



Mayor Antonio Lopez  
Mayor Pro Tem Sylvia Ballin  
Councilmember Jesse H. Avila  
Councilmember Joel Fajardo  
Councilmember Robert C. Gonzales  
Interim City Administrator  
Fred Ramirez

## SAN FERNANDO CITY COUNCIL AGENDA

DECEMBER 17, 2012 – 6:00 PM

COUNCIL CHAMBERS  
117 MACNEIL STREET  
SAN FERNANDO, CA 91340

### CALL TO ORDER/ROLL CALL

### PLEDGE OF ALLEGIANCE

Mayor Antonio Lopez

### PRESENTATION

- A) PROCLAMATION – VOLUNTEER INCOME TAX ASSISTANCE PROGRAM/ EARNED INCOME TAX CREDIT

### APPROVAL OF AGENDA

### PUBLIC STATEMENTS – WRITTEN/ORAL

There will be a three (3) minute limitation per each member of the audience who wishes to make comments in order to provide a full opportunity to every person who desires to address the City Council.

### CONSENT CALENDAR

Items on the Consent Calendar are considered routine and may be disposed of by a single motion to adopt staff recommendation. If the City Council wishes to discuss any item, it should first be removed from the Consent Calendar.

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**1) APPROVAL OF WARRANT REGISTER NO. 12-122**

**2) BUSINESS LICENSE PERMIT RENEWALS FOR CALENDAR YEAR 2013**

Recommend that the City Council approve the Business License Permits for calendar year 2013.

**3) ADOPTION OF A RESOLUTION TO FIX THE CITY'S CONTRIBUTION TOWARD CALPERS HEALTH BENEFITS**

Recommend that the City Council adopt a Resolution specifying the City's contribution toward CalPERS health benefits in accordance with statutory requirements of the Public Employees' Medical and Hospital Care Act (PEMHCA).

**NEW BUSINESS**

**4) AMENDMENT TO CONTRACT NO. 1465 AND REFUSE CONTRACT TIMELINE IMPLEMENTATION**

Recommend that the City Council:

- a. Approve an amendment to the existing agreement (Contract No. 1465) with Crown Disposal extending City refuse services through February 2013 under the existing terms and conditions; and
- b. Direct staff to initiate the proposed project timeline and proceed with the selection process in order to retain consultant services to assist the City in the procurement of a refuse services contract.

**5) AWARD OF CONSTRUCTION CONTRACT FOR LOPEZ ADOBE REHABILITATION PROJECT PHASE II: FLOORING AND ROOF REPAIRS (PROJECT CCHE GRANT NO. 07-B4-27)**

Recommend that the City Council:

- a. Accept the lowest responsive bid in the amount of \$48,000 from Access Pacific Inc. for rehabilitation work on the Lopez Adobe building and site; and
- b. Authorize the Interim City Administrator to execute a Construction Contract with Access Pacific Inc., which includes the low bid of \$46,000 for rehabilitation work on the Lopez Adobe building to remove asbestos containing floor, installation of linoleum flooring, repair and restoration of the clay tile roof and \$2,000 for an additive bid item that includes new roof underlayment, all pursuant to the Secretary of Interiors Standards for the Treatment of Historic Properties and National Park Services Preservation Briefs No. 30.



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**6) AWARD OF ARCHITECTURAL CONTRACT FOR THE LOPEZ ADOBE ANCILLARY BUILDING PROJECT**

Recommend that the City Council:

- a. Accept the lowest responsive bid in the amount not to exceed \$15,555 from ONYX Architects to prepare construction documents and provide construction observation services for the Lopez Adobe Ancillary Building Project, per the approved scope of work; and
- b. Authorize the Interim City Administrator to execute a contract for professional services with ONYX Architects per the approved scope of work, in an amount not to exceed \$15,555 with an additional 10% contingency for unforeseen, additional work.

**7) APPOINTMENT OF INTERIM CITY ADMINISTRATOR AS DEPUTY FINANCE DIRECTOR FOR CHECK SIGNATURE PURPOSES**

Recommend that the City Council designate the Interim City Administrator as the Deputy Finance Director for signature of warrants issued to vendors and employees, effective December 17, 2012.

**8) ADOPTION OF A RESOLUTION CANCELING THE MARCH 5, 2013, GENERAL MUNICIPAL ELECTION AND PROVIDING FOR APPOINTMENTS TO THE OFFICES OF THE CITY THAT WERE TO BE ELECTED ON MARCH 5, 2013**

Recommend that the City Council adopt a Resolution canceling the March 5, 2013, General Municipal Election and providing for the appointment to the offices of the City that were to be elected on March 5, 2013.

**9) REQUEST FOR FINANCIAL ASSISTANCE FOR THE HARDING STREET AFFORDABLE HOUSING PROJECT**

Recommend that the City Council:

- a. Consider a request from Aszkenazy Development, Inc. (ADI) for local support in the form of a City financial commitment of \$250,000 to facilitate an application for Los Angeles County HOME Funds in order to develop a 29-unit apartment building (the Project); and
- b. Subsequent to discussion and public input, direct staff to undertake one of the two following options:
  - i. Adopt the Resolution authorizing the City's financial commitment of \$250,000 in local support and authorize the Interim City Administrator to prepare the associated Letter of Support for the Project; or
  - ii. Deny the request for financial support for the Project.



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CITY COUNCIL ITEMS

**10) STANDING COMMITTEES – REORGANIZATION**

This item is placed on the agenda by Mayor Antonio Lopez.

**11) CITY COUNCIL LIAISON ASSIGNMENTS**

This item is placed on the agenda by Mayor Antonio Lopez.

**12) APPOINTMENT TO CITY COMMISSION**

Mayor Antonio Lopez is recommending the appointment of:

- a. Yvonne Mejia to the Planning and Preservation Commission.

**13) APPOINTMENTS TO CITY COMMISSIONS**

Councilmember Jesse H. Avila is recommending the appointments of:

- a. Theale “Stormy” E. Haupt to the Planning and Preservation Commission;
- b. Dolores “Dee” Akemon to the Transportation and Safety Commission; and
- c. Joe Ponce to the Parks, Wellness, and Recreation Commission.

**14) APPOINTMENTS TO CITY COMMISSIONS**

Councilmember Joel Fajardo is recommending the appointments of:

- a. Kevin Beaulieu to the Planning and Preservation Commission; and
- b. Patty Lopez to the Education Commission.

**15) APPOINTMENTS TO CITY COMMISSIONS**

Councilmember Robert C. Gonzales is recommending the appointments of:

- a. Rudy Trujillo to the Transportation and Safety Commission;
- b. Rodolfo Salinas Jr. to the Planning and Preservation Commission;
- c. Louis A. Lopez to the Education Commission; and
- d. Saydith Navarro to the Parks, Wellness, and Recreation Commission.





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**16) CONSIDERATION OF THE FORMATION OF A HEALTHCARE ADVISORY BOARD**

This item is placed on the agenda by Councilmember Joel Fajardo.

GENERAL COUNCIL COMMENTS

STAFF COMMUNICATION

ADJOURNMENT

*I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the City Hall bulletin board not less than 72 hours prior to the meeting.*

*Elena G. Chávez, City Clerk*

*Signed and Posted: December 13, 2012 (6:00 p.m.)*

Agendas and complete Agenda Packets (including staff reports and exhibits related to each item) are posted on the City's Internet Web site ([www.sfcity.org](http://www.sfcity.org)). These are also available for public reviewing prior to a meeting in the City Clerk's Office. Any public writings distributed by the City Council to at least a majority of the Councilmembers regarding any item on this regular meeting agenda will also be made available at the City Clerk's Office at City Hall located at 117 Macneil Street, San Fernando, CA, 91340 during normal business hours. In addition, the City may also post such documents on the City's Web Site at [www.sfcity.org](http://www.sfcity.org). In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification/accommodation to attend or participate in this meeting, including auxiliary aids or services please call the City Clerk's Office at (818) 898-1204 at least 48 hours prior to the meeting.



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# **San Fernando City Council**

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## **FINANCE DEPARTMENT**

### **MEMORANDUM**

**TO:** Mayor Antonio Lopez and Councilmembers

**FROM:** Fred Ramirez, Acting City Administrator/Deputy Finance Director

**DATE:** December 17, 2012

**SUBJECT:** Warrant Register

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#### **RECOMMENDATION:**

It is recommended that the City Council adopt a Resolution (Attachment "A") approving the Warrant Register.

#### **BACKGROUND:**

For each City Council meeting the Finance Department prepares a Warrant Register for Council approval. The Register includes all recommended payments for the City. Checks, other than handwritten checks, generally are not released until after the Council approves the Register. The exceptions are for early releases to avoid penalties and interest, excessive delays and in all other circumstances favorable to the City to do so. Handwritten checks are those payments required to be issued between Council meetings such as insurance premiums and tax deposits. Staff reviews requests for expenditures for budgetary approval and then prepares a Warrant Register for Council approval and or ratification. Items such as payroll withholding tax deposits do not require budget approval.

The Deputy Finance Director hereby certifies that all requests for expenditures have been signed by the department head, or designee, receiving the merchandise or services thereby stating that the items or services have been received and that the resulting expenditure is appropriate. The Deputy Finance Director hereby certifies that each warrant has been reviewed for completeness and that sufficient funds are available for payment of the warrant register.

#### **ATTACHMENT:**

A. Warrant Register Resolution

**ATTACHMENT "A"****RESOLUTION NO. 12-122****RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
SAN FERNANDO ALLOWING AND APPROVING FOR  
PAYMENT DEMANDS PRESENTED ON DEMAND/  
WARRANT REGISTER NO. 12-122****THE CITY COUNCIL OF THE CITY OF SAN FERNANDO DOES HEREBY  
RESOLVE, FIND, DETERMINE AND ORDER AS FOLLOWS:**

1. That the demands (EXHIBIT "A") as presented, having been duly audited, for completeness, are hereby allowed and approved for payment in the amounts as shown to designated payees and charged to the appropriate funds as indicated.

2. That the City Clerk shall certify to the adoption of this Resolution and deliver it to the City Treasurer.

**PASSED, APPROVED, AND ADOPTED** this 17<sup>th</sup> day of December, 2012.

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Antonio Lopez, Mayor

**ATTEST:**

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Elena G. Chávez, City Clerk

**STATE OF CALIFORNIA            )**  
**COUNTY OF LOS ANGELES    ) ss**  
**CITY OF SAN FERNANDO       )**

**I HEREBY CERTIFY** that the foregoing Resolution was approved and adopted at a regular meeting of the City Council held on the 17<sup>th</sup> day of December 2012, by the following vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

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Elena G. Chávez, City Clerk

**EXHIBIT "A"**

vchlist		Voucher List				Page: 1	
12/11/2012 4:29:49PM		CITY OF SAN FERNANDO					
Bank code :		bank					
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
100172	12/17/2012	100050 ACE INDUSTRIAL SUPPLY	1218746		SAW BLADES FOR WATER METER WO		
					70-383-0000-4310	481.58	
					Total :	481.58	
100173	12/17/2012	100101 VERIZON WIRELESS-LA	270693253		PLANNING CELL PHONES		
					01-140-0000-4220	7.77	
					01-150-0000-4220	32.68	
			561407019		CITY YARD CELL PHONE & USB MODEI		
					70-384-0000-4220	72.64	
					01-390-0000-4220	5.49	
					01-320-0000-4220	5.48	
					72-360-0000-4220	1.12	
			660629692		VARIOUS CELL PHONES		
					01-106-0000-4220	31.50	
					70-384-0000-4220	16.06	
					Total :	172.74	
100174	12/17/2012	100143 ALONSO, SERGIO	NOV 2012		MARIACHI MASTER APPRENTICE PROI		
					10-424-3693-4260	1,850.00	
					Total :	1,850.00	
100175	12/17/2012	100175 AMERICAN WATER WORKS ASSOC.	0000671501		USING WATER AUDITS FOR EFFECTIVI		
					70-381-0000-4360	195.00	
					Total :	195.00	
100176	12/17/2012	100191 ANGELES SHOOTING RANGE	8000		TRAINING		
					01-222-0000-4360	75.00	
					Total :	75.00	
100177	12/17/2012	100222 ARROYO BUILDING MATERIALS, INC	98868		CONCRETE - 1422 CELIS WATER SERV		
					70-383-0000-4260	14.68	
					Total :	14.68	
100178	12/17/2012	100308 BARON BAG & EROSION SUPPLY CO	0000150372		SAND BAGS		
					13-311-0000-4300	652.50	
					Total :	652.50	
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100179	12/17/2012	100476 CCP INDUSTRIES INC.	IN00993331		LINT FREE TOWELS 70-384-0301-4300		519.91
					Total :		519.91
100180	12/17/2012	100553 CALIFORNIA NARCOTIC OFFICERS	A55-C13		2013 NEW MEMBERSHIP DUES 01-224-0000-4360		75.00
					Total :		75.00
100181	12/17/2012	100676 R. E. CHARLES PLUMBING, INC.	16769		CLEAR MEN'S URINALS @ PD 01-390-0222-4330		375.02
					Total :		375.02
100182	12/17/2012	100713 CITY OF GLENDALE	GLN0000005286		WATERMASTER COST SHARE AGREEM 70-381-0000-4260		2,443.95
					Total :		2,443.95
100183	12/17/2012	100731 CITY OF LOS ANGELES	74 WP130000027		CAPITAL PORTION OF ASSSC.-JAN 201 72-360-0000-4600		73,921.00
			74 WP130000070		SEWERAGE FACILITIES CHARGE 72-360-0000-4600		1,524.45
			74 WP130000071		SEWERAGE FACILITIES CHARGE 72-360-0000-4600		686.00
			74WP130000026		O & M PORTION OF ASSSC - JAN 2013 72-360-0000-4260		116,641.00
					Total :		192,772.45
100184	12/17/2012	100805 COOPER HARDWARE INC.	86880		MAT'Ls TO REPAIR HOLIDAY DECORAT 01-310-0000-4300		81.92
			86981		RED MARKING PAINT - USA DIGALERT: 13-371-0301-4300		39.08
					Total :		121.00
100185	12/17/2012	100859 CROWN DISPOSAL	2BN00077		HAULING FEES - 11/01/12-11/30/12 73-350-0000-4260		65,959.60
					Total :		65,959.60
100186	12/17/2012	101004 DUNN-EDWARDS CORPORATION	2030237644		PAINT 01-390-0460-4300		212.71

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Bank code :		bank				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
100186	12/17/2012	101004 101004 DUNN-EDWARDS CORPORATION	(Continued)			Total : 212.71
100187	12/17/2012	101089 ESCOBAR, MARCO	112112-1		L P SENIOR PETTY CASH REIMB. 04-2380	85.76
			112112-2		L P SENIOR PETTY CASH REIMB. 04-2380	92.58
			112612		L P SENIOR PETTY CASH REIMB. 04-2380	25.00
					Total :	203.34
100188	12/17/2012	101140 FAR WEST CHARTERS	011313		SENIOR CLUB VOLUNTEER TRIP ON 04-2380	3,100.00
					Total :	3,100.00
100189	12/17/2012	101147 FEDEX	2-098-54496		COURIER SERVICE 01-190-0000-4280	55.58
					Total :	55.58
100190	12/17/2012	101152 FERNANDEZ, JULIE	REIMB		REIMB OF PAPER GOODS & CAKE - SV 01-101-0000-4300	126.23
					01-105-0000-4390	3.20
					Total :	129.43
100191	12/17/2012	101273 GARCIA, PATTY	REIMB.		REIMB. FOR ASCEP ACTIVITY SUPPLIE 10-420-1371-4300	113.05
					Total :	113.05
100192	12/17/2012	101302 VERIZON	8181811114		CITY YARD AUTO DIALER 70-384-0000-4220	48.89
			8183616728		ENGINEERING FAX LINE 01-310-0000-4220	21.75
			8183617646		HERITAGE PARK - IRRIGATION CONTR 01-420-0000-4220	213.33
			8183655097		PD NARCOTICS VAULT 01-222-0000-4220	27.29
			8188371509		ANIMAL CONTROL & PW PHONE LINE 01-190-0000-4220	48.08
			8188384969		PD ALARM PANEL	
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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
100192	12/17/2012	101302 VERIZON	(Continued)			
			8188981027		01-222-0000-4220 POOL FACILITY PHONE LINES	85.07
			8188987373		01-430-0000-4220 PD EMERGENCY	267.56
					01-222-0000-4220	109.87
					Total :	821.84
100193	12/17/2012	101347 GOLDEN WEST INDUSTRIAL SUPPLY	2054874		DEPT SUPPLIES 01-320-0301-4300	130.00
					01-320-0000-4340	151.36
					Total :	281.36
100194	12/17/2012	101427 H.C. STROUD	10732		WELL 2A CHLORINE EXHAUST BLOWE 70-384-0301-4300	123.16
					Total :	123.16
100195	12/17/2012	101434 GUZMAN, JESUS ALBERTO	NOV 2012		MARIACHI MASTER APPRENTICE PRO 10-424-3693-4260	2,200.00
					Total :	2,200.00
100196	12/17/2012	101528 THE HOME DEPOT CRC, ACCT#603532202490	1246164		REPLACE BROKEN POTS @ CITY HALL 01-390-0310-4300	65.21
			1246213		REPLACE BROKEN POTS @ CITY HALL 01-390-0310-4300	41.95
			1571899		MACLAY & EIGHTH KNOCKDOWN SUP 13-370-0301-4300	97.89
			281677		RED PAINT 01-310-0000-4300	12.63
			5085489		REPLACE SIGNS FOR OUTSIDE RESTF 01-390-0460-4300	21.71
			6026822		LEAF RAKE & TRASH CANS 13-311-0000-4300	47.75
			6281879		TRASH BAGS 01-341-0301-4300	290.08
			7240720		11-311-7510-4600 SUPPLIES	290.09
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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
100196	12/17/2012	101528 THE HOME DEPOT CRC, ACCT#603532202490 (Continued)			70-383-0301-4300	172.91
					Total :	1,040.22
100197	12/17/2012	101599 IMAGE 2000 CORPORATION	VN288870		TOSH 450 AND 4511 USAGE	411.74
			VN288872		01-420-0000-4260	239.25
					TOSHIBA 5500C CONTRACT OVERAGE	650.99
					10-420-1371-4260	
					Total :	650.99
100198	12/17/2012	101647 INTERSTATE BATTERY	30570249		BATTERIES FOR FLEET	57.58
					01-1215	57.58
					Total :	57.58
100199	12/17/2012	101649 INTER VALLEY POOL SUPPLY, INC	48306		POOL CHEMICALS	940.14
					01-430-0000-4300	940.14
					Total :	940.14
100200	12/17/2012	101666 DE LAGE LANDEN FINANCIAL SERVS	15865998		COPIER 11/01/12-11/30/12	603.56
					01-222-0000-4260	603.56
					Total :	603.56
100201	12/17/2012	101688 J & R AUDIO	3495		AUDIO AND LIGHTING FOR HOLIDAY TI	700.00
					17-420-1367-4260	700.00
					Total :	700.00
100202	12/17/2012	101768 KIMBALL-MIDWEST	2712314		DEPT SUPPLIES	35.04
					01-320-0301-4300	35.04
					Total :	35.04
100203	12/17/2012	101811 LACPCA	2013		2013 ANNUAL MEMBERSHIP DUES	500.00
					01-222-0000-4380	500.00
					Total :	500.00
100204	12/17/2012	101957 CITY OF LOS ANGELES	38 SF130000001		FIRE/AMBULANCE SERVICES FOR JUL	263,279.92
					01-500-0000-4260	263,279.92
					Total :	263,279.92

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
100205	12/17/2012	101971 L.A. MUNICIPAL SERVICES	111312		ELECTRIC - 14060 SAYRE	15,826.24
			120712		70-384-0000-4210	97.72
					WATER - 12900 DRONFIELD	15,923.96
					70-384-0000-4210	
					Total :	15,923.96
100206	12/17/2012	101974 LOS ANGELES COUNTY	OCT 2012		DEPT OF ANIMAL CARE & CONTROL FI	5,019.92
					01-222-0000-4260	5,019.92
					Total :	5,019.92
100207	12/17/2012	102002 LOS ANGELES COUNTY	8500-186581		PUBLIC HEALTH LICENSE FEE 501 FIR	1,081.00
					73-350-0000-4260	1,081.00
					Total :	1,081.00
100208	12/17/2012	102007 L.A. COUNTY SHERIFFS DEPT.	131616WC		PRISONER MEALS - OCT 2012	645.97
					01-225-0000-4350	645.97
					Total :	645.97
100209	12/17/2012	102226 MISSION LINEN & UNIFORM	340694305		LAUNDRY	85.54
			340695026		01-225-0000-4350	168.52
			340696045		LAUNDRY	90.71
			340696772		01-225-0000-4350	126.98
			340697779		LAUNDRY	191.22
			340698474		01-225-0000-4350	191.34
					Total :	854.31
100210	12/17/2012	102275 MOTION PICTURE LICENSING CORP.	503809454		MOTION PICTURE LICENSE	359.41
					01-420-0000-4260	359.41
					Total :	359.41
100211	12/17/2012	102303 NACHO'S ORNAMENTAL SUPPLY	212651		STEEL SUPPORTS FOR WATER PIPES	

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
100211	12/17/2012	102303 NACHO'S ORNAMENTAL SUPPLY	(Continued)		01-390-0410-4300	15.83
					<b>Total :</b>	<b>15.83</b>
100212	12/17/2012	102387 K.R. NIDA CORPORATION	26350-RR		HANDHELD RADIO REPAIR	171.48
			26392		70-383-0000-4320 REPLACE BROKEN 2-WAY RADIO FOR 01-390-0410-4310	325.60
					<b>Total :</b>	<b>497.08</b>
100213	12/17/2012	102403 NOW IMAGE PRINTING	1499		NO PARKING SIGNS	457.02
			1515		13-311-0000-4300 VENDOR DECAL STICKERS 01-130-0000-4300	734.06
					<b>Total :</b>	<b>1,191.08</b>
100214	12/17/2012	102410 NORTHRIDGE HOSPITAL MEDICAL	301409967		SART EXAM	730.00
					01-224-0000-4270	730.00
					<b>Total :</b>	<b>730.00</b>
100215	12/17/2012	102432 OFFICE DEPOT	1521981904		PAPER	33.83
			1522278711		01-222-0000-4300 HP INK	34.79
			1524495065		01-222-0000-4300 DIGITAL SCALE & BATTERIES	64.25
			631940710001		13-311-0000-4300 MONTHLY DESK PAD	18.00
			631940781001		01-222-0000-4300 LABELER TAPE, COPY PAPER, PENS	383.13
					01-222-0000-4300	534.00
					<b>Total :</b>	<b>534.00</b>
100216	12/17/2012	102454 OLIVE VIEW MEDICAL CENTER	6424456		PROFESSIONAL SERVICES	35.00
					01-225-0000-4350	35.00
					<b>Total :</b>	<b>35.00</b>
100217	12/17/2012	102530 AT & T	818-270-2203		CRT ROOF TO INGLEWOOD PD	

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100217	12/17/2012	102530 AT & T	(Continued)		01-222-0000-4220	124.58
					<b>Total :</b>	<b>124.58</b>
100218	12/17/2012	102708 PUEBLO CONTRACTING SERVICE INC	70-2234		EDDY VALVE DEP REFUND - UNUSED I	555.17
					70-2234	555.17
					<b>Total :</b>	<b>555.17</b>
100219	12/17/2012	102930 ROYAL WHOLESALE ELECTRIC	8901-674532		REPLACE LENSES FOR LP GYM LIGHT	325.40
					01-390-0460-4300	325.40
					<b>Total :</b>	<b>325.40</b>
100220	12/17/2012	102988 SAFETY-KLEEN CORP.	59511587		CLEAN CLARIFIER @ 501 FIRST	1,000.00
					72-360-0000-4260	1,000.00
					<b>Total :</b>	<b>1,000.00</b>
100221	12/17/2012	103010 SAM'S CLUB DIRECT, #0402465855179	3000		WATER - 4TH OF JULY EVENT	55.80
			5474		17-420-1386-4300 THANKSGIVING MEAL FOR HDM	23.26
			5561		04-2346 MMAF REFRESHMENTS	107.94
			8583		04-2359 KITCHEN SUPPLIES - MOCHA MIX, UTE	135.09
			871		01-222-0000-4300 DAY CAMPS SNACKS	114.84
			9835		17-420-1399-4300 FOR WINTER SHOW CASE - ASCEP	107.76
					10-420-1371-4300	544.69
					<b>Total :</b>	<b>544.69</b>
100222	12/17/2012	103029 SAN FERNANDO, CITY OF	12072-12083		REIMBURSEMENT TO WORKERS COM	4,673.19
					06-190-0000-4810	4,673.19
					<b>Total :</b>	<b>4,673.19</b>
100223	12/17/2012	103057 SAN FERNANDO VALLEY SUN	8426		NOTICE OF ELECTION (PUBLISHED 2X	293.76
					01-116-0000-4230	293.76
					<b>Total :</b>	<b>293.76</b>

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vchlist 12/11/2012 4:29:49PM		Voucher List CITY OF SAN FERNANDO				Page: 9
Bank code :		bank				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
100224	12/17/2012	103142 SHEWARD & SON & SONS	5744601		SERVICE OF WINDOW COVERING @ P 01-430-0000-4260	300.00
					<b>Total :</b>	<b>300.00</b>
100225	12/17/2012	103184 SMART & FINAL	136788		SUPPLIES FOR MEAL PROGRAM COFF 10-422-3750-4300	102.52
					<b>Total :</b>	<b>102.52</b>
100226	12/17/2012	103202 SOUTHERN CALIFORNIA EDISON CO.	111412		ELECTRIC - 117 MACNEIL 70-384-0000-4210 70-381-0000-4210 72-360-0000-4210 01-390-0450-4210	827.16 278.57 295.72 557.14
					<b>Total :</b>	<b>1,958.59</b>
100227	12/17/2012	103205 THE GAS COMPANY	110512		GAS - 910 1ST 01-222-0000-4210	316.87
			110712		GAS - 519 S BRAND 01-420-0000-4210	52.95
					<b>Total :</b>	<b>369.82</b>
100228	12/17/2012	103251 STANLEY PEST CONTROL	1178	10953	FUMIGATION OF CITY HALL STRUCTUF 01-390-0310-4260	8,845.00
					<b>Total :</b>	<b>8,845.00</b>
100229	12/17/2012	103349 THE HOUSE OF PRINTING, INC.	143686		#10 WINDOW ENVELOPES-NON DEPT 01-130-0000-4300	554.63
					<b>Total :</b>	<b>554.63</b>
100230	12/17/2012	103439 UPS	831954482		COURIER SERVICE 01-190-0000-4280	111.78
					<b>Total :</b>	<b>111.78</b>
100231	12/17/2012	103445 UNDERGROUND SERVICE ALERT	1120120640		(26) NEW USA DIGALERT TICKETS 70-381-0000-4260	39.00
					<b>Total :</b>	<b>39.00</b>
100232	12/17/2012	103503 UNITED STATES POSTAL SERVICE	15122187		REIMBURSEMENT OF POSTAGE MACH	
						Page: 9

vchlist 12/11/2012 4:29:49PM		Voucher List CITY OF SAN FERNANDO				Page: 10
Bank code :		bank				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
100232	12/17/2012	103503 UNITED STATES POSTAL SERVICE	(Continued)		01-190-0000-4280	1,500.00
					<b>Total :</b>	<b>1,500.00</b>
100233	12/17/2012	103603 VULCAN MATERIALS COMPANY	207714		COLD MIX - (POTHOLE PATCHES) 13-311-0000-4300	1,377.49
					<b>Total :</b>	<b>1,377.49</b>
100234	12/17/2012	103851 EVERSOF, INC.	R1161732		WATER SOFTNER RENTAL - WELL 2A 70-384-0000-4260	66.97
					<b>Total :</b>	<b>66.97</b>
100235	12/17/2012	103903 TIME WARNER CABLE	8448200540010328		CABLE - 12/05/12 - 01/04/13 01-190-0000-4220	58.49
			8448200540010369		CABLE - 11/18/12 - 12/17/12 01-222-0000-4260	15.79
					<b>Total :</b>	<b>74.28</b>
100236	12/17/2012	887239 SYLMAR LOCK & KEY & LOCKSMITH	7637		DAMAGED KEY REPLACEMENTS 13-371-0301-4300	21.75
					<b>Total :</b>	<b>21.75</b>
100237	12/17/2012	887289 MORALES, MARIA	39-2155-03		WATER ACCT REFUND OF EXCESS FE 72-3745-0000 73-3755-0000 70-3810-0000	393.94 341.64 18.00
					<b>Total :</b>	<b>753.58</b>
100238	12/17/2012	887411 GONZALEZ, LUIS	111912		MUSIC FOR NEW YEAR'S DAY DANCE 04-2380	1,800.00
					<b>Total :</b>	<b>1,800.00</b>
100239	12/17/2012	887616 HERRERA, RAUL	12.6.12		FACE PAINTING FOR HOLIDAY TREE LI 17-420-1367-4260	150.00
					<b>Total :</b>	<b>150.00</b>
100240	12/17/2012	887810 CALGROVE RENTALS, INC.	41079		GRINDING OF MPH LEGENDS ON MAC 13-311-0000-4600	278.75
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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
100253	12/17/2012	888869 MUNITEMPS STAFFING	(Continued)		70-383-0000-4112	262.80
					70-384-0000-4112	262.80
					72-360-0000-4112	262.80
			123348		TEMP STAFFING - ADMIN ANALYST - W	
					01-310-0000-4112	233.60
					01-311-0000-4112	58.40
					27-344-0000-4112	146.00
					70-381-0000-4112	584.00
					70-382-0000-4112	1,022.00
					70-383-0000-4112	292.00
					70-384-0000-4112	292.00
					72-360-0000-4112	292.00
			123468		TEMP STAFFING - ADMIN ANALYST - W	
					01-310-0000-4112	217.54
					01-311-0000-4112	54.39
					27-344-0000-4112	135.96
					70-381-0000-4112	543.85
					70-382-0000-4112	951.74
					70-383-0000-4112	271.93
					70-384-0000-4112	271.93
					72-360-0000-4112	271.91
			123534		TEMP STAFFING - ADMIN ANALYST - W	
					01-310-0000-4112	200.02
					01-311-0000-4112	50.01
					27-344-0000-4112	125.01
					70-381-0000-4112	500.05
					70-382-0000-4112	875.09
					70-383-0000-4112	250.03
					70-384-0000-4112	250.03
					72-360-0000-4112	250.01
					Total :	10,767.50
100254	12/17/2012	888873 ROYAL FLUSH	1897		PORTABLE TOILET RENTAL - DRONFIE	
					70-384-0000-4260	133.00
					Total :	133.00

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12/11/2012 4:29:49PM		CITY OF SAN FERNANDO					
Bank code :		bank					
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
100255	12/17/2012	889037 AT&T MOBILITY	875587443		MODEM FOR TRAFFIC SIGNS ON MACI		
					01-310-0000-4220	62.44	
					Total :	62.44	
100256	12/17/2012	889043 ALADIN JUMPERS	102812		CHAIR RENTAL		
					01-423-0000-4260	65.00	
					Total :	65.00	
100257	12/17/2012	889114 SEVEN ELK RANCH DESIGN, INC	1988		CONSULTING FEES 09/01/12-09/30/12		
					01-310-0000-4270	500.00	
					Total :	500.00	
100258	12/17/2012	889118 LDI COLOR TOOLBOX	177520		COPIER USAGE - 10/07/12 - 11/07/12		
					01-222-0000-4260	233.29	
					Total :	233.29	
100259	12/17/2012	889274 BOWDEN MORENO, LINDA	REIMB.		MILEAGE REIMB. TO ERC WORKSHOP		
					01-420-0000-4360	33.69	
					Total :	33.69	
100260	12/17/2012	889503 JTB SUPPLY COMPANY, INC.	95423		TRAFFIC SIGNAL L.E.D. REPLACEMENT		
					13-371-0301-4300	1,326.75	
					Total :	1,326.75	
100261	12/17/2012	889532 GILMORE, REVAA.	11/03/12 - 11/16/12		FOOD SERVICE MANAGER		
					10-422-3750-4270	565.50	
					10-422-3752-4270	110.50	
					Total :	676.00	
100262	12/17/2012	889533 MARTINEZ, ANITA	11/03/12 - 11/16/12		ASSISTANT FOOD MANAGER		
					10-422-3750-4270	159.30	
					Total :	159.30	
100263	12/17/2012	889534 RAMIREZ, FRANCISCO	11/03/12 - 11/16/12		HDM DRIVER		
					10-422-3752-4270	159.30	
					10-422-3752-4390	46.80	
					Total :	206.10	

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Bank code :		bank				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
100264	12/17/2012	889535 GOMEZ, GILBERT	11/03/12 - 11/16/12		HDM DRIVER 10-422-3752-4270 10-422-3752-4390	159.30 51.48
					<b>Total :</b>	<b>210.78</b>
100265	12/17/2012	889592 CUELLAR, JIMMY KYLE	NOV 2012		MARIACHI MASTER APPRENTICE PRO 10-424-3693-4260	1,150.00
					<b>Total :</b>	<b>1,150.00</b>
100266	12/17/2012	889680 JIMENEZ LOPEZ, JUAN MANUEL	NOV 2012		MARIACHI MASTER APPRENTIC PROG 10-424-3693-4260	450.00
					<b>Total :</b>	<b>450.00</b>
100267	12/17/2012	889681 VILLALPANDO, MARIA	11/03/12 - 11/16/12		FOOD SERVICE WORKER 10-422-3750-4270 10-422-3752-4270	177.00 35.40
					<b>Total :</b>	<b>212.40</b>
100268	12/17/2012	889871 EXOVA INC.	141223 141286		HEXAVALENT CHROMIUM 70-384-0000-4260 CHROMIUM BY SOP & HEXAVALENT CI 70-384-0000-4260	375.00 2,325.00
					<b>Total :</b>	<b>2,700.00</b>
100269	12/17/2012	889913 BALLIN, SYLVIA	NOV 2012 OCT 2012		CELL PHONE USAGE REIMB 01-101-0101-4220 CELL PHONE USAGE REIMB 01-101-0101-4220	66.00 66.00
					<b>Total :</b>	<b>132.00</b>
100270	12/17/2012	889986 THE GEAR BOX	1983 1992		REPLACEMENT UNIFORM 01-222-0000-4300 UNIFORM 01-222-0000-4300	46.75 320.78
					<b>Total :</b>	<b>367.53</b>
100271	12/17/2012	890030 ELITE EQUIPMENT INC	16220		STOMPER REPAIR 70-383-0000-4320	283.59
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Bank code :		bank				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
100271	12/17/2012	890030 ELITE EQUIPMENT INC	(Continued) 16316 16317		20" HEAVY DUTY COMBO DIAMOND BL 70-383-0000-4310 STOMPER REPAIR 70-383-0000-4320	283.99 385.99
					<b>Total :</b>	<b>953.57</b>
100272	12/17/2012	890109 SUPERMEDIA LLC	490003218406		DOMAIN REGISTRATION & E-MAIL HOS 01-190-0000-4220	50.95
					<b>Total :</b>	<b>50.95</b>
100273	12/17/2012	890117 CASMANN	14501		REPAIR SEAT & FRAME - PD3029 01-320-0225-4400	457.00
					<b>Total :</b>	<b>457.00</b>
100274	12/17/2012	890254 BMI	22820009		MUSIC LICENSING 01-424-0000-4260	320.00
					<b>Total :</b>	<b>320.00</b>
100275	12/17/2012	890401 ENVIROGEN TECHNOLOGIES INC	0003632-IN	10950	NITRATE REMOVAL SYS LEASE PYMT- 70-384-0857-4600 70-384-0857-4600	6,676.00 584.15
					<b>Total :</b>	<b>7,260.15</b>
100276	12/17/2012	890463 KJC LATENT PRINT SERVICE	SF00010		FINGERPRINT CLASSIFICATIONS 01-224-0000-4270	460.00
					<b>Total :</b>	<b>460.00</b>
100277	12/17/2012	890486 LINCOLN COMMERCIAL	SI201315		WATER EXERCISE EQUIPMENT 01-430-0000-4300	2,032.37
					<b>Total :</b>	<b>2,032.37</b>
100278	12/17/2012	890491 PTI PRINTING TECHNOLOGY INC	0456480-IN		2 TONER CARTRIDGES FOR HP4200 01-130-0000-4300	142.03
					<b>Total :</b>	<b>142.03</b>
100279	12/17/2012	890536 PRUDENTIAL OVERALL SUPPLY	71004545	10944	FY 2013 PUBLIC WORKS UNIFORM PUI 73-350-0000-4310	440.00
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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
100279	12/17/2012	890536 PRUDENTIAL OVERALL SUPPLY	(Continued)			
				10944	72-360-0000-4310	1,800.00
				10944	01-311-0000-4310	93.00
				10944	01-320-0000-4310	220.00
				10944	01-346-0000-4310	85.00
				10944	01-370-0000-4310	75.00
				10944	01-371-0000-4310	150.00
				10944	01-390-0410-4310	1,071.66
				10944	70-383-0000-4310	950.00
				10944	70-384-0000-4310	1,045.00
					Total :	5,929.66
100280	12/17/2012	890584 POWERLINE BATTERY SPECIALIST	3063		BATTERY & SOLAR PANEL - WA0246	
					70-383-0000-4400	190.47
					Total :	190.47
100281	12/17/2012	890740 MORAN, STEPHANIE	NOV 2012		WATER EXERCISE INSTRUCTOR	
					17-420-1338-4260	440.00
					Total :	440.00
100282	12/17/2012	890834 SPARKLING IMAGE CORP	40229		CAR WASHES FOR OCT 2012	
					01-222-0000-4320	143.00
					Total :	143.00
100283	12/17/2012	890879 EUROFINS EATON ANALYTICAL, INC	L0103296		WATER ANALYSIS - F412590	
					70-384-0000-4260	264.60
			L0103307		WATER ANALYSIS - F412880	
					70-384-0000-4260	139.60
			L0103319		WATER ANALYSIS - F413015	
					70-384-0000-4260	139.60
			L0103343		WATER ANALYSIS - F413259	
					70-384-0000-4260	139.60
			L0103353		WATER ANALYSIS - F413503	
					70-384-0000-4260	139.60
					Total :	823.00
100284	12/17/2012	890906 MEYERS NAVE	2012090617		MAY RETAINER - (LEGAL SERVICES)	

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Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
100284	12/17/2012	890906 MEYERS NAVE	(Continued)			
					01-110-0000-4270	5,940.00
					01-110-3377-4270	67.50
					01-110-0935-4270	135.00
					73-110-0000-4270	450.00
					70-110-0000-4270	157.50
			2012090618		LEGAL SERVICES	
					01-110-0000-4270	1,114.68
			2012090620		LEGAL SERVICES	
					01-110-0000-4270	775.00
					01-110-5629-4270	4,305.00
			2012090621		LEGAL SERVICES	
					01-110-3376-4270	372.00
			2012090622		LEGAL SERVICES	
					01-110-3375-4270	65.00
			2012090623		LEGAL SERVICES	
					01-110-5624-4270	1,235.00
			2012090624		LEGAL SERVICES	
					01-110-5625-4270	1,109.00
			2012090625		LEGAL SERVICES	
					01-110-1065-4270	124.00
			2012090627		LEGAL SERVICES	
					01-110-0000-4270	2,314.61
			201209626		LEGAL SERVICES	
					73-110-0000-4270	65.00
					Total :	18,229.29
100285	12/17/2012	890957 JUAREZ, ADAM	37-2050-02		WATER ACCT REFUND - 752 S BRAND	
					70-2010	36.39
					Total :	36.39
100286	12/17/2012	890958 CARREON, ELIZABETH	60-1476-06		WATER ACCT REFUND - 727 DE HAVEI	
					70-2010	42.55
					Total :	42.55
100287	12/17/2012	890959 SIGALA, VANESSA	62-0940-09		WATER ACCT REFUND - 1223 FOURTH	
					70-2010	49.85

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount		
100287	12/17/2012	890959 890959 SIGALA, VANESSA	(Continued)			Total :	49.85	
100288	12/17/2012	890960 MAYFAIR PROPERTY LLC	54-4200-01		WATER ACCT REFUND - 1071 N BRANC 70-2010		25.58	
						Total :	25.58	
100289	12/17/2012	890961 LARRANAGA, EVA	54-2442-11		WATER ACCT REFUND - 920 LUCAS 70-2010		77.68	
						Total :	77.68	
100290	12/17/2012	890962 RIF V - ARROYO LLC	56-0430-01		WATER ACCT REFUND - 1050 ARROYO 70-2010		346.76	
						Total :	346.76	
100291	12/17/2012	890964 EQUIPMENT PRO	31500		CONCRETE SAW REPAIR 70-383-0000-4320		435.68	
						Total :	435.68	
100292	12/17/2012	890965 LA SOLUTIONS	70-2726		DEP REFUNDS-CONST METER & QUIC 70-2726		2,200.00	
						Total :	2,200.00	
100293	12/17/2012	890966 SCHOEPPNER SHOWS	70-2732		REFUND - QUICK COUPLER DEP 70-2732		100.00	
						Total :	100.00	
100294	12/17/2012	890967 LOPEZ, JANINE	2000800145		FACILITY RENTAL REFUND 01-3777-0000		126.00	
						Total :	126.00	
100295	12/17/2012	890968 RUIZ, SANDY	2000800144		FACILITY RENTAL REFUND 01-3777-0000		37.00	
						Total :	37.00	
124 Vouchers for bank code : bank						Bank total :	661,602.13	
124 Vouchers in this report						Total vouchers :	661,602.13	

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**HANDWRITTEN CHECKS**

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
99931	11/6/2012	102265 MORALES, GILBERTO	120902		STUDIO RECORDING WORKSHOP 10-424-3678-4260	500.00 <b>500.00</b>
99932	11/6/2012	102519 P.E.R.S.	DEMAND		HEALTH INSURANCE BENEFITS- NOVE 01-1160	201,343.41 <b>201,343.41</b>
99933	11/6/2012	890907 DELTA DENTAL OF CALIFORNIA	DEMAND		DENTAL INSURANCE BENEFITS- NOVE 01-1160	13,378.87 <b>13,378.87</b>
99934	11/6/2012	103596 CALIFORNIA VISION SERVICE PLAN	DEMAND		OPTICAL INSURANCE BENEFITS-NOVE 01-1160	2,609.75 <b>2,609.75</b>
99935	11/8/2012	103648 CITY OF SAN FERNANDO	PR 11-09-12		REIMBURSEMENT FOR PAYROLL W/E 01-1003 07-1003 08-1003 10-1003 11-1003 17-1003 27-1003 29-1003 70-1003 72-1003 73-1003	352,700.82 203.87 10,075.32 16,817.44 5,990.76 2,604.31 4,717.60 4,103.43 48,678.74 20,227.14 169.47 <b>466,288.90</b>
99936	11/13/2012	887627 STANDARD INSURANCE	DEMAND		LIFE INSURANCE BENEFITS - NOVEME 01-1160	3,288.23 <b>3,288.23</b>
99937	11/13/2012	100940 DELTA CARE USA	DEMAND		DENTAL INSURANCE BENEFITS- NOVE 01-1160	352.44

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
99937	11/13/2012	100940 100940 DELTA CARE USA	(Continued)			<b>352.44</b>
100047	11/16/2012	890948 AAA, LLC, BUS SERVICES	111512		TRANSPORTATION FROM AIRPORT TC 04-2360	300.00 <b>300.00</b>
100048	11/16/2012	890948 AAA, LLC, BUS SERVICES	111512		TRANSPORTATION ON 11/20 & 11/21 IN 04-2360	1,200.00 <b>1,200.00</b>
100049	11/16/2012	103045 SAN FER. MALL DOWNTOWN ASSOC.	111612		REIMB. FOR MISC EXPENSES ASSOC 01-2260	1,000.00 <b>1,000.00</b>
100050	11/20/2012	103648 CITY OF SAN FERNANDO	PR 11-23-12		REIMBURSEMENT FOR PAYROLL W/E 11-1003 01-1003 07-1003 08-1003 10-1003 17-1003 27-1003 29-1003 70-1003 72-1003 73-1003	5,990.74 361,913.92 203.36 10,082.38 9,255.16 8,784.39 4,809.26 4,103.32 48,684.69 20,235.02 169.49 <b>474,231.73</b>
100051	11/28/2012	100143 ALONSO, SERGIO	OCT 2012		MARIACHI MASTER APPRENTICE PRO 10-424-3645-4260 10-424-3693-4260	1,200.00 250.00 <b>1,450.00</b>

12 Vouchers for bank code : bank

Bank total : 1,165,943.33

12 Vouchers in this report

Total vouchers : 1,165,943.33

Page: 2

vchlist

12/06/2012 10:58:27AM

**Voucher List**  
**CITY OF SAN FERNANDO**

Page: 3

Bank code : bank

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>PO #</u>	<u>Description/Account</u>	<u>Amount</u>
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Voucher Registers are not final until approved by Council.

