



AGENDA

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

**March 24, 2016
6:00 P.M.**

Council Chambers
11710 Telegraph Road
Santa Fe Springs, CA 90670

Richard J. Moore, Mayor
William K. Rounds, Mayor Pro Tem
Jay Sarno, Councilmember
Juanita Trujillo, Councilmember
Joe Angel Zamora, Councilmember

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 complete the card that is provided at the rear entrance to the Council Chambers and hand the card to the City Clerk or a member of staff. City Council will hear public comment on items listed on the agenda during discussion of the matter and prior to a vote. City Council will hear public comment on matters not listed on the agenda during the Oral Communications period.

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 24, 2016

1. **CALL TO ORDER**

2. **ROLL CALL**

Jay Sarno, Councilmember
Juanita Trujillo, Councilmember
Joe Angel Zamora, Councilmember
William K. Rounds, Mayor Pro Tem
Richard J. Moore, Mayor

PUBLIC FINANCING AUTHORITY

3. **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.

Approval of Minutes

- a. Minutes of the February 25, 2016, Public Financing Authority Meeting

Recommendation: That the Public Financing Authority approve the minutes as submitted.

Monthly Reports

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

Recommendation: That the Public Financing Authority receive and file the report.

WATER UTILITY AUTHORITY

4. **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.

Approval of Minutes

- a. Minutes of the February 25, 2016, Water Utility Authority Meeting

Recommendation: That the Water Utility Authority approve the minutes as submitted.

Monthly Reports

- b. Monthly Report on the Status of Debt Instruments Issued through the Water Utility Authority (WUA)

Recommendation: That the Water Utility Authority receive and file the report.

- c. Status Update of Water-Related Capital Improvement Projects

Recommendation: That the Water Utility Authority receive and file the report.

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CITY COUNCIL

5. CITY MANAGER REPORT

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 City Council.

Approval of Minutes

A. Minutes of the February 25, 2016 City Council Meeting

Recommendation: That the City Council:

- Approve the minutes of the February 25, 2016, meeting as submitted.

PUBLIC HEARING - ORDINANCE FOR ADOPTION

7. Ordinance No. 1070, An Ordinance of the City of Santa Fe Springs adding a new part to Chapter 150 of Title 15 of the City Code Relating to Safety Assessment Placards.

Recommendation: That the City Council:

- Waive further reading and adopt Ordinance No. 1070, which adds to Chapter 150 of Title 15, titled "Safety Assessment Placards" to the Santa Fe Springs Municipal Code.

NEW BUSINESS

8. Renewal of Five-Year Weed Abatement Services Agreement with County of Los Angeles

Recommendation: That the City Council:

- Approve the 2016-2021 Services Agreement with the County of Los Angeles Agricultural Commissioner/Weights and Measures Department for weed abatement services.

9. Authorize the Disposal of Surplus Video and Table Games by Way of Public Auction.

Recommendation: That the City Council:

- Declare the video and table games surplus and authorize their disposal by way of public auction

10. Authorization to Advertise for Construction Bids for Lakeview Park Restroom Renovation.

Recommendation: That the City Council:

- Approve the Plans and Specification for the Lakeview Park Restroom Renovation
- Authorize the City Engineer to advertise for construction bids

11. Clarke Estate Window/Door Frame Restoration, Rejection of Bids.

Recommendation: That the City Council:

- Reject the bids submitted for the Clarke Estate Window/Door Frame Restoration.

12. Parkmead Avenue Street Improvements – Add Project to Capital Improvement Plan.

Recommendation: That the City Council:

- Approve adding the Parkmead Street Rehabilitation project to the Capital Improvement Plan
- Appropriate \$826,000 from the prefunded Capital Projects Fund to the Parkmead Street Rehabilitation Project

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13. Landscape Maintenance Services – Authorization to Advertise Request for Proposals.

Recommendation: That the City Council:

- Authorize the Director of Public Works to advertise a Request for Proposals for Landscape Maintenance Services

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14. Water Well Siting Study for Zone 1 – Authorization to Advertise Request for Proposals

Recommendation: That the City Council:

- Authorize the City Engineer to advertise for Request for Proposals for a Water Well Siting Study for Zone 1

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15. Design/Build Services for a Water Treatment System for Water Well No. 12, Authorization to Advertise Request for Proposals.

Recommendation: That the City Council:

- Authorize the City Engineer to advertise for Request for Proposals for Design/Build Services for a Water Treatment System for Water Well No. 12

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Items 16 – 24 will occur in the 7:00 p.m. hour.

16. **INVOCATION**

17. **PLEDGE OF ALLEGIANCE**

18. **INTRODUCTIONS**

- Representatives from the Chamber of Commerce

19. **ANNOUNCEMENTS**

20. **PRESENTATIONS**

- a. Proclamation, proclaiming April 10 – April 16, 2016, as *Week of the Young Child*, in Santa Fe Springs
- b. Proclamation, proclaiming April 2016, as *Donate Life Month*, in Santa Fe Springs
- c. Proclamation, proclaiming April 10 – April 16, 2016, as *National Volunteer Week*, in Santa Fe Springs
- d. Proclamation, proclaiming April 10 – April 16, 2016, as *National Library Week*, in Santa Fe Springs
- e. Presentation of the 2015 California Parks & Recreation Society (CPRS) Award of Excellence – Arts and Cultural Services, Art Fest Event

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City of Santa Fe Springs
Regular Meetings

March 24, 2016

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

a. Committee Appointments

22. **ORAL COMMUNICATIONS**

This is the time when comments may be made by interested persons on matters not on the agenda having to do with City business.

23. **EXECUTIVE TEAM REPORTS**

24. **ADJOURNMENT**

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing agenda was posted at the following locations; 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.



Sylvia M. Bermudez
City Clerk

March 18, 2016

Date



City of Santa Fe Springs

Public Financing Authority Meeting

March 24, 2016

NEW BUSINESS

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

RECOMMENDATION

That the Public Financing Authority 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 2001 Tax Allocation Refunding Bonds

Financing proceeds available for appropriation at 2/29/16 None

Outstanding principal at 2/29/16 \$13,965,000

Consolidated Redevelopment Project 2002 Tax Allocation Refunding Bonds

Financing proceeds available for appropriation at 2/29/16 None

Outstanding principal at 2/29/16 \$5,150,000

Consolidated Redevelopment Project 2003 Taxable Tax Allocation Refunding Bonds

Financing proceeds available for appropriation at 2/29/16 None

Outstanding principal at 2/29/16 \$2,775,000

Water Revenue Bonds, 2005 Series A

Financing proceeds available for appropriation at 2/29/16 None

Outstanding principal at 2/29/16 \$2,310,000

Consolidated Redevelopment Project 2006-A Tax Allocation Bonds

Financing proceeds available for appropriation at 2/29/16 None

Outstanding principal at 2/29/16 \$36,713,999

Consolidated Redevelopment Project 2006-B Taxable Tax Allocation Bonds

Financing proceeds available for appropriation at 2/29/16 None

Outstanding principal at 2/29/16 \$7,085,000

Consolidated Redevelopment Project 2007-A Tax Allocation Refunding Bonds

Financing proceeds available for appropriation at 2/29/16 None

Outstanding principal at 2/29/16 \$33,395,000

Report Submitted By: Travis Hickey
Finance and Administrative Services

Date of Report: March 18, 2016

ITEM NO.: 3b

Bond Repayment

The City budget includes sufficient appropriations and adequate revenues are expected to be collected to meet the debt service obligations associated with the 2005 Water Revenue Bonds.

The former Community Development Commission (CDC) issued a number of tax allocation bonds before it was dissolved by State law effective February 1, 2012 and is 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).



Thaddeus McCormack
City Manager/Executive Director



City of Santa Fe Springs

Water Utility Authority Meeting

March 24, 2016

NEW BUSINESS

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

RECOMMENDATION

That the Water Utility Authority 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 2/29/16

None

Outstanding principal at 2/29/16

\$6,890,000

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.

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

A handwritten signature in blue ink, appearing to read "Thaddeus McCormack".

Thaddeus McCormack
City Manager/Executive Director



City of Santa Fe Springs

Water Utility Authority Meeting

March 24, 2016

CONSENT AGENDA

Status Update of Water-Related Capital Improvement Projects

RECOMMENDATION

That the Water Utility Authority receive and file the report.

BACKGROUND

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

Interstate 5 Water Main Relocation for the Carmenita Road Segment B

Staff continues to coordinate with Caltrans and GRFCO (contractor) on completing the I-5 water main relocation project. Currently 100% of the new water main pipe has been installed along with fire hydrants and several water service laterals. Hydrostatic and Bacteriological testing are underway. The newly constructed water main will be tied into the existing distribution system as soon as testing results are satisfactory. Staff continues to coordinate with local business owners to establish new water service connections at locations affected by the I-5 Freeway widening project.

Water Well No. 12 – Water Quality/Water Treatment System

Under a separate cover, an agenda item is under Council consideration to seek design-build services for a water treatment system for Water Well No. 12.

New Well Siting Study, Zone 1

Under a separate cover, an agenda item is under Council consideration to request proposals to perform a siting study in Zone 1. Currently there are three sites that will be incorporated into the study.

FISCAL IMPACT

Water Well No. 12 will be funded by the Utility User Tax CIP Fund. The Water Well Siting Study for Zone 1 will be funded by Capital Improvement Plan Bond Funds. The Interstate 5 widening project is funded by Caltrans through a utility agreement between the City and Caltrans.

A handwritten signature in blue ink, appearing to read "Thaddeus McCormack".

Thaddeus McCormack
Executive Director

Report Submitted By:

Noe Negrete, Director
Department of Public Works

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

Date of Report: March 18, 2016

ITEM NO.: 4c



APPROVED:

**MINUTES OF THE MEETINGS OF THE
PUBLIC FINANCE AUTHORITY, WATER UTILITY AUTHORITY,
HOUSING SUCCESSOR, SUCCESSOR AGENCY
AND CITY COUNCIL**

February 25, 2016

1. CALL TO ORDER

Mayor Moore called the meeting to orders at 6:00 p.m.

2. ROLL CALL

Members present: Councilmembers/Directors: Sarno, Trujillo, Zamora, Mayor Pro Tem/Vice Chair Rounds, and Mayor/Chairman Moore

Members absent: None

PUBLIC FINANCING AUTHORITY

3. CONSENT AGENDA

Approval of Minutes

- a. Minutes of the January 28, 2016 Public Financing Authority Meeting

Recommendation: That the Public Financing Authority approve the minutes as submitted.

Monthly Reports

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

Recommendation: That the Public Financing Authority receive and file the report.

Upon motion by Council Member Zamora, second by Council Member Sarno, approved Item No's 3A and 3B by the following vote:

Ayes: Sarno, Trujillo, Zamora, Rounds, Moore

Nayes: None

WATER UTILITY AUTHORITY

4. CONSENT AGENDA

Approval of Minutes

- a. Minutes of the January 28, 2016 Water Utility Authority Meeting

Recommendation: That the Water Utility Authority approve the minutes as submitted.

Monthly Reports

- b. Monthly Report on the Status of Debt Instruments Issued through the Water Utility Authority (WUA)

Recommendation: That the Water Utility Authority receive and file the report.

ITEM NO. 6a

c. Status Update of Water-Related Capital Improvement Projects

Recommendation: That the Water Utility Authority receive and file the report.

Upon motion by Council Member Sarno, second by Council Member Zamora, approved items 4A, 4B and 4C by the following vote:

Ayes: Sarno, Trujillo, Zamora, Rounds, Moore

Nayes: None

HOUSING SUCCESSOR / SUCCESSOR AGENCY

NEW BUSINESS

5. **Purchase and Sale Agreement for site of approximately 369,824 square feet, located on the north side of Telegraph Road, east of Bloomfield Avenue.**

RECOMMENDATION: That the City Council:

- Approve the Purchase and Sale Agreement for site of approximately 369,824 square feet located on the north side of Telegraph Road, east of Bloomfield Avenue;
- Authorize the Chairman and staff to execute the Purchase and Sale Agreement and open escrow to convey the property

Upon motion by Council Member Sarno, second by Council Member Trujillo, approved the Purchase and Sale Agreement for site of approximately 369,824 square feet, located on the north side of Telegraph Road, east of Bloomfield Avenue, by the following vote:

Ayes: Sarno, Trujillo, Zamora, Rounds, Moore

Nayes: None

CITY COUNCIL

6. **CITY MANAGER REPORT**

City Manager Thaddeus McCormack informed the Council, Steve Skolnick, City Attorney went home ill, prior to the start of the Council Meeting; reported on a meeting with Mayor Moore and Willie Gordon regarding enhancements to the Library; also reported that the Little Lake School Board appointed Dr. Bill Crean as the new superintendent.

7. **CONSENT AGENDA**

Approval of Minutes

a. Minutes of the January 28, 2016 City Council Meeting

Recommendation: That the City Council approve the minutes of the January 28, 2016 meeting as submitted.

Upon motion by Council Member Trujillo, second by Council Member Zamora, approved the minutes of the January 28, 2016 City Council Meeting, by the following vote:

Ayes: Sarno, Trujillo, Zamora, Rounds, Moore

Nayes: None

PUBLIC HEARINGS

8. Conduct a Public Hearing on Weed Abatement.

Recommendation: That the City Council:

- That the Mayor open the Public Hearing on Weed Abatement and hear from anyone wishing to speak on this matter;
- Direct the Agricultural Commissioner to abate the nuisance by having weeds, rubbish and refuse removed

Mayor opened the public hearing. There was no public comment received. Upon motion by Council Member Sarno, second by Council Member Zamora, directed the Agricultural Commissioner to abate the nuisance by having weeds, rubbish and refuse removed, by the following vote:

Ayes: Sarno, Trujillo, Zamora, Rounds, Moore

Nays: None

NEW BUSINESS

9. Award Contract to Quality Fence Co., Inc. for Heritage Park – Perimeter Fence Repair.

Recommendation: That the City Council:

- Accept the bids for the Heritage Park Perimeter Fence Repairs
- Award a contract to Quality Fence Co., Inc. of Paramount for the Heritage Park Perimeter Fence Repair, in the amount of \$137,464.00, and authorize the Mayor to sign contract with Quality Fence Co., Inc. for said project

Upon motion by Council Member Sarno, second by Council Member Trujillo, accepted bids for the Heritage Park Perimeter Fence Repairs and awarded a contract to Quality Fence Co., Inc. of Paramount for the Heritage Park Perimeter Fence Repairs, in the amount of \$137,464.00, and authorized the Mayor to sign contract with Quality Fence Co., Inc. for said project, by the following vote:

Ayes: Sarno, Trujillo, Zamora, Rounds, Moore

Nays: None

10. Resolution of the City of Santa Fe Springs Appointing a Member and Alternate to the GWMA Board.

Recommendation: That the City Council:

- Adopt Resolution No. 9503, Appointing Noe Negrete to serve as the primary Board Member; Frank Beach, Robert Garcia and Sarina Morales-Choate to serve as alternate Board Members representing the City of Santa Fe Springs with the Los Angeles Gateway Region Integrated Regional Water Management Joint Powers Authority

Upon motion by Council Member Zamora, second by Council Member Sarno, adopted Resolution No. 9503, Appointing Noe Negrete to serve as the primary Board Member; Frank Beach, Robert Garcia and Sarina Morales-Choate to serve

as alternate Board Members representing the City of Santa Fe Springs with the Los Angeles Gateway Region Integrated Regional Water Management Joint Powers Authority, by the following vote:

Ayes: Sarno, Trujillo, Zamora, Rounds, Moore

Nayes: None

11. Award Contract to AJ Fistes Corporation for the Clarke Estate Exterior Painting.

Recommendation: That the City Council:

- Accept the bids for the Clark Estate Exterior Painting project, and;
- Award contract to AJ Fistes Corporation of Long Beach, in the amount of \$36,480.00, and authorize the Mayor to sign contract with AJ Fistes Corporation

Upon motion by Council Member Sarno second by Council Member Trujillo, accepted the bids for the Clark Estate Exterior Painting project and awarded contract to AJ Fistes Corporation of Long Beach, in the amount of \$36,840 and authorized the Mayor to sign contract with AJ Fistes Corporation, by the following vote:

Ayes: Sarno, Trujillo, Zamora, Rounds, Moore

Nayes: None

12. Final Payment to Polychrome Construction, Inc., for the Activity Center and Civic Plaza Exterior Painting Project.

Recommendation: That the City Council:

- Approve final payment (less 5% Retention) to Polychrome Construction Inc., of Northridge, in the amount of \$42,275.00 for the Activity Center and Civic Plaza Exterior Painting Project

Upon motion by Council Member Trujillo, second by Council Member Sarno, approved final payment (less 5% Retention) to Polychrome Construction Inc., of Northridge, in the amount of \$42,275.00 for the Activity Center and Civic Plaza Exterior Painting Project, by the following vote:

Ayes: Sarno, Trujillo, Zamora, Rounds, Moore

Nayes: None

13. Award Contract for the Street Light Inventory to Southstar Engineering & Consulting, Inc.

Recommendation: That the City Council:

- Award Task Order No. 2 to the Professional Services Agreement with Southstar Engineering & Consulting, Inc., in the amount of \$25,900.00 for a City-wide street light inventory, and authorize the Director of Public Works to execute Task Order No. 2

Upon motion by Council Member Zamora, second by Council Member Sarno, awarded Task Order No. 2, to the Professional Services Agreement with Southstar Engineering & Consulting, Inc., in the amount of \$25,900.00 for a City-wide street light inventory, and authorized the Director of Public Works to execute Task Order No. 2, by the following vote:

Ayes: Sarno, Trujillo, Zamora, Rounds, Moore

Nayes: None

14. Authorization to Advertise for Construction Bids for the Aquatic Center Pool Deck Resurfacing Project.

Recommendation: That the City Council:

- Add the Aquatic Center Pool Deck Resurfacing Project to the Capital Improvement Plan
- Appropriate \$100,000 from Bond Funds to the Aquatic Center Pool Deck Resurfacing Project
- Approve the Specifications and authorize the City Engineer to advertise for construction bids

Upon motion by Council Member Sarno, second by Council Member Zamora, approved adding the Aquatic Center Pool Deck Resurfacing Project to the Capital Improvement Plan, and appropriated \$100,000 from Bond Funds for said project, and approved the Specifications and authorized the City Engineer to advertise for construction bids, by the following vote:

Ayes: Sarno, Trujillo, Zamora, Rounds, Moore

Nayes: None

15. Authorization to enter into a Contract with Califa for Enhanced Library Computer Network Connectivity.

Recommendation: That the City Council:

- Authorize the City Manager or his designee to enter into a contract with Califa to connect the Library and William C. Gordon Learning Center to the California Research & Education Network (CalREN).
- Include in the General Fund \$32,400 in the Fiscal Years 2016-17 and 2017-18 Budgets for connectivity costs.

Upon motion by Council Member Trujillo, second by Council Member Sarno, authorized the City Manager or designee to enter into a contract with Califa to connect the City Library and William C. Gordon Learning Center to the California Research & Education Network (CalREN), by the following vote:

Ayes: Sarno, Trujillo, Zamora, Rounds, Moore

Nayes: None

16. Resolution Authorizing the City Council to Accept the Conveyance of all Properties Designated as "Governmental Use" in the Approved Long Range Property Management Plan, from the Successor Agency to the Former Community Development Commission/Redevelopment Agency of the City of Santa Fe Springs, to the City of Santa Fe Springs.

Recommendation: That the City Council:

- Adopt Resolution No. 9504, Authorizing the City Council to Accept the Conveyance of all Properties Designated as "Governmental Use" in the Approved Long Range Property Management Plan, from the Successor Agency to the Former Community Development Commission/Redevelopment Agency of the City of Santa Fe Springs, to the City of Santa Fe Springs

Upon motion by Council Member Sarno, second by Council Member Trujillo, adopted Resolution No. 9504, A Resolution Authorizing the City Council to Accept the Conveyance of all Properties Designated as "Governmental Use" in the

Approved Long Range Property Management Plan, from the Successor Agency to the Former Community Development Commission/Redevelopment Agency of the City of Santa Fe Springs, to the City of Santa Fe Springs, by the following vote:

Ayes: Sarno, Trujillo, Zamora, Rounds, Moore

Nayes: None

17. Acceptance of State Homeland Security Grant Program (SHSGP) Funds for the purchase of a Toyota Forklift for the Department of Fire-Rescue.

Recommendation: That the City Council:

- Accept State Homeland Security Grant Program (SHSGP) Funds in the amount of \$62,031.90 and authorize the purchase of a Toyota Forklift from Toyota Lift of Los Angeles for the Department of Fire-Rescue

Upon motion by Council Member Zamora, second by Council Member Trujillo, accepted State Homeland Security Grant Program (SHSGP) Funds, in the amount of \$62,031.90 and authorized the purchase of a Toyota Forklift from Toyota Lift of Los Angeles for the Department of Fire-Rescue, by the following vote:

Ayes: Sarno, Trujillo, Zamora, Rounds, Moore

Nayes: None

18. Acceptance of State Homeland Security Grant Program (SHSGP) Funds for the purchase of Two (2) John Deer Gators for the Department of Fire-Rescue.

Recommendation: That the City Council:

- Accept the State Homeland Security Grant Program (SHSGP) funds in the amount of \$24,778.82; and authorize the purchase of two (2) John Deer Gators from Stotz Equipment

Upon motion by Council Member Trujillo, second by Council Member Sarno, accepted the State Homeland Security Grant Program (SHSGP) funds, in the amount of \$24,778.82; and authorized the purchase of two (2) John Deer Gators from Stotz Equipment, by the following vote:

Ayes: Sarno, Trujillo, Zamora, Rounds, Moore

Nayes: None

19. Acceptance of State Homeland Security Grant Program (SHSGP) Funds for the purchase of a 2016 Ford Police Interceptor Utility Vehicle Explorer Vehicle for the Department of Fire-Rescue.

