



# AGENDA

## REGULAR MEETINGS OF THE SANTA FE SPRINGS PUBLIC FINANCING AUTHORITY WATER UTILITY AUTHORITY HOUSING SUCCESSOR SUCCESSOR AGENCY AND CITY COUNCIL

March 15, 2022  
6:00 P.M.

*John M. Mora, Councilmember  
Jay Sarno, Councilmember  
Juanita Trujillo, Councilmember  
Joe Angel Zamora, Mayor Pro Tem  
Annette Rodriguez, Mayor*

Council Chambers  
11710 Telegraph Road  
Santa Fe Springs, CA 90670

You may attend the City Council meeting telephonically or electronically using the following means:

**Electronically using Zoom:** Go to Zoom.us and click on "Join A Meeting" or use the following link:

<https://zoom.us/j/521620472?pwd=U3cyK1RuKzY1ekVGZFdKQXNZVzh4Zz09>

Zoom Meeting ID: 521620472

Password: 659847

**Telephonically:** Dial: 888-475-4499

Meeting ID: 521620472

**Public Comment:** The public is encouraged to address City Council on any matter listed on the agenda or on any other matter within its jurisdiction. If you wish to address the City Council, please use the "Raise Hand" function via Zoom once the Mayor opens Public Comment during the meeting. You may also submit comments in writing by sending them to the City Clerk's Office at [cityclerk@santafesprings.org](mailto:cityclerk@santafesprings.org). All written comments received by 12:00 p.m. the day of the City Council Meeting will be distributed to the City Council and made a part of the official record of the meeting. Written comments will not be read at the meeting, only the name of the person submitting the comment will be announced.

Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The City Council may direct staff to investigate and/or schedule certain matters for consideration at a future City Council meeting.

**Americans with Disabilities Act:** In compliance with the ADA, if you need special assistance to participate in a City meeting or other services offered by this City, please contact the City Clerk's Office. Notification of at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

**Please Note:** Staff reports, and supplemental attachments, are available for inspection at the office of the City Clerk, City Hall, 11710 E. Telegraph Road during regular business hours 7:30 a.m.-5:30 p.m., Monday-Thursday and every other Friday. Telephone: (562) 868-0511.

# City of Santa Fe Springs

## Regular Meetings

March 15, 2022

1. **CALL TO ORDER**

2. **ROLL CALL**

John M. Mora, Councilmember  
Jay Sarno, Councilmember  
Juanita Trujillo, Councilmember  
Joe Angel Zamora, Mayor Pro Tem  
Annette Rodriguez, Mayor

3. **INVOCATION**

4. **PLEDGE OF ALLEGIANCE**

5. **PUBLIC COMMENTS** *This is the time when comments may be made by members of the public on matters within the jurisdiction of the City Council, on the agenda and not on the agenda. The time limit for each speaker is three (3) minutes unless otherwise specified by the Mayor.*

### **PUBLIC FINANCING AUTHORITY**

6. **CONSENT AGENDA**

*Consent Agenda items are considered routine matters which may be enacted by one motion and vote. Any item may be removed from the Consent Agenda and considered separately by the Public Financing Authority.*

- a. Minutes of the February 15, 2022 Public Financing Authority Meetings (City Clerk)

**Recommendation:**

- Approve the minutes as submitted.

- b. Monthly Report on the Status of Debt Instruments Issued through the City of Santa Fe Springs Public Financing Authority (PFA) (Finance)

**Recommendation:**

- Receive and file the report.

### **WATER UTILITY AUTHORITY**

7. **CONSENT AGENDA**

*Consent Agenda items are considered routine matters which may be enacted by one motion and vote. Any item may be removed from the Consent Agenda and considered separately by the Water Utility Authority.*

- a. Minutes of the February 15, 2022 Water Utility Authority Meetings (City Clerk)

**Recommendation:**

- Approve the minutes as submitted.

- b. Monthly Report on the Status of Debt Instruments Issued through the City of Santa Fe Springs Water Utility Authority (WUA) (Finance)

**Recommendation:**

- Receive and file the report.

- c. Status Update of Water-Related Capital Improvement Projects (Public Works)

**Recommendation:**

- Receive and file the report.

**HOUSING SUCCESSOR**

**8. CONSENT AGENDA**

*Consent Agenda items are considered routine matters which may be enacted by one motion and vote. Any item may be removed from the Consent Agenda and considered separately by the Housing Successor.*

Minutes of the February 15, 2022 Housing Successor Meetings (City Clerk)

**Recommendation:**

- Approve the minutes as submitted.

**SUCCESSOR AGENCY**

**9. CONSENT AGENDA**

*Consent Agenda items are considered routine matters which may be enacted by one motion and vote. Any item may be removed from the Consent Agenda and considered separately by the Successor Agency.*

Minutes of the February 15, 2022 Successor Agency Meetings (City Clerk)

**Recommendation:**

- Approve the minutes as submitted.

**CITY COUNCIL**

**10. CONSENT AGENDA**

*Consent Agenda items are considered routine matters which may be enacted by one motion and vote. Any item may be removed from the Consent Agenda and considered separately by the City Council.*

- a. Minutes of the February 3, 8 and 15, 2022 Regular and Special City Council Meetings (City Clerk)

**Recommendation:**

- Approve the minutes as submitted.

- b. A Resolution of the City Council Reaffirming the Existence of a Local Emergency Due to Threat of COVID-19 (pursuant to Government Code section 8630) (City Attorney)

**Recommendation:**

- Adopt Resolution No. 9770:  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS, CALIFORNIA, REAFFIRMING THE EXISTENCE OF A LOCAL EMERGENCY DUE TO THE THREAT OF COVID-19.

- c. A Resolution of the City Council Affirming Authorization of Remote Teleconference Meetings (City Attorney)

**Recommendation:**

- Adopt Resolution No. 9771:  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS AFFIRMING THE LEGALLY REQUIRED FINDINGS TO AUTHORIZE THE CONDUCT OF REMOTE TELECONFERENCE MEETINGS DURING A STATE OF EMERGENCY.

- d. Heritage Park Train Exhibit Improvements (Paint Train Engine & Caboose Car) – Final Payment (Public Works)

**Recommendation:**

- Approve the Final Payment to U.S. National Corp. dba Jimenez Painting Company of Pacoima, California in the amount of \$43,966.00 (Less 5% Retention) for the subject project

- e. City of Bellflower Traffic Signal Maintenance Services – Approval of Contract Amendment No. 8 (Public Works)

**Recommendation:**

- Approve Amendment No. 8 to the agreement with the City of Bellflower to provide Signal Maintenance Services; and
- Authorize the City Manager to execute the agreement on behalf of the City.

- f. Los Nietos Park Fitness Court Project – Final Payment (Community Services/Public Works)

**Recommendation:**

- Approve the Final Payment to Engineered Installation Solutions of York, South Carolina in the amount of \$13,500.00 for the subject project.

- g. Amendment Number Two to the Retainer Agreement for City Attorney Services (City Attorney)

**Recommendation:**

- Approve Amendment Number Two to the Retainer Agreement for City Attorney Services.

- h. A Resolution Authorizing the City Manager and Department Directors to Make Purchases Pursuant to Section 34.19 of the Santa Fe Springs Municipal Code in Order to Qualify for Grant Funding Opportunities (City Attorney)

**Recommendation:**

- Adopt Resolution 9772:  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS AUTHORIZING THE CITY MANAGER AND DEPARTMENT DIRECTORS TO MAKE PURCHASES PURSUANT TO SECTION 34.19 OF THE SANTA FE SPRINGS MUNICIPAL CODE IN ORDER TO QUALIFY FOR GRANT FUNDING OPPORTUNITIES.



**NEW BUSINESS**

**11. Fiscal Year 2021-2022 Midyear Budget Review and Modifications (Finance)**

**Recommendation:**

- Approve the proposed revenue and expenditure adjustments as detailed in Attachments A through C.

**12. Authorize the Purchase and Installation of New Cubicle Workstations for the Finance Department from People Space by Piggybacking off OMNIA Partners Contract #2020000606 (Finance)**

**Recommendation:**

- Authorize the purchase of Haworth furniture and installation from People Space utilizing the OMNIA Partners cooperative contract #2020000606; and
- Appropriate \$15,431.12 from the General Fund reserves to account 10109000-521000 (non-recurring); and
- Authorize the Director of Purchasing to issue a purchase order to People Space in the amount of \$100,431.12

**13. Santa Fe Springs Park Parking Lot Improvements – Authorization to Advertise for Construction Bids (Public Works)**

**Recommendation:**

- Approve the Plans and Specifications; and
- Authorize the City Engineer to advertise for construction bids.

**14. Custodial Services Maintenance Agreement – Approve One Year Extension (Public Works)**

**Recommendation:**

- Approve Contract Amendment Number Six with EE Building Maintenance to extend the term of the Agreement for the One Year with a 4.8% increase to the contract; and
- Authorize the Mayor to execute Contract Amendment Number Six.

**15. Council Member Request to Add Future Agenda Item Regarding Excused Absences for Two Sister City Advisory Committee Members**

**16. PRESENTATIONS**

- a) Proclamation – Proclaiming April as Donate Life Month (City Manager’s Office)
- b) Proclamation – Declaring April 3 to April 9, 2022 as National Library Week (Community Services)

**17. CITY MANAGER’S AND EXECUTIVE TEAM REPORTS**

**18. APPOINTMENTS TO BOARDS, COMMITTEES, COMMISSIONS**

**19. COUNCIL COMMENTS**

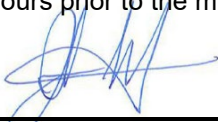
**20. ADJOURNMENT**

# ***City of Santa Fe Springs***

## ***Regular Meetings***

***March 15, 2022***

I, Janet Martinez, City Clerk for the City of Santa Fe Springs, do hereby certify under penalty of perjury under the laws of the State of California, that the foregoing agenda was posted at the following locations; City's website at [www.santafesprings.org](http://www.santafesprings.org); Santa Fe Springs City Hall, 11710 Telegraph Road; Santa Fe Springs City Library, 11700 Telegraph Road; and the Town Center Plaza (Kiosk), 11740 Telegraph Road, not less than 72 hours prior to the meeting.



Janet Martinez, CMC, City Clerk

March 11, 2022

*Date Posted*

**FOR ITEM NO. 6A  
PLEASE SEE ITEM NO. 10A**



## **CONSENT AGENDA**

Monthly Report on the Status of Debt Instruments Issued through the City of Santa Fe Springs Public Financing Authority (PFA)

### **RECOMMENDATION**

Receive and file the report.

## **BACKGROUND**

The Santa Fe Springs Public Financing Authority (PFA) is a City entity that has periodically issued debt for the benefit of the Santa Fe Springs community. The following is a brief status report on the debt instruments currently outstanding that were issued through the PFA.

### Consolidated Redevelopment Project 2006-A Tax Allocation Bonds

Financing proceeds available for appropriation at 2/28/2022

None

Outstanding principal at 2/28/2022

\$39,761,479

### Bond Repayment

The former Community Development Commission (CDC) issued a number of tax allocation bonds before it was dissolved by State law effective February 1, 2012 which are administered by the City acting as Successor Agency under the oversight of the appointed Oversight Board. The Successor Agency no longer receives tax increment. Instead, distributions from the Redevelopment Property Tax Trust Fund (RPTTF) are received based on approved obligations. It is anticipated that sufficient allocations from the RPTTF will continue to be made to the Successor Agency to meet ongoing debt service obligations.

### Unspent Bond Proceeds

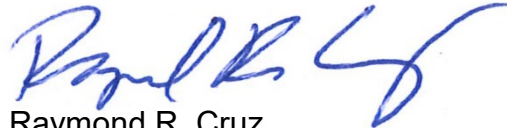
Under an approved Bond Expenditure Agreement, unspent bond proceeds of the former CDC in the amount of approximately \$19 million were transferred to the City in July 2014. The funds are to be spent in accordance with the original bond documents. The unspent proceeds continue to be a source of funding within the City's capital improvement program (CIP).

### 2016 Bond Refunding

In July 2016, the Successor Agency issued its 2016 Tax Allocation Refunding Bonds, which paid off several bond issuances of the former CDC. The bonds were originally issued through the Public Financing Authority and included the 2001 Series A, 2002 Series A, 2003 Series A, the current interest portion of the 2006 Series A, and 2006 Series B bond issuances.

2017 Bond Refunding

In December 2017, the Successor Agency issued its 2017 Tax Allocation Refunding Bonds, which paid off the 2007 Tax Allocation Bonds of the former CDC. The 2007 Bonds were originally issued through the Public Financing Authority.



Raymond R. Cruz  
City Manager/Executive Director

**FOR ITEM NO. 7A  
PLEASE SEE ITEM NO. 10A**



## **CONSENT AGENDA**

Monthly Report on the Status of Debt Instruments Issued through the City of Santa Fe Springs Water Utility Authority (WUA)

### **RECOMMENDATION**

Receive and file the report.

## **BACKGROUND**

The Santa Fe Springs Water Utility Authority (WUA) is a City entity that has issued debt for the benefit of the Santa Fe Springs community. The following is a brief status report on the debt instruments currently outstanding that were issued through the WUA.

### **Water Revenue Bonds, 2013**

Financing proceeds available for appropriation at 2/28/2022

None

Outstanding principal at 2/28/2022

\$6,890,000

### **Water Revenue Bonds, 2018**

Financing proceeds available for appropriation at 2/28/2022

None

Outstanding principal at 2/28/2022

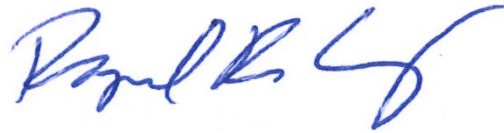
\$1,025,000

In May 2013 the Water Utility Authority issued the 2013 Water Revenue Bonds in the amount of \$6,890,000. The bonds refunded the existing 2003 Water Revenue Bonds (issued through the Public Financing Authority) and provided additional funds for water improvement projects in the amount of \$2,134,339. The funds were restricted for use on water system improvements. In August 2013 the Water Utility Authority Board appropriated the proceeds for the Equipping Water Well No. 12 Project and all proceeds were since used on this project.

In January 2018 the Water Utility Authority issued the 2018 Water Revenue Bonds in the amount of \$1,800,000. The bonds refunded the existing 2005 Water Revenue Bonds (issued through the Public Financing Authority). No additional funds were raised through the issuance of the 2018 Water Revenue Bonds.

The City budget includes sufficient appropriations and adequate revenues are expected to be collected to meet the debt service obligations associated with the 2013 and 2018 Water Revenue Bonds.

The WUA was formed in June of 2009. Water revenue bonds issued prior to this date were issued through the City of Santa Fe Springs Public Financing Authority.



Raymond R. Cruz  
City Manager/Executive Director





### **CONSENT AGENDA**

#### **Status Update of Water-Related Capital Improvement Projects**

#### **RECOMMENDATION**

- Receive and file the report.

#### **BACKGROUND**

This report is for informational purposes only. The following is a listing of current active water projects.

#### **Water Well No. 2 Assessment Status Update**

Constructed in 1963, Water Well No. 2 has been inactive since 2006 due to a change in water quality requirements from the State Water Board. On July 20, 2021, the City Council approved awarding the contract to General Pump Company Inc. to assess Water Well No. 2. The contractor completed the initial assessment and has submitted to the City their final report, which confirmed only one contaminant, and provided two scenarios for treatment, the report recommends assessing the well's structural condition, which includes an additional, more detailed video log. Staff concurs with performing a gyroscopic/deviation survey and finally a Casing Inspection Thickness Measurement (CITM) survey. Staff is currently working with the contractor to schedule the additional inspections of the well's steel casing.

Staff is currently investigating cost-effective treatment options that will remove the one verified contaminant and get Water Well No. 2 operational once again to produce safe drinking water.

#### **FISCAL IMPACT**

A total of \$167,000 has been budgeted for Water Well No. 2 assessment.

#### **INFRASTRUCTURE IMPACT**

A comprehensive assessment of Water Well No. 2 has provided City staff the information needed to determine that the water well can be rehabilitated and minimal treatment is necessary to meet all drinking water standards. This project has the very likely potential to allow the City to deliver high-quality groundwater and reduce the City's dependence on costly imported water from the Metropolitan Water District of Southern California.

A handwritten signature in blue ink, appearing to read "Raymond R. Cruz".

Raymond R. Cruz  
Executive Director

#### **Attachments:**

None

A handwritten signature in blue ink, appearing to read "Noe Negrete".

**FOR ITEM NO. 8**  
**PLEASE SEE ITEM NO. 10A**

**FOR ITEM NO. 9**  
**PLEASE SEE ITEM NO. 10A**



# City of Santa Fe Springs

City Council Meeting

ITEM NO. 10A

March 15, 2022

## CONSENT AGENDA

Minutes of the February 3, 8 and 15, 2022 Special and Regular City Council Meetings

### RECOMMENDATION(S)

- Approve the minutes as submitted.

### BACKGROUND

Staff has prepared minutes for the following meetings:

- Special City Council Meeting of February 3, 2022
- Special City Council Meeting of February 8, 2022
- Regular City Council Meeting of February 15, 2022

Staff hereby submits the minutes for Council's approval.

Raymond R. Cruz  
City Manager

### Attachments:

1. February 3, 2022 Special Meeting Minutes
2. February 8, 2022 Special Meeting Minutes
3. February 15, 2022 Regular Meeting Minutes



APPROVED:

## MINUTES OF THE SPECIAL MEETING OF THE CITY COUNCIL

February 3, 2022

1. **CALL TO ORDER**

Mayor Rodriguez called the meeting to order via teleconference at 5:08 p.m.

2. **ROLL CALL**

**Members present:** Councilmembers Mora, Sarno, Trujillo, Mayor Pro Tem Zamora, and Mayor Rodriguez.

**Members absent:** None.

3. **PUBLIC COMMENTS**

The following people spoke during public comments: Steve Masura, Stephane Wandell, Lang Cottrell, and William K. Rounds.

In response to Lang Cottrell's public comment, City Attorney, Ivy M. Tsai, added for clarification that Staff did revisit that addition and decided not to include that revision, and make a few edits to remove the word "update" and to lowercase "conditional use permit". Those are the only changes from the proposed language from the business community.

### CITY COUNCIL

4. **STUDY SESSION**

2040 Comprehensive General Plan Update (Planning)

**Recommendation:**

There is no action required at this time. Following this study session, unless a subsequent study session is requested, staff will return to the City Council at a Special City Council meeting on February 8, 2022, seeking approval for the 2040 Comprehensive General Plan update and Final Environmental Impact Report.

City Manager, Raymond R. Cruz, provided a brief update on Item No. 4. He stated that there are certain parts of the General Plan that still require direction from Council, but otherwise believes that an agreement is close to being finalized.

Assistant Director of Planning, Cuong Nguyen provided a presentation on the four outstanding items for Council direction pertaining to 1) non-conforming provisions, 2) freeway commercial implementation and allowed uses, 3) buffer from residential uses (existing and/or planned), and 4) buffer from residential uses (city residents, adjacent cities, and sphere of influence). He emphasized that under the proposed General Plan, all existing permitted, accessory and conditional uses will be allowed to continue in the freeway overlay zone.

Jose Rodriguez from MIG, provided information on the 500-foot buffer from residential uses, including planned and existing residential uses. Councilmember Sarno asked about why warehousing is labeled as nonconforming in certain areas. Assistant Director Nguyen stated that the current map only portrays what is being rezoned from industrial to light industrial. Councilmember Sarno commented that the City should consider current and future developments.

The following speakers provided comments via Zoom: Moshe Sassover, Andrew Fogg, Francis Park, Jeff Hamilton, and Irma Huitron.

Assistant Director Nguyen requested direction from Council on main outstanding issues. City Attorney Tsai explained that the new language for non-conforming provisions does not establish a time frame for any non-conforming uses to amortize or go away, and allows for certain updating of existing structures without increase or enlargement of an area. Council agreed on the language for non-conforming provisions as presented.

City Attorney Tsai commented that this meeting is the time for Council to reach a consensus on the main outstanding issues, in this case specifically addressing issue number four, to allow a buffer from residential uses for only City Residents, Adjacent Cities, and/or the Sphere of Influence. Council provided their feedback and opinions on the subject. City Attorney clarified that the buffer would not affect existing uses, only new uses coming in. Planning Consultant, Laurel Reimer provided further clarification on buffer choices. Council unanimously provided direction on issue number four to only implement a 500-foot buffer from City Residents. Assistant Director Nguyen provided additional information for Council to consider in making a decision for issue number three. A majority of Council provided direction to maintain a 500-buffer for existing and planned residential uses.

Assistant Director of Planning Nguyen provided information on a specific parcel located on Norwalk Blvd & Lakeland Rd and recommend Planning staff deny the request to rezone the corner property to light industrial and maintain current commercial designation for that property and along Norwalk Blvd. Council provided direction to Staff to deny the request.

Steve Masura made a comment as to why he was not in agreement with Council's decision and stated he would provide a follow-up to Planning Department staff.

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**5. ADJOURNMENT**

Mayor Rodriguez adjourned the meeting at 6:53 p.m.

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Annette Rodriguez  
Mayor

**ATTEST:**

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Janet Martinez  
City Clerk

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Date



APPROVED:

## MINUTES OF THE SPECIAL MEETING OF THE CITY COUNCIL

February 8, 2022

1. **CALL TO ORDER**

Mayor Rodriguez called the meeting to order via teleconference at 6:02 p.m.

2. **ROLL CALL**

**Members present:** Councilmembers Mora, Sarno, Trujillo, Mayor Pro Tem Zamora, and Mayor Rodriguez.

**Members absent:** None.

3. **PUBLIC COMMENTS**

Mayor Rodriguez announced that members of the public would be given an opportunity to provide comments under each public hearing item.

### CITY COUNCIL

4. **PUBLIC HEARING**

Consideration of a 54-unit condominium development located at 11733 Florence Avenue, Santa Fe Springs also known as Melia Homes Inc. (APN: 8008-017-014; hereinafter the "Property") (Planning)

**Recommendation:**

- Hold Public Hearing and
- Adopt Resolution No. 9756 approving the Final Initial Study/Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program; General Plan amendment; Tentative Tract Map; Development Plan Approval; and Modification Permit, and
- Introduce by title only and waive further reading of Ordinance No. 1121 for a zone change from Public Facilities to Multi-Family Residential.

Councilmember Sarno made the following statement, "My name appears on a petition opposing this project from last year. At the time, I was not clear on the nature of the petition, and since that time the project has evolved and changed. I am able to be fair and impartial on this item, and I have made no decisions on how I will vote tonight, and I will have an open mind as we hear everything. Thank you."

Director of Planning, Wayne Morrell provided an overview of Item No. 4, providing specific information on development plan approvals and community outreach. The project was changed to exceed code requirements due to community outreach and will also address privacy concerns voiced by neighboring residents. The project has undergone environmental review and Director Morrell also provided information on an appeal made by an appellant. City Attorney, Ivy M. Tsai provided clarification on the appeal letter that was made to appeal the Planning Commission's decision, but because

the Planning Commission's decision was merely a recommendation to City Council, it was not an appealable action. City staff did respond to the appellant and they confirmed their understanding.

Chad Brown from Melia Homes provided a presentation on the proposed project. Councilmember Mora inquired if a Homeowners Association (HOA) would be able to enforce the 2-car garage parking requirement per household. Mr. Brown stated that a HOA would be able to enforce that, ensuring that garages are used for car storage only, including enforcement of the outdoor parking spots.

Mayor Rodriguez opened the public hearing at 6:43 p.m.

The following people submitted public comments via email: John Perez in support of this project, and Irma Huitron proposing edits for the project. The following people spoke during public comments via Zoom: Marla Velasquez, John Perez, Norma Hernandez, Irma Huitron, and Alejandro Huitron.

Chad Brown made a clarifying statement addressing a comment made by Irma Huitron during her public comment.

Mayor Rodriguez closed the public hearing at 7:11 p.m.

It was moved by Councilmember Sarno, seconded by Councilmember Trujillo, to adopt Resolution No. 9756 approving the Final Initial Study/Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program; General Plan amendment; Tentative Tract Map; Development Plan Approval; and Modification Permit, and introduce by title only and waive further reading of Ordinance No. 1121 for a zone change from Public Facilities to Multi-Family Residential, by the following vote:

<b>Ayes:</b>	Mora, Sarno, Trujillo, Zamora, Rodriguez
<b>Nayes:</b>	None
<b>Absent:</b>	None

## **5. PUBLIC HEARING**

Santa Fe Springs 2040 General Plan, including the 2021-2029 Housing Element, Final Environmental Impact Report, Statement of Overriding Considerations, Mitigation Monitoring and Reporting Program, and Implementation Plan (Planning)

### **Recommendation:**

- Open the Public Hearing and receive the staff report and any comments from the public regarding the Santa Fe Springs 2040 General Plan, 2021-2029 Housing Element, and Final Environmental Impact Report, and related documents, and thereafter, close the Public Hearing;
- Adopt Resolution No. 9760, to certify the Final Environmental Impact Report (EIR), adopt CEQA Findings and Statement of Overriding Considerations and Mitigation Monitoring and Reporting Program for the Santa Fe Springs 2040 General Plan update and targeted zoning code update; adopt the Santa Fe Springs 2040 General Plan, including the 2021-2029 Housing Element and Implementation Plan.



City Manager, Raymond R. Cruz provided a brief introduction to Item No. 5, highlighting the need to implement a new General Plan as the last time it was revised was over twenty five years ago. He brought attention to the time and dedication contributed by staff, consultants, and Council to embark on the 18-month long endeavor to update the General Plan that reflects the vision of the City at-large.

Assistant Director of Planning, Cuong Nguyen introduced Jose Rodriguez from MIG, to talk about the proposed General Plan and Environmental Impact Report, with further details regarding changes made to the texts and land use plan in light of the comments received to date and the various focus group meetings and study sessions that were recently conducted. Mr. Rodriguez highlighted the requirements of a General Plan, and also spoke about the two new elements of the General Plan, the environmental justice and economic development elements. Additional information about Community Engagement efforts were provided, along with the draft land use plan and its corresponding changes. He then spoke about the new Housing Element and how it addresses extremely low-income households and expands on emergency shelter requirements and infrastructure constraints. Environmental Impact Report information regarding responses to comments and supporting documents such as mitigation monitoring report program was also provided. Lastly, he spoke about the next steps, specifically regarding the targeted zoning amendments.

Assistant Director of Planning, Nugyen provided closing comments on recommended City Council requested actions.

Mayor Rodriguez opened the public hearing at 7:46 p.m.

The following people submitted public comments via email: Ajit Singh Thind in support of the revised land use plan. The following people spoke during public comments via Zoom: Mike Foley, Jose Bojorquez, Stuart Hutchinson, Ajit Thind, Bert Canete, Jay, Pilar Solis, Lang Cottrell, and Terry.

Mayor Rodriguez closed the public hearing at 8:05 p.m.

It was moved by Mayor Pro Tem Zamora, seconded by Councilmember Trujillo, to adopt Resolution No. 9760, to certify the Final Environmental Impact Report (EIR), adopt CEQA Findings and Statement of Overriding Considerations and Mitigation Monitoring and Reporting Program for the Santa Fe Springs 2040 General Plan update and targeted zoning code update; adopt the Santa Fe Springs 2040 General Plan, including the 2021-2029 Housing Element and Implementation Plan, along with staff's recommendations, by the following vote:

<b>Ayes:</b>	Mora, Sarno, Trujillo, Zamora, Rodriguez
<b>Nayes:</b>	None
<b>Absent:</b>	None

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## **6. ADJOURNMENT**

Mayor Rodriguez adjourned the meeting at 8:06 p.m.

\_\_\_\_\_  
Annette Rodriguez  
Mayor

**ATTEST:**

\_\_\_\_\_  
Janet Martinez  
City Clerk

\_\_\_\_\_  
Date



APPROVED:

## MINUTES OF THE REGULAR MEETINGS OF THE CITY COUNCIL

February 15, 2022

1. **CALL TO ORDER**

Mayor Rodriguez called the meeting to order at 6:03 p.m.

2. **ROLL CALL**

**Members present:** Councilmembers/Directors: Mora, Sarno, Trujillo, Mayor Pro Tem/Vice Chair Zamora and Mayor/Chair Rodriguez.

**Members absent:** None

3. **INVOCATION**

Councilmember Trujillo led the invocation.

4. **PLEDGE OF ALLEGIANCE**

Aaron Doss from the Youth Leadership Committee led the Pledge of Allegiance.

5. **PUBLIC COMMENTS**

The following persons spoke during Public Comments: Irma Huitron via Zoom

### **PUBLIC FINANCING AUTHORITY**

6. **CONSENT AGENDA**

*Consent Agenda items are considered routine matters which may be enacted by one motion and vote. Any item may be removed from the Consent Agenda and considered separately by the Public Financing Authority.*

- a. Minutes of the January 18, 2022 Public Financing Authority Meetings (City Clerk)

**Recommendation:**

- Approve the minutes as submitted.

- b. Monthly Report on the Status of Debt Instruments Issued through the City of Santa Fe Springs Public Financing Authority (PFA) (Finance)

**Recommendation:**

- Receive and file the report.

It was moved by Councilmember Trujillo, seconded by Councilmember Sarno, to approve Item Nos. 6A and 6B, by the following vote:

**Ayes:** Mora, Sarno, Trujillo, Zamora, Rodriguez

**Nayes:** None

**Absent:** None

## **WATER UTILITY AUTHORITY**

### **7. CONSENT AGENDA**

*Consent Agenda items are considered routine matters which may be enacted by one motion and vote. Any item may be removed from the Consent Agenda and considered separately by the Water Utility Authority.*

- a. Minutes of the January 18, 2022 Water Utility Authority Meetings (City Clerk)

**Recommendation:**

- Approve the minutes as submitted.

- b. Monthly Report on the Status of Debt Instruments Issued through the City of Santa Fe Springs Water Utility Authority (WUA) (Finance)

**Recommendation:**

- Receive and file the report.

- c. Status Update of Water-Related Capital Improvement Projects (Public Works)

**Recommendation:**

- Receive and file the report.

It was moved by Mayor Pro Tem Zamora, seconded by Councilmember Mora, to approve Item Nos. 7A through 7C, by the following vote:

**Ayes:** Mora, Sarno, Trujillo, Zamora, Rodriguez

**Nayes:** None

**Absent:** None

### **NEW BUSINESS**

8. Water Well No. 2 Assessment – Contract Change Order No. 1 (Public Works)

**Recommendation:**

- Approve Contract Change Order No. 1 with General Pump Company, in the amount of \$21,969.00; and
- Authorize the Mayor to Execute Contract Change Order No. 1.

Director of Public Works, Noe Negrete introduced Water Utility Services Manager, Jesse Sira to provide a presentation on Item No. 8

Councilmember Mora asked if other wells are being treated for arsenic and if the method to treat it is effective in the long run. Director Negrete responded that currently the City has no operable wells and no treatment at any well, and that in the future there might be a treatment for arsenic considered should the wells begin to operate correctly. Manager Sira provided additional information on water treatment options, including the price to treat the water and promoted the potential savings in doing so.

It was moved by Mayor Pro Tem Zamora, seconded by Councilmember Trujillo, to approve Contract Change Order No. 1 with General Pump Company, in the amount of \$21,969.00, and authorize the Mayor to Execute Contract Change Order No. 1, by the following vote:

**Ayes:** Mora, Sarno, Trujillo, Zamora, Rodriguez  
**Nayes:** None  
**Absent:** None

### **HOUSING SUCCESSOR**

**9. CONSENT AGENDA**

*Consent Agenda items are considered routine matters which may be enacted by one motion and vote. Any item may be removed from the Consent Agenda and considered separately by the Housing Successor.*

Minutes of the January 18, 2022 Housing Successor Meetings (City Clerk)

**Recommendation:**

- Approve the minutes as submitted.

It was moved by Councilmember Sarno, seconded by Councilmember Mora, to approve the minutes as submitted, by the following vote:

**Ayes:** Mora, Sarno, Trujillo, Zamora, Rodriguez  
**Nayes:** None  
**Absent:** None

### **SUCCESSOR AGENCY**

**10. CONSENT AGENDA**

*Consent Agenda items are considered routine matters which may be enacted by one motion and vote. Any item may be removed from the Consent Agenda and considered separately by the Successor Agency.*

Minutes of the December 7, 2021 Successor Agency Meetings (City Clerk)

**Recommendation:**

- Approve the minutes as submitted.

It was moved by Councilmember Mora, seconded by Councilmember Sarno, to approve the minutes as submitted, by the following vote:

**Ayes:** Mora, Sarno, Trujillo, Zamora, Rodriguez  
**Nayes:** None  
**Absent:** None

### **CITY COUNCIL**

**11. CONSENT AGENDA**

*Consent Agenda items are considered routine matters which may be enacted by one motion and vote. Any item may be removed from the Consent Agenda and considered separately by the City Council.*

- a. Minutes of the January 18, 2022 Regular and Special City Council Meetings (City Clerk)

**Recommendation:**

- Approve the minutes as submitted.

- b. A Resolution of the City Council Reaffirming the Existence of a Local Emergency

Due to Threat of COVID-19 (pursuant to Government Code section 8630) (City Attorney)

**Recommendation:**

- Adopt Resolution No. 9761:  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS, CALIFORNIA, REAFFIRMING THE EXISTENCE OF A LOCAL EMERGENCY DUE TO THE THREAT OF COVID-19.

c. A Resolution of the City Council Affirming Authorization of Remote Teleconference Meetings (City Attorney)

**Recommendation:**

- Adopt Resolution No. 9762:  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS AFFIRMING THE LEGALLY REQUIRED FINDINGS TO AUTHORIZE THE CONDUCT OF REMOTE TELECONFERENCE MEETINGS DURING A STATE OF EMERGENCY.

d. Heritage Park Train Exhibit Improvements (Paint and Refurbish Box Car) Award of Contract (Public Works)

**Recommendation:**

- Appropriate additional \$120,000 from the Art in Public Places Fund to the Heritage Park Train Exhibit Improvements (PW 200101);
- Accept the bids; and
- Award a contract to Color New Co. of Woodland Hills, California, in the amount of \$137,000.00.

e. Second Reading of Ordinance No. 1121 (Planning)

**Recommendation:**

- Read title only, waive further reading, and adopt Ordinance No. 1121:  
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS APPROVING ZONE CHANGE CASE NO. 140 TO CHANGE THE ZONING OF AN EXISTING PARCEL (APN: 8008-017-014) FROM PF, PUBLIC FACILITIES, TO R-3, MULTIPLE-FAMILY RESIDENTIAL, ZONE

f. Quarterly Treasurer's Report of Investments for the Quarter Ended December 31, 2021 (Finance)

**Recommendation:**

- Receive and file the report.

It was moved by Councilmember Mora, seconded by Councilmember Trujillo, to approve Item Nos. 10A through 10F, by the following vote:

**Ayes:** Mora, Sarno, Trujillo, Zamora, Rodriguez

**Nays:** None

**Absent:** None

**PUBLIC HEARING**

12. Annual Weed Abatement Program (City Clerk)

**Recommendation:**

- Open the Public Hearing;
- Receive any comments from the public wishing to speak on this matter and thereafter close the Public Hearing; and
- Direct the Los Angeles County Agricultural Commissioner/Weights & Measures to abate the nuisance by having weeds, rubbish, and refuse removed.

City Clerk, Janet Martinez provided a brief presentation on Item No. 12.

Mayor Rodriguez opened the public hearing at 6:27 p.m.

There was no one wishing to speak.

Mayor Rodriguez closed the public hearing at 6:27 p.m.