Page: 3



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## **FINANCE DEPARTMENT**

### **MEMORANDUM**

**TO:** Mayor Antonio Lopez and Councilmembers

**FROM:** Fred Ramirez, Interim City Administrator  
By: Sandra Soto, Senior Account Clerk

**DATE:** December 17, 2012

**SUBJECT:** Business License Permit Renewals for Calendar Year 2013

---

#### **RECOMMENDATION:**

It is recommended that the City Council approve the Business License Permits (Attachment "A") for calendar year 2013.

#### **BACKGROUND:**

1. On September 10, 2012, all businesses with a 2012 business license permit were mailed an application to renew their permit for calendar year 2013; the applications were due on October 15, 2012.
2. On November 2, 2012, the business license permit renewal applications were submitted to the Community Development Department for review of zoning and building requirements. After review by planning and building and safety staff all applications were approved.
3. On November 13, 2012, the applications were submitted to the Police Department for approval. After review by police staff for compliance with applicable city codes all applications were approved.
4. On November 19 2012, Public Works reviewed and approved one of the applications that required their approval.

#### **ANALYSIS:**

1. The San Fernando Municipal Code, Chapter 22 Article III, Business Licenses, requires certain types of businesses in the City to obtain a Business License Permit in addition to their regular Business License and require the approval of the City Council.

**Business License Permit Renewals for Calendar Year 2013**

Page 2

2. The businesses must file an application, in writing, with the City Council specifying where the business is proposed. Once approved, the permit is valid for the calendar year or by such shorter period of time as may be set by any resolution of the City Council or in the permit.
3. The applications are reviewed and approved by the Police, Community Development and Public Works Departments to ensure compliance with applicable city codes. All completed applications are on file in the Finance Department.
4. If the Business License Permits are approved then they will automatically expire on December 31, 2013. The applicants are then required to submit a renewal for the upcoming calendar year.

**CONCLUSION:**

City Council approval of the attached business license permits will allow the noted businesses to continue their operations for calendar year 2013 at the specified commercial addresses.

**BUDGET IMPACT:**

Approval of the Business License Permit renewals will not have an impact on the City budget since each permit includes an associated fee that covers staff administrative costs.

**ATTACHMENT:**

- A. List of Business License Permit Applicants for 2013



**ATTACHMENT “A”**

**BUSINESS LICENSE PERMIT RENEWAL APPLICANTS**

**AMUSEMENT MACHINES**

Maclay Arco

**AUTOMOBILE DEALERS (USED)**

Diego’s Auto Sales  
iDriveX Auto, LLC  
Isaac’s Auto Sales

**BINGO**

San Fernando Elks #1539  
St. Ferdinand Catholic Church

**DANCING**

El Potro Bar

**DANCING ACADEMY**

Fox Studio of Dance  
Danzone  
Royalty Dance Academy

**FORTUNE TELLERS**

Botanica Santa Barbara  
The Mystic’s Altar, LLC

**MASSAGE**

QQ Spa

**MISCELLANEOUS**

Orange Grove Mobile Home Park  
San Fernando Swap Meet

**PEDDLERS**

Garcia Produce

**POOL TABLES**

El Potro Bar

**PRIVATE PATROL / SECURITY**

Security Specialists / Tyan Inc

**REFUSE DISPOSAL**

Crown Disposal Co., Inc.

**SECOND-HAND MERCHANDISE**

Cassell's Music  
Goodyear Tire Center  
Martinelli's Office Machines & Equipment  
Addax Inc  
LE-TAC

**SECOND-HAND JEWELERY (PAWNSHOP)**

San Fernando Loan Company

**TAXICAB BUSINESS**

Yellow Cab Company



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## ADMINISTRATION DEPARTMENT

### MEMORANDUM

**TO:** Mayor Antonio Lopez and Councilmembers

**FROM:** Fred Ramirez, Interim City Administrator  
By: Michael E. Okafor, Personnel Manager

**DATE:** December 17, 2012

**SUBJECT:** Adoption of a Resolution to Fix the City's Contribution toward CalPERS Health Benefits

---

#### **RECOMMENDATION:**

It is recommended that the City Council:

- a. Adopt a Resolution (Attachment "A") specifying the City's contribution toward CalPERS health benefits in accordance with statutory requirements of the Public Employees' Medical and Hospital Care Act (PEMHCA).

#### **BACKGROUND:**

1. In 2003, the City Council adopted Resolution No. 6909, which approved employer's contribution for City employees, elected officials or retirees to be the amount necessary to pay the full cost of his/her enrollment (including the enrollment of family members) in a health insurance benefits plan up to a maximum of 100%.
2. In 2009, the City entered into Memorandums of Understanding (MOU) with the Miscellaneous Employees and Management Group (Contract Nos. 1624 and 1631, respectively), and agreed to a change in medical insurance options. Both groups agreed that the City shall pay up to the highest HMO for employees hired on or after July 1, 2009 and their dependents. New and current employees may choose a PPO plan but shall pay the difference between the highest HMO premium and the PPO premium selected by the employee, and said cost will be deducted biweekly from their paycheck. For employees hired prior to July 1, 2009, the City shall continue to pay the cost of the full premium for employees who are enrolled in a PPO plan as of June 30, 2009.

## Adoption of a Resolution to Fix the City's Contribution toward CalPERS Health Benefits

Page 2

3. In 2009, the City entered into an MOU with the Part-time Employees (Contract No. 1636). The City agreed to pay full cost up to the highest single HMO premium for medical insurance of the employee's choice for regular part-time based on employees who have worked 2,000 hours or more within 24 months of continuous employment, or employees who have worked 2,700 hours or more within 36 months of continuous employment.
4. In 2012, the City and the Sworn Employees entered into an MOU (Contract No. 1676) agreeing that the City shall continue to pay the full cost of medical coverage for employees and their dependents. However, effective January 1, 2013, the City's contribution for medical insurance benefits on behalf of each unit employee and eligible dependents shall be capped at the cost of the most expensive PEMHCA plan for the Los Angeles Area Region only, available at each plan level (i.e., employee, employee plus one, employee plus two or more), excluding the PERSCare plan. An employee who elects the PERSCare shall pay the difference by pre-tax payroll deduction.
5. On December 3, 2012, the City Council approved to have the City's maximum contribution for medical insurance benefits on behalf of each elected official and eligible dependents capped at the cost of the highest HMO plan for the Los Angeles Area Region only, available at each plan level (i.e., employee, employee plus one, employee plus two or more). Any elected official who elects a PPO plan shall pay the difference by pre-tax payroll deduction.

**ANALYSIS:**

Pursuant to Government Code Section 22892 (a), a local agency contracting under PEMHCA is required to fix the amount of the employer's contribution for all employee groups and City elected officials.

Government Code Section 22892 (b) requires that the employer contribution for each group be an equal amount for both active employees and retirees in that group.

Any active, retired employee, or retired elected official who had a PPO plan before the City negotiated a change in the medical insurance option, shall be kept whole, and shall be reimbursed the difference between the cost of the PPO plan selected and the cost of the City's fixed maximum contribution specified in the attached Resolution (Attachment "A").

Effective January 1, 2013, monthly premiums for public agencies contracting with CalPERS in Los Angeles Area Region for medical insurance benefits are as follows:

- Highest Single HMO  
(Blue Shield-Employee Only) \$530.75
- Highest Family HMO  
(Blue Shield-Employee plus two or more dependents) \$1,379.95

## Adoption of a Resolution to Fix the City's Contribution toward CalPERS Health Benefits

Page 2

- Highest PEMHCA Plan Excluding PERSCare \$1,527.40  
(PERS Choice-Employee plus two or more dependents)
- Highest Family PPO \$2,480.14  
(PERSCare-Employee plus two or more dependents)

See attached (Attachment "B") for more details of the monthly premiums for public agencies contracting with CalPERS in Los Angeles Area Region for medical insurance benefits.

**CONCLUSION:**

Adoption of the attached Resolution is necessary to comply with statutory requirements of PEMHCA, and will enable staff to fully implement the MOU provisions with respect to medical insurance benefits.

**BUDGET IMPACT:**

Funding is included in the Fiscal Year 2012-2013 Budget. Potential savings would be up to approximately \$13,202 per year for each employee or elected official who would otherwise select the highest PPO plan (PERSCare) versus the highest HMO plan (Blue Shield) for employee plus two or more dependents.

**ATTACHMENTS:**

- A. Resolution
- B. Monthly Premiums for Contracting Agencies – Los Angeles Area Region

**ATTACHMENT "A"****RESOLUTION FIXING THE EMPLOYER'S CONTRIBUTION UNDER THE  
PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT**

- WHEREAS, (1) Government Code Section 22892(a) provides that a local agency contracting under the Public Employees' Medical and Hospital Care Act shall fix the amount of the employer's contribution at an amount not less than the amount required under Section 22892(b)(1) of the Act, and
- WHEREAS, (2) City of San Fernando is a local agency contracting under the Act; now, therefore be it
- RESOLVED, (a) That the employer's contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of:

<b>CODE</b>	<b>BARGAINING UNIT</b>	<b>CONTRIBUTION PER MONTH</b>
001	Police Officers Association	PERS Choice Los Angeles Basic/Supplemental
002	Employees Association	Blue Shield Los Angeles Basic/Supplemental
003	Management	Blue Shield Los Angeles Basic/Supplemental
004	Elected Officials	Blue Shield Los Angeles Basic/Supplemental
005	Hourly Employees	Blue Shield Los Angeles Self Only (party rate 1)

Plus administrative fees and Contingency Fund Assessments; and be it further

- RESOLVED, (b) That City of San Fernando has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above.

Adopted at a regular meeting of the City Council of the City of San Fernando held this 17th day of December 2012.

Signed: \_\_\_\_\_

ANTONIO LOPEZ, MAYOR



ATTEST:

---

ELENA G. CHAVEZ, CITY CLERK

STATE OF CALIFORNIA           )  
COUNTY OF LOS ANGELES    ) ss  
CITY OF SAN FERNANDO       )

I, Elena G. Chavez, City Clerk of the City of San Fernando, do hereby certify that the foregoing resolution was duly adopted by the City Council, and signed by the Mayor of said City at a meeting held on the 17<sup>th</sup> day of December 2012, by the following roll call vote, to wit:

AYES:  
NOES:  
ABSENT:

---

ELENA G. CHAVEZ, CITY CLERK

Monthly Premiums for Contracting Agencies							
Los Angeles Area Region							
Los Angeles, San Bernardino, Ventura							
Effective Date: 1/1/2013- 12/31/2013							
Basic Monthly Rate (B)							
PLAN	If you are ⇨	Employee Only	Plan Code	Employee & 1 Dependent	Plan Code	Employee & 2+ Dependents	Plan Code
Blue Shield		\$530.75	3021	\$1,061.50	3022	\$1,379.95	3023
Blue Shield Advantage		530.75	1441	1,061.50	1442	1,379.95	1443
Blue Shield NetValue		453.35	0621	906.70	0622	1,178.71	0623
Blue Shield NetValue Advantage		453.35	1451	906.70	1452	1,178.71	1453
Kaiser		502.40	3061	1,004.80	3062	1,306.24	3063
PERS Choice		587.46	3211	1,174.92	3212	1,527.40	3213
PERS Select		429.08	0801	858.16	0802	1,115.61	0803
PERSCare		953.90	3261	1,907.80	3262	2,480.14	3263
PORAC		581.00	2071	1,088.00	2072	1,382.00	2073
Supplement/Managed Medicare Monthly Rate (SM)							
PLAN	If you are ⇨	Employee Only	Plan Code	Employee & 1 Dependent	Plan Code	Employee & 2+ Dependents	Plan Code
Blue Shield		\$261.32	3121	\$522.64	3122	\$783.96	3123
Blue Shield Advantage		261.32	1541	522.64	1542	783.96	1543
Blue Shield Net Value		261.32	0631	522.64	0632	783.96	0633
Blue Shield NetValue Advantage		261.32	1551	522.64	1552	783.96	1553
Kaiser		288.37	3161	576.74	3162	865.11	3163
PERS Choice		325.74	3311	651.48	3312	977.22	3313
PERS Select		325.74	0811	651.48	0812	977.22	0813
PERSCare		370.43	3361	740.86	3362	1,111.29	3363
PORAC		418.00	2081	833.00	2082	1,331.00	2083
Combination Monthly Rate							
PLAN	If you are ⇨	Employee in SM 1 Dependent in B	Plan Code	Employee in SM 2+ Dependents in B	Plan Code	Employee & 1 Dependent in SM 1+ Dependents in B	Plan Code
Blue Shield		\$792.07	3124	\$1,110.52	3125	\$841.09	3126
Blue Shield Advantage		792.07	1544	1,110.52	1545	841.09	1546
Blue Shield NetValue		714.67	0634	986.68	0635	794.65	0636
Blue Shield NetValue Advantage		714.67	1554	986.68	1555	794.65	1556
Kaiser		790.77	3164	1,092.21	3165	878.18	3166
PERS Choice		913.20	3314	1,265.68	3315	1,003.96	3316
PERS Select		754.82	0814	1,012.27	0815	908.93	0816
PERSCare		1,324.33	3364	1,896.67	3365	1,313.20	3366
PORAC		925.00	2084	1,219.00	2085	1,127.00	2086
PLAN	If you are ⇨	Employee in B 1 Dependent in SM	Plan Code	Employee in B 2+ Dependents in SM	Plan Code	Employee & 1 Dependent in B 1+ Dependents in SM	Plan Code
Blue Shield		\$792.07	3127	\$1,053.39	3128	\$1,110.52	3129
Blue Shield Advantage		792.07	1547	1,053.39	1548	1,110.52	1549
Blue Shield NetValue		714.67	0637	975.99	0638	986.68	0639
Blue Shield NetValue Advantage		714.67	1557	975.99	1558	986.68	1559
Kaiser		790.77	3167	1,079.14	3168	1,092.21	3169
PERS Choice		913.20	3317	1,238.94	3318	1,265.68	3319
PERS Select		754.82	0817	1,080.56	0818	1,012.27	0819
PERSCare		1,324.33	3367	1,694.76	3368	1,896.67	3369
PORAC		996.00	2087	1,494.00	2088	1,290.00	2089



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## **PUBLIC WORKS DEPARTMENT**

### **MEMORANDUM**

**TO:** Mayor Antonio Lopez and Councilmembers

**FROM:** Fred Ramirez, Interim City Administrator  
By: Ron Ruiz, Public Works Director

**DATE:** December 17, 2012

**SUBJECT:** Amendment to Contract No. 1465 and Refuse Contract Timeline Implementation

---

#### **RECOMMENDATION:**

It is recommended that the City Council:

- a. Approve an amendment to the existing agreement (Contract No. 1465) with Crown Disposal (Attachment "A") extending City refuse services through February 2013 under the existing terms and conditions; and
- b. Direct staff to initiate the proposed project timeline and proceed with the selection process in order to retain consultant services to assist the City in the procurement of a refuse services contract.

#### **BACKGROUND:**

1. On August 19, 2002, an Agreement with Crown Disposal was executed to provide Solid Waste and Recyclable Collection, Processing and Disposal services.
2. On April 12, 2007, per Section 2.5 of the Agreement, Crown Disposal exercised its right to extend the term of the Agreement with the City for an additional three years, ending on October 30, 2012.
3. On April 28, 2011, at a Budget, Personnel, and Finance (BPF) Standing Committee meeting, it was recommended that the procurement process not include a review of the current contractor providing refuse services.
4. On December 21, 2011, at a Natural Resources, Infrastructure, Water, Energy and Waste (NRIW) Standing Committee meeting, it was recommended that a review of the current

## Amendment to Contract No. 1465 and Refuse Contract Timeline Implementation

Page 2

refuse service provider be included in the Scope of Services for the RFP for Refuse Procurement Consulting Services.

5. On June 8, 2012, the City issued an RFP for consulting services for citywide solid waste and recycling services.
6. On June 29, 2012, the City received four proposals for consulting services for citywide solid waste and recycling services.
7. July 2, 2012, the City Council gave direction to defer an Award of Contract for consulting services for citywide solid waste and recycling services and the development of a 1-year extension agreement with Crown Disposal.
8. On August 30, 2012, City staff met with Crown Disposal to discuss the development of a 1-year contract extension.

**ANALYSIS:**

The purpose of this memorandum is to twofold: 1) Staff is requesting approval of the amendment to the current contract for refuse services between the City and Crown Disposal; and 2) Staff is providing an updated schedule for the procurement or renegotiation of a contract for citywide refuse services based on prior City Council direction.

As shown in the timeline below, an amendment to the contract with Crown Disposal, to continue to provide City refuse services through February 2013 as directed by the City Council, is provided for Council approval with this report. During the period leading up to February 2013, City staff, and the City Attorney will be working with Crown Disposal to prepare a 1-year contract extension for City Council consideration. Also attached with this report are the results of the 2012 Customer Satisfaction City Survey conducted earlier this year.

**Refuse Contract Procurement Timeline**

As presented previously by staff, the procurement of a contract for refuse services with a new contractor is typically a 12-month process, whereas the renegotiation of contract with the current provider is typically a 6-month process. The following schedule provides due dates for either a new contract with a new contractor or the renegotiation of an existing contract with Crown Disposal.

This timeline also includes the reestablishment of the RFP process, which started in June 2012, for consulting services to assist in the procurement process for a refuse services contract. This process has already yielded four proposals from experienced consultants. If the City Council approves the reestablishment of the RFP process, staff will conduct interviews with the various firms to present a recommendation for an Award of Contract for City Council approval in

## Amendment to Contract No. 1465 and Refuse Contract Timeline Implementation

Page 3

February 2013. As shown on the following page, the latest date for the procurement of new refuse services contract is February 2014.

Activity	Date	Comments
Execute 1-year extension agreement.	February 2013	Agreement will expire in February 2014 or earlier if necessary.
Award of Contract for consulting services to provide assistance for the procurement of refuse services.	February 2013	Consultant to help facilitate an objective procurement process that includes an analysis of the current services being provided by the City's current refuse provider. The consultant will also provide comparable data on current industry costs for refuse services and participate in the negotiation process.
Option 1: City Council approval of renegotiation of agreement with current refuse services contractor.	August 2013	Process is complete and no transition period is needed.
Option 2: City Council approval of contract with new refuse services provider.	December 2013	Transition period will be December 2013 through February 2014.

### Month-to-Month Extension for Refuse Services

As directed by the City Council, a contract amendment is attached for Council approval to provide ongoing citywide refuse services through February 2013 (Attachment "A"). The amendment will allow more time for the City to consider the various procurement options and ensure that funds are available to retain the services of a consultant to assist with the procurement process. The City Attorney has prepared the amendment, which simply extends the end term date with a month-to-month term end date with all other parts of the agreement remaining the same. At the end of the amendment term date, a 1-year extension agreement will be prepared for City Council approval with some additional new terms which favor the City.

### 2012 Customer Satisfaction City Survey

In May 2012, a City survey was sent out with the City's water bills, which includes all residents and businesses receiving refuse services (Attachment "B"). A total of 177 surveys were collected; last survey was received in August 2012. Crown Disposal was not involved in the distribution or receiving of the survey. The City survey requested their input regarding the quality of service being provided by Crown Disposal and was provided in both English and Spanish. The residents were asked to rate Crown Disposal on the following:

## Amendment to Contract No. 1465 and Refuse Contract Timeline Implementation

Page 4

1. Refuse and recyclables are collected in a timely manner as scheduled.
2. Crown Disposal customer services staff is helpful when asked questions.
3. Most people know that Crown recycles food waste and food-soiled paper in the green cart with green waste.
4. Customers would recycle more if there were a program that checked carts and gave prizes when customers recycled 100 percent.
5. Overall, I believe that Crown Disposal is doing a good job.

The results of survey clearly indicate that Crown Disposal is looked upon very favorably by its customers (Attachment "C"). For example, out of the 177 individuals who responded, 164 selected "strongly agree" or "agree" as their answer (93%) regarding the timely collection of refuse as stated in question 1. Also, 93% of the residents responding selected "strongly agree" or "agree" that Crown Disposal is doing a good job overall.

The survey also provided an opportunity for residents to write individual comments. This public comment section offered additional insight on the level of service provided by Crown Disposal. The public comments were overwhelmingly positive towards Crown Disposal.

Here are some actual responses that were provided:

- *"Crown Disposal has always been good to me, on the phone or at the curb."*
- *"They work very hard! Thank you."*
- *"We've lived in SF since 1985. I think Crown is doing a super job!"*
- *"Staff have always been very cordial. Excellent job!"*

Other comments had less of an emphasis on the quality of service and more of an emphasis on things the residents would like to see changed or done. This can be read in the following comments.

- *"A lot of people take out trash a day before and take up space for cars to park. Can anything be done about it?"*
- *"It might be helpful to make a list on the side of cans to show what goes in what can."*
- *"Lower prices when requesting a bin to dispose of materials."*
- *"We really liked the 'trash day' that the City of S.F. & Crown Disposal had a couple of years ago. Having 'trash day' again would be great. Thank you!"*



## Amendment to Contract No. 1465 and Refuse Contract Timeline Implementation

Page 5

**CONCLUSION:**

This report provides an update and schedule for the renegotiation or establishment of a new contract to provide continued refuse services for residents and businesses. The schedule is based on City Council direction and budgeted funds available for consulting services. There are no budget impacts associated with the amendment to the current agreement (Contract No. 1645) between the City and Crown Disposal for continued refuse services through February 2013.

**BUDGET IMPACT:**

There is no budget impact. The amendment of the current contract will not modify the terms of the current contract as they relate to fees charged to the City and the estimated cost for contractual services to assist the City with the procurement of a new refuse contract has already been approved as part of the City Budget for Fiscal Year 2012-2013.

**ATTACHMENTS:**

- A. Contract No. 1654(a)
- B. 2012 Customer Satisfaction City Survey Questionnaire
- C. 2012 Survey Results

**ATTACHMENT "A"**  
**CONTRACT NO. 1465(a)**

**FIRST AMENDMENT TO THE SOLID WASTE AND RECYCLABLES  
COLLECTION, PROCESSING, AND DISPOSAL SERVICE AGREEMENT  
BETWEEN THE CITY OF SAN FERNANDO AND CROWN DISPOSAL, INC.**

This First Amendment to the Solid Waste and Recyclables Collection, Processing, and Disposal Service Agreement ("Amendment") is made by and between the City of San Fernando, a California municipal corporation ("City") and Crown Disposal, Inc., a California Corporation ("Collector") as of December \_\_, 2012. City and Collector are hereinafter collectively referred to as the "Parties."

**RECITALS**

**WHEREAS**, the Parties entered into an Agreement to Provide Solid Waste and Recyclables Collection, Processing, and Disposal Service ("Agreement") dated August 19, 2002; and

**WHEREAS**, the Agreement had an expiration date of October 30, 2009, with a three-year extension, extending the Agreement to October 30, 2012. The three-year extension was exercised by the Collector; and

**WHEREAS**, the Parties have agreed to extend the Agreement in order to provide additional time for the Parties to negotiate a possible new Agreement; and

**WHEREAS**, this Amendment will extend the term of the Agreement to February 15, 2013, covering the time period between November 1, 2012 through February 15, 2013; and

**WHEREAS**, the Parties agree that the terms and conditions of the Agreement will continue until February 15, 2013.

**NOW, THEREFORE**, the Parties hereto agree as follows:

**AGREEMENT**

**1. TERM AND TERMINATION DATE**

The Agreement between City and Collector expired on October 30, 2012. The Parties agree to extend the Agreement to cover the period of November 1, 2012 through February 15, 2013. Pursuant to this Amendment, the term of the Agreement is extended and will terminate on February 15, 2013. There are no automatic extensions.

**2. RELATION BETWEEN AMENDMENT AND AGREEMENT**

All other terms and conditions in the Agreement shall remain in full force and effect to the extent they are not in conflict with this Amendment.

IN WITNESS WHEREOF, the Parties have executed this Amendment on the day and year first above written.

**"CITY"**

**"COLLECTOR"**

**CITY OF SAN FERNANDO**

**CROWN DISPOSAL**

\_\_\_\_\_  
Fred Ramirez  
Interim City Administrator

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**ATTEST:**

\_\_\_\_\_  
Elena G. Chávez  
City Clerk

Date: \_\_\_\_\_

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Maribel S. Medina  
City Attorney

Date: \_\_\_\_\_





# Partners in Recycling

ATTACHMENT



Dear Customer:

**Crown Disposal Company** is pleased to be your refuse hauler. We want to know we're meeting your expectations for superior refuse and recycling service. Please take just a few minutes to tell us about your service experience so far. We appreciate your cooperation and look forward to hearing your views. (Please circle your responses)

1. Refuse and recyclables are collected in a timely manner, as scheduled.

Strongly Agree   Agree   Neutral   Disagree   Strongly disagree   Unable to rate

2. Crown Disposal customer service staff are helpful when asked questions.

Strongly Agree   Agree   Neutral   Disagree   Strongly disagree   Unable to rate

3. Most people know that Crown Disposal recycles food waste and food-soiled paper in the green cart with green waste.

Strongly Agree   Agree   Neutral   Disagree   Strongly disagree   Unable to rate

4. Customers would recycle more if there were a program that checked carts and gave prizes when customers recycled 100%.

Strongly Agree   Agree   Neutral   Disagree   Strongly disagree   Unable to rate

5. Overall, I believe that Crown Disposal Company is doing a good job.

Strongly Agree   Agree   Neutral   Disagree   Strongly disagree   Unable to rate

Do you have any suggestions that might help us improve our service?

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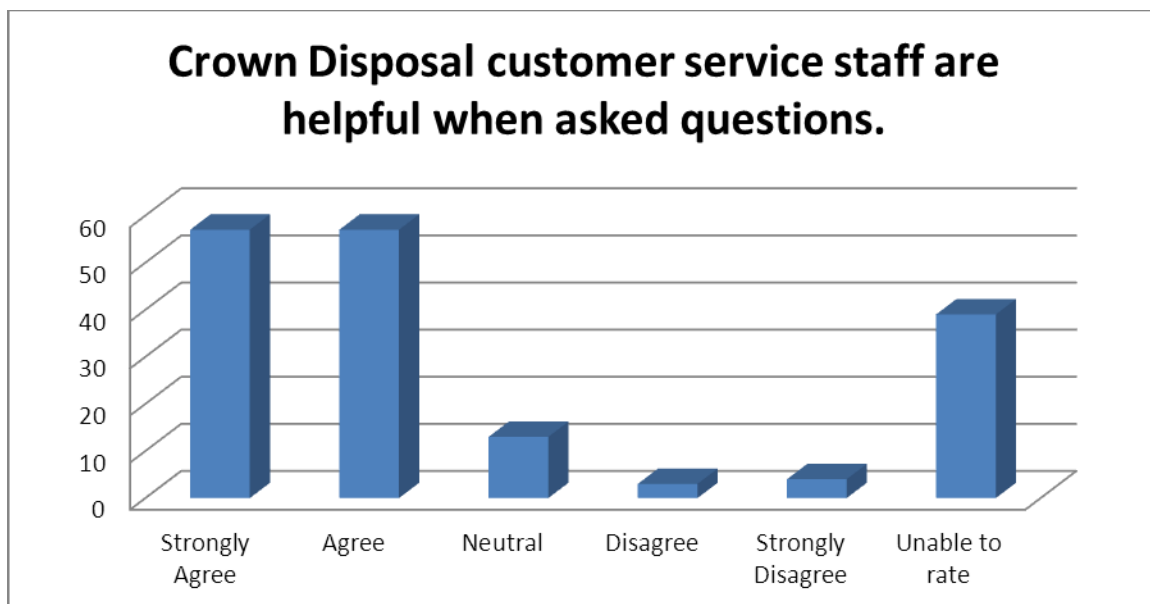
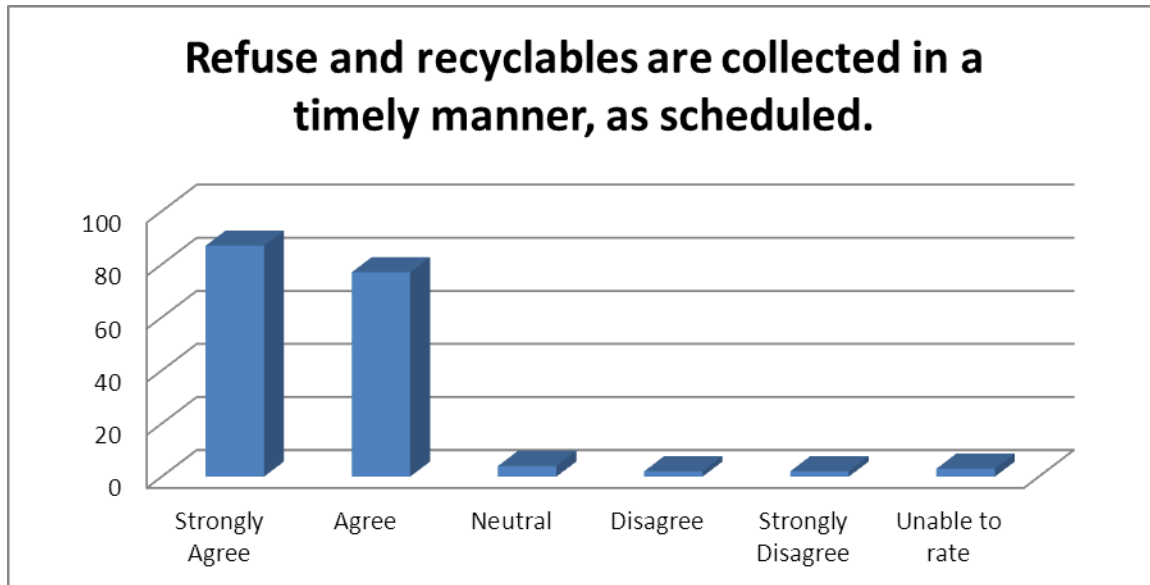
Thank you for your feedback. We sincerely appreciate your honest opinion and will take your input into consideration while providing you with improved services in the future.

**If you have any questions about the survey, please call (818) 898-1222.  
Please return survey with your payment in the enclosed envelope.**



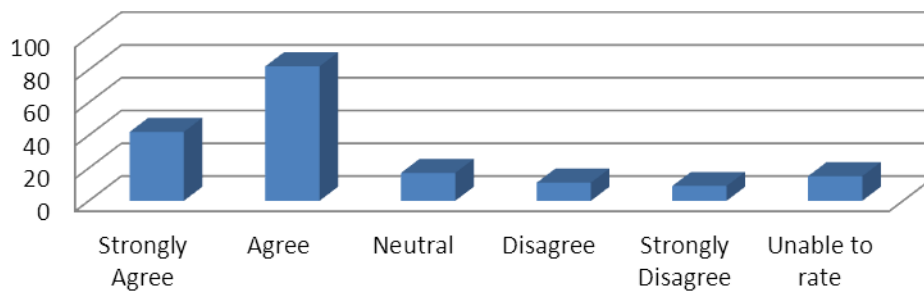


## ATTACHMENT "C"

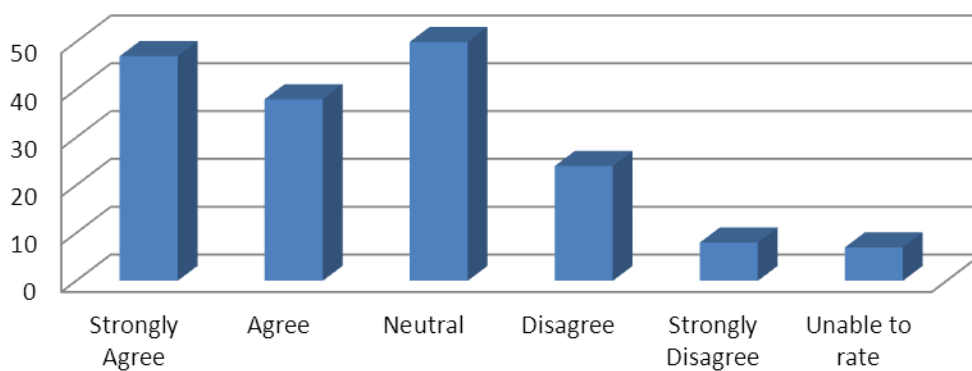
**2012 Customer Satisfaction City Survey**

## 2012 Customer Satisfaction City Survey

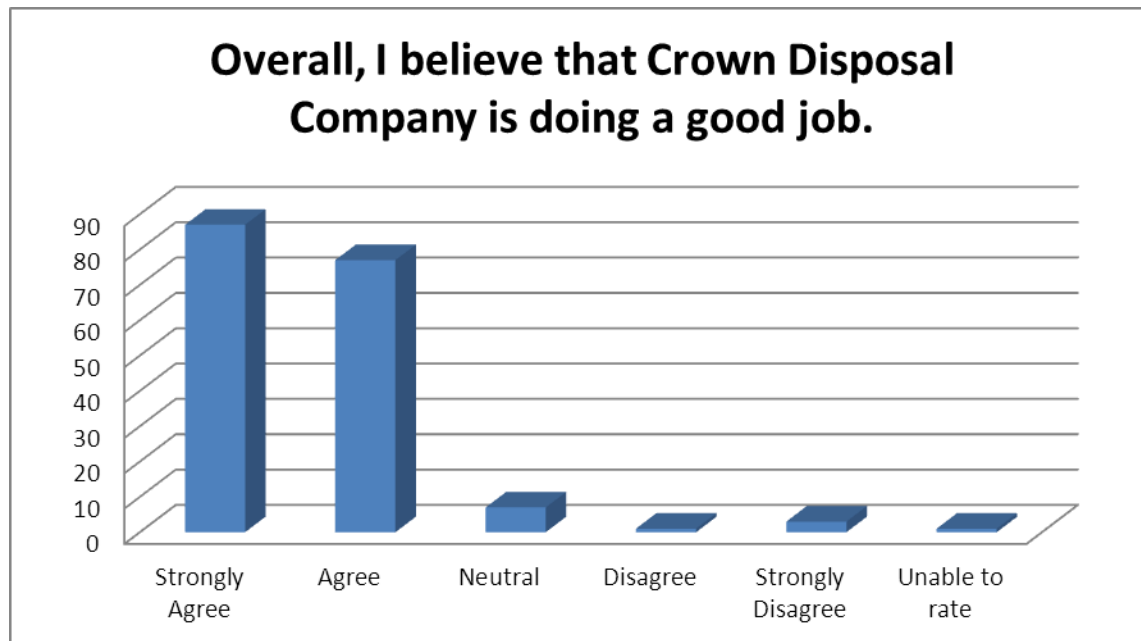
**Most people know that Crown Disposal recycles food waste and food-soiled paper in the green cart with green waste.**



**Customers would recycle more if there were a program that checked carts and gave prizes when customers recycled 100%.**



## 2012 Customer Satisfaction City Survey



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## COMMUNITY DEVELOPMENT DEPARTMENT

### MEMORANDUM

**TO:** Mayor Antonio Lopez and Councilmembers

**FROM:** Fred Ramirez, Interim City Administrator

**DATE:** December 17, 2012

**SUBJECT:** Award of Construction Contract for Lopez Adobe Rehabilitation Project Phase II: Flooring and Roof Repairs (Project CCHE Grant No. 07-B4-27)

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#### **RECOMMENDATION:**

It is recommended that the City Council:

- a. Accept the lowest responsive bid in the amount of \$48,000 from Access Pacific Inc. for rehabilitation work on the Lopez Adobe building and site; and
- b. Authorize the Interim City Administrator to execute a Construction Contract (Attachment "A") with Access Pacific Inc., which includes the low bid of \$46,000 for rehabilitation work on the Lopez Adobe building to remove asbestos containing floor, installation of linoleum flooring, repair and restoration of the clay tile roof and \$2,000 for an additive bid item that includes new roof underlayment, all pursuant to the Secretary of Interiors Standards for the Treatment of Historic Properties and National Park Services Preservation Briefs No. 30.

#### **BACKGROUND:**

1. On October 16, 2012, the Community Development Department initially submitted the Notice Inviting Bids for the Lopez Adobe Rehabilitation Project (Attachment "B") for publication. In compliance with the California Public Contract Code and state funding requirements, the project was advertised in the Los Angeles *Daily News* on October 17, 2012 and again on October 24, 2012.

In addition, the Notice Inviting Bids for the Lopez Adobe Rehabilitation Project was advertised in the following construction trade publications: McGraw-Hill Construction Dodge, Builders Notebook, Blue Book, California Daily Bid Advisor, Construction Bid Source, Bid Net, Construction Bid Board Inc., Bid America, Southern California Builders Association, and Reed Construction Data.

Award of Construction Contract for Lopez Adobe Rehabilitation Project Phase II: Flooring and Roof Repairs (Project CCHE Grant No. 07-B4-27)

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2. On October 22, 2012, staff, in conjunction with the project architect, held a pre-bid meeting and job-walk at Lopez Adobe Project Site located at 1100 Pico Street in order to provide prospective bidders with an overview of the project and field questions regarding the *Lopez Adobe Rehabilitation Project Phase II, October 2012 Project Manual*.
3. On October 25, 2012, the Community Development Department published Addendum No. 1 (Attachment "C") to the Notice Inviting Bids for the Lopez Adobe Rehabilitation Project Phase II in the Los Angeles *Daily News*. In addition, the addendum was sent to all the construction publications that previously received the Notice Inviting Bids. Addendum No. 1, clarified the amount of square footages associated with the flooring removal and replacement (approximately 130 sq. ft.) and roofing (approximately 2,300 sq. ft.) that would be a part of the proposed scope of work.
4. On October 31, 2012, the Community Development Department posted Addendum No. 2 (Attachment "D") to the Notice Inviting Bids for the Lopez Adobe Rehabilitation Project Phase II on the City's website confirming that the prospective bids were due to the City Clerk's office on Thursday, November 1, 2012 at 2:00 pm and that the bid packets were available on-line at the City's website at <http://www.ci.san-fernando.ca.us/overview/pr-rfp-rfq.shtml>.
5. On November 1, 2012, the City Clerk received and opened one bid for construction of the proposed rehabilitation project. The one bid received in compliance with the City's procurement requirements was from Access Pacific Inc. in the amount of \$46,000 plus \$2,000 for the requested bid alternate roofing underlayment.

## ANALYSIS:

The Lopez Adobe Rehabilitation Project Phase II construction is being funded through a combination of City General Funds and a state grant from the California Cultural and Historical Endowment (CCHE). CCHE funds make up a majority of the funding (93%) for the second phase of the project.

The Lopez Adobe Rehabilitation Project Phase II will cost approximately \$222,000 to complete. The total costs includes the current flooring and roof repair/restoration work on the Lopez Adobe building and the subsequent design and construction of the Lopez Adobe Ancillary Building. As part of the Fiscal Year 2012-2013 City General Fund budget, the City allocated \$15,000 to provide funding for labor compliance services and conservation work that are being undertaken as part of the preservation project's second phase. The remaining \$207,000 to complete the project will come from CCHE grant funds. These state matching grant funds are a part of the voter-approved bonds from the California Clean Water, Clean Air, Safe Neighborhood Parks, and Coastal Protection Act of 2002, more commonly known as Proposition 40.

This project's primary objective is to remove asbestos containing flooring within a kitchen, restroom and hallway area at the northwest corner of the building as well as repair of the existing

Award of Construction Contract for Lopez Adobe Rehabilitation Project Phase II: Flooring and Roof Repairs (Project CCHE Grant No. 07-B4-27)

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clay tile roof and installation of waterproof roof underlayment with a total construction cost of \$48,000.

This bidding process was undertaken pursuant to City procurement and state CCHE funding requirements.

As previously noted, Access Pacific Inc., was the sole bid received on Thursday, November 1, 2012 by 2:00 pm. Access Pacific Inc., as the general contractor, will oversee the other subcontractors for the project with their main focus being on ensuring the flooring material containing asbestos is removed and disposed of per applicable local, state and federal regulations and providing for replacement linoleum flooring that is similar in color and dimension to the flooring that is being removed. In addition, Access Pacific Inc. shall ensure that preservation and repair of the historic clay tile roof and installation of waterproof roof underlayment is performed consistent with the Secretary of Interiors Standards for the Treatment of Historic Properties and National Park Services Preservation Briefs No. 30.

#### **CONCLUSION:**

Staff has analyzed the available funding and the construction bid received pursuant to the City's procurement requirements for similar public works projects (City Code Section 2-812). It is staff's assessment that the project can be built within current budget and within the specified time for project completion, which is March 22, 2013. Since the bid proposal submitted by Access Pacific Inc. is in line with available funding for construction, staff recommends award of the construction contract to the lowest qualified responsive bidder, Access Pacific Inc.

#### **BUDGET IMPACT:**

Award of the contract to the lowest responsive bidder and implementation of the project pursuant to such a contract construction services will not adversely impact the City General Fund budget since all funds for this scope of work will be paid for by CCHE grant funds. Furthermore, the cost for the associated labor compliance work in the amount of \$1,010 has already been budgeted by the City as part of the Fiscal Year 2012-2013 General Fund budget.

The following table summarizes the budgeted funds and proposed expenditures:

<b>BUDGETED FUNDS FY 2012-2013</b>		<b>Total</b>
City General Funds (Acct: 01-150-0000-4270)	\$15,000	
CCHE Funds (Account: 10-150-3609-4600)	\$207,000	
		<b>\$222,000</b>

Award of Construction Contract for Lopez Adobe Rehabilitation Project Phase II: Flooring and Roof Repairs (Project CCHE Grant No. 07-B4-27)

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<b>PROPOSED EXPENDITURES</b>		
Construction Contract (includes base bid amount of \$46,000 plus \$2,000 in Bid Alternative No. 1 to provide waterproof roofing underlayment)	\$48,000	
Labor Compliance and Conservator Work (includes initial contract award to Perceptive Enterprises, Inc. for \$1,010 for pending labor compliance work)	\$15,000	
Construction Design and Construction Observation Services (performed by Project Architect); part of subsequent RFP process	\$30,000	
Construction of Lopez Adobe Ancillary Building and associated landscape and hardscape improvements.	\$129,000	
		<b>\$222,000</b>

The City will not be provided with funding in advance of payments being made to the Contractor. State funds would be reimbursed to the City after each payment is made to the Contractor and the City's submits the required invoices to CCHE staff. The lag time between a City payment to the Contractor and CCHE's reimbursement to the City is estimated to be 120 days. As previously noted, the City will be reimbursed with all expenses less the cost for labor compliance.

**ATTACHMENTS:**

- A. Construction Contract
- B. Notice Inviting Bids
- C. Addendum No. 1 to Notice Inviting Bids
- D. Addendum No. 2 to Notice Inviting Bids

**ATTACHMENT "A"**

CONSTRUCTION CONTRACT / AGREEMENT  
FOR LOPEZ ADOBE REHABILITATION PROJECT PHASE II  
CITY OF SAN FERNANDO

THIS AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2012, by and between CITY OF SAN FERNANDO, a municipal corporation of the State of California, hereinafter referred to as "CITY" and Access Pacific, Inc. "CONTRACTOR" located at 28 North Marengo Avenue, Pasadena, CA 91101 is made with reference to the following AGREEMENT.

WITNESSETH:

WHEREAS, the CITY has entered into an agreement with the State of California, pursuant to the California State Library's California Cultural and Historical Endowment (CCHE) to appropriate CCHE funds per the California Clean Water, Clean Air, Safe Neighborhood Parks, and Coastal Protection Act of 2002, as amended "Proposition 40," for the Lopez Adobe Rehabilitation Project Phase II, and

WHEREAS, on October 16, 2012, the Community Development Department initially submitted the Notice Inviting Bids for the Lopez Adobe Rehabilitation Project ("Project") for publication. In compliance with the California Public Contract Code and state funding requirements, the project was advertised in the Los Angeles Daily News on October 17, 2012 and again on October 24, 2012; and

WHEREAS, in addition, the Notice Inviting Bids for the Project was advertised in the following construction trade publications: McGraw-Hill Construction Dodge, Builders Notebook, Blue Book, California Daily Bid Advisor, Construction Bid Source, Bid Net, Construction Bid Board Inc., Bid America, Southern California Builders Association, and Reed Construction Data; and

WHEREAS, on October 22, 2012, staff, in conjunction with the project architect, held a pre-bid meeting and job-walk at the Project Site, located at 1100 Pico Street, in order to provide prospective bidders with an overview of the project and field questions regarding the Project; and

WHEREAS, on October 25, 2012, the Community Development Department published Addendum No. 1 to the Notice Inviting Bids for the Project in the Los Angeles Daily News and all the construction publications that previously received the Notice Inviting Bids. Addendum No. 1, clarified the amount of square footages associated with the flooring removal and replacement (approximately 130 sq. ft.) and roofing (approximately 2,300 sq. ft.) that would be a part of the proposed scope of work.