Recommendation: That the City Council:

- Accept the State Homeland Security Grant Program (SHSGP) funds, in the amount of \$31,029.17, and authorize the Director of Purchasing to purchase a Ford Police Interceptor Utility Vehicle from Downtown Ford Sales, utilizing the Sacramento Contract No. B13131311025; and authorize a purchase order in the amount of \$31,029.17 for this transaction

Upon motion by Council Member Trujillo, second by Council Member Sarno, accepted the State Homeland Security Grant Program (SHSGP) funds, in the amount of \$31,029.17; authorized the Director of Purchasing to purchase a Ford

Police Interceptor Utility Vehicle from Downtown Ford Sales, utilizing the Sacramento Contract No. B13131311025; and authorized a purchase order, in the amount of \$31,029.17 for this transaction, by the following vote:

Ayes: Sarno, Trujillo, Zamora, Rounds, Moore

Nays: None

20. Acceptance of State Homeland Security Grant Program (SHSGP) Funds for the purchase of Six (6) Thermal Imaging Cameras for the Department of Fire-Rescue.
Recommendation: That the City Council:

- Accept the State Homeland Security Grant Program (SHSGP) funds in the amount of \$55,000 and authorize the purchase of six (6) Scott X380N Thermal Imaging Cameras

Upon motion by Council Member Trujillo, second by Council Member Sarno, accepted the State Homeland Security Grant Program (SHSGP) funds, in the amount of \$55,000 and authorized the purchase of six (6) Scott X380N Thermal Imaging Cameras, by the following vote:

Ayes: Sarno, Trujillo, Zamora, Rounds, Moore

Nays: None

Mayor Pro Tem Rounds recessed the meetings at 6:20 p.m.

Mayor Pro Tem Rounds convened the meeting at 7:00 p.m.

21. INVOCATION

Invocation was led by Councilmember Trujillo.

22. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by the Youth Leadership Committee members.

23. INTRODUCTIONS

- Representatives from the Chamber of Commerce

24. ANNOUNCEMENTS

The Youth Leadership Committee Members made the following announcements:

- The Tinkers Event on March 4th at 7 p.m. at the Santa Fe Springs Library
- Youth Programming Grand Kickoff on February 29th from 5:00 – 8:00 p.m. at Town Center Hall
- Cooking with Chef Renee on March 5th at 1:00 p.m. at the Santa Fe Springs Library
- Save the Date for the Santa Fe Springs Fun Run/Walk and Health & Safety Expo on April 16th at 8:00 am at the Lake Center Athletic Park

25. PRESENTATIONS

- a. Recognize the 2016 Family Fun Night event partners.

Maritza Sosa-Nieves, Management Assistant with the Community Services Department presented certificates to the 2016 Family Fun Night event partners; PIH Health, AltaMed, Little Lake City School District and Los Nietos School District.

26. APPOINTMENTS TO BOARDS, COMMITTEES, COMMISSIONS

No appointments.

27. ORAL COMMUNICATIONS

Chris Morales commented that his property received a visit from the City's Code Enforcement Officers at 8030 Westman, SFS; Dianne Schaffer spoke on the issue of marijuana use for medicinal purposes; Gilbert Aguirre spoke against the use of marijuana for medicinal purposes.

28. EXECUTIVE TEAM REPORTS

- Noe Negrete, Director of Public Works, reported the City Parks Turf Renovation project was completed and the Los Nietos, Lake Center and Little Lake Parks had reopened on February 18th; also reported on the Post Office Block Wall Repair and Landscape Improvements.
- Wayne Morrell, Director of Planning, reported the Norwalk Dairy and Marquez Family Ranch were demolished/cleaned up in preparation for new developments.
- Dino Torres, Director of Police Services, reported on the upcoming events, Cesar Chavez Day of Service on March 9th, Diversity Assembly Program at Santa Fe High School on March 3rd, and the Read Across America event on March 3rd.
- Mike Crook, Fire Chief, reported on
- Jose Gomez, Assistant City Manager/Finance Director, had no report.
- Maricela Balderas, Director of Community Services, reported on and showed a quick video of the 2016 President's Penny Day event held on Monday, February 15.

ADJOURNMENT

- 29.** Mayor Pro Tem Rounds adjourned the regular meetings at 7:25 p.m.



City of Santa Fe Springs

City Council Meeting

March 24, 2016

PUBLIC HEARING - ORDINANCE FOR ADOPTION

Ordinance No. 1070, An Ordinance of the City of Santa Fe Springs adding a new part to Chapter 150 of Title 15 of the City Code Relating to Safety Assessment Placards.

RECOMMENDATION

That the City Council waive further reading and adopt Ordinance No. 1070, adding to Chapter 150 of Title 15, titled "Safety Assessment Placards" to the Santa Fe Springs Municipal Code.

BACKGROUND

A public health and safety concern exists with unpermitted construction and unpermitted electrical work inside occupied residential and commercial buildings. Moreover, field inspectors have encountered occupied buildings that lack essential utilities such as water, electricity, and/or heat, or contain dangerous conditions such as broken windows, improper ingress and egress, and other conditions which could classify a structure as substandard, unhealthy to occupy, or unsafe.

Current County Building Codes adopted by the City provide "Red-Tagging" a building only if the building has been structurally damaged by a natural disaster (earthquake, flood, etc.), fire, or an unforeseen incident which impacts the integrity of the structure (i.e. a vehicle collision into the building, or a tree falling onto a building). However, a provision to deny or limit occupancy to a substandard building is not currently available.

The proposed amendment to the City's Codes provides for a visual assessment of any building. Based on its visual findings, City Staff can make a determination from three options: (1) if the building is safe to occupy, (2) limit its occupancy, or (3) render the building unsafe to occupy. Based on its determination, the building can be posted by City Staff as follows:

1. "INSPECTED – Lawful Occupancy Permitted" is to be posted on any building or structure wherein no apparent structural hazard has been found. This placard is not intended to mean that there is no damage to the building or structure.
2. "RESTRICTED USE" is to be posted on each building or structure that lacks ventilation, running water, or other utilities which causes the occupancy to become a health concern, or if the building or structure has been damaged wherein the damage has resulted in some form of restriction to the continued occupancy. The individual who posts this placard will note in general terms the type of damage encountered, and will clearly and concisely note the restrictions on continued occupancy and/or use.

3. "UNSAFE – Do Not Enter" is to be posted on each building or structure that has been damaged or that improvements have been made to the building or structure without proper permits or approvals, and that continued occupancy poses a threat to life safety. Buildings or structures posted with this placard shall not be entered under any circumstances except as authorized in writing by the City Manager or his authorized designee. It does not necessarily mean that the building or structure is to be condemned, but it is an official warning that remediation is required. Safety assessment teams shall be authorized to enter these buildings at any time.

It should be noted that with all three conditions, property owners will be provided an adequate time to abate the deficiencies and bring the structure back to a safe habitable state. Furthermore, this amendment will assist Staff when they encounter an unresponsive property owner or occupant who is unwilling to adhere to the City's land use regulations or Building Codes.

Staff is therefore recommending approval of Ordinance No. 1070, to amend Chapter 150 of Title 15.

LEGAL NOTICE OF PUBLIC HEARING

This matter was set for Public Hearing in accordance with the requirements of Sections 65090 and 65091 of the State Planning, Zoning and Development Laws and the requirements of Sections 155.860 through 155.864 of the City's Municipal Code.

Legal notice of the Public Hearing was posted in Santa Fe Springs City Hall, the City Library and Town Center on February 29, 2016, as required by the State Zoning and Development Laws and by the City's Zoning Regulations. To date, Staff has not received any inquiries or questions regarding this matter.

FISCAL IMPACT:

Any impacts associated with the enforcement of this ordinance will be absorbed into the Department of Police Services' operating budget.



Thaddeus McCormack
City Manager

Attachment:

Ordinance No. 1070 - Safety Assessment Placards

ORDINANCE NO. 1070

AN ORDINANCE OF THE CITY OF SANTA FE SPRINGS ADDING A NEW PART TO CHAPTER 150 OF TITLE 15 OF THE CITY CODE RELATING TO SAFETY ASSESSMENT PLACARDS

THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS DOES ORDAIN AS FOLLOWS:

Section 1: The following new Part is hereby added to Chapter 150 of Title 15 of the City Code:

SAFETY ASSESSMENT PLACARDS

150.106 PURPOSE

This Part of this Chapter establishes standard placards to be used to indicate the condition of a structure for continued occupancy. The City Manager or his or her authorized representatives is hereby authorized and directed to post the appropriate placard at each entry point to a building or structure upon completion of a visual safety assessment.

150.107 SCOPE

The provisions of this Part are applicable to all buildings and structures of all occupancies regulated by the City.

150.108 DEFINITIONS

SAFETY ASSESSMENT. A visual, non-destructive examination of a building or structure for the purpose of determining the condition for continued occupancy.

150.109 PLACARDS

A. The following are descriptions of placards to be used to designate the condition for continued occupancy of buildings or structures:

1. "INSPECTED – Lawful Occupancy Permitted" is to be posted on any building or structure wherein no apparent structural hazard has been found. This placard is not intended to mean that there is no damage to the building or structure.
2. "RESTRICTED USE" is to be posted on each building or structure that lacks ventilation, running water, or other utilities which causes the occupancy to become a health concern, or if the building or structure has been damaged wherein the damage has resulted in some form of restriction to the continued occupancy. The individual who posts this placard will note in

general terms the type of damage encountered, and will clearly and concisely note the restrictions on continued occupancy and/or use.

3. "UNSAFE – Do Not Enter" is to be posted on each building or structure that has been damaged or that improvements have been made to the building or structure without proper permits or approvals, and that continued occupancy poses a threat to life safety. Buildings or structures posted with this placard shall not be entered under any circumstances except as authorized in writing by the City Manager or his authorized designee. It does not necessarily mean that the building or structure is to be condemned, but it is an official warning that remediation is required. Safety assessment teams shall be authorized to enter these buildings at any time.
- B. Each placard shall display the name, address and phone number for the City/City Hall, plus "City Code Section 150.106".
 - C. Once attached to a building or structure, a placard is not to be removed, altered or covered until done so by an authorized representative of the City. It shall be unlawful for any person, firm or corporation to alter, remove, cover or deface a placard unless authorized pursuant to this Part.

150.110 PENALTY

The penalty for violating any of the provisions of this Part shall be set as forth in Section 10.97.

Section 2: The City Council hereby declares it would have passed this Ordinance sentence by sentence, paragraph by paragraph and section by section, and does hereby declare the provisions of this Ordinance are severable, and if for any reason any section of this Ordinance should be held invalid, such decision shall not affect the validity of the remaining parts of this Ordinance.

Section 3: The City Clerk shall certify to the adoption of this Ordinance, and shall cause the same to be posted in at least three (3) public places in the City, such posting to be completed not later than 15 days after passage hereof.

PASSED and ADOPTED this __ day of March, 2016, by the following roll call vote:

AYES:

NOES:

ABSENT:

ATTEST:

Richard J. Moore, Mayor

City Clerk



City of Santa Fe Springs

City Council Meeting

March 24, 2016

NEW BUSINESS

Renewal of Five-Year Weed Abatement Services Agreement

RECOMMENDATION

That the City Council approve the 2016/2021 Services Agreement with the County of Los Angeles Agricultural Commissioner/Weights and Measures Department for weed abatement services.

BACKGROUND

The present Services Agreement with the County of Los Angeles is due to expire on June 30, 2016. The office of the Agricultural Commissioner has requested that the Council review and approve the renewal agreement for the term of July 1, 2016 through June 30, 2021. The County's Weed Abatement program continues to be significant mutual benefit to the County and the City of Santa Fe Springs.

A handwritten signature in blue ink, appearing to read "Thaddeus McCormack".

Thaddeus McCormack
City Manager

Attachment(s)

Weed Abatement Agreement

WEED ABATEMENT SERVICE

AGREEMENT

THIS AGREEMENT, dated upon execution by both parties is made by and between the County of Los Angeles, hereinafter referred to as "County," and the CITY OF SANTA FE SPRINGS, hereinafter referred to as "City."

RECITALS:

(a) The City is desirous of contracting with the County for the performance of weed abatement functions within its boundaries on unimproved and designated improved properties by the County of Los Angeles, acting through its Agricultural Commissioner/Director of Weights and Measures.

(b) The County is agreeable to rendering such weed abatement services on the terms and conditions hereinafter set forth.

(c) Such contracts are authorized and provided for by the provisions of Section 56 ½ of the Charter of the County of Los Angeles and California Government Code (Government Code) section 51301.

THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. The County agrees, through the Agricultural Commissioner/Director of Weights and Measures, to provide weed abatement services within the corporate limits of the City in accordance with the provisions of Government Code sections 39560 through 39588.

Such services shall encompass the weed abatement duties and functions of the type coming within the jurisdiction of and customarily rendered by the Agricultural Commissioner/Weights and Measures Department of the County of Los Angeles under the Charter of County and the statutes of the State of California.

The level of service shall be the same basic level of weed abatement service that is and shall be hereinafter during the term of this agreement provided for in the unincorporated

areas of the County of Los Angeles by said Agricultural Commissioner/Director of Weights and Measures.

The County shall have the discretion to terminate services on tax default parcels.

The rendition of such services, the standard of performance, and other matters incidental to the performance of such services, and the control of personnel so employed shall remain at the discretion of the County.

The standard for hazardous vegetation clearance shall be equivalent to the Los Angeles County Fire Code, sections 325.2.1 and 325.2.2 being the same that applies in the unincorporated areas of the County of Los Angeles unless some other standard is requested by the City in writing.

2. To facilitate the performance of said functions, it is hereby agreed that the County shall have full cooperation and assistance from the City Council and other City officer, agents, and employees.

3. For the purpose of performing said functions, County shall furnish and supply all necessary labor, supervision, equipment, and supplies necessary to maintain the level of service to be rendered hereunder.

4. The County shall perform the work contemplated with resources available within its own organization and no portion of the work shall be subcontracted, except that the County may subcontract specialized equipment and/or services pursuant to County procurement procedures using a competitive bidding process.

5. No City Employee as such shall be taken over by said County, and no person employed hereunder shall have any City pension, civil service, or any status or right.

For the purpose of performing such services and functions, and for the purpose of giving official status to the performance thereof where necessary, every County officer and employee engaged in the performance of any service hereunder shall be deemed to be an officer

or employee of said City while performing services for said City, which services are within the scope of this agreement and are purely municipal functions.

6. City shall not be called upon to assume any liability for the direct payment of any salaries, wages, or other compensation to any County personnel performing services hereunder for the County, or any liability other than that provided for in this agreement.

Except as herein otherwise specified, the City shall not be liable for compensation and/or indemnification to any County employee for any injury or sickness arising out of their employment.

7. The parties hereto have executed an Assumption of Liability Agreement approved by the Board of Supervisors on December 27, 1977 and/or a Joint Indemnity Agreement approved by the Board of Supervisors on October 8, 1991. Whichever of these documents the City has signed later in time is currently in effect and is hereby made a part of and incorporated into this agreement as if set out in full herein. In the event that the Board of Supervisors later approves a revised Joint Indemnity Agreement and the City executes the revised agreement, the subsequent agreement as of its effective date shall supersede the agreement previously in effect between the parties hereto.

The City understands and agrees that the fire protection indemnity provided in the Government Code sections 850 and 850.2 applies to the County for work pursuant to this agreement.

8. Unless sooner terminated as provided for herein, this agreement shall be effective commencing July 1, 2016 through June 30, 2021.

Notwithstanding the provisions of this paragraph hereinbefore set forth, the City may terminate this agreement as of the thirty-first day of December of any year upon notice in writing to the County on or before September 30 of the same year. The County may terminate this agreement at any time and for any reason upon thirty (30) days prior written notice to the City.

9. The City, acting through its City Council, will perform the necessary functions required of the legislative body to which is referred in Government Code section 39560 through 39588, as they relate to the execution of this Agreement.

10. If the City fails to adopt a resolution declaring that weeds upon parcels of property located within the City to be a public nuisance pursuant to Government Code section 39561, then the County shall have no obligation to carry out its duties under this agreement until such year that the City does adopt such resolution, unless the City's failure occurs in the final year of this agreement, which shall mean the agreement terminates.

11. It is the intent of this agreement that the Agricultural Commissioner/Director of Weights and Measures of the County shall constitute the public officer designated by the City Council to perform the duties imposed by Government Code section 39560(a), and that the City Council of said City shall perform the duties of the legislative body as set forth in said section.

12. For and in consideration of the rendition of the foregoing services by the County, the City agrees that the costs of abating such weeds shall be assessed in the manner set forth in Government Code sections 39573 to 39585, and that upon collection of such assessments, they will be paid over to the County.

13. Each parcel, except tax-exempt parcels, upon which weeds, brush or rubbish are declared to be a public nuisance pursuant to paragraph 9 of this agreement shall be assessed the current Board of Supervisors approved inspection fee whether or not it was necessary to perform abatement work upon the parcel.

14. The parties hereto contemplate that the services of the County are limited to abatement of weeds, brush and rubbish, and agree that such services are for no other or additional work.

15. This agreement contains the entire agreement between the County and the City for weed abatement services. This agreement may not be modified except by formal amendment executed by the duly authorized representatives of the parties hereto.

16. Notices regarding this agreement shall be addressed as follows:

COUNTY:

Raymond B. Smith

Deputy Director

Los Angeles County Department of Agricultural Commissioner/

Weights and Measures

12300 Lower Azusa Road

Arcadia, California 91006-5872

CITY:

David Barron

Interim City Clerk

City of Santa Fe Springs

11710 E. Telegraph Road

Santa Fe Springs, California 90670

IN WITNESS HEREOF, the CITY OF SANTA FE SPRINGS, by motion duly adopted by its City Council, caused this agreement to be signed by its Mayor and attested by its Clerk, and the County of Los Angeles, by order of its Board of Supervisors, has caused these presents to be subscribed by the Chair of said Board and seal of said Board to be affixed thereto and attested by the Clerk of the Board.

CITY OF SANTA FE SPRINGS

By _____
Mayor

COUNTY OF LOS ANGELES

By _____
Chairman, Los Angeles County

ATTEST:

By _____
City Clerk

Patrick Ogawa, Acting Executive Officer
Clerk of the Board of Supervisors

By _____
Deputy

APPROVED AS TO FORM
BY INTERIM COUNTY COUNSEL
MARY WICKHAM

By _____
Deputy



City of Santa Fe Springs

City Council Meeting

March 24, 2016

NEW BUSINESS

Authorize the Disposal of Surplus Video and Table Games by Way of Public Auction

RECOMMENDATION

That the City Council declare the video and table games surplus and authorize their disposal by way of public auction.

BACKGROUND

The Community Services Department moved teen programming to The Club at Town Center Hall on Monday, February 29, 2016. In order to accommodate the increase in attendance at The Club, staff identified various game equipment that were no longer working or were in severe disrepair and moved them to the warehouse.

Community Services has declared the following video and table games obsolete for their programming needs and recommends their disposal. Following is a detailed list of the games that will be sent to public auction:

- 1 – Golden Tee '97
- 1 – Play Choice 10
- 1 – Mr. Driller
- 1 – Primal Rage
- 1 – Street Fighter II
- 1 – Simpson's Bowling
- 1 – Open Ice
- 1 – Blitz 99
- 1 – Killer Instinct
- 1 – Gauntlet Legends
- 1 – Golden Tee '99
- 1 – Neo Geo
- 1 – Tekken II
- 1 – Raiden II
- 1 – Mario Bros
- 1 – Donkey Kong
- 1 – Pool Table

FISCAL IMPACT

Proceeds from the sale of the video and table games are recognized as revenue and deposited into the appropriate budget accounts.


Thaddeus McCormack
City Manager



City of Santa Fe Springs

City Council Meeting

March 24, 2016

NEW BUSINESS

Lakeview Park Restroom Renovation – Authorization to Advertise for Construction Bids

RECOMMENDATION

That the City Council take the following actions: 1) Approve the Plans and Specifications; and 2) Authorize the City Engineer to advertise for construction bids.

BACKGROUND

The proposed restroom renovation project includes the removal and replacement of existing water closets, lavatories, urinal, drinking fountain, toilet partitions, and toilet accessories in the Men's and Women's restrooms. In addition, the storage areas will be converted into two (2) Unisex ADA accessible restrooms complete with new plumbing (waste & vent and water supply), toilet fixtures, lavatories, and toilet accessories. New floor and wall ceramic tiles will be installed in both restrooms. The proposed improvements will comply with ADA accessibility requirements.

The estimated construction cost of the Lakeview Park Restroom Renovation is \$80,000. The total project cost including construction, engineering and inspection, and contingency is \$110,000. The estimate for the project is derived from the most current cost of similar types of construction projects in the area. The total project cost breakdown is itemized below:

<u>ITEM</u>	<u>BUDGET</u>
Construction:	\$ 80,000
Engineering:	\$ 10,000
Inspection:	\$ 10,000
Contingency:	\$ 10,000
Total Construction Cost:	\$ 110,000

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 Plans and Specifications are available for review at the City Clerk's office.

FISCAL IMPACT

The Lakeview Park Restroom Renovation is fully funded through the UUT Capital Improvement Plan Fund.

INFRASTRUCTURE IMPACT

The project will comply with ADA accessibility requirements and will renovate the restroom with new ceramic tiles, fixtures, and accessories.


Thaddeus McCormack
City Manager

Report Submitted By:

Noe Negrete, Director
Department of Public Works

Date of Report: March 18, 2016

ITEM NO.: 10



City of Santa Fe Springs

City Council Meeting

March 24, 2016

NEW BUSINESS

Clarke Estate Window/Door Frame Restoration– Rejection of Bids

RECOMMENDATION

That the City Council reject the bids submitted for the Clarke Estate Window/Door Frame Restoration.

BACKGROUND

The City Council authorized the City Engineer to re-advertise for construction bids at its meeting of January 14, 2016 for the Clarke Estate Window/Door Frame Restoration. Construction bids were opened on February 9, 2016 and a total of two (2) bids were received as represented below:

<u>Company Name</u>	<u>Bid Amount</u>
Torga Electrical	\$98,900.00
Painting & Décor, Inc.	\$211,088.00

After reviewing the bids submitted, staff recommends the bids be rejected and the project be postponed until the following off-season. While this action will further delay completion of the project, staff believes that at this time the rejection of these bids is in the best interest of the City as only \$45,000 has been budgeted for this project.

FISCAL IMPACT

There is no fiscal impact associated with this action.

A handwritten signature in blue ink, appearing to read "Thaddeus McCormack".

Thaddeus McCormack
City Manager

Attachment(s):

None

Report Submitted By: Noe Negrete, Director
Department of Public Works

Date of Report: March 18, 2016

ITEM NO.: 11



City of Santa Fe Springs

City Council Meeting

March 24, 2016

NEW BUSINESS

Parkmead Street Rehabilitation - Add Project to Capital Improvement Plan

RECOMMENDATION

That the City Council take the following actions:

1. Approve adding the Parkmead Street Rehabilitation project to the Capital Improvement Plan; and
2. Appropriate \$826,000 from the prefunded Capital Projects Fund to the Parkmead Street Rehabilitation Project.

