inspection				204			204	$22,032
	Direct Costs								$968
Total for Additional Scope Items		**90**	**238**	**0**	**204**	**17**	**87**	**636**	**$122,000**

SA ASSOCIATES

CITY OF MONTEREY PARK

CONSTRUCTION OVERSIGHT SERVICES FOR
CENTRALIZED GROUNDWATER TREATMENT SYSTEM

HOURLY CHARGE RATE AND EXPENSE REIMBURSEMENT SCHEDULE

Principal-in-Charge	$210.00
Project Manager	$170.00
Engineer	$125.00
Construction Inspector	$108.00
Secretary	$ 80.00
Trussell Technologies	$260.00

Reimbursable In-House Costs:

Photo Copies	$ 0.15/each
Blueprints	$ 0.50/S.F.
Delivery Service, Express Mail	Cost+15%

Vehicle mileage, between engineer's office and project site and/or client offices, will be billed at $0.58 per mile.

NOTE: All rates are effective to December 31, 2017

City Council Staff Report

DATE: June 20, 2018

AGENDA ITEM NO: Council Communications
Agenda Item 7-A

TO: Honorable Mayor and Members of the City Council

FROM: Ron Bow, City Manager

SUBJECT: Consideration and possible action to direct staff to prepare the necessary documents to potentially place measures on the November 2018 ballot.

RECOMMENDATION:

It is recommended that the City Council consider the following:

(1) Determine whether to place propositions on the November 2018 ballot for: a special sales tax; eliminating CalPERS accounts for future elected officials; amending height limit regulations; amending zoning regulations affecting property greater than one-acre; and such additional matters that may be identified by the City Council;

(2) If desirable, direct staff to prepare appropriate documents for consideration at a future City Council meeting for any such propositions; and

(3) Taking such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

The next consolidated election is November 6, 2018. Based upon the Elections Code, the last day to place matters on the ballot for that election is August 10, 2018. Over the past two years, the City Council and individual Councilmembers expressed interest in placing various items onto the ballot for voter consideration. These are listed below. One additional item, the cannabis tax, is still being vetted. Accordingly, it is not included with this agenda item.

BACKGROUND:

➢ CalPERS Accounts for Elected Officials

The City Council previously provided direction to place one item onto the ballot: elimination of CalPERS accounts for elected officials who were elected after July 15, 2015. If acceptable to the City Council, that proposition may be added to the ballot at the next Council meeting.

➢ Special Sales Tax

During the June 6, 2018 meeting, the City Council directed staff to return with proposed language for a special sales tax. Please note that this would be a special tax, meaning that 2/3 of the voters would need to approve the tax. It is anticipated at an additional .5% could generate approximately $3,500,000 if it were to be adopted.

- Zoning regulations governing property greater than one-acre

Chapter 21.42 of the Monterey Park Municipal Code ("MPMC") codifies previously approved voter initiatives. With some exceptions, these regulations require voter approval for any amendment to the General Plan or zoning regulations affecting property greater than one acre.

During consideration of the Potrero Grande development in 2014 (which was approved by voters via the "Potrero Grande Drive Initiative"), some Councilmembers asked whether Chapter 21.42 could be amended to allow the City Council to make zone changes on its own authority. Any such authority would need to be granted by the voters.

- Height limitations

In 1992, voters approved Measure T which restricts building heights in various zones. These restrictions were highlighted in 2014 when the Marriott project (now AG Hotel) was being considered. Similar to the one-acre matter, this too would require voter approval.

FISCAL IMPACT:

The cost of one ballot measure consisting of 10 Pages in the November election is estimated to be $54,000.

Respectfully submitted by:

Ron Bow
City Manager

Reviewed by:

Karl H. Berger
Assistant City Attorney

City Council Staff Report

DATE: June 20, 2018

AGENDA ITEM NO: Council Communications
Agenda Item 7-B

TO: The Honorable Mayor and City Council

FROM: Teresa Real Sebastian, Councilmember

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK DECLARING THE MONTH OF JUNE AS MEN'S HEALTH MONTH

RECOMMENDATION:

It is recommended that the City Council:

1. Adopt a Resolution declaring the month of June as Men's Health Month; and
2. Taking such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

Men's Health Month began in 1994 with the congressional passage of Men's Health Week, sponsored by Senator Bob Dole and Congressman Bill Richardson at the request of Men's Health Network. Men's Health Week was signed by President Clinton, and became Public Law 103-264 on May 31, 1994. At that time, Congressman Bill Richardson noted increasing the awareness of men's health is an extremely important issue not just for men, but also for women and families.

BACKGROUND:

Men's Health Network worked with Congress to develop National Men's Health Week as a special campaign to help educate men and their families about the importance of positive health attitudes and preventative health practices. Heightening the awareness of preventable health problems and increasing early detection and treatment of disease would significantly improve our nation's health, as well as save limited health care dollars.

The City of Monterey Park Men's Health Month will focus on a broad range of men's health issues.

Respectfully submitted by:

Teresa Real Sebastian

Teresa Real Sebastian
Councilmember

ATTACHMENT 1: Resolution

ATTACHMENT 1
Resolution

RESOLUTION NO. ___________

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK DECLARING THE MONTH OF JUNE AS MEN'S HEALTH MONTH

The City Council does resolve as follows:

SECTION 1. The City Council finds and declares that:

A. Despite advances in medical technology and research, men continue to live an average of five years less than women with Native American and African-American men having the lowest life expectancy.

B. Educating the public and health care providers about the importance of a healthy lifestyle and early detection of male health problems will result in reducing rates of mortality from disease.

C. Men who are educated about the value of preventative health will be more likely to participate in health screenings.

D. Fathers who maintain a healthy lifestyle are role models for their children and have happier, healthier children.

E. Men's Health Network worked with Congress to develop National Men's Health Week as a special campaign to help educate men and their families about the importance of positive health attitudes and preventative health practices.

F. The Men's Health Week web site has been established at www.MensHealthWeek.org and features resources, proclamations, and information about awareness events and activities, including Wear Blue for Men's Health.

G. The City of Monterey Park Men's Health Month will focus on a broad range of men's health issues, including heart disease, mental health, diabetes, and prostate, testicular and colon cancer.

SECTION 2. The City Council further declares:

A. The Month of June as Men's Health Month and encourage all our citizens to pursue preventative health practices and early detection efforts.

SECTION 3. This Resolution takes effect immediately upon its adoption.

PASSED, APPROVED, AND ADOPTED this 20th day of June 2018.

Stephen Lam
Mayor
Monterey Park, California

ATTEST:

Vincent D. Chang, City Clerk
Monterey Park, California

State of California)
County of Los Angeles) ss.
City of Monterey Park)

I, Vincent D. Chang, City Clerk of the City of Monterey Park, California, do hereby certify that the foregoing Resolution No. was duly and regularly adopted by the City Council of the City of Monterey Park at a meeting held on the 20th day of June 2018, by the following vote:

Ayes:	Council Members:
Nays:	Council Members:
Absent:	Council Members:
Abstain:	Council Members:

Dated this 20th day of June, 2018.

Vincent D. Chang, City Clerk
Monterey Park, California