WHEREAS, on October 31, 2012, the Community Development Department posted Addendum No. 2 to the Notice Inviting Bids for Project on the City's website confirming that the prospective bids were due to the City Clerk's office on Thursday, November 1, 2012 at 2:00 pm and that the bid packets were available on-line at the City's website; and

WHEREAS, on November 1, 2012, the City Clerk received and opened one bid for construction of the Project. The one bid received in compliance with the City's procurement

requirements was from Access Pacific Inc. in the amount of \$46,000 plus \$2,000 for the requested bid alternate roofing underlayment; and

WHEREAS, the CITY wishes to enter into this AGREEMENT with the CONTRACTOR to assist the CITY in utilizing local and state funds to rehabilitate the Lopez Adobe building that is listed on the National Register of Historic Places.

NOW THEREFORE, the CITY and the CONTRACTOR, for the consideration hereinafter named, mutually agree as follows:

**1. CONTRACT DOCUMENTS.** The complete AGREEMENT shall include, and incorporate by reference, all of the following documents, which shall be referred to as the "Contract Documents": Section 09 65 16.13 Linoleum Flooring (including asbestos flooring removal) and Section 07 32.13 Clay Roofing Tile, Notice Inviting Bids, Instructions to Bidders, Contractor's Proposal, Contract/AGREEMENT, Special Provisions, Technical Provisions, and all modifications and amendments thereto.

All work under this AGREEMENT shall be consistent with all the Contract Documents.

**2. SCOPE OF WORK.** The CONTRACTOR will be responsible for the rehabilitation of the Lopez Adobe building and site consistent with the Contract Documents ("Work of Improvement"). The Work of Improvement shall be paid for with CCHE Grant and City funds during Fiscal Year 2012-2013 and shall be in a manner satisfactory to the CITY and consistent with any standards required as a condition of providing the CCHE Grant funds. Such Work of Improvement shall include the following activities eligible under the CCHE Grant: Repairing the Lopez Adobe building pursuant to the construction drawings and building specifications addressing flooring and roofing issues and subsequently use the building as a house museum.

The CONTRACTOR shall furnish all labor, materials, services, transportation, appliances, and mechanical workmanship required for the performance of the Work of Improvement under this AGREEMENT, as provided for and set forth in said Contract Documents and Contractor's Proposal dated Thursday, November 1, 2012.

The Work of Improvement done under this AGREEMENT shall be under the supervision of and performed to the satisfaction of the Community Development Director of the City of San Fernando who shall have the right to reject any and all materials and supplies furnished by the CONTRACTOR which do not comply with the Contract Documents, together with the right to require the CONTRACTOR to replace any and all work furnished by the CONTRACTOR which shall not either in workmanship or material be in strict accordance with the Contract Documents.

**3. PAYMENT.** The CITY agrees in consideration of the work to be performed for the Project, also referred to as Work of Improvement, herein and subject to the terms and conditions thereof, to pay CONTRACTOR all sums of money which may become due to CONTRACTOR in accordance with the terms of the aforesaid bid and proposal, and this AGREEMENT, to wit: Forty Eight Thousand Dollars (\$48,000).



The CITY agrees to make monthly payments and final payment in accordance with the method set forth in the Specifications and Contract Documents.

The CITY will pay to The CONTRACTOR funds available under this AGREEMENT based upon the information submitted by The CONTRACTOR and consistent with any approved budget and CITY policy concerning payments. With the exception of certain advances, payments will be made for eligible expenses actually incurred by the CONTRACTOR.

**4. COMPLETION.** CONTRACTOR agrees to commence construction of the Work of Improvement within ten (10) days after issuance of a Notice To Proceed, and to continue in a diligent and workman-like manner without interruption, and to complete the construction thereof within seventy **(70)** calendar days from the date the Notice to Proceed is issued.

**5. LIQUIDATED DAMAGES.** Time is of essence of this AGREEMENT, and it is agreed that it would be impracticable or extremely difficult to ascertain the extent of actual loss or damage which the CITY will sustain by reason of any delay in the performance of this AGREEMENT. It is, therefore, agreed that CONTRACTOR will pay as liquidated damages to the CITY the following sum: Five Hundred Dollars (\$500.00) for each day's delay beyond the time herein prescribed for finishing work. If liquidated damages are not paid, as designated by the CITY, the CITY may deduct the amount thereof from any money due or that may become due The CONTRACTOR under this AGREEMENT in addition to any other remedy available to CITY. The CONTRACTOR shall not be assessed liquidated damages for any delay caused by the failure of a public utility to relocate or remove an existing utility required for the performance of this AGREEMENT.

**6. PREVAILING WAGES.** The CONTRACTOR will pay, and will require all subcontractors to pay, all employees on the work of improvement a salary or wage at least equal to the prevailing salary or wage established for such work as set forth in the wage determinations for this work. Travel and subsistence pay shall be paid in accordance with Labor Code Section 1773.8. The CONTRACTOR shall forfeit to the CITY, as penalty, Fifty Dollars (\$50.00) for each calendar day or portion thereof for each worker paid (either by him or any subcontractors under him) less than the prevailing rate described above on the work provided for in this AGREEMENT, all in accordance with Section 1775 of the Labor Code of the State of California. CONTRACTOR, by executing this AGREEMENT, hereby certifies that it shall adopt the current general prevailing State rates of wages applicable to the Work of Improvement. **Contractor understands this is a state assisted construction project and State of California labor standards will be enforced.**

**7. WORKERS' COMPENSATION CERTIFICATION.** The CONTRACTOR, by executing this AGREEMENT hereby certifies:

"I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work of this Contract."

**8. PERFORMANCE AND PAYMENT BONDS.** The CONTRACTOR shall, prior to the execution of this AGREEMENT, furnish two bonds approved by the CITY, one in the amount of One Hundred Percent (100%) of the contract price of this AGREEMENT, to guarantee the faithful performance of the work, and one in the amount of One Hundred Percent (100%) of the contract price of this AGREEMENT to guarantee payment of all claims for labor and materials furnished.

This AGREEMENT shall not become effective until such bonds are supplied to and approved by the CITY. CONTRACTOR shall, prior to the release of the performance and payment bonds or the retention payment, furnish a warranty performance and payment bond equal to at least ten percent of the final contract price for this AGREEMENT or \$1,000, whichever is greater.

## **9. INDEMNIFICATION.**

**CONTRACTOR's Performance.** To the fullest extent permitted by law, CONTRACTOR shall indemnify, defend and hold harmless CITY, its governing Board, officers, directors, agents, employees and volunteers from and against any and all claims, demands, actions, losses, liabilities, damages, and all costs incidental thereto, including cost of defense, settlement, arbitration, and reasonable attorneys' fees arising out of, pertaining to, or resulting from the acts or omissions of anyone else directly or indirectly acting on behalf of the CONTRACTOR, or for which the CONTRACTOR is legally liable under law, regardless of whether caused in part by a party indemnified hereunder.

**No Limitation of Liability for Indemnification.** The indemnities set forth in this Section shall not be limited by the insurance requirements set forth in the AGREEMENT.

**10. NOTICES.** Communication and details concerning this AGREEMENT shall be directed to the following contract representatives:

Grantee  
Fred Ramirez  
City Planner

Contractor  
NAME  
TITLE

Address of City is as follows:  
City of San Fernando  
Community Development Department  
117 Macneil Street  
San Fernando, CA 91340  
(818) 898-1227

Address of CONTRACTOR  
Access Pacific Inc.  
Attn: Tomas Torres, President  
28 North Marengo Avenue  
Pasadena, California 91101  
(626) 792-0616

**11. AMENDMENTS.** The CITY or CONTRACTOR may amend this AGREEMENT at any time provided that such amendments make a specific reference to this AGREEMENT, and are executed in writing, signed by a duly authorized representative of both organizations, and approved by the CITY'S governing body. Such amendments shall not invalidate this AGREEMENT, or relieve or release the CITY or CONTRACTOR from its obligations under this AGREEMENT.

The CITY may, at its discretion, amend this AGREEMENT to conform with federal, state or local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the scope of services, or schedule of, the activities to be undertaken as part of this AGREEMENT, such modifications will be incorporated only by written amendments signed by both the CITY and CONTRACTOR.

**12. TERMINATION.** Either party may terminate this AGREEMENT at any time given written notices to the other party of such termination and specifying the effective date thereof at 30 days before the effective date of such termination. Partial termination of the Work of Improvement may only be undertaken with the prior approval of the CITY. In the event of any termination for convenience, all finished or unfinished documents, data, studies, surveys, maps, models, photographs, reports or other material reported by CONTRACTOR under this AGREEMENT shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents or materials prior to the termination.

The CITY may also suspend or terminate this AGREEMENT, in whole or in part, if CONTRACTOR materially fails to comply with any term of this AGREEMENT, or with any of the rules, regulations, or provisions referred to herein; and the CITY may declare the CONTRACTOR ineligible for any further participation in the CITY contracts, in addition to other remedies as provided by law. In the event there is probable cause to believe the CONTRACTOR is incompliant with any applicable rules or regulations, the CITY may withhold up to fifteen percent (15) of said contract funds until such time as the CONTRACTOR is found to be in compliance by the CITY, or is otherwise adjudicated to be in compliance.

Failure to comply or act with respect to any Section of this AGREEMENT shall constitute a violation and material breach of contract upon which the CITY, through its CITY ADMINISTRATOR or designee may immediately cancel, terminate or suspend this AGREEMENT.

**13. KEEPING AND STATUS OF RECORDS** The CONTRACTOR shall maintain all records that are pertinent to the activities to be funded under this AGREEMENT. Records to be maintained include, but are not limited to books, documents, papers, and records of the CONTRACTOR which are directly pertinent to the AGREEMENT for the purpose of auditing.

The CONTRACTOR shall retain all records pertinent to expenditures uncured under this AGREEMENT for a period of three (3) years after final payment and all other pending matters are closed.

The CONTRACTOR shall provide all requested documentation resulting throughout the course of or under the AGREEMENT to the CITY.

**14. MISCELLANEOUS.**

A. The CONTRACTOR agrees to comply with all applicable federal, state, and local laws and regulations governing the funds provided under this AGREEMENT.

B. The CONTRACTOR agrees to comply with all applicable federal, state, and local laws and regulations pertaining to labor standards insofar as those acts apply to performance of this AGREEMENT. The CONTRACTOR shall maintain documentation which demonstrates compliance with hour and wages requirements of this part. Such documentation shall be made available to the CITY for review upon request.

C. The CONTRACTOR agrees that, except with respect to the rehabilitation or construction of residential property designed for residential use for less than eight (8) households,

all contractors engaged under contracts in excess of \$2,000,000 for construction, renovation or repair of any building or work financed in whole or in part with assistance provided under this AGREEMENT, shall comply with state requirements adopted by the CITY pertaining to such contracts and with the applicable requirements of the regulations governing the payment of wages and ratio of apprentices and trainees to journeymen; provided, that if wage rates higher than those required under the regulations are imposed by the state or local law, nothing hereunder is intended to relieve the CONTRACTOR of its obligation, if any, to require payment of higher wage.

D. In the performance of this AGREEMENT, not more than eight (8) hours shall constitute a day's work, and the CONTRACTOR shall not require more than eight (8) hours in a day from any person employed by him hereunder, except as provided in the Labor Code of the State of California. The CONTRACTOR shall adhere to Article 3, Chapter 1, Part 7 (Sections 1810, et seq.) of the Labor Code of the State of California, and it is agreed that the CONTRACTOR shall forfeit to the CITY as a penalty the sum of Fifty Dollars (\$50.00) for each worker employed in the execution of this AGREEMENT by the CONTRACTOR or any subcontractor for each calendar day during which any worker is required or permitted to labor more than eight (8) hours in violation of that article.

E. If this AGREEMENT results in any discovery or invention which may develop in the course of, or under this AGREEMENT, the CITY reserves the right of royalty-free, non-exclusive and irrevocable license to use, and to authorize others to use, the work for government purpose.

F. If this AGREEMENT results in any copyrightable material, the CITY and/or grantor agency reserves the right to royalty-free, non-exclusive and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, the work for government purpose.

G. The CONTRACTOR agrees to comply with the following regulations insofar as they apply to the performance of this AGREEMENT:

- ✓ Clean Air Act, 42 U.S.C., 1857, et seq.;
- ✓ Clean Water Act;
- ✓ Energy Policy and Conservation Act;
- ✓ Executive Order 11738;
- ✓ South Coast Air Quality Management District Rule No. 1403;
- ✓ California Code of Regulations, Title 8, Section 1529. Asbestos; and,
- ✓ Federal and State Requirements as included within the October 2012 Lopez Adobe Rehabilitation Project Phase II Project Manuel.

**15. SUBCONTRACTING.** The CONTRACTOR shall not enter into any subcontracts with any agency or individual in the performance of this AGREEMENT without the written consent of the CITY prior to the execution of such AGREEMENT.

The CONTRACTOR shall cause all of the provisions of this AGREEMENT in its entirety to be included in and made a part of any subcontract executed in the performance of this AGREEMENT.

**16. INTEGRATION.** This AGREEMENT, including the Contract Documents, constitutes the entire AGREEMENT between the CITY and the CONTRACTOR for the use of funds received under this AGREEMENT and supersedes all prior or contemporaneous communication and proposals, whether electronic, oral, or written between the CITY and the CONTRACTOR with respect to this AGREEMENT.

IN WITNESS WHEREOF, the APPROVING BODY has this AGREEMENT to be subscribed and attested by the CITY ADMINISTRATOR hereof, and The CONTRACTOR has subscribed the same through its authorized officer, the day, month, and year first above written.

IN WITNESS WHEREOF, the said CONTRACTOR and the CITY ADMINISTRATOR and CITY CLERK of the CITY have caused the names of said parties to be affixed hereto, each in triplicate, the day and year first above written.

\_\_\_\_\_  
ACCESS PACIFIC INC.

BY \_\_\_\_\_

\_\_\_\_\_  
(President)

BY  
CITY OF SAN FERNANDO  
A Municipal Corporation

ATTEST:

\_\_\_\_\_  
FRED RAMIREZ  
INTERIM CITY ADMINISTRATOR

\_\_\_\_\_  
ELENA G. CHÁVEZ,  
CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
MARIBEL S. MEDINA  
CITY ATTORNEY

**ATTACHMENT "B"**

**CITY OF SAN FERNANDO  
COUNTY OF LOS ANGELES  
STATE OF CALIFORNIA**

**NOTICE INVITING BIDS**

SEALED PROPOSALS will be received at the Office of the City Clerk, City Hall, 117 Macneil Street, San Fernando, California until **2:00 p.m. on Thursday, November 1, 2012,** and said bids will be publicly opened and declared for performing work on the following project:

**Lopez Adobe Rehabilitation Project Phase II  
1100 Pico Street.  
San Fernando, California 91340**

**CCHE GRANT AGREEMENT NO. 07-B4-27**

The general nature of work consists of, but is not limited to, interior and exterior restoration of a historic adobe structure. Restoration work includes roof repair and linoleum flooring replacement. The General Contractor awarded the contract under this invitation to bid will be required to coordinate its scope of work with the any subcontractors.

It is the policy of the City of San Fernando, as directed by City Council, to encourage the use of local area businesses in construction contracts including vendors, suppliers, labor, etc. Contracts for the Lopez Adobe Rehabilitation Project will be issued under the General Contractor delivery method. All bidders must meet qualification guidelines including, appropriate valid State Contractors license, proper bonding, insurance and demonstrated experience.

The City of San Fernando reserves the right to reject any and all bids and to waive any minor irregularities in the bid documents. Bidders may not withdraw their bid for a period of sixty (60) days after date set for opening thereof. The project is to be completed within three hundred calendar days from the issuance of a Notice to Proceed.

The contractor must follow the procedures as set forth in the Instructions to Bidders for acceptance of bids. Bids will be accepted only if submitted on a proposal form furnished by the City. Each bid must be accompanied by cash, certified check, cashier's check, or bidder's bond made payable to the City of San Fernando or issued by a surety admitted to do business in California, for an amount equal to at least ten percent (10%) of the amount bid. Such guaranty to be forfeited to the City of San Fernando should the bidder to whom the contract is awarded fail to enter into the contract.

Bids will be accepted only from contractors licensed in accordance with the provisions of the Business and Professional Code of the State of California. Prior to contract execution, the contractor and their subcontractors shall obtain a City of San Fernando business license. Prior to

beginning work, the contractor must possess the appropriate valid California State Contractor's License.

This is a State assisted construction project. State Labor Standards Provisions, including prevailing wage requirements will be enforced. The Contractor's duty to pay State prevailing wages can be found under Labor Code Section 1770 et seq. and the penalties for failure to pay prevailing wages and employ apprentices, including forfeitures and debarment, can be found in Labor Sections 1775 and 1777.7.

A pre-bid job walk will be held at 9:00 am on Monday, October 22, 2012, at Lopez Adobe site, 1100 Pico Street, San Fernando, CA 91340.

At the request and expense of the contractor, securities equivalent to the ten percent (10%) to be withheld from progress payments pursuant to the City of San Fernando's Standard General Conditions shall be deposited with the City Clerk or a state or federally chartered bank as the escrow agent, who shall pay such monies to the contractor upon satisfactory completion of the contract. Securities eligible for investment shall include those listed in Section 16430 of the Government Code or bank or savings and loan certificates of deposit. The contractor shall be the beneficial owner of any securities substituted for monies withheld and shall receive any interest thereof.

Copies of the plans and specifications, including the approved bid proposal form, may be obtained for a non-refundable fee of **\$80.00** per set. If mailing is requested, an additional fee of **\$50.00** is required to cover postage and handling. Copies of plans and specifications are available at the following location:

1. Community Development Department, City Hall  
117 Macneil Street,  
San Fernando, California, 91340  
818-898-1227

**Dates Published:**

October 17, 2012 (Daily News)

October 24, 2012 (Daily News)

City of San Fernando

By:



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City Planner  
Fred Ramirez

**ATTACHMENT "C"**

**October 25, 2012  
ADDENDUM No. 1  
to  
NOTICE INVITING BIDS  
LOPEZ ADOBE REHABILITATION PROJECT PHASE 2  
1100 PICO STREET  
SAN FERNANDO, CA 91340**

**CCHE GRANT AGREEMENT NO. 07-B4-27**

Please be advised that the Notice Inviting Bids dated October 17, 2012 has been amended as follows:

1. Appendices that is included as part of the Specifications section of the Bid Packet has been amended to include the Rehab Floor Plan (Sheet A 2.02).
2. Bid Packet Section 09 65 16.13: Linoleum Flooring, Subsection 1.01 Summary is amended to include Item C. Affected Floor and Square Footage. The flooring with Asbestos Containing Materials is located in one (1) kitchen, a hallway, and one (1) bathroom within the adobe and totals approximately 130 square feet of floor area. The existing asbestos containing flooring will be removed by a qualified contractor and replaced with new linoleum flooring as required within Item B. The kitchen is noted as No. 106, the hallway is No. 104, and the bathroom is noted as No. 105 in the attached Rehab Floor Plan (Sheet A 2.02) that is included as part of the amended Appendices.
3. Bid Packet Section 07 32 13: Clay Roofing Tile, Subsection 1.01 Summary is amended to include Item F. Existing Clay Roof Tiles. Clay tile roofing encompasses approximately 2,300 square foot or roofing material. City will provide existing supply of clay tiles roofs totaling approximately 100 square feet to be used in place damaged tiles that are removed as part of the restoration work. Any additional clay tile roofing required for the required rehabilitation work will be purchased by the contractor and be of similar material and exterior finish appearance.

For any additional information please contact Fred Ramirez, City Planner at phone number (818) 898-7316 or email address [framirez@sfcity.org](mailto:framirez@sfcity.org).

Posted: October 25, 2012 (Daily News)  
October 27, 2012 (Daily News)



**ATTACHMENT "D"**

**October 31, 2012  
ADDENDUM No. 2  
to  
NOTICE INVITING BIDS AND BID PACKET  
LOPEZ ADOBE REHABILITATION PROJECT PHASE 2  
1100 PICO STREET  
SAN FERNANDO, CA 91340**

**CCHE GRANT AGREEMENT NO. 07-B4-27**

Please be advised that the Notice Inviting Bids and the associated Bid Packet information made available on October 17, 2012 and previously amended on October 25, 2012 has been amended again as follows:

1. Page 9 of the Project Manual titled, Project Information has been amended to read:  
"Submit Bids in a sealed Envelope to:

Office of City Clerk  
City Hall  
117 Macneil Street  
San Fernando, CA 91340

**NO LATER THAN: 2:00 PM, THURSDAY, November 1, 2012**  
Mark Bids: Lopez Adobe Rehabilitation Project Phase II"

Also, Pages 13 and P-16 note that the bids are due Thursday, November 1, 2012 at 2:00 pm.

2. Note that besides the bid documents located online on the City's website ([www.sfcity.org](http://www.sfcity.org)), there was an Addendum No. 1 to the Notice Inviting Bids that included a floor plan of the building. It is not necessary to purchase plans/specs to be considered a responsive bidder. The bid documents located on the city's website with the Addendum No. 1 to the Notice Inviting Bids provide you with sufficient information to submit a complete bid proposal. In addition, the flooring removal, linoleum installation, and roof removal and restoration is estimated to cost \$24,000.
3. A State licensed general contractor with qualified subcontractors that have historic preservation work experience similar to that necessary to complete the scope of work would meet the qualification of a qualified responsive bidder.

As previously noted in published Notice Inviting Bids (dated October 17, 2012), SEALED PROPOSALS will be received at the Office of the City Clerk, City Hall, 117 Macneil Street, San Fernando, California 91340 until **2:00 p.m. on Thursday, November 1, 2012.**

For any additional information, please contact Fred Ramirez, City Planner at phone number (818) 898-7316 or email address [framirez@sfcity.org](mailto:framirez@sfcity.org).

Notice Inviting Bids, Requests for Information: Bid Packet and Addendum No. 1 are available on the City of San Fernando website at [www.sfcity.org](http://www.sfcity.org).



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## COMMUNITY DEVELOPMENT DEPARTMENT

### MEMORANDUM

**TO:** Mayor Antonio Lopez and Councilmembers

**FROM:** Fred Ramirez, Interim City Administrator

**DATE:** December 17, 2012

**SUBJECT:** Award of Architectural Consultant for the Lopez Adobe Ancillary Building Project

---

#### **RECOMMENDATION:**

It is recommended that the City Council:

- a. Accept the lowest responsive bid in the amount not to exceed \$15,555 from ONYX Architects to prepare construction documents and provide construction observation services for the Lopez Adobe Ancillary Building Project, per the approved scope of work; and
- b. Authorize the Interim City Administrator to execute a contract for professional services (Attachment "A") with ONYX Architects per the approved scope of work, in an amount not to exceed \$15,555 with an additional 10% contingency for unforeseen, additional work.

#### **BACKGROUND:**

1. On May 21, 2012, the City Council adopted the Initial Study and Mitigated Negative Declaration, and approved the conceptual design for the Lopez Adobe Ancillary Building Project to allow for the construction of an ancillary building that includes public restrooms and a storage/office room at the Casa de Lopez Adobe site pursuant to the City-approved Lopez Adobe Preservation Plan. In addition, the City Council directed staff to submit the City-approved concept for the Lopez Adobe Ancillary Building to the California Cultural and Historical Endowment Board for their consideration and approval for project funding.
2. On May 31, 2012, the California Cultural and Historical Endowment Board approved the conceptual design for the Lopez Adobe Ancillary Building and authorized a budget adjustment to allocate state grant funds to build the ancillary building by June 2013. Approval of project funding was contingent on the City obtaining conceptual design clearances from the National Park Service and the State Office of Historic Preservation.

## Approval of Architectural Consultant for the Lopez Adobe Ancillary Building Project

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3. On June 27, 2012, the City received the required clearances from the National Park Service confirming that the environmental assessment necessary to initiate the project design and subsequent construction process had been completed. The National Park Service approval was forwarded to the State Office of Historic Preservation.
4. On September 13, 2012, the City received the required clearances from the State Office of Historic Preservation confirming that the environmental assessment necessary to initiate the project design and subsequent construction process had been completed.
5. On October 29, 2012, staff circulated a request for proposals (RFP) to prospective architectural firms with historic preservation experience to prepare construction documents and provide construction observation services in order to facilitate the future construction of the Lopez Adobe Ancillary Building pursuant to the approved *Lopez Adobe Preservation Plan*. Staff sent RFPs to the following historic preservation architectural firms: BOA Architecture, Chattel Architecture, Drisko Studio Architects, Heritage Architecture and Planning, Joe Catalano Architecture and Planning, M2A Architecture, and ONYX Architects. The RFP was also posted on the City's website (<http://www.ci.san-fernando.ca.us/overview/pr-rfp-rfq.shtml>) and on the City's two public bulletin boards.
6. On November 15, 2012, staff received two formal proposals from the firms of ONYX Architects (Attachment "B") and Drisko Studio Architects (Attachment "C"). The proposed deliverables cover construction documents and construction observation services that are being covered primarily by CCHE grant funds.

Based on staff review of the proposals and further clarification by both of firms of the proposed deliverables, it is staff's assessment that both firms would be able to complete the required scope of work resulting in construction documents and associated bid specifications required to bid and subsequently construct the Lopez Adobe Ancillary Building. Table One below provides a summary of the project deliverables and associated costs that were submitted by Drisko Studio Architects and ONYX Architects in response to the RFP which was due on Thursday, November 15, 2012:

<b>Table One: Bid Proposal Comparison</b>				
<b>Job Tasks</b>	<b>Hours Per Task</b>	<b>Drisko Studio Architects</b>	<b>Hours Per Task</b>	<b>ONYX Architects</b>
Architectural Design Work	43	\$ 5,370.00	28	\$ 4,950.00
Draftsperson	66	\$ 4,950.00	39	\$ 2,925.00
Administrative	35	\$ 1,925.00	5	\$ 300.00
Subtotal	144	\$ 12,245.00	72	\$ 8,175.00
Structural Engineering	43	\$ 8,600.00	21	\$ 3,780.00
Civil Engineering	35.5	\$ 6,390.00	31	\$ 3,000.00
Historic Preservationist Architect	12	\$ 2,400.00	0	\$ -
Reimbursables		\$ 364.00		\$ 600.00
Subtotal	90.5	\$ 17,754.00	52	\$ 7,380.00
<b>Total</b>	<b>234.5</b>	<b>\$ 29,999.00</b>	<b>124</b>	<b>\$ 15,555.00</b>

## Approval of Architectural Consultant for the Lopez Adobe Ancillary Building Project

Page 3

**ANALYSIS:**

**Selection Process.** As part of the RFP review process, the City Planner evaluated both bid proposals. The proposals were reviewed with respect to the following criteria: project deliverables; consultant costs; and consultant team qualifications and experience.

Based on review of these proposals, it is staff's assessment that both proposed consultant teams are highly qualified and would be well able to prepare the required construction documents and provide the necessary construction observation services to successfully complete construction of the Lopez Adobe Ancillary Building.

Subsequent to evaluating both proposals subject to the criteria noted above, staff is recommending that the City Council select the consultant firm of ONYX Architects to complete this scope of work. This recommendation is based on the following:

- ✓ Project Deliverables: Both consultants submitted bid proposals to deliver construction documents and construction observation services per the requested scope of services.
- ✓ Consulting Costs: The preparation of construction drawings, building specifications, and construction observation services amounted to \$29,999 from Drisko Studio Architects and \$15,555 from ONYX Architects.
- ✓ Consultant Team Experience: Both consultant teams have prior experience on preservation projects and have prepared similar construction documents for historic sites.

**Proposed Consultant Cost and Funding Sources.** Based on the proposals for professional services received by the City, staff is recommending selection of ONYX Architects as the architectural design firm to prepare the construction documents and provide construction observation services per the approved scope of work.

As outlined in Table One, the immediate cost for preparation of construction documents for the lowest bid proposal is \$15,555. The total cost to fund the design of construction drawings, building specifications and construction observation services will be funded entirely with CCHE grant funds that had been previously approved by the CCHE Board on May 31, 2012. Selection of the architectural firm to prepare the construction documents for the Lopez Adobe ancillary facility at this time is necessary in order for construction work to begin in March 2013 so as to meet the work completion milestones under the City's current CCHE grant agreement. The current CCHE grant agreement has been extended until June 30, 2013. As work progresses on this project and expenses are incurred, the City will submit invoices from the selected consultant to CCHE staff for reimbursement.

## Approval of Architectural Consultant for the Lopez Adobe Ancillary Building Project

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### **CONCLUSION:**

Approval of the staff recommendation to authorize the Interim City Administrator to execute a professional services contract with ONYX Architects for the approved scope of work will enable staff to proceed with completion of design and construction documents necessary in order to solicit bids and subsequently select a qualified contractor to construct the Lopez Adobe Ancillary Building.

### **BUDGET IMPACTS:**

There will be no impact to the City's General Fund. The total cost of \$15,555 associated with ONYX Architects work to finalize the design, prepare the associated construction drawings and building specifications as well as provide construction observation services will be reimbursed to the City as part of the City's existing CCHE Grant for the Lopez Adobe Project.

### **ATTACHMENTS:**

- A. Professional Services Agreement
- B. Proposal from ONYX Architects
- C. Proposal from Drisko Studio Architects



**ATTACHMENT "A"****AGREEMENT FOR PROFESSIONAL SERVICES**

This Agreement for professional services is entered into this \_\_\_\_ day of December 2012 by and between the City of San Fernando, a municipal corporation ("CITY"), and ONYX Architects, a California corporation ("CONSULTANT").

**RECITALS**

A. CITY has determined that it requires the following professional services from an architectural design consultant: to prepare construction documents and provide construction observation services for the Lopez Adobe Ancillary Building Project, per the approved scope of work - Lopez Adobe Preservation Plan dated May 29, 2009 and the Lopez Adobe Ancillary Project Conceptual Plan dated January 2012.

B. CONSULTANT represents that it is fully qualified to perform such professional services by virtue of its experience and the training, education and expertise of its principals and employees. CONSULTANT further represents that it is willing to accept responsibility for performing such services in accordance with the terms and conditions of this Agreement.

**NOW THEREFORE**, in consideration of mutual covenants and conditions herein contained, CITY and CONSULTANT agree as follows:

**1. DEFINITIONS**

A. "Scope of Services": Such professional services as are set forth in Exhibit A, attached hereto and incorporated herein by this reference. In the event of any discrepancy between the express provisions in the body of this Agreement and provisions of Exhibit A, the text in the body of this Agreement shall prevail.

B. "Approved Fee Schedule": Such compensation rates as are set forth in the fee schedule attached hereto as Exhibit C and incorporated herein by this reference.

C. "Commencement Date": December 19, 2012

D. "Expiration Date": July 30, 2013

**2. CONSULTANT'S SERVICES**

A. Scope of Services. Subject to the terms and conditions set forth in this Agreement, CONSULTANT shall perform the services identified in the Scope of Services for the development of construction drawings, building specifications and to provide construction observation services for the Lopez Adobe Ancillary Building Project (hereinafter the "Project") located at 1100 Pico Street, in the City of San Fernando, California. CITY shall have the right to request, in writing, changes in the scope of work or the services to be performed. Any changes mutually agreed upon by the parties, and any increase or decrease in compensation, shall be incorporated by written amendments to this Agreement.

B. Time for Performance. CONSULTANT shall commence the services on the Commencement Date and shall perform all services in conformance with the Project schedule set forth in Exhibit B attached hereto and incorporated herein by this reference.

C. Standard of Performance. CONSULTANT shall perform all work to the highest professional standards and in a manner reasonably satisfactory to CITY. CONSULTANT shall comply with all applicable federal, state and local laws, ordinances, codes and regulations.

### **3. REPRESENTATIVES**

A. City Representative. For the purposes of this Agreement, the contract administrator and CITY's representative shall be the City Planner, (hereinafter the "City Representative"). It shall be CONSULTANT's responsibility to assure that the City Representative is kept informed of the progress of the performance of the services, and CONSULTANT shall refer any decisions which must be made by CITY to the City Representative. Unless otherwise specified herein, any approval of CITY required hereunder shall mean the approval of the City Representative.

B. Consultant Representative. For the purposes of this Agreement, Dale Brown, Principal of ONYX Architects is hereby designated as the principal and representative of CONSULTANT authorized to act on its behalf with respect to the services specified herein and make all decisions in connection therewith (the "Responsible Principal"). The Responsible Principal may not be changed by CONSULTANT without the prior written approval of CITY.

### **4. CONSULTANT'S PERSONNEL**

A. CONSULTANT represents that it has, or will secure at its own expense, all personnel required to perform the services required under this Agreement. All such services will be performed by CONSULTANT or under its supervision, and all personnel engaged in the work shall possess the qualifications, permits and licenses required by applicable law to perform such services.

B. CONSULTANT shall be solely responsible for the satisfactory work performance of all personnel engaged in performing services required by this Agreement, and compliance with all reasonable performance standards established by CITY.

C. As provided in Exhibit A, CONSULTANT may utilize the services of subconsultants to undertake specific work tasks. Fees for services provided by subconsultants, identified in Exhibit A, shall be compensated as set forth in Exhibit C.

D. In the event that CITY, in its sole discretion, at anytime during the term of this Agreement, desires the removal of any person or persons assigned by CONSULTANT to perform services pursuant to this Agreement, CONSULTANT shall remove any such person immediately upon receiving notice from CITY of the desire of CITY for the removal of such person or persons.

E. CONSULTANT shall be responsible for payment of all employees' and subconsultants' wages and benefits and shall comply with all requirements pertaining to employer's liability, workers' compensation, unemployment insurance, and Social Security.

F. Permits and Licenses. CONSULTANT shall obtain and maintain during the Agreement term all necessary licenses, permits and certificates required by law for the provision of services under this Agreement, including a City of San Fernando business license.

## **5. FACILITIES AND EQUIPMENT**

Except as otherwise authorized by CITY in writing, CONSULTANT shall, at its sole cost and expense, furnish all facilities and equipment which may be required for furnishing services pursuant to this Agreement.

## **6. TERM OF AGREEMENT**

This Agreement is effective as of the Commencement Date and shall terminate on the Expiration Date, unless sooner terminated as provided in Section 18 herein.

## **7. COMPENSATION**

A. CITY agrees to compensate CONSULTANT for the services provided under this Agreement, and CONSULTANT agrees to accept in full satisfaction for such services, a sum not to exceed Fifteen Thousand Five Hundred and Fifty Five dollars (\$15,555.00) payable as earned during the Project in accordance with Exhibit C. The compensation payable hereunder includes all professional services. Payments shall be made in accordance with Section 8 herein. CITY shall not withhold applicable federal or state payroll or any other required taxes, or other authorized deductions from each payment made to CONSULTANT. No claims for compensation in excess of the not-to-exceed amount for the Project as shown in Exhibit C will be allowed unless such additional compensation is authorized by CITY in writing. All requests for compensation in excess of the not-to-exceed amount must be submitted to and approved by the City Administrator.

B. CONSULTANT shall be entitled to reimbursement only for those expenses expressly set forth in the Approved Fee Schedule. In no event shall total expenses for project services exceed the sum of Fifteen Thousand Five Hundred and Fifty Five dollars (\$15,555.00).

C. Additional Services. No claims for additional services performed by CONSULTANT which are beyond the scope set forth in Exhibit A will be allowed unless such additional work is authorized by CITY in writing prior to the performance of such services. Additional services, if any are authorized, shall be compensated on a time and materials basis using CONSULTANT's Approved Fee Schedule (Exhibit C). Fees for such additional services shall be paid within thirty (30) days of the date CONSULTANT issues an invoice to CITY for such services.

## **8. METHOD OF PAYMENT**

CONSULTANT shall submit to CITY an invoice, on a monthly basis, for the services performed pursuant to this Agreement. Each invoice shall itemize the services rendered during the billing period and the amount due. Such itemizations shall include the days worked, number of hours worked, and authorized reimbursable expenses incurred with appropriate back-up documentation and receipts evidencing the authorized expenses, if any, for each week in the period and shall separately describe any additional services authorized by CITY. Any invoice claiming compensation for additional services shall include appropriate documentation of CITY's prior authorization. Within ten (10) business days of receipt of each invoice, CITY shall notify CONSULTANT in writing of any disputed amounts included on the invoice. Within thirty (30) calendar days of receipt of each invoice, CITY shall pay all undisputed amounts included on the invoice up to the maximum amount set forth in Section 7.

## **9. OWNERSHIP OF WORK PRODUCT**

All reports, documents or other written material ("written products") developed by CONSULTANT in the performance of this Agreement shall be and remain the property of CITY without restriction or limitation upon its use or dissemination by CITY. CONSULTANT may take and retain such copies of the written products as desired, but no such written products shall be the subject of a copyright application by CONSULTANT.

## **10. TRAVEL REIMBURSEMENT**

Travel required by CONSULTANT or any subconsultant or subcontractor pursuant to this Agreement shall be a reimbursable expense and shall only be made where necessary to complete the services agreed to be performed under this Agreement. Travel expenses shall be reasonable and shall be incurred in the most cost efficient manner possible. All requests for travel reimbursement shall be accompanied by appropriate back-up documentation and receipts evidencing authorized expenses.

## **11. INDEPENDENT CONTRACTOR**

CONSULTANT will act hereunder as an independent contractor. This Agreement shall not and is not intended to constitute CONSULTANT as an agent, servant, or employee of CITY and shall not and is not intended to create the relationship of partnership, joint venture or association between CITY and CONSULTANT.

CONSULTANT agrees to pay all required taxes on amounts paid to CONSULTANT under this Agreement, and to indemnify and hold CITY harmless from any and all taxes, assessments, penalties, and interest asserted against CITY by reason of the independent contractor relationship created by this Agreement. CONSULTANT shall fully comply with the workers' compensation laws regarding CONSULTANT and CONSULTANT's employees. CONSULTANT further agrees to indemnify and hold CITY harmless from any failure of CONSULTANT to comply with applicable workers' compensation laws. CITY shall have the right to offset against the amount of any fees due to CONSULTANT under this Agreement any amount due to CITY from CONSULTANT as a result of CONSULTANT's failure to promptly pay to CITY any reimbursement or indemnification arising under this Section.

## **12. CONFIDENTIALITY**

All data, documents, discussion, or other information developed or received by CONSULTANT or provided for performance of this Agreement are deemed confidential and shall not be disclosed by CONSULTANT without prior written consent by CITY. CITY shall grant such consent if disclosure is legally required or necessary to provide the services under this Agreement. All CITY data shall be returned to CITY upon the termination of this Agreement. CONSULTANT's covenant under this Section shall survive the termination of this Agreement.

## **13. CONFLICTS OF INTEREST**

CONSULTANT hereby warrants for itself, its employees, and subcontractors that those persons presently have no interest and shall not obtain any interest, direct or indirect, which would conflict in any manner with the performance of the services contemplated by this Agreement. No person having such conflicting interest shall be employed by or associated with CONSULTANT in connection with this Project. CONSULTANT hereby warrants for itself, its employees, and subcontractors that no such person shall engage in any conduct which would constitute a conflict of interest under any CITY ordinance, state law or federal statute. CONSULTANT agrees that a clause substantially similar to this Section shall be incorporated into any sub-contract that CONSULTANT executes in connection with the performance of this Agreement.

## **14. INDEMNIFICATION**

A. Indemnity for Professional Liability. When the law establishes a professional standard of care for the services, to the fullest extent permitted by law, Consultant shall indemnify, defend and hold harmless Authority and any and all of its members, officers, employees, agents, attorneys, representatives, consultants, volunteers, successors and assigns ("Indemnified Parties") from and against any and all claims, charges, damages, demands, actions, proceedings, losses, costs, expenses, whether actual, alleged or threatened, actual attorney's fees, court costs, and accountant's fees, judgments, civil fines and penalties, and liabilities of any kind or nature whatsoever ("liabilities"), to the extent same are caused in whole or in part by any negligent or wrongful act, error or omission of Consultant, its officers, agents, employees or subconsultants (or any entity or individual that Consultant shall bear the legal liability thereof) in the performance of professional services under this Agreement.

B. Indemnity for Other than Professional Liability. Other than in the performance of professional services and to the fullest extent permitted by law, Consultant shall indemnify, defend and hold harmless the Indemnified Parties from and against all liabilities arising out of or in any way connected with, in whole or in part, the acts or omissions of Consultant, its officers, agents, employees or subconsultants (or any entity or individual that Consultant shall bear the legal liability thereof) in the performance of this Agreement, including but not limited to, claims, suits and liabilities for bodily injury, death or property damage to any individual or entity, including employees or officials of Consultant. The provisions of this paragraph shall not apply to claims arising out of the sole negligence or willful misconduct of the Indemnified Parties.

C. Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 14 from each and every subconsultant or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. In the event Consultant fails to obtain such indemnity obligations from others as required here, Consultant agrees to be fully responsible according to the terms of this Section 10.

D. This obligation to indemnify, defend and hold harmless the Indemnified Parties is binding on the successors, assigns or heirs of Consultant and shall survive the termination of this Agreement or final payment hereunder. This obligation to indemnify, defend and hold harmless is in addition to any other rights or remedies that the Indemnified Parties may have under the law. Failure of Authority to monitor compliance with these requirements imposes no additional obligations on Authority and will in no way act as a waiver of any rights hereunder.

E. In the event of any claim or demand made against an Indemnified Party which is entitled to be indemnified hereunder, Authority may, in its sole discretion, reserve, retain or apply any monies due to Consultant under this Agreement for purposes of resolving such claims; provided, however, Authority may release such monies if Consultant provides Authority with reasonable assurance of protection of the Indemnified Party's interests. Authority shall, in its sole discretion, determine whether such assurances are reasonable.

F. The indemnity requirements set forth in this Section 14 are intended to be separate and distinct from any other provision in this Agreement and are intended to be interpreted as such.

## **15. INSURANCE**

A. CONSULTANT shall at all times during the term of this Agreement carry, maintain, and keep in full force and effect, insurance as follows:

1. Commercial General Liability Insurance with minimum limits of One Million Dollars (\$1,000,000) for each occurrence and in the aggregate for any personal injury, death, loss or damage.
2. Automobile Liability Insurance for any owned, non-owned or hired vehicle used in connection with the performance of this Agreement with minimum limits of One Million Dollars (\$1,000,000) per accident for bodily injury and property damage.
3. Worker's Compensation insurance as required by the State of California.
4. Professional Liability Insurance with a minimum limit of One Million Dollars (\$1,000,000) per occurrence.

B. CONSULTANT shall require each of its sub-consultants or sub-contractors to maintain insurance coverage that meets all of the requirements of this Agreement.

C. The policies required by this Agreement shall be issued by an insurer admitted in the State of California and with a rating of at least A:VII in the latest edition of Best's Insurance Guide.

D. CONSULTANT agrees that if it does not keep the insurance required in this Agreement in full force and effect, CITY may either immediately terminate this Agreement or, if insurance is available at a reasonable cost, CITY may take out the necessary insurance and pay, at CONSULTANT'S expense, the premium thereon.

E. Prior to commencement of work under this Agreement, CONSULTANT shall file with CITY's Risk Manager a certificate or certificates of insurance showing that the insurance policies are in effect and satisfy the required amounts and specifications required pursuant to this Agreement.

F. CONSULTANT shall provide proof that policies of insurance expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Such proof will be furnished at least two weeks prior to the expiration of the coverages.

G. The general liability and automobile policies of insurance shall contain an endorsement naming CITY, its elected officials, officers, agents, employees, attorneys, servants, volunteers, successors and assigns as additional insureds. All of the policies shall contain an endorsement providing that the policies cannot be canceled or reduced except on thirty (30) days' prior written notice to CITY. CONSULTANT agrees to require its insurer to modify the certificates of insurance to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, and to delete the word "endeavor" with regard to any notice provisions.

H. The insurance provided by CONSULTANT shall be primary to any other coverage available to CITY. Any insurance or self-insurance maintained by CITY, its officers, employees, agents or volunteers, shall be in excess of CONSULTANT's insurance and shall not contribute with it.