BACKGROUND

The Parkmead Street Rehabilitation project consists of removing the existing pine trees and replacing them with a non-intrusive tree species. The existing roots have damaged the roadway surface and created major issues with drainage by uplifting the curb and gutter. Roadway rehabilitation work includes; removing of existing asphalt concrete/macadam pavement surface, reworking the underlying aggregate base and in situ soil materials to provide a firm and stable platform for placing new asphalt concrete pavement thereon, and the removal and replacement of curb and gutter, sidewalks and driveways.

The estimated construction cost of the Parkmead Street Rehabilitation project is \$620,000. The total project cost including construction, engineering and inspection, and contingency is \$826,000. The estimate is derived from the most current cost of similar street rehabilitation projects.

<u>ITEM</u>	<u>BUDGET</u>
Construction:	\$ 620,000
Engineering:	\$ 62,000
Inspection:	\$ 62,000
Contingencies:	\$ 82,000
Total Construction Cost:	\$ 826,000

FISCAL IMPACT

Appropriate \$826,000 from the prefunded Capital Projects Fund to the Parkmead Street Rehabilitation Project.

Report Submitted By: Noe Negrete, Director
Department of Public Works

Date of Report: March 18, 2016

ITEM NO. 12

INFRASTRUCTURE IMPACT

The rehabilitation work will improve the structural condition of the existing roadway, enhance operational safety and reduce maintenance costs moving forward.



Thaddeus McCormack
City Manager

Attachment(s):
None



City of Santa Fe Springs

City Council Meeting

March 24, 2016

NEW BUSINESS

Landscape Maintenance Services - Authorization to Advertise Request for Proposals

RECOMMENDATION

That the City Council authorize the Director of Public Works to advertise a Request for Proposals for Landscape Maintenance Services.

BACKGROUND

In 2002, the City Council approved a contract with Complete Landscape Care (Complete), Inc. to provide landscape services to the City. The contract term was for five (5) years, with an automatic extension each year to maintain a five (5) year contract. On March 20, 2015, the City sent a letter to Complete communicating a Notice of Contract Termination effective June 30, 2016.

Staff has prepared a Request for Proposals (RFP) for Landscape Services that provides for the City to award a contract to a contractor that meets the City's landscape maintenance requirements based on qualifications and experience in performing similar work. The contractor's proposed annual fee will be an important criterion, however the City reserves the right to select a contractor that presents the best qualifications and not necessarily the lowest annual fee.

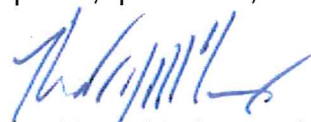
The proposed RFP includes several new components intended to enhance the quality of service in a cost effective manner, including a Monthly Service schedule that identifies the service areas and work to be performed in detail, and also serves as basis for monthly invoice for that period. This provides the City with the opportunity to adjust the service requirements consistent with changes in weather patterns or other factors that may arise. The service cost is therefore adjusted accordingly.

FISCAL IMPACT

The cost of the Landscape Maintenance Services Agreement is included in the Department of Public Works Budget.

INFRASTURE IMPACT

The maintenance of the City's landscape and hardscape is vital to the residents' and businesses' safety, welfare and overall quality of life. This activity is also necessary to protect the City's assets including parks, parkettes, medians, parkways and facilities.


Thaddeus McCormack
City Manager

Attachment(s):

1. Request for Proposals for Landscape Maintenance Services

Report Submitted By: Noe Negrete, Director
Department of Public Works

Date of Report: March 18, 2016

ITEM NO.: 13



CITY OF SANTA FE SPRINGS

REQUEST FOR PROPOSALS

LANDSCAPE MAINTENANCE SERVICES



DEPARTMENT OF PUBLIC WORKS

**INQUIRIES REGARDING THIS PROJECT
MAY BE DIRECTED TO:**

**Al Fuentes, Project Manager
City of Santa Fe Springs
11710 Telegraph Road
Santa Fe Springs, CA 90670
Phone: (562) 868-0511, Extension 7355**

REQUEST FOR PROPOSALS

LANDSCAPE MAINTENANCE SERVICES

The City of Santa Fe Springs ("City") is requesting proposals from qualified professional landscape contractors to provide all materials, equipment, tools, labor, and incidentals as required to perform the landscape and hardscape maintenance of the City's medians, parkways, parks, and public facilities.

The City invites proposals for the above-stated services and will receive such proposals in the Director of Public Works Office, City of Santa Fe Springs, 11710 Telegraph Road, Santa Fe Springs, California 90670, **until 3:00 p.m. on Tuesday, April 26, 2016**

Interested proposers must submit four (4) copies of their proposal labeled "Proposal for Landscape Maintenance Services" to:

Noe Negrete
Director of Public Works
City of Santa Fe Springs
11710 Telegraph Road
Santa Fe Springs, CA 90670

Proposals received after the time and date specified above will not be accepted and will be returned to the proposer unopened.

The Contractor for this work shall perform all the basic regulations, requirements and procedures pursuant to the Davis-Bacon Act and related prevailing wage statutes, including Title I of the State and Local Fiscal Assistance Act of 1972. All contractors and subcontractors must furnish electronic certified payroll directly to the Labor Commissioner (aka Division of Labor Standards Enforcement).

The local prevailing wages, as determined by the State of California, Director of Industrial Relations pursuant to the provisions of Section 1773.2 of the Labor Code of the State of California are on file at the City Hall, City of Santa Fe Springs, 11710 Telegraph Road, Santa Fe Springs, California 90670, and are available for review by any interested party on request at City Hall.

No contractor or subcontractor may be awarded a contract for public work on a public works project (awarded on or after April 1, 2015) unless registered with the Department of Industrial relations pursuant to Labor Code section 1725.5. The project is subject to compliance monitoring and enforcement by the Department of Industrial Relations. Attention is directed to the provisions of Section 1777.5 (Chapter 1411, Statutes of 1968) of the Labor Code concerning the employment of apprentices by the Contractor or any such subcontractor. Affirmative action to ensure against discrimination in employment practices on the basis of race, color, national origin, ancestry, sex, religion or handicap will also be required.

The Department of Industrial Relations (DIR) State of California is currently in full implementation of Senate Bill 854 for new public works projects. The public works reforms (SB 854) were signed into law on June 20, 2014. The reforms made several significant changes to the administration and enforcement of prevailing wage requirements by the Department of Industrial Relations (DIR). SB 854 established a public works contractor registration program to replace prior Compliance Monitoring Unit (CMU) and Labor Compliance Program (LCP) requirements for bond-funded and

other specified public works projects. The fees collected through the program established by SB 854 are used to fund DIR's public works activities. Contractors and Subcontractors must comply with DIR registration requirements as specified in Labor Code 1725.5, 1771.1(a), 1771.1, 1771.4. Additional information is available on DIR's Public Works webpage (www.dir.ca.gov), with resources that include a webinar, presentation slides and frequently asked questions regarding SB 854. Special attention is called out to Page B-6 of Instruction to Bidders regarding Wage Scale.

The successful bidder shall be licensed in accordance with provisions of the Business and Professions Code and shall possess a valid C27 license Code at the time this contract is awarded. The successful Contractor and all subcontractors will also be required to possess business licenses from the City of Santa Fe Springs prior to commencement of work.

The City reserves the right to reject any or all proposals, to waive any irregularity in any proposal received, and to be the sole judge of the merits of the respective proposals received and to take all proposals under advisement for a period of 45 days. The award, if made, will be made to the Consultant whose proposal best meets the requirements of the RFP as determined by the City. The proposal submitted by the selected Consultant shall be incorporated as part of the final contract accordingly.

All questions regarding this project must be directed to Al Fuentes, Project Manager at (562) 868-0511, ext. 7355

INSTRUCTIONS TO PROPOSERS

1. TIMELINE TO SOLICIT PROPOSALS

In support of the selection process, the following timeline has been established:

DESCRIPTION	DATE/TIME
Request for Proposals Released	Monday, March 28, 2016
Deadline to Submit Questions	Monday April 18, 2016 at 4:00 p.m.
Deadline to Receive Proposals	Tuesday, April 26, 2016 at 3:00 p.m.

The City reserves the right to modify any element of the timeline should that become necessary.

2. PRE-PROPOSAL MEETING

A pre-proposal meeting has been scheduled for Tuesday, April 12, 2016 at 10:00 am, at the City of Santa Fe Springs Municipal Services Yard Conference Room, 12636 Emmens Way, Santa Fe Springs, CA 90670. The meeting will begin promptly at 10:00 am. A City representative will be present. Attendance will be taken for follow-up contact purposes only. A formal presentation is not planned; however, verbal questions will be answered only in so far as clarifying the Request for Proposal document. Submittal of written questions following the meeting is encouraged and the City will determine if a response is warranted. Response to written questions will be in the form of a City-issued Addendum or Question and Answer Document.

Attendance at this meeting is not mandatory. The City will accept Proposals from Contractors that do not attend the meeting. There will be not be a follow-up pre-bid meeting for contractors unable to attend this meeting.

3. SUBMISSION OF PROPOSALS

To be considered, the Proposals must be received by the Department of Public Works, City of Santa Fe Springs, by 3:00 p.m. on Tuesday, April 26, 2016. Contractors must submit four (4) copies of their Proposal labeled "Proposal for Landscape Maintenance Services" to:

Noe Negrete, Director of Public Works
City of Santa Fe Springs
11710 Telegraph Road
Santa Fe Springs, CA 90670-3658

Proposals, and amendments to proposals, received after the date and time specified above will not be accepted and will be returned to the Contractor unopened.

4. **DISSEMINATION OF RFP INFORMATION**

From time to time, the City may issue responses to requests for clarifications, questions, comments, and addenda to this Request for Proposals (“RFP”), or other material related to this solicitation. **By submitting a proposal, Contractors are deemed to have constructive knowledge and notice of all information pertaining to this RFP.**

5. **ADDENDA TO THE RFP**

Any change(s) to the requirements of this RFP initiated by the City will be made by written addenda to this RFP. Any written addenda issued pertaining to this RFP shall be incorporated into and made a part of the terms and conditions of any resulting agreement. The City will not be bound to any modifications to or deviations from the requirements set forth in this RFP unless they have been documented by addenda to this RFP. Contractors will be required to document that they are aware of all addenda issued by the City in their proposal.

6. **QUESTIONS AND REQUESTS FOR CLARIFICATIONS**

A. **Contact Person for the Project**

All questions or contacts regarding this RFP must be directed to Mr. Al Fuentes, Program Manager, who can be reached at (562) 868-0511, ext. 7355 or by email at alfuentes@santafesprings.org

B. **Clarifications of the RFP**

Contractors are encouraged to promptly notify the City of any apparent errors or inconsistencies in the RFP, inclusive of all attachments, exhibits and appendices. Should a Contractor require clarifications to this RFP, the Contractor shall notify the City in writing in accordance with Subsection “a” above. Should it be found that the point in question is not clearly and fully set forth in the RFP, a written addendum clarifying the matter will be issued.

C. **Submitting Requests**

All questions must be submitted to the City by 4:00 p.m. on Monday, April 18, 2016. The City is not responsible for failure to respond to a request or question that has not been labeled correctly. Questions can be submitted via U.S. Mail, Personal Courier, Fax or Email as long as they are received no later than the date and time specified above. The City is not liable for any late arrivals due to courier method or electronic delivery.

Requests for clarifications, questions and comments received after 4:00 p.m. on Monday, April 18, 2016 will not be responded to.

D. City Responses

The City, in its sole discretion, will respond to requests for clarifications, questions and comments. Responses will be emailed to proposers on or before 5:00 p.m. on Wednesday, April 20, 2016.

7. COST OF PROPOSAL PREPARATION

Any party responding to this RFP shall do so at their own risk and cost. The City shall not, under any circumstances, be liable for any pre-contractual expenses incurred by any Contractor who elects to submit a proposal in response to this RFP or by any Contractor that is selected. Pre-contractual expenses are defined as expenses incurred by Contractors and the selected Contractor, if any, in:

- Preparing a Proposal and related information in response to this RFP;
- Submitting a Proposal to the City;
- Negotiations with the City on any matter related to this RFP;
- Costs associated with interviews, meetings, travel or presentations; or
- Any and all other expenses incurred by a Contractor prior to the date of award, if any, of an agreement, and formal notice to proceed.

The City will provide only the staff assistance and documentation specifically referred to herein and will not be responsible for any other cost or obligation of any kind, which may be incurred by the Contractor.

8. CONFLICT OF INTEREST

By responding to this RFP, the Contractor represents to the best of its knowledge that:

- Neither Contractor, nor any of its affiliates, proposed subcontractors, and associated staff, have communicated with any member of the City since the release of this RFP on any matter related to this RFP except to the extent specified in this RFP;
- Neither Contractor, nor any of its affiliates, proposed subcontractors and associated staff, has obtained or used any information regarding this RFP and the proposed services that has not been generally available to all Contractors, and
- No conflict of interest exists under any applicable statute or regulation or as a result of any past or current contractual relationship with the City.
- Neither Contractor, nor any of its affiliates, proposed subcontractors or associated staff, have any financial interest in any property that will be affected by any of the referenced projects.

- Neither Contractor, nor any of its affiliates, proposed subcontractors, or associated staff, have a personal relationship with any member of the governing body, officer or employee of the City who exercises any functions or responsibilities in connection with the referenced projects.

9. PERSONNEL

It is imperative that personnel proposed to provide services have the background, experience and qualifications to properly undertake all necessary services for the successful performance of the Scope of Services. The Contractor must identify all proposed personnel in its Proposal. The Team must be well qualified and have sufficient experience in the areas described in the Scope of Services.

10. BASIS FOR AWARD OF CONTRACT

The City intends to select the Contractor on the basis of demonstrated competence and professional qualifications in accordance with Scope of Services. To that end, the contract is to be awarded to the Contractor whose proposal best meets the technical requirements of the RFP as determined by the City. Should an award be made, the proposal submitted by Contractor shall be incorporated as part of the final contract accordingly.

11. TERM OF AGREEMENT

The term of the Landscape Maintenance Services Agreement with the selected Contractor is thirty six (36) months, effective the date of executing the Agreement. The City reserves the right to extend the original term by two (2) additional one (1) year terms based on performance and City Council approval.

The City will compensate the Contractor for actual hours worked by assigned personnel on a monthly basis. Compensation will be based on the fee schedule in the proposal. The Contractor will provide an invoice clearly documenting the services performed consistent with an approved Monthly Service Schedule.

12. REQUIRED FORMAT FOR PROPOSALS

The City is requiring all proposals submitted in response to this RFP to follow a specific format. The Proposal, including the Appendices, shall not exceed twenty (20) pages in length, utilizing 8.5" x 11" pages with one-inch margins. As an exception, 11" x 17" pages may be used to display organizational charts. Font size shall not be smaller than 12 point for text or eight (8) point for graphics. Dividers used to separate sections will not be counted. Creative use of dividers to portray qualifications, experience, etc. is discouraged.

Contractors are required to prepare their written proposals in accordance with the instructions outlined below. Deviations from these instructions may be construed as non-responsive and may be cause for disqualification. Emphasis should be placed on accuracy, completeness,

and clarity of content.

The written proposal should be organized as described below. Each section of the written proposal should contain the title of that section, with the response following the title. The following are the required titles with a brief statement as to that section's desired content:

A. Letter of Offer

The Letter of Offer shall be addressed to Noe Negrete, Director of Public Works, City of Santa Fe Springs, and at a minimum, must contain the following:

- Identification of Contractor, including name, address and telephone number.
- Name, title, address, and telephone number of contact person.
- A statement to the effect that the Proposal shall remain valid for a period of not less than forty-five (45) calendar days from the date of submittal.
- Identification of all proposed subcontractors, including legal name of the company, address and contact person.
- Acknowledgement that Contractor is obligated by all addenda to this RFP.
- A statement that the Proposal submitted shall remain valid for forty five (45) calendar days from the submittal deadline.
- Signature of a person authorized to bind Contractor to the terms of the Proposal.
- Signed statement attesting that all information submitted with the Proposal is true and correct.

B. Qualifications of the Firm

This section of the Proposal shall explain the ability of the Contractor to satisfactorily perform the required work. More specifically, in this section, the Contractor shall:

- Provide a profile of the Contractor including the types of services offered; the year founded; form of organization (corporate, partnership, sole proprietorship); number, size and location of offices; number of employees.
- Provide a detailed description of Contractor's financial condition, including any conditions (e.g., bankruptcy, pending litigation, outstanding claims in excess of twenty-five thousand dollars (\$25,000) for or against the firm;

planned office closures or mergers that may impede Contractor's ability to provide Landscape Maintenance Services.)

- Provide information on the strength and stability of the Contractor's current staffing capability and availability; current work load; and proven record of meeting schedules on similar landscape maintenance contracts.

C. Proposed Staffing

- The identity of personnel proposed to perform the work in the specified tasks, including major areas of the work. Include the person's name, current location, and proposed position for this project, current assignment, and level of commitment to that assignment, availability for this assignment and how long each person has been with the firm.

D. Subcontractors

The City desires to enter into a contract with one Contractor that will be responsible for all work, and services. There is to be no assignment of any aspect of this work without the prior written authorization of the City.

E. Fee Schedule for Service Areas

Contractors must complete and include as part of the proposal, the attached Service Fee Schedules, including the Fee Schedule Summary, Detailed Fee Schedule and Hourly Rate Schedule.

F. Client References

List the five (5) most recent similar clients (including name, address, contact person, and phone number). The City is most interested in government and California clients and may randomly select agencies to contact from the reference list as part of the evaluation process.

G. Rights to Materials

All responses, inquiries, and correspondence relating to this RFP and all reports, charts, displays, schedules, exhibits, and other documentation produced by the Contractor that are submitted as part of the proposal and not withdrawn shall, upon receipt by City, become property of City.

13. PROPOSAL EVALUATION PROCESS AND CRITERIA

A. GENERAL

All proposals will be evaluated based on the technical information and qualifications presented in the proposal, reference checks, and other information, which may be gathered independently. Requests for clarification and/or additional information from any proposer may be requested at any point in the evaluation process. The proposed Annual Total Fee will be an important criterion; however, the City reserves the right to select a Contractor that presents the best qualifications, but not necessarily the lowest Annual Total Fee Amount.

B. EVALUATION CRITERIA

- Completeness of proposal.
- Contractor's experience in performing similar work.
- Contractor's capability to perform the work based on staffing and equipment.
- Contractor's demonstrated understanding of the scope of work.
- Quality of work previously performed by the Contractor as verified by reference checks.
- Annual Total Fee proposal.

C. EVALUATION AND RANKING

After evaluating all proposals received, the City will rank the firms and a maximum of three (3) most qualified firms will be invited to an interview with the City Evaluation Committee, if necessary as deemed by the City.

D. INTERVIEW (If Necessary)

The Contractor should have available the project manager and key project personnel to discuss the following:

- The major elements of the Proposal and be prepared to answer questions clarifying the Proposal.
- A description of previously related experience.

E. FINAL SELECTION

The final selection will be the Contractor which, in the City's opinion, is the most responsive and responsible, meets the City's requirements in providing this service, and is in the City's best interest. The City maintains the sole and exclusive right to evaluate the merits of the Proposals received.

14. EXCEPTIONS OR ADDITIONS

The Proposal shall include a detailed description of all of the exceptions to the provisions and conditions of this RFP upon which the Consultant's submittal is contingent and which shall take precedence over this RFP.

15. INSURANCE REQUIREMENTS

Prior to the start of contract negotiations, the highest qualified Contractor will be required to submit to the City the required insurance certificates for the Contractor and its employees.

The successful Contractor shall indemnify and hold City and its officers, agents, employees, and assigns harmless from any liability imposed for injury whether arising before or after completion of work hereunder or in any manner directly or indirectly caused, occasioned, or contributed to, or claims to be caused, occasioned, or contributed to, in whole or in part, by reason of any act or omission, including strict liability or negligence of Contractor, or of anyone acting under Contractor's direction or control or on its behalf, in connection with, or incident to, or arising out of the performance of this contract.

The Contractor selected will be required to maintain the following levels of insurance coverage for the duration of the services provided, as well as any sub-consultants hired by the Contractor:

- Worker's Compensation insurance with statutory limits, and employer's liability insurance with limits not less than \$1,000,000 per accident
- Commercial general liability insurance or equivalent form, with a combined single limit of not less than \$2,000,000 per occurrence
- Business automobile liability insurance, or equivalent form, with a combined single limit of not less than \$1,000,000 per occurrence. Such insurance shall include coverage for owned, hired and non-owned automobiles.

16. RIGHTS OF THE CITY

The City reserves the right, in its sole discretion and without prior notice, to terminate this RFP; to issue subsequent RFPs; to procure any project-related service by other means; to modify the Scope of Services; to modify the City's obligations or selection criteria; or take other actions needed to meet the City's goals. In addition, the City reserves the following rights:

- The right to accept or reject any and all proposals, or any item or part thereof, or to waive any informalities or irregularities in any proposal.

- The right to amend, withdraw or cancel this RFP at any time without prior notice.
- The right to postpone proposal openings for its own convenience.
- The right to request or obtain additional information about any and all proposals.
- The right to conduct a back ground check of any Contractor. This may include, but is not limited to, contacting individuals and organizations regarding capabilities and experience of the Contractor.
- The right to waive minor discrepancies, informalities and/or irregularities in the RFP or in the requirements for submission of a Proposal.
- The right to modify the response requirements for this RFP. This may include a requirement to submit additional information; an extension of the due date for submittals; and modification of any part of this RFP, including timing of RFP decisions and the schedule for presentations.
- The right to disqualify any potential Contractor on the basis of real or perceived conflict of interest that is disclosed or revealed by information available to the City.
- The right at any time, subject only to restrictions imposed by a written contractual agreement, to terminate negotiations with any potential Contractor and to negotiate with other potential Contractors who are deemed qualified.
- Although cost is an important factor in deciding which Contractor will be selected, it is only one of the criteria used to evaluate Contractors. City reserves the absolute right, in its sole discretion, to award a contract, if any, which under all the circumstances will best serve the public interest.
- City reserves the right to reject any or all proposals or to make no award at all, to determine whether any alternate proposals are equal to the specifications and general requirements, and to accept proposals with minor variations from the Request for Proposals and/or conditions. The City reserves the right to negotiate for a higher level, lower level or additional services.

This RFP is not a contract or commitment of any kind by the City. This RFP does not commit the City to enter into negotiations with any Contractor and the City makes no representations that any contract will be awarded to any consultant that responds to this RFP. Proposals received by the City are public information and will be made available to any person upon request after the City has completed the proposal evaluation. Submitted proposals are not to be copyrighted.