It was moved by Mayor Pro Tem Zamora, seconded by Councilmember Sarno, to direct the Los Angeles County Agricultural Commissioner/Weights & Measures to abate the nuisance by having weeds, rubbish, and refuse removed, by the following vote:

**Ayes:** Mora, Sarno, Trujillo, Zamora, Rodriguez  
**Nays:** None  
**Absent:** None

### **PUBLIC HEARING**

**13. State of California Citizens' Option for Public Safety (COPS) Grant Program (Police Services)**

**Recommendation:**

- Open the Public Hearing;
- Receive any comments from the public wishing to speak on this matter and thereafter close the Public Hearing; and
- Approve the expenditure of the State of California Citizens' Option for Public Safety (COPS) grant funds as outlined in the plan contained herein.

Director of Police Services, Dino Torres provided a brief presentation on Item No. 13.

Councilmember Sarno asked if the funds can help offset the salary of the traffic officer assigned to the City. Director Torres answered yes. Councilmember Trujillo asked if the traffic officer works during the day or at specific times. Director Torres said that the traffic officer has a specific schedule.

Mayor Rodriguez opened the public hearing at 6:31 p.m.

There was no one wishing to speak.

Mayor Rodriguez closed the public hearing at 6:31 p.m.

It was moved by Councilmember Trujillo, seconded by Councilmember Sarno, to approve the expenditure of the State of California Citizens' Option for Public Safety (COPS) grant funds as outlined in the plan contained herein, by the following vote:

**Ayes:** Mora, Sarno, Trujillo, Zamora, Rodriguez  
**Nays:** None  
**Absent:** None

#### **PUBLIC HEARING**

14. Resolution No. 9763 – Approval of Programs/Projects Proposed for Funding During FY 2022/2023 Under the City's Community Development Block Grant (CDBG) Cooperation Agreement with the County of Los Angeles (City Manager)

**Recommendation:**

- Open the Public Hearing and hear from anyone wishing to speak on this matter;
- Approve the acceptance of CDBG funds as described in the body of this report;
- Adopt Resolution No. 9763; and
- Authorize Staff to transmit the planning documents to the County of Los Angeles Community Development Commission.

Municipal Affairs Manager, Maribel Garcia provided a presentation on Item No. 14.

Mayor Rodriguez opened the public hearing at 6:36 p.m.

There was no one wishing to speak.

Mayor Rodriguez closed the public hearing at 6:36 p.m.

It was moved by Mayor Pro Tem Zamora, seconded by Councilmember Sarno, to approve the acceptance of CDBG funds as described in the body of the report, adopt Resolution No. 9763, and authorize Staff to transmit the planning documents to the County of Los Angeles Community Development Commission, by the following vote:

**Ayes:** Mora, Sarno, Trujillo, Zamora, Rodriguez  
**Nays:** None  
**Absent:** None

#### **NEW BUSINESS**

15. Approval of 2022 Art Fest Event Professional Services Agreement (Community Services)

**Recommendation:**

- Authorize the Director of Community Services to execute and administer a Professional Services Agreement (PSA) with Crepes and Grapes Café, LLC. Sandra Hahn, for consulting services for the 2022 Art Fest event, including extending or otherwise modifying the Agreement in response to any COVID-related impacts.



Family & Human Services Manager, Ed Ramirez, provided a presentation on Item No. 15.

Councilmember Sarno recommended that the ArtFest include in the future information regarding non-fungible tokens (NFTs).

It was moved by Councilmember Trujillo, seconded by Councilmember Mora, to authorize the Director of Community Services to execute and administer a Professional Services Agreement (PSA) with Crepes and Grapes Café, LLC. Sandra Hahn, for consulting services for the 2022 Art Fest event, including extending or otherwise modifying the Agreement in response to any COVID-related impacts, by the following vote:

**Ayes:** Mora, Sarno, Trujillo, Zamora, Rodriguez

**Nays:** None

**Absent:** None

**16. Agreement with the City of La Mirada to Provide Traffic Signal and Street Lighting Maintenance Services (Public Works)**

**Recommendation:**

- Approve the agreement with the City of La Mirada to provide Traffic Signal Maintenance Services; and
- Authorize the City Manager to execute the agreement with the City of La Mirada.

Director of Public Works, Noe Negrete provided a brief presentation on Item No. 16.

It was moved by Councilmember Sarno, seconded by Councilmember Trujillo, to approve the agreement with the City of La Mirada to provide Traffic Signal Maintenance Services, and authorize the City Manager to execute the agreement with the City of La Mirada, by the following vote:

**Ayes:** Mora, Sarno, Trujillo, Zamora, Rodriguez

**Nays:** None

**Absent:** None

**17. Pioneer Boulevard Street Improvements (Charlesworth Road to Los Nietos Road) – Authorization to Advertise for Construction Bids (Public Works)**

**Recommendation:**

- Approve the Plans and Specifications; and
- Authorize the City Engineer to advertise for construction bids.

Director of Public Works, Noe Negrete provided a brief presentation on Item No. 17.

It was moved by Councilmember Mora, seconded by Councilmember Trujillo, to approve the Plans and Specifications, and authorize the City Engineer to advertise for construction bids, by the following vote:

**Ayes:** Mora, Sarno, Trujillo, Zamora, Rodriguez

**Nayes:** None

**Absent:** None

**18. Approval of Parcel Map No.83429 - 12511 & 12521 Los Nietos Road (Public Works)**

**Recommendation:**

- Approve Parcel Map No. 83429;
- Find that Parcel Map No. 83429 together with the provisions for its design and improvement, is consistent with the City's General Plan; and
- Authorize the City Engineer and City Clerk to sign Parcel Map No. 83429.

Director of Public Works, Noe Negrete provided a brief presentation on Item No. 18.

It was moved by Mayor Pro Tem Zamora, seconded by Mayor Rodriguez, to approve Parcel Map No. 83429, find that Parcel Map No. 83429 together with the provisions for its design and improvement, is consistent with the City's General Plan, and authorize the City Engineer and City Clerk to sign Parcel Map No. 83429, by the following vote:

**Ayes:** Mora, Sarno, Trujillo, Zamora, Rodriguez

**Nayes:** None

**Absent:** None

**19. CITY MANAGER'S AND EXECUTIVE TEAM REPORTS**

- City Manager, Raymond R. Cruz spoke about potential negative developments in regards to the Gold Line Extension, which include Metro designating the project as a non-priority. He stated that a letter is being drafted by the five cities included in the project in opposition to such decisions.
- Director of Public Works, Noe Negrete provided an update on the Heritage Park Train Exhibit Improvements Project. He also thanked Council for the consensus on several projects that will be discussed at the next CIP Study Session scheduled for March 1, 2022.
- Director of Planning, Wayne M. Morrell had nothing to report.
- Director of Police Services, Dino Torres provided information on the upcoming "Every 15 Minutes" Program set to be held on April 6 and 7.
- Battalion Chief, Victor Marin provided a report on COVID-19 cases throughout the City and Los Angeles County. He also provided a progress report on the new Pierce fire engine undergoing it's final inspections prior to delivery.
- Human Resources Manager, Debbie Ford provided an update on the California COVID-19 Paid Sick Leave Extension.
- Director of Community Services, Maricela Balderas spoke about the Virtual Presidents' Day Penny Carnival, and also provided information on the Los Nietos Park Fitness Court Ribbon Cutting Ceremony. She also announced that wireless printing is now available at the City Library, along with providing career learning platforms for library card holders.

Lastly, she provided information on the upcoming Volunteer Income Tax Assistance Program.

**20. APPOINTMENTS TO BOARDS, COMMITTEES, COMMISSIONS**

Mayor Pro Tem Zamora appointed AJ Hayes and Hilda Zamora to the Beautification and Historical Advisory Committee. Mayor Rodriguez appointed Gloria Maghame to the Beautification and Historical Advisory Committee.

**21. COUNCIL COMMENTS**

Councilmember Mora expressed delight in the dropping cases of COVID-19, and thanked employee Eric Ey for contributing to the City during his employment. He added that being a Councilmember has its challenges, but ultimately decisions are made to benefit the City and its residents.

Councilmember Sarno asked if there was a way to speed up the process to rehabilitate Lakeview Park. He also thanked the Human Resources Department for their work in managing the increases of COVID-19 cases.

Councilmember Trujillo congratulated staff who have been promoted through the ranks. She also looked forward to the upcoming Art Fest as an indicator of dropping COVID-19 cases.

Mayor Pro Tem Zamora thanked staff for providing helpful programs that benefit the community. He also highlighted the need to make impartial decisions and mentioned that talks to improve Lakeview Park are already underway. City Manager, Ray Cruz added that Lakeview Park talks have been initiated by Public Works staff with Little Lake City School District staff and that the project has been set as a priority.

Mayor Rodriguez wished Eric Ey well wishes on his future employment. She also expressed the importance of the "Every 15 Minutes" Program, and thanked first responders for their work. Lastly, she commented on the difficult decisions that Council makes and looked forward to new homes being build.

**CLOSED SESSION**

**22. PUBLIC EMPLOYMENT**

(Pursuant to California Government Code Section 54957(b)(1))  
TITLE: City Manager Evaluation

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***Mayor Rodriguez recessed the meeting at 7:13 p.m.***

***Mayor Rodriguez reconvened the meeting at 7:22 p.m.***

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**23. CLOSED SESSION REPORT**

City Attorney, Ivy M. Tsai provided a closed session report: Direction was given to staff and no reportable action was taken.

**24. ADJOURNMENT**

Mayor Rodriguez adjourned the meeting at 7:22 p.m.

\_\_\_\_\_  
Annette Rodriguez  
Mayor

**ATTEST:**

\_\_\_\_\_  
Janet Martinez  
City Clerk

\_\_\_\_\_  
Date



# City of Santa Fe Springs

City Council Meeting

ITEM NO. 10B

March 15, 2022

## CONSENT AGENDA

A Resolution of the City Council Reaffirming the Existence of a Local Emergency Due to the Threat of COVID-19 (pursuant to Government Code section 8630)

### RECOMMENDATION

- Adopt Resolution No. 9770:  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS, CALIFORNIA, REAFFIRMING THE EXISTENCE OF A LOCAL EMERGENCY DUE TO THE THREAT OF COVID-19

### BACKGROUND

On March 4, 2020, the Governor of California issued a proclamation declaring a state of emergency due to the threat of COVID-19. On March 13, 2020, the President of the United States issued a proclamation of national emergency, beginning March 1, 2020, due to the COVID-19 outbreak. On March 17, 2020, the City Manager, acting as the Director of Emergency Services, issued a proclamation declaring the existence of a local emergency beginning March 12, 2020, due to the threat of COVID-19. On March 18, 2020, the City Council adopted Resolution No. 9668 ratifying the proclamation, and on April 9, 2020, the City Council adopted Resolution No. 9669 relating to taking action in response to the local emergency. The City Council has continued to reaffirm the existence of a local emergency due to the threat of COVID-19.

Government Code section 8630(c) provides that the City Council shall review the need for continuing the local emergency at least once every 60 days until the City Council terminates the local emergency. The state of emergency still exists and has not been lifted at the statewide or county level. The Los Angeles County Department of Public Health issued a revised health order on January 10, 2022, which states that the County remains at a high rate of transmission based on the Centers for Disease Control and Prevention (CDC) indicators. The health order also states that the Delta variant, which remains predominant in Los Angeles County, is two times as contagious as earlier variants and continues to lead to increased infections, and that the arrival of the Omicron variant may further increase risk of infection.

The reasons for declaring a local emergency still exist, and therefore, staff recommends that the City Council adopt the attached Resolution affirming the existence of a local emergency in accordance with Government Code section 8630(c).

Raymond R. Cruz  
City Manager

### Attachment:

1. Resolution No. 9770

**RESOLUTION NO. 9770**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS, CALIFORNIA, REAFFIRMING THE EXISTENCE OF A LOCAL EMERGENCY DUE TO THE THREAT OF COVID-19**

WHEREAS, on March 4, 2020, the Governor of California issued a proclamation declaring a state of emergency due to the threat of COVID-19; and

WHEREAS, on March 13, 2020, the President of the United States issued a proclamation of national emergency, beginning March 1, 2020, due to the COVID-19 outbreak; and

WHEREAS, on March 17, 2020, the City Manager, acting as the Director of Emergency Services, issued a proclamation declaring the existence of a local emergency beginning March 12, 2020, due to the threat of COVID-19; and

WHEREAS, on March 18, 2020, the City Council adopted Resolution No. 9668 ratifying the proclamation declaring the existence of a local emergency, and on April 9, 2020, the City Council adopted Resolution No. 9669 relating to taking action in response to the local emergency; and

WHEREAS, the City Council previously adopted resolutions reaffirming the existence of a local emergency due to the threat of COVID-19 pursuant to Government Code section 8630(c), which provides that the City Council shall review the need for continuing the local emergency at least once every 60 days until the City Council terminates the local emergency; and

WHEREAS, the state of emergency still exists and has not been lifted at the statewide or county level; and

WHEREAS, the Los Angeles County Department of Public Health issued a revised health order on January 10, 2022, which states that the County remains at a high rate of transmission based on the Centers for Disease Control and Prevention (CDC) indicators; and

WHEREAS, the health order also states that the Delta variant, which remains predominant in Los Angeles County, is two times as contagious as earlier variants and continues to lead to increased infections, and that the arrival of the Omicron variant may further increase risk of infection; and

WHEREAS, COVID-19 continues to pose a threat to the safety of individuals in Santa Fe Springs and Los Angeles County, and the reasons for declaring a local emergency still exist.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS DOES HEREBY RESOLVE AS FOLLOWS:

1. The City Council determines that there is need for continuing the local emergency until such time as the City Council declares the termination of the local emergency. The City Council will review the need for continuing the local emergency at least once every 60 days in accordance with Government Code section 8630(c).

2. The City Council reaffirms Resolution Nos. 9668 and 9669 relating to the declaration of and response to a local emergency due to the threat of COVID-19, and all parts therein.

APPROVED and ADOPTED this 15<sup>th</sup> day of March, 2022.

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Annette Rodriguez, Mayor

ATTEST:

\_\_\_\_\_  
Janet Martinez, CMC, City Clerk



# City of Santa Fe Springs

City Council Meeting

March 15, 2022

## CONSENT AGENDA

A Resolution of the City Council Affirming Authorization of Remote Teleconference Meetings

### **RECOMMENDATION**

- Adopt Resolution No. 9771:  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS AFFIRMING THE LEGALLY REQUIRED FINDINGS TO AUTHORIZE THE CONDUCT OF REMOTE TELECONFERENCE MEETINGS DURING A STATE OF EMERGENCY

### **BACKGROUND**

At its regular meeting of December 7, 2021, the City Council adopted Resolution No. 9747 authorizing the City Council and all legislative bodies and committees of the City to meet by teleconference. In order to continue holding teleconference meetings pursuant to this new law, an agency is required, at least every 30 days, to make the following findings by majority vote:

(A) The legislative body has reconsidered the circumstances of the state of emergency.

(B) Any of the following circumstances exist:

- (i) The state of emergency continues to directly impact the ability of the members to meet safely in person.
- (ii) State or local officials continue to impose or recommend measures to promote social distancing.

On March 4, 2020, the Governor issued a proclamation declaring a state of emergency due to the threat of COVID-19. The California Department of Public Health and the County of Los Angeles Department of Public Health have issued public health orders during this state of emergency for the purpose of reducing transmission of COVID-19. Such orders have included social distancing requirements. The state of emergency continues to directly impact the ability of the members to meet safely in person due to a number of factors, including the high number of daily cases and community transmission and increased transmission of COVID-19 by the Delta variant. The Department of Public Health has stated that the Delta variant is two times as contagious as earlier variants, remains predominant in Los Angeles County, and continues to lead to increased infections.

Accordingly, staff has prepared the attached resolution to continue to authorize remote teleconference meetings and will include on all future meeting agendas such a resolution until such time as the state of emergency ceases, or as otherwise directed by the City Council.





# ***City of Santa Fe Springs***

City Council Meeting

*March 15, 2022*

Raymond R. Cruz  
City Manager

Attachment:

1. Resolution No. 9771

**RESOLUTION NO. 9771**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS  
AFFIRMING THE LEGALLY REQUIRED FINDINGS TO AUTHORIZE THE CONDUCT  
OF REMOTE TELECONFERENCE MEETINGS DURING A STATE OF EMERGENCY**

WHEREAS, on March 4, 2020, pursuant to California Government Code section 8625, the Governor declared a state of emergency; and

WHEREAS, on September 17, 2021, the Governor signed AB 361, which bill went into immediate effect as urgency legislation; and

WHEREAS, AB 361 adds Subsection (e) to Section 54953 of the Government Code to authorize legislative bodies to conduct teleconference meetings without complying with the requirements set forth in Section 54953(b)(3), provided the legislative body makes specified findings and complies with certain requirements; and

WHEREAS, the County of Los Angeles Department of Public Health reports a high number of daily cases and community transmission, as well as increased transmission of COVID-19 due to the Delta variant, which is two times as contagious as earlier variants, remains predominant in Los Angeles County, and continues to lead to increased infections; and

WHEREAS, public health officials recommend social distancing as a protective measure to decrease the chance of spread of COVID-19; and

WHEREAS, at its regular meeting of November 2, 2021, the City Council adopted Resolution No. 9735 authorizing the City Council and all legislative bodies and committees of the City to meet by teleconference; and

WHEREAS, Government Code Section 54953(e)(3) requires an agency to reconsider the circumstances of the state of emergency and make certain findings every thirty days in order to continue to conduct remote teleconference meetings pursuant to Section 54953(e).

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS DOES HEREBY RESOLVE that:

1. The City Council has reconsidered the circumstances of the state of emergency and finds that the state of emergency continues to directly impact the ability of its members to meet safely in person.

2. The City Council and all legislative bodies and committees of the City are authorized to meet by teleconference pursuant to, and in compliance with the requirements of, Government Code section 54953(e).

**APPROVED:**  
**ITEM NO.:**

APPROVED and ADOPTED this 15<sup>th</sup> day of March, 2022 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Annette Rodriguez, Mayor

ATTEST:

\_\_\_\_\_  
Janet Martinez, CMC, City Clerk



# City of Santa Fe Springs

City Council Meeting

ITEM NO. 10D

March 15, 2022

## **CONSENT AGENDA**

Heritage Park Train Exhibit Improvements (Paint Train Engine & Caboose Car) – Final Payment

### **RECOMMENDATION**

- Approve the Final Payment to U.S. National Corp. dba Jimenez Painting Company of Pacoima, California in the amount of \$43,966.00 (Less 5% Retention) for the subject project.

### **BACKGROUND**

On December 7, 2021, the City Council awarded a contract to U.S. National Corp. dba Jimenez Painting Company of Pacoima, California in the amount of \$46,280.00 for Heritage Park Train Exhibit Improvements (Paint Train Engine & Caboose Car) project. The scope of work consists of painting of the train engine, caboose car, railroad crossing signs, exhibit historical photo frames and exhibit lighting enclosures.

The following payment detail represents the Final Payment (less 5% Retention) due per terms of the contract for the work which has been completed and found to be satisfactory.

### **FISCAL IMPACT**

The Heritage Park Train Exhibit Improvements Project is funded by both the Utility Users Tax (UUT) Capital Improvement Fund and the California Natural Resources Agency Grant Fund. Sufficient funding is available from both funding sources to complete funding for the project. The California Water Resources Agency Grant Fund will reimburse the City \$45,000.00

### **INFRASTRUCTURE IMPACT**

The Heritage Park Train Exhibit Improvements project will improve the aesthetic look of the Train Engine and Caboose cars, railroad signs, railroad traffic light, and associated railroad exhibit signage at Heritage Park.

A handwritten signature in blue ink, appearing to read "Raymond R. Cruz".

Raymond R. Cruz  
City Manager

### **Attachment:**

Exhibit A - Final Payment Detail

Report Submitted By: Noe Negrete  
Director of Public Works

A handwritten signature in blue ink, appearing to read "Noe Negrete".

Date of Report: March 10, 2022

## Payment Detail:

## HERITAGE PARK TRAIN EXHIBIT IMPROVEMENTS

(Paint Train Engine and Caboose Car)

Contractor: U S National Corporation

Dba Jimenez Painting Company

10205 San Fernando Rd, Pacoima CA 91331

FINAL PAYMENT: \$ 43,966.00

Item No.	Description	Contract				Completed This Period		Completed To Date	
		Quantity	Units	Unit Price	Total	Quantity	Amount	Quantity	Amount
CONTRACT WORK									
1.	Provide encapsulation for paint on train engine, train engine cart, caboose car, caboose cart, and railroad switch signs per limited lead inspection report in the Appendix.	1	LS	\$ 6,980.00	\$ 6,980.00	100%	\$ 6,980.00	100%	\$ 6,980.00
2.	Furnish and apply one (1) coat primer and two (2) coats paint to Railroad Crossing Sign and Railroad Traffic Lights. Paint colors to match existing.	3	EA	\$ 200.00	\$ 600.00	3	\$ 600.00	3	\$ 600.00
3.	Remove and replace glass windows and window frames on forward facing windows of train engine compartment	2	EA	\$ 200.00	\$ 400.00	2	\$ 400.00	2	\$ 400.00
4.	Remove and replace glass window and window frame on southeast side of train engine compartment in kind	1	EA	\$ 300.00	\$ 300.00	1	\$ 300.00	1	\$ 300.00
5.	Furnish and apply one (1) coat primer and two (2) coats epoxy paint to Train Engine/Stairwell Entrance and Caboose Car. The interior of the caboose car is excluded. Paint colors and lettering to match existing.	1	LS	\$ 3,000.00	\$ 3,000.00	100%	\$ 3,000.00	100%	\$ 3,000.00
6.	Furnish and apply one (1) coat primer and two (2) coats paint to Engine cart and Caboose cart to match all existing corresponding car colors, text, numeric font sizes and styles.	1	LS	\$ 28,650.00	\$ 28,650.00	100%	\$ 28,650.00	100%	\$ 28,650.00
7.	Furnish and apply one (1) coat primer and two (2) coats paint to light enclosure boxes. Paint colors to match existing.	6	EA	\$ 100.00	\$ 600.00	6	\$ 600.00	6	\$ 600.00
8.	Furnish and apply one (1) coat primer and two (2) coats paint to train exhibit signs. Paint colors to match existing. Make repairs as necessary to any damaged exhibit signs.	1	LS	\$ 500.00	\$ 500.00	100%	\$ 500.00	100%	\$ 500.00
9.	Remove and replace glass windows and window frames on Caboose Car.	2	EA	\$ 300.00	\$ 600.00	2	\$ 600.00	2	\$ 600.00
10.	Repair corroded metal on train engine car and caboose car with grinding, heavy commercial grade metal Bondo reinforced filler, sand smooth for painting.	1	LS	\$ 2,800.00	\$ 2,800.00	100%	\$ 2,800.00	100%	\$ 2,800.00
11.	Repair deteriorated/rotted wood on train engine and caboose car with grinding, heavy commercial grade Bondo wood restorer and Bondo reinforced filler, sand smooth for painting.	1	LS	\$ 1,850.00	\$ 1,850.00	100%	\$ 1,850.00	100%	\$ 1,850.00
Contract Total:					\$ 46,280.00		\$ 46,280.00		\$ 46,280.00
							Total Completed Items to Date: \$ 46,280.00		

## CONTRACT PAYMENTS:

Total Items Completed to Date: \$ 46,280.00  
 Less 5% Retention: \$ 2,314.00  
 FINAL PAYMENT: \$ 43,966.00

Invoice Date	Invoice No.	Warrant Billing Period		Amount	Retention Amount
		Invoice Due Date	Invoice Pay Date		
03/04/2022	Final Payment	03/09/2022	03/17/2022	\$ 43,966.00	\$ 2,314.00

	Amount	Account
Finance Please Pay:	\$ 43,966.00	PW200101
5% Retention Completed this Period:	\$ 2,314.00	270010
Recommended by Project Manager:	Robert Garcia	
Approved by PW Director:	Noe Negrete	

3-7-22



# City of Santa Fe Springs

City Council Meeting

ITEM NO. 10E

March 15, 2022

## CONSENT AGENDA

City of Bellflower Traffic Signal Maintenance Services – Approval of Contract Amendment No. 8

### **RECOMMENDATION**

- Approve Amendment No. 8 to the agreement with the City of Bellflower to provide Signal Maintenance Services; and
- Authorize the City Manager to execute the agreement on behalf of the City.

### **BACKGROUND**

On December 7, 2021, Council approved contract amendment no. 8 with the City of Bellflower to add devices to the existing traffic signal maintenance services contract. Upon routing for signatures by the City of Bellflower, their legal counsel adding additional language under the Payment section of the amendment. The additional language is as follows, " Thereafter, to ensure equitable annual cost, Contractor may request the rates to be revised and adjusted for each subsequent contract year, upon 60 days written notice and written approval by Bellflower. The rate adjustment will be based on the percentage change in the Consumer Price Index for All Urban Consumers, All Items, for the Los Angeles-Long Beach-Anaheim area, not to exceed 4%, for the 12-month period ended three months prior to the Agreement's anniversary date."

Bellflower has installed new devices at 2 locations and has requested that the City of Santa Fe Springs take over the maintenance of these new devices at the 2 locations. The scope of work remains unchanged and the monthly charges remain the same as Santa Fe Springs will continue to provide routine maintenance to the traffic signals and flashing beacons and extraordinary maintenance to the street lights, in-pavement lighting, and radar feedback signs.

### **LEGAL REVIEW**

The City Attorney's office has reviewed Contract Amendment No. 8 including additional language added by City of Bellflower.

### **FISCAL IMPACT**

The addition of the two devices to the agreement would generate at least \$840 per year in additional revenue.

### **INFRASTRUCTURE IMPACT**

There is no infrastructure impact.

A handwritten signature in blue ink, appearing to read "Raymond R. Cruz".

Raymond R. Cruz  
City Manager

### **Attachments:**

Exhibit No. 1: Amendment No. 8

Exhibit No. 2: Exhibit A

Report Submitted By: Noe Negrete  
Director of Public Works

A handwritten signature in purple ink, appearing to read "Noe Negrete".

Date of Report: March 10, 2022

**AMENDMENT NO. 8 TO  
AGREEMENT FILE NO. 242.1 BETWEEN  
THE CITY OF BELLFLOWER AND  
SANTA FE SPRINGS  
FOR TRAFFIC SIGNAL, STREET NAME SIGN, AND HIGHWAY LIGHTING  
MAINTENANCE**

**THIS AMENDMENT NO. 8** ("Amendment") is made and entered into this 7th day of December, 2021, by and between the CITY OF BELLFLOWER, a general law city and municipal corporation ("Bellflower"), and the CITY OF SANTA FE SPRINGS, a general law city and municipal corporation ("Contractor").

**SECTION 1.** Pursuant to Section 2 of Agreement File No. 242.1 ("Agreement"), Section 4(a) (Payment) is amended to read as follows:

**"4. PAYMENT**

(a) Bellflower agrees to pay Contractor a flat monthly rate of \$70.00 per signal (54 signals) and \$35.00 per flasher (12 flashers or flasher equivalent devices), as listed in Exhibit A, for routine maintenance based upon actual signals inspected and maintained. Those monthly rates shall be used for billing. Thereafter, to ensure an equitable annual cost, Contractor may request the rates be revised and adjusted for each subsequent contract year upon 60 days written notice and written approval by Bellflower. The rate adjustment will be based on the percentage change in the Consumer Price Index for All Urban Consumers, All Items, for the Los Angeles-Long Beach-Anaheim area, not to exceed 4%, for the 12-month period ended three months prior to the Agreement's anniversary date."

**SECTION 2.** Exhibit A (Location for Maintenance of Traffic Control Devices) is replaced by the attached Exhibit A, which is incorporated by reference.

**SECTION 3.** The first paragraph of Exhibit B attached to the Agreement is deleted and replaced with the following:

"The work to be done, in general, consists of furnishing all labor, materials, tools, equipment and incidentals (unless otherwise specified), to maintain the 100% Bellflower owned traffic control devices as shown on Exhibit "A," in a safe, satisfactory and workmanlike manner."

**SECTION 4. ELECTRONIC SIGNATURES.** This Agreement 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 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 electronic transmission. Such electronic signature will be treated in all respects as having the same effect as an original signature.




**SECTION 5.** Except as modified by this Amendment, all other terms and conditions of the Agreement remain the same.

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

**CITY OF BELLFLOWER**

  
\_\_\_\_\_  
Jeffrey L. Stewart, City Manager

**ATTEST:**

  
\_\_\_\_\_  
Mayra Ochiqui, City Clerk

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Karl H. Berger, City Attorney

Attachments:

Exhibit A – Location for Maintenance of Traffic Control Devices

**CITY OF SANTA FE SPRINGS**

  
\_\_\_\_\_  
Raymond R. Cruz, City Manager

**ATTEST:**

  
\_\_\_\_\_  
Janet Martinez, City Clerk

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Ivy M. Tsai, City Attorney



**CITY OF BELLFLOWER**  
**EXHIBIT A**  
**LOCATION FOR MAINTENANCE OF TRAFFIC CONTROL DEVICES**

ID No.	LOCATION	HIGHWAY SAFETY LIGHTS	ILLUMINATED STREET NAME SIGNS
BLF 1	Alondra Boulevard & Bellflower Boulevard	6	0
BLF 2	Alondra Boulevard & Clark Avenue	4	0
BLF 3	Alondra Boulevard & Cornuta Avenue	2	0
BLF 4	Alondra Boulevard & Eucalyptus Avenue	2	0
BLF 5	Alondra Boulevard & McNab Avenue	2	0
BLF 6	Alondra Boulevard & Ryon Avenue	2	0
BLF 7	Alondra Boulevard & Virginia Avenue	2	0
BLF 8	Alondra Boulevard & Woodruff Avenue	4	0
BLF 9	Ardmore Avenue & Artesia Boulevard	3	0
BLF 10	Ardmore Avenue & Flower Street	4	0
BLF 11	Artesia Boulevard & Bellflower Boulevard	6	0
BLF 12	Artesia Boulevard & Canehill Avenue	2	0
BLF 13	Artesia Boulevard & Clark Avenue	4	0
BLF 14	Artesia Boulevard & Palo Verde Avenue	4	1
BLF 15	Artesia Boulevard & Woodruff Avenue	4	0
BLF 16	Beach Street & Woodruff Avenue	2	0
BLF 17	Bellflower Boulevard & Belmont Street	4	0
BLF 18	Bellflower Boulevard & Somerset Boulevard	4	0
BLF 19	Bellflower Boulevard & Flora Vista Street	4	0
BLF 20	Bellflower Boulevard & Flower Street	4	0
BLF 22	Bellflower Boulevard & Jefferson Street	2	0
BLF 23	Bellflower Boulevard & Oak Street	4	0
BLF 24	Bellflower Boulevard & Park Street	2	0
BLF 25	Bellflower Boulevard & Ramona Street	4	0
BLF 26	Bellflower Boulevard & Rose Street	6	0
BLF 27	Bellflower Boulevard & Rosecrans Avenue	4	0
BLF 28	Cedar Street & Clark Avenue	2	0
BLF 29	Civic Center Drive & Flower Street	2	0
BLF 30	Clark Avenue & Somerset Boulevard	4	0

**CITY OF BELLFLOWER  
EXHIBIT A  
LOCATION FOR MAINTENANCE OF TRAFFIC CONTROL DEVICES**

<b>ID No.</b>	<b>LOCATION</b>	<b>HIGHWAY SAFETY LIGHTS</b>	<b>ILLUMINATED STREET NAME SIGNS</b>
BLF 31	Clark Avenue & Flower Street	4	0
BLF 33	Clark Avenue & Oak Street	1	0
BLF 34	Clark Avenue & Park Street	2	0
BLF 35	Clark Avenue & Rosecrans Avenue	4	0
BLF 36	Somerset Boulevard & Ryon Avenue	2	0
BLF 37	Somerset Boulevard & Woodruff Avenue	4	0
BLF 38	Flora Vista Street & Woodruff Avenue	3	0
BLF 40	McNab Avenue & Rosecrans Avenue	2	0
BLF 41	Palo Verde Avenue & 183rd Street/Allington	4	3
BLF 42	Rosecrans Avenue & Woodruff Avenue	4	0
BLF 43	Prichard Street & Clark Avenue	4	0
BLF 44 <sup>1</sup>	Somerset Boulevard (EB) w/o Cabell Avenue	0	0
BLF 45 <sup>1</sup>	Somerset Boulevard (WB) e/o Eucalyptus Avenue	0	0
BLF 46 <sup>1</sup>	Somerset Boulevard & McNab Avenue (NE & SW cor) (2 flashers)	0	0
BLF 47	Alondra Boulevard & Pacific Avenue	2	0
BLF 48	Clark Avenue at Bike Trail	2	0
BLF 49	Flora Vista Street at Flower Street	3	0
BLF 50 <sup>2</sup>	Palm Street at Virginia Avenue - IP Crosswalk Lights and Flashing Ped Xing Signs	0	0
BLF 51 <sup>3</sup>	Palm Street e/o Virginia Avenue EB & WB Radar Feedback Signs	0	0
BLF 52	Artesia Boulevard & California Avenue	2	0
BLF 53	Bellflower Boulevard & Walnut Street	4	0
BLF 55 <sup>4</sup>	Bellflower Boulevard & Laurel Street Flashing Ped Xing Signs	0	0
BLF 56	Lakewood Boulevard at Paramount Place	3	2
BLF 57	Lakewood Boulevard at Somerset Boulevard	6	0
BLF 58	Lakewood Boulevard at Paseo Street	1	0
BLF 59	Lakewood Boulevard at Alondra Boulevard	4	0
BLF 60	Lakewood Boulevard at Flower Street	6	0

CITY OF BELLFLOWER  
EXHIBIT A  
LOCATION FOR MAINTENANCE OF TRAFFIC CONTROL DEVICES

ID No.	LOCATION	HIGHWAY SAFETY LIGHTS	ILLUMINATED STREET NAME SIGNS
BLF 61	Lakewood Boulevard at Artesia Boulevard	4	0
BLF 62 <sup>4</sup>	Somerset Boulevard at Eucalyptus Avenue (SE & NE cor) Flashing Ped Xing Signs	0	0
BLF 63 <sup>4</sup>	Eucalyptus Avenue bet Somerset Boulevard & Linden Street Flashing Ped Xing Signs	0	0
BLF 64 <sup>3</sup>	Eucalyptus Avenue bet Somerset Boulevard & Linden Street NB & SB Radar Feedback Signs	0	0
BLF 65	Bellflower Boulevard at Mayne Street	4	0
BLF 66	Woodruff Avenue at Lindale Street	3	0
BLF 67 <sup>2</sup>	<i>Cerritos Avenue at Somerset Boulevard</i>	0	0
BLF 68 <sup>4</sup>	<i>Cerritos Avenue at Somerset Boulevard</i>	0	0
BLF 69	<i>Harvard St at Bellflower Blvd</i>	3	0

updated 07/7/2021

<sup>1</sup> Indicates locations that are flashers.

<sup>2</sup> Indicates locations that are flashing pedestrian signs or in-pavement crosswalk lights billed as one flasher.

<sup>3</sup> Indicates locations that are radar feedback signs billed as one flasher.

<sup>4</sup> Indicates locations that are RRFB's billed as one flasher.