I. All insurance coverage provided pursuant to this Agreement shall not prohibit CONSULTANT, and CONSULTANT's employees, agents, subcontractors, or volunteers from waiving the right of subrogation prior to a loss. CONSULTANT hereby waives all rights of subrogation against CITY.

J. Any deductibles or self-insured retentions must be approved by CITY. At the option of CITY, CONSULTANT shall either reduce or eliminate the deductibles or self-insured retentions with respect to CITY, or CONSULTANT shall procure a bond guaranteeing payment of losses and expenses.

K. If CONSULTANT is a Limited Liability Company, general liability coverage must be amended so that the Limited Liability Company and its managers, affiliates, employees, agents, and other persons necessary or incidental to its operation are insureds.

L. Procurement of insurance by CONSULTANT shall not be construed as a limitation of CONSULTANT's liability or as full performance of CONSULTANT's duties to indemnify, hold harmless and defend under Section 14 of this Agreement.

## **16. MUTUAL COOPERATION**

A. CITY shall provide CONSULTANT with all pertinent data, documents and other requested information as is reasonably available for the proper performance of CONSULTANT's services.

B. In the event any claim or action is brought against CITY relating to CONSULTANT's performance in connection with this Agreement, CONSULTANT shall render any reasonable assistance that CITY may require.

## **17. RECORDS AND INSPECTIONS**

CONSULTANT shall maintain full and accurate records with respect to all matters covered under this Agreement for a period of three (3) years. CITY shall have access, without charge, upon reasonable notice, during normal business hours to such records, and the right to examine and audit the same and to make transcripts therefrom, and to inspect all program data, documents, proceedings, and activities.

## **18. TERMINATION OF AGREEMENT**

A. CITY shall have the right to terminate this Agreement for any reason or for no reason on five (5) calendar days' written notice to CONSULTANT. CONSULTANT shall have the right to terminate this Agreement for any reason or no reason on sixty (60) calendar days' written notice to CITY. CONSULTANT agrees to cease all work under this Agreement on or before the effective date of such notice. All completed and uncompleted products up to the date of receipt of written notice of termination shall become the property of CITY.

B. In the event of termination or cancellation of this Agreement by CITY, due to no fault or failure of performance by CONSULTANT, CONSULTANT shall be paid based on the percentage of work satisfactorily performed at the time of termination. In no event shall CONSULTANT be entitled to receive more than the amount that would be paid to CONSULTANT for the full performance of the services required by this Agreement.

## **19. FORCE MAJEURE**

CONSULTANT shall not be liable for any failure to perform if CONSULTANT presents acceptable evidence, in CITY's sole judgment that such failure was due to causes beyond the control, and without the fault or negligence of CONSULTANT.

## **20. NOTICES**

Any notices, bills, invoices, or reports required by this Agreement shall be deemed received on: (a) the day of delivery if delivered by hand or overnight courier service during CONSULTANT's and CITY's regular business hours; or (b) on the third business day following



deposit in the United States mail, postage prepaid, to the addresses heretofore below, or to such other addresses as the parties may, from time to time, designate in writing.

If to CITY:

Attn: Fred Ramirez  
Interim City Administrator/City Planner  
City of San Fernando  
117 Macneil Street  
San Fernando, California 91340  
Telephone: (818) 898-1202  
Facsimile: (818) 361-7631

If to CONSULTANT:

Attn: Dale Brown  
Principal  
ONYX Architects  
316 N. Sierra Madre Boulevard  
Pasadena, California 91107  
Telephone: (626) 405-8001  
Facsimile: (626) 405-8150

With a courtesy copy to:

Maribel Medina, City Attorney  
Meyers Nave  
633 W. 5<sup>th</sup> Street, Suite 1700  
Los Angeles, CA 90071  
Telephone: (213) 626-2906  
Facsimile: (213) 626-0215

## **21. NON-DISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY**

In the performance of this Agreement, CONSULTANT shall not discriminate against any employee, subcontractor, or applicant for employment because of race, color, creed, religion, sex, marital status, national origin, ancestry, age, physical or mental handicap, medical condition, or sexual orientation or other basis prohibited by law. CONSULTANT will take affirmative action to ensure that subcontractors and applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, religion, sex, marital status, national origin, ancestry, age, physical or mental handicap, medical condition, or sexual orientation.

## **22. PROHIBITION AGAINST ASSIGNMENT**

CONSULTANT shall not delegate, transfer, subcontract or assign its duties or rights hereunder, either in whole or in part, without CITY's prior written consent, and any attempt to do so shall be void and of no effect. CITY shall not be obligated or liable under this Agreement to any party other than CONSULTANT.

## **23. ATTORNEYS' FEES**

In the event that CITY or CONSULTANT commences any legal action or proceeding to enforce or interpret the provisions of this Agreement, the prevailing party shall be entitled to recover its costs of suit, including reasonable attorney's fees.

**24. ENTIRE AGREEMENT**

All documents referenced as exhibits in this Agreement are hereby incorporated in this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and provisions of any document incorporated by reference, the provisions of this Agreement shall prevail. This instrument contains the entire Agreement between CITY and CONSULTANT with respect to the subject matter herein. No other prior oral or written agreements are binding on the parties. Any modification of this Agreement will be effective only if it is in writing and executed by CITY and CONSULTANT.

**25. GOVERNING LAW; JURISDICTION**

This Agreement shall be governed by and construed in accordance with the laws of the State of California. In the event of litigation between the parties, venue in State trial courts shall lie exclusively in Los Angeles County. In the event of litigation in a United States District Court, exclusive venue shall lie in the Central District of California.

**26. SEVERABILITY**

Wherever possible, each provision of this Agreement shall be interpreted in such a manner as to be valid under applicable law. If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall nevertheless continue in full force and effect.

**27. CAPTIONS**

The captions used in this Agreement are solely for reference and the convenience of the parties. The captions are not a part of the Agreement, in no way bind, limit, or describe the scope or intent of any provision, and shall have no effect upon the construction or interpretation of any provision herein.

**28. EXECUTION**

This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which when taken together shall constitute one and the same instrument.

**TO EFFECTUATE THIS AGREEMENT**, the parties have caused their duly authorized representatives to execute this Agreement on the dates set forth below.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

CITY OF SAN FERNANDO

CONSULTANT:

\_\_\_\_\_  
Fred Ramirez  
Interim City Administrator

By: \_\_\_\_\_  
Dale Brown,  
Principal

ATTEST:

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

\_\_\_\_\_  
City Clerk,  
Elena G. Chávez

\_\_\_\_\_  
*(Two signatures required for Corporation)*

APPROVED AS TO FORM:

\_\_\_\_\_  
Maribel Medina,  
City Attorney

## SCOPE OF SERVICES

ONYX Architects | Scope of Work - Fee Estimate

1A



# ONYX Architects | Scope of Work - Professional Fee Estimate

ONYX Project No. P12131

Project Name City of San Fernando | Upper Adobe Phase TWO | Ancillary Building

11.15.2012

## Review of Existing Data | Project Initialization

Work/Task	ONYX Principal	ONYX Associate	ONYX Senior Job Captain	CIVIL CM PECK Principal	CIVIL CM PECK Engineer	STRUCTURAL Principal	STRUCTURAL Draftsperson	COMBINED Job Captain	COMBINED Technical Support	COMBINED Administrative	Totals
ARCHITECTURE											
Review Existing Data		1									1
CIVIL ENGINEERING											0
Review Existing Data				1							1
STRUCTURAL ENGINEERING											0
Review Existing Data						1					1
Meetings - ONE   1 Total	1	1									2
Project + Consultant Management		2							2		2
Totals	1	4	0	1	0	1	0	0	2	0	9

## Schematic Design

Work/Task	ONYX Principal	ONYX Associate	ONYX Senior Job Captain	CIVIL CM PECK Principal	CIVIL CM PECK Engineer	STRUCTURAL Principal	STRUCTURAL Draftsperson	COMBINED Job Captain	COMBINED Technical Support	COMBINED Administrative	Totals
ARCHITECTURE											
Preliminary Plans + Sections + Elevations   Includes Wall Typologies + Roofing Types		4							12		16
CIVIL ENGINEERING											0
Preliminary Site plan including grading and drainage plans and details, site utilities				2	2						4
STRUCTURAL ENGINEERING						2					2
Layout Structural System + Create Design Criteria   Overlay with Architectural		1							1		2
Meetings - ONE   1 Total		2							1	1	4
Project + Consultant Management	0	7	0	2	2	2	0	0	14	1	28

## Construction Drawings | Documents | Includes Plan Check

Work/Task	ONYX Principal	ONYX Associate	ONYX Senior Job Captain	CIVIL CM PECK Principal	CIVIL CM PECK Engineer	STRUCTURAL Principal	STRUCTURAL Draftsperson	COMBINED Job Captain	COMBINED Technical Support	COMBINED Administrative	Totals
ARCHITECTURE											
Construction Documents   Including all drawings and requirements stipulated by the City in the RFP											0
Construction Documents   Other drawings and documents recommended in order to provide City complete bid and construction documents   INCLUDING:											0
Code notes and references											0
Interior building details											0
Building and wall sections											0
CIVIL ENGINEERING											0
CIVIL   Site plan including grading and drainage plans and details, site utilities   INCLUDING:											18
Evaluation of soils and recommendations for preparation of the site for the foundations if that is indicated in a soil report.											0
GRADING PLAN   Grades and contours and drainage devices as may be required to construct new pathways and planting areas											0
Connection of building utilities between a point 5' outside the building to existing utility locations.											0
Design of site lighting foundations if required											0
Show how roof drainage is directed to the street or other approved location.											0
Assist architect with analyzing options and providing compliant path of Travel from the street and parking to the building, or between buildings, in order to comply with the ADA.						5					5
STRUCTURAL ENGINEERING											0
STRUCTURAL   Foundation and roof framing plans and structural notes and calculations   INCLUDING:											0
Roof Framing + Foundation Computations											0
Lateral											0
Sketches + Confirming Drawing Content											0
Structural Drawings									4		4
Specifications											0
Plan Check Corrections / Clarifications						2			4		7
Meetings - TWO   2 Total				1		1			1		3
Project + Consultant Management		2		1		2			2		7
Totals	0	5	0	4	16	10	0	0	11	0	46

File Path: C:\Users\12131\Documents\San Fernando\Upper Adobe\DWG\New\12131\Architectural\Phase Project Budget\_MKV for Apr\_2012\_012

ONYX Architects | Scope of Work - Professional Fee Estimate

ONYX Project No. P12131

11.15.2012

Project Name City of San Fernando | Lopez Adobe Phase TWO | Ancillary Building

Duration 16 Weeks

Construction Observation | Does Not Include Bidding Services

Work/Task	ONYX Principal	ONYX Associate	ONYX Senior Job Captain	CIVIL CM PECK Principal	CIVIL CM PECK Engineer	STRUCTURAL Principal	STRUCTURAL Draftsperson	COMBINED Job Captain	COMBINED Technical Support	COMBINED Administrative	Totals
ARCHITECTURE		6									6
Construction Observation RFI Responses   Input   TWO Site Visits											0
CIVIL ENGINEERING				6		4					10
Construction Observation RFI Responses   Input   TWO Site Visits											0
STRUCTURAL ENGINEERING						4					4
Construction Observation RFI Responses   Input   TWO Site Visits											0
Office Tasks   Not Included Above		4							8		12
Project + Consultant Management		1							4	4	9
<b>Total</b>	0	11	0	6	0	8	0	0	12	4	41

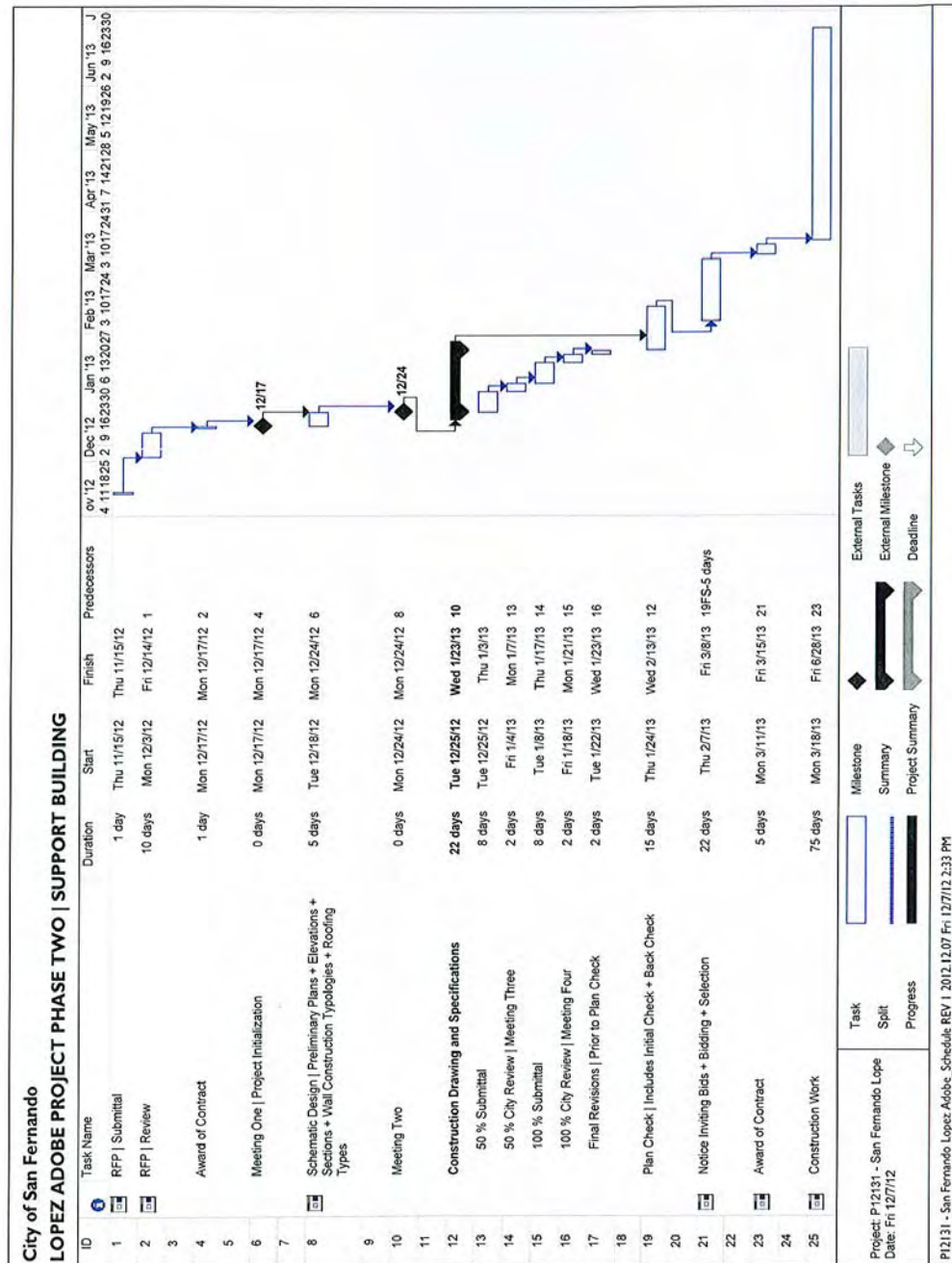


## EXHIBIT B

### PROJECT SCHEDULE

Anticipated Design Development Commencement Date: December 18, 2012

Anticipated Construction Completion Date: July 30, 2013



## EXHIBIT C

### APPROVED FEE SCHEDULE

#### Budget

The not-to-exceed labor costs for those tasks outlined in the scope of service (Exhibit A) will be a not-to-exceed amount of Fifteen Thousand Five Hundred and Fifty Five Dollars (\$15,555.00). As outlined in the attached Exhibit C – Professional Fees.

#### Hourly Billing Rates

##### STANDARD HOURLY BILLING RATES 2012 | 2013

##### Onyx Architects

Staff Level	Rate
Principal	\$225.00/hr
Associate Principal	\$195.00/hr
Associate	\$175.00/hr
Architect	\$160.00/hr
Interior Designer	\$130.00/hr
Senior Job Captain	\$140.00/hr
Job Captain	\$130.00/hr
Project Coordinator	\$120.00/hr
Technical Support	\$95.00/hr
Administrative/Clerical	\$80.00/hr



##### Krakower & Associates

Principal	\$180.00/hr
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##### C.M. Peck

Principal	\$120.00/hr
Senior Staff	\$80.00/hr
Mid-Level Staff	\$60.00/hr
Junior Staff, Intern	\$30.00/hr
Office Staff	\$50.00/hr



**ATTACHMENT "B"**



## Cover Letter

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Onyx Architects, Inc. November 15, 2012  
316 North Sierra Madre Boulevard  
Pasadena, CA 91107

V: (626) 405-8001

F: (626) 405-8150

[www.onyxarchitects.com](http://www.onyxarchitects.com)

Fred Ramirez  
City Planner  
117 N. Macneil Street  
San Fernando, CA 91340

Re: Lopez Adobe Project Phase 2



Dear Mr. Ramirez:

San Fernando is a community with a rich history. The city has done an excellent job of embracing and saving the cultural community assets which played a critical role in the development of Southern California. The Lopez Family Adobe is a treasured landmark and any new work should not interfere with the appreciation and understanding of the site and building history. The proposed project is an opportunity to provide a support structure to an invaluable community and historic resource.

We believe the ONYX Team brings experience in the critical required areas of expertise. We encourage you to contact our references to understand our commitment to clients and projects and our ability to provide timely, quality services.

Briefly a few distinctive skills and our experience which the ONYX Team provides:


- Significant work on local, state and federal landmarks
- Experience in design of support structures adjacent to landmarks
- Work with in historic sites and districts
- Close working relationships with city staff
- Work on projects with grant funding
- Work on historic sites and buildings used as house museums

We are happy to answer any questions you might have or meet with you as part of your selection process and look forward to an opportunity to work with the City of San Fernando.

Sincerely,



Mary Wu, AIA  
Associate



Dale Brown AIA  
Principal

## Statement of Approach

Following is a detailed description of the work to be performed by the firm. In addition please refer to the schedule in Section 3 for additional description of the scope of work. The ONYX Team understands the scope of work and takes no exceptions or feels the need to outline any assumptions regarding work to be performed by the city.

The ONYX Team understands **we must provide services that:**

Results in a contextual design which compliments with out overwhelming the historic structure or its' context

Results in a simple – straightforward – buildable design

Are completed quickly to meet the project schedule

Please refer to the schedule in Section 3 for a detailed work plan and project process. The schedule illustrates a project process which meets the June 2013 completion goal.

The proposed scope of services **includes the RFP requirements for each project phase.**

The proposed scope of services includes the RFP deliverables as well as other construction documents as outlined below. We believe the additional construction documents are important for bidding and construction.



Construction Documents | Including all drawings and requirements stipulated by the City in the RFP

CIVIL | Site plan including grading and drainage plans and details, site utilities

General architectural notes and specification notes

STRUCTURAL | Foundation and roof framing plans and structural notes and calculations

Floor and reflected ceiling plans

Exterior building elevations

Exterior building details

Construction Documents | Other drawings and documents recommended in order to provide City complete bid and construction documents.

Code notes and references

Drawing based materials specifications

Interior building details

Building and wall sections

Please note that ONYX utilizes ACAD REVIT [ BIM ] software which creates a three-dimensional model of the building. This allows the city to see the building design in greater detail as well as provides integrated construction documents.



## Team Capabilities

### Architectural Design + Construction Administration Services

Onyx Architects  
 Dale Brown, AIA | Principal  
 Mary Wu, AIA | Project Manager  
 Hrag Derhovagimian | Project Job Captain



### Structural Engineering Design Services

Krakower & Associates  
 Michael Krakower | Principal

### Civil Engineering Design Services

C.M. Peck, Inc.  
 Chris Peck | Principal  
 Justin Bernhoft, PE | Project Manager

ONYX Architects is the **design and preservation architect for the city of San Gabriel**. As such we are responsible for project design review as well as preserving cultural resources in the community. Often, our design review is with in a strong historic context. This is a design approach we have adopted since the beginning of our firm. ONYX believes even modest new structures should be appropriate to their use and be designed and constructed using simple materials and details, always appropriate to their context. **Support structures to historic buildings or areas should never overwhelm the primary structure. Rather support the context of the historic resource.** Please refer to the new restroom buildings ONYX is designing for the City of Pasadena. Simple support structures, well designed, simple to construct and with in the site and neighborhood context.

The **ONYX Team** was assembled due to a strong commitment to historic preservation and to quality civic architecture even for modest support structures. In addition, this team has worked on past projects together:

**Mike Krakower** is a member of Pasadena Heritage. Although Mike is considered an expert in adobe structures, he also designs many new structures. This sympathetic orientation is important when you design structures adjacent to historic resources.

**Chris Peck** is both a civil and structural engineer. However, Chris is providing civil engineering on this project. Chris is a member of Pasadena Heritage and a recent past member of Pasadena Design Commission. As such Chris is well versed in contextual design and the importance of building and site compatibility.

## Firm Overview

---

**History** Onyx Architects was established in 2000 when the founding partners purchased the Pasadena office of BVH, an award-winning firm headquartered in the Midwest. While Onyx is a relatively young firm — the major players have been working together in the Los Angeles area for 20 years — and has had a California office in Pasadena since 1990. Onyx is located at 316 North Sierra Madre Boulevard in east Pasadena. Of the firm's staff, half are licensed architects. Onyx has won numerous design awards for its sensitive work in historic preservation, infill/mixed-use development, institutional, housing and campus projects.

**Our Mission** To collaborate in improving the quality of life through architecture and environmental design.

**Vision & Values** Our vision is to be one of the leading architectural firms in our specialty practice areas of civic, urban and education.

Our culture is summed up by our core values, developed together by the entire firm:

- We Lead
- We are Focused on our Clients
- We Support Each Other
- We are Passionate about Architecture
- We Believe in Active Community Citizenship



**Our Practice Groups** Onyx is organized around three client-oriented practice groups: civic, urban and education. This approach enables the firm to stay current on changes impacting its clients and to add value to each assignment through a network of contacts and extensive project experience. Each group is lead by one of the firm's principals. This ensures that the firm's leaders are involved in every single project, managing client communications, resources and overseeing the projects.

A specialized services group provides firm-wide quality assurance, construction management, interior design and historic preservation services. This group also works directly with clients who need highly specialized expertise for peer reviews, due diligence, property condition assessments, litigation support, building forensics or construction management.

The Practice Groups work together, combining skills for the clients' benefit.



## Firm Overview

**Design Philosophy** Onyx does not design "signature buildings" that represent the talents of one or two strong designers. We draw on the strengths of all our staff to meet our client's most demanding aspirations. Design teams work together to craft buildings that demonstrate sensitivity to program, budget and schedule in a clear and straightforward manner. Onyx has a proven track record of skillfully creating buildings that work with the existing context, while being distinctive in their own way.

The Onyx design process is a collaborative progression with the client and key stakeholders. The journey begins with a thorough understanding of the zoning requirements and rigorous analysis of the client's program, goals and objectives as well as the project site, ecology and context. We strive to know as much as possible about our client's needs, culture, budget and schedule so that we can develop a detailed work plan and design objectives to serve as beacons for our work together. We provide leadership, but we keep the owner in control every step of the way.

**Preservation Philosophy** Onyx Architects is dedicated to the preservation of historic architectural and cultural resources. Onyx staff has experience in a variety of preservation services to public and private clients. Onyx has provided preservation planning, documentation, restoration and adaptive reuse services. Onyx has completed a number of restorations, renovations and adaptive reuse of historic buildings and sites. In addition, Onyx has completed HABS, HAER, Preservation Master Plans and Historic Structures Reports, often in conjunction with architectural services.



*La Laguna Park – San Gabriel*



Our collective learned skills are brought to each project. Onyx believes that with a thorough understanding of each specific resource, a thoughtful solution reveals itself. Our goal is to undertake that process in order to meet the client's goals within a prescribed schedule and budget – allowing the resource to continue as an integral part of the community.

**Sustainable Design Philosophy** As the intellectual landscape of the new century becomes more environmentally conscious, there is a greater demand to see this attitude reflected in the environment in which we surround ourselves. The success of our projects is increasingly dependent on their environmental – as well as their physical, economic and social – foresight.

Onyx is particularly sensitive to the fact that the building design has a significant impact on the environment. The firm adheres to LEED® guidelines and is able to assist clients achieve LEED® certification. Onyx does not view "green" design as a supplement to the design process but rather as an integrated set of design principles and processes that ultimately minimize environmental impact and relate people to buildings.

Fostering a sense of community further involves being responsible with precious public financial resources: "getting it right" the first time, developing clear and concise construction documents, and designing buildings that are both easy and efficient to operate and maintain.

## Firm Overview

---

<b>Services</b>	LEED® Design Services	Bidding
	Site Selection   Analysis + Design	Construction Administration   Management
	Pre-programming Needs Analysis	Property Condition Assessments
	Programming	Historic Preservation
	Entitlements	HABS   HAER Documents
	Architectural Design	Section 106 Reviews
	Space Planning   Interior Design	Preservation Master Plans
	Master Planning	Archaic Materials Restoration
	Construction Documents	Preservation Surveys
	Project Management	Litigation Support
	Forensic Analysis	Value Analysis
	Cost Estimating	Constructability Reviews





## Dale Brown, AIA

### Principal

#### Project Experience

- Allendale Park Restrooms, City of Pasadena, Pasadena, CA – design of 550 SF public restroom for a prominent city park
- Neff Park Historical Site Preservation, La Mirada, CA – historic documentation and design for preserving and adapting the McNally Ranch into a community center and house museums
- Agoura Hills Reyes Adobe, Agoura Hills, CA – development of the restoration plan for 150-year-old adobe structure and the surrounding site
- Merrill House Restoration, Pasadena, CA – assistance to Heritage Housing Partners in restoration of an early Greene and Greene bungalow as for-sale, first-time homeowner program
- City of San Gabriel City Architect and Historic Preservation Architect, San Gabriel, CA
- Bobby Bonds Community Center, Riverside, CA – adaptation of a vacated, historic junior high school to a community center in Riverside
- Downey NASA site HABS, Downey, CA – HABS / HAER documentation for the City of Downey of multiple buildings at the historic NASA site
- Downey NASA Eclipse HABS, Downey, CA – HABS/HAER documentation for the City of Downey
- Meridian Houses Relocation, South Pasadena, CA – physical relocation and restoration of two homes in South Pasadena
- Maranatha High School Old Library Building Remodel, Pasadena, CA – rehabilitation of this historic structure for reuse for a local private high school
- Cooper Regional History Museum, Riverside, CA – design adaptively reusing an historic citrus facility as a regional history museum
- Olvera Street Restoration, Los Angeles, CA – seismic retrofit, accessibility modifications and general repairs to five historic structures located within the El Pueblo de Los Angeles State Historic Park
- Riverside Heritage Square, Historic Homes, Riverside, CA – restoration of multiple residences in the Heritage Square neighborhood of Riverside California



#### Registration

California C-17744  
Nevada 4049  
Nebraska A-1929  
NCARB

#### Education

University of Nebraska,  
Bachelor of Science in  
Architectural Studies, 1978

#### Professional Organizations

Los Angeles Conservancy,  
member  
Pasadena Heritage, member  
California Redevelopment  
Association, member  
Urban Land Institute,  
member  
Rancho Santa Anita Residents  
Association Architectural  
Review Board

Dale Brown is a founding partner of Onyx Architects. An award-winning designer, he is actively involved in the firm's projects through his leadership of the Civic Practice Group. He is the Principal-in-Charge on all Civic Projects, providing guidance, resources and coordinating client communications. His diverse portfolio includes a wide array of civic buildings, large mixed-use projects, unique preservation plans, affordable housing and for public and not-for-profit entities. Dale's particular areas of expertise are in design, project management and project financing. He is active in civic affairs and stays current on the changing conditions impacting local government and development. He is a creative, "out of the box" thinker with a strong entrepreneurial mind set.



**Mary Wu, AIA****Project Manager | Associate**

- La Casita del Arroyo, Pasadena, CA – rehabilitation of historic landmark
- Ganahl Lumber Retail Store adaptive reuse, Pasadena, CA
- Pasadena Civic Auditorium\* restoration, Pasadena Center Operating Company, Pasadena, CA
- Glenarm Power Generating Plant Master Plan\*, Pasadena Water and Power Department, Pasadena, CA
- John Muir High School\*, Pasadena Unified School District, Pasadena, CA
- Historic Hill Harbison House ADA Rehabilitation\*, City of San Marino, San Marino, CA
- Historic Boy Scout House ADA Rehabilitation\*, City of San Marino, San Marino, CA
- Memorial Branch Library, City of Los Angeles, Los Angeles, CA
- Child Care Center\*, Los Angeles Department of Water and Power, Los Angeles, CA – Project Manager; \$6 million
- San Dimas Nature Center\*, Los Angeles County Parks and Recreation, San Dimas, CA – Project Manager; \$1 million
- City Terrace Park Gymnasium\*, Los Angeles County, Los Angeles, CA – Project Manager; \$1.5 million
- Bristow Park Community Center\*, City of Commerce, Commerce, CA – Project Architect, \$1.6 million
- Asian Youth Center\*, San Gabriel, CA – Project Manager; \$5 million
- Boys and Girls Scouts Historic Rehabilitation\*, San Marino, City of San Marino, Project Manager

**Registration**

California C24058

**Education**University of California  
Berkeley, Bachelor of  
Architecture**Professional Organizations**

Pasadena-Foothill AIA

Mary Wu brings 27 years of experience to the design team; her experience covers all aspects of design process from programming and planning to design, construction documentation, and construction administration. Her management skills have earned great respect from clients due to her responsiveness to their needs and efficient completion of projects. Mary's leadership and management skills have proven successful in generating team spirit for project success. Other special skills include cost estimating, specifications and quality control.

\* *Work done for another firm*

## Hrag Derhovagimian

### Senior Job Captain

#### *Project Experience*

- Placentia Edwin T. Powell Senior Center renovation, Placentia, CA — 4,247 SF remodel of historic library repurposed as a senior center; Construction Administration
- Placentia City Hall ADA renovation, Placentia, CA — Flooring and restroom remodel, includes ADA upgrades, Construction Administration
- Sierra Madre Recreation Center renovation and addition, Sierra Madre, CA — 4,350 SF remodel and new addition to the existing building, including plan reconfiguration, finish selection, Construction Administration
- Sierra Madre Hart Senior Center renovation, Sierra Madre, CA — Construction Administration
- Homes For Life Sequoia Apartments, Los Angeles, CA — 20,000 SF, 25-unit special needs housing; responsible for design development drawings and transitioning into construction documents, preparation of rendered models for design review and entitlements with full use of REVIT software
- Ontario Homeless Center, Ontario, CA — New 5,000 SF development for City of Ontario; Design development drawings and coordination with modular design concepts
- San Gabriel City Hall Space Planning, San Gabriel, CA — Remodel of existing city hall, currently in schematic design and design development stages
- San Gabriel Redevelopment Agency remodel, San Gabriel, CA — remodel of 1,600 SF of an existing building, including plan reconfiguration, finish selection, Construction Management, Construction Administration



#### *Education*

Honours Bachelor of Arts,  
Architectural Specialist  
Program, University of  
Toronto, St. George Campus,  
Toronto, Canada

In his role as Senior Job Captain, Hrag is prompt in his communication with both clients and consultants, finding reasonable and timely solutions to problems. Hrag is also experienced with AutoCAD, having used it for the past decade, and Autodesk REVIT Architecture. The compatibility of the two programs makes for an efficient and time-saving tool in project coordination with consultants and contractors through the various stages of design and construction.

## Team Capabilities

---

ONYX Architects both preserves historic resources as well as designs new structures compatible to their unique context.

Of the projects illustrated on the following sheets, about a **dozen** have new structures designed as part of a historic resource.





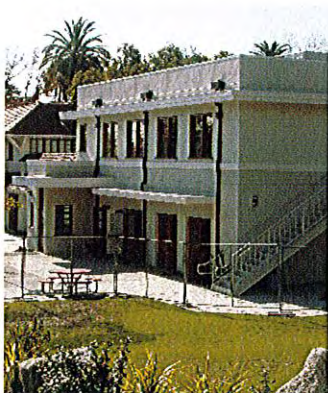
## Onyx Historic Preservation Experience

Project Name	Location	National Register	California Landmark	Local Landmark	Historic District	SUPPORT Structure Design	City   County Project	Grant Funding	House Museum
<b>ONYX Experience</b>									
Sierra Madre Congregational Church   Multipurpose Building	Sierra Madre, CA			■		■			
Sierra Madre Congregational Church Bell Tower	Sierra Madre, CA			■					
Mayfair Residence + New Garage	Pasadena, CA			■		■			
Allendale Park Restroom + Storage Building	Pasadena, CA					■	■		
Eaton Blanch Restroom Building	Pasadena, CA					■	■		
Grant Park Restroom Building	Pasadena, CA					■	■		
Café Sevilla	Riverside, CA			■		■			
Union Pacific Depot	Riverside, CA			■					
Reyes Adobe	Agoura Hills, CA		■	■			■		
Washington Park Improvements	Pasadena, CA			■		■	■		
TELACU Courtyard	Pasadena, CA	■		■					
YWCA   SCPH Study	Pasadena, CA			■					
Neff Park	La Mirada, CA	■	■	■	■	■	■	■	
Historic NASA Aeronautical Site	Downey, CA	■							
Merrill House Renovation	Pasadena, CA			■					
Meridian Avenue Bungalow Relocation	South Pasadena, CA			■					
Homestead Museum	Industry, CA			■			■	■	
Christ Faith Mission	Highland Park, CA			■					
Perris Hill Swim Center	San Bernardino, CA			■			■		
Edwin T. Powell Senior Center Renovation	Placentia, CA			■			■		
Cooper Regional History Museum	Riverside, CA		■						
Fox Theater	Riverside, CA	■	■	■		■	■		
Bobby Bonds Community Center	Riverside, CA			■			■		
Campus Hill Church	Loma Linda, CA			■					
Smithsonian Institution – Freer Gallery of Art	Washington, DC	■							
Los Angeles Herald-Examiner Adaptive Reuse	Los Angeles, CA			■		■			
Olvera Street Renovations	Los Angeles, CA	■	■	■	■		■		
Heritage Square Historic Home Relocation	Riverside, CA			■	■				
Kimberly Crest	Redlands, CA			■					
Siera Madre Hart Senior Center	Sierra Madre, CA			■			■	■	
Union Pacific Railroad Hariman Dispatch Center	Omaha, NE	■				■			
TELACU Plaza – South Park	Los Angeles, CA		■	■				■	
Ambassador West Mixed Use	Pasadena, CA				■	■			
Castle Argyle	Los Angeles, CA			■				■	
University of Nebraska, Lincoln Architecture Hall	Lincoln, NE	■							
University of Nebraska, Lincoln Richard's Hall	Lincoln, NE			■					
Bolour Building	Los Angeles, CA			■				■	
Hollywood Center	Los Angeles, CA			■				■	
South Park Shops HABs	Los Angeles, CA		■	■					
<b>Mary Wu Experience</b>									
Pasadena Civic Auditorium	Pasadena, CA		■	■			■		
Glenarm Power Generating Plan Master Plan	Pasadena, CA			■			■		
John Muir High School	Pasadena, CA								
Memorial Branch Library	Los Angeles, CA			■			■		
ADA Rehabilitation – Historic Hill Harbison House	San Marino, CA			■					
ADA Rehabilitation – Historic Boy Scout House	San Marino, CA			■					



## Historic Preservation

### Onyx Experience



#### Sierra Madre Congregational Church Recreation Center | Multipurpose Building

Sierra Madre, CA

Onyx worked with the church for entitlements related to the Master Plan and four initial phases of design and construction. Entitlements included site development, **new gymnasium/multi-purpose building**, two new meeting/classroom buildings, **restoration of historic multi-purpose and worship buildings**, an outdoor courtyard, and activity spaces.

*Client:*  
Sierra Madre Congregational Church

*Approximate Project Cost:*  
\$3 million

*Square Feet:*  
45,000

*Scope of Work:*  
Master planning  
Full architectural

*Completion Date:*  
2008

*Client:*  
Sierra Madre Congregational Church

*Approximate Project Cost:*  
NA  
Change orders NA

*Square Feet:*  
NA

*Scope of Work:*  
Full Architectural  
Research | documentation  
Preservation services

*Criteria:*  
Secretary of Interior Standards

*Completion Date:*  
1992

*Functions:*  
Religious institution

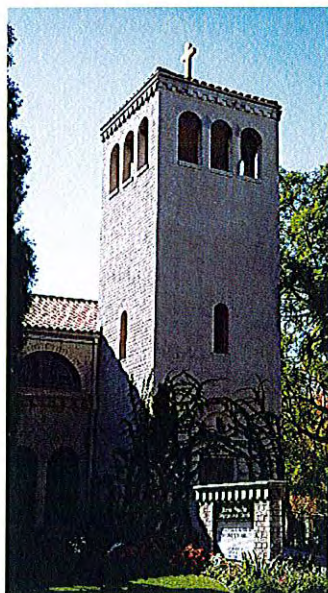
*Client:*  
Private Owner

*Approximate Project Cost:*  
NA

*Square Feet:*  
NA

*Scope of Work:*  
Architectural entitlements  
Historic preservation

*Initiation Date:*  
2007



#### Sierra Madre Congregational Church Bell Tower

Sierra Madre, CA

This project consisted of the reconstruction of the Bell Tower that was damaged during the 1990 Sierra Madre earthquake. The **reconstruction matches original details and materials**. The original tower was removed, saving and reusing the cross, roof tile, doors and windows, the original interior stairs, and other wood details. The original concrete blocks were salvaged and reused in an adjacent low wall and new sign. The **new tower was constructed to accommodate seismic requirements while matching the original structure in appearance**. In addition, a member of the Onyx staff led the Facilities Development Committee of the Trustees in completion of a master plan effort and phase one remodel.



#### Mayfair Residence + New Garage

Pasadena, CA

This project was a continuation of the Ambassador West Master Plan and Entitlements. The study included examining options for reuse of two historic mansions. Options included offices and residences. Onyx reviewed issues related to historic preservation, adaptive reuse, building codes, entitlements and parking. Onyx is providing review of parking | garage options provided by the owner's designer. **Design will analyze and provide options for insertion of new construction into historic sensitive fabric.**



## Historic Preservation

### Onyx Experience



#### Allendale Park Restroom + Storage Building

Pasadena, CA

The new public restroom building draws contextual relationships from the mid-century modern Allendale Library and features a raised clerestory. Along with a complementing geometry, the roof form also allows for large openings at the clerestories, which help provide ample daylight and air to penetrate deep into the restrooms and storage spaces. The building is designed to receive rugged use, be easy to clean and maintain, and fit within the City's budget. It is also accessible to persons with disabilities, and its power and resource requirements are minimal.

**Client:**

City of Pasadena,  
Department of Public Works

**Approximate Project Cost:**

NA

**Square Feet:**

550

**Scope of Work:**

Full Architectural

**Completion Date:**

2013

**Functions:**

Public Park Restrooms, Storage

**Client:**

City of Pasadena,  
Department of Public Works

**Approximate Project Cost:**

NA

**Square Feet:**

400

**Scope of Work:**

Full Architectural

**Completion Date:**

2013

**Functions:**

Public Park Restrooms

**Client:**

City of Pasadena,  
Department of Public Works

**Approximate Project Cost:**

NA

**Square Feet:**

400

**Scope of Work:**

Full Architectural

**Completion Date:**

2013

**Functions:**

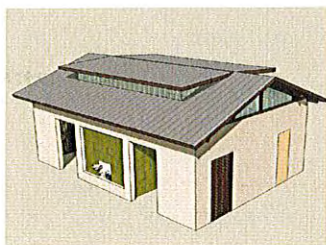
Public Park Restrooms



#### Eaton Blanche Park Restroom Building

Pasadena, CA

The surrounding context of this neighborhood is broken down into two general land uses. One edge, along Del Mar, consists of mostly 'institutional' (non-residential) buildings ranging from post-modern to contemporary examples of sustainable adaptive reuse. The other edge is vastly different from the high traffic side along Del Mar — generally consisting of one-story, single family, mid-century suburban residential homes with ranging architectural styles such as California ranch to Spanish revival. The park also shares an edge with the Eaton Canyon wash and as the park extends south, public park amenities begin to erode away giving way to more private spaces that work well in conjunction with the adjacent quiet edge of the single family neighborhood.



#### Grant Park Restroom Building

Pasadena, CA

This neighborhood, directly north of the California Institute of Technology and west of Pasadena City College, is unique in that a majority of the housing surrounding the park is mixed between different uses and architectural styles. Ranging from traditional 1970s design to craftsman to Spanish revival, this neighborhood is made up of a complex blend of architectural design approaches. Although not architecturally interesting, the most prominent contextual relationship to the park is the small neighborhood market across the street. In a simple way this small shop speaks to the quality and character of this neighborhood: simple, convenient, and unobtrusive.



## Historic Preservation

### Onyx Experience



#### Café Sevilla Riverside, CA

A restaurant looking to expand in the Inland Empire chose to work with the Riverside City Redevelopment Agency in this adaptive reuse of the circa 1920 farm-equipment dealership building. The poured-in-place concrete building, registered as historic with the City, required that the exterior be maintained. However, the rear wall was structurally and seismically inadequate. Extensive analysis resulted in a two-story steel frame to stiffen and tie the building together. The **owners' need for a large nightclub resulted in a compatible tilt-up concrete addition** to the rear with separate entrance, elevator and rooftop dining patio.

*Client:*  
Café Sevilla

*Approximate Project Cost:*  
\$1.2 million

*Square Feet:*  
14,250

*Completion Date:*  
2001

*Services:*  
Architectural, research, documentation, preservation services, entitlements

*Criteria:*  
Secretary of Interior Standards

*Client:*  
Lee + Associates

*Approximate Project Cost:*  
\$2.4 million  
Change orders NA

*Square Feet:*  
11,000

*Scope of Work:*  
Full Architectural Preservation Services

*Completion Date:*  
1997

*Client:*  
City of Agoura Hills

*Approximate Project Cost:*  
NA

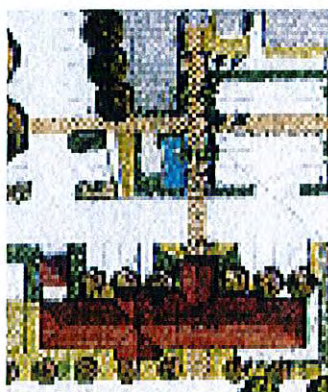
*Square Feet:*  
1/3 acre

*Scope of Work:*  
Historic consultant

*Criteria:*  
Secretary of Interior Standards

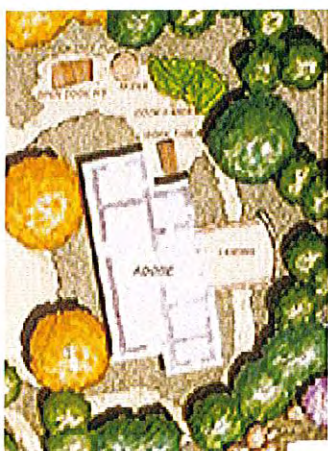
*Completion Date:*  
1992

*Functions:*  
Historic adobe home/learning center; site recreation for learning center/park



#### Union Pacific Depot Riverside, CA

Onyx Architects restored the existing historic Union Pacific Depot and the Freeland Tractor buildings located in Riverside, California, for new compatible uses of retail, restaurants and commercial office space. A new two-story, 11,000 SF office building was designed and constructed, and serves as the main office for Lee & Associates. The second floor will be available for tenant leasing. A **second building of the Union Pacific Depot was designed for a retail tenant**, and is located at Mission Inn and Vine for optimum visibility.



#### Reyes Adobe Agoura Hills, CA

Onyx Architects was a historic consultant to a landscape architect for the master plan park development. The site was adjacent to the Circa 1780s Adobe barn, home and an existing city park. **Onyx provided preservation and new design/construction guidelines** for recreation of the site as a working farm in order to maintain a suitable context for the structures and for building exterior restoration.



## Historic Preservation

### Onyx Experience



#### Washington Park Improvements

##### Pasadena, CA

A historic park in northwest Pasadena was being renovated to reflect renewed interest in native landscaping. Onyx Architects provided the design of picnic trellises and informative display areas. Inspired by historic photographs of the park, Onyx proposed a series of dressed-log shade ramadas for the picnic area and information displays. The native plant information display area replaced a dark and unsafe former bathroom facility with an open and airy wood, stone and steel ramada. The displays were turned inside-out, so that visitors could face both the park and the displays at the same time, while enjoying the shaded comfort of the log ramada. The ramadas were carefully positioned to function singly or as part of a large group setting. Careful grading preserved the historic river rock walls, while providing alternate paths for accessibility.