Should a contract be subsequently entered into between the City and Contractor, it shall be duly noted that entering into such an agreement shall be interpreted, construed, and given

effect in all respects according to the laws of the State of California. The successful Contractor shall secure a City of Santa Fe Springs business license through the City's Finance and Administrative Services Department at the time the contract is awarded.

Waiver of Proposals

Proposals may be withdrawn by submitting written notice to the City's Contact Person at any time prior to the submittal deadline. Upon submission, the Proposal and all collateral material shall become the property of the City.

17. CALIFORNIA PUBLIC RECORDS ACT DISCLOSURES

The Contractor acknowledges that all information submitted in response to this RFP is subject to public inspection under the California Public Records Act unless exempted by law. If the Contractor believes any information submitted should be protected from such disclosure due to its confidential, proprietary nature or other reasons, it must identify such information and the basis for the belief in its disclosure. **Any proposal submitted with a blanket statement or limitation that would prohibit or limit such public inspection shall be considered non-responsive and shall be rejected.** Notwithstanding that disclaimer, it is the intention of the City to keep all submittals confidential until such time as negotiations are successfully concluded.

PROPOSER NAME _____

CITY OF SANTA FE SPRINGS
LANDSCAPE MAINTENANCE SERVICES
FEE SCHEDULE

SERVICE AREA	MONTHLY TOTAL	ANNUAL TOTAL
#1 – MEDIANS AND PARKWAYS	\$	\$
#2 - PARKS AND PARKETTES	\$	\$
#3 - FACILITIES	\$	\$
GRAND TOTAL	\$	\$

The Contract will be awarded based on the Grand Total

PROPOSER NAME _____

**DETAILED SERVICE AREA FEE SCHEDULE
SERVICE AREA #1 – MEDIANS AND PARKWAYS**

<u>Site #</u>	<u>Site Name</u>	<u>Monthly Price</u>	<u>Annual Price</u>
M0-1	Alondra Blvd (bi-weekly) Median Shoemaker to Valley View (45,432 SF)	\$ _____	\$ _____
M0-2	Bloomfield Ave (weekly) Greenbelt Telegraph Road to Heritage Springs Dr. (18,357 SF)	\$ _____	\$ _____
M0-3	Bloomfield Ave (bi-weekly) Median Telegraph Road to Lakeland Ave (23,165 SF)	\$ _____	\$ _____
M0-4	Broaded Street (weekly) Greenbelt Millergrove Dr to Alburdis Ave (16,569 SF)	\$ _____	\$ _____
M0-5	Carmenita Road –South Center Median (bi-weekly) Median Alondra Blvd to Imperial Highway (26,623 SF)	\$ _____	\$ _____
M0-6	Carmenita Road (bi-weekly) Hardscape/Planters Foster Road to Cambridge St (36,546 SF)	\$ _____	\$ _____

<u>Site #</u>	<u>Site Name</u>	<u>Monthly Price</u>	<u>Annual Price</u>
M-07	Florence Ave (weekly) Hardscape/Planter Bloomfield to Norwalk –Hardscape/Planter (61,727 SF)	\$ _____	\$ _____
M-08	Florence Ave (weekly) Median City boundary to Carmenita Road (77,928 SF)	\$ _____	\$ _____
M-09	Florence Ave (weekly) Greenbelt Orr & Day Road to Ringwood Ave (24,878 SF)	\$ _____	\$ _____
M-10	Getty Drive (bi-weekly) Planter Cul-de-sac to Lakeland Drive (5,707 SF)	\$ _____	\$ _____
M-11	Imperial Highway (weekly) Hardscape/Planter Bloomfield Ave to Transportation Drive (18,354 SF)	\$ _____	\$ _____
M-12	Imperial Highway (weekly) Median Bloomfield to Transportation Drive (10,000 SF)	\$ _____	\$ _____
M-13	Los Nietos Sound Wall (weekly) Greenbelt/Planter Pioneer Blvd to RR Tracks (8,788 SF)	\$ _____	\$ _____

<u>Site #</u>	<u>Site Name</u>	<u>Monthly Price</u>	<u>Annual Price</u>
M-14	Meyer Road (weekly) Median Shoemaker to Painter Ave. (5,335 SF)	\$ _____	\$ _____
M-15	Motor Center (weekly) Greenbelt Firestone and Bloomfield (12,746 SF)	\$ _____	\$ _____
M-16	N/E Corner of Florence & Laurel (weekly) Greenbelt Florence Ave and Laurel (7,713 SF)	\$ _____	\$ _____
M-17	Norwalk Blvd (weekly) Median North City Boundary to Clark Street (5,256 SF)	\$ _____	\$ _____
M-18	Orr & Day Road (weekly) Greenbelt Otto Street to Davenrich Street (19,221 SF)	\$ _____	\$ _____
M-19	Orr & Day Road (weekly) Median/Planter Florence Ave to Pioneer Blvd (50,756 SF)	\$ _____	\$ _____
M-20	Orr & Day Road (weekly) Greenbelt Florence Ave to Pioneer Blvd (20,512 SF)	\$ _____	\$ _____

<u>Site #</u>	<u>Site Name</u>	<u>Monthly Price</u>	<u>Annual Price</u>
M-21	Pioneer Blvd (weekly) Greenbelt Navjoa Place to Mersin Place (4,972 SF)	\$ _____	\$ _____
M-22	Pioneer Blvd (weekly) Median Florence Ave to Rivera Road (95,900 SF)	\$ _____	\$ _____
M-23	Pioneer Blvd (weekly) Greenbelt Florence Ave to Dunning Street (15,111 SF)	\$ _____	\$ _____
M-24	Santa Fe Springs Parking Lot (weekly) Planter Davenrich Street (58,400 SF)	\$ _____	\$ _____
M-25	Santa Fe Springs Road (weekly) Median Telegraph Road to Los Nietos Road (29,985 SF)	\$ _____	\$ _____
M-26	Santa Fe Springs Road (weekly) Greenbelt/Planter McCann Drive to Los Nietos Road (73,408 SF)	\$ _____	\$ _____
M-27	Slauson Ave (bi-weekly) Median/Planter Sorensen Ave to Santa Fe Springs Road (35,022 SF)	\$ _____	\$ _____

<u>Site #</u>	<u>Site Name</u>	<u>Monthly Price</u>	<u>Annual Price</u>
M-28	Sorenson Ave (weekly) Median Washington Blvd to Slauson Ave (3,981 SF)	\$ _____	\$ _____
M-29	Telegraph Road (weekly) Greenbelt NW Corner of Telegraph Road and Laurel Ave (8,411 SF)	\$ _____	\$ _____
M-30	Telegraph Road (weekly) Median Cedarvale Drive City Boundary (117,554 SF)	\$ _____	\$ _____
M-31	Telegraph Road (weekly) Greenbelt/Planter NW Corner of Telegraph Road and Bloomfield Ave (9,909 SF)	\$ _____	\$ _____
M-32	Telegraph Road (weekly) Greenbelt/Planter Bloomfield Ave to 1400 feet east (76,547 SF)	\$ _____	\$ _____
M-33	Telegraph Road (weekly) Greenbelt/Planter Telegraph Road @RR Overpass (13,993 SF)	\$ _____	\$ _____
M-34	Telegraph Road (weekly) Greenbelt/Planter Telegraph Road to Pioneer Blvd (13,993 SF)	\$ _____	\$ _____

<u>Site #</u>	<u>Site Name</u>	<u>Monthly Price</u>	<u>Annual Price</u>
M-35	Washington Blvd (weekly) Median Norwalk Blvd to City Boundary (8,568 SF)	\$ _____	\$ _____
M-36	Valley View Ave. (weekly) Parkway Northwest Corner (SF)	\$ _____	\$ _____
M-37	Borate Street (weekly) Parkway Frontage of Water Well No. 12 (SF)	\$ _____	\$ _____
M-38	Heritage Corporate Center (weekly) Flag Court and Parkway Norwalk and Telegraph Rd. (19,389 SF)	\$ _____	\$ _____
	SUBTOTAL M-01 thru M-38	\$ _____	\$ _____

ENTER SUBTOTAL M-01 Thru M-38 IN THE FEE SCHEDULE UNDER MEDIANS AND PARKWAYS

**DETAILED SERVICE AREA FEE SCHEDULE
SERVICE AREA #2 – PARKS AND PARKETTES**

<u>Site #</u>	<u>Site Name</u>	<u>Monthly Price</u>	<u>Annual Price</u>
P-01	Alburtis Ave Walkway (weekly) Hardscape/Landscape Alburtis Ave to Fallon Ave (9,906 SF)	\$ _____	\$ _____
P-02	Bradwell Parkette (weekly) Hardscape/Landscape Bradwell Ave @ Terradell Street (12,912 SF)	\$ _____	\$ _____
P-03	Davenrich Cul-De-Sac Parkette (weekly) Parkette Cul-de-sac to 605 Freeway Sound Wall (5,984)	\$ _____	\$ _____
P-04	Davenrich Parkette (weekly) Parkette Davenrich Street at Longworth Ave. (10,285)	\$ _____	\$ _____
P-05	Florence Avenue (weekly) Parkette— City Monument Sign NW Corner of Florence Ave and Pioneer Blvd (5,144 SF)	\$ _____	\$ _____
P-06	Florence Avenue (bi-weekly) Parkette SW Corner of Florence Ave and Pioneer Blvd (4,122 SF)	\$ _____	\$ _____

<u>Site #</u>	<u>Site Name</u>	<u>Monthly Price</u>	<u>Annual Price</u>
P-07	Heritage Park (weekly) Park/Greenbelt/Planter Mora Drive to Hathaway Drive (150,000 SF)	\$ _____	\$ _____
P-08	Jersey/Clarkman Walkway (weekly) Hardscape Jersey Ave to Clarkman Street (14,262 SF)	\$ _____	\$ _____
P-09	Lake Center Park (weekly- Athletic Fields Closed Nov-Feb) Park Florence Ave to Clarkman Street (510,000 SF)	\$ _____	\$ _____
P-10	Lake Center Park Entry (weekly) Greenbelt/Planter Florence Ave to Clarkman Street (8,788 SF)	\$ _____	\$ _____
P-11	Lakeview Park (weekly) Park Joslin Street/Jersey Ave (255,500 SF)	\$ _____	\$ _____
P-12	Little Lake Park (weekly – Athletic Fields Closed Nov-Feb) Park Pioneer Blvd/Lakeland Road (786,057 SF)	\$ _____	\$ _____
P-13	Longworth Parkette (weekly) Parkette Darcy Street at Longworth Ave (13,989 SF)	\$ _____	\$ _____

<u>Site #</u>	<u>Site Name</u>	<u>Monthly Price</u>	<u>Annual Price</u>
P-14	Los Nietos Park (weekly – Athletic Fields Closed Nov-Feb) Park Charlesworth Road to Broaded Street (549,000 SF)	\$ _____	\$ _____
P-15	Merson Garden (weekly) Parkette Telegraph Road and Bartley Ave (11,532 SF)	\$ _____	\$ _____
P-16	Santa Fe Springs Park (weekly) Park Davenrich Street to San Gabriel River (538,000 SF)	\$ _____	\$ _____
P-17	SFS Athletic Fields (weekly – Athletic Fields Closed Nov-Feb) Park Jersey Ave and Pioneer Blvd (275,999 SF)	\$ _____	\$ _____
P-18	Smith Ave Triangle (weekly) Parkette Alburtis Ave to 750 feet East (31,400 SF)	\$ _____	\$ _____
P-19	Sculpture Gardens (weekly) Park Mora Drive at Ontivero Place (189,964 SF)	\$ _____	\$ _____
P-20	Neighborhood Center (weekly) Greenbelt/Planter Navojoa Place to Placita Place (28,290 SF)	\$ _____	\$ _____

<u>Site #</u>	<u>Site Name</u>	<u>Monthly Price</u>	<u>Annual Price</u>
P-21	Post Office (weekly) Greenbelt Telegraph Road (8,807 SF)	\$ _____	\$ _____
P-22	Santa Fe High School (bi-weekly) Tree wells and school frontage Street Frontage on Orr & Day Road	\$ _____	\$ _____
P-23	Town Center Walkway (weekly) Greenbelt/Hardscape/Planter Town Center-Alburtis to Civic Center, Telegraph Road to Clarke Estate (18,685 SF)	\$ _____	\$ _____
	SUBTOTAL P-01 thru P-23	\$ _____	\$ _____

ENTER SUBTOTAL P-01 Thru P-23 IN THE FEE SCHEDULE SUMMARY UNDER PARKS AND PARKETTES

**DETAILED SERVICE AREA FEE SCHEDULE
SERVICE AREA # 3 – FACILITIES**

<u>Site #</u>	<u>Site Name</u>	<u>Monthly Price</u>	<u>Annual Price</u>
F-01	Aquatic Center (weekly) Greenbelt/Planter Pioneer Blvd to Clarke Estate (18,867 SF)	\$ _____	\$ _____
F-02	City Hall (weekly) Greenbelt/Planter Telegraph Road and Alburdis Ave (37,000 SF)	\$ _____	\$ _____
F-03	City Yard (weekly/ bi-weekly Nov-Feb) Greenbelt Emmens Way (11,538 SF)	\$ _____	\$ _____
F-04	Civic Center (weekly) Greenbelt/Hardscape Telegraph Road and Pioneer (85,406 SF)	\$ _____	\$ _____
F-05	Clarke Estate (weekly) Park/Greenbelt/Planter Alburdis Ave to Pioneer Blvd (41,972 SF)	\$ _____	\$ _____

<u>Site #</u>	<u>Site Name</u>	<u>Monthly Price</u>	<u>Annual Price</u>
F-06	Fire Station Headquarters (weekly) Greenbelt Greenstone Ave (11,762 SF)	\$ _____	\$ _____
F-07	Fire Station No. 4 (weekly) Greenbelt Telegraph Road (2,400 SF)	\$ _____	\$ _____
	SUBTOTAL F-01 thru F-07	\$ _____	\$ _____

ENTER SUBTOTAL F-01 Thru F0-7 IN THE FEE SCHEDULE SUMMARY UNDER FACILITIES

PROPOSERS NAME _____

CITY OF SANTA FE SPRINGS
LANDSCAPE MAINTENANCE SERVICES – EXTRA WORK RATE SCHEDULE

EXTRA WORK HOURLY RATE SCHEDULE

<u>Position</u>	<u>Regular/Hr.</u>	<u>Overtime/Hr.</u>
Foreman	\$ _____	\$ _____
Laborer	\$ _____	\$ _____
Irrigation Specialist	\$ _____	\$ _____
Irrigation Laborer	\$ _____	\$ _____
Pesticide Applicator	\$ _____	\$ _____

TURF MAINTENANCE RATES

Mowing	\$ _____ per sq. ft.
Edging	\$ _____ per 1000 liner feet
Fertilization	\$ _____ per acre
Hollow Core Aerification (with removal of cores)	\$ _____ per acre
De-thatching (including removal	\$ _____ per acre
Weed Control (chemical including material)	\$ _____ per acre

LANDSCAPE MAINTENANCE RATES

Edge and Trim	\$_____per 1000 linear feet
Weed Removal and Clean-up	\$_____per 1000 sq. ft.
Fertilization (placement only)	\$_____per acre
Pest Control-Chemical (including material)	\$_____per hour
Pruning/Shearing Shrubs	\$_____per 1000 sq. ft.
Vertical Mulch Trees	\$_____each
Vegetation Removal	\$_____per sq. ft.
Clean Hardscape/Sidewalks	\$_____per sq. ft.

PLANT MATERIAL (INSTALLED)

Annual Color (4" container)	\$_____each
Ground Cover	\$_____flat
One (1) gallon	\$_____each
Five (5) gallon	\$_____each
Fifteen (15) gallon	\$_____each
24" Box Size Tree w/ Triple Staking System	\$_____each
Seeded and Top Dressed Turf Repair	\$_____per sq. ft.
Sodded Turf (remove, prep soil, replace)	\$_____per sq. ft.
Hydro-seeding (binder and fertilizer-exclude seed)	\$_____per sq. ft.

SCOPE OF SERVICES

GENERAL CONDITIONS

The following general conditions detail basic program requirements and services to be provided under the contract.

A. NOT AN AGENT OF CITY

It is expressly understood and agreed that the Contractor furnishing all labor, services, materials and equipment and performing the work as provided in the Agreement is acting as an independent contractor and not as an agent or employee of the City.

B. PERFORMANCE OF WORK-GENERAL

Contractor shall, at its own cost and expense, furnish all labor, materials, tools, equipment and incidentals required by the Scope of Services and as referenced in the Agreement. The general items of work includes the maintenance of the landscape and hardscape of the City's medians, parkways, greenbelts, planters, parkettes, athletic fields, and City facilities.

C. LOCATION OF WORK

The location of each work area and facility to be serviced is identified in the Detailed Service Area Fee Schedule.

D. EMERGENCY INFORMATION

The names, addresses and telephone numbers of the Contractor and subcontractors, or their representatives, shall be filed with the City Engineer, the Municipal Services Yard (12636 Emmens Way), the Police Services Center (11576 Telegraph Road) and the Fire Department (11300 Greenstone Avenue).

E. STANDARD OF PERFORMANCE

Contractor agrees that all services performed hereunder shall be provided in a manner commensurate with the highest professional standards and shall be performed by qualified and experienced personnel; that any material furnished shall be subject to the approval of the Contract Administrator; and that both work and materials will meet the requirements of this Agreement.

F. REPRESENTATIVES

1. CITY - CONTRACT ADMINISTRATOR

City shall designate the Director of Public Works or his designee as the City's Contract Administrator, and shall act as the City's representative for the performance of the Agreement. The Contract Administrator shall have the power to act on behalf of the City for all purposes under the Agreement. Contractor shall not accept direction or orders from any person other than the City's Contract Administrator.

2. **CONTRACTOR - SUPERINTENDENT**

Contractor shall designate a Superintendent to act as the Contractor's representative for the performance of this Agreement. The Superintendent shall have full authority to represent and act on behalf of the Contractor for all purposes under the Agreement. The Superintendent shall supervise and direct the performance of the Scope of Services. The Superintendent shall meet with the Contract Administrator as necessary to effectuate the purposes of the Agreement, and must be available to respond to inquiries, job walks and inspections of the maintained areas as required.

Superintendent shall have at least five (5) years' experience in the management of landscape maintenance services for municipal government entities.

Superintendent shall be on site for a minimum of twenty (20) hours per week. The cost for the Superintendent shall be included as part of the fee for each of the service areas as identified in the Detailed Service Area Fee Schedule. A separate cost for the Superintendent will not be accepted unless it is approved in advance by the City as Extra Work.

3. **CONTRACTOR- IRRIGATION SPECIALIST**

Contractor shall maintain on staff an Irrigation Specialist with demonstrated competency, knowledge and experience in the use, programming, troubleshooting, maintenance and repair of all stand-alone and centralized irrigation controllers used by the City.

Irrigation Specialist shall have at least five (5) years' experience in the diagnosis, repair, replacement, and installation of all irrigation system components, including controllers, wiring and connections, mainlines, backflow prevention devices, control valves, master valves, flow sensors, pressure regulators, etc.

The cost for the Irrigation Specialist shall be included as part of the fee for each of the service areas as identified in the Detailed Service Area Fee Schedule. A separate cost for the Irrigation Specialist will not be accepted unless it is approved in advance by the City as Extra Work.

G. **MATERIALS PROVIDED BY CONTRACTOR**

Contractor shall furnish all materials needed to complete the Scope of Services, except those materials specified to be furnished by the City. Contractor is responsible for applying and installing materials provided by the City.

H. **MATERIALS PROVIDED BY THE CITY**

City shall provide the following materials to the Contractor:

1. Waste disposal bins and disposal.
2. Irrigation parts required to make major repairs and replacement.

3. Annual color flowers for flower beds designated and scheduled by the City.
Application schedule is quarterly.

I. WORKFORCE

Contractor shall pay all workmen engaged in the work, prevailing rates of wages for public works contracts, as determined by the Director of Industrial Relations of the State of California or Secretary of Labor for Federal Rates, whichever is greater.

The Contractor shall provide sufficient personnel to perform all work in accordance with the Agreement.

J. UNIFORMS

Contractor's personnel shall be clearly identifiable as an employee of the Contractor while working in the City by wearing clean and neat uniforms, complete with company name, logo and nametag.

The Contractor shall require its personnel to work proper work shoes and other clothing and gear required by Federal and/or State of California Safety Regulations.

K. VEHICLES AND EQUIPMENT

Contractor shall provide an adequate number of vehicles and equipment to perform the Scope of Services. All vehicles shall conform to the highest industry standards, shall be maintained in a clean and efficient condition and shall comply with all measures and procedures promulgated by all agencies and jurisdiction.

Contractor shall make available sufficient back-up vehicles and equipment to ensure that the provision of services remains uninterrupted during the term of the Agreement.

The Contractor's vehicles shall be clearly identifiable by company name, logo, and local telephone number printed conspicuously on the vehicle. Each vehicle shall also bear a distinct identification number.

The noise level generated by vehicles and equipment shall not exceed a single-event noise level of seventy-five (75) decibels at a distance of twenty-five (25) feet from the vehicle or equipment.

L. COOPERATION WITH OTHER WORK FORCES

Contractor shall be responsible for ascertaining the nature and extent of any simultaneous, collateral and essential work by other agencies, City and companies. The City, its workers and contractors, utility companies and others, shall have the right to operate within or adjacent to the work site during the performance of the Scope of Services.

The Contractor shall not be entitled to any additional compensation from the City for damages or delay resulting from such simultaneous, collateral, and essential work.

M. CLEANING AND ENVIRONMENTAL CONTROLS

Contractor shall comply with all applicable litter, pollution and environmental laws (National Pollutant Discharge Elimination System Regulations) while performing the Scope of Services. All subcontractors and employees shall likewise obey these laws and it shall be the responsibility of the Contractor to insure compliance.

Contractor shall exercise every reasonable precaution to protect storm drains from pollution. The Contractor shall not discharge smoke, dust or any other pollutants into the atmosphere in such quantity as will violate the regulations of any legally constituted authority.

Contractor shall separate litter and trash from landscape green wastes and dispose of these waste materials in the appropriate waste disposal bins distributed throughout the City.

N. PROTECTION OF PROPERTY

Contractor shall be responsible for the protection of public and private property adjacent to each work site and shall exercise due caution to avoid damage to such property. Should any facility, structure, or property be damaged during the operations of the Contractor, the Superintendent shall immediately notify the property owner(s) or authorities.