*Note: nos. 21, 32, 39, & 54 not used.*

**CITY OF BELLFLOWER**  
**EXHIBIT A**  
**LOCATION FOR MAINTENANCE OF TRAFFIC CONTROL DEVICES**

<b>ID No.</b>	<b>LOCATION</b>	<b>HIGHWAY SAFETY LIGHTS</b>	<b>ILLUMINATED STREET NAME SIGNS</b>
BLF 1	Alondra Boulevard & Bellflower Boulevard	6	0
BLF 2	Alondra Boulevard & Clark Avenue	4	0
BLF 3	Alondra Boulevard & Cornuta Avenue	2	0
BLF 4	Alondra Boulevard & Eucalyptus Avenue	2	0
BLF 5	Alondra Boulevard & McNab Avenue	2	0
BLF 6	Alondra Boulevard & Ryon Avenue	2	0
BLF 7	Alondra Boulevard & Virginia Avenue	2	0
BLF 8	Alondra Boulevard & Woodruff Avenue	4	0
BLF 9	Ardmore Avenue & Artesia Boulevard	3	0
BLF 10	Ardmore Avenue & Flower Street	4	0
BLF 11	Artesia Boulevard & Bellflower Boulevard	6	0
BLF 12	Artesia Boulevard & Canehill Avenue	2	0
BLF 13	Artesia Boulevard & Clark Avenue	4	0
BLF 14	Artesia Boulevard & Palo Verde Avenue	4	1
BLF 15	Artesia Boulevard & Woodruff Avenue	4	0
BLF 16	Beach Street & Woodruff Avenue	2	0
BLF 17	Bellflower Boulevard & Belmont Street	4	0
BLF 18	Bellflower Boulevard & Somerset Boulevard	4	0
BLF 19	Bellflower Boulevard & Flora Vista Street	4	0
BLF 20	Bellflower Boulevard & Flower Street	4	0
BLF 22	Bellflower Boulevard & Jefferson Street	2	0
BLF 23	Bellflower Boulevard & Oak Street	4	0
BLF 24	Bellflower Boulevard & Park Street	2	0
BLF 25	Bellflower Boulevard & Ramona Street	4	0
BLF 26	Bellflower Boulevard & Rose Street	6	0
BLF 27	Bellflower Boulevard & Rosecrans Avenue	4	0
BLF 28	Cedar Street & Clark Avenue	2	0
BLF 29	Civic Center Drive & Flower Street	2	0
BLF 30	Clark Avenue & Somerset Boulevard	4	0

**CITY OF BELLFLOWER**  
**EXHIBIT A**  
**LOCATION FOR MAINTENANCE OF TRAFFIC CONTROL DEVICES**

<b>ID No.</b>	<b>LOCATION</b>	<b>HIGHWAY SAFETY LIGHTS</b>	<b>ILLUMINATED STREET NAME SIGNS</b>
BLF 31	Clark Avenue & Flower Street	4	0
BLF 33	Clark Avenue & Oak Street	1	0
BLF 34	Clark Avenue & Park Street	2	0
BLF 35	Clark Avenue & Rosecrans Avenue	4	0
BLF 36	Somerset Boulevard & Ryon Avenue	2	0
BLF 37	Somerset Boulevard & Woodruff Avenue	4	0
BLF 38	Flora Vista Street & Woodruff Avenue	3	0
BLF 40	McNab Avenue & Rosecrans Avenue	2	0
BLF 41	Palo Verde Avenue & 183rd Street/Allington	4	3
BLF 42	Rosecrans Avenue & Woodruff Avenue	4	0
BLF 43	Prichard Street & Clark Avenue	4	0
BLF 44 <sup>1</sup>	Somerset Boulevard (EB) w/o Cabell Avenue	0	0
BLF 45 <sup>1</sup>	Somerset Boulevard (WB) e/o Eucalyptus Avenue	0	0
BLF 46 <sup>1</sup>	Somerset Boulevard & McNab Avenue (NE & SW cor) (2 flashers)	0	0
BLF 47	Alondra Boulevard & Pacific Avenue	2	0
BLF 48	Clark Avenue at Bike Trail	2	0
BLF 49	Flora Vista Street at Flower Street	3	0
BLF 50 <sup>2</sup>	Palm Street at Virginia Avenue - IP Crosswalk Lights and Flashing Ped Xing Signs	0	0
BLF 51 <sup>3</sup>	Palm Street e/o Virginia Avenue EB & WB Radar Feedback Signs	0	0
BLF 52	Artesia Boulevard & California Avenue	2	0
BLF 53	Bellflower Boulevard & Walnut Street	4	0
BLF 55 <sup>4</sup>	Bellflower Boulevard & Laurel Street Flashing Ped Xing Signs	0	0
BLF 56	Lakewood Boulevard at Paramount Place	3	2
BLF 57	Lakewood Boulevard at Somerset Boulevard	6	0
BLF 58	Lakewood Boulevard at Paseo Street	1	0
BLF 59	Lakewood Boulevard at Alondra Boulevard	4	0
BLF 60	Lakewood Boulevard at Flower Street	6	0
BLF 61	Lakewood Boulevard at Artesia Boulevard	4	0

**CITY OF BELLFLOWER  
EXHIBIT A  
LOCATION FOR MAINTENANCE OF TRAFFIC CONTROL DEVICES**

<b>ID No.</b>	<b>LOCATION</b>	<b>HIGHWAY SAFETY LIGHTS</b>	<b>ILLUMINATED STREET NAME SIGNS</b>
BLF 62 <sup>4</sup>	Somerset Boulevard at Eucalyptus Avenue (SE & NE cor) Flashing Ped Xing Signs	0	0
BLF 63 <sup>4</sup>	Eucalyptus Avenue bet Somerset Boulevard & Linden Street Flashing Ped Xing Signs	0	0
BLF 64 <sup>3</sup>	Eucalyptus Avenue bet Somerset Boulevard & Linden Street NB & SB Radar Feedback Signs	0	0
BLF 65	Bellflower Boulevard at Mayne Street	4	0
BLF 66	Woodruff Avenue at Lindale Street	3	0
BLF 67 <sup>2</sup>	<b><i>Cerritos Avenue at Somerset Boulevard</i></b>	0	0
BLF 68 <sup>4</sup>	<b><i>Cerritos Avenue at Somerset Boulevard</i></b>	0	0
BLF 69	<b><i>Harvard St at Bellflower Blvd</i></b>	3	0

updated 07/7/2021

<sup>1</sup> Indicates locations that are flashers.

<sup>2</sup> Indicates locations that are flashing pedestrian signs or in-pavement crosswalk lights billed as one flasher.

<sup>3</sup> Indicates locations that are radar feedback signs billed as one flasher.

<sup>4</sup> Indicates locations that are RRFB's billed as one flasher.

*Note: nos. 21, 32, 39, & 54 not used.*



# City of Santa Fe Springs

City Council Meeting

ITEM NO. 10F

March 15, 2022

## CONSENT AGENDA

### Los Nietos Park Fitness Court Project – Final Payment

#### **RECOMMENDATION**

- Approve the Final Payment to Engineered Installation Solutions of York, South Carolina in the amount of \$13,500.00 for the subject project.

#### **BACKGROUND**

At the City Council meeting on April 20, 2021, City Council approved the Fitness Court project at Los Nietos Park and appropriated funding for this project. At the City Council meeting on August 17, 2021, City Council awarded a contract to Engineered Installations Solutions, of York, South Carolina, in the amount of \$27,000.00. The scope of work consisted of installing outdoor fitness equipment at Los Nietos Park.

The following payment detail represents the Final Payment due per terms of the contract for the work completed and found to be satisfactory.

#### **FISCAL IMPACT**

The Final payment to Engineered Installation Solutions is \$13,500.00.

The Los Nietos Park Fitness Court project was allocated \$289,000 and is funded by the City's Utility User's Tax (\$99,047) and Prop 68 (\$189,953) grant funding. Below is a detailed table outlining the project expenses. The project was completed approximately \$23,500 under budget.

<b><u>Expenditures</u></b>	<b><u>Revised</u></b>	<b><u>Actual Cost</u></b>
Equipment	\$170,000	\$173,896
Construction	\$86,000	\$85,430
Engineering & Inspection	\$20,000	\$1,000
Contingency	\$11,000	\$5,000
<b>Total Project Cost</b>	<b>\$289,000</b>	<b>\$265,326</b>

#### **INFRASTRUCTURE IMPACT**

The Fitness Court will provide for a new amenity of exercise equipment at Los Nietos Park that we currently don't have. This equipment will be an additional benefit to encourage the community to exercise and stay healthy.

A handwritten signature in blue ink, appearing to read "Raymond R. Cruz".

Raymond R. Cruz  
City Manager

#### **Attachment:**

Attachment No. 1: Payment Detail

Report Submitted By: Noe Negrete  
Director of Public Works

Date of Report: March 10, 2022

Payment Detail:  
**LOS NIETOS PARK FITNESS COURT PROJECT**

Contractor: **Engineered Installation Solutions**  
**3475 Nestling Lane**  
**Fort Mill, SC 29708**

**Final Payment: \$ 13,500.00**

Item No.	Description	Contract				Completed This Period		Completed To Date	
		Quantity	Units	Unit Price	Total	Quantity	Amount	Quantity	Amount

**CONTRACT WORK**

1.	Installation of Fitness Court Equipment, graphics, and flooring (Deposit)	1	LS	\$ 13,500.00	\$ 13,500.00			1	\$ 13,500.00
2.	Installation of Fitness Court Equipment, graphics, and flooring (Final Payment)	1	LS	\$ 13,500.00	\$ 13,500.00	1	\$ 13,500.00	1	\$ 13,500.00

**Contract**

**Total: \$ 27,000.00**

**\$ 13,500.00**

**\$ 27,000.00**



**CONTRACT PAYMENTS:**

Total Items Completed to Date: \$ 27,000.00

**Less Deposit: \$ 13,500.00**

**Final Payment: \$ 13,500.00**

Invoice Date	Invoice No.	Warrant Billing Period		Amount	Retention Amount
		Invoice Due Date	Invoice Pay Date		
02/28/2022	1120	03/28/2022	03/17/2022	\$ 13,500.00	\$ 13,500.00

	Amount	Account
Finance Please Pay:	\$ 13,500.00	PW210004
<b>5% Retention Completed this Period:</b>	<b>\$ 13,500.00</b>	
Recommended by Project Manager:	Gus Hernandez	
Approved by PW Director:	Noe Negrete	 #2955

3-8-22





# City of Santa Fe Springs

City Council Meeting

ITEM NO. 10G

March 15, 2022

## **CONSENT AGENDA**

### **Amendment Number Two to the Retainer Agreement for City Attorney Services**

#### **RECOMMENDATION**

- Approve Amendment Number Two to the Retainer Agreement for City Attorney Services

#### **BACKGROUND**


The City entered into the Retainer Agreement for City Attorney Services with the law firm of Jones Mayer (then Jones & Mayer) on February 23, 2017, for Jones Mayer to provide legal services to the City with a term commencing July 1, 2017. On April 23, 2019, the City and Jones Mayer entered into Amendment Number One to the Retainer Agreement to name a new City Attorney.

The Retainer Agreement sets forth a retainer amount for general legal services, which was \$16,000 a month at the time the agreement was entered into, with annual CPI adjustments not to exceed 5%. The current retainer amount is \$16,773.62 per month. The retainer amount was based on an estimate of the amount of time to be committed to the City each month for those general legal services. Since entering the agreement, the amount of time has consistently and significantly exceeded the estimate.

In 2019, due to the change in City Attorney, the new City Attorney did not exercise the CPI adjustment for that year. The City Attorney also refrained from requesting an adjustment to the retainer amount in 2020 and 2021 due to the COVID-19 state of emergency. It is requested that the City Council approve the attached Amendment Number Two to the Retainer Agreement for City Attorney Services to revise the retainer amount to \$23,000, effective April 1, 2022, in order for the City Attorney's office to continue to meet the City's need for general legal services. Additionally, Amendment Number Two reflects the firm's name change to Jones Mayer. All other terms and conditions of the Retainer Agreement will remain the same.

#### **FISCAL IMPACT**

For Fiscal Year 2021-22, the additional cost of approximately \$18,680 for City Attorney services is being adjusted through the City's Mid-Year Budget Review.

  
Raymond R. Cruz  
City Manager

#### **Attachments:**

1. Amendment Number Two to the Retainer Agreement for City Attorney Services
2. Retainer Agreement for City Attorney Services and Amendment Number One

**AMENDMENT NUMBER TWO TO  
RETAINER AGREEMENT  
FOR CITY ATTORNEY SERVICES  
CITY OF SANTA FE SPRINGS**

This Amendment Number Two (“Amendment”) to the Retainer Agreement for City Attorney Services (“Agreement”) is made and entered into by and between the law firm of JONES MAYER (“Jones Mayer”) and the CITY OF SANTA FE SPRINGS (the “City”), a municipal corporation of the State of California.

**RECITALS**

- A. The City and Jones Mayer entered into the Agreement on February 23, 2017, for Jones Mayer to provide legal services to the City with a term commencing July 1, 2017.
- B. The City and Jones Mayer entered into Amendment Number One to the Agreement on April 23, 2019, to name a new City Attorney, include labor negotiation services, and postpone rate increases.
- C. The City and Jones Mayer desire to amend the Agreement to revise the retainer amount for general legal services and reflect Jones Mayer’s name change from Jones & Mayer.

**AGREEMENT**

NOW, THEREFORE, in consideration of the mutual terms and conditions set forth in this Agreement, Jones & Mayer and the City agree as follows:

- 1. Sections 3(A) (General Legal Services) and 3D (Summary of Labor Rates) of the Agreement are hereby amended to set forth a retainer of \$23,000 per month for all general legal services, effective April 1, 2022.
- 2. All references to Jones & Mayer in the Agreement shall be read to refer to Jones Mayer.
- 3. All terms and provisions of the Agreement not amended herein shall continue in full force and effect.

IN WITNESS WHEREOF, the duly authorized representatives of the parties have executed this Amendment this 15<sup>th</sup> day of March, 2022.

CITY OF SANTA FE SPRINGS

By: \_\_\_\_\_  
Annette Rodriguez, Mayor

ATTEST:

\_\_\_\_\_  
Janet Martinez, City Clerk

JONES MAYER

By: \_\_\_\_\_  
Richard D. Jones  
Owner/President

**RETAINER AGREEMENT  
FOR CITY ATTORNEY SERVICES  
CITY OF SANTA FE SPRINGS**

This Retainer Agreement for City Attorney Services ("Agreement") is made and entered into by and between the law firm of JONES & MAYER ("Jones & Mayer") and the CITY OF SANTA FE SPRINGS (the "City"), a municipal corporation of the State of California.

**RECITALS**

- A. Jones & Mayer is a firm in the general practice of law with extensive municipal experience, and is fully able to carry out the duties described in this Agreement.
- B. The City desires to contract with Jones & Mayer to provide contract legal services to the City.

**AGREEMENT**

NOW, THEREFORE, in consideration of the mutual terms and conditions set forth in this Agreement, Jones & Mayer and the City agree as follows:

1. **APPOINTMENT OF CONTRACT CITY ATTORNEY**

A. Yolanda Summerhill is hereby designated and appointed as City Attorney ("City Attorney") of the City of Santa Fe Springs, and shall serve and be compensated as provided by this Agreement. The City Attorney shall process, coordinate, and direct, as necessary, all legal services provided under this Agreement in order to maximize the timeliness and usefulness of the delivery of such services. The City Attorney shall attend all City Council meetings and other meetings, as required, and be available at all reasonable times to the Mayor and City Council, the City Manager, and persons designated by the City Manager, in relationship to all legal services to be furnished by Jones & Mayer under this Agreement. The City Attorney shall also direct and coordinate all internal activities so that all services provided by Jones & Mayer under this Agreement to the City shall be fully competent, professional, consistent, timely, and in accordance with the standards prevalent in the industry. It is expressly understood that the experience, knowledge, capability, and reputation of the designated and appointed City Attorney are a substantial inducement for the City to enter into this Agreement. The City Attorney shall be responsible during the term of this Agreement for directing all activities of Jones & Mayer on behalf of the City and devoting such time as necessary to personally supervise such services. The primary assignment of the City Attorney shall not be changed by Jones & Mayer without the express approval of the City.

B. The City Attorney shall designate such attorneys from Jones & Mayer as are determined to be necessary to serve as assistant or deputy city attorneys for City. All attorneys assigned to perform approved City business shall, at all times while this Agreement is in effect and at their sole cost and expense, be fully qualified and licensed to practice law in the State of California and before all appropriate federal courts and other bodies and tribunals.

2. SCOPE OF WORK

A. Jones & Mayer agrees to perform all necessary legal services as Contract City Attorney, and shall:

1. Attend all regularly scheduled and special City Council meetings and City Council study sessions.
2. Provide legal services on-site during office hours at City Hall, with the amount and the scheduling of such hours to be determined by the City. These hours of on-site service will be at regularly scheduled times made known to all members of the City Council and to all department heads so as to facilitate informal, direct access to legal counsel as necessary.
3. Attend Planning Commission and other meetings at City Hall or via conference call as required by the City Council or the City Manager.
4. Advise the City Council; any City Commissions, Committees, Boards, Authorities or Agencies; City staff and other City officials; on all legal matters pertaining to City business.
5. Prepare, review, and approve as to form, contracts, agreements, resolutions, ordinances, and all other standard City documents.
6. Prepare such written and oral legal opinions as shall, from time to time, be requested by the City.
7. Perform such other routine legal services as are required, from time to time, by the City Council or the City Manager.
8. Represent the City and the City's officials, officers, and employees in litigation and administrative proceedings as directed by the City Council or the City Manager.
9. At the request of the City, perform special projects or tasks assigned by the City Manager, or designee, or the City Council.

B. The City specifically reserves the right to retain, at its sole option, other legal counsel for litigation and other specialized legal matters. The City Attorney will supervise outside legal counsel's work. This reservation of rights does not preclude the City from assigning these matters to Jones & Mayer as part of the scope of duties under this Section 2 or requesting recommendations concerning the selection of outside legal counsel.

### 3. COMPENSATION

Jones & Mayer shall be compensated for services rendered under this Agreement as follows:

#### A. General Legal Services

The City shall pay Jones & Mayer a retainer of \$16,000.00 per month, which amount will cover all general legal services (those services described above in Section 2.A., numbers 1-7).

#### B. Specialized Legal Services/Special Projects

Specialized projects and non-litigation legal services not included within the retainer shall be billed to City at the rate of \$225 per hour. Any special projects billed outside of the retainer require prior approval of the City Council or City Manager, or designee. Paralegal services shall be billed at the rate of \$125 per hour. All costs and expenses, except those set forth in Section 3.G below shall be deemed included in the foregoing hourly billing rates.

Attorney Steve Skolnik, who occasionally provides legal services to Jones & Mayer's clients as an independent contractor, will perform specialized legal services as requested by the City at the rate of \$250 per hour, pertaining to the disposition and development of properties formerly owned by the now dissolved Redevelopment Agency.

#### C. Litigation Services

Litigation matters approved by the City Manager and/or City Council shall not be included in the retainer amount. Litigation legal services shall be billed at the rate of \$225 per hour. Paralegal services shall be billed at the rate of \$125 per hour. All costs and expenses, except those set forth in Section 3.G below shall be deemed included in the foregoing hourly billing rates.

#### D. Summary of Labor Rates:

Basic Legal Services	\$ 16,000.00	Per Month
Special Services/Project	\$ 225.00	Per Hour
Litigation	\$ 225.00	Per Hour
Paralegal:	\$ 125.00	Per Hour
Services provided by Steve Skolnik	\$ 250.00	Per Hour

#### E. Billing and Rate Increases

Jones & Mayer shall provide a monthly billing report indicating actual time spent under the retainer, litigation matters, and additional specialized projects. The foregoing retainer and hourly rates shall remain in full force and effect for two (2) years. Thereafter, the foregoing billing rates shall be adjusted annually (effective as of the anniversary date of this Agreement

commencing in 2017) to reflect any increase in the cost of living based on the Consumer Price Index increase for the prior year utilizing the standard as established by the Bureau of Labor Statistics of the U.S. Department of Labor for all urban consumers in the Los Angeles - Anaheim - Riverside area, or another mutually agreed upon index based on comparable data should the Consumer Price Index established by the Bureau of Labor Statistics be unavailable, not to exceed 5% per year.

F. Billable Activities for General Legal Services/Expenses

Jones & Mayer generally does not bill mileage, fax, word processing, small reproduction matters (under 100 pages), or simple computer legal research costs. Additionally, it is agreed that the cost for administrative staff to perform clerical duties including but not limited to reviewing emails, scheduling meetings or general office filing will not be billable expenditures.

Jones & Mayer will charge City for actual necessary costs incurred for all of the following: all costs incurred related to any litigation (civil or criminal) or special projects, including but not limited to, court filing fees, jury fees, deposition costs, reporters' fees, witness fees, attorney services (includes service of process fees, arbitrators, and mediators), messenger services, Lexis-Nexis research outside of our prepaid service fee, Fed-Ex or other overnight delivery service, mileage, travel expenses, if applicable, including hotel, air travel and car rentals, parking fees, actual costs for large reproduction projects if performed by an outside service, or \$0.10 per page (b/w) and \$0.20 per page (color) if performed in house, title reports, and any other expense not listed above which becomes necessary to the successful resolution of a client matter.

G. Monthly Statements

Jones & Mayer shall submit statements of all payments due under this Agreement on a monthly basis to the City Manager. All work performed by Jones & Mayer shall be billed in increments of tenths of an hour. The statement shall be in a form approved by the City, and shall set forth a description of all work performed, the hours worked, the identity of each person performing the work, the rate charged, the identity of the person requesting work, and any litigation costs or expenses eligible for reimbursement.

H. Payment

All hours shall be billed by the 15th day of each month following the close of the month for which hours are being provided. Payment for hours shall be due and payable within thirty days following submission of the billing statement to the City.

4. CONFLICT OF INTEREST

Jones & Mayer shall at all times avoid conflicts of interest in the performance of this Agreement. In the event that a conflict arises, Jones & Mayer shall immediately notify City. Within thirty (30) days following execution of this Agreement, Jones & Mayer shall file a conflict of interest disclosure statement setting forth any information related to potential conflicts of interest to the extent such disclosure is required by law, including City's adopted conflict of interest code.

5. INDEPENDENT CONTRACTOR

Jones & Mayer shall perform all services required under this Agreement as an independent contractor of the City, and shall remain at all times as to City a wholly independent contractor with only such obligations as are consistent with that role. Jones & Mayer shall not at any time or in any manner represent that it or any of its employees or agents are City employees.

6. DISPUTE RESOLUTION

If any dispute or disagreement arises between the City and Jones & Mayer as to any matter relating to this Agreement, including but not limited to the scope of services, the performance of the respective responsibilities of the City and Jones & Mayer, the quality of the services rendered, and the billing of such services, the City and Jones & Mayer agree to confer and attempt to resolve the matter informally. If the parties cannot agree, they agree that they will refer the dispute for resolution to mediation to the fullest extent permitted by law. The parties are aware that mediation is a voluntary process and pledge to cooperate fully and fairly with the mediator in an attempt to reach a mutually satisfactory compromise of any dispute or disagreement. The mediator shall be chosen by mutual agreement of the parties, and mediation shall commence within thirty (30) days of either party's written request to the other for mediation. Any agreement reached by the mediation shall be reduced to writing, be signed by the parties, and be binding on them. This provision for mediation is an effort to protect, preserve, and respect the requisites of a productive attorney-client relationship, but shall be without prejudice to either party pursuing its other lawful remedies.

7. INSURANCE AND INDEMNIFICATION

A. Insurance

1. Jones & Mayer shall procure and maintain, at its cost:

- a. Commercial General Liability insurance with limits not less than \$1 million per occurrence. Such insurance shall designate City, its elected and appointed officials, employees, and volunteers as additional insureds. Such insurance shall be primary and not contribute with any insurance or self-insurance maintained by City.
- b. Business automobile liability insurance with limits not less than \$1 million per occurrence. Such insurance shall include coverage for owned, non-owned, and hired automobiles.
- c. Professional liability insurance with limits not less than \$2,000,000 per occurrence.



- d. Workers' compensation insurance as required by California law and Employer's Liability insurance with limits not less than \$1 million per accident for bodily injury or disease. The workers' compensation insurance shall contain an endorsement stating the insurer waives any right of subrogation against City, its elected and appointed officials, employees and volunteers.
2. All such policies shall provide City 30 days' notice of cancellation. Self-insured retentions must be declared and approved by City.
3. Prior to commencement of work, and throughout the term of this Agreement, Jones & Mayer shall furnish CITY with certificates evidencing compliance with the insurance requirements above. Jones & Mayer agrees to provide complete, certified copies of all required insurance policies if requested by the City.
4. Insurance shall be placed with insurers that maintain an A.M. Best rating of A-, VII or better, or otherwise meet the written approval of the City.
5. The Contractor shall ensure that subcontractors maintain insurance that complies with the requirements stated herein.

B. Indemnification

Jones & Mayer shall defend, indemnify, and hold harmless the City, and its officers and employees, from and against any and all actions, suits, proceedings, claims, demands, losses, costs and expenses, including legal costs and attorneys' fees, for injury to person(s) or damages to property (including property owned by the City), and for errors and omissions committed by Jones & Mayer, its officers, employees, and agents, arising out of or relating to Jones & Mayer's performance under this Agreement, except to the degree such injury, damage, error(s) or omission(s) may be caused by City's negligence or willful misconduct, or that of the City's officers or employees.

8. RECORDS AND REPORTS

A. Records

Jones & Mayer shall keep such books and records as shall be necessary to perform the services required by this Agreement and to enable the City to evaluate the performance of the required services. The City shall have full and free access to such books and records that deal specifically with the services performed by Jones & Mayer for City at all reasonable times, including the right to inspect, copy, audit, and make summaries and transcripts from such records.

B. Ownership of Documents

All reports, records, documents, and other materials prepared by Jones & Mayer, its employees and agents in the performance of this Agreement shall be the property of the City and shall be delivered to the City upon request by the City or upon termination of this Agreement. Jones & Mayer shall have no claim for further or additional compensation as a result of the exercise by the City of its full rights of ownership of the documents and material hereunder. Jones & Mayer may retain copies of such documents for its own use.

C. Release of Documents

No report, record, document, or other material prepared by Jones & Mayer in the performance of services under this Agreement shall be released publicly without prior written approval of the City, except as may be required by law.

9. NONDISCRIMINATION

Jones & Mayer pledges there shall be no discrimination against or segregation of any person or group of persons on account of race, color, creed, religion, sex, marital status, sexual orientation, national origin, or ancestry in the performance of services under this Agreement.

10. EFFECTIVE DATE

This AGREEMENT will govern all legal services performed by Jones & Mayer on behalf of City. The term of this Agreement shall commence on July 1, 2017, and shall continue in effect until terminated as provided herein. City may terminate the Agreement at any time, as provided in Section 11A.

11. TERMINATION

A. Termination By City

Jones & Mayer shall at all times serve under the terms of this Agreement at the pleasure of the City Council, and the City Council hereby reserves the right to terminate this Agreement at will, with or without cause, by providing written notice to Jones & Mayer. Upon receipt of any notice of termination, Jones & Mayer shall cease all services under this Agreement except as may be specifically approved by the City. At that time, all further obligations of the City to pay Jones & Mayer for services rendered under this Agreement shall thereupon cease, except as set forth in Section 11.C below; provided, however, that the City shall be obliged to pay for all services, costs, and expenditures lawfully incurred by Jones & Mayer prior to the effective date of such termination, or subsequent to the date of termination at the direction of City.

B. Termination By Jones & Mayer

Jones & Mayer reserves the right to terminate this Agreement by giving ninety (90) days' advance written notice to City.

C. Mutual Obligations Upon Termination By Either Party

In the event of termination of this Agreement by either party, Jones & Mayer shall cooperate with the City in transferring the files and assignments to the City Clerk or other person designated by City pending the hiring of another City Attorney. Jones & Mayer shall be compensated at the hourly rates set forth in Section 3 of this Agreement should Jones & Mayer be called upon to perform any services after the effective date of termination, including the transfer of files and assignments.

12. NOTICES

Notices regarding this Agreement shall be given in writing to the parties at the following addresses:

City of Santa Fe Springs  
11710 E. Telegraph Rd.  
Santa Fe Springs, CA 90670

Jones & Mayer  
3777 North Harbor Blvd.  
Fullerton, CA 92835

13. AMENDMENT OF AGREEMENT

This Agreement contains all of the agreements of Jones & Mayer and the City. This Agreement may be amended at any time by mutual consent of the parties by an instrument in writing.

IN WITNESS WHEREOF, the duly authorized representatives of the parties have executed this Agreement in duplicate the 23<sup>rd</sup> day of February, 2017.

CITY OF SANTA FE SPRINGS

By: William K. [Signature]  
Mayor

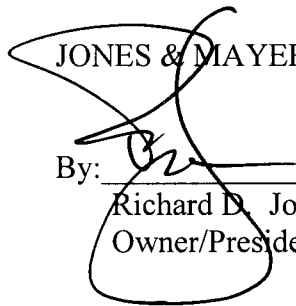
ATTEST:

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

APPROVED AS TO FORM:

\_\_\_\_\_  
DELIBERATELY LEFT BLANK

By: \_\_\_\_\_

  
JONES & MAYER

By: \_\_\_\_\_  
Richard D. Jones  
Owner/President

**AMENDMENT NUMBER ONE TO  
RETAINER AGREEMENT  
FOR CITY ATTORNEY SERVICES  
CITY OF SANTA FE SPRINGS**

This Amendment Number One ("Amendment") to the Retainer Agreement for City Attorney Services ("Agreement") is made and entered into by and between the law firm of JONES & MAYER ("Jones & Mayer") and the CITY OF SANTA FE SPRINGS (the "City"), a municipal corporation of the State of California.

**RECITALS**

- A. The City and Jones & Mayer entered into the Agreement on February 23, 2017, for Jones & Mayer to provide legal services to the City with a term commencing July 1, 2017.
- B. The City and Jones & Mayer desire to amend the Agreement to name the newly appointed City Attorney, include labor negotiation services as requested by the City Council, and postponement of rate increases.

**AGREEMENT**

NOW, THEREFORE, in consideration of the mutual terms and conditions set forth in this Agreement, Jones & Mayer and the City agree as follows:

- 1. Section 1(A) of the Agreement (Appointment of Contract City Attorney) is hereby amended to name Ivy M. Tsai as the designated and appointed City Attorney.
- 2. Section 3(B) of the Agreement (Specialized Legal Services/Special Projects) is hereby amended to add the following paragraph:

Jones & Mayer will perform labor negotiation services at the request of the City.  
Such services will be billed at the rate of \$215 per hour.
- 3. Section 3(D) of the Agreement (Summary of Labor Rates) is hereby amended to read as follows:

Basic Legal Services	\$16,000.00	Per Month
Special Services/Project	\$225.00	Per Hour
Litigation	\$225.00	Per Hour
Paralegal:	\$125.00	Per Hour
Services provided by Steve Skolnik	\$250.00	Per Hour
Labor Negotiation Services	\$215.00	Per Hour

4. Section 3(E) of the Agreement (Billing and Rate Increases) is hereby amended to read as follows:

Jones & Mayer shall provide a monthly billing report indicating actual time spent handling litigation matters and additional specialized projects. The foregoing retainer and hourly rates shall remain in full force and effect until June 30, 2020. The foregoing billing rates shall be adjusted on July 1, 2020, and annually on July 1<sup>st</sup> thereafter, to reflect any increase in the cost of living based on the Consumer Price Index increase for the prior year utilizing the standard as established by the Bureau of Labor Statistics of the U.S. Department of Labor for all urban consumers in the Los Angeles -Long Beach-Anaheim area, or another mutually agreed upon index based on comparable data should the Consumer Price Index established by the Bureau of Labor Statistics be unavailable, not to exceed 5% per year.

5. All terms and provisions of the Agreement not amended herein shall continue in full force and effect.

IN WITNESS WHEREOF, the duly authorized representatives of the parties have executed this Amendment this 23<sup>rd</sup> day of April, 2019.

CITY OF SANTA FE SPRINGS

By: 

Juanita Trujillo, Mayor

ATTEST:

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

JONES & MAYER

By: 

\_\_\_\_\_  
Richard D. Jones  
Owner/President



# City of Santa Fe Springs

City Council Meeting

ITEM NO. 10H

March 15, 2022

## **CONSENT AGENDA**

A Resolution Authorizing the City Manager and Department Directors to Make Purchases Pursuant to Section 34.19 of the Santa Fe Springs Municipal Code in Order to Qualify for Grant Funding Opportunities

### **RECOMMENDATION**

- Adopt Resolution No. 9772:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS AUTHORIZING THE CITY MANAGER AND DEPARTMENT DIRECTORS TO MAKE PURCHASES PURSUANT TO SECTION 34.19 OF THE SANTA FE SPRINGS MUNICIPAL CODE IN ORDER TO QUALIFY FOR GRANT FUNDING OPPORTUNITIES

### **BACKGROUND**

The Santa Fe Springs Municipal Code sets forth certain purchasing procedures, beginning with Section 34.15. Purchases of supplies and equipment are subject to bid procedures pursuant to Sections 34.20 and 34.21. Section 34.19 sets forth exceptions to those bid procedures:

#### **§ 34.19 PURCHASE BY BIDDING REQUIRED GENERALLY; INSTANCES WHERE BIDDING IS NOT REQUIRED.**

(A) Purchases of supplies and equipment shall be by bid procedures pursuant to §§ 34.20 and 34.21. Bidding may be dispensed with only when an emergency, as determined by the City Manager or his designee, requires that an order be placed with the nearest available source of supply, or when the amount involved is less than \$1,000, when the commodity can be obtained from only one vendor, or when the product must match or interface with existing equipment.

(B) Bidding may also be dispensed with, by order of the City Council, if the Council shall find, with respect to a specific purchase, that:

- (1) The best interests of the city require a negotiated purchase; and
- (2) The proposed negotiated purchase will result in a cost to the city not greater than the projected costs of a purchase after bidding.

(C) Bidding may also be dispensed if purchase is conducted through a government agency cooperative purchasing program.

It has come to the attention of City staff that grant funding opportunities may be missed due to the inability to complete bidding within the timeframes for the grants. For example, every year, the County of Los Angeles, as a grant administrator for the State, reviews the availability of funds from grant amounts awarded but not fully utilized.



# *City of Santa Fe Springs*

City Council Meeting

*March 15, 2022*

The County of Los Angeles makes those remaining funds available to sub-recipients, subject to the original grant deadlines. These deadlines may be within 30-45 days, often not allowing for a bidding process to be completed.

The attached resolution authorizes the City Manager and Department Directors to make purchases pursuant to Section 34.19 of the Santa Fe Springs Municipal Code in order to qualify for grant funding opportunities and includes a finding that such purchases satisfy the requirements to dispense with bidding pursuant to Section 34.19(B) of the Santa Fe Springs Municipal Code if the proposed negotiated purchase will result in a cost to the City not greater than the projected costs of a purchase after bidding, taking into account the amount of grant funding received for such purchase.

Raymond R. Cruz  
City Manager

Attachment:  
Resolution No. 9772



**RESOLUTION NO. 9772**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS  
AUTHORIZING THE CITY MANAGER AND DEPARTMENT DIRECTORS TO MAKE  
PURCHASES PURSUANT TO SECTION 34.19 OF THE SANTA FE SPRINGS  
MUNICIPAL CODE IN ORDER TO QUALIFY FOR GRANT FUNDING  
OPPORTUNITIES**

WHEREAS, Section 34.19 of the Santa Fe Springs Municipal Code provides that bidding for purchases may be dispensed under certain circumstances; and

WHEREAS, bidding for purchases may cause the City to miss deadlines for grant funding opportunities that could be used for such purchases; and

WHEREAS, the City Council finds that negotiated purchases made with grant funds satisfy the requirements to dispense with bidding pursuant to Section 34.19(B) of the Santa Fe Springs Municipal Code if the proposed negotiated purchase will result in a cost to the City not greater than the projected costs of a purchase after bidding, taking into account the amount of grant funding received for such purchase.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS DOES HEREBY RESOLVE that the City Manager and Department Directors, and their designees, are authorized to make purchases pursuant to Section 34.19(B) of the Santa Fe Springs Municipal Code in order to qualify for grant funding opportunities.

APPROVED and ADOPTED this 15<sup>th</sup> day of March, 2022.

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Annette Rodriguez, Mayor

ATTEST:

\_\_\_\_\_  
Janet Martinez, CMC, City Clerk



## City of Santa Fe Springs

City Council Meeting

March 15, 2022

### NEW BUSINESS

#### Fiscal Year 2021-2022 Midyear Budget Review and Modifications

##### RECOMMENDATION

- Approve the proposed revenue and expenditure adjustments as detailed in Attachments A through C.