##### Client:

Troller-Mayer Associates  
for City of Pasadena

##### Approximate Cost:

\$626,558

##### Scope of Work:

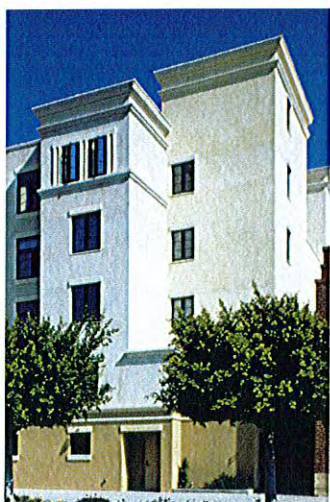
Full architectural, historical  
rehabilitation

##### Completion Date:

2007

##### Functions:

Recreation, outdoor education



#### TELACU Courtyard

##### Pasadena, CA

The City of Pasadena wanted to preserve a former Labor Meeting Hall located in Old Pasadena. The 70-unit affordable senior housing is an adaptive rehabilitation and addition into a HUD 202 complex. The project was challenging due to the large number of entitlement processes and the poor condition of the Labor Temple, which had been altered significantly over the years. The project required a full city entitlement and development review process, including complete EIR, CEQA, NEPA, Design Review, Cultural Heritage Commission, CUP and variances, Community Development Commission, State Historic Preservation Office review, and HABS documentation. The Memorandum of Agreement deputized the city's Design and Historic Preservation staff to conduct the SHPO review, thus expediting and localizing the historic review process. A Limited Scope Historic Structures Report was prepared, which served as a guideline for the rehabilitation design and review process.

##### Client:

TELACU

##### Approximate Project Cost:

\$4.5 million

Change orders 2.8%

##### Square Feet:

66,815

##### Scope of Work:

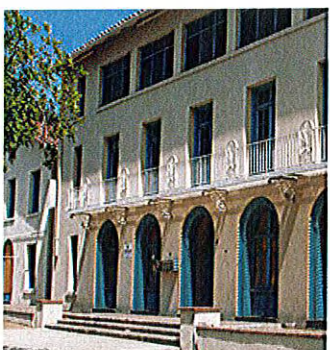
Full Architectural  
Historic Preservation Services  
Adaptive reuse  
Section 106 review  
HABS documents

##### Completion Date:

1997

##### Functions:

Affordable senior housing



#### YWCA | SCPH Study

##### Pasadena, CA

Onyx Architects completed an adaptive reuse study for the Julia Morgan designed building. The study contemplated conversion of the historic YWCA building for use as an assisted living facility. The study analyzed the overall building condition, utilities, adaptability of the floor plans and a structural analysis, as well as an analysis for conformance to City Zoning ordinances.

##### Client:

Southern California  
Presbyterian Homes

##### Scope of Services:

Preservation, research,  
documentation, adaptive reuse  
study

##### Criteria:

Secretary of Interior Standards

##### Functions:

Senior assisted living



## Historic Preservation

### Onyx Experience



#### Neff Park

##### La Mirada, CA

The City of La Mirada wanted a cohesive park, with community and youth centers, to be developed from the collection of historic California ranch buildings that once comprised the McNally Ranch. Some of the buildings were listed on the National Register; others were not. All were in need of significant renovation or restoration. Onyx documented the condition of the structures remaining on the 1890s ranch, prepared a Master Plan for the park and developed construction documents for the complete restoration of the three remaining structures and two residences. Onyx also completed HABS documentation for the barn. Seismic upgrades, new building systems and interior restoration were part of the building program. The project included two important residences including one which had been designed by Wallace Neff. These were restored as house museums, complete with historic furnishings. The barn, which had been severely damaged, was fully restored and adaptively reused as a city recreation facility and youth center. It was then added to the National Register District.

#### Client:

City of La Mirada

#### Approximate Project Cost:

\$1.5 million

Change orders 0.05%

#### Scope of Work:

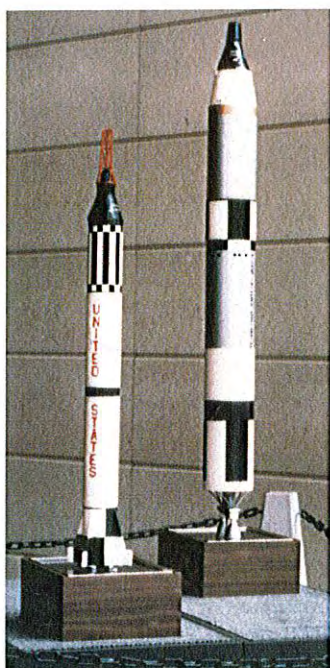
Full architectural, research, documentation, preservation services, HABS documentation, adaptive reuse, historic preservation, master plan

#### Completion Date:

1994

#### Functions:

House museums, exhibit areas, arboretum, multi-purpose space, kitchen



#### Historic NASA Aeronautical Site

##### Downey, CA

Onyx was retained by the City of Downey and the Industrial Reality Group to prepare Historic American Engineering Records (HAER) for 19 structures potentially eligible for listing in the National Register of Historic Places. The site witnessed and produced many important aeronautical and space products from its beginning in 1929 as an airplane manufacturing plant in the middle of orange groves until its close in 1999. The most significant architectural building is Building I — the administrative and historical "heart" of the site — consisting of 1 million square feet of space, and a historically significant administrative wing designed by Gordon Kaufmann in 1939. During the plant's existence important components of the space program were created in Downey including the Saturn Launch Vehicle, the Apollo Command Module and Space Shuttle. Onyx provided Historical Architectural services and provided research field documents, and 4" x 5" photographs of site buildings and submitted and obtained approval of HAER reports from the State of California and the National Park Service. The reports are available at the National Library of Congress Web site.

#### Client:

City of Downey

#### Acres:

97

#### Scope of Work:

Historic Architectural Services  
HAER

#### Criteria:

National Park Service  
California State Historical  
Preservation Office

#### Completion Date:

2007

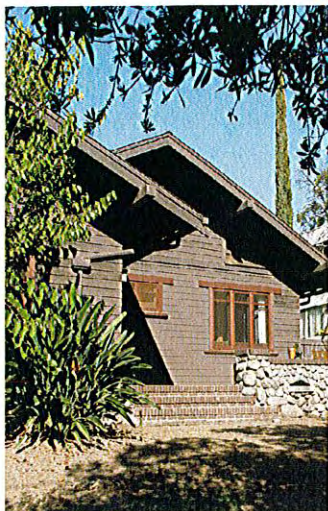
#### Functions:

Aeronautical & space  
exploration  
manufacturing, offices, research  
facilities, space vehicle assembly,  
communications facility



## Historic Preservation

### Onyx Experience



#### Merrill House Renovation

Pasadena, CA

Heritage Housing sought to preserve this Greene and Greene abandoned and neglected bungalow for use in conjunction with the City's affordable home ownership program. Onyx reviewed the structure's original documents and did a thorough on-site analysis of current conditions. Following the Secretary of the Interior's Guidelines for Historic Preservation, plans and specifications were developed to address the structure's problems: roofing, siding, interior finishes, chimney repair, and repointing and repairing the bungalow's extensive stonework. New building systems, including seismic, mechanical, electrical and plumbing, were added. The home was made available to first-time home buyers at an affordable price and thus was able to help meet several important community objectives: the preservation of its historic housing stock, increasing home ownership, and providing affordable housing for families.

**Client:**

Heritage Housing Partners

**Approximate Project Cost:**

\$300,000

**Square Feet:**

1,800

**Scope of Work:**

Full architectural, preservation services, research, documentation

**Criteria:**

Secretary of Interior Standards

**Completion Date:**

2002

**Functions:**

Single family housing

**Client:**

Creative Housing Associates +  
Heritage Housing Partners

**Completion Date:**

2003

**Square Feet:**

2,100

**Approximate Project Cost:**

N/A

**Scope of Work:**

Full Architectural

**Functions:**

Affordable family housing

**Client:**

Homestead Museum

**Scope of Work:**

Research | Documentation  
HABS | Historic American  
Building Survey

**Criteria:**

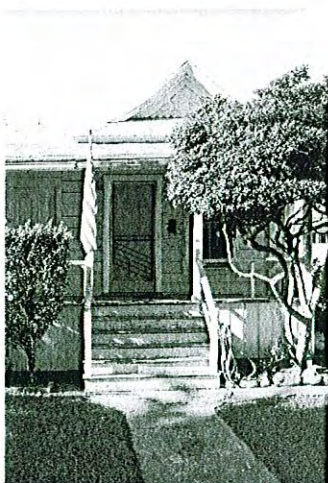
National Park Service

**Completion Date:**

2007

**Functions:**

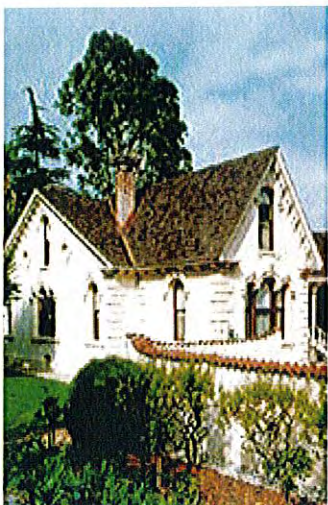
House museum



#### Meridian Avenue Bungalow Relocation

South Pasadena, CA

Heritage Housing was retained by a developer to relocate, restore and provide additions, remodeling to two local registered residences. The residences had been altered over the years. Onyx reviewed the structures and did a thorough on-site analysis of their current condition. Following the Secretary of the Interior's Guidelines for Historic Preservation, plans and specifications were developed to address the structure's problems: roofing, siding, interior finishes, chimney repair, and exterior repair. New building systems, including seismic, mechanical, electrical and plumbing, were added. The home was made available to first-time home buyers at an affordable price and thus was able to help meet several important community objectives: the preservation of its historic housing stock; increasing home ownership; and providing affordable housing for families.



#### Homestead Museum

Industry, CA

One of the oldest houses in California, the Workman House was originally constructed in 1841 as a three-room adobe farmhouse. By the 1870s, the Mexican-era adobe was transformed into a modern American house, building a second floor, adding a variety of decorative details, and finishing the outside to resemble brick and stone. Believed to have been designed by early Los Angeles architect Ezra Kysor, the picturesque italianate country home reflects the architectural tastes that were popular in mid-19th century America. Through a Preserve L.A. grant from the J. Paul Getty trust, Onyx Architects documented the existing conditions to meet Historic American Building Survey (HABS) guidelines, forming a basis for future study to determine the best methods of conservation. The Workman House is listed on the National Register of Historic Places and is a California State Historic Landmark.

Our Mission is to collaborate in improving the quality of life through architectural and environmental design.





## Historic Preservation

### Onyx Experience



#### Christ Faith Mission

Highland Park, CA

This project consists of **renovations to an existing historic facility**, incorporating program and worship functions, with the **addition of 30 three-bedroom, low-income residential apartments**. The project site has a rich history in Christian missionary outreach to house, feed, and redirect the indigent, with its beginnings going back over a century. Residents will have opportunities for personal gardens and for viewing the activities of the neighborhood, or the quiet contemplation of the interior courtyards. All areas of the site and the building are easily accessible to persons with disabilities. This new family development includes complete programmed facilities, including a full service kitchen when needed, activity areas, on-site laundry facilities, and areas to support the complex's residents.

**Client:**

Christ Faith Mission

**Approximate Project Cost:**

\$3.2 million

**Square Feet:**

24,000

**Scope of Work:**

Full Architectural  
Preservation services

**Completion Date:**

TBA

**Functions:**

Family Housing  
Worship space  
Multi-purpose space

**Client:**

City of San Bernardino, Parks  
and Recreation Department

**Approximate Project Cost:**

\$1.2 million

**Square Feet:**

6,200

**Scope of Work:**

Full Architectural

**Completion Date:**

1993

**Functions:**

Recreation

**Client:**

City of Placentia

**Approximate Project Cost:**

\$250,000

**Square Feet:**

4,247

**Scope of Work:**

Full architectural  
Historical preservation

**Completion Date:**

2010

**Functions:**

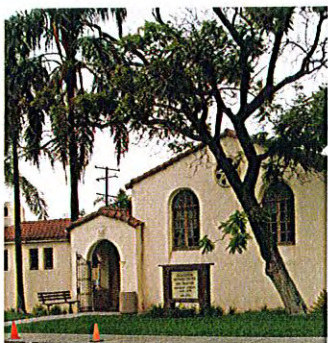
Senior center; kitchen



#### Perris Hill Swim Center

San Bernardino, CA

This 1939 WPA built bathhouse and swimming pool complex was master planned and completely renovated to provide a flexible community oriented building and full feature water play facility. The exterior was carefully restored to its original appearance. The interior was completely rebuilt to provide changing areas, offices, snack service and a game area. The original pool was modified for accessibility and modern filtration. The renovated deck area includes several interactive water play features.



#### Edwin T. Powell Senior Center Renovation

Placentia, CA

The former public library now being used as a senior center is in need of renovation, including ADA ramps and accessibility upgrades. Additionally, the scope of work includes: new flooring, electrical upgrades, phone line and internet accessibility to support multiple computer work stations, upgrade of building electrical system including electrical outlets, interior lighting, and capacity to support learning center; interior flooring for building, replacement of all windows in the building, kitchen renovation and expansion, expansion of the patio area creating an extended courtyard area for recreational activities, and replacement of roof and rain gutters.



## Historic Preservation

### Onyx Experience



#### Cooper Regional History Museum

##### Upland, CA

Originally built in 1937 in the Art Moderne style as the Ontario-Cucamonga Fruit Exchange, the conversion of the existing structure shown, located at 217 "A" Street, to a museum is a project of the Chaffey Communities Cultural Center. The conversion provides exhibit spaces, a research library, staff offices, and a gift shop while preserving the building's historic design. The exterior of the building is restored to its historic appearance including the restoration of the landscaping to incorporate plants and trees commonly used during the era of original construction. Details such as original style windows and exterior wall color/finish reestablishes the historical appearance while incorporating safety and security features in a style compatible with the historic period

##### *Client:*

Chaffey Communities  
Cultural Center

##### *Approximate Project Cost:*

NA

##### *Square Feet:*

3,600

##### *Scope of Work:*

Full architectural

##### *Completion Date:*

1998

##### *Functions:*

Museum, exhibition space

##### *Client:*

City of Riverside  
Redevelopment Agency

##### *Approximate Project Cost:*

NA

Change orders: NA

##### *Scope of Work:*

Restoration and reuse report,  
programming, research,  
documentation, master  
planning, urban design services

##### *Criteria:*

Secretary of Interior Standards

##### *Functions:*

Performance venue, retail,  
offices, back-of-house facilities

##### *Client:*

City of Riverside  
Redevelopment Agency

##### *Scope of Work:*

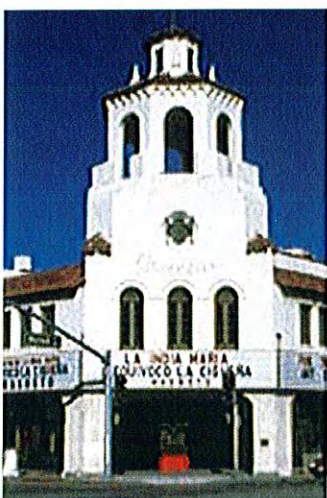
Planning, preservation planning,  
historic documentation,  
programming, architecture,  
interior design

##### *Completion Date:*

1996

##### *Function:*

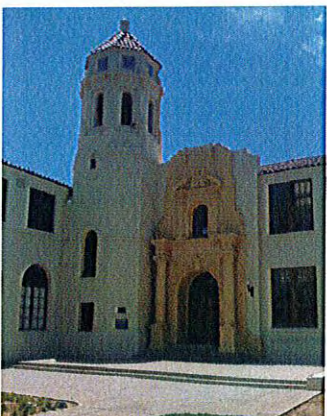
Adaptive reuse, community  
center



#### Fox Theater

##### Riverside, CA

Onyx served as an advisor to the City of Riverside to determine the feasibility of restoring and rehabilitating the theater, originally designed as a vaudeville and movie house. Creative solutions were developed to modify the stage, while retaining the audience chamber. HVAC, electrical power and lighting systems were analyzed as were acoustical issues. Onyx recommended solutions to the code issues and layout of the seating in the main audience chamber and large balcony. Onyx also completed a conceptual site master plan for the adjacent city block. In an attempt to address the adjacent sites, **complementary structures** which housed vertical circulation and other functions for the theater — as well as retail — office uses and a parking structure option were designed.



#### Bobby Bonds Community Center

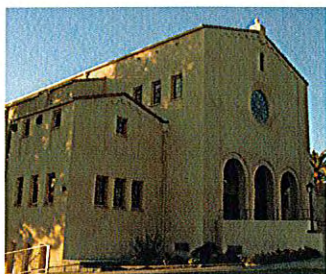
##### Riverside, CA

The City of Riverside wanted to bring new life to this Junior High School, which was no longer in use but listed on the National Register of Historic Places as one of the leading examples of 1920s Southern California Mission-style architecture. Onyx worked with a wide range of community groups to program a multitude of community uses including classrooms for adult education and job training; offices for community non-profit groups; meeting spaces of various sizes for community, neighborhood and civic meetings; and sports fields and indoor workout facilities. The design met all of the Secretary of the Interior's Standards while still allowing the building to adapt to new uses.



## Historic Preservation

### Onyx Experience



#### Campus Hill Church

Loma Linda, CA

The "Hill Church" on the campus of the Loma Linda University had been holding services since 1937 and needed upgrading without sacrificing its historic stature on campus. The needs included addressing water intrusion, inadequate platform area, tired interior finishes, outdated electrical, antiquated air conditioning/heating, TV production facilities, and preparing the building for another 70 years. Onyx developed a team consisting of architecture, interior design, contractors and experts to assess the existing conditions and determine the needs to modernize the functions of the building while restoring its exterior and interior historic nature. The exterior was rehabilitated using the Secretary of Interior Standards guidance in repairing existing materials to maintain the historic "fabric" of the church building. The interior of the sanctuary was brought back to its original architectural character including enlarged and refinished platform area, hidden wood flooring brought back to life, historically sensitive color scheme, and restored woodwork throughout.

*Client:*

Campus Hill Church

*Approximate Project Cost:*

\$4 million  
Change orders x.x%

*Square Feet:*

60,000

*Scope of Work:*

Full Architectural  
Preservation Services

*Criteria:*

Secretary of Interior Standards

*Completion Date:*

2006

*Functions:*

Church sanctuary, offices,  
classrooms

*Client:*

Smithsonian Institution

*Approximate Project Cost:*

\$5.2 million

*Square Feet:*

20,000

*Services:*

Preservation research,  
preservation planning,  
architectural restoration

*Criteria:*

Secretary of Interior Standards

*Completion Date:*

1998

*Client:*

Friends of the Herald-Examiner  
Building

*Completion Date:*

1993

*Scope of Services:*

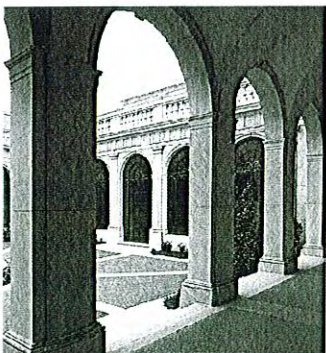
Preservation, adaptive  
reuse study, restoration,  
documentation

*Criteria:*

Secretary of Interior Standards

*Functions:*

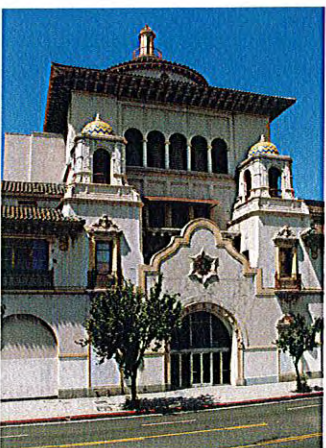
Market rate and affordable  
housing, retail, offices



#### Smithsonian Institution – Freer Gallery of Art

Washington, D.C.

This project consisted of three components: design and restoration of the original fountain court and landscaped terrace pavement; renovation of 19 galleries and public spaces, including new lighting, HVAC, fire and sprinkler systems; and renovation of the 300-seat auditorium to accommodate access, improve acoustics and add new audiovisual capabilities. The existing skylights were in need of restoration and also alteration in order to be appropriate for the art. Scrims were added below the skylights to diffuse the light and control ultra-violet radiation in order to preserve the art work on display. Onyx provided both the design and construction documentation for this intimate Washington treasure.



#### Los Angeles Herald-Examiner Adaptive Reuse

Los Angeles, CA

Onyx Architects as part of the Friends of the Herald-Examiner Building developed adaptive reuse strategies for the Julia Morgan designed building. The intent was to improve the preservation dialogue by studying feasibility of several reuse alternatives. Onyx Architects was responsible for a housing and commercial mixed-use strategy. The housing / commercial **mixed-use strategy yielded 42 live / work units, and eight one- and two-story units. The historic main lobby and all upper floor lobbies would be restored.** The adjacent non-historic building would be removed to provide surface parking.



## Historic Preservation

### Onyx Experience



#### Olvera Street Renovations

##### Los Angeles, CA

Five National Register Buildings and the adjacent streetscape in this historic urban park underwent rehabilitation for ADA compliance, seismic strengthening, and hazardous material abatement. The project embodied the history of diverse cultural and ethnic groups, requiring the design team to meet the technical requirements while respecting each group's historic contribution to the built environment. A system was implemented to obtain input, provide feedback, and build consensus among all interested parties, including: Recreation and Parks Management and Curators, City Staff, Council persons, individual tenants, park users, Merchant's Association, Cultural Heritage Commission, and the State Office of Historic Preservation. Four Historic Structure Reports were completed and served as guidelines for the rehabilitation design team.

**Client:**

El Pueblo de Los Angeles  
L.A. Parks and Recreation

**Approximate Project Cost:**  
\$1.7 million

**Square Feet:**  
32,250

**Scope of Work:**  
Full Architectural  
Preservation services  
Historic Structure Report

**Criteria:**  
Secretary of Interior Standards  
National Park Service

**Completion Date:**  
1996

**Functions:**  
Retail, commercial, office,  
museum

**Client:**  
City of Riverside  
Redevelopment Agency

**Approximate Project Cost:**  
NA  
Change orders: NA

**Scope of Work:**  
Full architectural, research,  
documentation, preservation  
services, design review services

**Completion Date:**  
2000

**Functions:**  
Single-family residences

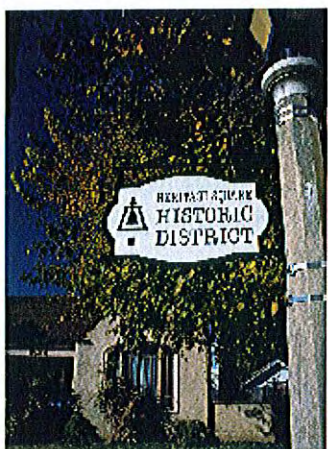
**Client:**  
Kimberly Crest

**Approximate Project Cost:**  
\$150,000

**Scope of Work:**  
Full Architectural  
Preservation Services

**Criteria:**  
Secretary of Interior Standards

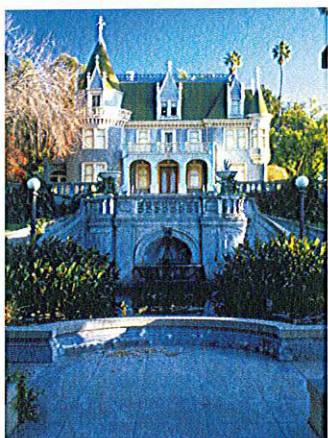
**Completion Date:**  
1996



#### Heritage Square Historic Home Relocation

##### Riverside, CA

The City of Riverside retained Onyx Architects for the rehabilitation of six historic homes in the Heritage Square district adjacent to downtown. The services included a study of reuse options in conjunction with the neighborhood advisory committee and city staff. Onyx provided review services for the City of Riverside in conjunction with the relocation of three historic homes to the Heritage Square historic neighborhood. Onyx reviewed the design intent of the contractors and reviewed the project during renovation.



#### Kimberly Crest

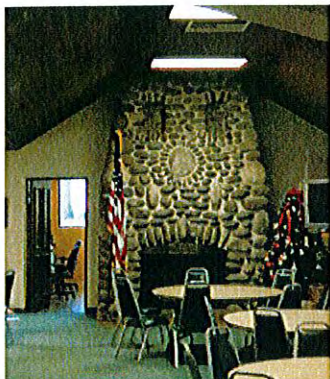
##### Redlands, CA

In 1994, Onyx Architects completed master planning for the seismic strengthening and deferred maintenance repair of a circa 1900 mansion. This process involved the production of full measured drawings, and involvement in "community team" planning session involving local builders, craftsmen and volunteers.



## Historic Preservation

### Onyx Experience



#### Sierra Madre Hart Senior Center

Sierra Madre, CA

Working with the director of Public Works, Onyx is overseeing the remodel of an existing historic building that will provide a more useful and enjoyable space for seniors. The scope of work includes a relocated kitchen, new storage cabinetry throughout by reducing the thickness of the existing walls, installation of fully upgraded audiovisual systems, new finishes, doors and ceilings throughout while preserving the historic character of the existing architecture.

*Client:*

City of Sierra Madre

*Approximate Project Cost:*  
\$425,455

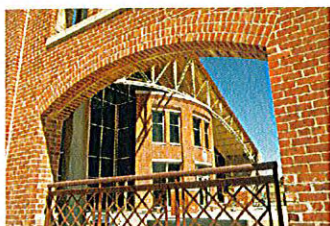
*Square Feet:*  
2,955

*Scope of Work:*  
Full architectural

*Criteria:*  
Secretary of Interior Standards

*Completion Date:*  
2010

*Functions:*  
Senior / community center



#### Union Pacific Railroad Harriman Dispatch Center

Omaha, NE

This 1891 historic freight Depot was restored and a new Computer Annex for the Union Pacific Railroad's Freight House was added. This project includes exterior restoration and interior renovation. A Dispatch Center is on the first floor and support offices are on the second floor. Adjacent is a new "hardened" mainframe computer annex with UPS mechanical and electrical systems. The total design and construction was completed in 18 months, from December 1987 to May 1989 occupancy. Onyx and the Leo A. Daly Company were associated for this project, which received the Nebraska Chapter of the American Institute of Architects Design Award.

*Client:*

Union Pacific Railroad

*Approximate Project Cost:*  
\$14.1 million

*Square Feet:*  
125,000

*Scope of Work:*  
Full architectural, preservation services, adaptive reuse services

*Completion Date:*  
1989



#### TELACU Plaza – South Park

Los Angeles, CA

The Los Angeles Redevelopment Agency gave TELACU a six-story historic art deco office building to be converted for affordable housing. The structure had been designed by Stiles O. Clements, architect of the Wilvern Theater, and was listed as a Landmark on the National Register. Onyx worked carefully with the owner and representatives of local, state and federal preservation groups to develop a scheme for the building — one that would respect the building's architectural significance and meet the Secretary of the Interior's guidelines while also providing 40 units of housing. The building's front façade and architectural integrity were kept intact and 40 units of sunny, affordable housing were added in downtown Los Angeles, all customized to meet the special access requirements of people with severe physical, visual and hearing disabilities.

*Client:*  
TELACU

*Approximate Project Cost:*  
\$3.6 million

*Square Feet:*  
30,000.

*Scope of Work:*  
Research, documentation, preservation services, Section 106 Review, adaptive reuse, full architectural

*Criteria:*  
State Office of Historic Preservation, Secretary of Interior Standards

*Completion Date:*  
1997





## Historic Preservation

### Onyx Experience



#### Ambassador West Mixed Use

##### Pasadena, CA

The historic campus of the former Ambassador College had not been in use since the late 1980s. Situated in an exclusive residential area, the community was justifiably concerned that the campus, with its world-class architecture and gardens, would be too developed adding noise and traffic/parking problems and eliminating an impressive collection of campus structures. **Onyx created preservation, reuse and building insertion plans** that would win the support of the neighbors and city hall officials. Master plan for the 17-acre site that was unequivocally approved by all public bodies and key stakeholders. The plan preserves the heart of the campus, provides housing for a private school and space for the creation of a mix of housing types for families and seniors.

*Client:*  
AACP II

*Scope of Work:*  
Architectural, Planning  
Historic Preservation Services,  
Master Planning, Executive  
Architect, Design Review  
Architect, **Entitlements**, Project  
Management  
Historic Resources  
Preservation, Existing Multi-  
family Housing Restoration,  
Adaptive Reuse

*Functions:*  
Multi-family housing  
Assisted living  
Independent senior living

*Client:*  
Southern California  
Presbyterian Homes

*Approximate Project Cost:*  
\$1.3 million

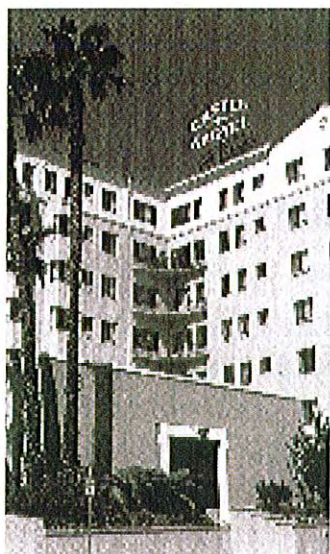
*Square Feet:*  
84,000

*Scope of Work:*  
Full Architectural  
Preservation services  
Research /documentation

*Completion Date:*  
2000

*Criteria:*  
Secretary of Interior Standards

*Functions:*  
Affordable senior housing



#### Castle Argyle

##### West Hollywood, CA

Castle Argyle is a 95-unit, seven-story historic apartment building in Hollywood. Built in the 1920s, the building was home to many Hollywood stars prior to their discovery. Castle Argyle was considered a premier apartment, however, the building suffered years of deferred maintenance prior to acquisition by SCPH. The work allowed the building to function as senior housing while maintaining/restoring important elements of the original building. Onyx completed the following work: Property Condition Assessment, reuse analysis for senior housing, exterior restoration including neon sign restoration, interior common area renovation, elevator replacement, and construction administration.



## PASADENA CIVIC AUDITORIUM

Pasadena, California



*Client:* Pasadena Center Operating Company

*Construction Cost:* \$1,400,000

*Completion Date:* 1997

*Scope of Services:* Fast-track design/build and construction management services. Also provided were permitting and construction supervision, as well as interior renovations, additions, and historical restoration.

*Project Description:* This 1.4 million dollar renovation and historical restoration of the Pasadena Civic Auditorium was completed within an eight week period. Interior renovation included new carpeting, paint, replacement of all 3000 seats and new handicapped restrooms for the facility.

Light sconces, marble wainscots and wood trim were restored, as were the finishes in the Gold Room. The latter, a classic ballroom on an upper floor was made handicapped

accessible by extensive remodeling and replacing the existing elevator. New toilet facilities were added and the existing restrooms were totally restored. The preservation of the historical fabric was seamlessly merged, yet in compliance with the Department of the Interior Standards for rehabilitation.

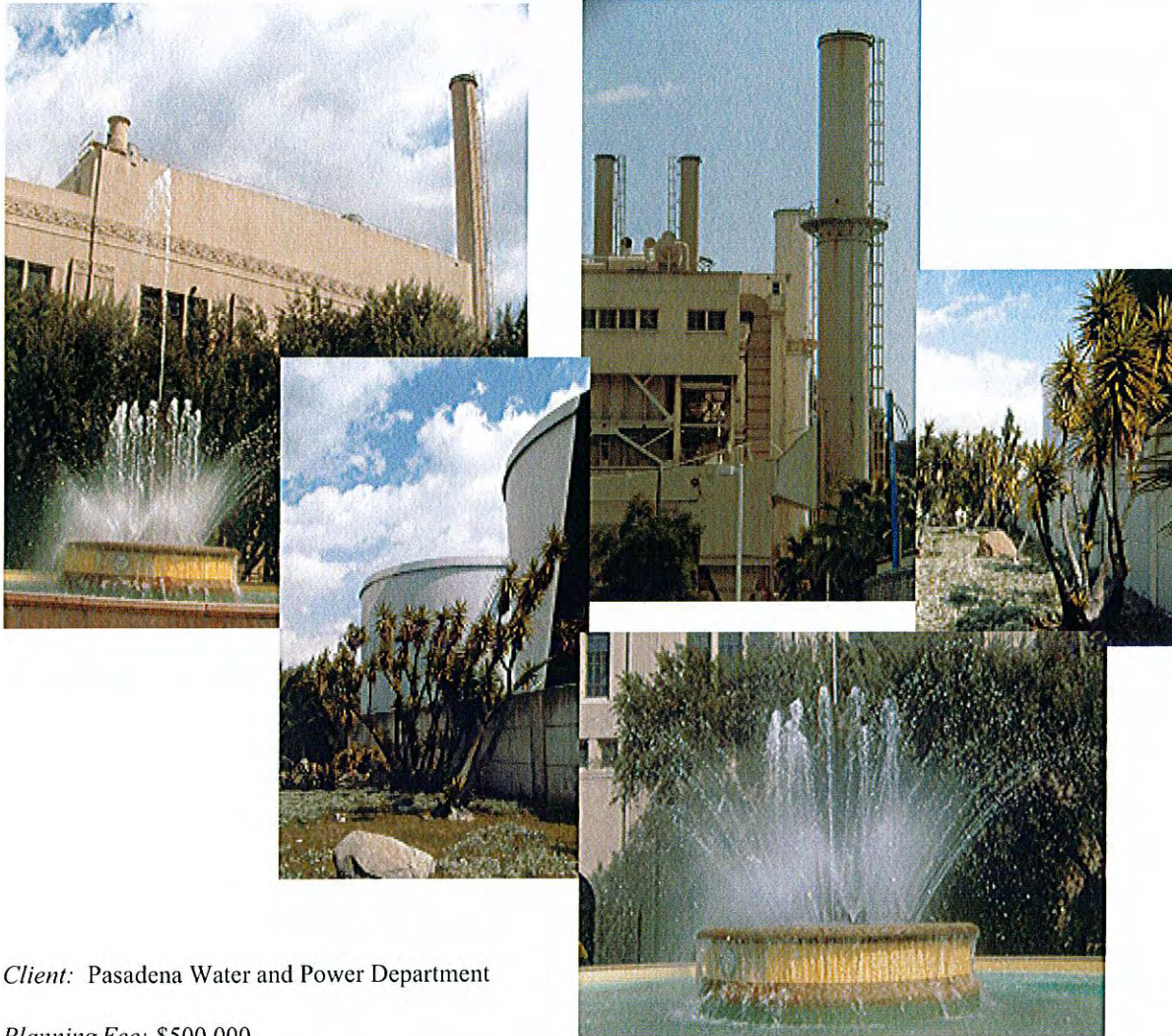
The restoration work has given the Pasadena Civic a new image consistent with its classical elegance and with the world class productions it hosts.





## GLENARM POWER GENERATING PLANT MASTER PLAN

Pasadena, California



*Client:* Pasadena Water and Power Department

*Planning Fee:* \$500,000

*Completion Date:* 1992

*Scope of Services:* Master planning, evaluation of historic structures, seismic analyses, traffic analysis, functional analysis, and feasibility studies.

*Project Description:* Beginning in 1989, our firm performed several projects for the Pasadena Water and Power Department, beginning with the development of a master plan for the 14-acre site. The master plan effort involved functional analysis, inventory of existing space requirements, feasibility study, traffic analysis, recommendations for reorganization and improvements, and the evaluation of historical structures. In addition, the plan include recommendations for the disposition of buildings and equipment.

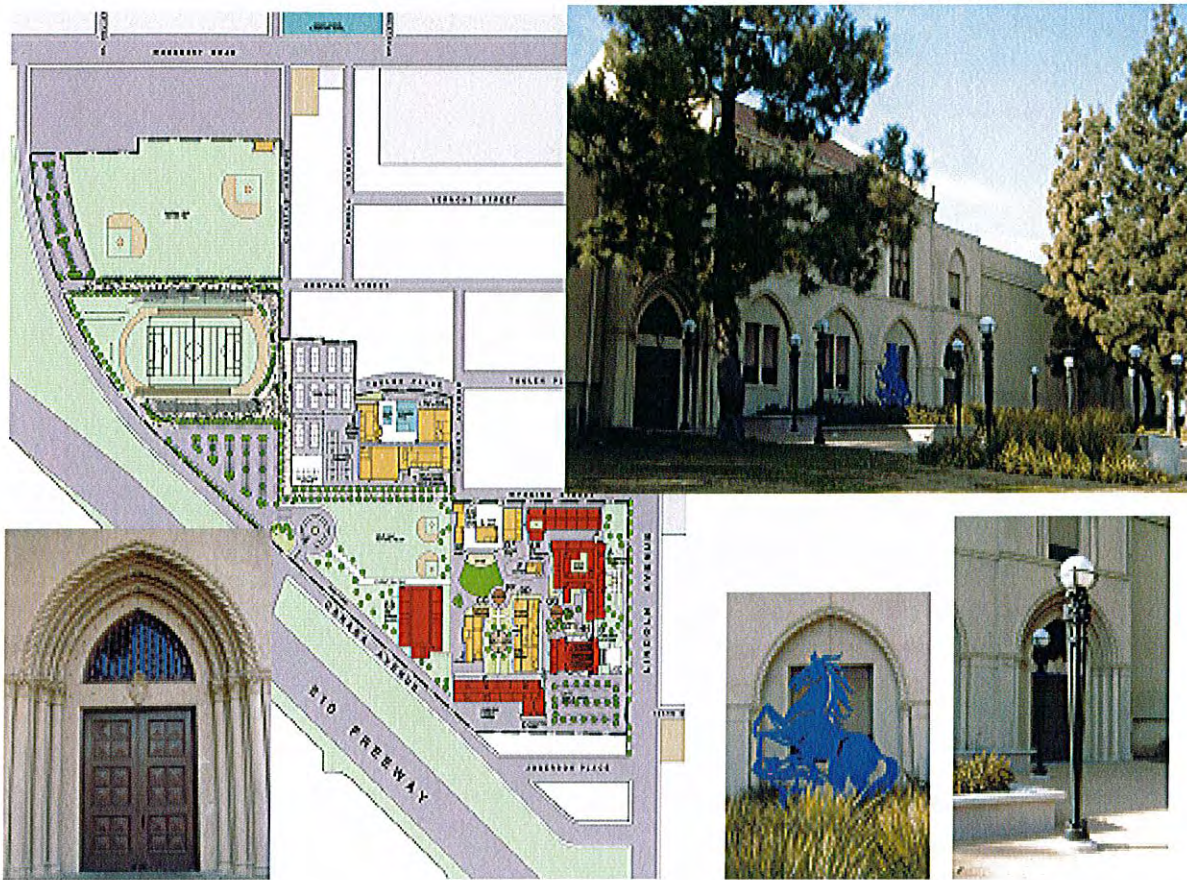
The intent of this study was to identify development potential of portions of the site for highest and best use. Among the constraints were the light rail route which bisects the site, a future light rail station adjacent to the power plant, and the high visibility of the structures from the city's main access to the Pasadena Freeway. Another challenge to the development was the existing massive infrastructure including electrical vaults, utility corridors, and storm drain mains. Traffic studies, city ordinances, and community concerns were also incorporated. The 1920's-era Glenarm building, a Pasadena landmark, was analyzed and evaluated for conversion to administrative offices, with an expressed concern for conservation of the building's original design integrity. Our firm has an ongoing contract with the Pasadena Water and Power Department for phased implementation of the master plan.





## JOHN MUIR HIGH SCHOOL

Pasadena, California



*Client:* Pasadena Unified School District

*Estimated Construction Cost:* \$20,871,828

*Completion Date (Design):* 2002

*Estimated Completion Date (Construction):* 2004

*Scope of Services:* Master planning, design, and construction administration of a 2,490 student high school.

*Project Description:* As the flagship high school of the Pasadena Unified School District, John Muir High School is a historic community resource and the most significant institution in northwest Pasadena. The school covers nearly 46 acres and is the largest campus in the system.

In Phase I, all permanent buildings on campus will be modernized. In Buildings A and D, some substandard classrooms will be combined to achieve the new size standard. As they are all older than 20 years, all portable classrooms will be removed. Forty-two new classrooms will be constructed in two buildings, bringing the school to

its program size of 83 classrooms, plus ancillary and special program spaces. The entire site will be modernized and improved. A new lunch shelter "pod" will replace the old shelters.

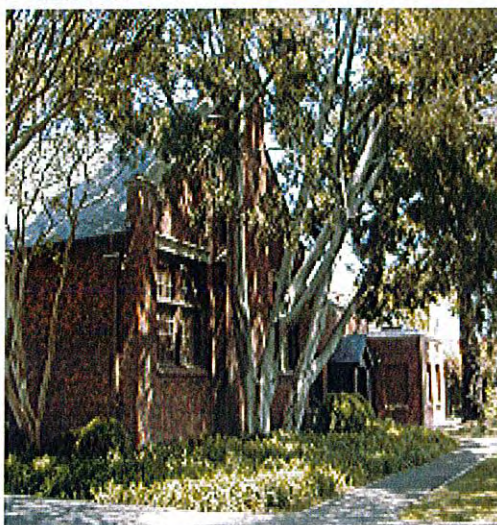
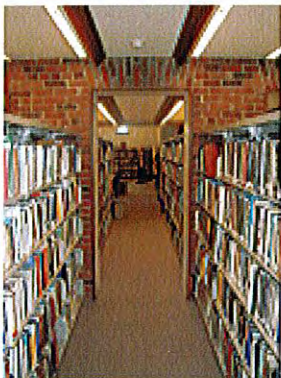
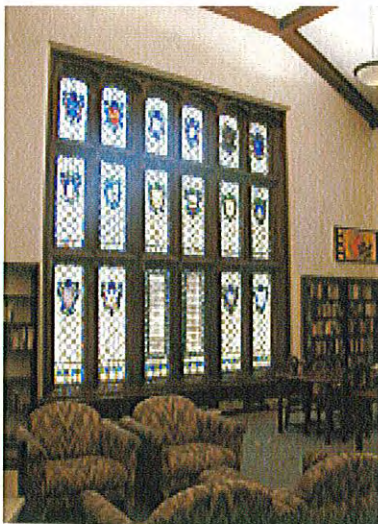
The renovation of the facade of the John Muir High School in Pasadena is a project that our firm undertook for the Pasadena Unified School District as part of the early implementation of an entire master plan for this campus. It involved research into historic details on the building, which were deteriorating due to vandalism and lack of maintenance, and producing documents for the rehabilitation of the administration building. Consistent with the Secretary of the Interior's standards, the entrance doors were re-opened and the windows were replaced to match the original installation. This renovation was done in compliance with ADA regulations, which require disabled access under the Historic Building Code guidelines, and involved negotiation and special signoff from the Division of the State Architect in Sacramento.





**MEMORIAL BRANCH LIBRARY**

Los Angeles, California



*Client:* City of Los Angeles

*Construction Cost:* \$2,000,000

*Completion Date:* 1996

*Scope of Services:* Architectural and engineering design services, construction administration and public involvement.

*Project Description:* Completed in 1924, this picturesque building and park pay tribute to the many alumni of Los Angeles High School who lost their lives in WWI. Funds for its construction were donated by surviving alumni and friends of the school, located across the street. Since the unreinforced masonry construction was deemed a potential earthquake hazard, the two-story library was closed in 1990. Our company was retained to provide seismic upgrading, a small addition, and interior and exterior modifications to meet Americans with Disabilities Act requirements. While none of these tasks are uncommon to

architectural preservation, our unique approach has benefited this project. By including the client, building officials and the community in the design process from the onset, our firm received full public support of the renovation effort.

The most difficult aspects of this project were the confined site and the inclusion of numerous site improvements and upgrades. It was our objective to provide access for all library patrons through the main entrance. This was achieved by removing a series of small steps and regrading an existing slope to accommodate wheelchair access.

With regard to the seismic work, bracing and attachments do not disturb interior plasterwork and exterior brick surfaces. We also strived to preserve all the historic elements of the building, including the decorative interior wood trim and historic stained glass windows.