Contractor shall repair or replace all existing improvements that are damaged as a result of its operations, at its own expense. The Contractor shall pay all damages and losses incurred. Repairs and replacements should be at least equal to existing improvements and shall match them in finish and dimension. Landscaping damaged by the Contractor's operations shall be restored or replaced in as nearly the original condition and location as reasonably possible.

O. TRAFFIC CONTROL – PUBLIC CONVENIENCE AND SAFETY

Contractor shall comply with the requirements of the American Public Works Association Traffic Control Handbook, and the State of California Manual of Temporary Traffic Controls for Construction and Maintenance Work Zones, except as modified and supplemented below:

1. Contractor shall conduct its operations so as to offer the least possible obstruction and inconvenience to the public, and shall have underway, no greater length or amount of work than can be prosecuted properly with due regard to the rights of the public.
2. Contractor shall maintain safe and adequate pedestrian and vehicular access to all properties. Access shall be continuous and unobstructed, unless otherwise approved by the Contract Administrator.
3. Contractor shall furnish and maintain all signs to safely guide the public through the project limits, as described herein, and as directed by the Contract Administrator.
4. Contractor's employees working within the right-of-way shall wear reflective vests at all times.

5. Lane Closures. In compliance with the California Traffic Control Handbook, Contractor shall provide, at its own expense, all materials, equipment and trained personnel required for proper closure of one or more lanes of traffic on City streets. This shall include, but not limited to the provision of cones, delineators, barricades, traffic control signs, arrow boards, extra traffic personnel, etc.
6. Parking Restrictions. When necessary to facilitate the work, on-street parking of Contractor vehicles shall be restricted to within the work area limits, during the specified working hours, on weekdays only. Temporary "NO PARKING" signs shall be provided and posted by the Contractor not less than seventy two (72) hours in advance of the start of work requiring said restriction. Temporary "NO PARKING" signs must clearly state the days, dates and hours when the parking restrictions will be in effect.

P. CUSTOMER SERVICE

1. Office Hours. Contractor's office hours shall be weekdays from 7:00 a.m. to 5:00 p.m., excluding Saturdays, Sundays, and holidays. A Contractor representative shall be available by telephone during office hours for communication with the City's Contract Administrator at the Contractor's principal office.
2. After Hours Emergencies. Contractor shall maintain an emergency telephone number for use outside normal business hours. Contractor shall have a representative, or an answering service to contact such representative, available at said emergency telephone number during all hours other than normal office hours.

Q. PERMITS AND LICENSES

Contractor shall obtain all applicable permits and licenses required by other agencies of the State of California and County of Los Angeles, as well as a City business license. All applicable permits and licenses shall be obtained by and at the expense of the Contractor and/or subcontractors.

R. DATA TO BE FURNISHED BY THE CONTRACTOR

Contractor shall furnish the Contract Administrator access to such information as may be required in connection with the progress and manner of the Scope of Services, including all information necessary to determine costs, such as the number of persons employed, their rate of pay, the time during which they worked on site and other pertinent data.

S. MAINTENANCE SCHEDULES

1. General. The Scope of Services shall be performed on a regular schedule, in accordance with the frequencies described in the Detailed Bid Schedule and incorporated herein by reference.
2. Initial Monthly Service Schedule. Within forty-eight (48) hours after the Notice to Proceed, and prior to the start of any work, the Contractor shall submit to the Contract

Administrator for approval the proposed initial Monthly Service Schedule that reflects the service frequency identified in the Detailed Service Area Fee Schedule. The Contract Administrator will communicate approval or a revised schedule within five (5) working days.

3. Monthly Service Schedules. After the initial schedule, Contractor shall provide updated Monthly Service Schedules to the Contract Administrator not later than the first Friday of each month until completion of the Agreement. The updated Monthly Service Schedule should show any significant changes in activities since submission of the previous schedule, including upcoming seasonal periodic work.

T. MONTHLY REVIEW OF PERFORMANCE AND QUALITY OF SERVICE

The Contractor Administrator and Superintendent shall meet monthly to review the performance and quality of service by the Contractor as identified in the prior month's Service Schedule. The monthly review will include on-site visits to service areas to be determined by the Contract Administrator.

U. CHANGES TO THE SCOPE OF SERVICES- CONTRACTOR

If conditions develop during the progress of the work and the Contractor finds it impractical to comply strictly with the provisions of the Agreement or the Scope of Services, Contractor may request in writing for a modification of requirements or methods of work. The Contract Administrator is authorized to approve the requested change.

V. CHANGES TO THE SCOPE OF SERVICES - CITY

The City reserves the right to make such changes in the Scope of Services or to add Extra Work and as determined by the Contract Administrator to be necessary or in the City's best interests. Changes may include alterations, deviations, and additions of Extra Work or deletions from the Scope of Services. The City reserves the right to increase or decrease the frequency of any item or portion of work or to omit any item or portion of the Scope of Work.

1. Extra Work. Extra work shall include specific tasks of work outside the Scope of Services. Such extra work shall have a specific written scope of services, cost and schedule agreed upon the City and the Contractor. City will provide Contractor with a written Authorization to Proceed. Compensation for extra work will be based on Contractor's Extra Work Rate Schedule.
2. Changes to Scope of Services. Changes to the Scope of Services shall include specific additions to or deletions from the Scope of Services set forth in the Agreement, or an increase or decrease in the frequency of any item or portion of the Scope of Services.

The cost per month for added or deducted work areas shall be determined by computing the area (in square feet) of the added or deducted work area multiplied by the monthly bid price for the corresponding quantity of turf, planted area or hardscape area as listed in the Detailed Service Area Fee Schedule incorporated herein by reference.

W. WORK TO BE PERFORMED BY CONTRACTOR

1. Contractor shall maintain the landscape and hardscape areas identified in the Detailed Service Area Fee Schedule and incorporated herein by reference. The scope of work shall generally include maintenance of landscaped median islands, public parkways (greenbelts and planters and tree wells), parks, parkettes, parking lots, athletic fields and City facilities' landscape and hardscape areas.
2. Contractor shall not work or perform any operation, particularly during periods of inclement weather, which may destroy or damage plant, ground cover or turf areas. The Contract Administrator shall have authority to suspend the work, wholly or in part, for such period of time as may be deemed necessary, due to unsuitable weather or to such other conditions as are considered unfavorable for the suitable performance of the work. Any work not performed due to inclement weather and not rescheduled shall be deducted from the monthly billing statement.
3. Contractor shall be available twenty-four (24) hours a day, seven (7) days a week to respond to all emergencies within one (1) hours or notification. If Contractor cannot be notified or does not respond in a timely manner, the City will respond to the emergency.
4. Contractor shall schedule his operations so as not to interfere with the public's use of the areas set forth in the Detailed Service Area Fee Schedule. Contractor shall conduct its operations so as to provide maximum safety for the public and to offer the least possible obstruction and inconvenience to the public, or disruption to the peace and quiet of the area around which the services are performed.

X. WORKING HOURS

Unless otherwise approved by the City, work or activity of any kind shall be limited to the hours between 7:00 a.m. to 5:00 p.m. from Monday through Friday. No noise from the work performed under this Agreement shall be permitted between the hours of 5:00 p.m. and 7:00 a.m. of the next day, pursuant to the City of Santa Fe Springs Municipal Code.

No work shall be performed at night, Saturday, Sunday or during City holidays, as follows: New Year's Day, Martin Luther King Jr.'s Birthday, Lincoln's Birthday, Washington's Birthday, Cesar Chavez's Birthday, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, Day after Thanksgiving Day, Day before Christmas, Christmas Day, Every day appointed by the President or Governor for 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.

Y. EMERGENCY WORK

The City may call upon the Contractor to respond to an emergency situation that requires immediate attention during working hours and outside of working hours. The City will be the sole judge in determining an emergency situation. Contractor shall be required to

respond to the emergency within one (1) hours of notification by the City. Claims for additional compensation for emergency work will be paid as extra work.

Z. COMPENSATION AND BILLING

Payment for regular recurring landscape maintenance services provided under the Agreement shall be at the annual bid price, to be paid in equal monthly installments. Contractor shall only be compensated for actual services rendered in accordance with the Detailed Service Area Fee Schedule. 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.

AA. DEDUCTIONS

The City may withhold and/or deduct payment to such extent as may be necessary to protect the City from loss due to:

1. Work required as identified in the Detailed Service Area Fee Schedule that is defective, incomplete or not performed, including any maintenance not performed due to inclement weather and not rescheduled.
2. Claims filed or reasonable evidence indicating probably filing of claims for damages caused by the Contractor to private or public property.
3. Expenses incurred by the City to perform work required as identified in the Detailed Service Area Fee Schedule that the Contractor performed in a defective or incomplete manner.

STANDARDS OF PERFORMANCE

The Contractor shall perform the following services:

A. MOWING

Turf shall be mowed with a properly sharpened power rotary mower to ensure a smooth surface appearance without scalping or leaving visible clippings on the turf or adjacent walkways.

All turf grasses shall be cut so that no more than one-third the height of the grass blade is removed during any one mowing operation. All grass clippings shall be captured, removed and disposed of. Use of recycling mowers shall be prohibited.

The mowing heights will be adjusted according to the needs of the City or during periods of renovation. A mowing schedule shall be established and maintained. This schedule will provide that all areas will be mowed not less than once a week. Mowing personnel shall flag broken sprinkler heads for repair.

B. EDGING

The edge of the grass along sidewalks, curbs, shrub and flowerbeds, and walls shall be trimmed to a neat and uniform line using a steel blade power edger. Edging shall be done concurrent with each mowing. Turf edges shall be maintained to prevent grass invasion into adjacent shrub, flower, and ground cover bed areas. After mowing and edging is completed, all adjacent hardscape areas are to be cleaned. All trash and debris generated by mowing and edging shall be collected and removed immediately following the work performed.

Where trees occur in turf areas, all grass shall be removed 6 inches from the trunks of trees by approved chemicals or by hand as required. Mulch shall be applied to the base of tree trunks to reduce weed growth. String trimmers may not be used to edge turf abutting concrete improvements or to clear turf around trees.

Contractor shall trim around all sprinkler heads as necessary in order to provide maximum irrigation coverage. The edge of the turf shall be trimmed around valve boxes, meter boxes, backflow devices, or any structures located within the turf areas using mechanical methods.

C. FERTILIZATION

Contractor will provide fertilizer and fertilize all turf areas at each City facility 4 times per year, beginning in the month of February.

D. AERATION

Contractor will provide core aeration of all turf areas at each City facility 4 times per year beginning in the month of January. Core aeration shall be performed by removing ½ inch diameter by six (6) inch deep cores of turf, roots, and soil with tines at not more than 6 inches spacing. Cores shall be pulverized over the turf surface.

E. SEASONAL OVERSEEDING

Contractor shall reseed all park turf areas only once a year in November. The City will provide the seed to the Contractor. All bare or sparse areas shall be seeded at the direction of the Contract Administrator. Once the seed has been applied, seed will be covered with a suitable top dressing to promote germination and to prevent erosion.

F. WEED CONTROL

Turf areas will be maintained in as nearly a weed-free condition as reasonably possible. The Contractor will provide the chemicals. The Contractor will apply the chemicals for weed control twice a year, in January and August.

G. ANNUAL COLOR

Contractor shall install annual color flowers every 3 months. The City will provide the color flowers to the Contractor. The Contract Administrator will identify the areas at each City facility where the color flowers will be installed.

H. PRUNING

Contractor shall perform pruning of all shrubs located within each of the City's service areas to promote healthy growth habits for shape and appearance. Shrubs shall be maintained free of damaged, dead, weak, diseased or insect-infested limbs, flowers, seed heads or fruiting bodies. Contractor shall remove all clippings the same day shrubs are pruned. Pruning shall be performed as often as necessary to maintain neat, tidy appearance and a vigorous healthy condition.

I. MAINTENANCE OF HARDSCAPE

Contractor shall maintain all hardscape areas identified in the Detailed Service Area Fee Schedule in a clean and safe condition. All litter shall be manually removed or vacuumed. Contractor shall not be permitted to use water to clean hardscape surfaces. Contractor shall not blow dirt or debris into traffic lanes.

Contractor shall maintain monument signs clean of dirt and debris. Vandalism of monument signs shall be reported to the Contract Administrator.

J. IRRIGATION SYSTEM MAINTENANCE

In accordance with State water regulations, Contractor shall be responsible for irrigating all landscaped areas as required to maintain vigorous growth rate and appearance. Consideration shall be given to the soil conditions, seasonal temperatures, wind conditions, humidity, minimizing runoff, and the relationship of conditions that affect day and night watering.

Contractor shall be responsible for maintaining all systems within the areas identified in the Detailed Service Area Fee Schedule and for the correction of coverage, sprinkler adjustments, nozzle replacements, head cleaning, minor valve and controller maintenance.

Contractor shall perform the following irrigation system maintenance services:

1. Perform periodic irrigation system checks and make adjustments to sprinkler system function and coverage following mowing or recurring maintenance activity.
2. Establish and maintain a schedule of performing irrigation system checks.
3. Flag broken sprinkler heads for repair or replacement with each mowing or recurring maintenance activity.
4. Manually irrigate areas that do not have automatic sprinkler systems, or during periods of prolonged heat.
5. Program irrigation controllers and make adjustments to sprinkler frequency and duration of cycle length.

6. Program controllers such that irrigation occurs between the hours of midnight and 5:00 a.m. Frequent repeat cycles may be required to germinate grass seed or reduce irrigation runoff.

K. IRRIGATION SYSTEM REPAIRS

Contractor shall perform minor (routine) repairs to the irrigation system arising from normal wear and tear at no additional cost to the City.

Minor repairs shall include but not limited to:

1. Replacement of nozzles, pop-up spray heads, rotary sprinkler heads, drip irrigation emitters, tubing and filters.
2. Repair/replacement of automatic control valve solenoids, bleed screws, diaphragms, etc.
3. Repair/replacement of broken swing joint assemblies, risers, quick couplers, etc.
4. Replacement of automatic controller batteries and other minor adjustments.

Contractor shall perform major (extraordinary) repairs to the irrigation system not described above for additional compensation by the City. Major repairs shall be performed as follows:

1. Contractor shall provide the City with a written estimate price to perform the major repairs. Major repairs will be billed as Extra Work following completion of the work and approval by the City.
2. The City will provide irrigation system parts for major repairs.
3. The City reserves the right to perform major repairs with its own staff or a third party.



City of Santa Fe Springs

City Council Meeting

March 24, 2016

NEW BUSINESS

Water Well Siting Study for Zone 1 – Authorization to Advertise Request for Proposals

RECOMMENDATION

That the City Council authorize the City Engineer to advertise for Request for Proposals for a Water Well Siting Study for Zone 1.

BACKGROUND

The City previously had four (4) operating water wells. More recently, a new water well (No. 12) was installed in zone 2. All five (5) wells are not operational at this time. Following is the status of each well:

1. **Water Well No. 4** – 11921 Telegraph Road.
Well No. 4 was destroyed in 2014 due to its location in the contaminated groundwater plume of the former Omega Chemical facility in Whitter.
2. **Water Well No. 309** – 11130 Idalene Street.
Water Well No. 309 was destroyed in 2014 due to aggressive iron bacteria that would clog the perforations in the well casing limiting output of the well. Notwithstanding repeating treatments for the iron bacteria, there were no improvements to the water quality.
3. **Water Well No. 2** – 15517 Carmenita Road (adjacent to Fire Station No. 3).
This well site exceeds federal and state water quality standards for arsenic and requires a water treatment system to remain in service. Based on the age of the well, and the lack of space to install a water treatment system at the site, this well is no longer operational on a daily basis and is permitted only as an emergency standby well.
4. **Water Well No. 1** – 8634 Dice Road (adjacent to Fire Station No 2)
Test results show contamination levels exceed water quality standards. Based on the age of the well (approximately 60 years), it is anticipated that both a new well and new water treatment system will be required at this site at an estimated cost of \$6 million. Given the location of the well (in the Omega Plume), Staff is recommending that this site be eventually abandoned.
5. **Water Well No. 12** – Borate Street
Construction of Water Well No. 12 has been completed. However, the water quality from this well has been determined to be problematic (high levels of Iron, Hydrogen Sulfide, a "brownish" color and high water temperature). As a result, Staff is recommending installation of a water treatment system to address to these issues at an estimated cost of \$2 million.

Report Submitted By:

Noe Negrete, Director
Department 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 18, 2016

ITEM NO.: 14

PROPOSED WATER WELL SITING STUDY FOR ZONE 1

Staff is proposing that a Water Well Siting Study be performed by a hydrogeological consulting firm. The study will evaluate potential well sites identified by staff using the criteria described below.

1. The potential site is not located in an area of contaminated groundwater down gradient of the former Omega Chemical facility (Omega Plume) or any other plumes contaminated ground water that have been identified by the U.S Environmental Protection Agency (EPA).
2. The site is a City-owned parcel (no site acquisition costs).
3. The site is located in a former redevelopment project area and therefore eligible for redevelopment bond funding.
4. The site is located near the City's water distribution system.
5. The site is located in the northern part of the City (Zone 1) to achieve operational and distribution efficiencies. Currently there are no water wells operating in Zone 1. Water Well No. 12 is located in the southern part of the City (Zone 2).

Using the above criteria, Staff has identified the following three (3) potential well sites for hydrogeological evaluation:

1. Parkway (APN 8001-011-915) on Millergrove Drive and Broaded Street
2. Clarke Estate (southwest corner), 10211 Pioneer Blvd.
3. Parcel at 10712 Laurel Avenue

Staff has developed a Request for Proposals (RFP) to perform hydrogeological and engineering studies for the identified potential water well sites, including but not limited to identifying aquifers, identifying potential contamination, determining feasibility of developing and building a well.


Each site will be evaluated for constructability of a either an at-grade water well, or a below-grade (submersible) water well, including site access to storm drains, sewers, electrical power and other water well requirements. The study will also provide cost estimate for both types of wells at each site. Please note that a submersible water well costs approximately 50% less than an at-grade water well.

FISCAL IMPACT

The Water Well Siting Study for Zone 1 will be funded by Capital Improvement Plan Bond Funds.

INFRASTURE IMPACT

The siting of a new water well in Zone 1 would provide a new source of water supply for the City's residents and business. A new well would reduce the City's cost of purchasing water from outside sources which continue to increase their water rates and charges.


Thaddeus McCormack
City Manager

CITY OF SANTA FE SPRINGS

REQUEST FOR PROPOSALS

WATER WELL SITING STUDY FOR ZONE 1



DEPARTMENT OF PUBLIC WORKS

INQUIRIES REGARDING THIS PROJECT MAY BE DIRECTED TO:

**Frank Beach, Project Manager
City of Santa Fe Springs
11710 Telegraph Road
Santa Fe Springs, CA 90670
Phone: (562) 868-0511, Extension 7568**

REQUEST FOR PROPOSALS

WATER WELL SITING STUDY FOR ZONE 1

The City of Santa Fe Springs (AGENCY) is seeking qualified professional firms experienced with performing hydrogeological studies and evaluating potential well sites.

This water well siting study will evaluate three (3) potential well sites in the Agency's Zone 1 (north of Imperial Highway). Each site will be evaluated for potential ground water contamination; potential water quality, potential production, and other hydrogeological issues. Each site will be evaluated for constructability of both an at-grade water well and a submersible water well.

The AGENCY invites proposals for the above-stated services and will receive such proposals in the Director of Public Works Office, City of Santa Fe Springs, 11710 Telegraph Road, Santa Fe Springs, California 90670, **until 3:00 p.m. on Tuesday, April 19, 2016**. Interested proposers must submit six (6) copies of their proposal labeled **"WATER WELL SITING STUDY FOR ZONE 1"** to:

Noe Negrete
Director of Public Works
City of Santa Fe Springs
11710 Telegraph Road
Santa Fe Springs, CA 90670

Proposals received after the time and date specified above will not be accepted and will be returned to the proposer unopened. A pre-proposal meeting has been scheduled for this project.

The AGENCY reserves the right to reject any or all proposals, to waive any irregularity in any proposal received, and to be the sole judge of the merits of the respective proposals received and to take all proposals under advisement for a period of 45 days. The award, if made, will be made to the Consultant whose proposal best meets the technical requirements of the RFP as determined by the AGENCY. The proposal submitted by the selected Consultant shall be incorporated as part of the final contract accordingly.

All questions regarding this project must be directed to Frank Beach, Project Manager at (562) 868-0511, ext. 7568.

INSTRUCTIONS TO PROPOSERS
WATER WELL SITING STUDY FOR ZONE 1

1. PROPOSED SCHEDULE

DESCRIPTION	DATE/TIME
Request for Proposals Released	March 28, 2016
Deadline to Submit Questions	April 18, 2016 at 4:00 pm
Deadline to Receive Proposals	April 26, 2016 at 3:00 pm
Contract Award	May 26, 2016
Notice to Proceed	June 13, 2016

The AGENCY reserves the right to modify any element of the timeline should that become necessary.

2. PRE-SUBMITTAL MEETING

A Pre-Submittal Meeting has been scheduled for this project for Thursday April 14, 2016 at 10:00 a.m. at the Municipal Services Yard, 12636 Emmens Way, Santa Fe Springs, CA 90670.

3. SUBMISSION OF PROPOSALS

To be considered, the Proposals must be received by the **Department of Public Works, City of Santa Fe Springs, by 3:00 p.m. on Tuesday, April 26, 2016.**

Consultants must submit six (6) copies of their Proposal labeled: **“WATER WELL SITING STUDY FOR ZONE 1”** to:

Noe Negrete, Director of Public Works
City of Santa Fe Springs
11710 Telegraph Road
Santa Fe Springs, CA 90670-3658

Proposals, and amendments to proposals, received after the date and time specified above will not be accepted and will be returned to the Consultant unopened.

4. DISSEMINATION OF RFP INFORMATION

From time to time, the AGENCY may issue responses to requests for clarifications,

questions, comments, and addenda to this Request for Proposals ("RFP"), or other material related to this solicitation. **By submitting a proposal, Consultants are deemed to have constructive knowledge and notice of all information pertaining to this RFP.**

5. ADDENDA TO THE RFP

Any change(s) to the requirements of this RFP initiated by the AGENCY will be made by written addenda to this RFP. Any written addenda issued pertaining to this RFP shall be incorporated into and made a part of the terms and conditions of any resulting agreement. The AGENCY will not be bound to any modifications to or deviations from the requirements set forth in this RFP unless they have been documented by addenda to this RFP. Consultants will be required to document that they are aware of all addenda issued, if any, by the AGENCY in their proposal.