##### BACKGROUND

Annually, the midyear budget review process presents an opportunity to adjust forecasted revenues, appropriation amounts, and budget assumptions based on fiscal year-to-date actual information. The fiscal year ("FY") 2021-22 budget was originally adopted in June 2021 in the midst of the COVID-19 pandemic. Initially, the pandemic presented the City with certain financial uncertainties across all of the City's revenue sources. Fortunately, the City's Sales Tax base was relatively unaffected by the pandemic as consumer behavior shifted and the City experienced greater than anticipated online sales as well as continued growth in business-to-business sales. Both, the Sales Tax and Measure Y revenues (2/3 of our General Fund revenue) have outperformed our projections. These revenue results coupled with operational savings achieved by departments have enhanced the City's financial position over the last several months.

While the trends are favorable and the midyear adjustments being recommended have taken into account any potential disruption in the general economy that may be caused by the current geopolitical climate as well as rising inflation, staff will continue to monitor any adverse fluctuation in anticipated trends for the remaining part of the fiscal year.

##### **General Fund**

Staff is recommending a \$1.6 million adjustment to the revenue and an adjustment of \$214,100 to the expenditures. The results from the adjustments in the General Fund is anticipated to create a budget surplus of \$4.4 million. This is an increase of approximately \$1.4 million to the budget surplus in comparison to the originally adopted budget (attachment A). As stated, the most significant reason for the change is due to greater than anticipated Sales Tax (\$700,000 increase) and Measure Y (\$300,000) revenues. Although departmental expenditures as a whole are expected to increase by \$214,100, there are various savings in expenditures and increases in applied revenues (attachment C) across activities.

##### *Revenues (Attachments A and B)*

The adopted budget had a projected General Fund revenue of \$64.9 million (not including Applied Revenues). The revised midyear budget forecast is \$66.5 million, or \$1.6 million more than originally estimated. The vast majority of revenue sources are anticipated to come in within the targeted budget range – barring any potential



## City of Santa Fe Springs

City Council Meeting

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economic disruption. The adjustments that are recommended are for the City's Sales Tax (\$700,000), Measure Y (\$300,000) and revenue generated from the City's waste disposal companies for hosting green waste (\$600,000).

Additionally, there are applied revenues (departmental revenues) that need decreases due to cancelled events as a result of COVID-19 (Community Services) and several that need increasing due to increased permit & inspection activities across the City. Several reductions to Community Services revenues are projected including: Facility Rentals of Heritage Park, Clarke Estate and various park facilities (\$140,000) and cancellation of in-person class offerings as well as reduced programming levels (\$71,500), as examples. These decreases were partially offset by increases in other Community Services programmatic areas for a net projected reduction in revenue of \$176,600. Projected revenue increases in other departments include \$180,000 in planning-related revenues, \$139,000 in fire-related revenues, and \$115,000 in public works-related revenues (attachment C).

### *Expenditures (Attachments A and C)*

Total budgeted expenditures and uses in the adopted budget were approximately \$61.8 million. The proposed expenditure adjustments amount to \$214,100, which results in a proposed Revised Budget of \$62.0 million or a 0.3% increase.

While the net impact of the proposed adjustments results in a nominal increase, there are recommended adjustments in expenditures throughout departments. Staff is recommending an adjustment of \$50,000 for legal services. The adjustment includes costs related to the proposed amendment to the City Attorney contract for the remaining months in the fiscal year, along with other legal services related to various special projects such as the general plan update, business license ordinance revisions, and pending litigation.

The City's Community Services Department is experiencing significant savings associated with hourly labor and contractual services caused by facility closures and cancellation of in-person programs and events. The total recommended budget reduction in hourly labor is \$135,800 and the reduction to contract services is \$51,100.

The Finance Department is requesting an adjustment of \$48,900 for three IT-related contracts: a three-year maintenance contract for the video/sound system in the Council Chambers (\$16,100), a three-year license agreement for security software (\$19,600) and a contract for a secure document platform (\$13,200).

The Fire-Rescue Department is requesting an increase of \$1.3 million in overtime as well as \$51,000 increase for diesel fuel and miscellaneous small tools. The Fire-Rescue Department is experiencing an increase in overtime costs as vacant positions are backfilled with existing personnel and due to strike team engagements as well.



# *City of Santa Fe Springs*

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The recommended funding will cover the needs of the department for the remaining months of the fiscal year and staff is also recommending recognizing an additional \$1.2 million in Emergency Response Reimbursements from the strike team engagements.

Police Services is requesting an adjustment of \$217,000, which includes \$100,000 increase to overtime due to special enforcement operations; \$35,000 for a camera security system (network/storage) and \$82,000 for the police radio frequency system lease with the City of Montebello. This amount represents two years' worth of the lease as there has been a lag in the initial billing for the new network.

Additionally, Public Works is requesting an adjustment of \$150,000 for the acquisition of tamper-proof pull box lids for the City's streetlights. City staff estimate that approximately 25% of the City's lights are out due to vandalism and the pull box lids will help deter further damages to the City's streetlights. In addition, City staff is requesting an adjustment of \$77,000 for the acquisition of several vehicles assigned to the Park Maintenance – Ball Fields program. The recommended funding will be provided by savings achieved from vehicle purchases during the fiscal year (\$37,000) and a transfer from the Equipment Replacement Fund (\$40,000).

The originally adopted budget included an anticipated \$3.1 million operating surplus (attachment A). Staff is now projecting a budget surplus of \$4.4 million. However, there are no recommendations on the use of the additional funding at this time. Once the fiscal year-end results are available, staff will present recommendations to the City Council.

## **Water Utility Fund**

The revised budget figures include only one adjustment for \$300,000 due to anticipated rate increases of MWD and the Central Basin as well as increase in consumption. Revenues for the Water fund are trending to meet the budgeted range (\$15.7 million) and an adjustment is not recommended at this time.

## **Future Outlook**

As discussed on previous occasions, there are ongoing economic and organizational issues that staff continues to monitor as we look forward to developing the FY 2022-23 budget. These include:

**Current Geopolitical Climate** – The invasion of Ukraine by Russia presents an undeniable level of uncertainty in the economy. As with any conflict, there are lasting and spillover effects on the national and local economy that can linger for years to come.

**COVID-19 and rising inflation** – Although society has begun to adapt to the



# ***City of Santa Fe Springs***

City Council Meeting

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“new” normal, the virus as well as any potential future variants are still a threat for a segment of the general population. As long as the virus remains a threat, the impacts of it on the economy will continue to be felt. Inflation can also jeopardize the City’s positive financial position as the rise in cost of services and supplies will affect the City’s ability to deliver programs and services in a cost-efficient manner.

**CalPERS’ Unfunded Liability** – The growth in the City’s Unfunded Liability is also a significant challenge. There are a number of reasons for the substantial increase in the unfunded liability, including: a smaller City workforce relative to the number of retirees, CalPERS investment losses, a lower investment discount rate, a shorter amortization period, changes in mortality assumptions, and changing the unfunded liability payment from a percentage of payroll to a fixed amount each year. If investment performance does not meet expectations, the discount rate is lowered further, or other assumption changes are made, these rates could escalate even higher. City staff have established a Pension Trust Fund and will be developing a plan to mitigate future impacts on the City’s General Fund.

**Infrastructure Funding** – While there are funds and accounts that have been established by the City Council, the City will be challenged to provide an increased level of funding to address significant deferred maintenance needs moving forward.

## **FY 2022-2023 Operating Budget**

Staff has started the preparation and development of the FY 2022-23 operating budget. There are a variety of strategic assumptions that will be included into the upcoming budget to ensure the City’s long-term financial viability. For both the General and Water Utility Funds it is anticipated that the operational changes implemented over the last several years will provide stability in the long-term. Staff will continue to work with the City Council through the Finance Subcommittee and Budget Subcommittees to continue the pursuit of internal operating efficiencies and strategies to minimize costs and impacts to City services while exploring new and innovative revenue ideas.

## **FISCAL IMPACT**

If the recommend midyear changes to the budget are approved, the City’s General Fund position will improve from an initial budget surplus of \$3.1 million to a budget surplus of \$4.4 million.



# ***City of Santa Fe Springs***

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Raymond R. Cruz  
City Manager

Attachments:

- A – FY 2021-22 Midyear Budget Review Summary
- B – FY 2021-22 Midyear Budget Review Revenue Adjustments
- C – FY 2021-22 Midyear Budget Review Operating Adjustment

**FY 2021-2022 Midyear Budget Review  
Summary**

**General Fund**

	Original Adopted Budget	Proposed Midyear Budget	Change Favorable / (Unfavorable)	
			\$	%
Revenues	64,864,570	66,464,570	1,600,000	2.5%
Expenditures				
Department	57,337,100	57,551,200	(214,100)	-0.4%
Non-Recurring	1,663,500	1,663,500	-	0.0%
Interfund Transfers	2,800,000	2,800,000	-	0.0%
	61,800,600	62,014,700	(214,100)	-0.3%
<b>Operating Surplus / (Deficit)</b>	<b>\$ 3,063,970</b>	<b>\$ 4,449,870</b>	<b>\$ 1,385,900</b>	<b>45.2%</b>

**Water Fund**

	Original Adopted Budget	Proposed Midyear Budget	Change Favorable / (Unfavorable)	
			\$	%
Revenues	15,756,200	15,756,200	-	0.0%
Expenditures				
Department	13,109,600	13,409,600	(300,000)	-2.3%
Interfund Transfers	1,156,300	1,156,300	-	0.0%
Debt Service	496,000	496,000	-	0.0%
Transfer to Water CIP	994,300	694,300	300,000	30.2%
	15,756,200	15,756,200	-	0.0%
<b>Surplus / (Deficit)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>

**2021-22 Midyear Budget Review  
General Fund Revenues**

Account Number	Revenue Source	Actual FY 2020-2021	Adopted FY 2021-22	Midyear Budget FY 2021-22	Adopted FY 21-22 vs. Midyear FY 21-22 Variance	
					\$	%
	<u>Taxes</u>					
411010	Property	\$ 3,050,961	\$ 2,317,500	\$ 2,317,500	\$ -	0.0%
411020	Property - Pass Thru to City	2,555,438	1,800,000	1,800,000	-	0.0%
411060	Utility User's Tax (UUT)	7,105,217	6,100,000	6,100,000	-	0.0%
411030	Sales & Use	32,097,995	31,300,000	32,000,000	700,000	2.2%
411035	Transactions & Use (Measure Y)	13,682,006	13,175,000	13,475,000	300,000	2.3%
411500	Transient Occupancy	172,204	149,000	149,000	-	0.0%
411040	Franchise	3,411,092	3,165,000	3,165,000	-	0.0%
411050	Business Operations	754,270	765,000	765,000	-	0.0%
411530	Property Transfer	354,943	260,590	260,590	-	0.0%
411510	Oil Well	150,524	135,000	135,000	-	0.0%
411520	Barrel	138,200	288,400	288,400	-	0.0%
	Total Taxes	63,472,850	59,455,490	60,455,490	\$ 1,000,000	1.7%
	<u>Use of Money &amp; Property</u>					
415200	Interest Earnings	303,270	500,000	500,000	-	0.0%
415300	Rentals	326,011	304,000	304,000	-	0.0%
415310	Ground Lease	880,950	823,900	823,900	-	0.0%
415320	Development	175,299	315,180	315,180	-	0.0%
	Total Use Of Money & Property	1,685,530	1,943,080	1,943,080	\$ -	0.0%
	<u>State Subventions</u>					
415100	Vehicle In Lieu Taxes	2,297,474	2,266,000	2,266,000	-	0.0%
	Total State Subventions	2,297,474	2,266,000	2,266,000	\$ -	0.0%
	<u>Other</u>					
415900	Other	1,112,520	200,000	800,000	600,000	0.0%
415330	Water Utility Lease Payment	1,000,000	1,000,000	1,000,000	-	0.0%
	Total Other	2,112,520	1,200,000	1,800,000	\$ 600,000	50.0%
	<b>Total General Fund</b>	<b>\$ 69,568,374</b>	<b>\$ 64,864,570</b>	<b>\$ 66,464,570</b>	<b>1,600,000</b>	<b>2.5%</b>

*\*Unaudited Figures*



**FY 2021-22 Midyear Budget Review**  
**Operating Adjustments**

**Attachment C**

Budget Adjustment

Description	Increase/(Decrease)
<b>General Fund</b>	
<b>Proposed Midyear Adjustments:</b>	
<b><u>Operating/Departmental Expenditures</u></b>	
<b><u>General Government</u></b>	
Additional required legal services and contract modification	\$ 50,000
<b>Net Costs /(Savings)</b>	<b>50,000</b>
<b><u>Community Services</u></b>	
Net decrease in revenue throughout various activities due to COVID and cancelled events	176,600
Reduction in hours throughout various activities due to COVID/reduction in programming	(135,800)
Reduction in operating costs throughout various activities due to COVID	(51,100)
<b>Net Costs /(Savings)</b>	<b>(10,300)</b>
<b><u>Finance</u></b>	
IT - Three-year maintenance contract for the video/sound system in the Council Chambers	16,100
IT - Contract for secure document platform	13,200
IT - Three-year license agreement for security software	19,600
<b>Net Costs /(Savings)</b>	<b>48,900</b>
<b><u>Fire-Rescue</u></b>	
Suppression - Increase in emergency response reimbursement	(1,186,000)
Suppression - Increase in overtime	1,327,500
Suppression - Increase in diesel fuel and misc. small tools	51,000
Prevention - Increase in plan review and inspection fees	(90,000)
Env - Increase in stormwater inspection fees & hazardous waste fees	(49,000)
<b>Net Costs /(Savings)</b>	<b>53,500</b>
<b><u>Planning</u></b>	
Pln - Increase in planning & zoning fees	(30,000)
Pln - Increase in building inspection fees	(150,000)
<b>Net Costs /(Savings)</b>	<b>(180,000)</b>
<b><u>Police Services</u></b>	
Contract Patrol - Increase in overtime due to special enforcement operation	100,000
Contract Patrol - Camera security system	35,000
Contract Patrol - Radio frequency system lease with the City of Montebello	82,000
<b>Net Costs /(Savings)</b>	<b>217,000</b>
<b><u>Public Works</u></b>	
Eng. - Reduction in development activity and associated revenue	45,000
Eng. - Increase in excavation permits	(160,000)
Maint. - Purchase of materials for tamper-proof pull box lids	150,000
<b>Net Costs /(Savings)</b>	<b>35,000</b>
<b>General Fund - Subtotal Dept. Expenditure Adjustments</b>	<b>\$ 214,100</b>

**FY 2021-22 Midyear Budget Review**  
**Operating Adjustments**

**Attachment C**

Budget Adjustment

Description	Increase/(Decrease)
<b>Water Fund</b>	
<b><u>Operating/Departmental Expenditures</u></b>	
PW Water - Increase in water purchases due to increases in cost and consumption	<u><u>\$ 300,000</u></u>
<b>Vehicle Acquisition</b>	
Ballfield Maintenance - Ford F-150 Supercab	\$ 40,000
Ballfield Maintenance - Enclosed Trailer	13,000
Ballfield Maintenance - Ballfield Machine	24,000
Savings from vehicle purchases throughout FY 2021-22	(37,000)
Transfer from the Equipment Replacement Fund	(40,000)
<b>Net Costs /(Savings)</b>	<u><u>\$ -</u></u>



# City of Santa Fe Springs

## City Council Meeting

ITEM NO. 12

March 15, 2022

### **NEW BUSINESS**

Authorize the Purchase and Installation of New Cubicle Workstations for the Finance Department from People Space by Piggybacking off OMNIA Partners Contract #2020000606

#### **RECOMMENDATION(S)**

- Authorize the purchase of Haworth furniture and installation from People Space utilizing the OMNIA Partners cooperative contract #2020000606; and
- Appropriate \$15,431.12 from the General Fund reserves to account 10109000-521000 (non-recurring); and
- Authorize the Director of Purchasing to issue a purchase order to People Space in the amount of \$100,431.12

#### **BACKGROUND**

The City Council approved \$85,000 in the fiscal year 2021-22 budget for work station cubicle replacements in the Finance and Human Resources work areas. The original scope of the project included the interior non-office areas within the Finance and Human Resources sections of City Hall. After passage of the fiscal year 2021-22 budget, additional workspace became necessary to accommodate the Senior Accountant position in Finance. The proposed purchase includes two (2) workstations in Human Resources plus a corridor storage bank; and ten (10) workstations with storage in the Finance area. The layout design also includes dividing the current Finance Manager's office into two workstations.

The recommendation from staff is to purchase off the OMNIA Partners purchasing cooperative. All cooperative contracts from OMNIA Partners have been competitively solicited and use the aggregate purchasing power of participating agencies to reduce the cost of goods and services. The contract is valid for use through December 31, 2024.

Initially, workstation layout designs were performed by both People Space and D & R Office Works. Staff concluded the design from People Space was conducive to desired workspace efficiencies. As a pricing comparison to the OMNIA Partners contract a quote was solicited from Tangram Interiors on comparable Steelcase product. The quote was solicited before the additional two work stations in the Finance Manager's office were included in the project. Tangram's price came in at \$151,231.74, considerably higher than the OMNIA Partners contract.

#### **FISCAL IMPACT**

The approved fiscal year 2021-22 budget includes \$85,000 for this purchase. Staff requests an appropriation from General Fund reserves to account number 10109000-521000 in the amount of \$15,431.12.



# City of Santa Fe Springs

## City Council Meeting

March 15, 2022

A handwritten signature in blue ink, appearing to read "Raymond R. Cruz".

Raymond R. Cruz  
City Manager

Attachment(s):

1. Quote on Haworth Furniture by People Space
2. Office Layout
3. Tangram Interiors Quote
4. OMNIA Partners Contract Documents



444 S. Flower St., Ste. 200  
Los Angeles, California 90071  
United States  
(310) 726-9067

## Quote

Issue Date	3/10/2022
Estimate #	EST19455
PO	
Expires	6/8/2022
Sales Rep	Jacqueline Perez Castro
Sales Rep E-mail	jcastro@peoplespace.com
Subsidiary	LA Dealership

### Bill To:

Paul J Martinez  
City of Santa Fe Springs  
11710 Telegraph Rd  
Santa Fe Springs CA 90670-3658  
United States

### Install At:

City of Santa Fe Springs  
11710 Telegraph Rd  
Santa Fe Springs CA 90670-3658  
United States

### Issue Purchase Order To:

**PeopleSpace**  
444 S. Flower St., Ste. 200  
Los Angeles, California 90071  
United States

### Notice:

Due to the unprecedented spike in raw material pricing, the current shipping container shortage, shortages of foam and adhesives, and the lack of availability of manufacturing labor, many of our manufacturers are experiencing weekly price increases and manufacturing/shipping delays. PeopleSpace is not responsible for any manufacturing/shipping delays or short-term price increases that may not be captured on this estimate. If short-term price increases are implemented between your approval of this estimate and order entry, PeopleSpace will pass those costs along to you at our cost. If manufacturing/shipping delays occur, PeopleSpace will coordinate rental product, if needed, at your expense with no mark-up for PeopleSpace.

### Order Description:

HR & Finance Workstations

Nm	Quantity	Lot SKU	Description	Option Codes	Option Description	Tag	Unit Sell	Extended Sell
1	1	WS-8 DESK	Haworth   Compose + X-Series Desk [WS-8]		30"D x 75"W Top, 30"D x 105"W Return, (1) Fixed B/B/F Ped, (1) Mobile F/F Ped, (1) 2H x 30"W Metal Boockase with adjustable shelf, (1) 75"W Stack-On Overhead with Laminate Flipper Doors, Fabric Tackboard & Tasklight. Laminate: Colombian Walnut - Grd B Tackboard Fabric: Hue-Eddy - Grd B Metal Storage Case: Chalk - Color Grd A Metal Storage Fronts: Chalk - Grd A J-Pull Style & chrome locks	FINANCE AREA 1	\$3,363.00	\$3,363.00



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jcastro@peoplespace.com  
LA Dealership

Nm	Quantity	Lot SKU	Description	Option Codes	Option Description	Tag	Unit Sell	Extended Sell
2	1	WS-8 SCREEN	Symmetry   Side Screen Divider [WS-8]		30"D x 24"H Surface Mount Acrylic Screens Acrylic: Clear - Grd A Brackets: Standard Silver	FINANCE AREA 1	\$153.50	\$153.50
3	1	WS-8 PANELS	Haworth   Compose Glass Panels [WS-8]		66"H Glass panels with Steel frames. Steel Trim: Chalk - Grd A Glass: Frosted Satin Etch - Grd B	FINANCE AREA 1	\$2,165.24	\$2,165.24
4	2	WS-6 & WS-7 DESKS	Haworth   Compose + X-Series Desk [WS-6 & WS-7]		30"D x 102"W Top, 30"D x 51"W Return, (1) Fixed B/B/F Ped, (1) Fixed F/F Ped. Laminate: Colombian Walnut - Grd B Metal Storage Case: Chalk - Color Grd A Metal Storage Fronts: Chalk - Grd A J-Pull Style & chrome locks	FINANCE AREA 1	\$2,814.94	\$5,629.88
5	1	WS-6 & WS-7 SCREEN	Symmetry   Center Screen Divider [WS-6 & WS-7]		(2) 36"D + (1) 30"D X 24"H SURFACE MOUNT ACRYLIC SCREENS ACRYLIC: FROSTED - GRD B BRACKETS: STANDARD SILVER	FINANCE AREA 1	\$490.00	\$490.00
6	1	COPY/PRINT AREA 2	Haworth   X-Series Copy/Print Area 2		24"D X 84"W TOP WITH 39.5"H LAMINATE END PANELS, (1) 3H X 42"W STORAGE CABINET, (1) 84"W STACK-ON STORAGE WITH LAMINATE FLIPPER DOORS, FABRIC TACKBOARD & TASKLIGHT. LAMINATE: COLOMBIAN WALNUT - GRD B TACKBOARD FABRIC: HUE-EDDY - GRD B METAL STORAGE CASE & FRONTS: CHALK - COLOR GRD A LAMINATE OVERHEAD FRONTS & SIDES: COLOMBIAN WALNUT - GRD B LINEAR PULL STYLE & CHROME LOCKS	FINANCE AREA 1	\$2,986.32	\$2,986.32
7	1	5H X 30W STORAGE CABINET	Haworth   X-Series 5H x 30"W Storage Cabinet		TOUCH LATCH METAL DOORS AND METAL ADJUSTABLE SHELVES. METAL STORAGE CASE & FRONTS: CHALK - COLOR GRD A J-PULL STYLE & CHROME LOCKS	FINANCE AREA 1	\$671.46	\$671.46



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Jacqueline Perez Castro  
jcastro@peoplespace.com  
LA Dealership

Nm	Quantity	Lot SKU	Description	Option Codes	Option Description	Tag	Unit Sell	Extended Sell
8	1	5H X 36W STORAGE CABINET	Haworth   X-Series 5H x 36"W Storage Cabinet		TOUCH LATCH METAL DOORS AND METAL ADJUSTABLE SHELVES. METAL STORAGE CASE & FRONTS: CHALK - COLOR GRD A J-PULL STYLE & CHROME LOCKS	FINANCE AREA 1	\$725.08	\$725.08
9	2	5H X 42W STORAGE CABINET	Haworth   X-Series 5H x 42"W Storage Cabinet		TOUCH LATCH METAL DOORS AND METAL ADJUSTABLE SHELVES. METAL STORAGE CASE & FRONTS: CHALK - COLOR GRD A J-PULL STYLE & CHROME LOCKS	FINANCE AREA 1	\$802.10	\$1,604.20
10	1	5H X 30W LATERAL FILE	Haworth   X-Series 5H x 30"W Lateral File		METAL STORAGE CASE & FRONTS: CHALK - COLOR GRD A J-PULL STYLE & CHROME LOCKS	FINANCE AREA 1	\$894.80	\$894.80
11	2	5H X 42W LATERAL FILE	Haworth   X-Series 5H x 42"W Lateral File		METAL STORAGE CASE & FRONTS: CHALK - COLOR GRD A J-PULL STYLE & CHROME LOCKS	FINANCE AREA 1	\$1,209.16	\$2,418.32
12	1	5H X 42W COMBO CABINET	Haworth   X-Series 5H x 42"W Combo Cabinet		UPPER PART WITH TOUCH LATCH METAL DOORS AND ADJUSTABLE SHELVES AND 2 BOTTOM FILING DRAWERS. METAL STORAGE CASE & FRONTS: CHALK - COLOR GRD A J-PULL STYLE & CHROME LOCKS	FINANCE AREA 1	\$1,071.73	\$1,071.73
13	1	WS-1 DESK	Haworth   Compose + X-Series Desk [WS-1]		24"D X 99"W TOP, 30"D X 69"W RETURN, (1) FIXED B/B/F PED, (1) FIXED F/F PED, (1) 2H X 30"W LATERAL FILE LAMINATE: COLOMBIAN WALNUT - GRD B METAL STORAGE CASE: CHALK - COLOR GRD A METAL STORAGE FRONTS: CHALK - GRD A J-PULL STYLE & CHROME LOCKS	FINANCE AREA 2	\$1,972.30	\$1,972.30
14	1	WS-1 SCREEN	Symmetry   Side & Back Dividers [WS-1]		(3) 42"D + (1) 23"D X 24"H SURFACE MOUNT ACRYLIC SCREENS ACRYLIC: FROSTED - GRD B BRACKETS: STANDARD SILVER	FINANCE AREA 2	\$752.50	\$752.50

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jcastro@peoplespace.com  
LA Dealership

Nm	Quantity	Lot SKU	Description	Option Codes	Option Description	Tag	Unit Sell	Extended Sell
15	1	WS-2 DESK	Haworth   Compose + X-Series Desk [WS-2]		24"D X 84"W TOP, 30"D X 69"W RETURN, (1) FIXED B/B/F PED, (1) FIXED F/F PED. LAMINATE: COLOMBIAN WALNUT - GRD B METAL STORAGE CASE: CHALK - COLOR GRD A METAL STORAGE FRONTS: CHALK - GRD A J-PULL STYLE & CHROME LOCKS	FINANCE AREA 2	\$1,566.51	\$1,566.51
16	1	WS-2 SCREEN	Symmetry   Side & Back Dividers [WS-2]		(2) 42"D + (1) 23"D X 24"H SURFACE MOUNT ACRYLIC SCREENS ACRYLIC: FROSTED - GRD B BRACKETS: STANDARD SILVER	FINANCE AREA 2	\$544.00	\$544.00
17	1	WS-3 DESK	Haworth   X-Series Desk [WS-3]		30"D X 60"W X-SERIES DESK WITH 1/3 HEIGHT METAL MODESTY PANEL, (1) FIXED B/B/F PEDESTAL. LAMINATE: COLOMBIAN WALNUT - GRD B METAL STORAGE CASE & MODESTY: CHALK - GRD A METAL STORAGE FRONTS: CHALK - GRD A J-PULL STYLE & CHROME LOCKS	FINANCE AREA 2	\$887.68	\$887.68
18	2	WS-3 SCREENS	Symmetry   Side Screen Dividers [WS-3]		30"D X 24"H SURFACE MOUNT ACRYLIC SCREENS ACRYLIC: CLEAR - GRD A BRACKETS: STANDARD SILVER	FINANCE AREA 2	\$153.50	\$307.00
19	1	COPY/PRINT AREA 1	Haworth   X-Series Copy/Print Area 1 [WS-3]		30"D X 30"W TOP, (1) 2H X 30"W STORAGE CABINET WITH LAMINATE DOORS AND METAL ADJUSTABLE SHELF LAMINATE: COLOMBIAN WALNUT - GRD B METAL STORAGE CASE: CHALK - COLOR GRD A METAL STORAGE FRONTS: CHALK - GRD A J-PULL STYLE & CHROME LOCKS	FINANCE AREA 2	\$607.85	\$607.85





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Nm	Quantity	Lot SKU	Description	Option Codes	Option Description	Tag	Unit Sell	Extended Sell
20	2	WS-4 & WS-5 DESKS	Haworth   X-Series Desk [WS-4 & WS-5]		30"D X 60"W X-SERIES DESK WITH FULL HEIGHT METAL MODESTY PANEL, (1) FIXED B/B/F PEDESTAL. LAMINATE: COLOMBIAN WALNUT - GRD B METAL STORAGE CASE & MODESTY: CHALK - COLOR GRD A METAL STORAGE FRONTS: CHALK - GRD A J-PULL STYLE & CHROME LOCKS	FINANCE AREA 2	\$949.52	\$1,899.04
21	2	WS-4 & WS-5 SCREENS	Symmetry   Side Screen Dividers [WS-4 & WS-5]		30"D X 24"H SURFACE MOUNT ACRYLIC SCREENS ACRYLIC: CLEAR - GRD A BRACKETS: STANDARD SILVER	FINANCE AREA 2	\$153.50	\$307.00
22	1	WS-12 DESK	Haworth   Compose + X-Series U-Shape Desk [WS-12]		30"D x 72"W Top, 24"D x 48"W Return, 18.75"D x 96"W Back Credenza, (1) Mobile B/B/F Ped, (1) 30"W Lateral File, (1) 30"W Storage Cabinet, (1) 16"H x 48"W Wallmounted Tackboard, (1) 48"W Stack-On Overheads with Laminate Flipper Doors, Fabric Tackboard & Tasklight. Laminate: Cololmbian Walnut - Grd B Tackboard Fabric: Hue-Eddy - Grd B Metal Storage Case: Chalk - Grd A Metal Storage Fronts: Chalk - Grd A J-Pull Style & chrome locks	FINANCE AREA 3	\$3,988.60	\$3,988.60



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Nm	Quantity	Lot SKU	Description	Option Codes	Option Description	Tag	Unit Sell	Extended Sell
23	1	WS-13 DESK	Haworth   Compose + X-Series U-Shape Desk [WS-13]		30"D x 72"W Top, 24"D x 48"W Return, 18.75"D x 96"W Back Credenza, (1) Mobile B/B/F Ped, (1) 30"W Lateral File, (1) 30"W Storage Cabinet, (2) 48"W Stack-On Overheads with Laminate Flipper Doors, Fabric Tackboard & Tasklight. Laminate: Cololmbian Walnut - Grd B Tackboard Fabric: Hue-Eddy - Grd B Metal Storage Case: Chalk - Grd A Metal Storage Fronts: Chalk - Grd A J-Pull Style & chrome locks	FINANCE AREA 3	\$4,973.39	\$4,973.39
24	2	5H X 36W COMBO CABINET	Haworth   X-Series 5H x 30"W Combo Cabinet		Upper part with Touch Latch metal doors and adjustable shelves and 2 bottom filing drawers. Metal Storage Case & fronts: Chalk - Color Grd A J-Pull Style & chrome locks	FINANCE AREA 3	\$918.71	\$1,837.42
25	2	WS-12 & WS-13 72W SCREENS	Symmetry   Center Screen 72"W Divider [WS-12 & 13]			FINANCE AREA 3	\$341.50	\$683.00
26	2	WS-12 & WS-13 29W SCREENS	Symmetry   Side Screen Divider [WS-12 & 13]		29"D X 24"H SURFACE MOUNT ACRYLIC SCREENS ACRYLIC: CLEAR - GRD A BRACKETS: STANDARD SILVER	FINANCE AREA 3	\$153.50	\$307.00



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Nm	Quantity	Lot SKU	Description	Option Codes	Option Description	Tag	Unit Sell	Extended Sell
27	1	WS-10 DESK	Haworth   Compose + X-Series Reception Desk [WS-10]		30"D X 72"W TOP, 24"D X 42"W RETURN, (1) FIXED B/B/F PED, (1) FIXED F/F PED, (1) 72"W STACK-ON OVERHEAD WITH LAMINATE FLIPPER DOORS, FABRIC TACKBOARD & TASKLIGHT. LAMINATE TOP & END PANELS: COLOMBIAN WALNUT - GRD B TACKBOARD FABRIC: HUE-EDDY - GRD B METAL STORAGE CASE: CHALK - COLOR GRD A METAL STORAGE FRONTS: CHALK - GRD A J-PULL STYLE & CHROME LOCKS	HR AREA	\$3,043.41	\$3,043.41
28	1	WS-10 COUNTER TOP	Haworth   L-Shape Laminate Countertop		30"W X 60"L X 12"D LAMINATE OVERHANG COUNTERTOP. 42"H ABOVE SURFACE. LAMINATE: CHALK - GRD A	HR AREA	\$1,090.83	\$1,090.83
29	1	COPY/PRINT AREA 3	Haworth   X-Series Copy/Print Area 3		24"D X 72"W TOP WITH LAMINATE END PANEL, (1) 2H X 36"W STORAGE CABINET WITH TOUCH LATCH DOORS AND ADJUSTABLE SHELVES WITH ROOM FOR A MINI FRIDGE. LAMINATE TOP & END PANEL: COLOMBIAN WALNUT - GRD B METAL STORAGE CASE: CHALK - GRD A LAMINATE STORAGE FRONTS: COLOMBIAN WALNUT - GRD B J-PULL STYLE & CHROME LOCKS	HR AREA	\$921.51	\$921.51
30	1	WS-10 COUNTER SCREEN	LoftWall - Lite Counter Shield		Loftwall Counter Shield - Lite - Wide Size 24"H x 49.5"W x 8"D Finish: Standard Clear	HR AREA	\$255.00	\$255.00



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Nm	Quantity	Lot SKU	Description	Option Codes	Option Description	Tag	Unit Sell	Extended Sell
31	1	WS-11 DESK	Haworth   Compose + X-Series U-Shape Desk [WS-11]		30"D X 72"W TOP, 24"D X 48"W RETURN, 18.75"D X 114"W BACK CREDENZA, (1) MOBILE B/B/F PED, (1) 36"W LATERAL FILE, (1) 36"W STORAGE CABINET, (1) 60"W + (1) 54"W STACK-ON OVERHEADS WITH LAMINATE FLIPPER DOORS, FABRIC TACKBOARD & TASKLIGHT. LAMINATE: COLOMBIAN WALNUT - GRD B TACKBOARD FABRIC: HUE-EDDY - GRD B METAL STORAGE CASE: CHALK - GRD A METAL STORAGE FRONTS: CHALK - GRD A J-PULL STYLE & CHROME LOCKS	HR AREA	\$5,245.44	\$5,245.44
32	1	WS-11 PANELS	Haworth   Compose 66"H Fabric Panel Divider [WS-11]		(1) 66"H X 30"W + (1) 66"H X 36"W NON-POWERED PANEL FRAMES WITH FABRIC TILES. WALLMOUNTED. ALUMINUM PANEL FRAMES: CHALK - GRD A FABRIC TILES: HUE-EDDY - GRD B	HR AREA	\$890.86	\$890.86
33	1	WS-11 SIDE STORAGE	Haworth   X-Series 2H x 30"W Lateral File [WS-11]		2H X 30"W LATERAL FILE WITH LAMINATE TOP. LAMINATE TOP: COLOMBIAN WALNUT - GRD B METAL STORAGE CASE: CHALK - GRD A METAL STORAGE FRONTS: CHALK - GRD A J-PULL STYLE & CHROME LOCKS	HR AREA	\$651.16	\$651.16
34	1	WS-11 CENTER SCREEN	Symmetry   Center Screen 72"W Divider [WS-11]		72"D X 24"H SURFACE MOUNT ACRYLIC SCREENS ACRYLIC: FROSTED - GRD B BRACKETS: STANDARD SILVER	HR AREA	\$341.50	\$341.50
35	1	WS-11 SIDE SCREEN	Symmetry   Side Screen Divider [WS-11]		29"D X 24"H SURFACE MOUNT ACRYLIC SCREENS ACRYLIC: CLEAR - GRD A BRACKETS: STANDARD SILVER	HR AREA	\$153.50	\$153.50