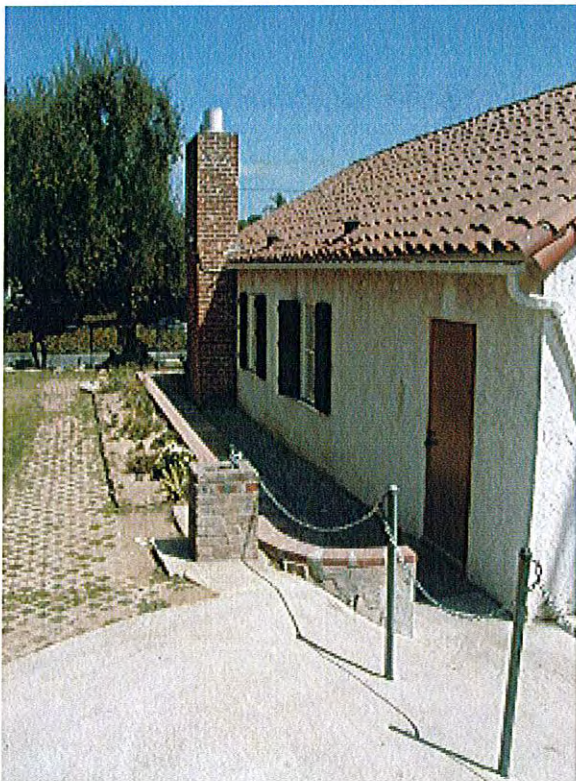


Mary Wu, AIA — for Miralles & Wu



## ADA REHABILITATION - HISTORIC HILL HARBISON HOUSE San Marino, California

---



*Client:* City of San Marino

*Estimated Construction Cost:* \$150,000

*Completion Date:* 2003

*Scope of Services:* Full architectural and engineering services for the design of ADA upgrades.

*Project Description:* M&W is providing design services for this historic stucco facility that is maintained by the City of San Marino and owned by the Hill-Harbison House Trust. The facility is used by the Girl Scouts of America. Specific tasks include:

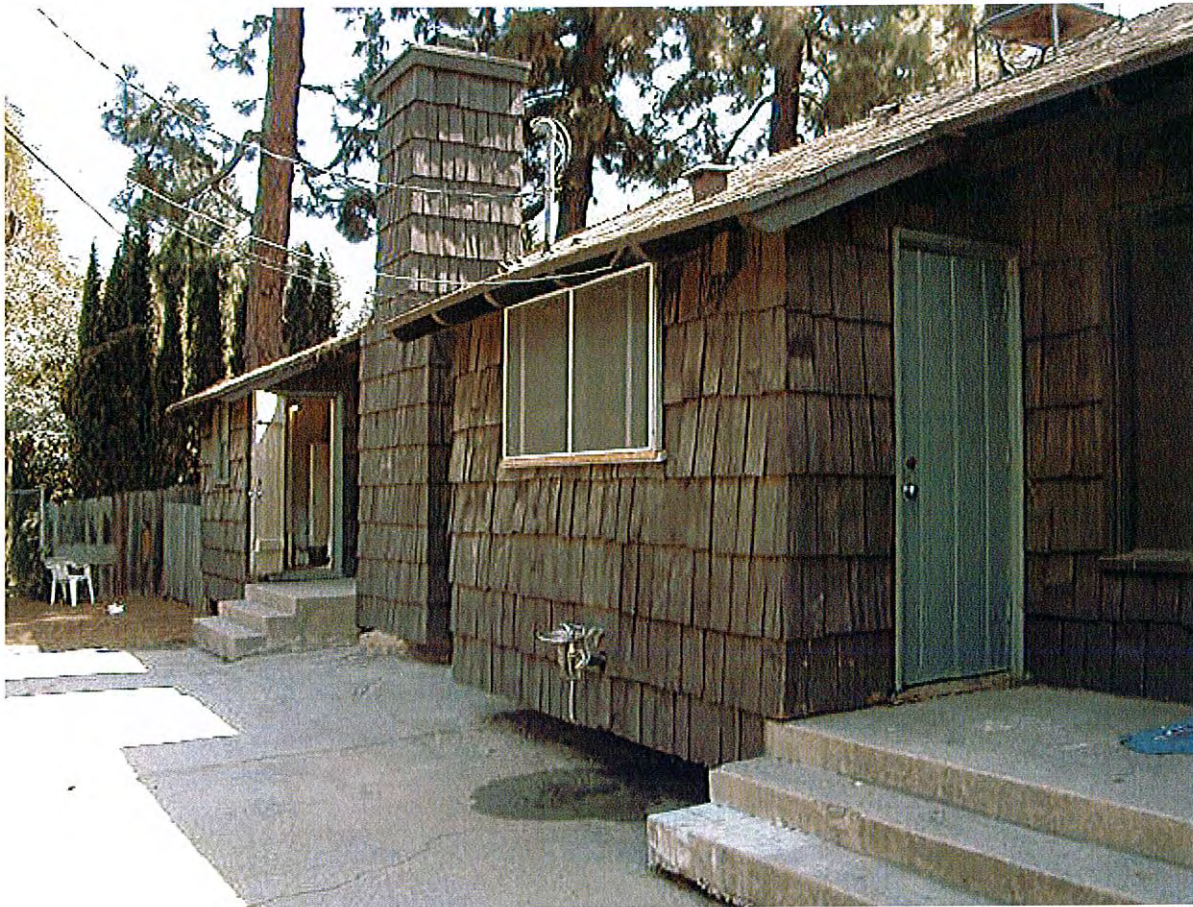
- ADA upgrades.
- Renovation of a kitchen.
- Remodeling of two restrooms.
- Verification of as-built drawings.
- Relocation of walls in the kitchen and restrooms.





## ADA REHABILITATION - HISTORIC BOY SCOUT HOUSE San Marino, California

---



*Client:* City of San Marino

*Estimated Construction Cost:* \$140,000

*Completion Date:* 2003

*Scope of Services:* Full architectural and engineering services for the design of ADA upgrades.

*Project Description:* M&W is providing design services for this historic wood-frame facility that is maintained by the City of San Marino and owned by the Weiss, Osgood, and Barter Trust. The facility is used by the Boy Scouts of America. Specific tasks include:

- ADA upgrades.
- Renovation of a kitchen.
- Remodeling of two restrooms.
- Creation of a canopy/shade structure.
- Development of as-built drawings.





**Michael Krakower, Structural Engineer****Education:**

BS Architectural Engineering, Cal Poly San Luis Obispo, 1975

**Professional Experience:**

Principal: Krakower & Associates, 1993 to Present.

Structural Engineer: Kariotis & Associates, 1983 to 1993.

Structural Engineer: Kesler Allys and Associates, 1980 to 1983.

Civil Engineer: Benito Sinclair & Associates, 1975 to 1980.

**Licenses:**

- Civil Engineer, CE 29358, California.
- Structural Engineer, SE 2443, California.

**Past and Present Professional Organizations and Affiliations:**

- Fellow, American Society of Civil Engineers.
- Member: Structural Engineers Association of Southern California (SEAOSC).
- Professional Practice Committee, SEAOSC.
- Existing Building Committee, SEAOSC.
- Materials Testing Committee, SEAOSC.
- 1994 Northridge Earthquake Hillside and Unreinforced Masonry Structures Task Force, City of Los Angeles Building Department of Building and Safety.
- Structural Safety Assessment Volunteer: Office of Emergency Services, State of California.
- Examiner: California Structural Engineering Licensing Examination.
- Board Member: Pasadena Heritage.
- Trustee: California Preservation Foundation.
- Member: Los Angeles Conservancy.
- Member: National Trust for Historic Preservation.

**Selected Design Awards**

- National Trust for Historic Preservation, National Design Award for House of Hospitality Ornamentation Structural Engineering, Balboa Park, San Diego.
- Los Angeles Conservancy Preservation Award for Restoration of the Oaklawn Concrete Bridge, South Pasadena, designed in 1905 by Greene and Greene Architects.
- California Preservation Foundation Award for San Fernando Mission Adobe Convento.
- NASA/JPL Team Award for Goldstone 70 Meter Antenna Hydrostatic Bearing Repair.



**Earthquake Damage Assessment**

- 1987 Whittier Earthquake, King Hall at Cal State Los Angeles and historic churches in Pasadena and Los Angeles.
- 1989 Loma Prieta Earthquake, Historic buildings in Santa Cruz and Watsonville.
- 1991 Upland Earthquake, Historic building in Claremont and the Claremont Colleges.
- 1992 Cape Mendocino Earthquake, Historic buildings in Eureka, Ferndale and Scotia.
- 1994 Northridge Earthquake, Structural Peer Reviewer for the State Historic Preservation Office of California. Reviewer for Los Angeles Memorial Coliseum, Powell Library at UCLA, Saint John's Hospital in Santa Monica, and Los Angeles Coliseum Swim Stadium.

**Selected Earthquake Hazard Reduction Projects for Designated Historic Structures and Existing Buildings with Unusual Archaic Materials of Construction**

- Claremont Citrus Packing House: Saw-tooth steel space frame roof, field stone basement walls, heavy timber floors, hollow clay tile and reinforced concrete walls. Adaptive re-use included full basement parking, restaurants, museum, offices, and retail and live/work.
- Raymond Theater, Pasadena, CA: Historic reinforced concrete bearing wall building with unreinforced brick masonry façade filled into to a reinforced concrete frame. Complete foundation underpinning to add subterranean parking with multi-story light gage steel framing levels inside the theater for the adaptive re-use as offices, restaurants and live/work.
- El Presidio Complex, Santa Barbara: Original fort reconstruction with stone foundations from late 1700's, adobe walls, heavy timber and pole roofs.
- Boyle Hotel at Mariachi Plaza, East Los Angeles: Historic 4 story unreinforced masonry building and adjoining new 4 story building.
- Calico Ghost Town, Calico Ca: Slipped formed, poured mud-wall buildings from site soil materials that dry to concrete like quality.
- Mission San Luis Obispo: Variety of stone, adobe, unreinforced brick, reinforced concrete walls with heavy timber framing.

**Selected Publications**

- Earthquake Hazard Reduction of Complex Cladding Systems, Technical articles for Applied Technology Council (ATC 29-1), January 1998.
- Earthquake Hazard Reduction of the Cathedral of St. Vibiana, the Seismic Retrofit of Historic Buildings Conference Workbook (1991) for the Association of Preservation Technology (APT).
- Earthquake Hazard Reduction of the Convento Building at Mission San Fernando, Technical article for the Getty Seismic Adobe Project, March 1995.





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f 626 683 0709

www.cmpeck.com

## **Firm Profile**

### **History**

CMPeck, Inc. specializes in several areas of Building and Site Design. With California licenses in both Civil Engineering and Architecture, the principal founded the business as a multi-disciplinary sole proprietorship in 1998. Over the years we have developed staff expertise in many areas of Architecture and Civil Engineering Practice. We were incorporated in 1996, and have continued developing our staff and skills throughout the years since. We have developed a broad customer base, including Southern California Edison, Sempra Utilities, The Metropolitan Transit Authority, ING Bank, Northeast Trees, The City of Glendale, as well as many individual property owners and developers. The staff is comprised of: Chris Peck, Owner, PE, AIA; Justin Bernhoft, PE; Phillip Olive, Architectural project manager; and Joan Hearst, contract office manager and bookkeeper.

### **Special Capabilities**

We believe in developing solutions that are innovative, efficient, high quality, and construction-friendly. With experience in several disciplines, including LEED design and construction, we are able to anticipate issues that drive design decisions, and provide opportunities for efficiency and excellence in design. There are complex and interrelated constraints involved in many of our projects, particularly in hillside site development and commercial site development. Where we are lead designers we are able to control and guide the design process. Where we serve as consultants, we provide valuable advice and assistance to other team members. We have a positive and productive attitude toward our work and achieve success, often under difficult circumstances. Our ability to work with clients, contractors, plan check officials and other agency representatives is very strong and we are known for our ability to reach consensus and provide results during the permitting and entitlement process.

### **Architectural Design**

On projects where we serve as design architect, we control the process of design from conception to completion, in order to ensure that our vision is realized. For commercial interior projects, having control over the design process and construction administration phase are critical to success. We have achieved this success with projects ranging from commercial interiors to single family homes. The structure often plays an important role in the aesthetic, whether it is exposed or it is the basis for the forms that are derived. The principal studied at UCLA in the early 1990s under Thom Mayne, Mark Mack, Dagmar Richter, Roger Sherman, Mark Rios, Ben Refuerzo, and others. The principal worked for a time at Morphosis under Thom Mayne as a computer modeling and 3D rendering consultant, and traveled to Vienna with Mark Mack to attend an international landscape design seminar in 1992.





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**Historic Preservation and Working with Historic Structures.**

The principal served as the chair of the Pasadena Design Commission, which is the body that acts as the Historic Preservation Commission for the Central District of Pasadena.

We were retained to study and prepare documents for modifications to the Historic Greene and Greene Robinson House in Pasadena. We developed detailed as-built elevations of the existing structure by measuring the existing building, referencing historical blueprints and analyzing photographs. After developing a design focused on preserving key elements of the existing structure, and demonstrating the reversibility of the proposed construction, we obtained approval for the modifications by working with City Staff and presenting the plan at a public hearing at a meeting of the Pasadena Historic Preservation Commission.

We were architects for an addition to and restoration of the Stern Residence (Hama House) in Brentwood, a Mid-Century National Register Property designed by A Quincy Jones. We added a new wing to an existing historic building, and were able to maintain National Register Status for the original structure.

The principal was awarded the Doris Duke Award for Historic Preservation in 2011 by the Newport Restoration Foundation for his work in restoring a Late Victorian residential building in the Upper Thames Historic District in Newport Rhode Island.

The principal also currently serves on the board of Pasadena Heritage, and has been actively involved in guiding the restoration/ replacement of the historic La Loma Bridge in the Lower Arroyo Seco, which is being undertaken by the City of Pasadena, with Dokken Engineering as bridge consultants. We also prepared the historic district map for the pending Markham Historic District in our office, as a pro-bono contribution to the efforts of Pasadena Heritage.

We served as structural consultants for the restoration and remodeling of the Historic Garcia House (Rainbow House) by John Lautner. The work involved the repair of the primary curving glued laminated timbers that had been damaged by water infiltration and termites, the repair of one of the primary load bearing fir posts at the down-slope face at the upper level, as well as repairs to the stacked timber driveway structure and headwall. All of these repairs were seamlessly integrated into the original structure and allowed the complete restoration of the surface materials.

We were architects for the Prospect Pillars project in Pasadena. The project involved creating a new pair of gateway pillars as a City of Pasadena Public Works project funded by local neighborhood benefactors, in order to mark the northern end of historic Prospect Boulevard. The pillars followed the model of the existing historic pillars adjacent to the Gamble house at the south end of the Boulevard, but were differentiated from the originals by selecting a different design mix for the surface materials which consist of clinker brick, river rock and mortar.



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## **Description of Services**

### **Civil Engineering – Structural Design**

- Structural Steel Design
- Light-Gage Steel Framing Design
- Wood Framing Design
- Heavy Timber Design
- Concrete and Foundation Design
- Cast-in-Place Friction Piles
- Shoring and Lagging Systems
- Hillside Retaining Walls
- Hillside Stabilization, Debris Flow Protection, and Drainage Structures.
- Foundation Systems for Heavy Industrial and Utility Equipment Installations

### **Civil Engineering – Grading and Drainage Design**

- Site Hydrology Systems
- Storm Water Drainage Piping Systems
- Storm Water Retention and Infiltration Systems
- Standard Urban Storm water Mitigation Plans and Covenants (SUSMP)
- Storm Water Pollution Prevention Plans
- Street Improvement Plans
- Cut and Fill Calculations
- Retaining Wall and Below-Slab Sub-drainage Systems
- Retaining wall design
- Parking Lot Grading and Planning
- Public Park Plans



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### **Bio- (principal)**

**Chris Peck – Principal – Architect, Civil Engineer**

#### **Education**

UCLA, Los Angeles, CA - Master of Architecture 1  
Princeton University, Princeton, NJ - Master of Science in Civil Engineering and Operations Research  
Lafayette College, Easton, PA - Bachelor of Science in Civil Engineering

#### **Professional Registration and Affiliations**

California Architecture License # C 27316, California Civil Engineering License # C 058162  
American Society of Civil Engineers, American Institute of Architects  
Structural Engineers Association of Southern California

#### **Public Service**

City of Pasadena Design Commission – Chairman  
Pasadena Heritage – Board Member

#### **Work Experience**

C M Peck, Inc., Pasadena, CA 03/98 - Present  
Architecture, Civil Engineering

Habitat Architects and Builders, Studio City, CA 10/94 - 10/97  
Design/Build Project Manager

Architecture Freelance, Pasadena, CA 06/92 – 03/98  
Clients include: Morphosis, Mark Mack Architects, Barton Myers & Associates, Roger Sherman Architects, Rachlin Architects, Frank Webb Architects, C&J Partners, Alexander Tan Architects, Strategic Design

Severud Associates, New York, NY 01/87-08/87, 02/90 - 05/90  
Structural Engineer - High Rise Steel and Reinforced Concrete Design & Analysis

Skidmore, Owings and Merrill, London, England 10/89 - 02/90  
Structural Engineer - High Rise Steel Design, Analysis, and Detailing

Thor Engineers, Livingston, NJ 07/86 - 12/86  
Civil Engineer - Structural Design, Storm Water Hydrology, Soil Engineering.



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### **Bio (staff)**

#### **Justin Bernhoft – PE, Civil Engineering**

##### **Education**

University of Toledo, Toledo, OH. - Bachelor of Science in Civil Engineering

##### **Work Experience**

C M Peck, Inc., Pasadena, CA 1/02 – 5/02, 10/03 – Present  
Civil Engineering Staff – Structural Design, Grading and Drainage Design

Thomas DuBose and Associates, Toledo, OH 10/02 – 10/03  
Civil Engineer – Structural Design, Surveying, Grading and Drainage Design

Peterman Associates, Inc., Findlay, OH 5/01 – 10/01  
Architectural CAD Technician, Engineering CAD Technician  
CAD Drafting

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## SCE Meniffee Service Center Expansion

In 2004, Edison requested we undertake a site planning and project feasibility study for the expansion of their San Jacinto / Meniffee Service Center. We were subsequently asked to undertake the civil engineering and architectural design of the site expansion, a building conversion, a building expansion, a building remodel, and two new industrial canopy structures, over several years and in several phases. The project also involved the development of two new public streets, new sewers, and two new signalized intersections, and several large detention basins.

Project Start Date:

2004

Project Size:

15 acres site and off-site grading

12,000 sf building conversion

5,000 sf interior remodel

10,000 sf building extension

14,000 sf solar truck canopy

5,000 sf fuel island canopy

Architecture and Prime Design Contract:

C.M. Peck, Inc.

MEP Engineering:

AMPE

Electrical Design-Build for Solar:

Morrow Meadows

Photography:

Aerial Art Photography and Chris Peck

General Contractor:

Consolidated & GMC





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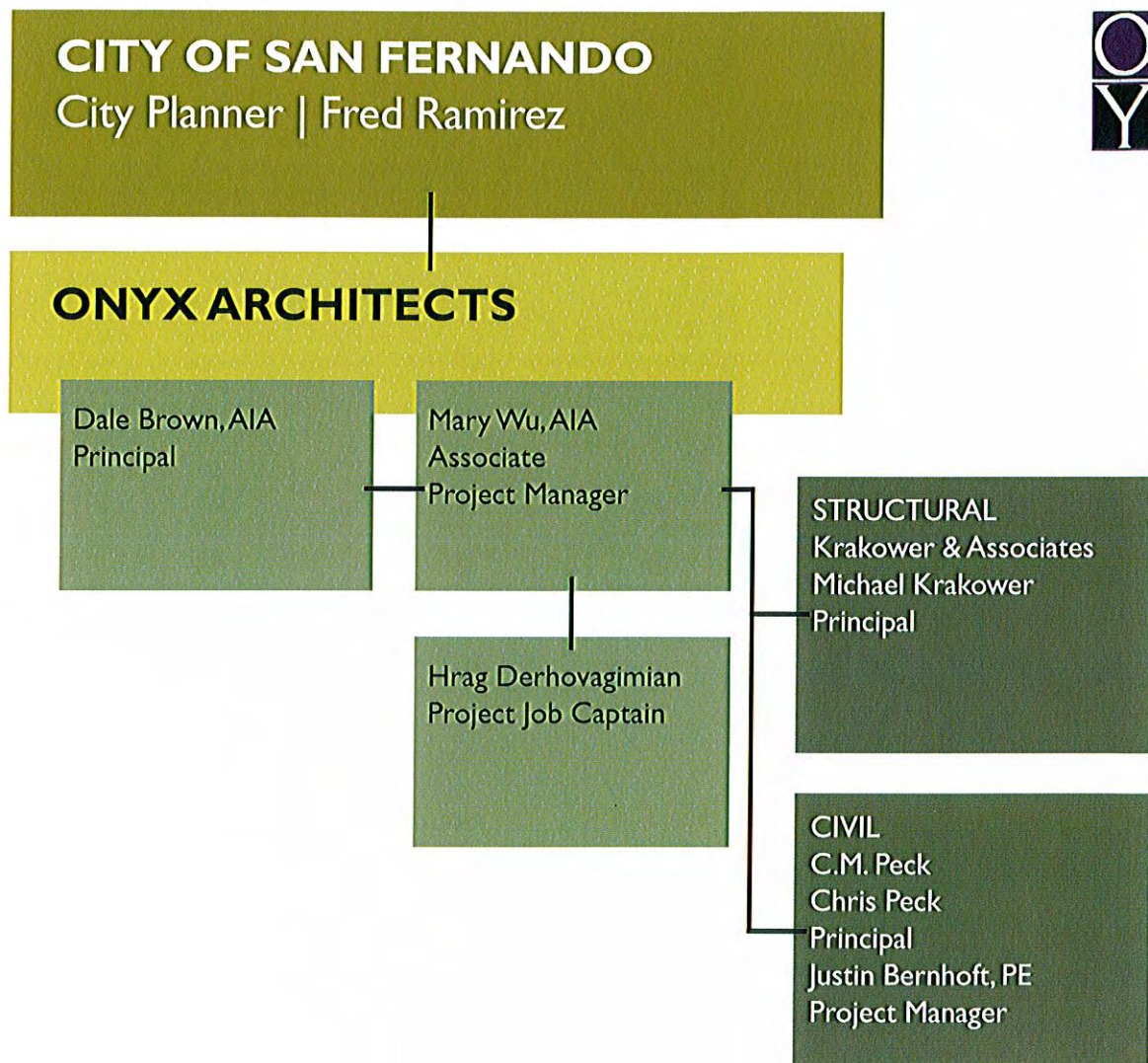
### **Site Design and Grading**

Many of our projects are hillside site development, retaining wall, and site stabilization projects. We have worked on some of the largest residential site development projects in Los Angeles, primarily in the Santa Monica Mountain Range, from Malibu to Griffith Park, and in the Foothills of Pasadena.





## Team Capabilities Organization Chart





## Schedule

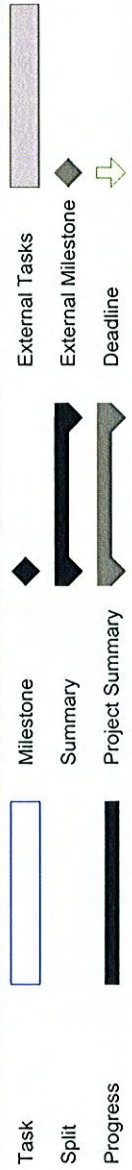
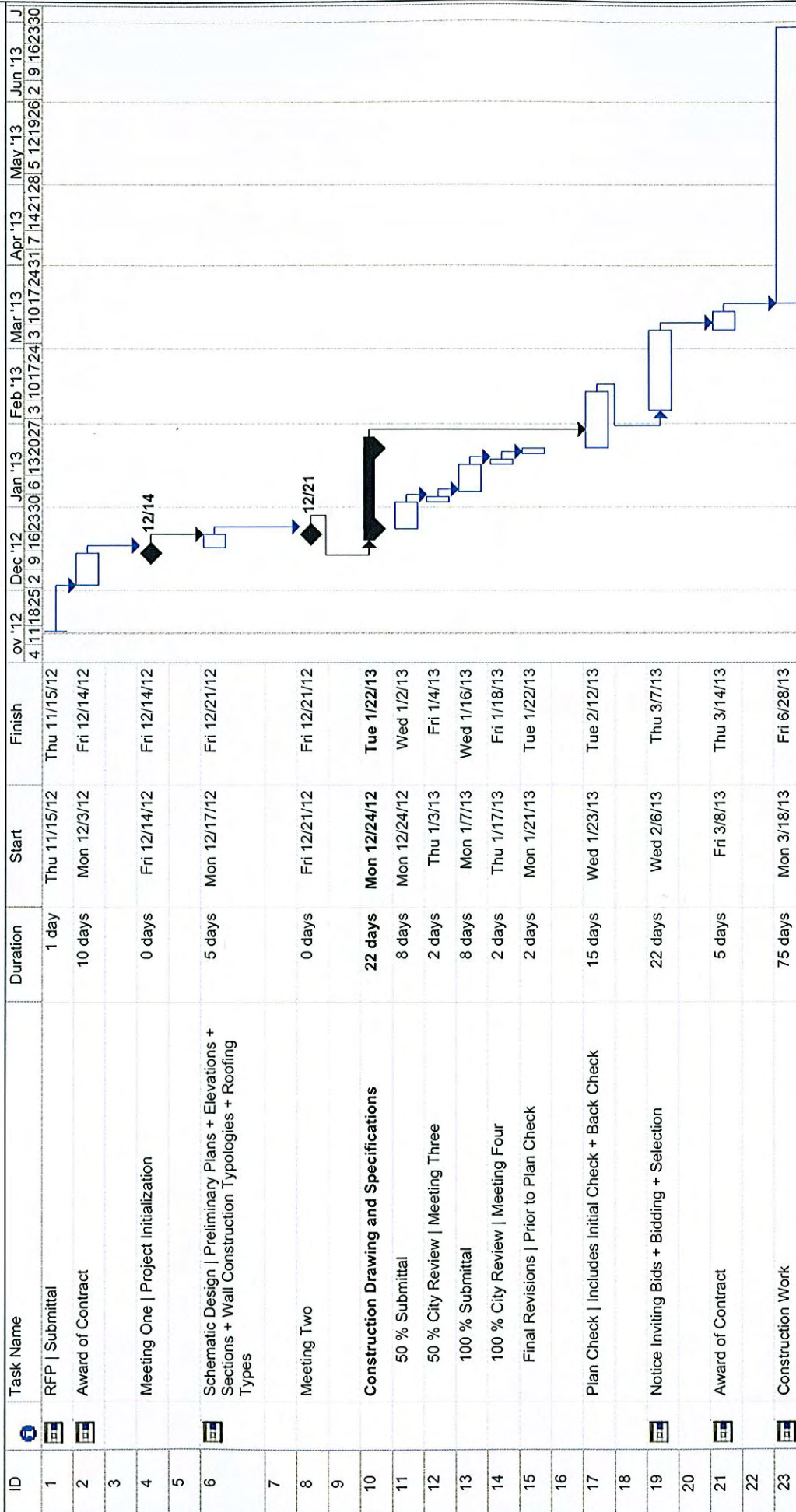
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The ONYX Team's proposed Schedule can be found on the following page.



## City of San Fernando

## LOPEZ ADOBE PROJECT PHASE TWO | SUPPORT BUILDING



Project: P12131 - San Fernando Lope

Date: Thu 11/15/12

P12131 - San Fernando Lopez Adobe\_Schedule Thu 11/15/12 9:17 AM



## Cost

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Please refer to the PROJECT SCOPE + FEE SUMMARY on the following page for a detailed breakdown of professional fees. The requested firm fixed project cost is delineated by each discipline / personnel, includes a description of various cost elements and the fee for each milestone phase including:

- Review of existing data | Project Initialization

- Preparation of Schematic Design

- Construction Drawings

- Construction Observations Services





ONYX Project No. P12131

Project Name City of San Fernando | Lopez Adobe Phase TWO | Ancillary Building

11.15.2012

	ONYX Principal	ONYX Associate	ONYX Senior Job Captain	CIVIL CM PECK Principal	CIVIL CM PECK Engineer	STRUCTURAL Principal	STRUCTURAL Draftsperson	COMBINED Job Captain	COMBINED Technical Support	COMBINED Administrative	Totals	Totals by Phase
Work/Task												
Review of Existing Data   Project Initialization	1	4	0	1	0	1	0	0	2	0	9	\$ 1,085
	0	7	0	2	2	2	0	0	14	1	28	\$ 3,377
	0	5	0	4	16	10	0	0	11	0	46	\$ 5,548
	0	11	0	6	0	8	0	0	12	4	41	\$ 4,945
	0	0	0	0	0	0	0	0	0	0	0	\$ -
	0	0	0	0	0	0	0	0	0	0	0	\$ -
	0	0	0	0	0	0	0	0	0	0	0	\$ -
	0	0	0	0	0	0	0	0	0	0	0	\$ -
	0	0	0	0	0	0	0	0	0	0	0	\$ -
	0	0	0	0	0	0	0	0	0	0	0	\$ -
Schematic Design												
Construction Drawings   Documents   Includes Plan Check												
Construction Observation   Does Not Include Bidding Services												
Total Hours - All Phases												
Hourly Rates \$/Hour	\$ 225.00	\$ 175.00	\$ 140.00	\$ 120.00	\$ 80.00	\$ 180.00	\$ 75.00	\$ 90.00	\$ 75.00	\$ 60.00	\$ 120.60	
	\$ 225.00	\$ 4,725.00	\$ -	\$ 1,560.00	\$ 1,440.00	\$ 3,780.00	\$ -	\$ -	\$ 2,925.00	\$ 300.00	\$ 14,955.00	\$ 14,955
	0.81%	21.77%	0.00%	10.48%	14.52%	16.94%	0.00%	0.00%	31.45%	4.03%		

Reimbursable Expenses	Printing	Mileage	\$	600
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TOTAL \$	15,555
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## 11.15.2012

**Duration**

Schematic Design											Duration				Weeks
				ONYX Principal	ONYX Associate	ONYX Senior/Job Captain	CIVIL CM PECK Principal	CIVIL CM PECK Engineer	STRUCTURAL Principal	STRUCTURAL Draftsperson	COMBINED Job Captain	COMBINED Technical Support	COMBINED Administrative		
Work/Task														Totals	
ARCHITECTURE															16
Preliminary Plans + Sections + Elevations   Includes Wall Typologies + Roofing Types															
CIVIL ENGINEERING															0
Preliminary Site plan including grading and drainage plans and details, site utilities															4
STRUCTURAL ENGINEERING															0
Layout Structural System + Create Design Criteria   Overlay with Architectural															2
Meetings - ONE   Total															2
Project + Consultant Management															2
Totals															28

**Duration**

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# ONYX Architects | Scope of Work - Professional Fee Estimate

ONYX Project No. P12131

11.15.2012

Project Name City of San Fernando | Lopez Adobe Phase TWO | Ancillary Building

Duration 16 Weeks

## Construction Observation | Does Not Include Bidding Services

Work/Task	ONYX Principal	ONYX Associate	ONYX Senior Job Captain	CIVIL CM PECK Principal	CIVIL CM PECK Engineer	STRUCTURAL Principal	STRUCTURAL Draftsperson	COMBINED Job Captain	COMBINED Technical Support	COMBINED Administrative	Totals
ARCHITECTURE											
Construction Observation RFI Responses   Input   TWO Site Visits		6									6
CIVIL ENGINEERING				6		4					0
Construction Observation RFI Responses   Input   TWO Site Visits											10
STRUCTURAL ENGINEERING						4					0
Construction Observation RFI Responses   Input   TWO Site Visits		4							8		4
Office Tasks   Not Included Above									4	4	0
Project + Consultant Management		1									12
<b>Total</b>	0	11	0	6	0	8	0	0	12	4	41

## Estimated Time

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Please refer to the attached PROJECT SCOPE + FEE SUMMARY for a detailed breakdown of staff time. The requested estimated time / man hours are delineated by each discipline as well as general category of work including:

- Review of existing data | Project Initialization

- Preparation of Schematic Design

- Construction Drawings

- Construction Observations Services



## Hourly Billing Rates

### STANDARD HOURLY BILLING RATES 2012 | 2013

#### Onyx Architects

Staff Level	Rate
-------------	------

Principal	\$225.00/hr
Associate Principal	\$195.00/hr
Associate	\$175.00/hr
Architect	\$160.00/hr
Interior Designer	\$130.00/hr
Senior Job Captain	\$140.00/hr
Job Captain	\$130.00/hr
Project Coordinator	\$120.00/hr
Technical Support	\$95.00/hr
Administrative/Clerical	\$80.00/hr



#### Krakower & Associates

Principal	\$180.00/hr
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#### C.M. Peck

Principal	\$120.00/hr
Senior Staff	\$80.00/hr
Mid-Level Staff	\$60.00/hr
Junior Staff, Intern	\$30.00/hr
Office Staff	\$50.00/hr



## References

### Onyx Architects

The ONYX Team is dedicated to the preservation of historic architectural and cultural resources. The ONYX Team has experience in a variety of preservation services to public and private clients. ONYX has provided preservation planning, documentation, restoration and adaptive reuse services. Onyx has completed a number of restorations, renovations and adaptive reuse of historic buildings and sites. **In addition, ONYX has designed new structures in support of historic resources** as well as completed HABS, HAER, Preservation Master Plans and Historic Structures Reports, often in conjunction with architectural services.

Jennifer Davis  
San Gabriel Redevelopment Agency  
425 S. Mission Dr.  
San Gabriel, CA 91776-1253  
(626) 308-2806 x4620

**Project:** Office renovation for Redevelopment Agency | City Hall Remodel

Dale Torstenbo  
Management Analyst, City of Pasadena, Department of Public Works  
100 N. Garfield Ave. N306  
Pasadena, CA 91101  
(626) 744-3971

**Project:** Allendale, Grant and Eaton Parks Restrooms

Sue Mossman  
Executive Director  
Pasadena Heritage  
60 W. Dayton Street  
South Pasadena, CA 91105  
(626) 793-0617

**Project:** Greene and Greene Merrill house historic restoration

Bruce Inman  
Director, Department of Public Works, City of Sierra Madre  
232 W. Sierra Madre Blvd.  
Sierra Madre, CA 91024  
(626) 355-7135

**Project:** Sierra Madre Hart Recreation Center remodel and Sierra Madre Recreation Center renovation and addition



## References

---

### Krakower & Associates | Structural Engineering

Maria Baranowski  
Senior Architect  
California Department of Parks and Recreation  
(916) 445-7998

Lea Reis  
Engineer  
City of Torrance Public Works  
(310) 618-3055

Dan Rix, PE  
City Engineer  
City of Pasadena  
(626) 744-4267



architecture + engineering

c m **peck** inc

25 south el molino avenue, pasadena ca 91101

t 626.683.0708

f 626.683.0709

www.cmpeck.com

**References****Commercial Clients**

Richard Smith, Southern California Edison	(818) 384-9633
Jake Huttner, Southern California Edison	(626) 633-7148
Joyce Liberman, CBRE	(213) 761-0867
John O'Keefe, Castlepoint	(416) 317-1165

**Architect Clients**

John Bertram, Bertram Architects	(323) 644-1174
Todd Erlandson, (M) Arch	(310) 664-0651
Onyx Architects, Dale Brown	(626) 405-8001

**Residential Clients**

Evelyn Stern	(310) 471-2303
Albert and Dana Jones	(323) 257-2156
Adrian Rodriguez	(917) 262-0557
Lawrence Butler	(310) 566-4005

**Public Service**

Bill Bogaard – Mayor, City of Pasadena	(626) 744-7210
Sue Mossman –Pasadena Heritage	(626) 441-6333
Andrew Wilson – Planning Commissioner	(626) 695-5710
Abe Chorbajian – Design Commissioner	(714) 744-7707

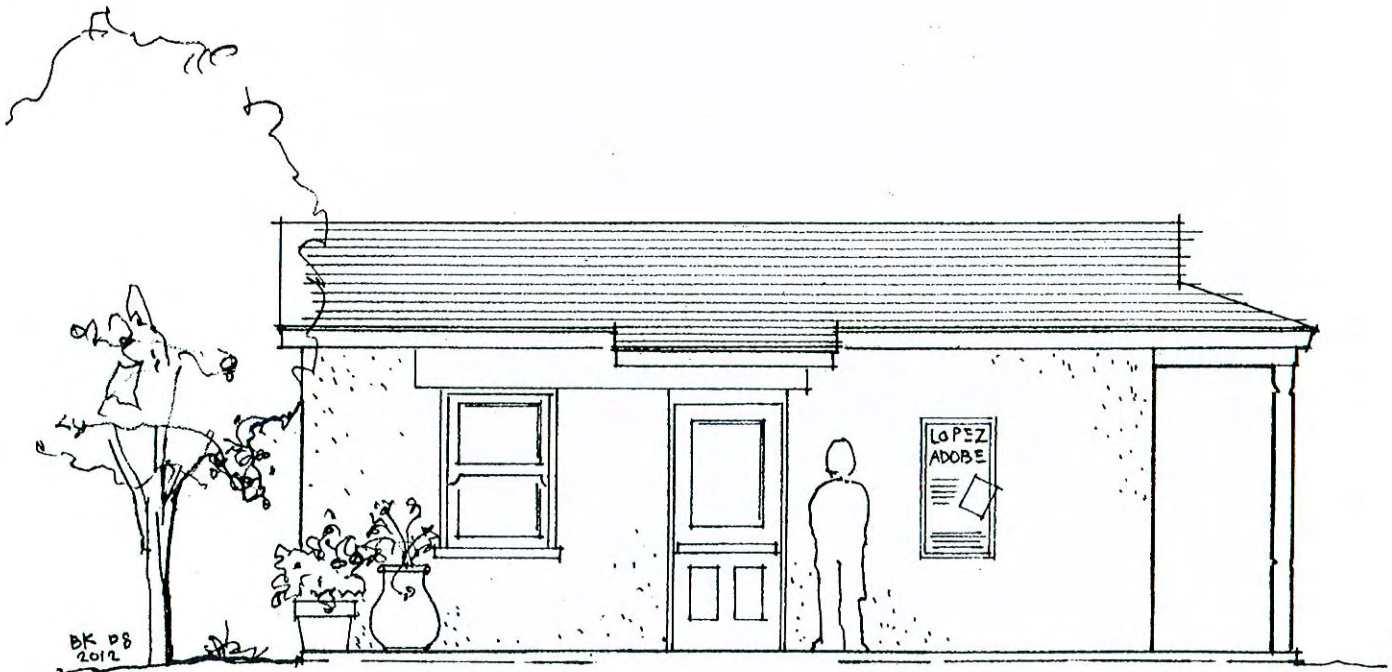


Received  
ATTACHMENT "C"  
NOV 08 2012  
Community Development

# LOPEZ ADOBE PROJECT PHASE 2: SITE ANCILLARY BUILDING

Design, Construction Drawing Preparation, and Construction Observation Services

Lopez Adobe :: 1100 Pico Street  
City of San Fernando California



*Ancillary Building concept design prepared by Drisko Studio Architects, January 2012*

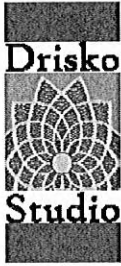
## PROPOSAL FOR ARCHITECTURAL and ENGINEERING SERVICES

October 19, 2012

submitted by

**Drisko Studio Architects**



*proposal and letter of agreement*

date: October 19, 2012

page: 1 of 4

to: Mr. Fred Ramirez  
City of San Fernando  
117 N. Macneil Street  
San Fernando, CA 91340

phone: (818) 898-7316

email: FRamirez@ci.san-fernando.ca.us

re: Lopez Adobe Ancillary Building  
1100 Pico Street, at Maclay Avenue, San Fernando  
Design, Construction Documents and Construction Observation

Dear Mr. Ramirez,

Drisko Studio Architects Inc (Drisko Studio) is pleased to provide this proposal and agreement for additional services related to the restoration of the Lopez Adobe and the surrounding site. This proposal is for services related to the completion of the northerly portion of the site (approx 50' x 100'), construction of an ancillary building, and extension of utilities from Phase 1 to serve the building. This building will be composed of one office/storage room and two public, single occupant toilet rooms (approx 400sf). The type of construction may be either timber or masonry with a concrete slab on grade foundation, plaster exterior finish, asphalt shingle roofing, and utility interior finishes with no exposed framing. The site work will include preparation of the site for the new building and protection of existing planting along the north and west. The remainder of the site will be simply graded for paths and planting areas. City Public Works crews will further develop these areas with landscape and irrigation. This proposal is based on the Ancillary Building Concept site plan and elevations dated January 2012 by Drisko Studio Architects.

*scope description*

Our proposed services are as follows:

*Schematic Design* - Prepare preliminary building plans, sections and elevations including wall construction typologies and various roofing types for confirmation of design direction. Structural and architectural information will be overlaid on a single set of building drawings.

*Construction Documents* - Based on the preliminary design and any changes we will prepare architectural, structural and civil construction documents including responses to Plan Check comments from the City until permit ready. Construction documents will include:

- Site plan
- Grading and drainage plans and details
- Civil utility plan including water, sewer and storm drain
- General site notes and specification notes (on drawings)
- Foundation plan
- Floor plan
- Reflected Ceiling plan
- Roof framing plan
- Roof plan
- Building elevations
- Building details

page: 2 of 4  
date: October 19, 2012  
to: Fred Ramirez / City of  
San Fernando

- Structural calculations as required for submittal to City
- General architectural and structural notes (on drawings)

Mechanical, Plumbing and Electrical requirements will be defined for design intent on the construction documents and bid documents for this design/build scope will be prepared by City of San Fernando Public Works Department.

Landscape planting and irrigation design and installation will not be bid and will be performed by City of San Fernando Public Work crews.

Civil Grading/Utilities design will be based on the Lopez Adobe Rehabilitation As-builts C-2.00 and C3.00 prepared by Access-Pacific General Contractors dated August 8, 2012. It is assumed that utility stub-outs are installed at the Phase 1 line of construction for water, sewer, storm drain (x2), and electrical.

*Construction Observation* – The Architect will make site visits as necessary to observe the general progress of construction. The Civil and Structural engineers will each make two site visits during construction to confirm general conformance with the contract documents and perform required observations. Additional site visits will be at the request of the City and billed as an hourly expense. During this time, the team will also respond to Contractor Requests for Information (RFIs) and questions from the field.

#### *project team*

**Drisko Studio Architects, Inc** (Drisko Studio) will be the primary contact and coordinator for the project. Drisko Studio's approach to design and stewardship incorporates conservation methods with standard architectural practices. Our understanding of the building materials are key to developing sustainable designs that are compatible with conservation standards and yet sympathetically integrate required building improvements.

**Historic Resources Group** (HRG) will provide the preservation planning overview for the team, guiding the project from start to completion. With its reputation for innovative problem solving, HRG is committed to providing the City of San Fernando with personal, knowledgeable, and expert counsel.

**Melvyn Green & Associates** (MGA) will provide structural engineering services for the project. MGA has rehabilitated over forty adobe and stone structures including repair of walls, foundations and increasing seismic strength of the structures. Mel Green, structural engineer and principal, is also active in adobe research and has lectured at many preservation conferences about adobe structures.

In providing civil services for the project, **Ashba Engineers Limited** completes the design team. Ashba Engineers has provided civil engineering services for a number of similar historic structures.

The team will outline creative solutions for new construction as required as well as describe the architectural constraints, code requirements, and functional goals needed for all improvements. In the construction document phase, the team will develop clear and concise construction documents that incorporate the engineering requirements and material conservation needs. With solidly-crafted contract documents in place, the City can be better assured that progress towards its core priorities and long-range goals for the preservation and restoration of the Lopez Adobe site can be achieved.

page: 3 of 4  
date: October 19, 2012  
to: Fred Ramirez / City of  
San Fernando

*professional fees*

Drisko Studio Architects	=	\$ 12,349	Fee
Mel Green / Structural Engineers	=	\$ 8,710	Fee
Ashba Engineers Limited / Civil Engineers	=	\$ 6,440	Fee
Historic Resources Group	=	\$ 2,500	Fee
Total Fees	=	\$ 29,999	Fee

*reimbursable expenses*

The fees listed above include digital documentation, digital format drawings, travel and mileage and normal office supplies required for the prosecution of the work. All other reimbursables will be billed separately at cost plus 15% including but not limited to agency fees, messengers, color prints, copies of drawings, photo prints, and travel expenses and mileage to other than City of San Fernando offices/site. Drisko Studio Architects will seek written approval for additional expenses prior to incurring the cost.