6. QUESTIONS AND REQUESTS FOR CLARIFICATIONS

A. Contact Person for the Project

All questions or contacts regarding this RFP must be directed to Mr. Frank Beach who can be reached at (562) 868-0511, ext. 7568 or by email at frankbeach@santafesprings.org.

B. Clarifications of the RFP

Consultants are encouraged to promptly notify Mr. Beach of any apparent errors or inconsistencies in the RFP. If a Consultant requires clarifications to this RFP, the Consultant shall notify the AGENCY in writing in accordance with Subsection "A" above. Should it be found that the point in question is not clearly and fully set forth in the RFP, a written addendum clarifying the matter will be issued.

C. Submitting Requests

All questions must be submitted to the AGENCY by 4:00 p.m. on Monday, April 18, 2016. The AGENCY is not responsible for failure to respond to a request or question that has not been labeled correctly. Questions can be submitted via U.S. Mail, Personal Courier, Fax or Email as long as they are received no later than the date and time specified above. The AGENCY is not liable for any late arrivals due to courier method or electronic delivery.

Requests for clarifications, questions and comments received after 4:00 p.m. on Monday, April 18, 2016 will not be responded to.

D. Agency Responses

The AGENCY, in its sole discretion, will respond to requests for clarifications, questions and comments. Responses will be emailed to proposers on or before 5:00

p.m. on April 21, 2016.

7. COST OF PROPOSAL PREPARATION

Any party responding to this RFP shall do so at their own risk and cost. The AGENCY shall not, under any circumstances, be liable for any pre-contractual expenses incurred by any Consultant who elects to submit a proposal in response to this RFP or by any Consultant that is selected. Pre-contractual expenses are defined as expenses incurred by Consultants and the selected Consultant, if any, in:

- Preparing a Proposal and related information in response to this RFP;
- Submitting a Proposal to the AGENCY;
- Negotiations with the AGENCY on any matter related to this RFP;
- Costs associated with interviews, meetings, travel or presentations; or
- Any and all other expenses incurred by a Consultant prior to the date of award, if any, of an agreement, and formal notice to proceed.

The AGENCY will provide only the staff assistance and documentation specifically referred to herein and will not be responsible for any other cost or obligation of any kind, which may be incurred by the Consultant.

8. CONFLICT OF INTEREST

By responding to this RFP, each Consultant represents to the best of its knowledge that:

- Neither Consultant, nor any of its affiliates, proposed sub-consultants, and associated staff, have communicated with any member of the AGENCY since the release of this RFP on any matter related to this RFP except to the extent specified in this RFP;
- Neither Consultant, nor any of its affiliates, proposed sub-consultants and associated staff, has obtained or used any information regarding this RFP and the proposed services that has not been generally available to all Consultants, and
- No conflict of interest exists under any applicable statute or regulation or as a result of any past or current contractual relationship with the AGENCY;
- Neither Consultant, nor any of its affiliates, proposed sub-consultants, or associated staff, have any financial interest in any property that will be affected by any of the referenced projects.
- Neither Consultant, nor any of its affiliates, proposed sub-consultants, or associated staff, have a personal relationship with any member of the governing body, officer or employee of the AGENCY who exercises any functions or responsibilities in connection with the referenced projects.

9. KEY PERSONNEL

It is imperative that key personnel proposed to provide services have the background, experience and qualifications to properly undertake all necessary services for the successful completion of the referenced project. The Consultant must identify all proposed key personnel in its Proposal. The Team must be well qualified and have sufficient experience in the areas described in the Scope of Services.

The AGENCY reserves the right to approve all key personnel individually for any and all projects authorized by the AGENCY as a result of this solicitation. After an agreement has been executed, the selected consultant may not replace any key staff without written approval from the AGENCY. The AGENCY must approve replacement staff before a substitute person is assigned to a project. The AGENCY reserves the right to require the Consultant to replace a staff person assigned to the contract should the AGENCY consider replacement to be for the good of the project. Replacement staff will be subject to the AGENCY's approval prior to assignment by Consultant.

10. BASIS FOR AWARD OF CONTRACT

The AGENCY intends to select the Consultant on the basis of demonstrated competence and professional qualifications in accordance with applicable State and Federal regulations. To that end, the contract is to be awarded to the Consultant whose proposal best meets the technical requirements of the RFP as determined by the AGENCY. Should an award be made, the proposal submitted by Consultant shall be incorporated as part of the final contract accordingly.

11. TERM OF AGREEMENT

It is the AGENCY's intent to enter into a "not to exceed" Professional Services Agreement with the selected Consultant.

The AGENCY will compensate the Consultant for actual hours worked by assigned personnel on a monthly basis. Compensation will be based on the fee schedule in the proposal. The consultant will provide an invoice clearly documenting the services performed each day and the number of hours worked.

12. REQUIRED FORMAT FOR PROPOSALS

The AGENCY is requiring all proposals submitted in response to this RFP to follow a specific format. The Proposal, including the Appendices, shall not exceed twenty (20) pages in length, utilizing 8.5" x 11" pages with one-inch margins. As an exception, 11" x 17" pages may be used to display organizational charts. Font size shall not be smaller than 12 point for text or eight (8) point for graphics. Dividers used to separate sections will not be counted. Creative use of dividers to portray team qualifications, etc. is discouraged.

Consultants are required to prepare their written proposals in accordance with the instructions outlined below. Deviations from these instructions may be construed as non-responsive and may be cause for disqualification. Emphasis should be placed on accuracy, completeness, and clarity of content.

The written proposal should be organized as described below. Each section of the written proposal should contain the title of that section, with the response following the title. The following are the required titles with a brief statement as to that section's desired content:

A. Letter of Offer

The Letter of Offer shall be addressed to Noe Negrete, Director of Public Works, City of Santa Fe Springs, and at a minimum, must contain the following:

- Identification of Consulting firm or individual, including name, address and telephone number.
- Name, title, address, and telephone number of Contact Person.
- Federal Tax ID or Social Security No. for firm or individual.
- A statement to the effect that the Proposal shall remain valid for a period of not less than forty-five (45) calendar days from the date of submittal.
- Identification of all proposed sub-consultants or subcontractors, including legal name of the company, address and contact person.
- Acknowledgement that Consultant is obligated by all addenda to this RFP.
- Signature of a person authorized to bind Consulting firm to the terms of the Proposal.
- Signed statement attesting that all information submitted with the Proposal is true and correct.

B. Qualifications of the Firm

This section of the Proposal shall explain the ability of the Consultant to satisfactorily perform the required work. More specifically, in this section, the Consultant shall:

- Provide a profile of the Consultant including the types of services offered; the year founded; form of organization (corporate, partnership, sole proprietorship); number, size and location of offices; number of employees.

- Provide a detailed description of Consultant's financial condition, including any conditions (e.g., bankruptcy, pending litigation, outstanding claims in excess of twenty-five thousand dollars (\$25,000) for or against the firm; planned office closures or mergers that may impede Consultant's ability to provide Water Well Siting services.
- Provide a list of previous projects in which the Consultant and sub-consultants have worked together. The list should clearly identify the previous projects and include a summary of the roles and responsibilities of each party.
- Provide information on the strength and stability of the Consultant; current staffing capability and availability; current work load; and proven record of meeting schedules on similar types of projects.

C. Proposed Staffing and Project Organization

- This section of the Proposal should establish the method that will be used by the Consultant to perform a Water Well Siting Study for Zone 1. In addition, this section should also identify key personnel to be assigned and their qualifications and experience.

The Proposal should include the following information:

- The education, experience and applicable professional credentials of project staff. Include applicable professional credentials of "key" staff.
- Brief resumes, not more than two (2) pages each, for the individuals proposed as key personnel. Key personnel must have extensive knowledge and experience with engineering and design of water treatment systems.
- A statement that key personnel will be available to the extent proposed for the duration of the contract and an acknowledgement that no person designated as key personnel shall be removed or replaced without the prior written concurrence of the AGENCY. Identify any constraints, conflicts or situations.

D. Consultants and/or Sub-consultants

The AGENCY desires to enter into a contract with one Consultant that will be responsible for all work, products, and services. There is to be no assignment of any aspect of this project without the prior written authorization of the AGENCY. If the Consultant plans on using consultants and/or subcontractors as part of its implementation plan, then company profile, name, address, and telephone for all consultants and/or subcontractors providing support during the term of this project is required. Define the responsibilities and give a description of services to be provided by consultants and/or subcontractors. Describe the Firm's business and reporting relationship with any consultants and/or subcontractors. Include

references and resumes for all third party Firms in your proposal. The AGENCY has the right to accept or reject any changes made to the proposed project team members, including the use of consultants and/or subcontractors.

E. Work Approach

This section of the Proposal shall include a narrative that addresses the Scope of Services and demonstrates that Consultant understands the scope of this project. More specifically, the Proposal should include the Consultant's general approach for completing the activities specified in the Scope of Services. The work approach shall be of sufficient detail to demonstrate Consultant's ability to accomplish the project tasks.

F. Client References

List your three (3) most recent similar clients (including name, address, contact person, and phone number). The AGENCY is most interested in government and California clients and may randomly select agencies to contact from your list as part of the evaluation process.

G. Appendices

This part shall include brief resumes of proposed staff. Consultant information and general marketing materials will not be considered in the ranking of the Proposals.

H. Rights to Materials

All responses, inquiries, and correspondence relating to this RFP and all reports, charts, displays, schedules, exhibits, and other documentation produced by the Consultant that are submitted as part of the proposal and not withdrawn shall, upon receipt by AGENCY, become property of AGENCY.

I. Schedule of Performance

The Schedule of Performance shall identify individual project tasks and estimated time to complete each task.

J. Fee Proposal.

A Fee Proposal shall be provided in a separately sealed envelope and shall comply with the following guidelines:

Two copies of a Fee Proposal shall be submitted in a separately sealed envelope labeled "Fee Proposal" with the name of the Consultant and project title "**Water Well Siting Study for Zone No. 1**". This information shall be presented in a manner that allows the AGENCY to understand the Fees for the individuals who

will be assigned to complete each task identified in the Schedule of Performance.

13. PROPOSAL EVALUATION PROCESS AND CRITERIA

A. GENERAL

All proposals will be evaluated based on the technical information and qualifications presented in the proposal, reference checks, and other information, which may be gathered independently. Requests for clarification and/or additional information from any proposer may be requested at any point in the evaluation process. The Consultant's Fee Proposal will be an important criterion; however, the AGENCY reserves the right to select a firm that presents the best qualifications, but not necessarily the lowest price.

B. EVALUATION CRITERIA

- Completeness of proposal.
- Consultant and key project team member's experience in performing similar work.
- Consultant and key project team member's record in accomplishing work assignments for projects.
- Consultant's demonstrated understanding of the scope of work.
- Quality of work previously performed by the firm as verified by reference checks.
- Relevant project experience.
- Fee proposal.

C. EVALUATION PROCESS

After evaluating all proposals received, the AGENCY will rank the firms and at a maximum the three (3) most qualified firms will be invited to an interview with the AGENCY evaluation committee, if necessary as deemed by the AGENCY.

D. INTERVIEW (If Necessary)

For the interview, the Consultant should have available the project manager and key project personnel to discuss the following:

- Major elements of the proposal
- Proposed project team
- Description of related experience for key project personnel
- Proposed project schedule

E. FINAL SELECTION

The final selection will be the consultant which, as determined by the AGENCY,

is the most responsive and responsible, meets the AGENCY's requirements in providing this service, and is in the AGENCY's best interest. The AGENCY maintains the sole and exclusive right to evaluate the merits of the proposals received.

14. EXCEPTIONS OR ADDITIONS

The Proposal shall include a detailed description of all of the exceptions to the provisions and conditions of this RFP upon which the Consultant's submittal is contingent and which shall take precedence over this RFP.

15. INSURANCE REQUIREMENTS

Prior to the start of contract negotiations, the highest qualified Consultant will be required to submit to the City the required insurance certificates for the Consultant and its team. Insurance certificates will also be required, in advance, for any Consultant subsequently identified for negotiations with the AGENCY.

The successful Consultant shall indemnify and hold AGENCY and its officers, agents, employees, and assigns harmless from any liability imposed for injury whether arising before or after completion of work hereunder or in any manner directly or indirectly caused, occasioned, or contributed to, or claims to be caused, occasioned, or contributed to, in whole or in part, by reason of any act or omission, including strict liability or negligence of Consultant, or of anyone acting under Consultant's direction or control or on its behalf, in connection with, or incident to, or arising out of the performance of this contract.

The Consultant selected will be required to maintain the following levels of insurance coverage for the duration of the services provided, as well as any sub-consultants hired by the Consultant:

- Worker's Compensation insurance with statutory limits, and employer's liability insurance with limits not less than \$1,000,000 per accident
- Commercial general liability insurance or equivalent form, with a combined single limit of not less than \$2,000,000 per occurrence
- Business automobile liability insurance, or equivalent form, with a combined single limit of not less than \$1,000,000 per occurrence. Such insurance shall include coverage for owned, hired and non-owned automobiles.
- Professional liability (errors and omissions) insurance, with a combined single limit of not less than \$1,000,000 per occurrence.

16. RIGHTS OF THE AGENCY

The AGENCY reserves the right, in its sole discretion and without prior notice, to terminate

this RFP; to issue subsequent RFPs; to procure any project-related service by other means; to modify the scope of the Project; to modify the AGENCY's obligations or selection criteria; or take other actions needed to meet the AGENCY's goals. In addition, the AGENCY reserves the following rights:

- The right to accept or reject any and all proposals, or any item or part thereof, or to waive any informalities or irregularities in any proposal.
- The right to amend, withdraw or cancel this RFP at any time without prior notice.
- The right to postpone proposal openings for its own convenience.
- The right to request or obtain additional information about any and all proposals.
- The right to conduct a back-ground checks of any Consultant. This may include, but is not limited to, contacting individuals and organizations regarding capabilities and experience of the potential candidate.
- The right to waive minor discrepancies, informalities and/or irregularities in the RFP or in the requirements for submission of a Proposal.
- The right to modify the response requirements for this RFP. This may include a requirement to submit additional information; an extension of the due date for submittals; and modification of any part of this RFP, including timing of RFP decisions and the schedule for presentations.
- The right to disqualify any potential candidate on the basis of real or perceived conflict of interest that is disclosed or revealed by information available to the AGENCY.
- The right at any time, subject only to restrictions imposed by a written contractual agreement, to terminate negotiations with any potential candidate and to negotiate with other potential candidates who are deemed qualified.
- Although cost is an important factor in deciding which proposal will be selected, it is only one of the criteria used to evaluate consultants. The AGENCY reserves the absolute right, in its sole discretion, to award a contract, if any, which under all the circumstances will best serve the public interest.
- The AGENCY reserves the right to reject any or all proposals or to make no award at all, to determine whether any alternate proposals are equal to the specifications and general requirements, and to accept proposals with minor variations from the Request for Proposals and/or conditions. The AGENCY reserves the right to negotiate for a higher level, lower level or additional services.

This RFP is not a contract or commitment of any kind by the AGENCY. This RFP does not commit the AGENCY to enter into negotiations with any consultant and the AGENCY makes no representations that any contract will be awarded to any consultant that responds

to this RFP. Proposals received by the AGENCY are public information and will be made available to any person upon request after the AGENCY has completed the proposal evaluation. Submitted proposals are not to be copyrighted.

Should a contract be subsequently entered into between the AGENCY and Consultant, it shall be duly noted that entering into such an agreement shall be interpreted, construed, and given effect in all respects according to the laws of the State of California.

Waiver of Proposals

Proposals may be withdrawn by submitting written notice to the AGENCY's Contact Person at any time prior to the submittal deadline. Upon submission, the Proposal and all collateral material shall become the property of the AGENCY.

17. CALIFORNIA PUBLIC RECORDS ACT DISCLOSURES

The Consultant acknowledges that all information submitted in response to this RFP is subject to public inspection under the California Public Records Act unless exempted by law. If the Consultant believes any information submitted should be protected from such disclosure due to its confidential, proprietary nature or other reasons, it must identify such information and the basis for the belief in its disclosure. **Any proposal submitted with a blanket statement or limitation that would prohibit or limit such public inspection shall be considered non-responsive and shall be rejected.** Notwithstanding that disclaimer, it is the intention of the AGENCY to keep all submittals confidential until such time as negotiations are successfully concluded.

SCOPE OF SERVICES

WATER WELL SITING STUDY FOR ZONE 1

1. General

The Agency has identified three (3) potential water well sites using the following criteria:

- (a) The potential site is not located in an area of contaminated groundwater down gradient of the former Omega Chemical facility (Omega Plume) or any other plumes contaminated ground water that have been identified by the U.S Environmental Protection Agency (EPA). A map of the Omega Plume within the City is attached.
- (b) The site is a City-owned parcel.
- (c) The site is located in a former redevelopment project area and therefore eligible for redevelopment bond funding. A Redevelopment Project Areas map is attached.
- (d) The site is located near the City's water distribution system.
- (e) The site is located in the northern part of the City (Zone 1) to achieve operational and distribution efficiencies. Currently there are no water wells operating in Zone 1. A map of Zone 1 is attached.

The three (3) identified sites are:

- Parkway (APN 8001-011-915) on Millergrove Drive and Broaded Street, Santa Fe Springs
- Clarke Estate (southwest corner), 10211 Pioneer Blvd., Santa Fe Springs.
- Parcel at 10712 Laurel Avenue, Santa Fe Springs.

2. Site Evaluation

Each site shall be evaluated for constructability considering:

- (a) Potential ground water contamination;
- (b) Potential ground water quality;
- (c) Potential production;
- (d) Other hydrogeological issues;
- (e) Hydraulic performance using City's hydraulic model for water distribution
- (f) Site access;

- (g) Property size;
- (h) Locations of nearest storm drain, sanitary sewer and electrical power;
- (i) Suitability for locating required well facilities;
- (j) Potential treatment facilities;

3. Well Design Alternatives Analysis

Each site shall be evaluated for constructability of (1) at-grade water well; and (2) a submersible well.

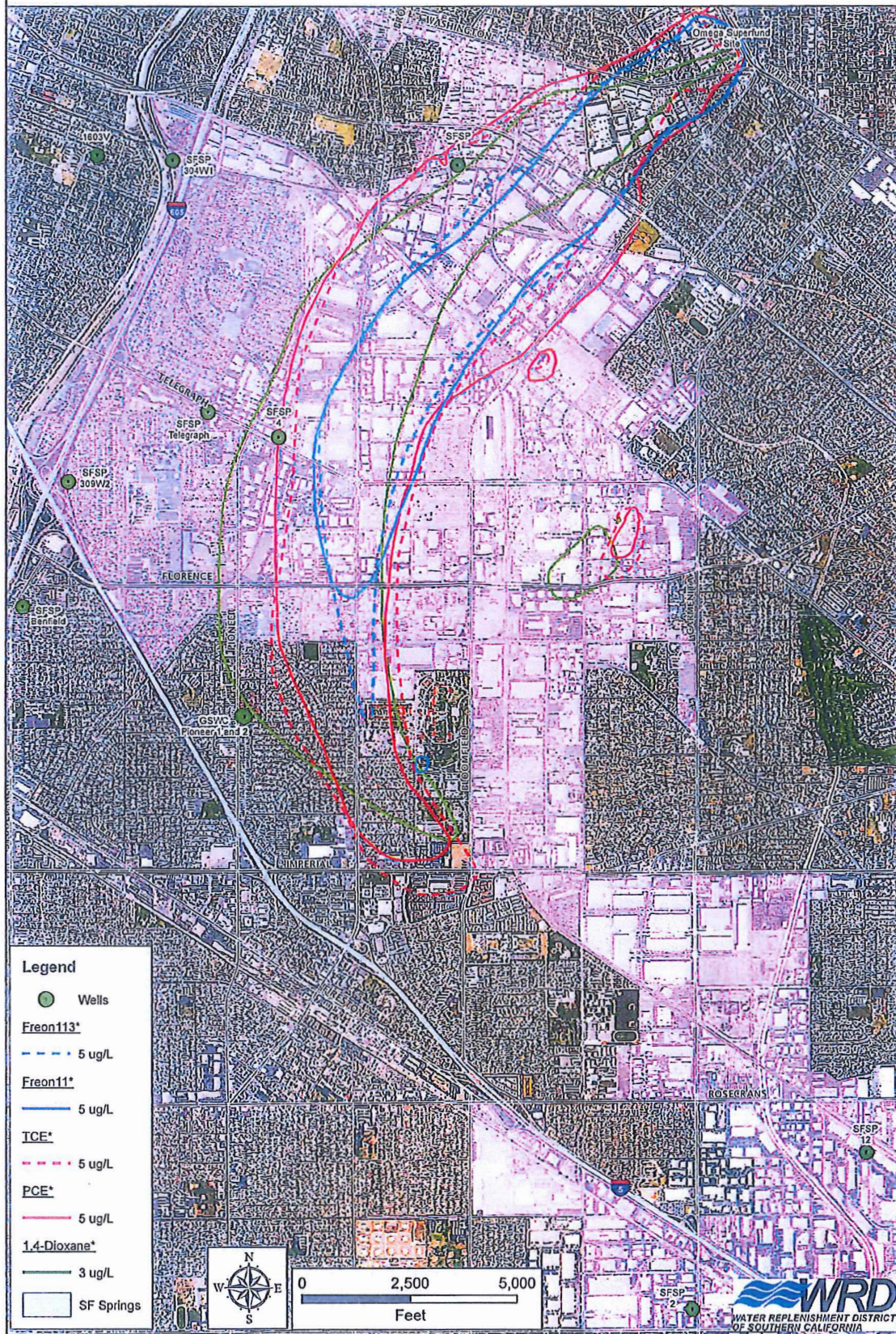
Each well design option shall include:

- (a) Preliminary site location and utilities map showing connections with City storm drains, sanitary sewers, and water pipelines.
- (b) Preliminary site plan and evaluation view showing major facilities, equipment and piping, including well sizing and pipe sizing.
- (c) Potential well treatment facilities on the site.
- (d) Detailed construction and capital cost estimates, operations and maintenance cost estimates and unit capital recovery costs.