444 S. Flower St., Ste. 200  
Los Angeles, California 90071  
United States  
(310) 726-9067

## Quote

Issue Date  
Estimate #  
PO  
Expires  
Sales Rep  
Sales Rep E-mail  
Subsidiary

3/10/2022  
EST19455  
  
6/8/2022  
Jacqueline Perez Castro  
jcastro@peoplespace.com  
LA Dealership

Nm	Quantity	Lot SKU	Description	Option Codes	Option Description	Tag	Unit Sell	Extended Sell
36	1	WS-9 DESK	Haworth   X-Series Kiosk Desk [WS-9]		24"D X 72"W DESK WITH 1/3 HEIGHT METAL MODESTY PANEL, (1) FIXED B/B/F PED. LAMINATE TOP & END PANEL: COLOMBIAN WALNUT - GRD B METAL STORAGE CASE: CHALK - GRD A METAL STORAGE FRONTS: CHALK - GRD A J-PULL STYLE & CHROME LOCKS	HR AREA	\$909.97	\$909.97
37	1	WS-9 SCREEN	Symmetry   Side Screen Divider [WS-9]		23"D X 24"H SURFACE MOUNT ACRYLIC SCREENS ACRYLIC: CLEAR - GRD A BRACKETS: STANDARD SILVER	HR AREA	\$127.00	\$127.00
38	1	STORAGE AREA 1	Haworth   X-Series + Masters Series HR Storage Area		24"D X 81"W TOP WITH 39.5"H LAMINATE END PANELS, (1) 4H X 42"W + (1) 4H X 36"W LATERAL FILES, (1) 2H X 78"W WALLMOUNT OVERHEADS WITH LOCKABLE HINGED DOORS AND ADJUSTABLE SHELF. LAMINATE TOP & END PANELS: COLOMBIAN WALNUT - GRD B LAMINATE CASE OVERHEADS: COLOMBIAN WALNUT - GRD B METAL STORAGE CASE: CHALK - GRD A METAL STORAGE FRONTS: CHALK - GRD A J-PULL STYLE & CHROME LOCKS	HR AREA	\$4,248.64	\$4,248.64
39	2	STORAGE AREA 2	Haworth   X-Series HR Lateral Files		4H X 36"W LATERAL FILES. METAL STORAGE CASE: CHALK - GRD A METAL STORAGE FRONTS: CHALK - GRD A J-PULL STYLE & CHROME LOCKS	HR AREA	\$887.14	\$1,774.28



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Sales Rep E-mail  
Subsidiary

3/10/2022  
EST19455  
  
6/8/2022  
Jacqueline Perez Castro  
jcastro@peoplespace.com  
LA Dealership

Nm	Quantity	Lot SKU	Description	Option Codes	Option Description	Tag	Unit Sell	Extended Sell
40	1	STORAGE AREA 3	Haworth   X-Series + Masters Series Corridor Storage		(3) 4H X 36"W + (2) 4H X 42"W LATERAL FILES WITH LAMINATE COMMON TOPS, (3) 2H X 36"W + (2) 2H X 42"W WALLMOUNT OVERHEADS WITH LOCKABLE HINGED DOORS AND ADJUSTABLE SHELF. LAMINATE TOPS: COLOMBIAN WALNUT - GRD B LAMINATE CASE OVERHEADS: COLOMBIAN WALNUT - GRD B METAL STORAGE CASE: CHALK - GRD A METAL STORAGE FRONTS: CHALK - GRD A J-PULL STYLE & CHROME LOCKS	HR AREA	\$9,898.62	\$9,898.62
41	13	TASK CHAIR	Haworth   Soji Task Chairs		SOJI TASK CHAIR, HEIGHT ADJUSTABLE ARMS, LUMBAR SUPPORT, BACK LOCK, SEAT DEPTH ADJUSTABLE, ALUMINUM BASE, CARPET CASTERS SEAT FABRIC: BLANKET-TUCK - GRD A MESH BACK: STONE - GRD A FRAME: FOG - GRD A BASE: METALLIC SILVER - GRD B	SEATING	\$528.05	\$6,864.65
42	1	WS-8 GUEST CHAIR	Haworth   Very Side Chair		VERY SIDE, PLASTIC SEAT, PERFORATED BACK, FIXED ARMS, 4-LEG BASE SEAT & BACK POLYMER: CANVAS - GRD A ARM CAPS: FOG - GRD A BASE: METALLIC SILVER - GRD B	SEATING	\$185.27	\$185.27
43	1	LABOR	Labor to Receive, Deliver and Install. Non-Union & Regular Hours			LBR-1945 5	\$7,800.00	\$7,800.00
44	1	FREIGHT	Freight for Loft Wall Counter Screen				\$150.00	\$150.00
45	1	TECHNICAL DESIGN	TECHNICAL DESIGN + PROJECT MANAGEMENT SERVICES				\$3,900.00	\$3,900.00



444 S. Flower St., Ste. 200  
Los Angeles, California 90071  
United States  
(310) 726-9067

## Quote

Issue Date	3/10/2022
Estimate #	EST19455
PO	
Expires	6/8/2022
Sales Rep	Jacqueline Perez Castro
Sales Rep E-mail	jcastro@peoplespace.com
Subsidiary	LA Dealership

<b>Product:</b>	\$79,408.46
<b>Install:</b>	\$7,800.00
<b>Design:</b>	\$3,900.00
<b>Freight:</b>	\$150.00
<b>Tax Total:</b>	\$9,172.66
<b>Total:</b>	<b>\$100,431.12</b>
<b>Deposit Required:</b>	\$50,215.56

Unless otherwise noted on Terms and Conditions; 50% deposit is required for order placement, 25% due upon shipment, and 25% due upon completion of installation. 1 1/2% service fee per month will be assessed on past due balances. Revisions, returns, and or cancellation of orders are subject to policy and charges outlined by the applicable product manufacturer.

Installation & delivery performed during normal business hours unless otherwise stated in proposal verbiage. PeopleSpace requires access to a dock and elevator and space to be free and clear of other trades. Trip charges will apply for multiple deliveries. Storage fees will be assessed on orders requiring storage at PeopleSpace facility beyond two weeks. If product is shipping direct, client is responsible for noting any errors, damages, or issues at time of receipt. Client must notify PeopleSpace within 3 days for claim assistance. Any additional labor, technical design services, installation services, project management, product damage, or storage incurred by PeopleSpace due to other trades in project space, delays or damages caused by client or other trades, multiple deliveries, change orders, or client change requests will be billed to client at PeopleSpace standard rates.

Our collective vigilance is critical during this time of COVID-19. We must follow safety measures to prevent the spread, and to care for our team, your team, and others. As our valued client, you play a critical role in combating this challenge. In addition to our standard Terms & Conditions, PeopleSpace requires confirmation that the jobsite must meet CDC safety and OSHA guidelines where all parties are wearing appropriate PPE masks, including a Level 1 type of mask (i.e. ear loop mask) at all times while on the site. If any employee, vendor, or third-party at the jobsite is not compliant, you agree to be liable for any associated additional charges, including by not limited to, associated testing fees, staff downtime, return trip charges, etc. However, you will not be liable for any punitive charges or additional medical expenses resulting from positive COVID-19 test results.

Acceptance of this proposal indicates acceptance of these and supplemental attachment of PeopleSpace Terms and conditions.

We look forward to doing business with you!

ACCEPTED BY: \_\_\_\_\_

NAME: \_\_\_\_\_



444 S. Flower St., Ste. 200  
Los Angeles, California 90071  
United States  
(310) 726-9067




**TITLE:** \_\_\_\_\_

**DATE ACCEPTED:** \_\_\_\_\_

## **Quote**

<b>Issue Date</b>	3/10/2022
<b>Estimate #</b>	EST19455
<b>PO</b>	
<b>Expires</b>	6/8/2022
<b>Sales Rep</b>	Jacqueline Perez Castro
<b>Sales Rep E-mail</b>	jcastro@peoplespace.com
<b>Subsidiary</b>	LA Dealership



FINANCE AREA 1 - option 2.5		Qty.	Unit Price	Ext. Price
	<b>Haworth   Compose + X-Series Desk [WS-8]</b> 30"D x 75"W Top, 30"D x 105"W Return, (1) Fixed B/B/F Ped, (1) Mobile F/F Ped, (1) 2H x 30"W Metal Boockase with adjustable shelf, (1) 75"W Stack-On Overhead with Laminate Flipper Doors, Fabric Tackboard & Tasklight. Laminate: Colombian Walnut - Grd B Tackboard Fabric: Hue-Eddy - Grd B Metal Storage Case: Chalk - Color Grd A Metal Storage Fronts: Chalk - Grd A J-Pull Style & chrome locks	1	\$3,363.00	<b>\$3,363.00</b>
	<b>Symmetry   Side Screen Divider [WS-8]</b> 30"D x 24"H Surface Mount Acrylic Screens Acrylic: Clear - Grd A Brackets: Standard Silver	1	\$153.50	<b>\$153.50</b>
	<b>Haworth   Compose Glass Panels [WS-8]</b> 66"H Glass panels with Steel frames. Steel Trim: Chalk - Grd A Glass: Frosted Satin Etch - Grd B	1	\$2,165.24	<b>\$2,165.24</b>
	<b>Haworth   Compose + X-Series Desk [WS-6 &amp; WS-7]</b> 30"D x 102"W Top, 30"D x 51"W Return, (1) Fixed B/B/F Ped, (1) Fixed F/F Ped. Laminate: Colombian Walnut - Grd B Metal Storage Case: Chalk - Color Grd A Metal Storage Fronts: Chalk - Grd A J-Pull Style & chrome locks	2	\$2,814.94	<b>\$5,629.88</b>
	<b>Symmetry   Center Screen Divider [WS-6 &amp; WS-7]</b> (2) 36"D + (1) 30"D x 24"H Surface Mount Acrylic Screens Acrylic: Frosted - Grd B Brackets: Standard Silver	1	\$490.00	<b>\$490.00</b>
	<b>Haworth   X-Series Copy/Print Area 2</b> 24"D x 84"W Top with 39.5"H Laminate End Panels, (1) 3H x 42"W Storage Cabinet, (1) 84"W Stack-On Storage with Laminate Flipper Doors, Fabric Tackboard & Tasklight. Laminate: Colombian Walnut - Grd B Tackboard Fabric: Hue-Eddy - Grd B Metal Storage Case & Fronts: Chalk - Color Grd A Laminate Overhead Fronts & Sides: Colombian Walnut - Grd B Linear Pull Style & chrome locks	1	\$2,986.32	<b>\$2,986.32</b>



<b>Haworth   X-Series 5H x 30"W Storage Cabinet</b>	1	\$671.46	<b>\$671.46</b>
<b>Haworth   X-Series 5H x 36"W Storage Cabinet</b>	1	\$725.08	<b>\$725.08</b>
<b>Haworth   X-Series 5H x 42"W Storage Cabinet</b> Touch Latch metal doors and metal adjustable shelves. Metal Storage Case & fronts: Chalk - Color Grd A J-Pull Style & chrome locks	2	\$802.10	<b>\$1,604.20</b>



<b>Haworth   X-Series 5H x 30"W Lateral File</b>	1	\$894.80	<b>\$894.80</b>
<b>Haworth   X-Series 5H x 42"W Lateral File</b> Metal Storage Case & fronts: Chalk - Color Grd A J-Pull Style & chrome locks	2	\$1,209.16	<b>\$2,418.32</b>



<b>Haworth   X-Series 5H x 42"W Combo Cabinet</b> Upper part with Touch Latch metal doors and adjustable shelves and 2 bottom filing drawers. Metal Storage Case & fronts: Chalk - Color Grd A J-Pull Style & chrome locks	1	\$1,071.73	<b>\$1,071.73</b>
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<b>FINANCE AREA 1 - option 2.5 TOTAL</b>			<b>\$22,173.53</b>
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## FINANCE AREA 2 - option 2.5



	Qty.	Unit Price	Ext. Price
<b>Haworth   Compose + X-Series Desk [WS-1]</b> 24"D x 99"W Top, 30"D x 69"W Return, (1) Fixed B/B/F Ped, (1) Fixed F/F Ped, (1) 2H x 30"W Lateral File Laminate: Colombian Walnut - Grd B Metal Storage Case: Chalk - Color Grd A Metal Storage Fronts: Chalk - Grd A J-Pull Style & chrome locks	1	\$1,972.30	<b>\$1,972.30</b>
<b>Symmetry   Side &amp; Back Dividers [WS-1]</b> (3) 42"D + (1) 23"D x 24"H Surface Mount Acrylic Screens Acrylic: Frosted - Grd B Brackets: Standard Silver	1	\$752.50	<b>\$752.50</b>



<b>Haworth   Compose + X-Series Desk [WS-2]</b> 24"D x 84"W Top, 30"D x 69"W Return, (1) Fixed B/B/F Ped, (1) Fixed F/F Ped. Laminate: Colombian Walnut - Grd B Metal Storage Case: Chalk - Color Grd A Metal Storage Fronts: Chalk - Grd A J-Pull Style & chrome locks	1	\$1,566.51	<b>\$1,566.51</b>
<b>Symmetry   Side &amp; Back Dividers [WS-2]</b> (2) 42"D + (1) 23"D x 24"H Surface Mount Acrylic Screens Acrylic: Frosted - Grd B Brackets: Standard Silver	1	\$544.00	<b>\$544.00</b>



<b>Haworth   X-Series Desk [WS-3]</b> 30"D x 60"W X-Series Desk with 1/3 Height Metal Modesty Panel, (1) Fixed B/B/F Pedestal. Laminate: Colombian Walnut - Grd B Metal Storage Case & Modesty: Chalk - Grd A Metal Storage Fronts: Chalk - Grd A J-Pull Style & chrome locks	1	\$887.68	<b>\$887.68</b>
<b>Symmetry   Side Screen Dividers [WS-3]</b> 30"D x 24"H Surface Mount Acrylic Screens Acrylic: Clear - Grd A Brackets: Standard Silver	2	\$153.50	<b>\$307.00</b>
<b>Haworth   X-Series Copy/Print Area 1 [WS-3]</b> 30"D x 30"W Top, (1) 2H x 30"W Storage Cabinet with Laminate doors and metal adjustable shelf Laminate: Colombian Walnut - Grd B Metal Storage Case: Chalk - Color Grd A Metal Storage Fronts: Chalk - Grd A J-Pull Style & chrome locks	1	\$607.85	<b>\$607.85</b>





<b>Haworth   X-Series Desk [WS-4 &amp; WS-5]</b>	2	\$949.52	<b>\$1,899.04</b>
30"D x 60"W X-Series Desk with Full Height Metal Modesty Panel, (1) Fixed B/B/F Pedestal. Laminate: Colombian Walnut - Grd B Metal Storage Case & Modesty: Chalk - Color Grd A Metal Storage Fronts: Chalk - Grd A J-Pull Style & chrome locks			
<b>Symmetry   Side Screen Dividers [WS-4 &amp; WS-5]</b>	2	\$153.50	<b>\$307.00</b>
30"D x 24"H Surface Mount Acrylic Screens Acrylic: Clear - Grd A Brackets: Standard Silver			

<b>FINANCE AREA 2 - option 2.5 TOTAL</b>	<b>\$8,843.88</b>
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<b>FINANCE AREA 3 - Lana's Office</b>	<b>Qty.</b>	<b>Unit Price</b>	<b>Ext. Price</b>
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<b>Haworth   Compose + X-Series U-Shape Desk [WS-12]</b>	1	\$3,988.60	<b>\$3,988.60</b>
30"D x 72"W Top, 24"D x 48"W Return, 18.75"D x 96"W Back Credenza, (1) Mobile B/B/F Ped, (1) 30"W Lateral File, (1) 30"W Storage Cabinet, (1) 16"H x 48"W Wallmounted Tackboard, (1) 48"W Stack-On Overheads with Laminate Flipper Doors, Fabric Tackboard & Tasklight. Laminate: Cololmbian Walnut - Grd B Tackboard Fabric: Hue-Eddy - Grd B Metal Storage Case: Chalk - Grd A Metal Storage Fronts: Chalk - Grd A J-Pull Style & chrome locks			



<b>Haworth   Compose + X-Series U-Shape Desk [WS-13]</b>	1	\$4,973.39	<b>\$4,973.39</b>
30"D x 72"W Top, 24"D x 48"W Return, 18.75"D x 96"W Back Credenza, (1) Mobile B/B/F Ped, (1) 30"W Lateral File, (1) 30"W Storage Cabinet, (2) 48"W Stack-On Overheads with Laminate Flipper Doors, Fabric Tackboard & Tasklight. Laminate: Cololmbian Walnut - Grd B Tackboard Fabric: Hue-Eddy - Grd B Metal Storage Case: Chalk - Grd A Metal Storage Fronts: Chalk - Grd A J-Pull Style & chrome locks			
<b>Haworth   X-Series 5H x 30"W Combo Cabinet</b>	2	\$918.71	<b>\$1,837.42</b>
Upper part with Touch Latch metal doors and adjustable shelves and 2 bottom filing drawers. Metal Storage Case & fronts: Chalk - Color Grd A J-Pull Style & chrome locks			

<b>Symmetry   Center Screen 72"W Divider [WS-12 &amp; 13]</b>	2	\$341.50	<b>\$683.00</b>
72"D x 24"H Surface Mount Acrylic Screens			
Acrylic: Frosted - Grd B			
Brackets: Standard Silver			

<b>Symmetry   Side Screen Divider [WS-12 &amp; 13]</b>	2	\$153.50	<b>\$307.00</b>
29"D x 24"H Surface Mount Acrylic Screens			
Acrylic: Clear - Grd A			
Brackets: Standard Silver			

<b>FINANCE AREA 3 - Lana's Office TOTAL</b>	<b>\$11,789.41</b>		
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## HR AREA - option 2.5



<b>Haworth   Compose + X-Series Reception Desk [WS-10]</b>	1	\$3,043.41	<b>\$3,043.41</b>
30"D x 72"W Top, 24"D x 42"W Return, (1) Fixed B/B/F Ped, (1) Fixed F/F Ped, (1) 72"W Stack-On Overhead with Laminate Flipper Doors, Fabric Tackboard & Tasklight. Laminate Top & End Panels: Colombian Walnut - Grd B Tackboard Fabric: Hue-Eddy - Grd B Metal Storage Case: Chalk - Color Grd A Metal Storage Fronts: Chalk - Grd A J-Pull Style & chrome locks			

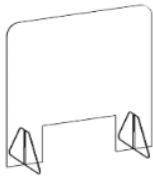
<b>Haworth   L-Shape Laminate Countertop</b>	1	\$1,090.83	<b>\$1,090.83</b>
30"W x 60"L x 12"D Laminate Overhang Countertop. 42"H above surface. Laminate: Chalk - Grd A			

<b>Haworth   X-Series Copy/Print Area 3</b>	1	\$921.51	<b>\$921.51</b>
24"D x 72"W Top with laminate end panel, (1) 2H x 36"W Storage Cabinet with Touch Latch doors and adjustable shelves with room for a mini fridge. Laminate Top & End Panel: Colombian Walnut - Grd B Metal Storage Case: Chalk - Grd A Laminate Storage Fronts: Colombian Walnut - Grd B J-Pull Style & chrome locks			



**LoftWall - Lite Counter Shield**

Loftwall Counter Shield - Lite - Wide Size  
 24"H x 49.5"W x 8"D  
 Finish: Standard Clear



1 \$255.00 **\$255.00**



**Haworth | Compose + X-Series U-Shape Desk [WS-11]**

30"D x 72"W Top, 24"D x 48"W Return, 18.75"D x 114"W  
 Back Credenza, (1) Mobile B/B/F Ped, (1) 36"W Lateral File,  
 (1) 36"W Storage Cabinet, (1) 60"W + (1) 54"W Stack-On  
 Overheads with Laminate Flipper Doors, Fabric Tackboard  
 & Tasklight.

Laminate: Cololmbian Walnut - Grd B  
 Tackboard Fabric: Hue-Eddy - Grd B  
 Metal Storage Case: Chalk - Grd A  
 Metal Storage Fronts: Chalk - Grd A  
 J-Pull Style & chrome locks

1 \$5,245.44 **\$5,245.44**

**Haworth | Compose 66"H Fabric Panel Divider [WS-11]**

(1) 66"H x 30"W + (1) 66"H x 36"W Non-powered panel  
 frames with Fabric Tiles. Wallmounted.  
 Aluminum Panel Frames: Chalk - Grd A  
 Fabric Tiles: Hue-Eddy - Grd B

1 \$890.86 **\$890.86**

**Haworth | X-Series 2H x 30"W Lateral File [WS-11]**

2H x 30"W Lateral File with Laminate Top.  
 Laminate Top: Colombian Walnut - Grd B  
 Metal Storage Case: Chalk - Grd A  
 Metal Storage Fronts: Chalk - Grd A  
 J-Pull Style & chrome locks

1 \$651.16 **\$651.16**

**Symmetry | Center Screen 72"W Divider [WS-11]**

72"D x 24"H Surface Mount Acrylic Screens  
 Acrylic: Frosted - Grd B  
 Brackets: Standard Silver

1 \$341.50 **\$341.50**

**Symmetry | Side Screen Divider [WS-11]**

29"D x 24"H Surface Mount Acrylic Screens  
 Acrylic: Clear - Grd A  
 Brackets: Standard Silver

1 \$153.50 **\$153.50**





<b>Haworth   X-Series Kiosk Desk [WS-9]</b> 24"D x 72"W Desk with 1/3 Height Metal Modesty Panel, (1) Fixed B/B/F Ped. Laminate Top & End Panel: Colombian Walnut - Grd B Metal Storage Case: Chalk - Grd A Metal Storage Fronts: Chalk - Grd A J-Pull Style & chrome locks	1	\$909.97	<b>\$909.97</b>
<b>Symmetry   Side Screen Divider [WS-9]</b> 23"D x 24"H Surface Mount Acrylic Screens Acrylic: Clear - Grd A Brackets: Standard Silver	1	\$127.00	<b>\$127.00</b>



<b>Haworth   X-Series + Masters Series HR Storage Area</b> 24"D x 81"W Top with 39.5"H Laminate End Panels, (1) 4H x 42"W + (1) 4H x 36"W Lateral Files, (1) 2H x 78"W Wallmount Overheads with lockable hinged doors and adjustable shelf. Laminate Top & End Panels: Colombian Walnut - Grd B Laminate Case Overheads: Colombian Walnut - Grd B Metal Storage Case: Chalk - Grd A Metal Storage Fronts: Chalk - Grd A J-Pull Style & chrome locks	1	\$4,248.64	<b>\$4,248.64</b>
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<b>Haworth   X-Series HR Lateral Files</b> 4H x 36"W Lateral Files. Metal Storage Case: Chalk - Grd A Metal Storage Fronts: Chalk - Grd A J-Pull Style & chrome locks	2	\$887.14	<b>\$1,774.28</b>
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<b>Haworth   X-Series + Masters Series Corridor Storage</b> (3) 4H x 36"W + (2) 4H x 42"W Lateral Files with laminate common tops, (3) 2H x 36"W + (2) 2H x 42"W Wallmount Overheads with lockable hinged doors and adjustable shelf. Laminate Tops: Colombian Walnut - Grd B Laminate Case Overheads: Colombian Walnut - Grd B Metal Storage Case: Chalk - Grd A Metal Storage Fronts: Chalk - Grd A J-Pull Style & chrome locks	1	\$9,898.62	<b>\$9,898.62</b>
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<b>HR AREA - option 2.5 TOTAL</b>			<b>\$29,551.72</b>
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SEATING		Qty.	Unit Price	Ext. Price
	<b>Haworth   Soji Task Chairs</b> Soji Task Chair, Height Adjustable Arms, Lumbar support, Back Lock, Seat Depth Adjustable, Aluminum Base, Carpet Casters Seat Fabric: Blanket-Tuck - Grd A Mesh Back: Stone - Grd A Frame: Fog - Grd A Base: Metallic Silver - Grd B	13	\$528.05	<b>\$6,864.65</b>

	<b>Haworth   Very Side Chair</b> Very Side, Plastic Seat, Perforated Back, Fixed Arms, 4-Leg Base Seat & Back Polymer: Canvas - Grd A Arm Caps: Fog - Grd A Base: Metallic Silver - Grd B	1	\$185.27	<b>\$185.27</b>
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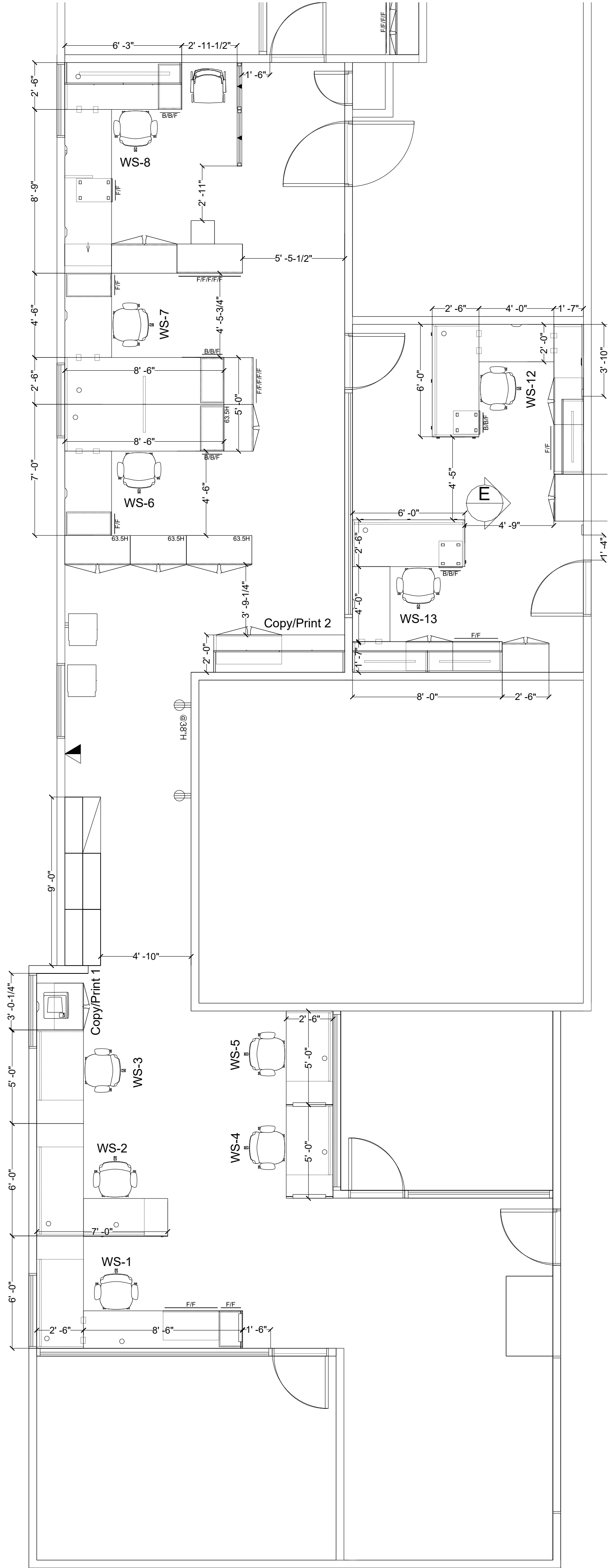
<b>SEATING</b>	<b>\$7,049.92</b>
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*\*Images used are for similarity purposes only*

<b>FURNITURE SUBTOTAL</b>	<b>\$79,408.46</b>
<b>INSTALLATION - Non Union &amp; Regular Hours</b>	<b>\$7,800.00</b>
<b>FREIGHT</b>	<b>\$150.00</b>
<b>SUBTOTAL</b>	<b>\$87,358.46</b>
<b>City of Santa Fe Springs Tax Rate</b>	<b>10.50%</b>
	<b>\$9,172.64</b>
<b>TECHNICAL DESIGN + PROJECT MANAGEMENT SERVICES</b>	<b>\$3,900.00</b>
<b>GRAND TOTAL</b>	<b>\$100,431.10</b>



FINANCE



Finance Area1 OPTION 2.5 Layout - view 1



Finance Area1 OPTION 2.5 Layout - view 2



Finance Area1 OPTION 2.5 Layout - view 3



Finance Area2 OPTION 2.5 Layout - view 1

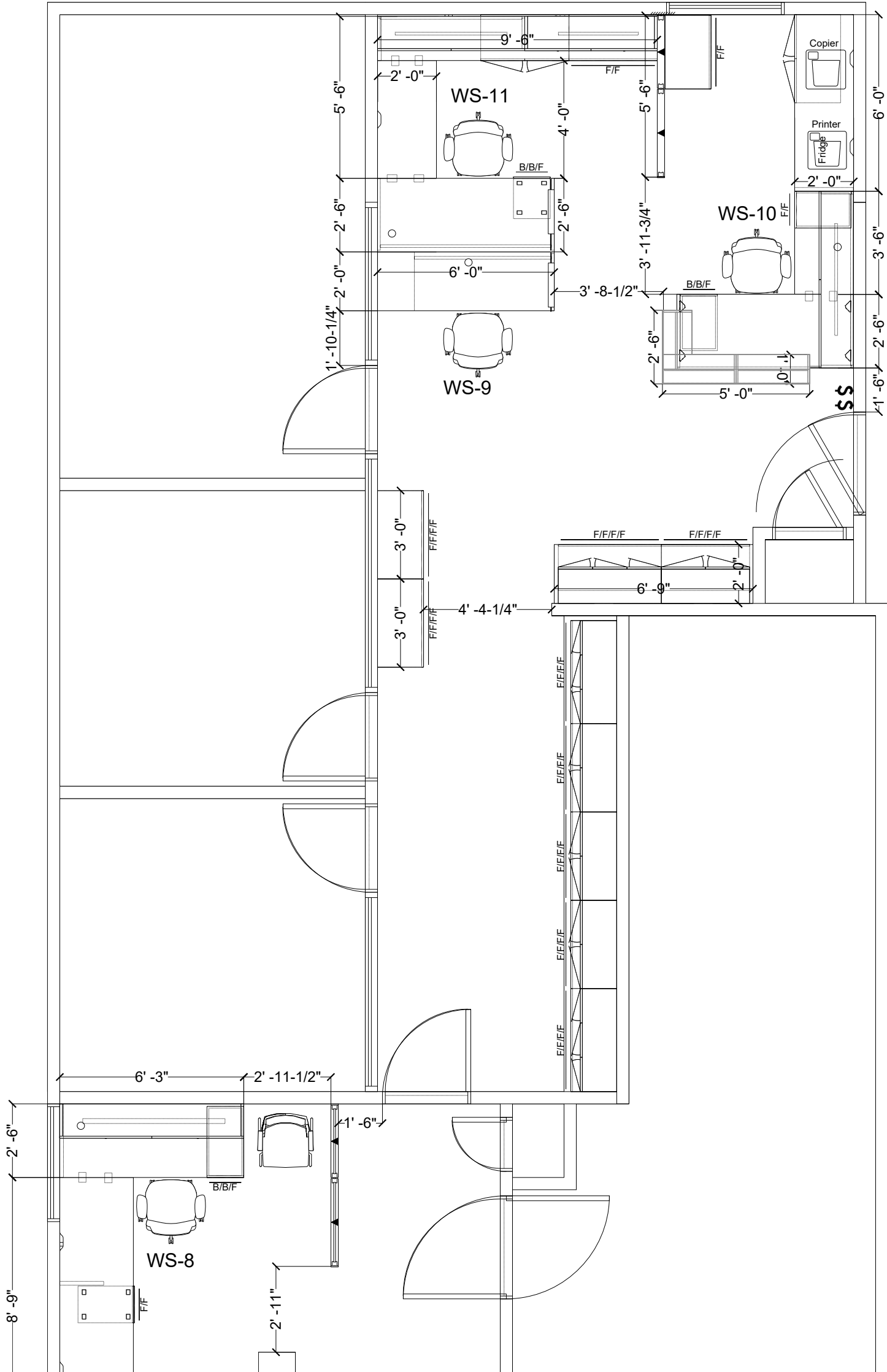


Finance Area2 OPTION 2.5 Layout - view 2



Finance Area2 OPTION 2.5 Layout - view 3

HR



HR Area OPTION 2.5 Layout - view 1



HR Area OPTION 2.5 Layout - view 2



HR Area OPTION 2.5 Layout - view 3



HR Area OPTION 2.5 Layout - view 4



WS-12 & WS-13 Layout - view 1



WS-12 & WS-13 Layout - view 2

SITE SURVEY (TO BE DONE BY P5)

SIGNATURE PRINT NAME DATE

CLIENT APPROVAL

- ☐ APPROVED DRAWING PACKAGE  
☐ APPROVED, AS NOTED  
☐ REVISED, RESUBMIT

AUTHORIZED SIGNING OFFICER DATE

City of Santa Fe Springs  
City Hall - HR & Finance  
Workstations - Option 2.5

PROJECT ADDRESS:

11710 Telegraph Road  
Santa Fe Springs, CA 90670

DRAWING NAME:

EST26599\_City Hall - Finance Lana's

PROPOSAL #:

EST19455

DESIGN BY:

JPC

DATE:

1/4/2022

SCALE:

1/4" = 1'-0"

REVISIONS DATE/BY:

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PeopleSpace (formerly known as  
IOS)

17800 Mitchell North  
Irvine, CA 92614  
p: 949.724.9444 f: 949.724-9449

444 South Flower Street, Suite 200  
Los Angeles, CA 90071  
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SHEET NO:



# City of Santa Fe Springs - City Hall HR

9200 Sorensen Ave,

	<p><b>Steelcase  Answer + Universal + Currency Enhanced [WS-8]</b> 30" D x 75"W Worksurface, 30"D x 105"W Return, (1) Fixed B/B/F Pedestal, (1) Mobile F/F Pedestal, (1) 2H x 30"W Metal Bookcase with adjustable shelf, (1) 72"W Overhead Stacking with Hinged Doors and Locks, Fabric Tackboard &amp; LED Light Shelf</p> <p><b>Steelcase  Universal Hard Surface Side Screen</b> 30"D x 24"H Side Mount Screen Clear Acrylic Screen Bracket: Platinum Metallic</p> <p><b>Steelcase  Answer Panels with Glass Stacker Window</b> 66"H Panel, 36" H Fabric + 24"H Single Pane Glass Window Trim/Paint: Milk Smooth Fabric: P533 Element Glass: Frosted</p>	\$8,666.91	1	\$8,666.91
	<p><b>Steelcase  Answer + Universal + Currency Enhanced [WS-6 &amp; WS-7]</b> 30" D x 102"W Worksurface, 30"D x 51"W Return, (1) Fixed B/B/F Pedestal, (1) Fixed F/F Pedestal</p> <p><b>Steelcase  Universal Hard Surface Side Screens</b> (1) 30"D x 24"H Side Mount Screen (1) 51"D x 24"H Center Screens Clear Acrylic Screen Bracket: Platinum Metallic</p>	\$6,279.49	2	\$12,558.98
	<p><b>Steelcase  Universal + Currency Enhanced Copy/Print Area 2</b> 30" D x 102"W Worksurface, 30"D x 51"W Return, (1) Fixed B/B/F Pedestal, (1) Fixed F/F Pedestal</p> <p><b>Steelcase  Universal Hard Surface Side Screens</b> 30"D x 81"W File Surround with Laminate End Panels, (1) 3H X 42W Storage Cabinet, (2) 42"W Overhead Stacking Storage with Hinged Doors and Locks, Fabric Tackboard &amp; Tasklight</p>	\$7,411.36	1	\$7,411.36
	<p><b>Steelcase  Universal 5 1/2H x 30"W Storage Cabinet</b></p>	\$1,227.56	1	\$1,227.56




City of Santa Fe Springs - City Hall HR

9200 Sorensen Ave,

	Steelcase  Universal 5 1/2H x 36"W Storage Cabinet	\$1,341.67	1	\$1,341.67
	Steelcase  Universal 5 1/2H x 42"W Storage Cabinet	\$1,452.56	2	\$2,905.12
	Steelcase  Universal 5H x 30"W Lateral File	\$1,818.59	1	\$1,818.59
	Steelcase  Universal 5H x 42"W Lateral File	\$2,260.26	2	\$4,520.52