*deliverables*

Schematic and Construction drawings in digital PDF format along with other digital documentation required for permitting and construction observation.

*schedule*

We are available to start work immediately and target the following schedule for completion of the construction documents:

- Schematic Design - 2 weeks
- Construction Documents - 4-6 weeks for Plan Check document submittal

*exclusions*

- Additional site visits or trips not specifically designated in this letter of agreement.

*terms*

Requested work shall be billed at the rates shown below on a monthly basis, not to exceed the agreed amounts for the scope described. Payment is due and payable on receipt.

*Drisko Studio Architects*

Principal	\$175/hr
Architect	\$120/hr
Designer/Drafter	\$75/hr
Field Observation	\$65/hr
Administration	\$55/hr

*Melvyn Green & Associates (MGA)*

Principal	\$200/hr
Design Engineer	\$110/hr
Drafter	\$ 80/hr

page: 4 of 4  
date: October 19, 2012  
to: Fred Ramirez / City of  
San Fernando

*Ashba Engineers Limited*

Principal	\$185/hr
Registered Engineer	\$180/hr
Associate	\$155/hr
Assistant	\$138/hr
Drafter	\$118/hr
Administration	\$ 84/hr

*Professionals performing services are billed at the applicable rates as stated below. An annual rate adjustment, based on salary increases, will apply on January 1 of each year. Annual rate adjustments will not exceed 5% without the Client's approval.*

The Lopez Adobe is a remarkable historic site; we are looking forward to continuing work with you on the project!

Sincerely,

Kaitlin Drisko, President  
Drisko Studio Architects, Inc.  
California License #C23990

Client Authorization to Proceed:

Accepted for: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Print Title: \_\_\_\_\_

file: P:\DS\_10013B\_Lopez Adobe Ancillary Building/Admin/Proposals & Agreements



## DRISKO STUDIO architects

*firm profile*



**design:** to create sympathetic patterns and forms that reflect the relationship between the spaces we inhabit and the way we work, live and play; to enhance opportunities for meaningful accompaniments to our lives.

**architecture:** to advance the craft of building using appropriate materials in multiple ways so that the eye may discern various facets of their character; to mix the liveliness of building with the graceful art of architecture; to discover and create spaces and elements that give satisfaction and delight.

**conservation:** to promote sustainable stewardship of our built environment and our work as a contribution the building traditions of southern California and the American southwest.

In 2002, Drisko Studio was launched by Kaitlin Drisko supported by a group of friends who believe in the idea of merging architectural principles with conservation practices to enable owners to benefit from good stewardship of historic and cultural properties. Enhancing the historic, cultural and architectural character of the built environment and promoting design compatibility in new construction improves the quality of our surroundings and connects us and our communities to a rich and valuable heritage.

The Studio embraces sustainable design strategies including the adaptive reuse and restoration of existing buildings. We view sustainability as a building practice that promotes stewardship of our built resources and an assurance that all elements of the environment are created, improved, treated and maintained with the highest possible standard of care. We balance an understanding of the building's historic and architectural qualities with the flexibility required for addressing changing functional requirements and infrastructure improvements so that existing buildings continue to be used and enjoyed.

As a small innovative business we are committed to providing the design management and technical resources to handle such intricate projects. Our experience spans from large buildings to intimate renovations, each project receiving the same care, commitment and attention to detail. And, for all clients, we approach design and construction to reflect the way we live now as well as the dignity, enterprise, joy, and permanence of historic architecture.

The Studio offers architectural and planning services ranging from concept design to the preparation of construction documents. For owners of period buildings we offer documentation services including Building Evaluation Reports and Architectural Preservation Plans. For any project, we offer planning and building documentation services that assess the condition of the materials, structure and systems and provide recommendations for appropriate protection, maintenance and repair treatments for structures and landscapes. We feel that a good project starts with good documentation.

We are dedicated to creating better solutions by:

- Listening to our clients and learning from them to generate a shared vision right from the start;
- Providing our clients with the design vocabulary and technical information to convey their ideas and be comfortable with their decisions;
- Visualizing and communicating clear solutions to complex problems thru dialogue and interaction between clients and members of the design team;
- Implementing effective project management practices to maintain cost and schedule compliance, even in challenging circumstances;
- Harnessing the studio's skill, expertise and passion needed to get the job done;
- Understanding that our buildings are places of important encounters between people.

**Historic architecture *lives* at Drisko Studio!**





## DRISKO STUDIO architects

### *selected project list – rehabilitation and reconstruction*



#### **National Park Service – Manzanar National Historic Site**

This project reconstructs two historic barracks buildings to enhance visitor understanding of the conditions the Japanese Americans endured during their internment at the Manzanar War Relocation Camp during WWII. The original barracks were dismantled at the end of WWII, so Drisko Studio developed plans for reconstruction based on historical photographs of the camp and WWII-era standard government plans for similar buildings. *Manzanar is on the National Register of Historic Sites.*



#### **National Park Service – Scotty's Castle, Death Valley National Park**

The Cook House is one of three original buildings at Scotty's Castle, in Death Valley, constructed between 1922 and 1924. The initial portion of the Cook House was completed in 1924; additions were made in 1929 and 1938. It is sited on the hillside to the northeast of the Main House structure, and was gutted by fire in 1991. Only a 600 square-foot portion remains in a condition considered suitable for restoration; the remaining 1,100 square-foot portion is being rebuilt. Drisko Studio developed the plans for the restoration and reconstruction based on historical photographs and drawings, and field observation of the extant building and ruins. *Scotty's Castle is on the National Register of Historic Sites.*



#### **Lopez Adobe, San Fernando**

Preservation planning, architectural design and engineering for the restoration of the historic Lopez Adobe in San Fernando in accordance with the client's Preservation Plan. In addition to outlining methods for rehabilitation of the existing Adobe structure, this project included the design and implementation of a new Landscape Masterplan. *The Casa de Lopez Adobe is on the National Register of Historic Places.*



#### **First Christian Church of Rialto, Rialto**

Preparation of a Historic Building Conditions Assessment Report and Preservation Plan for the First Christian Church of Rialto. This report defined the attributes, deficiencies and character-defining features of the existing building and outlined creative solutions for their repair or replacement. It also outlined clear conservation goals and objectives that will maintain the building's unique architectural character. *The First Christian Church of Rialto is on the National Register of Historic Places.*



#### **Riverside Metropolitan Museum, Riverside**

A current exterior rehabilitation project is the first phase implementation of recommendations of the Preservation Plan prepared by Drisko Studio architects in 2007. The project includes strategic structural upgrades concealed in the attic and above the loggia ceilings, rehabilitation of the exterior plaster walls, wood windows and doors, repair and reconstruction of the severely deteriorated decorative wood eaves, and replacement of the clay tile roofing. *The Riverside Metropolitan Museum is on the National Register of Historic Places.*





## DRISKO STUDIO architects

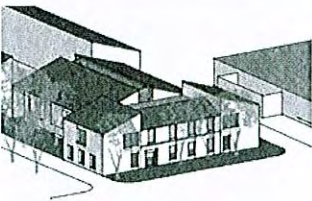
### *selected project list – design and restoration*



#### **MacGowan Residence, Los Angeles**

Rehabilitation of an 18,000sf alpine-craftsman style mansion originally built in 1912. The project included improvements for use as a church residence, restoration of interior finishes and fixtures, site improvements and landscaping. Previously unfinished attic area was converted into 1,800sf of office space.

*The MacGowan Residence is registered as a Los Angeles City Historic-Cultural Monument.*



#### **Humanities Addition, Scripps College, Claremont**

Preparation of Schematic Design documents for a faculty office addition to the existing Bette Cree Edwards Humanities Building located on the historic Scripps College campus. This project consisted of developing designs to add approximately 4,200 sq ft to the existing humanities building to accommodate 12 faculty offices.

*Scripps College is on the National Register of Historic Sites.*



#### **Maltman Bungalows, Silver Lake, Los Angeles**

Conversion of a 1920's bungalow court in Silver Lake to 17 individual ownership properties. The project included renovation of the existing bungalows and attached garages, remodeling of the existing kitchens and baths, replacement of the site utilities, new site work and landscaping. Drisko Studio also assisted the developer in the sub-division approval process with City Planning, Building & Safety, and Fire Departments.

*Project featured for Sustainable Design in Architectural Record Houses 2008.*



#### **Balch Auditorium, Scripps College, Claremont**

Rehabilitation of an existing performance space originally designed by Sumner Hunt to include improvements to theatrical and lighting systems, stage repairs, and renovation of the audience chamber. The Mediterranean style structure is a part of the original campus listed on the National Register of Historic Sites.

*Scripps College is on the National Register of Historic Sites.*



#### **Summers Residence, Los Angeles**

Renovation and additions to a mid-century ranch-style home that erases the lines between indoors and outdoors to embrace the Southern California climate. Every room in the house has a connection to the outdoor courtyard with a garden in every room. Wide open living spaces were styled in a south pacific design that compliments and warms the ranch character.



#### **Samuel Oschin Conference Center, Cedars-Sinai, Los Angeles CA**

New conference room interior design that sympathetically integrates with the original award-winning architecture of the Cancer Treatment Center by Morphosis architects.





## DRISKO STUDIO architects

### *selected project list – preservation plans and historic structure reports*



#### **General Services Administration, Chambers US Court of Appeals, Pasadena**

Historic Structure Report updates for the original Vista del Arroyo Hotel. Originally a Spanish Colonial Revival style resort hotel, the site was carefully renovated in the 1990's as an adaptive reuse project for the US Court of Appeals. Updates to the HSR include interior and exterior condition assessments to create a preservation plan for continued use and maintenance while retaining the character defining features of the site.

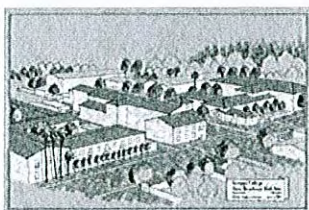
*The Vista del Arroyo is on the National Register of Historic Sites.*



#### **Riverside Metropolitan Museum, Riverside**

Preparation of a Historic Building Conditions Assessment Report and Preservation Plan for the Riverside Metro Museum, located in Riverside, California. This Preservation Plan outlines specific scopes of work for the rehabilitation and renovation of this 95 year old building. Projects range from short term repair & maintenance to long-term adaptive reuse of the former post office as a state-of-the-art museum.

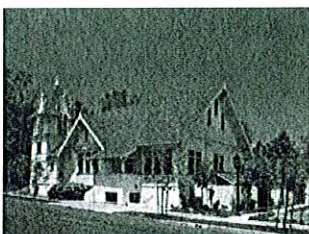
*The Riverside Metropolitan Museum is on the National Register of Historic Places.*



#### **Dormitory Feasibility, Scripps College, Claremont**

Dormitory Feasibility study for the design of a 36,000sf, 85-bed dormitory one to three stories height at Scripps College. Study included conceptual layouts for footprint, massing, and spatial organization of the proposed dormitory to compliment the historic Mediterranean architectural style of the campus. Other studies included additions to historic dormitory buildings to compare and contrast various dormitory options for the College.

*Scripps College is on the National Register of Historic Sites.*



#### **First Christian Church of Rialto, Rialto**

Preparation of a Historic Building Conditions Assessment Report and Preservation Plan for the First Christian Church of Rialto. This report defined the attributes, deficiencies and character-defining features of the existing building and outlined creative solutions for their repair or replacement. It also outlined clear conservation goals and objectives that will maintain the building's unique architectural character.

*The First Christian Church of Rialto is on the National Register of Historic Places.*



#### **Conservation Assessment Program (CAP) for Heritage Preservation**

Drisko Studio performs CAP assessments to reviewing and prioritizing individual museums' collection, environmental conditions and site. The ongoing assessments are supported through Heritage Preservation (a non-profit organization) and the federal government's Institute of Museum and Library Sciences. Drisko Studio has provided CAP assessments for the following museums

Children's Museum of La Habra, La Habra (2008)

National Hot Rod Museum, Pomona (2007)

Museum of Jurassic Technology, Los Angeles (2006)

American Museum of Ceramic Art, Pomona (2006)



## DRISKO STUDIO ARCHITECTS

*references*

*City of Riverside Development Department*  
Riverside Metro Museum Preservation Plan  
Mr. Carl Carey - Capital Improvements Manager  
3900 Main Street  
Riverside, California 92522  
951/826-5952      Email: ccarey@riversideca.gov

*City of Rialto Recreation & Community Services*  
First Christian Church Preservation Plan  
Mr. Larry Thornburg - Recreation Director  
214 N. Palm Street, Suite 204  
Rialto, California 92376  
909/421-4968      Email: LThornburg@rialtoca.gov

*City of San Fernando*  
Lopez Adobe  
Mr. Fred Ramirez - Senior Planner  
117 N. Macneil Street  
San Fernando, California 91340  
818/898-7316      Email: FRamirez@ci.san-fernando.ca.us

*Scripps College*  
Balch Auditorium and Various Projects  
Ms. Joann Coville- Vice President and Treasurer  
1030 Columbia Avenue  
Claremont, California 91711  
909/621-8211      Email: JCoville@ScrippsCollege.edu

*Movement of Spiritual Inner Awareness*  
MacGowan Residence  
Mark Lurie - Treasurer  
2101 Wilshire Boulevard  
Santa Monica, California 90403  
213/500-7711      Email: paul@msia.org

*Ben Nye Company*  
Ben Nye Makeup Offices  
Dana Nye - CEO  
3655 Lenawee Avenue  
Los Angeles, California 90016  
310/839-1984      Email: dn@bennyemakeup.com

*Civic Enterprise Development*  
Maltman Bungalows  
Mott Smith - Principal Civic Enterprise Group  
400 Mt. Washington Dr  
Los Angeles, California 90065  
213/ 403-0170      Email: msmith@civicenterprise.com

KAITLIN DRISKO, ARCHITECT  
*principal, Drisko Studio Architects*



Educated as an architect and engineer, Kaitlin Drisko has worked in both disciplines prior to starting Drisko Studio in 2002 as a small innovative design firm merging architectural principles with conservation practices. With emphasis on the stewardship of cultural and historic resources, Drisko Studio views architectural design and historic preservation as an opportunity to understand our environment, discern patterns of living and create meaningful accompaniments to life.

Current projects include planning studies and projects at Scripps College, one of the seven Claremont Colleges and a National Register site, intended to conserve the historic campus while providing new amenities for a growing school community; stabilization of the Lopez Adobe, a unique two-story adobe structure originally constructed in the 1890's in San Fernando; and consulting on various historic structures reports. Recent projects include a building assessment and preservation plan for the First Christian Church of Rialto for the City of Rialto, California - an 1890 wooden structure in the neo-gothic style; the development of a preservation plan for the Riverside Metropolitan Museum; and, Balch Auditorium at Scripps College - the rehabilitation of a 1920's Mediterranean style interior designed by Sumner Hunt to accommodate state-of-the-art theatrical productions and media presentations. In 2008, Drisko Studio completed the MacGowan Residence - the conversion of a grand turn-of-the-century mansion in the historic West Adams district of Los Angeles to a teaching facility and congregate residence, which was awarded a Preservation Design Award in the Restoration category from the California Preservation Foundation.

In the spring of 2007, Kaitlin Drisko presented a seminar at the California Preservation Foundation Conference on the process of adapting historic properties for modern use. Drisko Studio promotes the use of documentation technologies for historic structures, specifically database development as an inventory tool. She has successfully implemented the use of databases in documentation of six historic structures which were used to either create working construction documents or to classify treatment strategies; and, the databases developed during the documentation phase of the project can be adapted to help implement and organize the maintenance of the structure, thereby preserving the history of the building for future generations.

Ms. Drisko maintains membership in The Association for Preservation Technology International (APT) the premier cross-disciplinary organization dedicated to promoting the best technology for conserving historic structures and their settings. Ms. Drisko is a member of the steering group for the ICOMOS Scientific Committee for Documentation, Survey and Inventory.

Prior to starting Drisko Studio, Kaitlin was project architect at Levin & Associates in Los Angeles. With Levin & Associates Architects, her role included architectural design and project management for the National Center for the Preservation of Democracy—a project in conjunction with the Japanese American National Museum; the renovation of Frank Lloyd Wright's Hollyhock House at Barnsdall Art Park in Los Angeles; and the Scripps College Malott Commons in Claremont — a student center that creates a complex of one- and two-story buildings and courtyards inspired by the rich architectural tradition of the college.

Kaitlin Drisko received a Bachelor of Science degree in Engineering from the California Institute of Technology, Pasadena in 1983; a Master of Civil Engineering degree from the University of California, Davis in 1987; and a Master of Architecture degree from the University of Wisconsin, Milwaukee in 1989. She was named a Thomas Watson Foundation Fellow in 1983-84. She is licensed to practice architecture and engineering in the State of California.

Kaitlin Drisko - Biography

### Selected Projects

#### **National Park Service – Manzanar National Historic Site**

This project will reconstruct two historic barracks buildings to enhance visitor understanding of the conditions the Japanese Americans endured during their internment at the Manzanar War Relocation Camp during WWII. The barracks would be reconstructed in the area designated as Block 14, which is used extensively for interpretive purposes to help visitors understand camp life and living conditions. The barracks were dismantled at the end of WWII and very little remains on the site. Drisko Studio is developing the plans for reconstruction based on historical photographs of the Manzanar camp and WWII-era standard government plans for similar buildings. *Manzanar is on the National Register of Historic Sites.*

#### **National Park Service – Scotty's Castle, Death Valley National Park**

The Cook House is one of three original buildings at Scotty's Castle, in Death Valley, constructed between 1922 and 1924. The initial portion of the Cook House was completed in 1924; additions were made in 1929 and 1938. It is sited on the hillside to the northeast of the Main House structure. The Cook House was gutted by fire in 1991. Only a 600 square-foot portion remains in a condition considered suitable for restoration; the remaining 1,100 square-foot portion is to be reconstructed. Drisko Studio is developing the plans for the restoration and reconstruction based on historical photographs and drawings, and field observation of the extant building and ruins. *Scotty's Castle is on the National Register of Historic Sites.*

#### **Humanities Addition, Scripps College, Claremont**

Preparation of Schematic Design documents for a faculty office addition to the existing Bette Cree Edwards Humanities Building located on the historic Scripps College campus. This project consists of developing designs to add approximately 4,200 sq ft to the existing humanities building to accommodate 12 faculty offices. *Scripps College is on the National Register of Historic Sites.*

#### **Riverside Metro Museum, Riverside**

Preparation of a Historic Building Conditions Assessment Report and Preservation Plan for the Riverside Metro Museum located in Riverside, California. This Preservation Plan outlines specific scopes of work for the rehabilitation and renovation of this 95 year old building. Special attention was paid to program specific items such as guest flow and exhibit lighting and configuration. Projects were identified ranging from short term repair & maintenance to long-term adaptive reuse of the former post office as a state-of-the-art museum. *Riverside Metro Museum is on the National Register of Historic Places.*

#### **Denison Library, Scripps College, Claremont**

Feasibility study for adaptive reuse of 1965 library wing which is part of a 1930's historic campus designed by Huntsman Trout and Gordon. Potential uses considered are academic classrooms & faculty offices, accommodation of endowed centers in creative & collaborative environments, and student residences. *Scripps College is on the National Register of Historic Sites.*

#### **First Christian Church of Rialto, Rialto**

Preparation of a Historic Building Conditions Assessment Report and Preservation Plan for the First Christian Church of Rialto. This report defines the attributes, deficiencies and character-defining features of the existing building and outlines creative solutions for their repair or replacement. It also outlines clear conservation goals and objectives that will maintain the building's unique architectural character. *First Christian Church of Rialto is on the National Register of Historic Places.*



**Lopez Adobe, San Fernando**

Preservation planning, architectural design and engineering for the restoration of the historic Lopez Adobe in San Fernando in accordance with their Preservation Plan. In addition to outlining methods for rehabilitation of the existing Adobe structure, this project includes the design and implementation of a new Landscape Masterplan. *The Adobe is on the National Register of Historic Places.*

**MacGowan Residence, Los Angeles**

Rehabilitation of an 18,000sf alpine-craftsman style mansion originally built in 1912. The project includes improvements for use as a church residence, restoration of interior finishes and fixtures, site improvements and landscaping. Previously unfinished attic area is being converted for 1,800sf of office space. *The structure is registered as a Los Angeles City historic-cultural monument.*

**Dormitory Feasibility, Scripps College, Claremont**

Preparation of Dormitory Feasibility study for the construction of a 36,000 sf, 85-bed dormitory one to three stories height at Scripps College. Proposal includes design of conceptual layouts for footprint, massing, and spatial organization of proposed dormitory. *Scripps College is on the National Register of Historic Sites.*

**Maltman Bungalows, Silver Lake, Los Angeles**

The conversion of a 1920's bungalow court in Silver Lake to 17 individual ownership properties. The project includes renovation of the existing bungalows and attached garages, remodeling of the existing kitchens and baths, replacement of the site utilities, new site work and landscaping. Drisko Studio is assisting the developer in the sub-division approval process with City of Los Angeles Planning, Building & Safety, and Fire Departments. *Selected project for Sustainable Design by Architectural Record.*

**Balch Auditorium, Scripps College, Claremont**

Rehabilitation of an existing performance space originally designed by Sumner Hunt to include improvements to theatrical and lighting systems, stage repairs, and renovation of the audience chamber. The Mediterranean style structure is a part of the original campus listed on the National Register of Historic Sites. *Scripps College is on the National Register of Historic Sites.*

**Conservation Assessment Program (CAP) for Heritage Preservation**

CAP assessments review a museum's collection, environmental conditions and site to provide conservation priorities for the museum. These assessments are supported through Heritage Preservation (a non-profit organization) and the Institute of Museum and Library Sciences (a government agency). Drisko Studio Architects has provided CAP assessments for the following museums

- Children's Museum of La Habra, La Habra (*in progress*)
- National Hot Rod Museum, Pomona (2007)
- Museum of Jurassic Technology, Los Angeles (2006)
- American Museum of Ceramic Art, Pomona (2006)

## ROBERT GLEN KNIGHT, ARCHITECT

*Drisko Studio Architects*

Robert Glen Knight joined Drisko Studio Architects full-time in June 2005. He brings over twenty-five years of design and construction experience to the work of the studio. He has exceptional skills developing complex architectural projects and following designs through construction. His interests in California design and building informs his work in new and renovation architecture.

Current projects include the Riverside Metropolitan Museum building rehabilitation project, the Lopez Adobe seismic rehabilitation and site project, and the restoration of the 1912 Briggs Residence in Los Angeles. On-going projects include the reconstruction of historic internee barracks and associates camp buildings at the Manzanar National Historic Site for the National Park Service. Recently completed projects include the First Christian Church of Rialto site improvements and landscape project and the rehabilitation and reconstruction of the historic Cook House at Scotty's Castle in Death Valley National Park.

Completed projects include the Maltman Bungalow rehabilitation in the Silverlake area of Los Angeles, the MacGowan Residence conversion of a turn-of-the-century mansion in the historic West Adams district of Los Angeles to a religious teaching facility and congregate residence, the First Christian Church of Rialto Preservation Plan, the Riverside Metropolitan Museum Preservation Plan, and various dormitory and library studies for Scripps College in Claremont.

Prior to joining Drisko Studio, Robert Knight was project Architect at Levin & Associates in Los Angeles. At Levin and Associates, Robert Knight was project Architect through the planning, design and construction phases of a number of projects including the Griffith Observatory Renovation and Expansion, St. James' School Classroom building in Los Angeles, the Music, Dance and Athletic Center and Math-Science Classroom buildings for Oakwood School in North Hollywood, the Johnson Student Center and Samuelson Pavilion buildings at Occidental College in Los Angeles, Adams-Congress Apartments in Los Angeles and the Highland-Camrose Park at the Hollywood Bowl.

Previously, Robert Knight worked as a project Architect and designer for deBretteville and Polyzoides Architects in Los Angeles. Projects included the renovation of the San Gabriel Civic Auditorium, the San Gabriel Adult Center and the Fine Residence in Redding, Connecticut. Robert Knight worked on master planning studies and various minor renovation projects at Scripps College in Claremont, California.

While attending UCLA, Robert Knight worked on various architectural projects for Franklin D. Israel and for Urban Innovations Group.

Robert Knight received a Bachelor of Science degree in Architecture from the California Polytechnic State University, San Luis Obispo in 1981 and a Master of Architecture degree from the University of California at Los Angeles in 1985.

Robert Glen Knight is licensed to practice Architecture in the State of California

December 2010

## Melvyn Green and Associates, Inc.

Our firm's Mission Statement defines our core values:

*We believe in the revitalization of the city and the preservation of our historic resources through conservation and reuse of the existing building stock; and through the development of design methods and building regulatory processes that encourage the reuse of the resources while providing a safe building.*

### **Company Profile**

Melvyn Green and Associates ("MGA") is an award-winning structural engineering and historic preservation firm that provides evaluation, design and research services to governmental agencies and private building owners.

Thirty years of experience has sharpened our technical and scientific engineering approach, balancing it with sensitivity toward a project's original architectural design intentions. Our ever-present concern for the maintenance and upgrading of quality standards in our industry has involved us as researchers for both federal and regional agencies.

Melvyn Green has rehabilitated forty adobe and stone structures. Typical work includes the repair to walls and foundations and the seismic strengthening of the structure. In addition Mr. Green has been active in adobe research including the Getty Seismic Adobe Project, the UNDP project in Lima, Peru, the Getty program for Quito, Ecuador and for the UNDP reviewing the working on Byzantine churches in Macedonia.

Mr. Green has been a lecturer at many preservation conferences on the subject of adobe and teaches the structural component at the University of Southern California Historic Preservation Program. He is an Adjunct Professor at Goucher College in their Master of Arts in Historic Preservation Program where he teaches material deterioration and rehabilitation.

Melvyn Green and Associates has received numerous awards for our work. Recent awards include the Governor's Preservation Award for UCLA's Powell Library, 1996, and Royce Hall, UCLA, 1998-1999, and the Award of Excellence in Historic Preservation from the Los Angeles Cultural Heritage Commission, 1995. Other award winning projects include the San Gabriel Mission and Britt Mansion.

### **Project Role**

Provide structural engineering support for the construction of new adobe buildings on the site as well as alterations to buildings as required. New adobe buildings may be constructed using traditional methods with modern design approaches. Traditional adobe buildings are considered unreinforced masonry structures. Such structures have been the cause of deaths and injuries in past California earthquakes. The strengthening of such buildings is mandated by many cities and counties as well as triggered by SB-547 in 1986, which required all jurisdictions to survey and notify owners that they have a potentially hazardous structure.



Adobe buildings are significant resources and require preservation and, of course, strengthening to both preserve them and provide safety for the users, either inside the building or observing it from the exterior.

Melvyn Green and Associates will provide the project team with the structural safety expertise necessary to accomplish this in a sensitive manner that complies with the State Historic Building Code and the Secretary of the Interior's Standards for Historic Properties. In addition Mr. Green, working with the architect, will provide input to the design team on conservation issues and building repair needs.

## Melvyn Green and Associates, Inc.

### **Relevant Project Experience**

#### **Sikes Adobe - San Diego, CA**

Structural evaluation and construction documents for repair and seismic rehabilitation of a one story adobe. Work includes methods to repair foundation settlement, cracks in wall, alternate bond design and bracing of gable ends. Other work includes strengthening roof framing in a sensitive manner. A wood frame building on the site also required a new foundation and structural framing.

#### **Tesoro del Valle, Harry Carey Ranch - Santa Clarita, CA**

This complex of adobe and wood buildings was constructed by the early western film actor, Harry Carey. Work consisted of the historic evaluation of eight buildings including seven adobe and one wood frame building. Three buildings were demolished due to earthquake damage. The buildings are now being rehabilitated as a museum and community center. A wood barn of single wall construction, as well as two adobe buildings, is to be relocated on the site. Work also includes repair and seismic rehabilitation of the historic adobe ranch house.

#### **Leo Carillo Ranch - Carlsbad, CA**

Leo Carillo Ranch is a complex of historic adobe and wood frame structures constructed by the cowboy star. Work includes evaluation and structural rehabilitation design for all buildings on the project. The initial phase was strengthening of the adobe ranch house. Current work includes strengthening of another adobe and wood frame buildings. A bridge over the creek was also evaluated in this phase. Structural Evaluation and Design- Inspect all buildings, develop a repair and seismic strengthening plan and prepare construction documents for the project.

#### **Mission San Jose - Fremont, CA**

Preparation of contract documents for the seismic retrofit of the original convento building at the mission. This is the only remaining original structure at the mission. Work included a complete seismic evaluation, preparation of plans for rehabilitation, and construction period services for the building.

#### **San Gabriel Mission - San Gabriel, CA**

After the 1987 Whittier Earthquake, Melvyn Green and Associates prepared an Historic Structures Report for the Mission Church and the original rectory, both constructed between 1791 and 1805. We then performed three dimensional analyses of the buildings using SAP-90. Work included a complete seismic evaluation, preparation of plans for rehabilitation, and construction period services for the church. All seismic strengthening elements were integrated with the architectural elements of the building to preserve the historic character of the buildings. The other Mission buildings on the site were damaged in the 1994 Northridge Earthquake; these buildings have been repaired and strengthened in a similar manner. Melvyn Green and Associates received an award from the following organizations for the San Gabriel Mission Project: California Preservation Foundation, Los Angeles Conservancy, and the Consulting Engineer's Association of California.

**Mission San Diego**

Design and construction document preparation for the seismic retrofit of the oldest remaining building on the site.

**Reyes Adobe - Agoura Hills, CA**

The Reyes Adobe was constructed in the early 19th century, documented by Historic American

Building Survey in 1936, and renovated almost beyond recognition in the 1940's. Our work was

to return it to the HABS documented condition and to strengthen it for life safety in earthquakes.

Our client was the City of Agoura Hills.

**Dominguez Adobe and Seminary - Compton, CA**

This project includes seismic strengthening, building analysis construction documents and

construction period services. The adobe was built in 1826 by Don Manuel Dominguez; the seminary after the property was given to the Claretian Order in 1926.

**Camp Pendleton Marine Base - San Diego, CA**

Monitoring of historic adobe ranch house for potential damage from construction operations at site. Provided input to project team on measuring building movement and specific structural issues.

**Will Rogers State Park - Pacific Palisades, CA**

Inspect existing historic wood frame ranch house and outbuildings. Identify structural condition issues and rehabilitation needs. Review seismic safety issues with single wall construction. Prepare structural portion of the historic structure report.



1976 - 1980

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**Carnegie Library**, *Oxnard*  
**Olivas Adobe**, *Ventura*  
**Parra Adobe**, *San Juan Capistrano*

1981 - 1985

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**Jensen Ranch**, *Rubidoux, CA*  
**MacDonald Ranch**, *White Sands, NM*  
**Reyes Adobe**, *Agoura Hills*  
**Sepulveda Adobe**, *Yucaipa*  
**Soberanes Adobe**, *Monterey*  
**Steward Indian School**, *Carson City, NV*  
**Yorba Slaughter Adobe**, *Chino*

1986

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**Gandolfo Annex**, *Yuma, AZ*  
**San Bernardino Asistencia**, *Redlands*

1987

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**Stephens Adobe**, *Long Beach*

1988

---

**Bluestone Building**, *Dayton, NV*

1989

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**Leo Carillo Ranch**, *Carlsbad*  
**Keller House**, *Santa Monica Mountains*  
**San Gabriel Mission Complex**, *San Gabriel*

1990

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**Boronda Adobe**, *Salinas*  
**Carson City Mint**, *Carson City, NV*  
**Colton Hall**, *Monterey*  
**Dominguez Adobe**, *Compton*

1991

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**Las Tunas Adobe**, *San Gabriel*

1992

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**First Federal Court**, *Monterey*  
**San Gabriel Mission Church**, *San Gabriel*  
**San Gabriel Mission Museum**, *San Gabriel*

1994

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**Adobe House**, *San Gabriel Mission, San Gabriel*  
**Bottle House**, *Rhyolite, NV*  
**Kitchen**, *San Gabriel Mission, San Gabriel*  
**Lost City Museum**, *Overton, NV*

1995

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**De La Guerra Adobe**, *Simi Valley*  
**Mission San Diego**, *San Diego*  
**Mission San Jose**, *Fremont*

1996

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**Royal Presidio Chapel**, *Monterey*  
**Sepich Adobe**, *Moorpark*

# ADOBE & STONE BUILDINGS

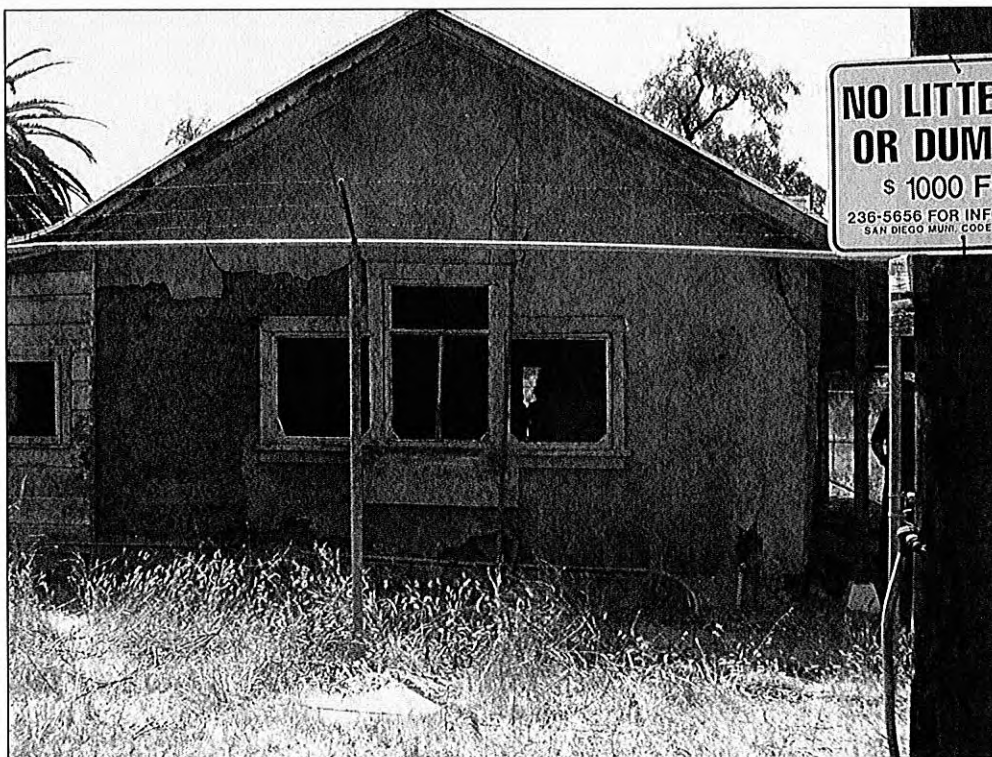
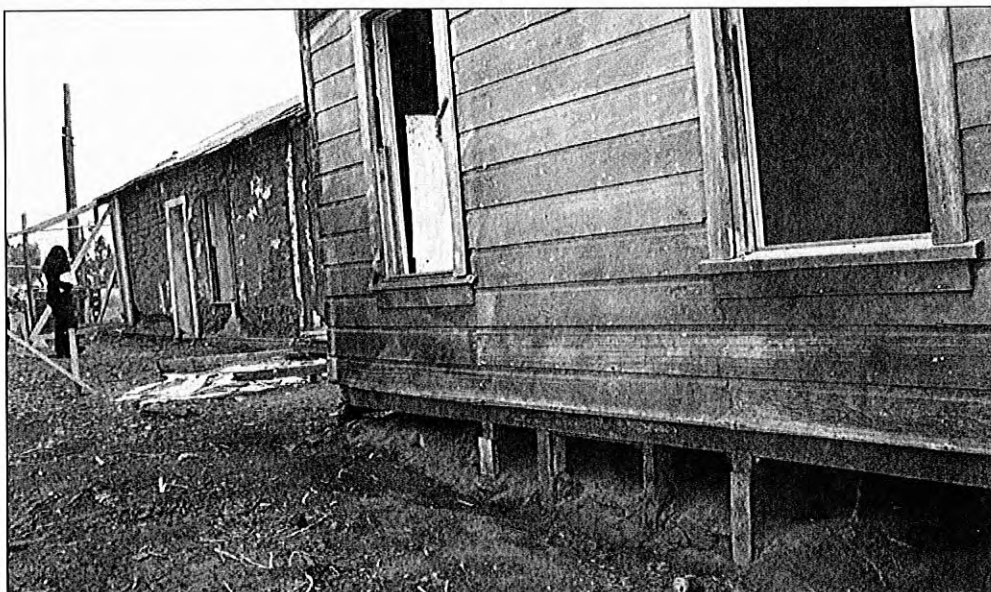


**Melvyn Green & Associates Inc**  
 21311 Hawthorne Boulevard Suite 220  
 Torrance California 90503  
 310. 792. 9252 Tel 310. 792. 8092 Fax

## Melvyn Green and Associates, Inc.

### **Sikes Adobe – San Diego, CA**

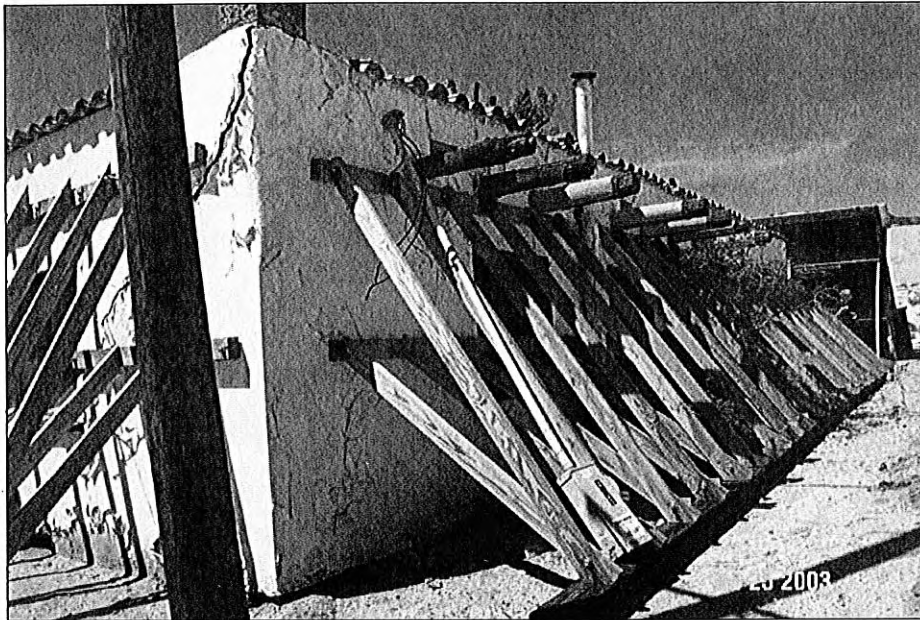
This building was completed in 2003 and was given an award by historic preservation groups in San Diego. These photographs show the building when it was under construction. You can see a deteriorated adobe with wood additions, under restoration.



## Melvyn Green and Associates, Inc.

### **Harry Carey Ranch – Santa Clarita, CA**

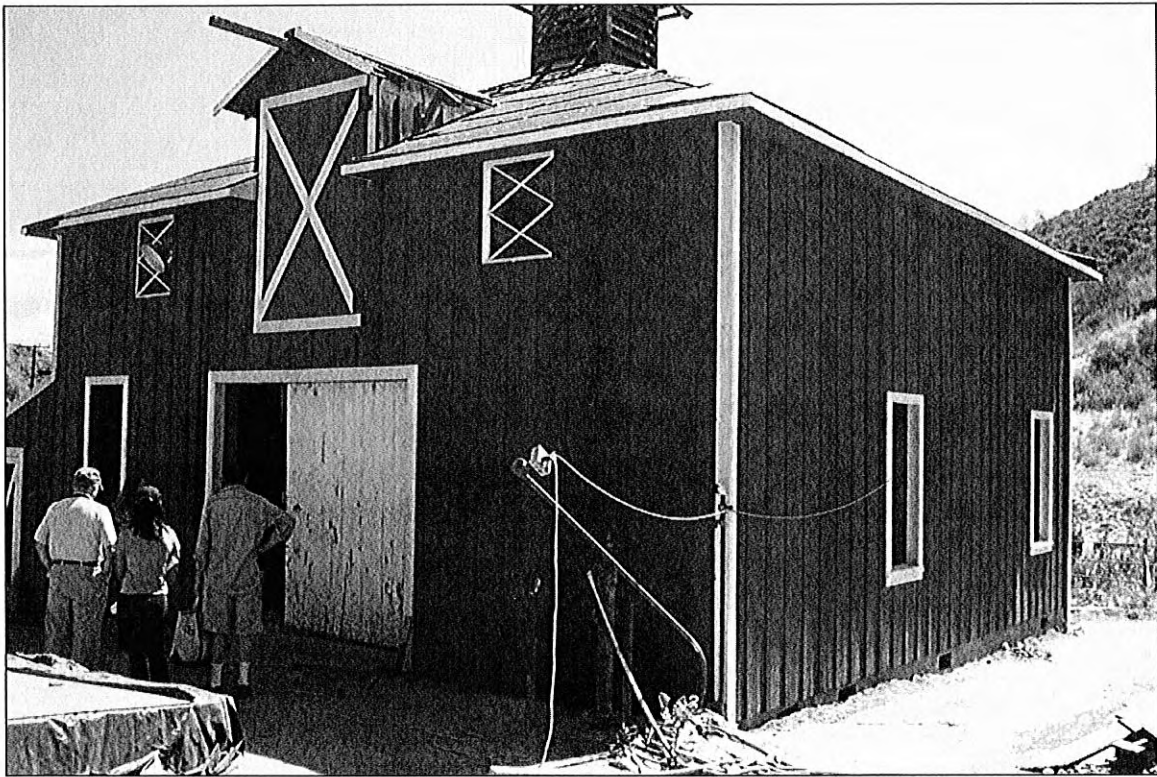
The Harry Carey Ranch is a Los Angeles County Park in Santa Clarita. Recently completed, you see the bunkhouse, damaged in the 1994 earthquake and shored up. These pictures are from 2005.