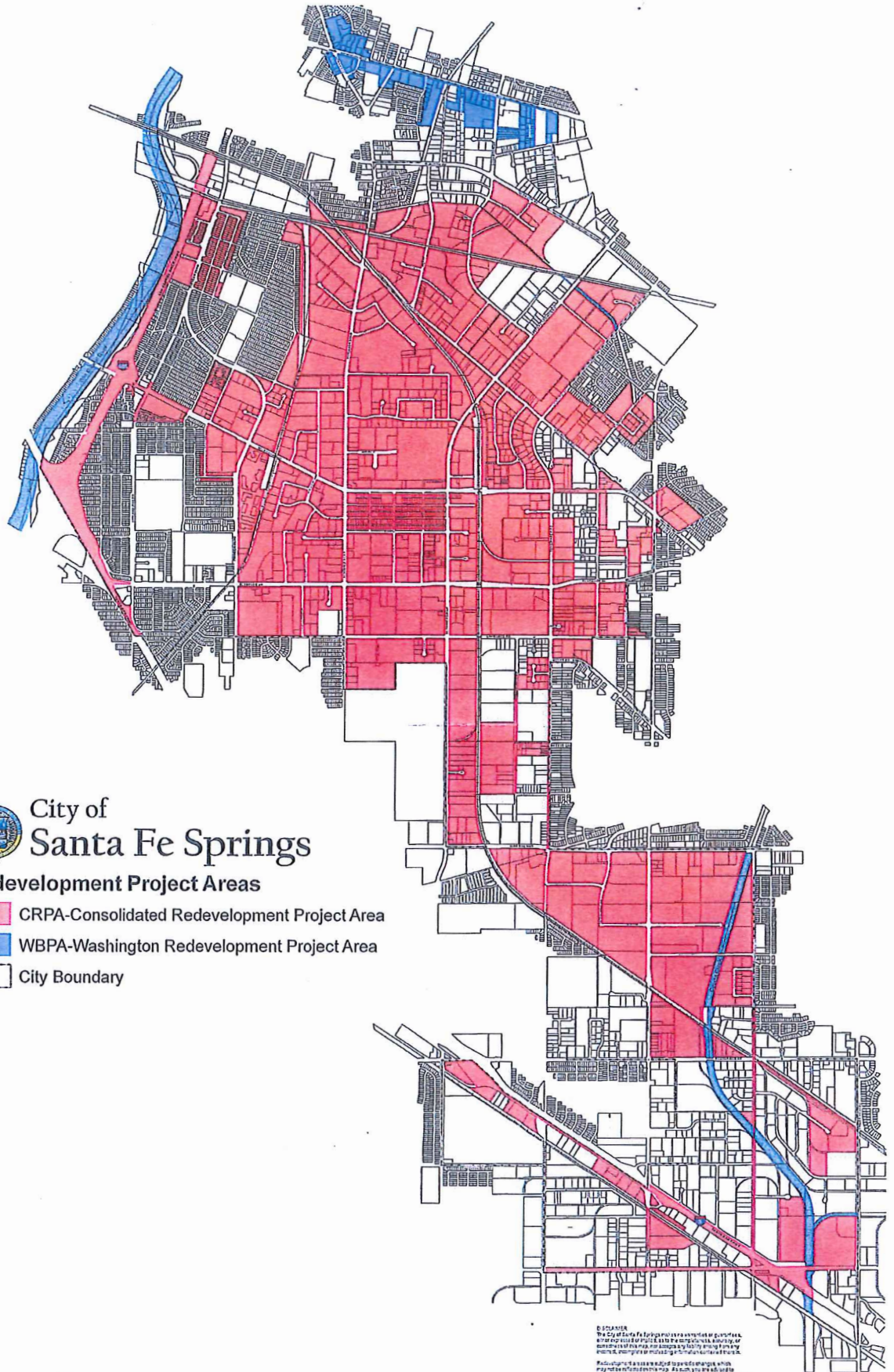
4. Well Siting Recommendations

Pursuant to the above evaluation and analysis, prepare a report and recommendation for each well site regarding the constructability of a water well and recommended type of well.

Santa Fe Springs Wells in the Vicinity of the Omega Chemical Superfund Site



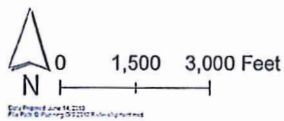
*Plume outlines from EPA Draft Remedial Investigation Report, 2009



City of Santa Fe Springs

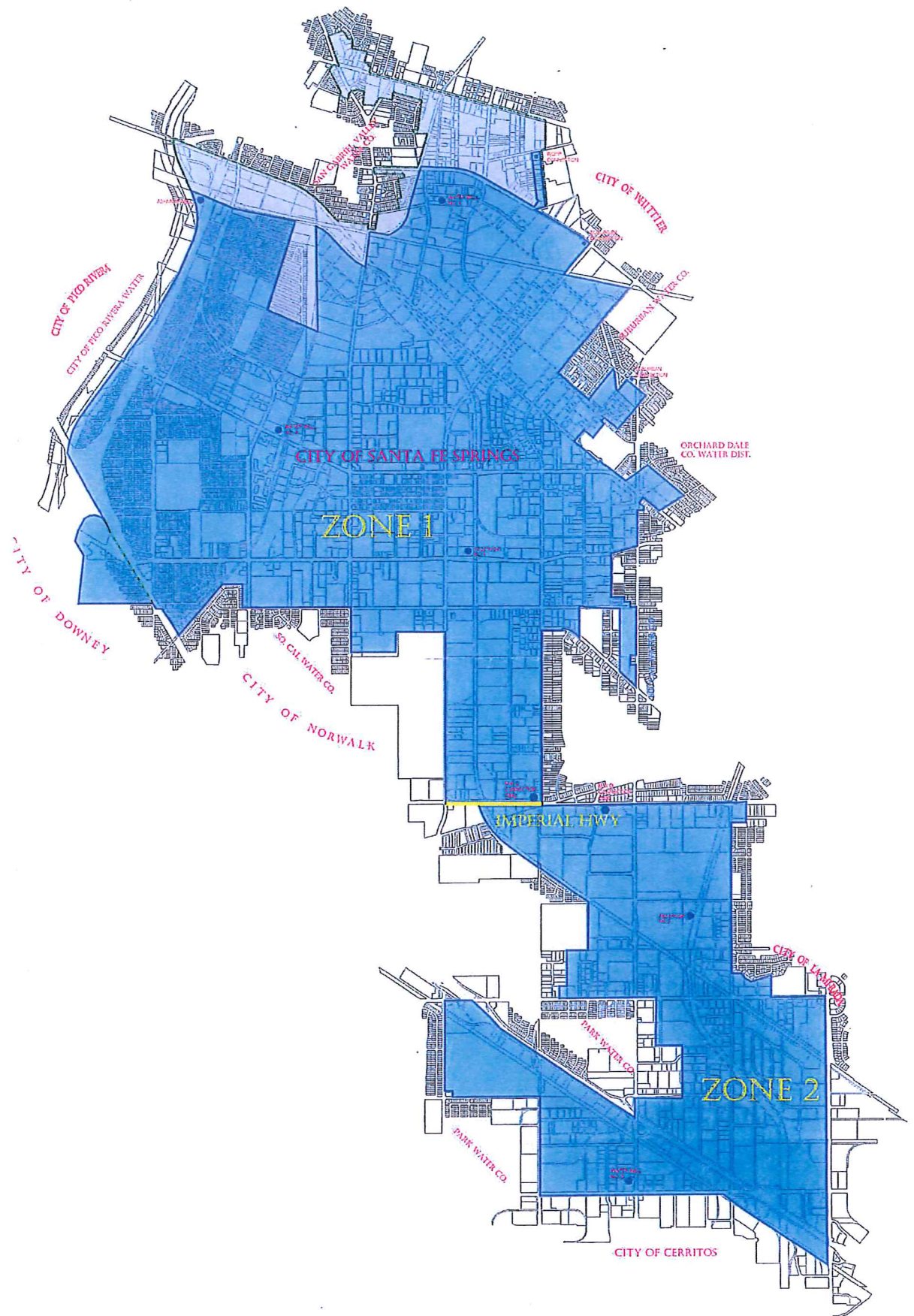
Redevelopment Project Areas

- CRPA-Consolidated Redevelopment Project Area
- WBPA-Washington Redevelopment Project Area
- City Boundary



DISCLAIMER
The City of Santa Fe Springs and its representatives do not warrant, represent or assume any liability for the accuracy or completeness of the information contained herein. The City of Santa Fe Springs and its representatives shall not be held responsible for any errors or omissions in this document. The City of Santa Fe Springs Planning Department may be contacted for more information.

City of Santa Fe Springs
Planning Department
10101 Alameda Street
Santa Fe Springs, CA 90680
(714) 261-1100





City of Santa Fe Springs

City Council Meeting

March 24, 2016

NEW BUSINESS

Design/Build Services for a Water Treatment System for Water Well No. 12 –
Authorization to Advertise Request for Proposals

RECOMMENDATION

That the City Council authorize the City Engineer to advertise for Request for Proposals for Design/Build Services for a Water Treatment System for Water Well No. 12

BACKGROUND

Following completion of Water Well No. 12 in June 2015, the well was operated to test the water quality for State of California Division of Drinking Water (DDW) standards. The initial water quality tests met DDW standards.

However, more recent water quality tests results revealed high levels of Iron, Hydrogen Sulfide (which produce a "brownish" color) and high water temperature (approximately 84°F). Continued testing has not resulted in a change in the water quality. As a result, Staff is recommending that the water from Water Well No. 12 not be pumped into the City's water distribution system until these issues can be addressed.

Staff has reviewed several alternatives for addressing the Iron and Hydrogen Sulfide issues and determined that installation of a water treatment system for Water Well No. 12 to be the most viable alternative. Further, Staff is recommending a Design/Build approach to minimize the cost and reduce the construction period by having a single party responsible for the entire project.

The total estimated cost of the project is \$2 million (including design, construction and construction management/inspection). Proposed funding for this project is the Utility Users Tax (UUT) Capital Improvement Plan (CIP) Fund. Staff will recommend an appropriation from the UUT CIP Fund when the City Council considers a contract award at a future meeting.

FISCAL IMPACT

Proposed funding for this project is available in the UUT CIP Fund.

Report Submitted By:

Noe Negrete, Director
Department of Public Works

Date of Report: March 18, 2016

ITEM NO.: 15

CITY OF SANTA FE SPRINGS

REQUEST FOR PROPOSALS

**DESIGN - BUILD SERVICES
WATER TREATMENT SYSTEM
WATER WELL NO. 12**



DEPARTMENT OF PUBLIC WORKS

**INQUIRIES REGARDING THIS PROJECT
MAY BE DIRECTED TO:**

**Frank Beach, Project Manager
City of Santa Fe Springs
11710 Telegraph Road
Santa Fe Springs, CA 90670
Phone: (562) 868-0511, Extension 7568**

INSTRUCTIONS TO PROPOSERS
DESIGN-BUILD SERVICES
WATER TREATMENT SYSTEM - WATER WELL NO. 12

1. PROPOSED SCHEDULE

DESCRIPTION	DATE/TIME
Request for Proposals Released	March 28, 2016
Deadline to Submit Questions	April 18, 2016 at 4:00 pm
Deadline to Receive Proposals	April 26, 2016 at 3:00 pm
Contract Award	May 26, 2016
Notice to Proceed	June 13, 2016

The AGENCY reserves the right to modify any element of the timeline should that become necessary.

2. PRE-SUBMITTAL MEETING

A Pre-Submittal Meeting has been scheduled for this project for Tuesday, April 12, 2016 at 10:00 a.m. at Water Well No. 12, located at 13939 Borate Street, Santa Fe Springs, CA 90670.

3. SUBMISSION OF PROPOSALS

To be considered, the Proposals must be received by the **Department of Public Works, City of Santa Fe Springs, by 3:00 p.m. on Tuesday, April 26, 2016.**

Consultants must submit six (6) copies of their Proposal labeled: **“DESIGN-BUILD SERVICES, WATER TREATMENT SYSTEM - WATER WELL NO. 12”** to:

Noe Negrete, Director of Public Works
City of Santa Fe Springs
11710 Telegraph Road
Santa Fe Springs, CA 90670-3658

Proposals, and amendments to proposals, received after the date and time specified above will not be accepted and will be returned to the Consultant unopened.

D. Agency Responses

The AGENCY, in its sole discretion, will respond to requests for clarifications, questions and comments. Responses will be emailed to proposers on or before 5:00 p.m. on April 21, 2016.

7. COST OF PROPOSAL PREPARATION

Any party responding to this RFP shall do so at their own risk and cost. The AGENCY shall not, under any circumstances, be liable for any pre-contractual expenses incurred by any Consultant who elects to submit a proposal in response to this RFP or by any Consultant that is selected. Pre-contractual expenses are defined as expenses incurred by Consultants and the selected Consultant, if any, in:

- Preparing a Proposal and related information in response to this RFP;
- Submitting a Proposal to the AGENCY;
- Negotiations with the AGENCY on any matter related to this RFP;
- Costs associated with interviews, meetings, travel or presentations; or
- Any and all other expenses incurred by a Consultant prior to the date of award, if any, of an agreement, and formal notice to proceed.

The AGENCY will provide only the staff assistance and documentation specifically referred to herein and will not be responsible for any other cost or obligation of any kind, which may be incurred by the Consultant.

8. CONFLICT OF INTEREST

By responding to this RFP, each Consultant represents to the best of its knowledge that:

- Neither Consultant, nor any of its affiliates, proposed sub-consultants, and associated staff, have communicated with any member of the AGENCY since the release of this RFP on any matter related to this RFP except to the extent specified in this RFP;
- Neither Consultant, nor any of its affiliates, proposed sub-consultants and associated staff, has obtained or used any information regarding this RFP and the proposed services that has not been generally available to all Consultants, and
- No conflict of interest exists under any applicable statute or regulation or as a result of any past or current contractual relationship with the AGENCY;
- Neither Consultant, nor any of its affiliates, proposed sub-consultants, or associated staff, have any financial interest in any property that will be affected by any of the referenced projects.
- Neither Consultant, nor any of its affiliates, proposed sub-consultants, or associated staff, have a personal relationship with any member of the governing body, officer or

counted. Creative use of dividers to portray team qualifications, etc. is discouraged.

Consultants are required to prepare their written proposals in accordance with the instructions outlined below. Deviations from these instructions may be construed as non-responsive and may be cause for disqualification. Emphasis should be placed on accuracy, completeness, and clarity of content.

The written proposal should be organized as described below. Each section of the written proposal should contain the title of that section, with the response following the title. The following are the required titles with a brief statement as to that section's desired content:

A. Letter of Offer

The Letter of Offer shall be addressed to Noe Negrete, Director of Public Works, City of Santa Fe Springs, and at a minimum, must contain the following:

- Identification of Consulting firm or individual, including name, address and telephone number.
- Name, title, address, and telephone number of Contact Person.
- Federal Tax ID or Social Security No. for firm or individual.
- A statement to the effect that the Proposal shall remain valid for a period of not less than 90 calendar days from the date of submittal.
- Identification of all proposed sub-consultants or subcontractors, including legal name of the company, address and contact person.
- Acknowledgement that Consultant is obligated by all addenda to this RFP.
- Signature of a person authorized to bind Consulting firm to the terms of the Proposal.
- Signed statement attesting that all information submitted with the Proposal is true and correct.

B. Qualifications of the Firm

This section of the Proposal shall explain the ability of the Consultant to satisfactorily perform the required work. More specifically, in this section, the Consultant shall:

- Provide a profile of the Consultant including the types of services offered; the year founded; form of organization (corporate, partnership, sole proprietorship); number, size and location of offices; number of employees.

provided by consultants and/or subcontractors. Describe the Firm's business and reporting relationship with any consultants and/or subcontractors. Include references and resumes for all third party Firms in your proposal. The AGENCY has the right to accept or reject any changes made to the proposed project team members, including the use of consultants and/or subcontractors.

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This section of the Proposal shall include a narrative that addresses the Scope of Services and demonstrates that Consultant understands the scope of this project. More specifically, the Proposal should include the Consultant's general approach for completing the activities specified in the Scope of Services. The work approach shall be of sufficient detail to demonstrate Consultant's ability to accomplish the project tasks.

F. Client References

List your three (3) most recent similar clients (including name, address, contact person, and phone number). The AGENCY is most interested in government and California clients and may randomly select agencies to contact from your list as part of the evaluation process.

G. Appendices

This part shall include brief resumes of proposed staff. Consultant information and general marketing materials will not be considered in the ranking of the Proposals.

H. Rights to Materials

All responses, inquiries, and correspondence relating to this RFP and all reports, charts, displays, schedules, exhibits, and other documentation produced by the Consultant that are submitted as part of the proposal and not withdrawn shall, upon receipt by AGENCY, become property of AGENCY.

I. Schedule of Performance

The Schedule of Performance shall depict individual project tasks, and basic hourly rates for specific personnel to be used on the project. Personnel hourly rates will reflect all costs for office overhead, including direct and indirect costs. The Proposal shall include a breakdown of the estimated number of hours, by personnel category, needed to complete each task. In addition, the fee shall reflect all anticipated fee increases during the Contract duration.

D. INTERVIEW (If Necessary)

For the interview, the Consultant should have available the project manager and key project personnel to discuss the following:

- Major elements of the proposal
- Proposed project team
- Description of related experience for key project personnel
- Proposed project schedule

E. FINAL SELECTION

The final selection will be the consultant which, as determined by the AGENCY, is the most responsive and responsible, meets the AGENCY's requirements in providing this service, and is in the AGENCY's best interest. The AGENCY maintains the sole and exclusive right to evaluate the merits of the proposals received.

14. EXCEPTIONS OR ADDITIONS

The Proposal shall include a detailed description of all of the exceptions to the provisions and conditions of this RFP upon which the Consultant's submittal is contingent and which shall take precedence over this RFP.

15. INSURANCE REQUIREMENTS

Prior to the start of contract negotiations, the highest qualified Consultant will be required to submit to the City the required insurance certificates for the Consultant and its team. Insurance certificates will also be required, in advance, for any Consultant subsequently identified for negotiations with the AGENCY.

The successful Consultant shall indemnify and hold AGENCY and its officers, agents, employees, and assigns harmless from any liability imposed for injury whether arising before or after completion of work hereunder or in any manner directly or indirectly caused, occasioned, or contributed to, or claims to be caused, occasioned, or contributed to, in whole or in part, by reason of any act or omission, including strict liability or negligence of Consultant, or of anyone acting under Consultant's direction or control or on its behalf, in connection with, or incident to, or arising out of the performance of this contract.

The Consultant selected will be required to maintain the following levels of insurance coverage for the duration of the services provided, as well as any sub-consultants hired by the Consultant:

- Worker's Compensation insurance with statutory limits, and employer's liability insurance with limits not less than \$1,000,000 per accident

- Although cost is an important factor in deciding which proposal will be selected, it is only one of the criteria used to evaluate consultants. The AGENCY reserves the absolute right, in its sole discretion, to award a contract, if any, which under all the circumstances will best serve the public interest.
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Should a contract be subsequently entered into between the AGENCY and Consultant, it shall be duly noted that entering into such an agreement shall be interpreted, construed, and given effect in all respects according to the laws of the State of California.

Waiver of Proposals

Proposals may be withdrawn by submitting written notice to the AGENCY's Contact Person at any time prior to the submittal deadline. Upon submission, the Proposal and all collateral material shall become the property of the AGENCY.

17. CALIFORNIA PUBLIC RECORDS ACT DISCLOSURES

The Consultant acknowledges that all information submitted in response to this RFP is subject to public inspection under the California Public Records Act unless exempted by law. If the Consultant believes any information submitted should be protected from such disclosure due to its confidential, proprietary nature or other reasons, it must identify such information and the basis for the belief in its disclosure. **Any proposal submitted with a blanket statement or limitation that would prohibit or limit such public inspection shall be considered non-responsive and shall be rejected.** Notwithstanding that disclaimer, it is the intention of the AGENCY to keep all submittals confidential until such time as negotiations are successfully concluded.

6. WATER TREATMENT SYSTEM TESTING

Perform and document applicable system testing for compliance with applicable federal and state regulations governing municipal water treatment systems.

Perform and document water quality testing for achieving water quality standards set-forth in the system's design.

7. SYSTEM OPERATION AND MAINTENANCE TRAINING

Provide adequate training sessions to City Water Division staff on the operation and maintenance of the water treatment system.



City of Santa Fe Springs

City Council Meeting

March 24, 2016

PROCLAMATION

Proclaiming the Week of April 11 through April 15, 2016 as "Week of the Young Child" in Santa Fe Springs

RECOMMENDATION

That the City Council proclaim the week of April 11 – April 15, 2016 as "Week of the Young Child" in Santa Fe Springs.

BACKGROUND

The Child Care and Development Programs join with the National Association for the Education of Young Children in the annual celebration of the "Week of the Young Child," to be observed from April 11 through April 15, 2015.

The celebration, held in many communities across the nation, exists to build awareness of the value of child care and early learning opportunities which are crucial to the growth and development of children. Young children and their families depend on high-quality education and care, which help children get a great start and bring lasting benefits to the Santa Fe Springs community.

Our theme for this year's celebration is "Exceptionally Enriching Environments". Staff chose this theme because we believe that children construct knowledge through interaction with people and the environment. When teachers create interesting and enriching learning environments children become inspired and interested to investigate, explore and learn.

Many special activities enveloping this theme will take place throughout the week.

The Mayor may wish to call upon the Judi Manalisay, Children Services Administrator to assist with the presentation of the proclamation to the children and families that participate in the City's Child Care and Development programs.


Thaddeus McCormack
City Manager

Attachment(s):

Proclamation
Schedule of Activities

Whereas, the City of Santa Fe Springs, Child Care & Preschool Programs, in conjunction with the National Association for the Education of Young Children, are celebrating the Week of the Young Child™, April 11 through 16 2016; and

Whereas, the Preschool Programs are working to provide quality early educational learning opportunities for children, that can provide a foundation of learning for children in Santa Fe Springs and the surrounding community; and

Whereas, the Before and After School Child Care Programs are working to provide a safe and enriching environment for school-age children, that can support the home and school environment for children in Santa Fe Springs and the surrounding community; and

Whereas, child care teachers, staff and Political Leaders who make a difference in the lives of young children in Santa Fe Springs deserve thanks and recognition for their support and dedication; and

Whereas, public policies that support quality learning environments for all children are crucial to all children's futures;

NOW THEREFORE, be it resolved that I, Richard J. Moore, Mayor of the City of Santa Fe Springs, do hereby proclaim April 11 through 15, 2016 as

“Week of the Young Child”

In Santa Fe Springs and encourage all citizens to recognize and value the programs dedicated to the children of Santa Fe Springs.

Dated this 24th day of March, 2016.