## City of Santa Fe Springs - City Hall HR

9200 Sorensen Ave,

	<b>Steelcase  Universal 5 1/2H x 42"W Combo Cabinet</b> Upper Part with Metal Doors and adjustable shelves and 2 drawers with rails	\$2,048.72	1	\$2,048.72
Finance Area 2				
	<b>Steelcase  Answer + Universal [WS-1]</b> 24" D x 102"W Worksurface, 30"D x 72"W Return, (1) Fixed B/B/F Pedestal, (1) Fixed F/F Pedestal, (1) 2-Drawer Lateral File  <b>Steelcase  Universal Hard Surface Side Screens</b> (2) 30"D x 24"H Side Mount Screen (1) 51"D x 24"H Center Screens Clear Acrylic Screen Bracket: Platinum Metallic	\$5,328.84	1	\$5,328.84
	<b>Steelcase  Answer + Universal [WS-2]</b> 24" D x 54"W Worksurface, 30"D x 72"W Return, (1) Fixed B/B/F Pedestal, (1) Fixed F/F Pedestal  <b>Steelcase  Universal Hard Surface Side Screens</b> (2) 30"D x 24"H Side Mount Screen (1) 54"D x 24"H Center Screens Clear Acrylic Screen Bracket: Platinum Metallic	\$3,596.14	1	\$3,596.14
	<b>Steelcase  Answer + Universal [WS-3]</b> 30" D x 60"W Worksurface, (1) Fixed B/B/F Pedestal  <b>Steelcase  Universal Hard Surface Side Screens</b> (2) 30"D x 24"H Side Mount Screen Clear Acrylic Screen Bracket: Platinum Metallic  <b>Steelcase  Answer + Universal Copy/Print Area 1</b> 30" D x 30"W Worksurface, (1) 2H x 30"W Laminate Front Storage Cabinet <b>Steelcase  Universal Hard Surface Side Screens</b> (1) 30"D x 24"H Side Mount Screen (1) 51"D x 24"H Center Screens Clear Acrylic Screen Bracket: Platinum Metallic	\$3,501.91	1	\$3,501.91

## City of Santa Fe Springs - City Hall HR

9200 Sorensen Ave,



	<p><b>Steelcase  Answer + Universal [WS-4 &amp; WS-5]</b> 30" D x 60"W Worksurface, Full height Modesty Panel (1) Fixed B/B/F Pedestal</p> <p><b>Steelcase  Universal Hard Surface Side Screens</b> (2) 30"D x 24"H Side Mount Screen Clear Acrylic Screen Bracket: Platinum Metallic</p>	\$3,658.96	2	\$7,317.92
HR Area				
	WS-10 Reception Desk	\$13,087.19	1	\$13,087.19
	<p><b>LW-COUNTER-SHIELD-LITE-WIDE</b> Loftwall Counter Shield - Lite - Wide Size 48" w x 24" h x 10" d Pass-Thru Opening: 18.6"w x 6"h Includes 2 feet</p>		1	\$451.40
	<p><b>Steelcase  Answer + Universal + Currency Enhanced [WS-11]</b> 30" D x 72"W Worksurface, 24"D x 48"W Return, 18.75"D x 114"W Back Return, Half Height Modesty Panel, (1) Fixed B/B/F Pedestal, (1) Mobile B/B/F Pedestal, (1) 2H x 36"W Lateral File, (1) 2H x 36"W Storage Cabinet, (1) 60"W + (1) 54"W Overhead Stacking with Hinged Doors and Locks, Fabric Tackboard &amp; LED Light Shelf</p> <p><b>Steelcase  Universal Hard Surface Side Screen</b> (1) 30"D x 24"H Side Mount Screen (1) 66"D x 24"H Center Screen Clear Acrylic Screen Bracket: Platinum Metallic</p> <p><b>Steelcase  Answer Panels with Glass Stacker Window</b> 66"H Panel, 36" H Fabric + 36"H Single Pane Glass Window Trim/Paint: Milk Smooth Fabric: P533 Element Glass: Frosted</p>	\$12,757.05	1	\$12,757.05



Interior

## City of Santa Fe Springs - City Hall HR



9200 Sorensen Ave,

	<p><b>Steelcase  Answer + Universal [WS-9]</b> 24" D x 72"W Worksurface, Half Height Modesty Panel, (1) Fixed B/B/F Pedestal</p> <p><b>Steelcase  Universal Hard Surface Side Screens</b> (1) 30"D x 24"H Side Mount SScreen (1) 66"D x 24"H Center Screen Clear Acrylic Screen Bracket: Platinum Metallic</p>	\$2,238.44	1	\$2,238.44
	<p><b>Steelcase  Universal + Elective Elements HR Storage Area</b> (1) 3H x 42"W File Lateral , (1) 3H x 36"W File Lateral, 24"D x 78.75"W x 39.25"H File Surround with Laminate End Panels, (1) 3H X 42W Storage Cabinet, (1) 30"H x 78"W Double high Overhead Stacking Storage with Hinged Doors and Locks</p>	\$5,502.86	1	\$5,502.86
	<p><b>Steelcase  Universal 4H x 36"W Lateral File</b></p>	\$2,974.36	2	\$5,948.72
	<p><b>Steelcase  Universal + Elective Elements Corridor Storage</b> (3) 3H x 42"W File Lateral , (2) 3H x 36"W File Lateral, (2) 18"D x 78"W Laminate Commontop, (1)18"D x 42"W Laminate Top, (1) 30"H x 78"W+ (2) 30"H x 60"W Double high Overhead Stacking Storage with Hinged Doors and Locks</p>	\$12,892.95	1	\$12,892.95



City of Santa Fe Springs - City Hall HR

9200 Sorensen Ave,

	<p><b>Steelcase Series 2; Chair-Air back</b> Air Back Finish: Plastic - PG1 6249 - PLATINUM SOLID Seat Finish: Cogent: Connect 5S24 - NICKEL Sewn Seat Upholstery Type: Non-Sewn Color Scheme: Seagull Base Finish: Textured Paint 7243 - SEAGULL Headrest Option: No Headrest Coat Hanger: No Coat Hanger Arm Type: Height,Width,Pivot,Depth Arm Cylinder Type: Standard Range Caster or Glide Type: Hard Casters Soil Retardant Option: No Soil Retardant</p>	\$626.28	11	\$6,889.08
	<p><b>Lumin, Four-Leg Chair,</b> Plastic Seat &amp; Back, Fixed A147 Arm Frame Information FC2 Silver Frame Caster/Glide Option Selection GL1 Standard Multi-Surface Glide Plastic Shell Color Selection SC18 Sterling 133P Plastic Chairs Packaging Options ~ Std Packaging</p>	\$185.64	1	\$185.64
<p>Provided subject to change dependent on final finishes, product, and quantities. Installation is budgetary and will change with final installation.</p>		<b>Subtotal</b>		\$122,197.57
		<b>Installation - Nonunion Labor Standard Hours</b>		\$14,663.71
		<b>Freight</b>		\$0.00
		<b>Tax</b>		\$14,370.43
		<b>Total</b>		<b>\$151,231.71</b>



Furniture, Installation, and Related Products and Services  
Executive Summary

**Lead Agency:** City of Charlotte

**Solicitation:** RFP #269-2019-105

**RFP Issued:** June 19, 2019

**Pre-Proposal Date:** PRE-PROPOSAL DATE

**Response Due Date:** July 30, 2019

**Proposals Received:** # 24

**Awarded to:**

The City of Charlotte Department of Procurement issued RFP #296-2019-105 on July 19, 2019 to establish a national cooperative contract for Furniture, Installation, and Related Products and Services.

The solicitation included cooperative purchasing language in Sections 1.1 National Contract and 2.1 Objective:

**1.1 National Contract.**

The City of Charlotte, as the Principal Procurement Agency, defined in Attachment A, has partnered with OMNIA Partners to make the resultant contract (also known as the "Master Agreement" in materials distributed by OMNIA Partners) from this solicitation available to other public agencies nationally, including state and local governmental entities, public and private primary, secondary and higher education entities, non-profit entities, and agencies for the public benefit ("Public Agencies"), through OMNIA Partners' cooperative purchasing program. The City of Charlotte is acting as the contracting agency for any other Public Agency that elects to utilize the resulting Master Agreement. Use of the Master Agreement by any Public Agency is preceded by their registration with OMNIA Partners (a "Participating Public Agency"). Attachment A contains additional information about OMNIA Partners and the cooperative purchasing agreement.

**2.1 Objective.**

The objective of this RFP is to solicit Proposals that will enable the City and Participating Public Agencies to determine which Company and Proposed Solution will best meet the City and Participating Public Agencies' needs for FURNITURE, INSTALLATION AND RELATED PRODUCTS AND SERVICES as requested in this RFP.

Notice of the solicitation was sent to potential offerors, as well as advertised in the following:

- City of Charlotte website
- OMNIA Partners website
- USA Today, nationwide
- Arizona Business Gazette, AZ
- San Bernardino Sun, CA
- Honolulu Star-Advertiser, HI
- The Advocate – New Orleans, LA
- New Jersey Herald, NJ
- Times Union, NY
- Daily Journal of Commerce, OR



- The State, SC
- South Carolina website/newsletter
- Houston Community Newspapers, Cy Creek Mirror, TX
- Deseret News, UT
- Richmond Times, VA
- Seattle Daily Journal of Commerce, WA
- Helena Independent Record, MT

On July 30<sup>th</sup>, 2019 proposals were received from the following offerors:

- HON Co.
- A2S
- Exemplis LLC
- Allsteel, Inc.
- Knoll, Inc.
- OFS Brands
- Kimball Office Group
- Indiana Furniture industries, Inc.
- Humanscale Corp
- Krueger International
- National Office Furniture
- Spacesaver Corp
- Herman Miller
- Fomcore
- Workrite Ergonomics
- Trinity Furniture
- Everest Expedition/Worden
- Furniturelab
- Teknion
- DVO-USA
- Source International Corp
- Trendway
- Haworth, Inc.
- Piedmont Office Suppliers

The proposals were evaluated by an evaluation committee. Using the evaluation criteria established in the RFP, the committee elected to enter into negotiations with Haworth Inc. and proceeding with contract award upon successful completion of negotiations.

The City of Charlotte, OMNIA Partners and Haworth Inc. successfully negotiated a contract, and the City of Charlotte executed the agreement with a contract effective date of January 1<sup>st</sup>, 2020.

Contract includes:

- Clear discount structure based on drop ship and inside delivery options
- Multiple installation option based either on clear hourly rates or fixed percentage discounts.
- Storage options
- Additional pricing incentives ranging from 1-4%

Term:

Initial five-year agreement from January 1<sup>st</sup>, 2020 through December 31<sup>st</sup>, 2024 with the option to renew for two (2) additional one-year periods through December 31<sup>st</sup>, 2026.

Pricing/Discount:

- Discount off manufacturer list price ranging from 5% to 71%.

OMNIA Partners Web Landing Pages:

<https://www.omniapartners.com/publicsector/contract/supplier-contracts/haworth>

**STATE OF NORTH CAROLINA  
COUNTY OF MECKLENBURG**

**SIXTH AMENDMENT TO THE AGREEMENT TO PROVIDE  
FURNITURE, INSTALLATION, AND RELATED PRODUCTS AND SERVICES**

**THIS SIXTH AMENDMENT TO THE AGREEMENT TO PROVIDE FURNITURE, INSTALLATION, AND RELATED PRODUCTS AND SERVICES** (this "Sixth Amendment") is made and entered into this 11th of August 2021, by and between Haworth, Inc., a Michigan corporation doing business in North Carolina (the "Company"), and the City of Charlotte, a North Carolina municipal corporation (the "City").

**Statement of Background and Intent**

- A. The City of Charlotte and the Company entered into an Agreement for furniture, installation, and related products and services dated January 1, 2020 (the "Contract") pursuant to which the Company agreed to provide furniture, installation, and related products and services for the City of Charlotte.
- B. The parties amended the Contract to incorporate changes to the pricing sheet and Delivery and Force Majeure clauses.
- C. The parties amended the Contract to add the Tuohy product line.
- D. The parties amended the Contract to adjust commercial pricing.
- E. The parties amended the Contract to add the Resonate product line and incorporate other changes.
- F. The parties amended the Contract to incorporate changes to the pricing sheet and additional Federal Contract Terms.
- G. The parties now desire to amend the Contract to add a new product line and to incorporate certain other changes.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties hereby agree to the following:

**AGREEMENT**

- 1. The terms of the Contract are restated by and incorporated into this Sixth Amendment by reference.
- 2. Defined terms used in this Sixth Amendment shall have the same meaning as are assigned to such terms in the Contract.
- 3. The Pricing Sheets in Exhibit A of the Contract is hereby replaced in its entirety due to the addition of the new Veda product line which are attached as Exhibit A.6.
- 4. Except to the extent specifically provided above, this amendment shall not be interpreted or construed as waiving any rights, obligations, remedies, or claims the parties may otherwise have under the Contract.
- 5. In all other respects and except as modified herein, the terms of the Contract shall remain in force and effect.

*[Signature Page Follows]*

IN WITNESS WHEREOF, and in acknowledgement that the parties hereto have read and understood each and every provision hereof, the parties have caused this Sixth Amendment to be executed as of the date first written above.

HAWORTH, INC.

CITY OF CHARLOTTE:  
CITY MANAGER'S OFFICE

BY:   
(signature)

PRINT NAME: Chris Bouwman

TITLE: Director Pricing + Contracts

DATE: 8/13/21

BY: \_\_\_\_\_  
(signature)

PRINT NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_



**Digital Contract Routing Form  
Non-Encumbered**

Date Submitted: August 23, 2021

Submitted by: Genetta N. Carothers

Submitter email: [genetta.carothers@charlottenc.gov](mailto:genetta.carothers@charlottenc.gov)

Contract #: 2020000606

Amendment #: 6

Contract Name: Citywide Furniture (City Dist. PMC Commercial Interiors)

Vendor Legal Name: Haworth, Inc.

Vendor #: 304468

**REQUIRED ATTACHMENT(S):**

Use the Paperclip icon to attach a full Contract Document Routing Packet for review by the authorized City individual with signature authority. The Routing Packet **MUST** include all required components per the direction provided at:

The following signatures, once completed, shall be incorporated by reference into the contractual document identified above.

**City of Charlotte**

eSigned via SeamlessDocs.com  
*Brent Cagle*  
Key: 668f2b82108208b08604836a5396b891

## EXHIBIT A.6 - PRICING SHEET

1. FIXED PERCENTAGE (%) DISCOUNT OFF THE MANUFACTURER'S LIST PRICE - FURNITURE CATEGORIES AND OTHER RELATED PRODUCTS:			
CATEGORY	VERIFIABLE MANUFACTURER'S LIST PRICE CATALOG NAME - APRIL 2019	DROP SHIP	INSIDE DELIVERY
Systems Furniture	Unigroup Systems (NW & WT)	71%	66%
Systems Furniture	Unigroup Too Panels	71%	66%
Systems Furniture	Places Systems (NW & WT)	71%	66%
Systems Furniture	Adaptable Comps - Wksr, Up Stor, Lghtng	71%	66%
Systems Furniture	Places Systems (Wood)	71%	66%
Systems Furniture	Systems Fabric	71%	66%
Systems Furniture	Compose	68%	63%
Systems Furniture	Premise Systems	68%	63%
Systems Furniture	IF Systems	68%	63%
Freestanding Furniture	Masters	53%	48%
Freestanding Furniture	Suite	53%	48%
Freestanding Furniture	Everyday Office	50%	45%
Freestanding Furniture	Jive	50%	45%
Freestanding Furniture	Cultivate	58%	53%
Freestanding Furniture	Intuity	53%	48%
Freestanding Furniture	Patterns	53%	48%
Freestanding Furniture	Kinetics, Tempo, Tactics, Planes, Cmpose	58%	53%
Freestanding Furniture	Upside	58%	53%
Freestanding Furniture	Tuohy (Manufacturer Catalog 2/1/2020)	41.50%	36.50%
Seating / Chairs	Accolade/Comf 28 NW/Monaco/Sys 58	63%	58%
Seating / Chairs	Improv, Comforto 12	63%	58%
Seating / Chairs	Seating Fabric	63%	58%
Seating / Chairs	Look (Sit 10)	63%	58%
Seating / Chairs	X99 Seating	60%	55%
Seating / Chairs	Wood Stg - Comp,Frnze,Glicr,Tally,Etc	53%	48%
Seating / Chairs	Very Task Seating	55%	50%
Seating / Chairs	Very Seating Line (Non-Task)	55%	50%
Seating / Chairs	Zody	55%	50%
Seating / Chairs	Lively, Cassis, WD Seating	55%	50%
Seating / Chairs	Veda	50%	55.0%
Seating / Chairs	Lively™	60%	55%
Seating / Chairs	Fern	50%	45%
Seating / Chairs	Soji™	50%	45%
Seating / Chairs	Maari™	54%	49%
Seating / Chairs	Tuohy (Manufacturer Catalog 2/1/2020)	33%	28%
Seating / Lounge	Resonate	53%	48%
Filing Systems, Storage & Equipment	Be Hold Storage	53%	48%
Filing Systems, Storage & Equipment	Beside	63%	58%
Filing Systems, Storage & Equipment	Premise & X-Series Files	63%	58%
Filing Systems, Storage & Equipment	X-Series Peds	63%	58%
Filing Systems, Storage & Equipment	950 Fls, Plcs Fs Stl, IF Lat Fls & Psts	63%	58%
Filing Systems, Storage & Equipment	V-Series Files & Peds	63%	58%
Filing Systems, Storage & Equipment	Active Storage	53%	48%
OTHER RELATED PRODUCTS	VERIFIABLE MANUFACTURER'S LIST PRICE CATALOG NAME - APRIL 2019	DROP SHIP	INSIDE DELIVERY
Walls	Enclose	55%	50%
Walls	Walls Adaptable Components	55%	50%
Walls	Walls Glass	55%	50%
Walls	Pergola	60%	55%
Haworth Collections & Healthcare	Haworth Collection - Haworth	41%	36%
Haworth Collections & Healthcare	Healthcare	57%	52%
Haworth Collections & Healthcare	Harbor Work Lounge™	50%	45%
Haworth Collections & Healthcare	Haworth Collection - Pablo Designs	15%	10%
Haworth Collections & Healthcare	Haworth Collection - Capp, Cass, P Frau	15%	10%
Haworth Collections & Healthcare	Haworth Collection - GAN	10%	5%
Haworth Collections & Healthcare	Haworth Collection - JANUS et Cie	15%	10%
Haworth Collections & Healthcare	BuzziSpace	35%	30%
Accessories & Technology	Locks	71%	66%
Accessories & Technology	Technology Products	55%	50%
Accessories & Technology	Ergotron Accessories	48%	43%
Accessories & Technology	DataThing	40%	35%
Accessories & Technology	Jump Stuff	41%	36%

## EXHIBIT A.6 - PRICING SHEET

**2. OPTION #1 - FIXED PERCENTAGE (%) DISCOUNT ON INSTALLATION SERVICES:**

Basic Installation - Normal Hours	10%
Basic Installation - After Hours	15%
Expanded Installation - Normal Hours	18%
Expanded Installation - After Hours	27%

**OPTION #2 - FIXED HOURLY RATE RANGE FOR INSTALLATION AND OTHER ADDITIONAL SERVICES AND SOLUTIONS:**

Basic Installation - Normal Hours	\$28 - \$36
Basic Installation - After Hours	\$39 - \$54
Expanded Installation - Normal Hours	\$35 - \$45
Expanded Installation - After Hours	\$52.5 - \$67.5
Design	\$28 - \$36
Project Management	\$35 - \$45
Asset Management	\$18 - \$28
Refurbishment	\$32 - \$42

Subject to change based on geographic area, prevailing wage requirements and other factors.

**3. FIXED MONTHLY RATE FOR STORAGE OPTIONS:**

STANDARD FIXED MONTHLY RATE	MONTHLY RATE / FT <sup>2</sup>	MONTHLY RATE / FT <sup>3</sup>
Negotiable per location	\$1.25	\$1.95

**4. PRICING INCENTIVES BEYOND THE STANDARD DISCOUNT:**

DESCRIPTION	ADDITIONAL PERCENTAGE (%) DISCOUNT
Accessories & Technology (List Volume > \$10,000)	1 - 4%
Seating (List Volume > \$25,000)	1 - 4%
Haworth Collection & Healthcare (List Volume > \$50,000)	1 - 4%
Storage and Tables (List Volume > \$50,000)	1 - 4%
Systems (List Volume > \$100,000)	1 - 4%
Walls and Wood (List Volume > \$100,000)	1 - 4%

Haworth is offering low first tier pricing with negotiable discount ranges established, based on individual product list volume.

In addition, we will offer a Sole Source pricing option to any OMNIA participating agency that selects Haworth as its sole source provider within the terms of the OMNIA contract. This option will provide deeper discounts than the standard OMNIA contract and would require agencies to sign an agreement acknowledging Haworth as their single source provider.



# CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)  
11/02/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Aon Risk Services Central, Inc. Grand Rapids MI Office 50 Louis Street NW Suite 200 Grand Rapids MI 49503 USA	<b>CONTACT NAME:</b>		
	<b>PHONE (A/C. No. Ext):</b> (866) 283-7122	<b>FAX (A/C. No.):</b> (800) 363-0105	
	<b>E-MAIL ADDRESS:</b>		
<b>INSURED</b> Haworth International, LTD.; Haworth, Inc. & Subsidiaries; Thought Stream LLC One Haworth Center Holland MI 49423-9576 USA	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A:</b> ACE American Insurance Company		22667
	<b>INSURER B:</b> ACE Fire Underwriters Insurance Co.		20702
	<b>INSURER C:</b>		
	<b>INSURER D:</b>		
	<b>INSURER E:</b>		
	<b>INSURER F:</b>		

Holder Identifier :

**COVERAGES****CERTIFICATE NUMBER:** 570084810795**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Limits shown are as requested

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b>	Y		XSLG7145163A SIR applies per policy terms & conditions	11/01/2020	11/01/2021	EACH OCCURRENCE	\$1,000,000	
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$1,000,000	
	<input checked="" type="checkbox"/> Vendors Endorsement						MED EXP (Any one person)	\$10,000	
	<input checked="" type="checkbox"/> \$500,000 SIR						PERSONAL & ADV INJURY	\$1,000,000	
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	\$2,000,000	
<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC							PRODUCTS - COMP/OP AGG	\$2,000,000	
	OTHER:								
A	<b>AUTOMOBILE LIABILITY</b>			ISA H25309157	11/01/2020	11/01/2021	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000	
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)		
	<input type="checkbox"/> OWNED AUTOS ONLY						BODILY INJURY (Per accident)		
	<input type="checkbox"/> HIRED AUTOS ONLY						PROPERTY DAMAGE (Per accident)		
	<input checked="" type="checkbox"/> Phys Dmg-Self Insd								
	<b>UMBRELLA LIAB</b>						EACH OCCURRENCE		
	<b>EXCESS LIAB</b>						AGGREGATE		
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION								
A A B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>	Y/N N	N/A	WLC67455654 WCUC67455733 SIR applies per policy terms & conditions SCFC67455691	11/01/2020 11/01/2020 11/01/2020	11/01/2021 11/01/2021 11/01/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER		
	ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT	\$1,000,000	
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE-EA EMPLOYEE	\$1,000,000	
							E.L. DISEASE-POLICY LIMIT	\$1,000,000	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The City of Charlotte is included as Additional Insured in accordance with the policy provisions of the General Liability policy. General Liability evidenced herein is Primary to other insurance available to an Additional Insured, but only in accordance with the policy's provisions.

**CERTIFICATE HOLDER****CANCELLATION**

The City of Charlotte Charlotte-Mecklenburg Government Center 600 East 4th Street Charlotte NC 28202 USA	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  <i>Aon Risk Services Central, Inc.</i>

Certificate No : 570084810795



# City of Santa Fe Springs

City Council Meeting

ITEM NO. 13

March 15, 2022

## NEW BUSINESS

Santa Fe Springs Park Parking Lot Improvements - Authorization to Advertise for Construction Bids

### RECOMMENDATION

- Approve the Plans and Specifications; and
- Authorize the City Engineer to advertise for construction bids.

### BACKGROUND

District Member Ian Calderon of the 57<sup>th</sup> Assembly District pledged financial assistance in the amount of \$2,520,000 to the City for improvements to existing City parks. On January 23, 2020, the City approved the California Natural Resources Agency to process the collection of grant funding related to the various park improvement projects.

The Santa Fe Springs Park Parking Lot Improvements project is located at the end of Cedardale Drive towards the western boundary of the City. The project consists of expanding the existing parking lot on the north side to provide more parking and reconstructing the existing asphalt pavement by either full removal and replacement or placement of fiber reinforced asphalt concrete. Additionally, the project includes new curbs, sidewalk paths to the existing picnic shelter, ADA parking stalls, and LED lighting. The existing parking lot count has 65 regular parking stalls and 2 ADA parking stalls. The proposed improvements create an additional 34 regular parking stalls and 2 more ADA parking stalls.

The construction cost estimate for the Santa Fe Springs Park Parking Lot Improvements project is \$542,000. The total estimated project cost including construction, design, engineering and inspection, and contingency is approximately \$781,000. The estimate is from the most current costs of similar projects in the area. The total project costs are as follows:

<u>ITEM</u>	<u>BUDGET</u>
Construction	\$ 542,000
Design	\$ 79,000
Engineering	\$ 40,000
Inspection	\$ 40,000
Contingency	\$ 80,000
<b>Total Project Cost</b>	<b>\$ 781,000</b>

The project Plans and Specifications are complete, and the Public Works Department is ready to advertise for the construction bids for this project, upon City Council approval. A copy of the project plans and specifications will be on file with the City Clerk.

Report Submitted By: Noe Negrete  
Director of Public Works

A handwritten signature in blue ink, appearing to be "N. Negrete", is placed over the printed name and title.

Date of Report: March 11, 2022



**FISCAL IMPACT**

The Santa Fe Springs Park Parking Lot Improvements Project is an approved California Natural Resources Agency grant funded project with an original budget of \$403,750. Staff is anticipating a funding shortfall and may recommend an appropriation of funds at the time of Award of Contract, if necessary.

**INFRASTRUCTURE IMPACT**

The Santa Fe Springs Park Parking Lot Improvements projects will improve the condition of the existing parking lot pavement, enhance traffic circulation, provide better lighting, and increase the amount of parking stalls.



Raymond R. Cruz  
City Manager

**Attachments:**

None



# City of Santa Fe Springs

City Council Meeting

ITEM NO. 14

March 15, 2022

## NEW BUSINESS

### Custodial Services Maintenance Agreement - Approve One Year Extension

#### **RECOMMENDATION**

- Approve Contract Amendment Number Six with EE Building Maintenance to extend the term of the Agreement for the One Year with a 4.8% increase to the contract; and
- Authorize the Mayor to execute Contract Amendment Number Six.

#### **BACKGROUND**

The City Council, at their meeting of May 24, 2018, entered into a Service Agreement with EE Building Maintenance for the Custodial Services of the City's Buildings and Facilities City-wide. The original service agreement term with EE Building Maintenance (EE) was for three years, with two, one-year extensions bringing the total length of the agreement to five years pending Council approval of the two, one-year extensions.

The agreement is scheduled to expire on May 31, 2022. Per the agreement, a one-year extension is available pending staff recommendation and Council approval. Staff is recommending that the City Council approve the second one-year extension, with a 4.8% increase.

The original Request for Bids (RFB) was solicited in February 2018. A total of 6 bids were received. Golden Touch Cleaning, Inc. was the low bidder. However, on May 31, 2018, the contract with Golden Touch Cleaning was terminated due to poor workmanship and failure to provide an adequate workforce to perform the work as specified in the contract.

The following is a tabulation of the bid results received on February 22, 2018.

<b><u>Company Name</u></b>	<b><u>Monthly Bid Amount</u></b>
1. Golden Touch Cleaning	\$34,717.00
2. EE Building Maintenance	\$46,306.00
3. Ultimate Maintenance Services	\$47,770.00
4. General Building Management	\$50,388.00
5. Merchants Building Maintenance	\$55,699.09
6. ABM Industry Groups, LLC	\$59,850.48

Since the contract's inception, EE's quality of work has met the outlined contract standards, and the responsiveness has been outstanding. There have been five change orders affecting the monthly amount since the original agreement. Amendment No. 2 decreased the contract amount by \$3,280 per month with the removal of the child care facilities. Amendment No. 3 increased the contract by \$1,100 by adding a day of night-cleaning at City Hall and for refilling liquid hand sanitizer at the city parks. Amendment No. 4 extended the contract term for another year to May

Report Submitted By: Noe Negrete  
Director of Public Works

A handwritten signature in blue ink, appearing to be "N Negrete", is written over the printed name and title.

Date of Report: March 11, 2022

31, 2022, and allows for an additional \$400 per month for EE Building Maintenance to furnish and install sanitation bags for the dog waste stations at our parks. Amendment No. 5 increased the contract amount \$3,679.60 per month to spray City Offices with Disinfectant (Fogging). The proposed monthly amount of **\$55,670.77** reflects a 4.8% increase, which is still competitive.

### **LEGAL REVIEW**

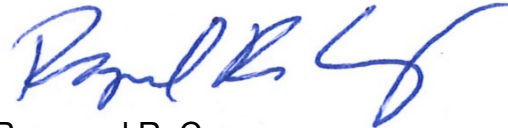
The City Attorney's office has reviewed Amendment Number Six.

### **FISCAL IMPACT**

Funding for custodial services is provided as part of the Public Works budget. The proposed extension and 4.8% increase will be accounted for in the Public Works budget. The quality control and staff responsiveness displayed by EE Building Maintenance has been beyond satisfactory. Furthermore, it would be expected for the February 22, 2018 bids to be higher now, since the minimum wage has increased from \$11 per hour to \$14 per hour in 2021 to \$15 per hour in 2022 (36% increase) from the original RFB to now. The Consumer Price Index (CPI) for the Los Angeles area since March 2021 is 6.9% in comparison to their request for an increase of 4.8%.

### **INFRASTRUCTURE IMPACT**

Custodial services of the City's facilities is required for the safety and welfare of the residents and employees.



Raymond R. Cruz  
City Manager

### **Attachments:**

- Exhibit No. 1: Amendment Number Six
- Exhibit No. 2: Original Agreement
- Exhibit No. 3: Amendments 1 - 5



11710 E TELEGRAPH ROAD ♦ SANTA FE SPRINGS, CA 90670-3679 ♦ WWW.SANTAFESPRINGS.ORG ♦ (562) 868-0511 ♦ (562) 868-8112

## DEPARTMENT OF PUBLIC WORKS

March 16, 2022

EE Building Maintenance  
11720 Marquardt Avenue  
Whittier, CA 90605

Attention: Esmeralda Elizarraraz, Manager

Subject: Custodial Services  
Contract Amendment Number Six

Dear Esmeralda Elizarraraz:

This letter, if signed by all parties below, shall serve as Amendment Number Six to the Custodial Services Agreement (“Agreement”) between the City of Santa Fe Springs (“City”) and EE Building Maintenance (“Contractor”). Pursuant to negotiations between the City and Contractor, and for good and valuable consideration, the parties agree to amend the Agreement as follows:

1. Extend Agreement for a one-year term effective June 1, 2022 to May 31, 2023.
2. Effective June 1, 2022, increase compensation by 4.8% with the new monthly total of \$55,670.77.

An authorized representative of the Contractor shall bind the Contractor by signing, dating, and returning this Amendment for final acceptance by the City.

**SUBMITTED BY:**  
CITY OF SANTA FE SPRINGS

**ACCEPTED BY:**  
EE BUILDING MAINTENANCE

\_\_\_\_\_  
Noe Negrete, Director of Public Works

\_\_\_\_\_  
Esmeralda Elizarraraz, Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**APPROVED BY:**

\_\_\_\_\_  
Annette Rodriguez, Mayor

\_\_\_\_\_  
Date

ANNETTE RODRIGUEZ, MAYOR ♦ JOE ANGEL ZAMORA, MAYOR PRO TEM  
CITY COUNCIL  
JAY SARNO ♦ JOHN M. MORA ♦ JUANITA TRUJILLO  
CITY MANAGER  
RAYMOND R. CRUZ

**THE CITY OF CITY OF SANTA FE SPRINGS**  
**CUSTODIAL SERVICES AGREEMENT**

THIS AGREEMENT is entered into this 1st day of June, 2018, by and between the City of Santa Fe Springs, a municipal corporation ("City"), and EE Building Maintenance ("Contractor").

**R E C I T A L S**

**WHEREAS**, the City desires to employ the Contractor to provide custodial services for the City's facilities.

**WHEREAS**, the City has determined that the Contractor is willing to perform such services.

**NOW, THEREFORE, THE PARTIES HERETO DO MUTUALLY AGREE AS FOLLOWS:**

1. **ENGAGEMENT OF CONTRACTOR**

The City hereby agrees to engage the Contractor and the Contractor hereby agrees to perform the services hereinafter set forth in accordance with all terms and conditions contained herein.

The Contractor represents that all services required hereunder will be performed directly by the Contractor.

2. **SCOPE OF SERVICES**

The Contractor will perform services as set forth in the attached Scope of Services (Exhibit A).

The City may unilaterally, or upon request from the Contractor, from time to time reduce or increase the Scope of Services to be performed by the Contractor under this Agreement. Upon doing so, the City and the Contractor agree to meet in good faith to discuss changes in services and compensation shall be based on the established fee schedule.

3. **PROJECT COORDINATION AND SUPERVISION**

The City shall designate the Director of Public Works or his designee as a Contract Administrator to monitor the progress and execution of this Agreement. The Contractor shall assign a single Project Director to provide supervision and have overall responsibility for the progress and execution of this Agreement for the Contractor.

4. **COMPENSATION AND PAYMENT**

The Contractor shall be compensated a fixed monthly amount of **\$46,306.00** for services rendered in accordance with the Contractor's cost proposal which is made a part of this Agreement by reference. The Contract Administrator will review and approve the invoice for payment of services rendered consistent with the Agreement.

If after written notice to the Contractor of any deficiencies in the work, or of failure to comply with the Agreement provisions, or failure to comply with the schedule, the City may suspend all or a portion of the monthly payment due until the Contractor corrects any such deficiency.

Invoices will be processed monthly for payment and remitted within thirty (30) days from receipt of invoice, provided that work is accomplished consistent with Agreement as determined by the Contract Administrator.

Any extra work performed beyond the work described in the Scope of Services shall not be performed without prior authorization from the Contract Administrator or his/her designee. Compensation for Emergency or Call-out work shall be compensated based on the Contractor's hourly rate schedule which is made a part of this Agreement by reference.

In the event any City building or facility is not usable for any reason, including but not limited to acts of nature, vandalism, construction or renovation and is deemed out of use, the Contractor shall not be compensated for the period cleaning services are not provided. If a portion of any building or facility is partially out of use, the City and the Contractor shall negotiate the cost of providing limited cleaning services.

5. **LENGTH OF AGREEMENT**

The term of this Agreement shall be for three (3) years from the effective date of this Agreement. The AGENCY reserves the right to renew the Agreement for an additional two (2) 1-year terms at the end of the first term based on performance and approval by the City Council.

Contractor reserves the right to request from the City Council a cost-of-living increase to the annual fee for each of the two (2) 1-year terms if the Agreement is renewed at the end of the first term.

6. **INDEPENDENT CONTRACTOR**

Both parties hereto in the performance of this Agreement will be acting in an independent capacity and not as agents, employees, partners or joint ventures with one another. Neither the Contractor nor the Contractor's employees are employee of the City and are not entitled to any of the rights, benefits, or privileges of the City's employees, including but not limited to retirement, medical, unemployment, or workers' compensation insurance.