Richard J. Moore, MAYOR

ATTEST:

CITY CLERK



City of Santa Fe Springs

City Council Meeting

March 24, 2016

PRESENTATION

Proclaiming the Month of April 2016, as DMV/Donate Life Month in Santa Fe Springs

RECOMMENDATION

That the City Council designate the Month of April 2016, as "DMV/Donate Life Month in Santa Fe Springs."

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 121,000 individuals nationwide and more than 21,000 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.

To better promote and raise awareness of this issue, the City of Fullerton and the Hostert family (Craig, Kathleen, Justin, and Nicole), in collaboration with the non-profit foundation OneLegacy, have issued an area-wide challenge to Southern California Mayors to help support the upcoming Donate Life Run/Walk to be held on Saturday, April 30, 2016, at Cal State Fullerton. The Donate Life Run/Walk is a signature event for Donate Life California and helps promote and encourage Californians to sign up as organ and tissue donors via the DMV when they renew/apply for a driver's license or I.D. card.

The Mayor has invited representatives from the Donate Life Run/Walk to be at the Council meeting to receive a proclamation declaring April 2016 as "DMV/Donate Life Month" in Santa Fe Springs.


Thaddeus McCormack
City Manager

Attachment:
Proclamation

Report Submitted By: Thaddeus McCormack
City Manager

Date of Report: March 18, 2016

ITEM NO. 20b

WHEREAS, organ tissue, marrow and blood donation are life-giving acts recognized worldwide as expressions of compassion to those in need; and

WHEREAS, there are more 22,000 people waiting for life saving organs in California alone, with 8,000 living in Southern California; and

WHEREAS, on average, 22 people die each day while waiting due to the shortage of donated organs; and

WHEREAS, the need for donated organs is especially urgent in Hispanic and African American communities; and

WHEREAS, a single individual's donation of the heart, lungs, liver, kidneys, pancreas and small intestine can save up to eight lives; donation of tissue can save and heal the lives of up to 50 others; and a single blood donation can help three people in need;

WHEREAS, millions of lives each year are saved and healed by donors of organs, tissues, marrow and blood; and

WHEREAS, over twelve million Californians have signed up with the state-authorized Donate Life California Donor Registry to ensure their wishes to be organ, eye and tissue donors are honored; and

WHEREAS, California residents can sign up with the Donate Life California Registry when applying for or renewing their driver's licenses or ID cards at the California Department of Motor Vehicles;

NOW, THEREFORE BE IT RESOLVED that in recognition of *National Donate Life Month*, the month of April 2016, is hereby proclaimed as,

"DMV / Donate Life California Month"

In the City of Santa Fe Springs, and in doing so the Mayor encourages all residents to check "Yes!" when applying for or renewing their driver's license or ID card.

Dated this 24th day of March, 2016

Richard J. Moore, Mayor



City of Santa Fe Springs

City Council Meeting

March 24, 2016

PROCLAMATION

Proclamation for National Volunteer Week

RECOMMENDATION

That the City Council proclaim the week of April 10 – April 16 as “National Volunteer Week” in Santa Fe Springs.

BACKGROUND

National Volunteer Week was established in 1974 as a way to inspire, recognize and encourage people to seek out resourceful ways to engage in their communities. National Volunteer Week it's about demonstrating to the nation that by working together, we have the strength to meet our challenges and accomplish our goals.

Three years ago the City of Santa Fe Springs' Community Services Department developed and implemented a volunteer program for teens and adults; Teens Empowered & Engaged in Neighborhood Service (T.E.E.N.S) and Adults Coming Together Initiating Volunteer Experiences (A.C.T.I.V.E) respectively. Our number of volunteers has also grown with over 250 active teen and adult volunteers in our City. Through their volunteerism at events and programs such as the Haunted House, Santa Float, Thanksgiving & Christmas Basket Programs, Adult & Youth Sports, Adult & Children's Literacy, and numerous other activities, including our advisory boards and committees, TEENS and ACTIVE volunteers have enriched the lives of countless children and adults in Santa Fe Springs. In the last year alone, our volunteers worked an average of 10,500 hours combined. For 2015, that amounts to approximately \$105,000 in labor savings for the City.

National Volunteer Week is from April 10 through 16, 2016; National Volunteer Week is not only our moment to celebrate our volunteers, but to enable them to continue to share ideas, practices, and stories, wherever they happen. It promotes working together and taking action to help those in need. The City of Santa Fe Springs, along with other municipalities and agencies across America, will be celebrating volunteers for their service and acknowledge them for their extraordinary work in their communities. The City will be hosting a Volunteer Recognition Reception on Friday, April 8 at Town Center Social Hall from 6 – 8 p.m. Volunteers will receive a certificate for their commitment to service. This evening will be dedicated to them for their support in helping the City accomplish many of our program goals. They are our Santa Fe Springs stars!



City of Santa Fe Springs

City Council Meeting

March 24, 2016

Volunteers are a vital function in our community and therefore, the City wishes to recognize our volunteers for their time, effort, and commitment and proclaim April 10 through 16, 2016 as National Volunteer Week in Santa Fe Springs.

The Mayor may wish to call upon Maritza Sosa-Nieves, Management Assistant, to assist with the presentation of the proclamation and recognize City volunteers.

Thaddeus McCormack
City Manager

Attachment

(Proclamation – National Volunteer Week)

WHEREAS, the City of Santa Fe Springs Teens Empowered & Engaged in Neighborhood Service (T.E.E.N.S) and Adults Coming Together Initiating Volunteer Experiences (A.C.T.I.V.E) programs are a vital function in our community; and

WHEREAS, through their volunteerism at events and programs such as the Haunted House, Christmas Santa Float, Holiday Basket Programs, Sports, Adult & Children's Literacy, and numerous other activities, TEENS and ACTIVE volunteers have enriched the lives of countless children and adults in Santa Fe Springs; and

WHEREAS, Santa Fe Springs volunteers are part of the country's volunteer force of over 63 million. Our City government could not function without volunteers who serve on our boards, commissions, and committees; and

WHEREAS, municipalities, volunteers, and supporters across America are celebrating National Volunteer Week; and the City of Santa Fe Springs wishes to recognize all the volunteers for their time, effort, and commitment to serve the residents and our City;

NOW, THEREFORE, be it resolved that I, Richard J. Moore, Mayor of the City of Santa Fe Springs, do hereby proclaim April 10 through 16, 2016 as

“National Volunteer Week”

In Santa Fe Springs and urge my fellow residents to volunteer and make a difference in our community.

DATED this 24th day of March 2016

Richard J. Moore, MAYOR

ATTEST:

CITY CLERK



City of Santa Fe Springs

City Council Meeting

March 24, 2016

PROCLAMATION

Proclaiming the week of April 10 through April 16, 2016, as "National Library Week"

RECOMMENDATION

That the City Council proclaim the week of April 10 through April 16, 2016, as "National Library Week" in Santa Fe Springs.

BACKGROUND

This week, the Santa Fe Springs City Library joins libraries in schools, campuses and communities nationwide in celebrating the dynamic changes that are happening in today's libraries. April 10-16 is National Library Week, a time to highlight the changing role of libraries, librarians and library workers.

Libraries today are more about what they do, for and with library users as opposed to what they have for patrons. Libraries aren't only a place of quiet study, but also creative and engaging community centers where people can collaborate using new technologies, find the latest entertainment, or just relax. Our library offers access to a variety of print and digital resources, including online homework help, online databases, downloadable magazines, ebooks, and eaudio, that can be accessed in person or online.

Libraries of all types are evolving to meet the needs of the communities they serve. Recently, at the Santa Fe Springs City Library, we are transforming older residents by offering them an opportunity to receive a scholarship to earn a high school diploma online. Many residents do not have the funds to pay for education at their age, but still want to improve their lives and that of their children.

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 an Open House on Saturday, April 16, with entertainment and refreshments.



City of Santa Fe Springs

City Council Meeting

March 24, 2016

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.

The Mayor may wish to call upon Joyce Ryan, Library Services Division Director, to assist with the presentation of the proclamation to the Santa Fe Springs Friends of the Library.

A handwritten signature in blue ink, appearing to read "Thaddeus McCormack".

Thaddeus McCormack
City Manager

Attachment
Proclamation

WHEREAS, libraries are not just about what we have for people, but what we do for and with people;

WHEREAS, libraries have long served as trusted and treasured institutions, and library workers and librarians fuel efforts to better their communities, campuses and schools;

WHEREAS, libraries are evolving in order to serve their communities and to continue to fulfill their role in leveling the playing field for all who seek information and access to technologies;

WHEREAS, libraries and librarians open up a world of possibilities through innovative STEAM programing, Makerspaces, job-seeking resources and the power of reading;

WHEREAS, libraries and librarians are looking beyond their traditional roles and providing more opportunities for community engagement and deliver new services that connect closely with patrons' needs;

WHEREAS, libraries support democracy and effect social change through their commitment to provide equitable access to information for all library users regardless of race, ethnicity, creed, ability, sexual orientation, gender identity or socio-economic status;

WHEREAS, libraries, librarians, library workers and supporters across America are celebrating National Library Week.

NOW, THEREFORE, be it resolved that I, Richard J. Moore, Mayor, of the City of Santa Fe Springs proclaim April 11 through 16, 2016 as

“National Library Week”

In Santa Fe Springs and encourage all residents to visit the library this week and explore what's new at your library, and engage with your librarian. Because of you, Libraries Transform.

Dated this 24th day of March, 2016

Richard J. Moore, MAYOR

ATTEST:

CITY CLERK



PRESENTATION

2015 California Parks and Recreation Society (CPRS) Award of Excellence Arts and Cultural Services – SFS Art Fest Event

RECOMMENDATION

It is requested that the Mayor receive the 2015 California Parks and Recreation Society (CPRS) Award of Excellence from CPRS Region 5 President, Corey Lakin for the category of Arts and Cultural Services – SFS Art Fest event.

BACKGROUND

Founded in 1946, the California Park & Recreation Society (CPRS) was established to provide park, recreation, leisure, and community service professionals and interested citizens with the knowledge and resources to enhance their leadership role in creating community through people, parks, and programs. CPRS is a nonprofit, professional, and public interest organization with nearly 4,000 members in 175 community services and parks and recreation agencies.

On Friday, March 11, 2016 the City of Santa Fe Springs received an Award of Excellence at the CPRS Awards Banquet in Long Beach, California. The City was presented the Award of Excellence in the category of Creating Community, "Arts and Cultural Services" for the SFS Art Fest event.

Receiving the Award of Excellence from CPRS is a very prestigious honor for the City of Santa Fe Springs. The City joins a select and exclusive group of community services agencies that have received multiple awards throughout the State of California.

The Mayor may call upon Ed Ramirez, Family & Human Services Division Manager to introduce CPRS Region 5 President, Corey Lakin to present the award of Excellence to the City Council and the Heritage Arts Advisory Committee for their outstanding leadership and efforts.

A handwritten signature in blue ink, appearing to read "Thaddeus McCormack".

Thaddeus McCormack
City Manager



APPOINTMENTS TO COMMITTEES AND COMMISSIONS

Committee	Vacancies	Councilmember
Beautification	1	Rounds
Beautification	3	Sarno
Beautification	2	Trujillo
Community Program	1	Moore
Community Program	1	Rounds
Community Program	3	Sarno
Community Program	4	Trujillo
Community Program	3	Zamora
Heritage Arts	1	Zamora
Historical	1	Rounds
Historical	3	Sarno
Historical	3	Trujillo
Historical	3	Zamora
Parks & Recreation	1	Trujillo
Senior Citizens	1	Moore
Senior Citizens	1	Rounds
Senior Citizens	2	Sarno
Senior Citizens	4	Trujillo
Senior Citizens	3	Zamora
Sister City	1	Moore
Sister City	3	Sarno
Sister City	2	Trujillo
Youth Leadership	2	Sarno
Youth Leadership	1	Trujillo
Youth Leadership	2	Zamora

Applications Received: None

Recent Actions: None


Thaddeus McCormack
City Manager

Attachments:
Committee Lists
Prospective Members

Prospective Members for Various Committees/Commissions

Beautification

Frankie Aguayo Jr.

Community Program

Frankie Aguayo Jr.

Frank Aguayo

Family & Human Services

Heritage Arts

Frankie Aguayo Jr.

Historical

Personnel Advisory Board

Parks & Recreation

Linda Vallejo

Frankie Aguayo Jr.

Frank Aguayo

Planning Commission

Delmy Johana Coca

Francis Carbajal

Bryan Collins

Senior Citizens Advisory

Sister City

Jeannette Wolfe

Frankie Aguayo Jr.

Traffic Commission

Delmy Johana Coca

Francis Carbajal

Bryan Collins

Youth Leadership

Frank Ramirez

BEAUTIFICATION COMMITTEE

Meets the fourth Wednesday of each month, except July, Aug, Dec.

9:30 a.m., Town Center Hall

Qualifications: 18 Years of age, reside or active in the City

Membership: 25

APPOINTED BY	NAME	TERM EXPIRES JUNE 30 OF
Moore	Juliet Ray	(16)
	Paula Minnehan	(16)
	Annie Petris	(17)
	Guadalupe Placencia	(17)
	Gloria Campos	(17)
Zamora	Mary Reed	(16)
	Charlotte Zevallos	(16)
	Doris Yarwood	(16)
	Vada Conrad	(17)
	Joseph Saiza	(17)
Rounds	Sadie Calderon	(16)
	Rita Argott	(16)
	Mary Arias	(17)
	Marlene Vernava	(17)
	Vacant	(17)
Sarno	Vacant	(16)
	Irene Pasillas	(16)
	Vacant	(16)
	May Sharp	(17)
	Vacant	(17)
Trujillo	Mary Jo Haller	(16)
	Vacant	(16)
	Margaret Bustos*	(16)
	Vacant	(17)
	A.J. Hayes*	(17)

**Indicates person currently serves on three committees*

COMMUNITY PROGRAM COMMITTEE

Meets the third Wednesday in Jan., May, and Sept., at 7:00 p.m., Town Center Hall, Meeting Room #1

Qualifications: 18 Years of age, reside or active in the City

Membership: 25

APPOINTED BY	NAME	TERM EXPIRES JUNE 30 OF
Moore	George Felix, Jr.	(16)
	Vacant	(16)
	Mary Jo Haller	(17)
	Gabriela Garcia	(17)
	Bryan Collins	(17)
Zamora	Vacant	(16)
	Mary Anderson	(17)
	Dolores H. Romero*	(17)
	Vacant	(16)
	Vacant	(17)
Rounds	Mark Scoggins*	(16)
	Marlene Vernava	(16)
	Vacant	(16)
	Anthony Ambris	(17)
	Johana Coca*	(17)
Sarno	Jeanne Teran	(16)
	Miguel Estevez	(16)
	Vacant	(16)
	Vacant	(17)
	Vacant	(17)
Trujillo	Lydia Gonzales	(16)
	Vacant	(16)
	Vacant	(16)
	Vacant	(17)
	Vacant	(17)

**Indicates person currently serves on three committees*

FAMILY & HUMAN SERVICES ADVISORY COMMITTEE

Meets the third Wednesday of the month, except Jul., Aug., 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

APPOINTED BY	NAME	TERM EXPIRES JUNE 30 OF
Moore	Arcelia Miranda	(16)
	Martha Villanueva	(17)
	Margaret Bustos*	(17)
Zamora	Lydia Gonzales	(16)
	Tina Delgado	(17)
	Gilbert Aguirre	(17)
Rounds	Annette Rodriguez	(16)
	Janie Aguirre	(17)
	Ted Radoumis	(17)
Sarno	Debbie Belmontes	(16)
	Linda Vallejo	(16)
	Hilda Zamora	(17)
Trujillo	Dolores H. Romero*	(16)
	Gloria Duran*	(16)
	Bonnie Fox	(17)

Organizational Representatives:
(Up to 5)

Nancy Stowe
Evelyn Castro-Guillen
Elvia Torres
(SPIRITT Family Services)

**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 JUNE 30 OF
Moore	Laurie Rios	6/30/2016
Zamora	Vacant	6/30/2016
Rounds	Pauline Moore	6/30/2016
Sarno	Francis Carbajal	6/30/2016
Trujillo	Amparo Oblea	6/30/2016

Committee Representatives

Beautification Committee	Marlene Vernava*	6/30/2017
Historical Committee	Sally Gaitan	6/30/2017
Planning Commission	Vacant	6/30/2017
Chamber of Commerce	Debbie Baker	6/30/2017

Council/Staff Representatives

Council Liaison	
Council Alternate	Richard Moore
City Manager	Thaddeus McCormack
Director of Community Services	Maricela Balderas
Director of Planning	Wayne Morrell

**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 JUNE 30 OF
Moore	Laurie Rios	6/30/2016
Zamora	Vacant	6/30/2016
Rounds	Pauline Moore	6/30/2016
Sarno	Francis Carbajal	6/30/2016
Trujillo	Amparo Oblea	6/30/2016

Committee Representatives

Beautification Committee	Marlene Vernava*	6/30/2017
Historical Committee	Sally Gaitan	6/30/2017
Planning Commission	Vacant	6/30/2017
Chamber of Commerce	Debbie Baker	6/30/2017

Council/Staff Representatives

Council Liaison	
Council Alternate	Richard Moore
City Manager	Thaddeus McCormack
Director of Community Services	Maricela Balderas
Director of Planning	Wayne Morrell

**Indicates person currently serves on three committees*

HISTORICAL COMMITTEE

Meets Quarterly - The 2nd Tuesday of Jan., April, July, and Oct., at 5:30 p.m.,
Heritage Park Train Depot

Qualifications: 18 Years of age, reside or active in the City

Membership: 20

APPOINTED BY	NAME	TERM EXPIRES JUNE 30 OF
Moore	Astrid Shesterkin	(16)
	Tony Reyes	(16)
	Amparo Oblea	(17)
	George Felix, Jr.	(17)
Zamora	Vacant	(16)
	Vacant	(16)
	Vacant	(17)
	Larry Oblea	(17)
Rounds	Vacant	(16)
	Linda Vallejo	(16)
	Mark Scoggins*	(17)
	Janice Smith	(17)
Sarno	Vacant	(16)
	Vacant	(16)
	Vacant	(17)
	Sally Gaitan	(17)
Trujillo	Vacant	(16)
	Vacant	(16)
	Merrie Hathaway	(17)
	Vacant	(17)

**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

APPOINTED BY	NAME	TERM EXPIRES JUNE 30 OF
Moore	Mary Tavera	(16)
	Vacant	(16)
	William Logan	(17)
	Ralph Aranda	(17)
	Kurt Hamra	(17)
Zamora	Francis Carbajal	(16)
	Bernie Landin	(16)
	Michele Carbajal	(16)
	Sally Gaitan	(17)
	Steve Gonzalez	(17)
Rounds	Kenneth Arnold	(16)
	Richard Legarreta, Sr.	(16)
	Johana Coca*	(16)
	Tim Arnold	(17)
	Mark Scoggins*	(17)
Sarno	Joey Hernandez	(16)
	Debbie Belmontes	(16)
	Lisa Garcia	(17)
	Ed Madrid	(16)
	David Diaz-Infante	(17)
Trujillo	Miguel Estevez	(16)
	Andrea Lopez	(16)
	Vacant	(17)
	Anthony Ambris	(17)
	Arcelia Miranda	(17)

**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 JUNE 30 OF
Council	Angel Munoz	6/30/2017
	Ron Biggs	6/30/2017
Personnel Advisory Board	Vacant	6/30/2017
Firemen's Association	Jim De Silva	6/30/2017
Employees' Association	Anita Ayala	6/30/2017

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

Moore

Ken Arnold

Rounds

Ralph Aranda

Sarno

John Mora

Trujillo

Frank Ybarra

Zamora

Gabriel Jimenez

SENIOR CITIZENS ADVISORY COMMITTEE

Meets the Second Tuesday of the month, except Jul., Aug., 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

APPOINTED BY	NAME	TERM EXPIRES JUNE 30 OF
Moore	Vacant	(16)
	Yoko Nakamura	(16)
	Paul Nakamura	(16)
	Astrid Shesterkin	(17)
	Vacant	(17)
Zamora	Rebecca Lira	(16)
	Vacant	(16)
	Vacant	(16)
	Amelia Acosta	(17)
	Vacant	(17)
Rounds	Vacant	(16)
	Bonnie Fox	(16)
	Gilbert Aguirre	(17)
	Lorena Huitron	(17)
	Janie Aguirre	(17)
Sarno	Gloria Duran*	(16)
	Vacant	(16)
	Hilda Zamora	(17)
	Vacant	(17)
	Ed Duran	(17)
Trujillo	Vacant	(16)
	Vacant	(16)
	Vacant	(17)
	Margaret Bustos*	(17)
	Vacant	(17)

**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

APPOINTED BY	NAME	TERM EXPIRES JUNE 30 OF
Moore	Martha Villanueva	(16)
	Laurie Rios	(16)
	Mary K. Reed	(17)
	Peggy Radoumis	(17)
	Vacant	(17)
Zamora	Charlotte Zevallos	(16)
	Francis Carbajal	(16)
	Michele Carbajal	(17)
	Doris Yarwood	(17)
	Lucy Gomez	(17)
Rounds	Manny Zevallos	(16)
	Susan Johnston	(16)
	Robert Wolfe	(16)
	Ted Radoumis	(17)
	Dominique Velasco	(17)
Sarno	Vacant	(16)
	Vacant	(16)
	Vacant	(16)
	Ed Madrid	(17)
	Cathy Guerrero	(17)
Trujillo	Vacant	(16)
	Andrea Lopez	(16)
	Dolores H. Romero*	(17)
	Marcella Obregon	(17)
	Vacant	(17)

**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

Moore

Albert J. Hayes

Rounds

Ted Radoumis

Sarno

Alma Martinez

Trujillo

Greg Berg

Zamora

Nancy Romo

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

APPOINTED BY	NAME	Term Expires in Year Listed or upon Graduation
Moore	Richard Aguilar	(17)
	Evony Reyes	(16)
	Zachary Varela	(17)
	Lexi Cid	(17)
Zamora	Metztli Mercado-Garcia	(17)
	Danniela Chavez	(17)
	Vacant	()
	Vacant	()
Rounds	Gabriel Perez	(16)
	Jennisa Casillas	(17)
	Laurence Ordaz	(16)
	Sarah Garcia	()
Sarno	Anissa Rodriguez	(16)
	Vacant	()
	Vacant	()
	Alyssa Madrid	(16)
Trujillo	Paul Legarreta	(17)
	Victoria Nunez	(16)
	Richard Uribe	(16)
	Vacant	()