Neither this Agreement nor any interest herein may be assigned by the Contractor without the prior written consent of the City. Nothing herein contained is intended to prevent the Contractor from employing or hiring as many employees, or subcontractors, as the Contractor may deem necessary for the proper and efficient performance of this Agreement. All agreements by Contractor with its subcontractor(s) shall require the subcontractor to adhere to the applicable terms of this Agreement.

7. **CONTROL**

Neither the City nor its officers, agents or employees shall have any control over the conduct of the Contractor or any of the Contractor's employees except as herein set forth, and the Contractor expressly agrees not to represent that the Contractor or the Contractor's agents, servants, or employees are in any manner agents, servants or employees of the City, it being understood that the Contractor, its agents, servants, and employees are as to the City wholly independent contractors and that the Contractor's obligations to the City are solely such as are prescribed by this Agreement.

8. **COMPLIANCE WITH APPLICABLE LAW**

The Contractor, in the performance of the services to be provided herein, shall comply with all applicable State and Federal statutes and regulations, and all applicable ordinances, rules and regulations of the City of Santa Fe Springs, whether now in force or subsequently enacted. The Contractor, and each of its subcontractors, shall obtain and maintain a current City of Santa Fe Springs business license prior to and during performance of any work pursuant to this Agreement.

9. **LICENSES, PERMITS, ETC**

The Contractor represents and covenants that it has all licenses, permits, qualifications, and approvals of whatever nature that are legally required to practice its profession. The Contractor represents and covenants that the Contractor shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement, any license, permit, or approval which is legally required for the Contractor to practice its profession.

10. **STANDARD OF CARE**

The Contractor in performing any services under this Agreement shall perform in a manner consistent with that level of care and skill ordinarily exercised by members of the Contractor's trade or profession currently practicing under similar conditions and in similar locations. The Contractor shall take all special precautions necessary to protect the Contractor's employees and members of the public from risk of harm arising out of the nature of the work and/or the conditions of the work site.

All work shall be performed in accordance with the service level standards and schedule identified in the Scope of Work as to maintain the sanitary conditions, aesthetic appearance, safety and usefulness of the City buildings and facilities. Standards and frequencies may

be modified from time to time as deemed necessary by the City for proper maintenance of these areas.

The Contractor must employ sufficient personnel to perform all work as described in this Agreement at the various buildings and facilities.

The Contractor shall furnish all labor, equipment and required custodial materials, chemicals, and all other cleaning supplies needed to maintain all contracted areas to a level acceptable to the City. All materials are subject to City approval.

The Contractor shall provide all necessary vehicles for transportation and related duties. Contractor's vehicles must be maintained in top condition and identified with a company logo. The Contractor shall make arrangements for back-up equipment in the event primary equipment become inoperable to assure that all work activities are completed as scheduled.

Unless disclosed in writing prior to the date of this agreement, the Contractor warrants to the City that it is not now, nor has it for the five (5) years preceding, been debarred by a governmental agency or involved in debarment, arbitration or litigation proceedings concerning the Contractor professional performance or the furnishing of materials or services relating thereto.

11. **NON-DISCRIMINATION PROVISIONS**

The Contractor shall not discriminate against any employee or applicant for employment because of age, race, color, ancestry, religion, sex, sexual orientation, marital status, national origin, physical handicap, or medical condition. The Contractor will take positive action to insure that applicants are employed without regard to their age, race, color, ancestry, religion, sex, sexual orientation, marital status, national origin, physical handicap, or medical condition. Such action shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places available to employees and applicants for employment any notices provided by the City setting forth the provisions of this non-discrimination clause.

12. **INDEMNIFICATION AND HOLD HARMLESS**

The Contractor agrees to defend, indemnify, and hold harmless the City of Santa Fe Springs, its officers and employees, against and from any and all liability, loss, damages to property, injuries to, or death of any person or persons, and all claims, demands, suits, actions, proceedings, reasonable attorneys' fees, and defense costs, of any kind or nature, including workers' compensation claims, of or by anyone whomsoever, resulting from or arising out of the Contractor's negligent performance of this Agreement.



13. **WORKERS' COMPENSATION**

The Contractor shall take out and maintain during the life of this Agreement, worker's compensation insurance for all Contractor's employees engaged as part of the required services and as required by the Labor Code of the State of California.

No member of the City Council or any other official or authorized assistant, employee, or agent of the City shall be personally responsible for any damage resulting from the performance liability arising under the Agreement, or nonperformance, negligently, or intentionally of any portion of the services contracted.

14. **LIABILITY INSURANCE**

- A. Commercial General Liability Insurance - The Contractor shall take out and maintain during the life of this contract such public liability and property damage insurance as shall protect him and the City from all claims for personal injury, including accidental death, as well as from claims for property damage arising from operations under this Agreement. The amount of such insurance shall be as hereinafter set forth.

As provided above, the Contractor shall take out and maintain public liability insurance for injuries, including accidental death to any one person, in an amount not less than One Million Dollars (\$1,000,000); and subject to the same limit for each person; on account of any one accident in an amount of not less than Two Million Dollars (\$2,000,000); and property damage insurance in an amount of not less than Five Hundred Thousand Dollars (\$500,000); Contractor's contingent or protective insurance for public liability and property damage in amounts not less than the respective amounts noted above.

- B. Business Auto Liability Insurance - The Contractor shall carry and maintain insurance coverage for property damage resulting from the Contractor's operations, in the sum of not less than Two Million Dollars (\$2,000,000) resulting from any one occurrence, which may arise from the operation of the Contractor in the performance of the work that is provided herein. Said insurance coverage shall provide that Contractor and his/her insurers are primarily responsible for any claim which arises from Contractor's performance of this Agreement and that neither City nor any of its insurers shall be required to contribute to any such claim. The Contractor shall during the life of the Agreement, keep on file with the Public Works Department evidence that the Contractor is fully and properly insured as set forth herein and which evidence shall be approved by the Contract Administrator as to form and sufficiency.

All certificates of insurance with respect to liability insurance of any kind shall name the City of Santa Fe Springs with respect to the performance by the Contractor of the work which is the subject of the Agreement. The full and complete name of services shall be shown on the Certificate of Insurance.

C. Notification of Cancellation of Insurance - Certificates of proof of carriage of insurance shall provide for not less than thirty (30) days notice of change or cancellation prior to acceptance of the work.

D. Renewal of Insurance - The insurance required herein will be renewed annually as long as Contractor continues operations in any way related to this Agreement. This obligation applies whether the contract is canceled or terminated for any reason. Termination of this obligation is not effective until the City executes a written statement to that effect. This requirement is in addition to coverage required to be maintained for completed and discontinued operations as required elsewhere.

15. **LEGAL FEES**

If any party brings a suit or action against the other party arising from any breach of any of the covenants or agreements or any inaccuracies in any of the representations and warranties on the part of the other party arising out of this Agreement, then in that event, the prevailing party in such action or dispute, whether by final judgment or out-of-court settlement, shall be entitled to have and recover of and from the other party all costs and expenses of suit, including attorneys' fees.

For purposes of determining who is to be considered the prevailing party, it is stipulated that attorney's fees incurred in the prosecution or defense of the action or suit shall not be considered in determining the amount of the judgment or award. Attorney's fees to the prevailing party if other than the City shall, in addition, be limited to the amount of attorney's fees incurred by the City in its prosecution or defense of the action, irrespective of the actual amount of attorney's fees incurred by the prevailing party.

16. **MEDIATION/ARBITRATION**

If a dispute arises out of or relates to this Agreement, or the breach thereof, the parties agree first to try, in good faith, to settle the dispute by mediation in Santa Fe Springs, California, in accordance with the Commercial Mediation Rules of the American Arbitration Association (the "AAA") before resorting to arbitration. The costs of mediation shall be borne equally by the parties. Any controversy or claim arising out of, or relating to, this Agreement, or breach thereof, which is not resolved by mediation, shall be settled by arbitration in Santa Fe Springs, California, in accordance with the Commercial Arbitration Rules of the AAA then existing. Any award rendered shall be final and conclusive upon the parties, and a judgment thereon may be entered in any court having jurisdiction over the subject matter of the controversy. The expenses of the arbitration shall be borne equally by the parties to the arbitration, provided that each party shall pay for and bear the costs of its own experts, evidence and attorneys' fees, except that the arbitrator may assess such expenses or any part thereof against a specified party as part of the arbitration award.

17. **CANCELLATION OF AGREEMENT**

If at any time in the opinion of the Contract Administrator the Contractor has failed to supply adequate working force, or equipment of proper quality, or has failed in any other respect to prosecute the work with the diligence and force specified and intended in and by the terms of the Agreement, notice thereof in writing will be served upon the Contractor. Should the Contractor neglect or refuse to provide means for a satisfactory compliance with the agreement, as directed by the Contract Administrator, within the time specified in such notice, the City in such case shall have the power to terminate the Agreement and shall notify the Contractor, in writing, 30 days prior to cancellation.

18. **NOTICES**

All notices or other communications required or permitted hereunder shall be in writing, and shall be personally delivered; or sent by overnight mail (Federal Express or the like); or sent by registered or certified mail, postage prepaid, return receipt requested; or sent by ordinary mail, postage prepaid; or telegraphed or cabled; or delivered or sent by telex, telecopy, facsimile or fax; and shall be deemed received upon the earlier of (i) if personally delivered, the date of delivery to the address of the person to receive such notice, (ii) if sent by overnight mail, the business day following its deposit in such overnight mail facility, (iii) if mailed by registered, certified or ordinary mail, five (5) days (ten (10) days if the address is outside the State of California) after the date of deposit in a post office, mailbox, mail chute, or other like facility regularly maintained by the United States Postal Service, (iv) if given by telegraph or cable, when delivered to the telegraph company with charges prepaid, or (v) if given by telex, telecopy, facsimile or fax, when sent. Any notice, request, demand, direction or other communication delivered or sent as specified above shall be directed to the following persons:

To the City:                      Noe Negrete  
   Director of Public Works  
   City Of Santa Fe Springs  
   11710 Telegraph Road  
   City Of Santa Fe Springs, CA 90670-3679

To the Contractor:              Esmeralda Elizarraraz  
   Manager  
   EE Building Maintenance  
   11720 Marquardt Ave.  
   Whittier, CA 90605

Notice of change of address shall be given by written notice in the manner specified in this Section. Rejection or other refusal to accept or the inability to deliver because of changed address of which no notice was given shall be deemed to constitute receipt of the notice, demand, request or communication sent. Any notice, request, demand, direction or other communication sent by cable, telex, telecopy, facsimile or fax must be confirmed within forty-eight (48) hours by letter mailed or delivered as specified in this Section.

**19. CONFLICT OF INTEREST AND POLITICAL REFORM ACT OBLIGATIONS**

During the term of this Agreement, the Contractor shall not perform services of any kind for any person or entity whose interests conflict in any way with those of the City of Santa Fe Springs. The Contractor also agrees not to specify any product, treatment, process or material for the project in which the Contractor has a material financial interest, either direct or indirect, without first notifying the City of that fact. The Contractor shall at all times comply with the terms of the Political Reform Act and the City of Santa Fe Springs Conflict of Interest Code. The Contractor shall immediately disqualify itself and shall not use its official position to influence in any way any matter coming before the City in which the Contractor has a financial interest as defined in Government Code Section 87103. The Contractor represents that it has no knowledge of any financial interests that would require it to disqualify itself from any matter on which it might perform services for the City.

***IN WITNESS WHEREOF*** the parties hereto for themselves, their heirs, executors, administrators, successors, and assigns do hereby agree to the full performance of the covenants herein contained and have caused this Contract Agreement to be executed in triplicate by setting hereunto their name, titles, hands, and seals as of the date noted above.

CONTRACTOR

By:   
ESMERALDA ELIZARRARAZ,  
MANAGER

CITY OF SANTA FE SPRINGS

By:   
JAY SARNO, MAYOR

ATTEST

  
JANET MARTINEZ, CITY CLERK

APPROVED AS TO FORM

  
YOLANDA M. SUMMERHILL, CITY ATTORNEY

## **SCOPE OF SERVICES**

### **EXHIBIT A**

## **SPECIAL PROVISIONS**

### **Project Description**

Contractor will furnish all labor, supplies, paper products, chemicals, materials, equipment, transportation, supervision, management and incidentals required to provide Custodial Services in accordance with all terms and conditions of this Request for Bids. Contractor shall perform the Daily Standard Cleaning Services identified in Attachment A, and as scheduled for each location identified in Attachment B. Contractor shall perform the Quarterly Floor Stripping and Waxing for each location identified in Attachment C.

### **Section 1. Materials**

Contractor will furnish toilet paper, (continuous and regular) toilet seat covers, paper towels (sheets and rolls), hand soap, deodorizers, cleaning agents, trash can liners and cleaning supplies required to maintain the City's facilities and parks.

The cost of materials identified above shall be included in the cost proposal. Contractor will use standard commercial grade materials of size and type to fit existing dispensers. All supplies required to carry out the cleaning operations within the scope of this contract shall meet the standards of the Federal Occupational Safety and Health Act. These items are subject to inspection and approval. Sustainable products are to be used whenever feasible.

City parks and specific City facilities are available to rent for a fee. Approximately 24,000 persons per year attend special events at City parks, especially during the summer months of June-September. Approximately 65,000 persons per year attend special events at City facilities, in particular, Clarke Estate, Heritage Park, Town Center Hall, Betty Wilson Center, and Gus Velasco Neighborhood Center. Contractor shall furnish toilet paper, toilet seat covers, paper towels (sheet and rolls), hand soap and trash can liners for City facilities and park rentals for special events.

### **Section 2. Equipment**

Contractor shall furnish, and maintain in good working condition, all cleaning equipment required to maintain each service location including, but not limited to, vacuum cleaners, buffers, strippers, scrubbing machines, extension poles, ladders and carpet extraction equipment. All equipment shall meet Occupational Safety and Health Administration (OSHA) safety standards and will be kept clean by the Contractor. The City is not responsible for stolen or vandalized items.

Contractor shall provide all necessary vehicles for transportation, trash pick-up, supply deliveries and park maintenance and related duties and tasks. Contractor's vehicles must be maintained in top condition and identified with the company logo. The Contractor shall make arrangements for back-up equipment in the event the primary equipment becomes inoperable to assure that all work activities are completed as scheduled.

The City will conduct quarterly inspections of all equipment. The City will reserve the right to determine if a piece of equipment is not meeting OSHA safety standards and request the Contractor to replace it within five (5) working days.

### **Section 3. Storage Space**

The City will provide limited space at the various facilities for janitorial supplies, materials and equipment. Due to the limited amount of space, any storage spaces beyond that which City is presently providing for janitorial equipment, is the responsibility of Contractor. Contractor is responsible for keeping janitorial closets clean and orderly.

### **Section 4. Inspection of Buildings and Facilities**

Monthly inspections of all areas included in the Contract shall be made by the Contractor's Supervisor, with any deficiencies noted and copied to the City's Facilities Supervisor. The results of each inspection shall be recorded and retained for reference as a Custodial Cleaning Inspection Report. The Contractor's Supervisor will conduct regular inspections with the City's Facilities Supervisor and as such other times as may be required by the City to review performance of the Agreement and to discuss any problems or matters as determined by the City. The City may also conduct unscheduled periodic inspections to assure compliance with Contract requirements.

### **Section 5. Non-Performance of Custodial Services**

If after written notice to the Contractor of any deficiencies in the work, or of failure to comply with the Agreement provisions, or failure to comply with the schedule, the City may suspend all or a portion of the monthly payment due until the Contractor corrects any such deficiency. After three (3) written notices to the Contractor pertaining to the same service item, e.g. Quarterly Carpet Cleaning, the City reserves the right to remove this service item from the Agreement.

### **Section 5. Contractor's Representatives**

The Contractor shall have present at all times when performing custodial services, an onsite representative who speaks fluent English whose duty shall be to supervise and coordinate cleaning services as they occur. This onsite representative shall carry on their person during working hours a cellular phone for contact purposes. All day porters must speak fluent English.

The Contractor shall have two responsible, dedicated supervisors on the job each workday. One (1) assigned to the day shift, one (1) to the night shift and weekends. The supervisors shall be provided with cellular phones so that City representatives will be able to contact them during normal business hours. The Contractor's representatives must immediately report to the City any evidence of security breach at a City building or facility.

### **Section 6. Day Porters**

Contractor shall provide three (3) Day Porters, for a monthly total of 500 hours, to provide custodial services Monday-Friday, from 7:30 a.m. – 4:00 p.m. The Day Porters will be deployed to perform Daily Standard Cleaning Services at the City facilities identified below:

#### Day Porter #1

1. Aquatic Center
2. City Hall
3. City Library

4. Fire Station No. 4 – Exercise Room/Restroom
5. Town Center Hall
6. Community Garden Restroom

Day Porter #2

1. Gus Velasco Neighborhood Center-Offices and Meeting Rooms
2. Gus Velasco Neighborhood Center- Childcare Classrooms

Day Porter #3

1. Activity Center
2. Los Nietos Park Childcare Classroom
3. Police Services Center
4. Police Staging Area
5. Heritage Park Buildings
6. Sculpture Garden - Artwork

In addition, Day Porters may be requested to perform service requests by the Contract Administrator on an as-needed basis during the work day.

Contractor shall allocate the proposed fee for 500 hours per month of Day Porter custodial services to the applicable City facilities in preparing the Bid Schedule.

**Section 8. Cleaning Exterior Walkways**

Contractor shall clean exterior walkways surfaces, ball courts and picnic areas only with handheld blowers (or power wash as required) at the following parks and facilities:

1. Santa Fe Springs Park (Contractor staff will open entry gate at 5:00 a.m. City Staff will be responsible for closing the gate.)
2. Little Lake Park
3. Los Nietos Park
4. Lakeview Park
5. Lake Center Park (Contractor staff will open entry gate at 5:00 a.m. City Staff will be responsible for closing the gate.)

**Section 9. Work Schedules**

All work must be accomplished within the hours identified by the City. The City reserves the right to revise schedules, adjust days and hours of the work, as necessary.

The Contractor shall provide in writing, schedules for all activities for all locations. The Contractor shall notify the City in writing and receive approval prior to any revisions in the schedule.

**Section 10. Extra Services**

Extra services are defined as a reasonable request of general clean up, emergency or non-emergency, requested and authorized in advanced by the City. Emergency, after hours cleaning support shall be responded to within one (1) hour and billed at a two (2) hour minimum. All charges



are included in the contract and the hourly rate schedule. Contractor shall notify the Contract Administrator within eight hours of the emergency service being completed.

**Section 11. Contractor's Employees**

The Contractor shall certify that employees providing the custodial cleaning services under the terms, conditions and specifications of the Contract are paid not less than the applicable minimum wage and provided health benefits in compliance with federal and California minimum wage and health care laws.

The Contractor shall provide employees with uniforms that have the Contractor's company name and the employee's name clearly displayed on the shirt. All uniforms worn by the Contractor's employees shall be of the same color, material and style.

The Contractor shall submit a list of all employees who are authorized to work within the limits of the City's buildings and facilities maintained by the Contractor. At no time will there be permitted any person or persons not working directly for the Contractor to enter, loiter or be involved in any action dealing with the Contract.

The Contractor shall not employ undocumented workers for work on this Agreement and shall make every reasonable effort to confirm legal resident status prior to assignment to the City. Failure to comply with this provision of the Contract may be grounds for termination of the Contract.

**Section 12. Contractor Orientation**

Immediately following the Notice to Proceed, the City will schedule an orientation for the Contractor's Day Supervisor, Night Supervisor, Day Porters and all other staff identified and authorized to work under the Contract. The orientation will include a site visit to each City facility and park. The orientation will review the applicable Daily Cleaning Standards, required custodial service standards, and other information pertinent to the particular City facility and park.

## **GENERAL PROVISIONS**

### **Section 1. Worker's Compensation**

The Contractor shall take out and maintain during the life of this Agreement, worker's compensation insurance for all Contractor's employees engaged as part of the required services and as required by the Labor Code of the State of California.

No member of the City Council or any other official or authorized assistant, employee, or agent of the City shall be personally responsible for any damage resulting from the performance liability arising under the Agreement, or nonperformance, negligently, or intentionally of any portion of the services contracted.

### **Section 2. Liability Insurance**

A. Commercial General Liability Insurance - The Contractor shall take out and maintain during the life of this contract such public liability and property damage insurance as shall protect him and the City from all claims for personal injury, including accidental death, as well as from claims for property damage arising from operations under this Agreement. The amount of such insurance shall be as hereinafter set forth.

As provided above, the Contractor shall take out and maintain public liability insurance for injuries, including accidental death to any one person, in an amount not less than One Million Dollars (\$1,000,000); and subject to the same limit for each person; on account of any one accident in an amount of not less than Two Million Dollars (\$2,000,000); and property damage insurance in an amount of not less than Five Hundred Thousand Dollars (\$500,000); Contractor's contingent or protective insurance for public liability and property damage in amounts not less than the respective amounts noted above.

B. Business Auto Liability Insurance - The Contractor shall carry and maintain insurance coverage for property damage resulting from the Contractor's operations, in the sum of not less than Two Million Dollars (\$2,000,000) resulting from any one occurrence, which may arise from the operation of the Contractor in the performance of the work that is provided herein. Said insurance coverage shall provide that Contractor and his/her insurers are primarily responsible for any claim which arises from Contractor's performance of this Agreement and that neither City nor any of its insurers shall be required to contribute to any such claim. The Contractor shall during the life of the Agreement, keep on file with the Public Works Department evidence that the Contractor is fully and properly insured as set forth herein and which evidence shall be approved by the Contract Administrator as to form and sufficiency.

All certificates of insurance with respect to liability insurance of any kind shall name the City of Santa Fe Springs with respect to the performance by the Contractor of the work which is the subject of the Agreement. The full and complete name of services shall be shown on the Certificate of Insurance.

C. Notification of Cancellation of Insurance - Certificates of proof of carriage of insurance shall provide for not less than thirty (30) days-notice of change or cancellation prior to acceptance of the work.

D. Renewal of Insurance - The insurance required herein will be renewed annually as long as Contractor continues operations in any way related to this Agreement. This obligation applies whether the contract is canceled or terminated for any reason. Termination of this obligation is not effective until the City executes a written statement to that effect. This requirement is in addition to coverage required to be maintained for completed and discontinued operations as required elsewhere.

### **Section 3. Holidays**

The following days are designated by the City as holidays:

1. New Year's Day.
2. Martin Luther King Jr.'s Birthday.
3. Lincoln's Birthday.
4. Washington's Birthday.
5. Cesar Chavez's Birthday
6. Memorial Day.
7. Independence Day.
8. Labor Day.
9. Veteran's Day.
10. Thanksgiving Day.
11. Day after Thanksgiving Day.
12. The day before Christmas.
13. Christmas Day.

Every day appointed by the President or Governor as a public holiday.

When a holiday falls on Sunday, the following Monday shall be observed. If the holiday falls on Saturday, the previous Friday is observed.

Except as noted below, all City facilities are closed on the holidays listed above and do not require custodial cleaning services on these dates.

Exceptions include:

a) The Police Services Staging Facility does not close and the cleaning schedule remains the same every day.

b) City parks are only closed on New Year's Day, Thanksgiving Day, Christmas Eve Day, and Christmas Day and the cleaning schedule remains the same every day.

City Hall only is closed every other Friday and does not require scheduled custodial services.

### **Section 4. Compensation and Payment**

The Contractor shall be compensated a fixed monthly amount for services rendered in accordance with the Contractor's cost proposal. The Contract Administrator will review and approve the invoice for payment of services rendered consistent with the Agreement.

Invoices will be processed monthly for payment and remitted within thirty (30) days from receipt of invoice, provided that work is accomplished consistent with Agreement as determined by the Contract Administrator.

If after written notice to the Contractor of any deficiencies in the work, or of failure to comply with the Agreement provisions, or failure to comply with the schedule, the City may suspend all or a portion of the monthly payment due until the Contractor corrects any such deficiency.

Any extra work performed beyond the work described in the Scope of Services shall not be performed without prior authorization from the Contract Administrator or his/her designee. Compensation for Emergency or Call-out work shall be compensated based on the Contractor's hourly rate schedule.

In the event any City building or facility is not usable for any reason, including but not limited to acts of nature, vandalism, construction or renovation and is deemed out of use, the Contractor shall not be compensated for the period cleaning services are not provided. If a portion of any building or facility is partially out of use, the City and the Contractor shall negotiate the cost of providing limited cleaning services.

## **ATTACHMENT A**

### **DAILY STANDARD CLEANING SERVICES – ALL FACILITIES**

1. Furniture and Equipment - shall be free of dust, cobwebs and soil. This shall include the elimination of cleaner residue, streaks and film.
2. Telephones - shall be free of dust and soil. The cradle, earpiece & mouthpiece should be sanitized.
3. Lamps - shall be free of dust, cobwebs and soil. This shall include the elimination of streaks, cleaner residue and film.
4. Mats and Carpets - shall be free of spots, stains, gum, dirt and debris. Adjoining walls, doors and floor surfaces shall be free of dust, soil and cleaner residue.
5. Glass and Metal Surfaces - shall be streak-free, film-free and uniformly clean. This shall include the elimination of dust and soil from sills and ledges and heat registers.
6. Corners/Thresholds - shall be free of dust, cobwebs soil, finish build-up and debris.
7. Floors and Cove bases - shall be free of dust, cobwebs, soil, gum, spots, stains and debris. Hard/resilient floors shall have multiple coats of a slip-resistant seal and finish applied that result in a consistent high-shine, unless otherwise directed by the City. This shall include the elimination of dust streaks, lint, standing water, cleaner residue and film. Floors shall be stripped and waxed quarterly or as floor conditions warrant.
8. Walls and Fixtures - shall be free of dust, cobwebs, and soil. This shall include the elimination of film, streaks and cleaner residue. Walls behind waste/trash cans need to be cleaned.
9. Water Fountains - shall be free of dust, cobwebs, and soil, scale and water spots. Bright work shall be disinfected and polished to a streak-free shine.
10. Dispensers - shall be free of dust, and soil. These surfaces shall be cleaned and disinfected. This shall include the elimination of film, streaks and cleaner residue. Dispensers shall be refilled when required with proper expendable supply item.
11. Hardware - shall be free of dust, soil, bacteria and scale. Bright work shall cleaned, disinfected and polished to a streak-free shine. This shall include the elimination of polish residue.
12. Sinks and Countertops - shall be free of dust, bacteria, soil, cleaner residue and soap film. This shall include the elimination of streaks, embedded soil, film and water spots.

13. Park Sinks – shall be cleaned daily.
14. Mirrors - shall be free of dust and soil. Mirrors and surrounding metal framework shall be streak-free, film-free and uniformly clean.
15. Toilets and Urinals - toilet seats and urinals shall be free of dust, cobwebs, bacteria, soil, organic matter, cleaner residue and scale. Fixtures shall be cleaned, disinfected and polished-dry. This shall include the elimination of streaks, film and water spots.
16. Dispensers – toilet seat cover and soap dispensers should be refilled as needed.
17. Urinals – Waterless urinal cartridges shall be replaced as needed based on usage.
18. Restroom Partitions - shall be free of dust, cobwebs, soil and graffiti. Partitions shall be cleaned, disinfected and polished-dry. This shall include the elimination of streaks and film.
19. Showers – tile walls and floors shall be washed, disinfected, and sanitized. Shower stalls, fixtures, glass and doors shall be cleaned and polished.
20. Locker Rooms – sanitize showers and floor tile surfaces and locker doors, and clean counters.
21. Kitchen Areas – clean and sanitize all appliances, sinks, floor sinks, grease traps, counter areas, ceramic tile walls glass serving window and exhaust hoods and filters.
22. Waste Containers - contents shall be removed from waste containers and can liners replaced. Inside and outside of the container shall be cleaned and disinfected. This shall include the elimination of streaks, foodstuff and the presence of an offensive odor emitting from the container.
23. Air Vents - shall be free of dust, cobwebs, and soil. This also pertains to air distribution units and exhaust vents.
24. Cabinets, refrigerator and microwave - exterior tops, sides and front shall be cleaned and free of dust, soil, cleaner residue and soap film.
25. Light Fixtures - shall be free of dust, cobwebs, and soil.
26. Ceilings – All cobwebs shall be removed.
27. Trash Removal/Trash Containers - Contractor shall facilitate the City's waste recycling program that requires each building occupant to separate recyclable from non-recyclable waste. All work areas shall be provided with separate waste containers for this purpose, by the City. The contractor shall empty recyclable and non-recyclable waste into designated containers. Contractor shall comply with AB341. Waste removal shall be to containers

designated by the City and shall be deposited in such a manner that it will not fly around causing a mess or nuisance.

28. Formal Picnic Areas – clean table tops, food service areas, patio floors, barbeque grills, and sinks.
29. Parks and Plazas - clean all buildings, restrooms, sidewalks, bleachers, tables, benches, dugouts, gazebos, umbrellas, and playground areas.
30. Exercise Rooms, Boxing Rooms, Weight Rooms, Racquet Ball Courts, Indoor basketball courts – clean room surfaces, equipment surfaces with disinfectant cleaning solution.
31. Playground Equipment – clean playground equipment surfaces and play surfaces.
32. Outdoor Basketball Courts – clean basketball court surfaces.
33. Exterior Walkways – clean exterior walkway surfaces with handheld blowers or power wash as required.

## ATTACHMENT B

### CITY FACILITIES AND CUSTODIAL SERVICES SCHEDULE

Facility/Features	Building Size (Sq. Ft.)	No. of Restrooms	Cleaning Schedule	Day Porter Schedule
1. <b>Activity Center ♦ 11155 Charlesworth Road</b> <ul style="list-style-type: none"> <li>• 2<sup>nd</sup> Story</li> <li>• Boxing Room</li> <li>• Weight Room</li> <li>• Indoor Basketball Court</li> </ul>	17,460	2	Mon-Fri 6:00pm  Note: Indoor Basketball Court only	Day Porter 7:30am-4:00pm
2. <b>Aquatic Center ♦ 10145 Pioneer Boulevard</b> <ul style="list-style-type: none"> <li>• Locker Rooms</li> <li>• Showers</li> <li>• Picnic Area</li> </ul>	5,004	2	Mon-Fri 6:00pm (Season: June- September)  Off-Season: Bi-Weekly	Day Porter 7:30am-4:00pm  Off-Season: No Porter Services
3. <b>Betty Wilson Center ♦ 11641 Florence Avenue</b> <ul style="list-style-type: none"> <li>• Kitchen</li> <li>• Snack Bar</li> </ul>	8,170	4	Mon-Sun 6:00 PM	No
4. <b>City Hall ♦ 11710 E. Telegraph Road</b> <ul style="list-style-type: none"> <li>• Kitchen</li> <li>• Basement</li> </ul>	22,080	9	Mon-Wed -Thur 6:00 PM	Day Porter Mon-Fri 7:30am-4:00pm
5. <b>City Library ♦ 11700 E. Telegraph Road</b> <ul style="list-style-type: none"> <li>• Kitchen</li> <li>• Reading Garden</li> </ul>	14,581	4	Mon-Sat 6:00 PM	Day Porter Mon-Fri 7:30am-4:00pm
6. <b>Clarke Estate ♦ 10211 Pioneer Boulevard</b> <ul style="list-style-type: none"> <li>• 2nd Story</li> <li>• Kitchen</li> </ul>	7,504	4	Mon-Sun 6:00 PM	No

\*Open Area



# ATTACHMENT B

## CITY FACILITIES AND CUSTODIAL SERVICES SCHEDULE

Facility/Features	Building Size (Sq. Ft.)	No. of Restrooms	Cleaning Schedule	Day Porter Schedule
7. <b>Community Gardens Restroom ♦ Pioneer Boulevard</b>	65	2	No Night Services	Day Porter Mon- Fri 7:30-4:00pm
8. <b>Fire Station No. 1 Headquarters ♦ 11300 Greenstone Avenue</b> <ul style="list-style-type: none"> <li>• Offices</li> <li>• Conf. Rooms</li> </ul>	3,325	4	Tues & Friday 6:00 PM	No
9. <b>Fire Station No. 4-Exercise Room ♦ 11300 Greenstone Avenue</b>	400	1-Shower 1-Restroom	No Night Services	Day Porter Mon- Fri 7:30-4:00pm
10. <b>Gus Velasco Neighborhood Center – Childcare Classrooms (2)</b> 9255 S. Pioneer Boulevard	6480	3	Mon-Sun 6:00 PM	Day Porter Mon-Fri 7:30am-4:00pm
11. <b>Gus Velasco Neighborhood Center ♦ 9255 S. Pioneer Boulevard</b> <ul style="list-style-type: none"> <li>• Offices</li> <li>• Meeting Rooms (2)</li> <li>• Kitchens (2)</li> <li>• Fitness Room</li> </ul>	25,920	6	Mon-Sun 6:00 PM	Day Porter Mon-Fri 7:30am-4:00pm
12. <b>Heritage Park Buildings ♦ 12100 Mora Drive</b> <ul style="list-style-type: none"> <li>• Train Depot</li> <li>• Caboose</li> <li>• Carriage Barn</li> <li>• Ranger Station</li> <li>• Tank House</li> <li>• Conservatory</li> </ul>	7,044	4	No Night Services	Day Porter Mon-Fri 7:30am-4:00pm

\*Open Area

## ATTACHMENT B

### CITY FACILITIES AND CUSTODIAL SERVICES SCHEDULE

Facility/Features	Building Size (Sq. Ft.)	No. of Restrooms	Cleaning Schedule	Day Porter Schedule
13. <b>Heritage Park Sculpture Garden ♦ Mora Drive</b> <ul style="list-style-type: none"> <li>• Artwork</li> </ul>	7,000*	0	No Night Services	Day Porter Mon-Fri 7:30am-4:00pm
14. <b>Lake Center Athletic Park ♦ 11641 E. Florence Avenue</b> <ul style="list-style-type: none"> <li>• Walkways</li> <li>• Ball Courts</li> </ul>	10,000*	2	Mon-Sun 5:00 AM	No
15. <b>Lakeview Park Building ♦ 10225 S. Jersey Avenue</b> <ul style="list-style-type: none"> <li>• Picnic Area</li> <li>• Ball Courts</li> </ul>	1,413	4	Mon-Sun 5:00am	No
16. <b>Lakeview School Childcare Classroom ♦ 11436 E. Joslin Avenue</b> <ul style="list-style-type: none"> <li>• Kitchen</li> </ul>	3,416	2	Mon-Fri 6:00 PM	No
17. <b>Little Lake Park Buildings ♦ 10900 Pioneer Boulevard</b> <ul style="list-style-type: none"> <li>• Kitchen</li> <li>• Picnic Area</li> <li>• Walkways</li> <li>• Ball Courts</li> </ul>	3,312	4	Mon-Sun 5:00 AM	No
18. <b>Los Nietos Park and Recreation Building ♦ 11143 Charlesworth Road</b> <ul style="list-style-type: none"> <li>• 2<sup>nd</sup> Story</li> <li>• Kitchen</li> <li>• Walkways</li> <li>• Ball Courts</li> </ul>	1,968	2	Mon-Sun 5:00 AM	No

\*Open Area

## ATTACHMENT B

### CITY FACILITIES AND CUSTODIAL SERVICES SCHEDULE

Facility/Features	Building Size (Sq. Ft.)	No. of Restrooms	Cleaning Schedule	Day Porter Schedule
19. <b>Los Nietos Park Childcare Classroom ♦ 11143 Charlesworth Road</b> <ul style="list-style-type: none"> <li>• Kitchen</li> </ul>	4,464	2	Mon-Fri 6:00 PM	Day Porter Mon-Fri 7:30am-4:00pm
20. <b>Municipal Services Yard ♦ 12636 Emmens Way</b> <ul style="list-style-type: none"> <li>• 4-Buildings</li> <li>• Locker Rooms (2)</li> <li>• Showers (4)</li> </ul>	8,652	8	Mon-Fri 6:00 PM	No
21. <b>Police Staging Facility ♦ 12636 Emmens Way</b>	19,170	3-Restrooms 4-Showers 2-Locker Rms.	Mon-Sun 9:00 am – 12 noon	No
22. <b>Police Services Center ♦ 11576 Telegraph Road</b> <ul style="list-style-type: none"> <li>• 2<sup>nd</sup> Story</li> <li>• Kitchen</li> </ul>	7,667	4	Mon-Sat 5:00 PM	Day Porter Mon-Fri 7:30am-4:00pm
23. <b>SFS Athletic Fields Building ♦ 9720 Pioneer Boulevard</b> <ul style="list-style-type: none"> <li>• Kitchen</li> <li>• Walkways</li> </ul>	3,136	2	Mon-Sun 5:00 AM	No
24. <b>SFS Park Building ♦ 10068 Cedardale Drive</b> <ul style="list-style-type: none"> <li>• Picnic Area</li> <li>• Walkways</li> <li>• Ball Courts</li> </ul>	1,008	2	Mon-Sun 5:00 AM	No
25. <b>Town Center Hall ♦ 11740 E. Telegraph Road</b> <ul style="list-style-type: none"> <li>• 2<sup>nd</sup> Story</li> <li>• Kitchen</li> </ul>	16,940	4	Mon-Sun 10:00 PM	Day Porter Mon-Fri 7:30am-4:00pm

\*Open Area

**ATTACHMENT C**

**CITY OF SANTA FE SPRINGS  
CUSTODIAL SERVICES**

**FLOOR STRIPPING AND WAXING SERVICES  
SCHEDULE**

<b>FACILITY</b>	<b>SIZE SERVICE AREA</b>	<b>UNIT</b>
1. Betty Wilson Center	1,800 sq. ft.	Bi-Annual
2. Little Lake Park-Community Rm.	1,500 sq. ft.	Bi-Annual
3. Municipal Services Yard – Bld. #1	3,475 sq. ft.	Annual
4. Municipal Services Yard – Bld. #2	800 sq. ft.	Annual
5. Municipal Services Yard – Bld. #3	594 sq. ft.	Annual
6. Municipal Services Yard – Bld. #4	616 sq. ft.	Annual
7. Town Center Hall	11,500 sq. ft.	Quarterly

## CONSULTANT'S PROPOSAL

Submitted By: E.E. Building Maintenance

## PROPOSAL FOR CUSTODIAL SERVICES

To the Director of Public Works of the City of Santa Fe Springs, as City,

In accordance with the City's Request for Bids, the undersigned BIDDER hereby proposes to furnish all materials, equipment, tools, labor and incidentals required to perform the custodial services set forth in the Request for Bids and to perform all work in the manner and time described therein.

BIDDER declares that this **original** proposal is based on the Request for Bids, and all other applicable documents. If this proposal is accepted for award, BIDDER agrees to enter an Agreement with the City of Santa Fe Springs at the total lump sum price set forth in the following Bid Proposal.

BIDDER understands that a bid is required for the entire work, and that the Lump Sum price bid includes all appurtenant expenses, overhead, taxes, royalties and fees. Erasures or other changes must be noted over the signature of the BIDDER.

### BIDDER'S INFORMATION:

Esmeralda Elizarraraz  
Signature

Esmeralda Elizarraraz  
Name (Please print or type)

Manager  
Title

E.E. Building Maintenance  
Firm Name

11720 Marquardt ave. Whittier CA 90605  
Firm Address

(562) 298-3946  
Firm Business Phone No.

e.e building maintenance @ yahoo .com  
E-mail Address

## FEE SCHEDULE

## CITY OF SANTA FE SPRINGS

## CUSTODIAL SERVICES

## BID SCHEDULE

## BASE BID

## FACILITY

## \*MONTHLY FEE

1. Activity Center	\$ 1,036
2. Aquatic Center	\$ 1,626
3. Betty Wilson Center	\$ 4,027
4. City Hall	\$ 3,570
5. City Library	\$ 3,570
6. Clarke Estate	\$ 1,027
7. Community Gardens Restroom	\$ 439
8. Fire Dept. Headquarters	\$ 439
9. FS No. 4 -Employee Exercise Room/Restroom	\$ 439
10. Gus Velasco Neighborhood Center	\$ 3,570
11. Gus Velasco N.C - Childcare Program Classrooms	\$ 3,570
12. Heritage Park	\$ 2,574
13. Heritage Park - Sculpture Garden	\$ 439
14. Lake Center Athletic Park	\$ 439
15. Lakeview Park Building	\$ 1,033
16. Lakeview School Childcare Classroom	\$ 1,033
17. Little Lake Park Buildings	\$ 3,574
18. Los Nietos Park Recreation Building	\$ 2,574
19. Los Nietos Park Childcare Classroom	\$ 3,574
20. Municipal Services Yard	\$ 1,072
21. Police Staging Facility	\$ 1,072
22. Police Services Center	\$ 2,049
23. SFS Athletic Fields Buildings	\$ 412
24. SFS Park Buildings	\$ 2,574
25. Town Center Hall	\$ 3,574
<b>Total Monthly Fees:</b>	<b>46,306</b>

**\*\*TOTAL ANNUAL BASE BID****(TOTAL MONTHLY FEES X 12 MONTHS):****\$555,672**Notes:

\*Day Porters: Fee for 500 hours per month should be allocated to applicable facilities (Attachment B).

\*\*Award of Contract will be determined by Base Bid Only



Submitted by: EE Building Maintenance

**CITY OF SANTA FE SPRINGS**  
**CUSTODIAL SERVICES**  
**ADDITIONAL SERVICES**  
**FLOOR STRIPPING AND WAXING SERVICES**

**FEE SCHEDULE**

Facility	Size Service Area	Unit	Unit Price	Annual Fee
1. Betty Wilson Center	1,800 sq. ft.	Bi-Annual	\$ <u>600</u>	\$ <u>1,200</u>
2. Little Lake Park-Community Rm.	1,500 sq. ft.	Bi-Annual	\$ <u>600</u>	\$ <u>1,200</u>
3. Municipal Svcs. Yard – Bld. #1	3,475 sq. ft.	Annual	\$ <u>900</u>	\$ <u>900</u>
4. Municipal Svcs. Yard – Bld. #2	800 sq. ft.	Annual	\$ <u>200</u>	\$ <u>200</u>
5. Municipal Svcs. Yard – Bld. #3	594 sq. ft.	Annual	\$ <u>200</u>	\$ <u>200</u>
6. Municipal Svcs. Yard – Bld. #4	616 sq. ft.	Annual	\$ <u>200</u>	\$ <u>200</u>
7. Town Center Hall	11,500 sq. ft.	Quarterly	\$ <u>3,800</u>	\$ <u>15,200</u>
TOTAL ANNUAL COST:				\$ <u>19,100</u>

Submitted by: EE Building Maintenance

**CITY OF SANTA FE SPRINGS**

**CUSTODIAL SERVICES**

**EXTRA WORK AND EMERGENCY CALL-OUT**

**HOURLY RATE SCHEDULE**

<b>EMPLOYEE</b>	<b>LABOR HOURLY RATE*</b>
Office Cleaning	\$ <u>18.<sup>00</sup></u>
Restroom Cleaning and Stocking	\$ <u>18.<sup>00</sup></u>
Strip and Wax Vinyl/Composition/Resilient Floor	\$ <u>50.<sup>00</sup></u>
Strip and Wax Tile, Concrete and Ceramic Floor	\$ <u>50.<sup>00</sup></u>
Carpet Cleaning	\$ <u>18.<sup>00</sup></u>

*\*Note: Equipment, supplies and materials shall be included in the Hourly Rates for Extra Work and Emergency Call-Out Custodial Services*

**REFERENCES**

Please list a minimum of three (3) references for similar custodial services work performed in the past five (5) years. Include the name of the city/agency, address and phone number of the contact person.

Complete information is important. Contractor qualifications and experience will be used as evaluation criteria and determining factor in award of contract recommendation by the Director of Public Works. A lack of references, or unsuitable summary of past performance as reported by references, may be considered by the City as sufficient reason to reject bid(s).

Agency: City of Santa Fe Springs  
 Address: 11710 Telegraph Road  
 Contact Name: Todd Heggstrom Phone No.: (562) 868-0511  
 Project Description: Day Porter Town Center Plaza Year Service Provided: 2017-2018

Agency: City of Santa Fe Springs  
 Address: \_\_\_\_\_  
 Contact Name: Todd Heggstrom Phone No.: (562) 868-0511  
 Project Description: Contract Manager Year Service Provided: 2015-2017

Agency: City of Santa Fe Springs  
 Address: \_\_\_\_\_  
 Contact Name: Todd Heggstrom Phone No.: (562) 868-0511  
 Project Description: Day Porter Year Service Provided: 2012-2015  
Town Center Plaza

Agency: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_ Phone No.: \_\_\_\_\_  
 Project Description: \_\_\_\_\_ Year Service Provided: \_\_\_\_\_

Agency: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_ Phone No.: \_\_\_\_\_  
 Project Description: \_\_\_\_\_ Year Service Provided: \_\_\_\_\_



11710 E. TELEGRAPH ROAD ♦ CA ♦ 90670-3679 ♦ (562) 868-0511 ♦ (562) 868-7112 ♦ WWW.SANTAFESPRINGS.ORG

## DEPARTMENT OF PUBLIC WORKS

June 7, 2018

EE Building Maintenance  
11720 Marquardt Ave.  
Whittier, CA 90605

Attention: Ms. Esmeralda Elizarraraz, Manager

Subject: Custodial Services  
Contract Change Order No. 1

Dear Ms. Elizarraraz:

Custodial Services Agreement Change Order No. 1 shall constitute full compensation for all changes associated with Change Order No. 1. Said changes are a result of negotiations between the City of Santa Fe Springs (City) and EE Building Maintenance (Contractor) for purposes of addressing additional services requests by the City.

It is proposed that the Contractor perform the following additional work:

1. Provide park facility cleaning and supplies as required at Heritage Park on Saturdays and Sundays during the following Heritage Park operating hours:

<u>Service Months</u>	<u>Operating Hours</u>	<u>Monthly Fee</u>
October – April	9:00 a.m. – 5:00 p.m.	\$1,663
May – September	9:00 a.m. – 8:00 p.m.	\$2,184

2. Provide facility cleaning and supplies as required at the Aquatic Center on Saturdays and Sundays during months of June, July, August and September. Cleaning services will begin at 6:00 p.m.

**Monthly Fee: \$1,750**

The total compensation for Change Order No. 1 shall be as indicated above. These amounts shall constitute full compensation, including supplies, materials, mark-ups and all overhead costs. All other terms of the Custodial Services Agreement in force.

JAY SARNO, MAYOR ♦ JUANITA TRUJILLO, MAYOR PRO TEM  
CITY COUNCIL

RICHARD J. MOORE ♦ WILLIAM K. ROUNDS ♦ JOE ANGEL ZAMORA  
CITY MANAGER  
RAYMOND R. CRUZ

EE Building Maintenance  
Custodial Services  
June 7, 2018  
Page 2 of 2


The Contractor shall sign, date and return this change for final acceptance by the City.

**SUBMITTED BY:**  
CITY OF SANTA FE SPRINGS

\_\_\_\_\_  
Al Fuentes, Program Manager


\_\_\_\_\_  
Date

**APPROVED BY:**

  
\_\_\_\_\_  
Noe Negrete  
Director of Public Works

**ACCEPTED BY:**  
EE Building Maintenance

  
\_\_\_\_\_  
Esmeralda Elizarraraz, Manager

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Date



11710 E. TELEGRAPH ROAD ♦ CA ♦ 90670-3679 ♦ (562) 868-0511 ♦ (562) 868-7112 ♦ WWW.SANTAFESPRINGS.ORG

## DEPARTMENT OF PUBLIC WORKS

June 28, 2018

EE Building Maintenance  
11720 Marquardt Avenue  
Whittier, CA 90605

Attention: Ms. Esmeralda Elizarraraz, Manager

Subject: Custodial Services  
Contract Change Order No. 2

Dear Ms. Elizarraraz:

Custodial Services Agreement Change Order No. 2 shall constitute full compensation for all changes associated with Change Order No. 2. Said changes are a result of negotiations between the City of Santa Fe Springs (City) and EE Building Maintenance (Contractor) for purposes of addressing additional services requests by the City.

Effective July 1, 2018, the Contractor's Scope of Services will be amended by eliminating the following facilities from the Schedule of Facilities and Custodial Services:

1. Gus Velasco Neighborhood Center – Childcare Classrooms (2)  
9255 S. Pioneer Boulevard
2. Lakeview School Childcare Classroom (1)  
11436 E. Joslin Avenue
3. Los Nietos Park Childcare Classroom (1)  
11143 Charlesworth Road

Effective July 1, 2018, the Contractor's monthly fee will be reduced by \$3,280 following the above amendment to the Scope of Work.

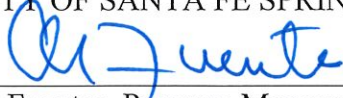
JAY SARNO, MAYOR ♦ JUANITA TRUJILLO, MAYOR PRO TEM  
CITY COUNCIL

RICHARD J. MOORE ♦ WILLIAM K. ROUNDS ♦ JOE ANGEL ZAMORA  
CITY MANAGER  
RAYMOND R. CRUZ

EE Building Maintenance  
Custodial Services  
June 28, 2018  
Page 2 of 2

The Contractor shall sign, date and return this change for final acceptance by the City.

**SUBMITTED BY:**  
CITY OF SANTA FE SPRINGS

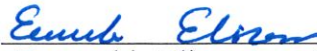


Al Fuentes, Program Manager

7-3-18

Date

**ACCEPTED BY:**  
EE BUILDING MAINTENANCE

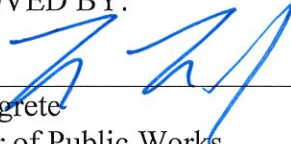


Esmeralda Elizarraraz, Manager

07-03-18

Date

**APPROVED BY:**



Noe Negrete  
Director of Public Works

7/5/18

Date





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**DEPARTMENT OF PUBLIC WORKS**

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October 29, 2020

EE Building Maintenance  
11720 Marquardt Avenue  
Whittier, CA 90605

Attention: Ms. Esmeralda Elizarraraz, Manager

Subject: Custodial Services  
Contract Change Order No. 3

Dear Ms. Elizarraraz:

Custodial Services Agreement Change Order No. 3 shall constitute full compensation for all changes associated with Change Order No. 3. Said changes are a result of negotiations between the City of Santa Fe Springs (City) and EE Building Maintenance (Contractor) for purposes of addressing additional services requested by the City.

Effective November 1, 2020, the Contractor's Scope of Services will be amended by adding the following services at the locations shown below:

1. Santa Fe Springs Park
  2. Los Nietos Park
  3. Lakeview Park
  4. Lake Center Athletic Park
  5. Santa Fe Springs Athletic Fields (Jersey Fields)
  6. Little Lake Park
  7. Davenrich Parkette
  8. Longworth Parkette
  9. Bradwell Parkette
- 
1. The cost to refill Liquid Hand Sanitizers at the locations listed above will be compensated at \$500 per month. The Liquid Hand Sanitizers will be filled once a day in the morning. Liquid Hand Sanitizer will be supplied by the City as needed.
  2. Add one (1) additional day of Cleaning, every Tuesday, at City Hall will be compensated at \$600 per month.

WILLIAM K. ROUNDS, MAYOR ♦ JOHN M. MORA, MAYOR PRO TEM  
CITY COUNCIL  
ANNETTE RODRIGUEZ ♦ JUANITA TRUJILLO ♦ JOE ANGEL ZAMORA  
CITY MANAGER  
RAYMOND R. CRUZ

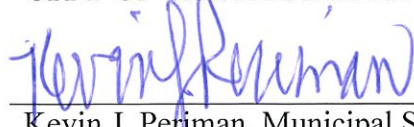


EE Building Maintenance  
Custodial Services  
October 29, 2020  
Page 2 of 2

The Contractor shall sign, date and return this change for final acceptance by the City.

SUBMITTED BY:

**CITY OF SANTA FE SPRINGS**



Kevin J. Periman, Municipal Services Manager

10/29/20

Date

ACCEPTED BY:

**EE BUILDING MAINTENANCE**

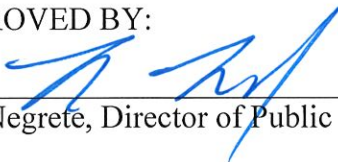


Esmeralda Elizarraraz, Manager

10-29-20

Date

APPROVED BY:



Noe Negrete, Director of Public Works

10-29-20

Date



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## DEPARTMENT OF PUBLIC WORKS

March 3, 2021

EE Building Maintenance  
11720 Marquardt Avenue  
Whittier, CA 90605

Attention: Ms. Esmeralda Elizarraraz, Manager

Subject: Custodial Services  
Contract Amendment Number Four

Dear Ms. Elizarraraz:

This letter, if signed by all parties below, shall serve as Amendment Number Four to the Custodial Services Agreement ("Agreement") between the City of Santa Fe Springs ("City") and EE Building Maintenance ("Contractor"). Pursuant to negotiations between the City and Contractor, and for good and valuable consideration, the parties agree to amend the Agreement as follows:

1. Extend Agreement for a one-year term effective June 1, 2021, through May 31, 2022.
2. Effective June 1, 2021, provide and install dog waste bags at all city parks for a monthly charge of \$400.00.
3. Effective June 1, 2021, increase compensation by 2.5% with the new monthly total of \$47,834.77. An authorized representative of the Contractor shall bind the Contractor by signing, dating, and returning this letter for final acceptance by the City.

SUBMITTED BY:  
CITY OF SANTA FE SPRINGS

Kevin J. Periman, Municipal Services Manager

3/4/21  
Date

ACCEPTED BY:  
EE BUILDING MAINTENANCE

Esmeralda Elizarraraz, Manager

03-24-2021  
Date

APPROVED BY:

Noe Negrete, Director of Public Works

3/24/2021  
Date

JOHN M. MORA, MAYOR ♦ ANNETTE RODRIGUEZ, MAYOR PRO TEM  
CITY COUNCIL  
JAY SARNO ♦ JUANITA TRUJILLO ♦ JOE ANGEL ZAMORA  
CITY MANAGER  
RAYMOND R. CRUZ



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## DEPARTMENT OF PUBLIC WORKS

May 6, 2021

EE Building Maintenance  
11720 Marquardt Avenue  
Whittier, CA 90605

Attention: Ms. Esmeralda Elizarraraz, Manager

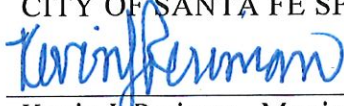
Subject: Custodial Services  
Contract Amendment Number Five

Dear Ms. Elizarraraz:

This letter, if signed by all parties below, shall serve as Amendment Number Five to the Custodial Services Agreement ("Agreement") between the City of Santa Fe Springs ("City") and EE Building Maintenance ("Contractor"). Pursuant to negotiations between the City and Contractor, and for good and valuable consideration, the parties agree to amend the Agreement as follows:

1. Spray City Offices with Disinfectant (Fogging) on a daily basis Monday through Thursday until such time as the City terminates these additional services in writing. The following locations will be fogged: Activity Center offices, Clarke Estate Offices, City Park Offices (4), City Hall (except Planning and Engineering), Betty Wilson Center Offices, Library, Gus Velasco Neighborhood Center, Town Center Hall, Heritage Park Ranger Station and Municipal Services Yard Offices. The cost for spraying offices with disinfectant will be paid as a monthly lump sum amount of \$3,679.60. See attached quote for more details.

SUBMITTED BY:  
CITY OF SANTA FE SPRINGS

  
Kevin J. Periman, Municipal Services Manager

5/12/21  
Date

ACCEPTED BY:  
EE BUILDING MAINTENANCE

  
Esmeralda Elizarraraz, Manager

05-12-21  
Date

APPROVED BY:

  
John M. Mora, Mayor

05/13/2021  
Date

JOHN M. MORA, MAYOR ♦ ANNETTE RODRIGUEZ, MAYOR PRO TEM  
CITY COUNCIL  
JAY SARNO ♦ JUANITA TRUJILLO ♦ JOE ANGEL ZAMORA  
CITY MANAGER  
RAYMOND R. CRUZ

**ITEM NO. 15**

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# City of Santa Fe Springs

City Council Meeting

ITEM NO. 16A

March 15, 2022

## **PRESENTATION**

Proclaiming the Month of April 2022, as DMV/Donate Life Month in Santa Fe Springs

## **RECOMMENDATION**

- Call upon the City Clerk to read the proclamation. The Mayor will present the proclamation to Ruth Covington, OneLegacy Ambassador.

## **BACKGROUND**

In recognition of National Donate Life Month, the California Organ and Tissue Donor Registry encourages others to become organ and tissue donors, by registering on-line, or when they apply for, or renew, their driver's license or I.D. card. More than 106,000 individuals nationwide and more than 20,000 Californians are currently on the national organ transplant waiting list. In addition to there being a need for organs and tissue donors, the nation is also in urgent need of blood and marrow donors.

The Mayor may call on the City Clerk to read the proclamation declaring April 2022 as "DMV/Donate Life Month" in Santa Fe Springs.

Raymond R. Cruz  
City Manager

## **Attachment:**

1. Letter & Proclamation – DMV/Donate Life California Month





## DMV/Donate Life Month Proclamation

City of Santa Fe Springs

April 2022



WHEREAS, organ, eye, tissue, marrow and blood donation are life-giving acts recognized worldwide as expressions of compassion to those in need;

WHEREAS, more than 106,000 individuals nationwide and more than 20,000 in California are currently on the national organ transplant waiting list, and on average, 17 people die each day while waiting;

WHEREAS, the need for donated organs is especially urgent in Hispanic, Latino, and African American communities;

WHEREAS, a single individual's donation of the heart, lungs, liver, kidneys, pancreas and small intestine can save up to eight lives;

WHEREAS, donation of tissue can save and heal the lives of more than 75 others;

WHEREAS, organ donors saved more than 40,000 lives last year, the most ever;

WHEREAS, any person can register to be an organ, eye and tissue donor regardless of age or medical conditions;

WHEREAS, being a registered donor does not impact the quality of life-saving medical care a person receives in an emergency;

WHEREAS, California residents can sign up with the Donate Life California Donor Registry online at any time by visiting [www.donateLIFecalifornia.org](http://www.donateLIFecalifornia.org) or, for Spanish-speakers, [www.doneVIDAcalifornia.org](http://www.doneVIDAcalifornia.org)

WHEREAS, California residents can sign up to be an organ, eye and tissue donor when applying for or renewing their driver's licenses or ID cards at the California Department of Motor Vehicles;

WHEREAS, California residents interested in saving a life through living kidney donation may visit [www.LivingDonationCalifornia.org](http://www.LivingDonationCalifornia.org);

NOW, THEREFORE, BE IT RESOLVED that in recognition of National Donate Life Month, the month of April 2022 is hereby proclaimed **"DMV/Donate Life Month"** in the City of Santa Fe Springs, and in doing so we encourage all Californians to check "YES!" online, or when applying for or renewing their driver's license or I.D. card at the DMV.



# City of Santa Fe Springs

City Council Meeting

ITEM NO. 16B

March 15, 2022

## **PRESENTATION**

Declaring the week of April 3-9, 2022 as "National Library Week" in Santa Fe Springs

## **RECOMMENDATION**

Proclaim the week of April 3-9, 2022 as "National Library Week" in the City of Santa Fe Springs.

## **BACKGROUND**

April 3-9 is National Library Week, an annual celebration of the life-changing work of libraries, librarians and library workers. Libraries aren't just places to borrow books or study – they're also creative and engaging community centers where people can collaborate using new technologies and develop their skills and passions. First sponsored in 1958, National Library Week is a national observance sponsored by the American Library Association (ALA) and libraries across the country each April.

During National Library Week, the Santa Fe Springs City Library will join libraries in schools, campuses, and communities nationwide in celebrating the many ways libraries lead their communities through the transformative services, programs and expertise they offer.

Libraries of all types have long been evolving to meet the needs of the communities they serve. We encourage lifelong learning in all stages of our residents' lives. Although we have many programs for youth, we also encourage the lifelong learning of our adult residents by offering them an opportunity to receive a scholarship to earn a high school diploma online.

Libraries are many things to many people. Whether through offering e-books and technology classes, materials for English-language learners, programs for job seekers or offering a safe haven in times of crisis, libraries and librarians listen to the community they serve, and they respond.

The Santa Fe Springs City Library is celebrating National Library Week by offering a "Reading is Fundamental (RIF)" book giveaway for children on Monday through Friday from 3 – 5 pm in the Children's Area of the Library.

The Mayor may wish to call upon Deborah Raia, Librarian III, to assist with the presentation of the proclamation to the Santa Fe Springs Friends of the Library.

## **Attachment**

Proclamation – National Library Week

Raymond R. Cruz  
City Manager

**WHEREAS**, libraries have long served as trusted and treasured institutions where people of all backgrounds can be together and connect;

**WHEREAS**, libraries and librarians build strong communities through transformative services, programs, and expertise;

**WHEREAS**, libraries and librarians empower their communities to make informed decisions by providing free access to information;

**WHEREAS**, libraries are a resource for all members of the community regardless of race, ethnicity, creed, ability, sexual orientation, gender identity or socio-economic status, by offering services and educational resources that transform lives and strengthen communities;

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Santa Fe Springs, hereby proclaim April 3 through 9, 2022 as

**“NATIONAL LIBRARY WEEK”**

in Santa Fe Springs and urge fellow residents to visit the library and explore what’s new; because of you and our library leaders, Libraries Equal Strong Communities.

DATED this 8th day of March 2022

---

ANNETTE RODRIGUEZ, MAYOR

ATTEST:

---

JANET MARTINEZ, CMC, CITY CLERK





# City of Santa Fe Springs

City Council Meeting

ITEM NO. 18

March 15, 2022

## APPOINTMENTS TO COMMITTEES AND COMMISSIONS

Committee	Vacancies	Councilmember
Historical & Preservation	1	Mora
Historical & Preservation	1	Rodriguez
Historical & Preservation	1	Trujillo
Family & Human Svcs	1	Mora
Parks & Recreation	3	Zamora
Parks & Recreation	1	Sarno
Senior	3	Mora
Senior	3	Zamora
Senior	1	Rodriguez
Senior	4	Trujillo
Sister City	5	Zamora
Sister City	4	Sarno
Sister City	1	Rodriguez
Sister City	2	Trujillo
Youth Leadership Committee	2	Mora
Youth Leadership Committee	3	Zamora
Youth Leadership Committee	1	Rodriguez
Youth Leadership Committee	1	Trujillo

**Applications Received:** Dani Cook for Parks and Recreation

**Recent Actions:** Stella Valenzuela was appointed to the Historical & Community Preservation Advisory Committee.

Raymond R. Cruz  
City Manager

Attachment(s):

1. Prospective Members
2. Committee Lists

## **Prospective Members for Various Committees/Commissions**

**Historical & Community Preservation**

**Family & Human Services**

**Heritage Arts**

**Personnel Advisory Board**

**Parks & Recreation**

Dani Cook

**Planning Commission**

**Senior Citizens Advisory**

**Sister City**

**Traffic Commission**

**Youth Leadership**

## HISTORICAL & COMMUNITY PRESERVATION COMMITTEE

Meets the fourth Wednesday of each month

9:30 a.m., Library Community Room

Qualifications: 18 Years of age, reside or active in the City

Membership: 20 Residents appointed by City Council

Council Liaison: Sarno

APPOINTED BY	NAME	TERM EXPIRES DEC 31, 2022
<b>Mora</b>	Doris Yarwood Guadalupe Placencia Irma Huitron <b>Vacant</b>	
<b>Zamora</b>	Annette Ramirez AJ Hayes Hilda Zamora* Stella Valenzuela	
<b>Sarno</b>	Jeannette Lizarraga Mary Arias Linda Vallejo Sally Gaitan	
<b>Rodriguez</b>	Elena Lopez (Boca)* <b>Vacant</b> Mark Scoggins Gloria Maghame	
<b>Trujillo</b>	Jacqueline Martinez Kay Gomez <b>Vacant</b> Merrie Hathaway	

## **FAMILY & HUMAN SERVICES ADVISORY COMMITTEE**

Meets the third Wednesday of the month, except Jun., Sept., and Dec., at 5:45 p.m.,  
Gus Velasco Neighborhood Center

Qualifications: 18 Years of age, reside or active in the City

Membership: 15 Residents Appointed by City Council  
5 Social Service Agency Representatives Appointed by the  
Committee

Council Liaison: Rodriguez

<b>APPOINTED BY</b>	<b>NAME</b>	<b>TERM EXPIRES DEC 31, 2022</b>
<b>Mora</b>	Martha Villanueva* <b>Vacant</b> Miriam Herrera	
<b>Zamora</b>	Gaby Garcia Christina J. Colon Gilbert Aguirre	
<b>Sarno</b>	Dolores Duran Janie Aguirre Peggy Radoumis	
<b>Rodriguez</b>	Shamsher Bhandari Elena Lopez (Boca)* Hilda Zamora*	
<b>Trujillo</b>	Dolores Romero Laurie Rios* Bonnie Fox	

*\*Indicates person currently serves on three committees*

## HERITAGE ARTS ADVISORY COMMITTEE

Meets the Last Tuesday of the month, except Dec., at 9:00 a.m., at the Gus Velasco Neighborhood Center Room 1

Qualifications: 18 Years of age, reside or active in the City

Membership: 9 Voting Members  
6 Non-Voting Members

APPOINTED BY	NAME	TERM EXPIRES DEC 31, 2022
Mora	Maria Salazar-Jaramillo	
Zamora	AJ Hayes	
Sarno	William K. Rounds*	
Rodriguez	Francis Carbajal*	
Trujillo	Laurie Rios*	

### Committee Representatives

Family and Human Services Committee	Miriam Herrera
Beautification and Historical Committee	Sally Gaitan
Planning Commission	Gabriel Jimenez
Chamber of Commerce	Debbie Baker

### Council/Staff Representatives

Council Liaison	Annette Rodriguez
Council Alternate	<b>Vacant</b>
City Manager	Ray Cruz
Director of Community Services	Maricela Balderas
Director of Planning	Wayne Morrell

*\*Indicates person currently serves on three committees*

## **PARKS & RECREATION ADVISORY COMMITTEE**

Meets the First Wednesday of the month, except Jul., Aug., and Dec., 7:00 p.m.,  
Town Center Hall, Meeting Room #1

Subcommittee Meets at 6:00 p.m.

Qualifications: 18 Years of age, reside or active in the City

Membership: 25

Council Liaison: Mora

<b>APPOINTED BY</b>	<b>NAME</b>	<b>TERM EXPIRES DEC 31, 2022</b>
<b>Mora</b>	Joe Avila Eddie Barrios William Logan Ralph Aranda Kurt Hamra	
<b>Zamora</b>	Gina Hernandez Blake Carter <b>Vacant</b> <b>Vacant</b> <b>Vacant</b>	
<b>Sarno</b>	Kenneth Arnold Mary Anderson Jeannette Lizarraga <b>Vacant</b> Mark Scoggins	
<b>Rodriguez</b>	Kayla Perez Priscilla Rodriguez Lisa Garcia Sylvia Perez David Diaz-Infante	
<b>Trujillo</b>	Dolores Romero Andrea Lopez Elizabeth Ford Nancy Krueger William K. Rounds*	

*\*Indicates person currently serves on three committees*

## PERSONNEL ADVISORY BOARD

Meets Quarterly on an As-Needed Basis

Membership: 5 (2 Appointed by City Council, 1 by Personnel Board, 1 by Firemen's Association, 1 by Employees' Association)

Terms: Four Years

APPOINTED BY	NAME	TERM EXPIRES DEC 31, 2022
Council	Angel Munoz Ron Biggs	
Personnel Advisory Board	Neal Welland	
Firemen's Association	Jim De Silva	
Employees' Association	Johnny Hernandez	

# PLANNING COMMISSION

Meets the second Monday of every Month at 4:30 p.m.,  
Council Chambers  
Qualifications: 18 Years of age, reside or active in the City  
Membership: 5

APPOINTED BY		NAME
Mora		Ken Arnold
Sarno		Johnny Hernandez
Rodriguez		Francis Carbajal*
Trujillo		William K. Rounds*
Zamora		Gabriel Jimenez



## SENIOR ADVISORY COMMITTEE

Meets the Second Tuesday of the month, except Jun., Sep., and Dec., at 9:30 a.m.,  
Gus Velasco Neighborhood Center

Qualifications: 18 Years of age, reside or active in the City

Membership: 25

Council Liaison: Sarno

APPOINTED BY	NAME	TERM EXPIRES DEC 31, 2022
Mora	Paul Nakamura	
	Astrid Shesterkin	
	<b>Vacant</b>	
	<b>Vacant</b>	
	<b>Vacant</b>	
Zamora	<b>Vacant</b>	
	Elena Lopez (Boca)*	
	Josefina Lara	
	<b>Vacant</b>	
	<b>Vacant</b>	
Sarno	Sally Gaitan	
	Bonnie Fox	
	Gilbert Aguirre	
	Lorena Huitron	
	Janie Aguirre	
Rodriguez	Yoko Nakamura	
	Linda Vallejo	
	Hilda Zamora*	
	Martha Villanueva*	
	Nancy Krueger	
Trujillo	Dolores Duran	
	<b>Vacant</b>	
	<b>Vacant</b>	
	<b>Vacant</b>	
	<b>Vacant</b>	

*\*Indicates person currently serves on three committees*

## SISTER CITY COMMITTEE

Meets the First Monday of every month, except Dec., at 6:45 p.m., Town Center Hall, Mtg. Room #1. If the regular meeting date falls on a holiday, the meeting is held on the second Monday of the month.

Qualifications: 18 Years of age, reside or active in the City

Membership: 25

Council Liaison: Mora

APPOINTED BY	NAME	TERM EXPIRES DEC 31, 2022
Mora	Martha Villanueva*	
	Doris Yarwood	
	Laurie Rios*	
	Peggy Radoumis	
	Francis Carbajal*	
Zamora	Vacant	
	Vacant	
	Vacant	
	Vacant	
	Vacant	
Sarno	Vacant	
	Vacant	
	Jacqueline Martinez	
	Vacant	
	Vacant	
Rodriguez	Jeannette Wolfe	
	Shamsher Bhandari	
	Jimmy Mendoza	
	Frank Martinez	
	Vacant	
Trujillo	Charlotte Zevallos	
	Andrea Lopez	
	Vacant	
	Marcella Obregon	
	Vacant	

*\*Indicates person currently serves on three committees*

## TRAFFIC COMMISSION

Meets the Third Thursday of every month, at 6:00 p.m., Council Chambers

Membership: 5

Qualifications: 18 Years of age, reside or active in the City

### APPOINTED BY

### NAME

**Mora**

Bryan Collins

**Sarno**

Johana Coca

**Rodriguez**

Felix Miranda

**Trujillo**

Linda Vallejo

**Zamora**

Christina J. Colon

## YOUTH LEADERSHIP COMMITTEE

Meets the First Monday of every month, at 6:30 p.m., Gus Velasco Neighborhood Center

Qualifications: Ages 13-18, reside in Santa Fe Springs

Membership: 20

Council Liaison: Zamora

APPOINTED BY	NAME	TERM EXPIRES DEC 31, 2022
Mora	Kharisma Ruiz Jilliana Casillas Vacant Vacant	
Zamora	Joseph Casillas Vacant Vacant Vacant	
Sarno	Abraham Walters Aaron D. Doss Valerie Bojorquez Maya Mercado-Garcia	
Rodriguez	Jasmine Rodriguez Angelique Duque Felix Miranda Jr. Vacant	
Trujillo	Vacant Isaac Aguilar Andrew Bojorquez Alan Avalos	