## Melvyn Green and Associates, Inc.

**Mentryville, wood barn – Santa Clarita, CA**



**Education:**

Name/location	Number of years	Degree
<b>Brunswick High School</b> Lawrenceville, Virginia	5	High School Diploma 1969
<b>Centro di Storia Dell-Architettura "Andrea Palladio"</b> Vicenza, Italia		Certificate 1972
School of Architecture <b>University of Virginia</b> Charlottesville, Virginia	5	Bachelor of Architecture 1974
School of Architecture <b>Yale University</b> New Haven, Connecticut	2	Master of Environmental Design 1980

**Practice:**


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**California Licensed Architect #12867, 1982**

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**Projects (selected):**

- **Los Angeles Memorial Coliseum Earthquake Restoration Project;**  
Los Angeles, 1994
- **Los Angeles Memorial Coliseum NFL Project;**  
Los Angeles, 1999
- **The Rose Bowl NFL Project;**  
Pasadena, California, 2004
- **The American Cinematheque at Grauman's Egyptian Theatre**  
Hollywood, California, 1999
- **Grauman's Chinese Theatre Restoration**  
Hollywood, California, 2002
- **Kidspace Museum,**  
Pasadena, California, 2004
- **Howard Hughes Industrial Historic District,**  
Los Angeles, California, 2002
- **Visitors Center for David Alfaro Siqueiros' Mural "La America Tropical"**  
El Pueblo de Los Angeles Historic Monument, 2002
- **Broad Contemporary Art Museum**  
Los Angeles, California, 2004
- **The Gamble House Conservation Project**  
Pasadena, California, 2004
- **Frank Lloyd Wright's Aline Barnsdall (Hollyhock) House**  
Hollywood, California, 2003
- **Frank Lloyd Wright's Freeman House**  
Hollywood, California, 2004
- **Frank Lloyd Wright's Ennis-Brown House Earthquake repair project,**

**HISTORIC RESOURCES GROUP**

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 HRG@HistoricLA.com - http://www.HistoricLA.com

- **Eero Saarinen's General Motor's Technical Center**  
preservation standards review  
Warren, Michigan, 2003
- **Harley Davidson Museum**  
**Schlitz Park, Schlitz Brewery Building**  
for the Harley Davidson, Inc.  
Milwaukee, Wisconsin, 2003
- **Harada House Stabilization & Historic Structure Report**  
for the Riverside Metropolitan Museum  
Riverside California, 2007
- **Shangri-La Historic Structure Report**  
for the Doris Duke Foundation for Islamic Art  
Honolulu, Hawaii, 2007-2008

**Positions held:**

- **Director of Architecture**  
**John Ash Group Architects, Los Angeles, 1987-1995**  
*Given the opportunity as project architect on two local landmarks, the Eastern Columbia Building and the Helms Bakery Building, established the reputation of the firm as one of the leading historic preservation architects in Southern California. This lead directly to such commissions as the seismic rehabilitation of seven buildings in the founders' district of El Pueblo, Los Angeles, adaptive re-use of the Alex Theatre in Glendale, California, and the Los Angeles Memorial Coliseum Restoration Project.*
- **Principal and Director of Architecture**  
**Historic Resources Group, LLC, Hollywood, California,**  
1995-present  
*Recruited by the leading historic preservation consulting firm in the west, became an ownership partner within two years. Expanded the firm's capability in construction technology, alternative building code standards, architectural conservation, and developed an integrated collaborative design approach that has helped to double size of the firm as the sought-after consultant for significant and high-profile historic preservation, conservation, and adaptive re-use projects.*
- **Lecturer**  
**School of Architecture, University of Southern California,**  
Los Angeles, California  
1998-present  
*Wrote the first syllabus and taught the first course in building conservation for the university. One of three faculty members who inaugurated the new courses offered in the recently established Certificate in Historic Preservation Program, and Master Degree in Historic Preservation Program.*
- **President (volunteer community service)**  
**California Preservation Foundation & Californians for Preservation Action**  
San Francisco, California  
Trustee, 1998-2004; President, 2002-2004
- **Chair (volunteer community service)**  
**Pasadena Heritage**  
Pasadena, California  
Member of Board of Directors, 1994-2000; Chairman of the Board, 1998-2000

**Academic involvement:**

- **Faculty**  
**School of Architecture, University of Southern California,**  
Los Angeles, California

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Substitute lecturer;  
Studio juror  
Summer Program in Historic Preservation,  
1994-present

*Perennial faculty member in the intensive two-week summer educational program for graduate, post-graduate, and post-professional students with a general or vocational interest in historic preservation. Hall teaches the subject of construction documents and construction supervision; he has also substituted for faculty and sat on studio juries for historic preservation related juries.*

*Refer to "Positions Held" above for description of employment as Lecturer.*

**Significant awards, honors, and recognition (selected):**

***American Institute of Architects:***

- ***AIA School Award, University of Virginia School of Architecture***  
*1974, National*
- ***Los Angeles Chapter Recognition***  
*Angels Flight Funicular Railway Restoration*  
*1996, Local*
- ***California Council Design Award***  
*The American Cinematheque at the Egyptian Theatre*  
*1999*

***National Trust for Historic Preservation:***

- ***National Honor Award***  
*Los Angeles Memorial Coliseum Restoration Project*  
*1995*
- ***National Honor Award***  
*American Cinematheque at the Egyptian Theatre, Hollywood, California*  
*2000*
- ***National Trust/ HUD Secretary's Award for Excellence in Historic Preservation***  
*Ziegler Estate/La Casita Verde, Highland Park, California*  
*2003*

***California Preservation Foundation:***

- ***Preservation Design Award***  
*Cabrillo Beach Bath House*  
*San Pedro, California*  
*2003*
- ***Preservation Design Award***  
*Point Fermin Lighthouse Restoration*  
*San Pedro, California*  
*2004*
- ***Preservation Design Award***  
*The Gamble House Conservation Project*  
*Pasadena, California*  
*2005*
- ***Preservation Design Award***  
*Van Nuys Municipal Building ("Van Nuys City Hall") Rehabilitation*  
*Van Nuys, City of Los Angeles,*  
*2006*

***Los Angeles Conservancy:***

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HRG@HistoricLA.com - <http://www.HistoricLA.com>

- **Preservation Award**  
Cabrillo Beach Bath House  
San Pedro, California  
2003
- **Preservation Award**  
Grauman's Chinese Theatre Restoration  
Hollywood, California  
2003
- **Preservation Award**  
Point Fermin Lighthouse Restoration  
San Pedro, California  
2004
- **Preservation Award**  
The Gamble House Conservation Project  
Pasadena, California  
2005
- **Preservation Award**  
Van Nuys Municipal Building ("Van Nuys City Hall") Rehabilitation  
Van Nuys, City of Los Angeles,  
2006

*Cultural Heritage Commission, City of Los Angeles*

- **Historic Preservation Design Excellence Award**  
Angels Flight Funicular Railway  
Los Angeles  
1997
- **Historic Preservation Award of Excellence**  
American Cinematheque at the Egyptian Theatre  
Hollywood, California  
2000

**Yale University:**

- **Parsons Medal in City Planning**  
1980

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## ADMINISTRATION DEPARTMENT

### MEMORANDUM

**TO:** Mayor Antonio Lopez and Councilmembers

**FROM:** Fred Ramirez, Interim City Administrator

**DATE:** December 17, 2012

**SUBJECT:** Appointment of Interim City Administrator as *Deputy Finance Director* for Check Signature Purposes

---

#### **RECOMMENDATION:**

It is recommended that the City Council designate the Interim City Administrator as the *Deputy Finance Director* for signature of warrants issued to vendors and employees, effective December 17, 2012.

#### **BACKGROUND:**

1. On April 19, 2010, the City Council designated the Finance Manager as *Deputy Finance Director* for the purpose of replacing the departing Finance Director's signature on all warrants issued to vendors and employees.
2. On April 12, 2010, the new Finance Manager was hired and therefore became the individual that signed all City-issued checks in lieu of the Finance Director.
3. On July 31, 2010, the Finance Manager was appointed to the Interim City Administrator position.
4. On March 21, 2011, the Finance Manager was appointed to the City Administrator position.
5. On December 6, 2012, City Planner Fred Ramirez was appointed to the Interim City Administrator position.

#### **ANALYSIS:**

Section 2-712 of the City Code regarding signing of warrants states that the Finance Director, or the *Director's Deputy*, present the claims or demands against the City to the City Council. City checks



Appointment of Interim City Administrator as *Deputy Finance Director* for Check Signature Purposes

Page 2

include the following three signature descriptions: Mayor; Treasurer or Deputy; and Finance Director.

The City Code is written to allow a Deputy Director to present claims and this position has been replaced with a Finance Manager; however, this position is currently vacant. Since the City Code is written to allow a Deputy Director to present claims, it is necessary to designate the Interim City Administrator as Deputy Finance Director until a Finance Director or Finance Manager is appointed.

**CONCLUSION:**

It is recommended that the City Council designate the Interim City Administrator as *Deputy Finance Director*, as permitted by the City Code, due to the current vacancies in the Finance Director and Finance Manager positions.

**BUDGET IMPACT:**

None.



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## CITY CLERK'S OFFICE

### MEMORANDUM

**TO:** Mayor Antonio Lopez and Councilmembers

**FROM:** Fred Ramirez, Interim City Administrator  
By: Elena G. Chávez, City Clerk

**DATE:** December 17, 2012

**SUBJECT:** Resolution Canceling the March 5, 2013, General Municipal Election and Providing for the Appointments to the Offices of the City that Were to be Elected on March 5, 2013

---

#### **RECOMMENDATION:**

It is recommended that the City Council adopt a Resolution (Attachment "A") canceling the March 5, 2013, General Municipal Election and providing for the appointment to the offices of the City that were to be elected on March 5, 2013.

#### **BACKGROUND:**

1. On October 1, 2012, the City Council adopted three Resolutions (i.e., Calling Election, Requesting County Services, and Consolidating with the City of Los Angeles) in preparation for the upcoming election.
2. On October 15, 2012, the City Council approved a professional services agreement with Martin & Chapman Co. for election services and supplies relating to the General Municipal Election on March 5, 2013.
3. November 13, 2012 through December 7, 2012, was the filing period for nomination papers and candidate statements. At the close of the filing period, the City Clerk notified the City Council that there were not more candidates than offices to be elected and the courses of action available to the City Council (Attachment "B").
4. On December 11, 2012, in accordance with Section 10229 of the Elections Code of the State of California, a notice of these facts was published in the *Los Angeles Daily News*.



Resolution Canceling the General Municipal Election and Providing for the Appointments to the Offices of the City that Were to be Elected on March 5, 2013

Page 2

**ANALYSIS:**

At the close of the filing period on Friday, December 7, 2012, the following incumbent candidates were nominated and no other nomination papers were filed:

<b>Name</b>	<b>Office</b>
Robert C. Gonzales	Member of the City Council
Joel Fajardo	Member of the City Council
Margarita Solis	City Treasurer

Section 10229 of the Elections Code of the State of California, provides that if, at the close of the nomination period, there are not more candidates than offices to be elected, the City Council may take one of the following courses of action:

1. Appoint to the office the person who has been nominated.
2. Appoint to the office any eligible voter if no one has been nominated.
3. Hold the election if either no one or only one person has been nominated.

The persons appointed shall qualify and take office and serve exactly as if elected at a municipal election for the office (i.e., four years).

If by the 75<sup>th</sup> day before the election (i.e., December 20, 2012) no person has been appointed to the offices pursuant to (1) or (2) above, the election shall be held.

**BUDGET IMPACT:**

By canceling the election, the cost savings to the City would be approximately \$35,000 (General Fund).

**ATTACHMENTS:**

- A. Resolution
- B. City Clerk's Certification That There Are Not More Candidates Than Offices To Be Elected

## ATTACHMENT "A"

## RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
SAN FERNANDO, CALIFORNIA, CANCELING THE MARCH 5,  
2013 GENERAL MUNICIPAL ELECTION AND PROVIDING FOR  
THE APPOINTMENT TO THE OFFICES OF THIS CITY THAT  
WERE TO BE ELECTED ON TUESDAY, MARCH 5, 2013**

**WHEREAS**, pursuant to Section 10229 of the Elections Code of the State of California, as of the close of the nomination period on December 7, 2012, there are not more candidates than offices to be elected and that Section 10229 of the Elections Code allows one of the following courses of action to be taken by the City Council:

1. Appoint to the office the person who has been nominated.
2. Appoint to the office any eligible voter if no one has been nominated.
3. Hold the election if either no one or only one person has been nominated.

**WHEREAS**, as required by Section 10229 of the Elections Code, a notice of these facts was published on December 11, 2012, in the *Los Angeles Daily News*, a newspaper of general circulation.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, DOES HEREBY RESOLVE, FIND, DETERMINE, AND ORDER AS FOLLOWS:**

**SECTION 1.** That pursuant to Section 10229 of the Elections Code, the following action is being taken:

The following persons are hereby appointed to the offices to which they were nominated and are considered to be the same as being elected, pursuant to Section 10229(a)(3) of the Elections Code:

NAME	OFFICE	TERM
Robert C. Gonzales	Member of the City Council	Full term (4 years)
Joel Fajardo	Member of the City Council	Full term (4 years)
Margarita Solis	City Treasurer	Full Term (4 years)

**SECTION 2.** The election scheduled to be held on Tuesday, March 5, 2013, is now canceled.

**SECTION 3.** The persons appointed, if any, shall qualify and take office and serve exactly as if elected at a municipal election for the office for terms commencing on the regular Council meeting following the March 5, 2013, election.

**SECTION 4.** That the City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

**PASSED, APPROVED AND ADOPTED** this 17<sup>th</sup> day of December, 2012.

---

Antonio Lopez, Mayor

**ATTEST:**

---

Elena G. Chávez, City Clerk

**STATE OF CALIFORNIA            )**  
**COUNTY OF LOS ANGELES       ) ss**  
**CITY OF SAN FERNANDO         )**

**I HEREBY CERTIFY** that the foregoing Resolution was duly adopted by the City Council at a regular meeting held on the 17<sup>th</sup> day of December 2012, by the following vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

---

Elena G. Chávez, City Clerk

## ATTACHMENT "B"



**CITY CLERK'S CERTIFICATION  
THAT THERE ARE NOT MORE CANDIDATES  
THAN OFFICES TO BE ELECTED**

I, Elena G. Chávez, City Clerk of the City of San Fernando, do hereby certify that pursuant to § 10229 Elections Code of the State of California, to the following facts relating to the General Municipal Election to be held on Tuesday, March 5, 2013:

As of the close of the nomination period on Friday, December 7, 2012, there are not more candidates than offices to be elected.

The person(s) so nominated are:

Name	Office
Robert C. Gonzales	Member of the City Council
Joel Fajardo	Member of the City Council
Margarita Solis	City Treasurer

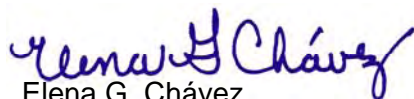
That § 10229 of the Elections Code allows one of the following courses of action to be taken by the City Council:

1. Appoint to the office the person who has been nominated.
2. Appoint to the office any eligible voter if no one has been nominated.
3. Hold the election if either no one or only one person has been nominated.

A notice of these facts will be published on December 11, 2012, in a newspaper of general circulation in the city pursuant to § 6061 of the Government Code. After the fifth day following the date of publication, the City Council will meet to either make the appointment(s) or direct an election to be held. The person(s) appointed, if any, shall qualify and take office and serve exactly as if elected at a municipal election for the office.

If, by the 75th day before the municipal election, no person has been appointed to the office(s) pursuant to (1) or (2) above, the election shall be held.

If the City Council makes an appointment pursuant to § 10229 Elections Code, the City Clerk shall not accept for filing any statement of write-in candidacy which is submitted after the appointment is made.

  
Elena G. Chávez  
City Clerk



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## ADMINISTRATION DEPARTMENT

### MEMORANDUM

**TO:** Mayor Antonio Lopez and Councilmembers

**FROM:** Fred Ramirez, Interim City Administrator

**DATE:** December 17, 2012

**SUBJECT:** Request for Financial Assistance for the Harding Street Affordable Housing Project

---

#### **RECOMMENDATION:**

It is recommended that the City Council:

- a. Consider a request (Attachment “A”) from Aszkenazy Development, Inc. (ADI) for local support in the form of a City financial commitment of \$250,000 to facilitate an application for Los Angeles County HOME Funds in order to develop a 29-unit apartment building (the Project); and,
- b. Subsequent to discussion and public input, direct staff to undertake one of the two following options:
  - i. Adopt a Resolution (Attachment “B”) authorizing the City’s financial commitment of \$250,000 in local support and authorize the Interim City Administrator to prepare the associated Letter of Support for the Project; or
  - ii. Deny the request for financial support for the Project.

#### **BACKGROUND:**

1. On March 14, 2012, the Planning and Preservation Commission approved Planning and Preservation Commission Resolution 2012-03, recommending City Council adoption of the Initial Study and Mitigated Negative Declaration and approval of General Plan Map Amendment 2012-01, Zone Change 2012-01, and Site Plan Review 2012-01 and recommending adoption of the Initial Study and Mitigated Negative Declaration.
2. On March 19, 2012, the City Council adopted a Mitigated Negative Declaration and Mitigation Monitoring Program and approved General Plan Amendment 2012-01, Zone Change 2012-01, and Site Plan Review 2012-01 to amend the General Plan Land Use and



## Request for Financial Assistance for the Harding Street Affordable Housing Project

Page 2

Zoning Maps for the Properties Located at 1501 and 1529 First Street and 112 Harding Avenue from the Industrial (IND) Land Use and M-1 (Limited Industrial) Zoning Designations to the High Density Residential (HDR) Land Use and R-3 (Multiple Family) Zoning Designations to Allow for the Development of the Fermore Street/Harding Avenue Apartment. (See Attachment “C” for a detailed description of the project components and the entitlement process.)

3. On November 20, 2012, the Los Angeles County issued a Notice of Funding Availability (NOFA) that made Los Angeles County HOME funds to facilitate the development of affordable housing units throughout Los Angeles County, which includes the City of San Fernando. The County-issued NOFA would provide HOME Funds that would provide partial funding necessary to finance the construction of 29 apartment units that would be available to extremely low income and very low income households. The apartment units would include 20 one-bedroom units and 9 three-bedroom units. The 29 apartment units are part of larger 113 unit project previously approved by the City Council on March 19, 2012.

The NOFA program guidelines note that any application for HOME Funds must include a minimum commitment for a local jurisdiction of \$250,000. The commitment can be a financial or in-kind contribution that may include, but is not limited to infrastructure upgrades, street improvements, fee waivers, et cetera. Proof of local support from City would be in the form of City Council Resolution (Attachment “B”) as well as the preparation of a City Letter of Support signed by the Interim City Administrator or chief planning official. The application for Los Angeles County HOME Funds is due to the County by Thursday, December 20, 2012.

4. On December 11, 2012, the City received a letter from ADI (Attachment “A”) requesting that “the City of San Fernando consider the commitment of \$250,000 to facilitate the application for Los Angeles County HOME Funds in order to develop a 29-unit apartment building [the Harding Street Affordable Housing Project].” Per ADI, the total cost to develop the entire 113 units of which the 29-unit apartment building are part of, is \$8,000,000.
5. On December 12, 2012, the Mayor, Mayor Pro Tem, and the Interim City Administrator met with representatives from ADI to discuss scope of the Project and the request for local financial support to proceed with an application for County Home Funds.

**ANALYSIS:**

**The Funding Request.** ADI’s proposal is to request City financial support in the form of \$250,000. The \$250,000 could be made up in the form of monies and/or in-kind contributions that may include, but are not limited to capital improvement work with a direct benefit to the project (e.g., sidewalk and street improvements, water and sewer infrastructure work, etc.) as well as fee waivers for required City construction permits. As previously noted, the \$250,000 to be committed by the City would provide approximately 3% of the total project cost estimated at \$8,000,000. In addition, the \$250,000 commitment in the form of a City Council adopted

Request for Financial Assistance for the Harding Street Affordable Housing Project  
Page 3

Resolution and local letter of support are prerequisites for ADI to submit a complete application for HOME Funds during the current round of funding for Fiscal Year 2012-2013 by the December 20, 2012 due date. It is anticipated that the remaining \$7,750,000 in funds needed to finance the project will come from County Bonds and State Tax Credit monies.

As noted above, the proposed project's individual sites have been reviewed and approved by the City's Planning and Preservation Commission and the City Council for a range of discretionary permits.

**Possible Funding Sources.** The proposed project is requesting a financial commitment of \$250,000. Based on the Project's current stage of funding availability (e.g., still pending request for County Bonds and State Tax Credits), and the possible start time (e.g., July 2013) and duration of construction (18-22 months), it is staff's assessment that the City may be able to make up the \$250,000 commitment in the form of permit waivers, partial funding for street, sidewalk, sewer, and water upgrades over the next two Fiscal Years (FY). The following Table 1 notes the possible City funding commitment by fund and activity over FY 2013-14 and FY 2014-15:

<b>Table 1: Possible City Funding Sources for Harding Street Affordable Housing Project</b>				
<b>Fund No.</b>	<b>Fund Description</b>	<b>Description of Assistance</b>	<b>FY 2013-14</b>	<b>FY 2014-15</b>
1	General Fund	Waiver of Building Permit Fees	\$ 17,000.00	
11	State Gas Tax Fund	Partial Fund for Street Work	\$ 25,000.00	
50	Pavement Fund	Partial Fund for Street Work	\$ 75,000.00	\$ 100,000.00
70	Water Fund	Waiver of Water Meter Permit Fees	\$ 8,000.00	
72	Sewer Fund	Partial Funding for Sewer Upgrades	\$ 25,000.00	
Totals Per Year			\$ 150,000.00	\$ 100,000.00
Grand Total			\$	250,000.00

**Project Affordability.** The Developer proposes to build 113 rental dwelling units on two non-contiguous sites that would be affordable at the following household income levels:

- ✓ 29 rental units affordable to extremely low and very low income households at 30% and 50% of the Area Median Income (AMI); This project site includes 20 one-bedroom units and 9 three-bedroom units.
- ✓ 84 rental units on a second site would be made affordable to moderate income households at 81% to 120% of (AMI); This project site includes 58 one-bedroom units and 26 three-bedroom units.

**General Plan and Redevelopment Plan Consistency.** The Planning and Preservation Commission has determined that the proposed high density, affordable residential projects will also help promote the City's affordable housing development goals and objectives by expanding

## Request for Financial Assistance for the Harding Street Affordable Housing Project

Page 4

the range of housing types to meet the affordable housing needs of the community. In addition, the projects will facilitate infill residential development that meet the City's overall redevelopment strategies for the surrounding neighborhoods, promote land consolidation, and provide new affordable dwelling units that help the City fulfill regional housing needs (City of San Fernando General Plan 2008-2014 Housing Element Goal 2.0 and Policies 2.1-2.5, Pg. V-11).

The proposed development is also consistent with the City's long range housing, land use planning, and redevelopment goals of providing for infill housing where appropriate, improving infrastructure deficiencies where they exist adjacent to the subject housing sites, and using the proposed housing projects as "catalyst development" projects that promote the elimination of blight within the surrounding residential neighborhoods.

**Project Financing.** The Developer will provide financing for the construction of all of the proposed housing units through various financial and governmental instruments. The City's financial commitment and in-kind contribution (\$250,000) in the form partial funding for infrastructure upgrades to streets, sewers, and water systems as well as the waiver of certain building and water permit fees will be used in combination with other funding sources including Los Angeles County Home and Bond funds as well as State Tax Credits that will be sought to provide the additional \$7,750,000 in funding to complete the Project (see Attachment "A").

**Economic Advantages of Project.** Development of the proposed project will entail the expenditure of approximately \$8,000,000 in construction costs, which will have significant positive spin-off effects in the local economy (see Attachment "A"). Moreover the investment in new development on these sites will replace existing blight-prone conditions with 113 well designed new housing. It is also anticipated that this investment will also have a positive influence on land values in the vicinity of the project sites.

**Environmental Review.** These projects have been reviewed for compliance with the California Environmental Quality Act (CEQA). In accordance with the provisions of the CEQA Guidelines, the Planning and Preservation Commission and the City Council has reviewed each site individually and determined that the Project with mitigation measures incorporated will not have a significant adverse impact on the environment. Based on the prior environmental determination by the City, no further City action is required to comply with CEQA.

**Need for City Action.** City Council and Agency action at this time is necessary in order to assist the developer in applying for funding through the Los Angeles Community Development Commission's HOME funds. The County HOME fund application for the current round of funding is due December 20, 2012. Materials for must be submitted within the next few days or defer to future funding rounds. Approving the City's \$250,000 commitment to the Project over years FY 2013-14 and FY 2014-15 would assist the Developer in their efforts in securing alternative funding sources for the project.

## Request for Financial Assistance for the Harding Street Affordable Housing Project

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**CONCLUSION:**

It is staff's assessment that City's proposed action regarding the funding gap request by ADI will facilitate the development of the Project that includes affordable housing units in a range of housing sizes consistent with the City's general plan housing element goals, which seek to facilitate a range of housing types for all economic segments of the community. In addition, approval of the funding request by the City will play a significant role in the development of affordable housing within the community and effectively remove blighting conditions from Project sites as well as support the revitalization of these underutilized parcels.

**BUDGET IMPACT:**

In order to finance the construction of new housing for extremely low, very low and moderate income households, a combination of public financing sources must be used. Included as part of the projects financing, the City would be committing \$250,000 in funds and permit waivers during FY 2013-14 and FY 2014-15.

**ATTACHMENTS:**

- A. Aszkenazy Development, Inc. Letter (dated December 11, 2012)
- B. Resolution
- C. March 19, 2012 Staff Report to the City Council



## ATTACHMENT "A"



**ASZKENAZY**  
DEVELOPMENT, INC

December 11, 2012

City Council  
City of San Fernando  
117 N. Macneil Street  
San Fernando, CA 91340

RE: Harding Street Affordable Housing Project-Funding Request

Dear Mayor and Councilmembers,

We are respectfully requesting the City of San Fernando consider the commitment of \$250,000 to facilitate the application for Los Angeles County HOME Funds in order to develop a 29-unit apartment building.


On March 19, 2012, Aszkenazy Development received approval for an entitlement of 113 apartment units on First Street and Harding. Due to the scarce financing available, ADI requested and was subsequently approved for an extension on the entitlement in order to identify potential funding sources to facilitate the proposed development.

On November 20, 2012 the Los Angeles County issued a Notice of Funding Availability (NOFA) that made HOME funds available to facilitate the development of affordable housing units throughout the County, which includes the City of San Fernando. The County-issued NOFA would provide the HOME funds necessary to finance the construction of 29 of the 113 apartment units as dedicated units for extremely low and very low income households. The proposed units are 20 one-bedroom units and 9 three-bedroom units. The NOFA program guidelines note that any request for funding must include a commitment from the local jurisdiction of at least \$250,000. The commitment can be financial or in-kind contribution, which may include but is not limited to infrastructure upgrades, fee waivers, etcetera. Proof of City support in the form of a resolution is a requirement to apply for the funds. Total costs to develop the 113 apartment units is estimated at approximately \$8,000,000. The total funds available from the County of Los Angeles is approximately \$2.7 million. The remainder of funds to finance the proposed affordable housing project come from County Bonds and State Tax Credits.

Construction of the development would support families of extremely and very -low income, which is consistent with the city's housing element goal of providing housing for all economic segments of the community. The County of Los Angeles' NOFA for HOME Funds requires submittal of applications and the associated Resolution and letter of support by December 20, 2012.

Please let me know if there is any additional information you may need. I am available to meet or speak at your convenience. I can be reached at 818-270-9087.

Sincerely,



Adriana Gomez  
Project Manager

Attachment:

1. Excerpt from County NOFA (Round 18) and Program Guidelines



## **Community Development Commission of the County of Los Angeles**

# **NOTICE OF FUNDING AVAILABILITY & PROGRAM GUIDELINES for Affordable Multifamily Rental Housing**

**Round 18  
Fiscal Year 2012 - 2013  
(HDP 12-001)**



## 1 Program Overview

### 1.1 Introduction

The Community Development Commission of the County of Los Angeles ("CDC") is pleased to announce the availability of funding for Affordable Multifamily Rental Housing projects for the July 1, 2012 to June 30, 2013 fiscal year. This Notice of Funding Availability (NOFA) makes available approximately \$8.8 million in General funds; approximately \$524, 446 in Homeless Bonus funds; and approximately \$1.6 million in HOME funds.

These funds are intended to cover capital expenditures associated with creating affordable rental housing for both Special Needs and Non-Special Needs populations.

### 1.2 NOFA Timeline\*

November 20, 2012 - Release of NOFA 18

November 28, 2012 - Final day to submit written questions, deadline 5:00 p.m.

December 4, 2012 - MANDATORY Proposers Conferences and Q&A period ends

December 20, 2012 - Accept Applications from 9 AM to 12:00 PM

January 2013 - Threshold & Technical Reviews

January 2013 - Notification of Application Scores

February 2013 - Recommendations to the Board of Supervisors for Funding Allocations

\*All dates are estimates and are subject to change.

## 2 Program Description

### 2.1 Funding Available

CDC will maintain separate funding pools for the different types of eligible housing developments based on geographic location.

Applicants may request funds from any one of the funding pools if it meets the geographic and target population requirements.

CDC reserves the right to modify the distribution of any unallocated funds in the funding pools.

#### 2.1.1 EIGHT MILLION EIGHT HUNDRED THOUSAND (\$8,800,000) in General funds

Funds are available for New Construction or Acquisition with Substantial Rehabilitation projects only.



- **For-Profit:** Each for-profit organization that is part of the proposed development entity must submit organizational documents to support the entity's status, including articles of incorporation, by-laws, and fictitious business name statement.
- **Certificate of Good Standing:** Must be no older than six months from the date of the application.

Further, all applicants and their partners, principals, and affiliates must disclose any bankruptcy, default, or foreclosure of any kind and any event that could result in a bankruptcy, default, or foreclosure of any kind (See Worksheet E.5 of Appendix 1). Failure to disclose an actual or potential bankruptcy, default or foreclosure of any kind will result in the rejection of an application. Furthermore, CDC's funding commitment may be withdrawn if a bankruptcy, default, or foreclosure of any kind is discovered after the commitment is made. Any violation of the terms, conditions, and/or covenants of any contractor agreement, whether or not a Notice of Default has been recorded, is deemed a default.

## 6.2 Local Support

Applications must include a letter in support of the project and signed by a non-elected representative (such as the City Manager or Director of Housing) of the local jurisdiction where the project is located.

Projects in unincorporated areas of the County must include evidence of compliance with the Consolidated Plan (see instructions in Worksheet A.8 of Appendix 1).

Additionally, all projects (including those located in a Participating City and applying for HOME funds) must demonstrate a minimum commitment of \$250,000 from the local jurisdiction, in the form of a committed financial or in-kind contribution (i.e., loan, grant, land value, fee waivers, etc.). Projects located in unincorporated areas of the County may meet this requirement by applying for HOME funds through this NOFA.

## 6.3 Article 34, California Constitution

Applications must demonstrate that local authority under Article 34 of the California Constitution has been approved in the project's jurisdiction. If the project is in an incorporated city, the applicant needs to request an Article 34 letter from the city. Consult the City Attorney or Planning Department of the local jurisdiction for further information.

If the city does not have Article 34 authorization, provide a letter from the city attorney stating Article 34 does not apply and indicate why.

If the project is in an unincorporated area, the applicant must submit a written request to [carmen.hernandez@lacdc.org](mailto:carmen.hernandez@lacdc.org) asking for Article 34 Authority.



**ATTACHMENT “B”****RESOLUTION NO. \_\_\_\_\_****RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO COMMITTING \$250,000 OF FINANCIAL OR IN-KIND SUPPORT IN CONNECTION WITH ASZKENAZY DEVELOPMENT, INC.’S HOME FUNDS APPLICATION FOR THE CREATION OF 29 AFFORDABLE HOUSING UNITS LOCATED AT HARDING STREET AND FIRST STREET, AND AUTHORIZING THE CITY ADMINISTRATOR TO ISSUE A LETTER OF SUPPORT OF SUCH DEVELOPMENT**

**WHEREAS**, Aszkenazy Development, Inc. (the “Developer”) received final land use entitlements from the City Council on March 19, 2012 pursuant to City Council Resolution No. 7471 and Ordinance No. 1612 (the “Entitlements”) which permit the Developer to construct up to 113 apartment rental units on property located in the City of San Fernando on First Street and Harding Street (the “Subject Property”); and

**WHEREAS**, on November 20, 2012, the Community Development Commission of the County of Los Angeles (the “CDC”) announced the availability of funding for affordable multifamily rental housing projects for the July 1, 2012 to June 30, 2013 fiscal year (the “Notice of Funding Availability”). The Notice of Funding Availability makes available funds intended to cover capital expenditures associated with creating affordable rental housing for both special needs and non-special needs populations; and

**WHEREAS**, the CDC’s Notice of Funding Availability makes available approximately \$8.8 million in General funds, approximately \$524,446 in Homeless Bonus funds, and approximately \$1.6 million in HOME funds; and

**WHEREAS**, applicants for CDC funds must meet the geographic and target population requirements; and

**WHEREAS**, applications for CDC funds must also include a letter in support of the project and signed by a non-elected representative of the local jurisdiction where the project is located; and

**WHEREAS**, applications for CDC funds, including projects located in participating cities and applying for HOME funds, must demonstrate a minimum commitment of \$250,000 from the local jurisdiction, in the form a committed financial or in-kind contribution (e.g. loan, grant, land value, fee waivers, etc.); and

**WHEREAS**, the Developer is in the process of applying for HOME funds to assist in the develop a 113-unit apartment building on the Subject Property, of which, 29 units will be dedicated for extremely low, very low and low income households (the “Project”); and

**WHEREAS**, the Developer has requested that (1) the City make a minimum commitment of \$250,000 in the form of a financial or in-kind contribution in support of its application to the CDC for the Project, and (2) the City provide a letter of support for the Project (the “City Commitments”); and

**WHEREAS**, the Southern California Association of Governments has determined the projected housing need for the City’s 2008-2014 Housing Element cycle for new construction is 251 units, with 40% of those units allocated to the extremely low, very low and low income categories; and

**WHEREAS**, the City’s 2008-2014 Housing Element identifies severe overcrowding and overpayment as key existing housing concerns; and

**WHEREAS**, implementation of the Project with the City Commitments would help to alleviate the existing housing concerns identified in the City’s 2008-2014 Housing Element, and the City Commitment would assist the City in meeting the City’s projected housing need for new construction of housing units for extremely low, very low and low income households.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN FERNANDO DO HEREBY RESOLVE, FIND, DETERMINE, AND ORDER AS FOLLOWS:**

**Section 1.** The foregoing Recitals are true and correct and are incorporated herein by this reference.

**Section 2.** The City Council approves the City Commitments provided to assist the Developer in its application to the CDC for HOME funds to support the development of the Project. The City shall satisfy its commitment of \$250,000 in the form of financial or other in-kind contributions, including but not limited to, grants, land value, development or application fee waivers.

**Section 3.** The Interim City Administrator is authorized to execute and deliver the necessary documentation to evidence the City Commitments.

**Section 4.** The Interim City Administrator is authorized to execute and deliver such other instruments, documents or agreements, and to take such other actions as are necessary to carry out the intent of this Resolution.

**PASSED, APPROVED AND ADOPTED** this 17<sup>th</sup> day of December, 2012.

---

Antonio Lopez, Mayor

**ATTEST:**

---

Elena G. Chávez, City Clerk

**STATE OF CALIFORNIA** )  
**COUNTY OF LOS ANGELES** ) ss  
**CITY OF SAN FERNANDO** )

**I HEREBY CERTIFY** that the foregoing Resolution was duly adopted by the City Council at a regular meeting held on the 17<sup>th</sup> day of December 2012, by the following vote to wit:

AYES:

NOES:

ABSENT:

---

Elena G. Chávez, City Clerk

## ATTACHMENT "C"

## COMMUNITY DEVELOPMENT DEPARTMENT

MEMORANDUM

**TO:** Mayor Mario Hernandez, and Councilmembers

**FROM:** Al Hernández, City Administrator  
By: Fred Ramirez, City Planner

**DATE:** March 19, 2012

**SUBJECT:** Adoption of Initial Study and Mitigated Negative Declaration and Approval of General Plan Map Amendment, Zone Map Amendment, and Site Plan Review 2012-01 for the Fermoore St./Harding Ave. Apartment Project

---

**RECOMMENDATION:**

It is recommended that the City Council:

- a. Conduct a Public Hearing;
- b. Pending public testimony, adopt a Resolution (Attachment "A") adopting the Mitigated Negative Declaration and Mitigation Monitoring Program, and approving a General Plan Map Amendment and Site Plan Review 2012-01; and
- c. Introduce for first reading, in title only, and waive further reading of "An Ordinance of the City Council of the City of San Fernando Adopting Zone Change 2012-01, Amending the Zoning Map of the City of San Fernando to Rezone 1501 and 1529 First Street and 112 Harding Avenue from the M-1 (Limited Industrial) Zone to the R-3 (Multiple Family) Zone." (Attachment "B").

**BACKGROUND:**

- 1. Project Submittal.** On January 26, 2012, project applicant Ian Fitzsimmons, submitted a site plan review application to construct two neighboring affordable housing projects (the "Project") consisting of a total of 113 dwelling units at 1501 and 1529 First Street (Phase 1) and 112, 116, 124 Harding Avenue (Phase 2). (Vicinity map included as Attachment "C").

Phase 1 of the Project is located along the west side of Harding Avenue and consists of the development of a 121,051-square-foot, four-story affordable housing project with 84 dwelling units and a first floor parking garage for 112 vehicles. The unit mix for this



Adoption of Initial Study and Mitigated Negative Declaration and Approval of General Plan Map Amendment, Zone Map Amendment, and Site Plan Review 2012-01 for the Fermore St./Harding Ave. Apartment Project.

Page 2

development would include 58 one-bedroom units and 26 three-bedroom units (Attachment “D”). This Project site would require a lot line adjustment among parcels 2520-011-006, 043, and 043 to reconfigure the legal boundaries of these properties to facilitate residential development of the site. The adjusted project site would be an approximately 79,286-square-foot site with street frontages along Fermore Street and Harding Avenue.

Phase 2 of the Project is located along the east side of Harding Avenue and consists of the development of a 43,733-square-foot, four-story affordable housing project with 29 dwelling units and a first floor parking garage for 40 vehicles (Attachment “E”). The unit mix for this development would include 20 one-bedroom units and nine three-bedroom units. The project site is a 21,437-square-foot site with a primary street frontage along Harding Avenue.

The Project would be developed under the requirements of California Government Code Section 65915, et al (State Density Bonus Law) by providing an increase in density above the maximum permitted density in the R-3 zone to facilitate the proposed number of affordable dwelling units. In addition to providing 100 percent of the dwelling units for rent by low-income households at 80 percent of the Los Angeles County’s area median income, state density bonus law allows the applicant to request up to three concessions relating to the city’s development standards for multifamily housing. The applicant’s request for two concessions includes an increase in lot coverage and a reduction the required open space. The project would also utilize the state density bonus law’s mandated parking ratios that are applicable to similarly developed affordable housing projects.

The Project would require a general plan map amendment and zone change for the properties located at 1501 and 1529 First Street and 112 Harding Avenue to amend the current land use designation from Industrial (IND) to High-Density Residential (HDR) and rezone these properties from the M-1 (Limited Industrial) zone to the R-3 (Multiple Family) zone. The proposed general plan map amendment and zoning change would facilitate the development of the neighboring multifamily affordable housing projects at 1501 and 1529 First Street and 112, 116, and 124 Harding Avenue.

2. **Environmental Review.** On February 24, 2012, a Notice of Intent to Adopt a Mitigated Negative Declaration (MND) and Notice of Public Hearing for the proposed Fermore St./Harding Ave. Apartment Project and associated general plan map amendment, zone change, and site plan review applications was filed with the Los Angeles County Clerk’s office pursuant to the California Environmental Quality Act. In addition, the notice was mailed out to all property owners within 500 feet of the Project on February 23, 2011, 10 days prior to the Planning and Preservation Commission public hearing, and on March 8, 2012, 10 days prior to the City Council public hearing. Also, on February 25, 2012 and March 10, 2012, the notice was published in the print and online editions of the Los Angeles Daily News.

Pursuant to CEQA, the 20-day public comment period for the draft Initial Study and MND began on Saturday, February 25, 2012 and ended on Thursday, March 15, 2012. During the

Adoption of Initial Study and Mitigated Negative Declaration and Approval of General Plan Map Amendment, Zone Map Amendment, and Site Plan Review 2012-01 for the Fermore St./Harding Ave. Apartment Project.

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review period staff received comments related to the Project from the public in written and oral form. These comments are provided within this report (Attachment "G") for review by the Council and were provided to the Planning and Preservation Commission as part of their report packet for consideration of the proposed Project. Responses to all comments submitted to the Community Development Department will be provided to the Council under separate cover on March 19, 2012. The Mitigated Negative Declaration and Initial Study for the Project are included as Attachment "F" to this report for the Council's review and consideration.

- 3. Attached Staff Reports to Planning and Preservation Commission.** Attached to this summary staff report to the City Council is a more extensive report on the proposed project that was prepared by staff for the Planning and Preservation Commission hearings of March 6, 2012 and March 14, 2012 (Attachment "H"). That report provides a detailed description of the proposal, a substantive discussion of the issues posed by the proposed project, and of the basis for the staff recommendations.

The purpose of this summary report to the City Council is to report on the Planning and Preservation Commission's actions and recommendations, and to provide a summary of several issues discussed in the course of the Planning and Preservation Commission's deliberations.

- 4. March 6, 2012, Planning and Preservation Commission Meeting.** On March 6, 2012, planning staff presented the proposed affordable housing Project to the Planning and Preservation Commission at their regularly scheduled meeting. The Commission considered the Project as well as expressed concern over several aspects of the project, including the lack of overflow parking for the Project, vehicular ingress and egress to the Phase 1 site, traffic on neighboring streets, and available on-site common recreational area. In addition, the Commission reviewed written comments that were provided during the public comment period for the environmental assessment and staff responded those comments verbally during the meeting.

Subsequent to staff's presentation of the project, the Commission made a motion to continue consideration of the item to a special meeting on March 14, 2012, to allow for the Commission to further review the Project and allow the applicant to address the concerns expressed by the public and commissioners. Subsequent to the meeting, staff continued to work with the applicant to further refine the proposal and provide methods of mitigating the concerns expressed by the Commission and through comments received during the environmental review period. The approved Commission minutes for this meeting are provided as Attachment "I" to this report.

- 5. March 14, 2012, Planning and Preservation Commission Meeting.** On March 14, 2012, planning staff presented a revised Project that addressed the Commission's concerns regarding the availability of overflow parking, vehicular access to the site, traffic, and on-site common recreational area. The applicant revised the site plan for Phase 1 of the Project to

Adoption of Initial Study and Mitigated Negative Declaration and Approval of General Plan Map Amendment, Zone Map Amendment, and Site Plan Review 2012-01 for the Fermoore St./Harding Ave. Apartment Project.

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incorporated 10 additional on-site overflow parking spaces abutting Harding Avenue that would be accessible to guests. Additionally, the applicant noted that through the closure of one driveway apron along Fermoore Street and two driveway aprons along Harding Avenue abutting Phases 1 and 2, that approximately seven additional on-street parking space may result that would be available to residents in the area. Furthermore, the primary vehicular access to each site was revised to occur only from Harding Avenue, instead of both Harding Avenue and Fermoore Street, as originally proposed for Phase 1 of the Project. Instead, vehicular access on Fermoore Street would be restricted to emergency response vehicles (e.g., Police, Fire, Et cetera).

Any potential traffic impacts would be addressed through a traffic report that would be prepared prior to issuance of a building permit for the Project. The traffic report would review impacts to roadways in the vicinity of the Project to determine any additional mitigation measures that would be necessary. Issues related to common recreational area would be addressed by providing the required amount on-site on each phase of the Project, no longer necessitating the applicants request of a third concession for a reduction in these requirements.

Subsequent to staff presentation of the revised project and Commission discussion, the Commission approved Planning and Preservation Commission Resolution 2012-03 (Attachment "J"), recommending City Council adoption of the Initial Study and Mitigated Negative Declaration and approval of General Plan Amendment 2012-01, Zone Change 2012-01, and Site Plan Review 2012-01 and recommending adoption of the Initial Study and Mitigated Negative Declaration. The Commission minutes for this meeting are provided as Attachment "K" to this report.

## ANALYSIS:

- 1. Lot Line Adjustment.** In order to facilitate the development of the proposed affordable housing project on Phase 1 of the Project site ("Fermoore Apartments"), a lot line adjustment would be necessary for the properties located at 1501, 1529, and 1601 First Street (APN's: 2520-011-006, 041, and 043).

A lot line adjustment is an administrative process (approved at staff level) that allows land to be transferred from one parcel and added to an adjoining parcel or parcels, as long as no new parcels are created. Pursuant to the Subdivision Map Act requirements in California Government Code Section 66412(d) and City Code Section 78-37(3), a lot line adjustment can occur administratively among four or fewer parcels.

The table included on the following page summarizes the changes in lot size for the properties that are a part of the lot line adjustment. Additionally, the lot line adjustment exhibits are provided as Attachment "L" to this report.

Adoption of Initial Study and Mitigated Negative Declaration and Approval of General Plan Map Amendment, Zone Map Amendment, and Site Plan Review 2012-01 for the Fermore St./Harding Ave. Apartment Project.

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<u>Property</u>	<u>Parcel No.</u>	<u>Existing Lot Size</u>	<u>Proposed Lot Size</u>	<u>Change</u>
1501 First Street	2520-011-041	43,181 Sq. Ft.	31,266 Sq. Ft.	– 11,915 Sq. Ft.
1529 First Street	2520-011-043	34,253 Sq. Ft.	39,642 Sq. Ft.	+ 5,389 Sq. Ft.
1601 First Street	2520-011-006	6,797 Sq. Ft.	13,322 Sq. Ft.	+ 6,525 Sq. Ft.

As proposed, an 11,915-square-foot portion of 1501 First Street (“Lot 41”) would be transferred to 1529 First Street (“Lot 43”) to relocate its primary street frontage from First Street to Harding Avenue. Subsequently, a 6,661-square-foot portion of 1529 First Street that maintains a frontage to First Street will be transferred to 1601 First Street (“Lot 6”) to increase its lot width from 50 feet to 100 feet. In all, the proposed adjustments would result in a 31,266-square-foot lot for 1501 First Street, a 39,642-square-foot lot for 1529 First Street, and a 13,322-square-foot lot for 1601 First Street. The adjusted lot sizes that would result from the proposed lot line adjustment are approximate figures. The size of the lots and the revised legal descriptions would be further refined by staff to comply with all applicable development standards and requirements.

- 2. General Plan Map Amendment.** The proposed affordable housing project would necessitate changes to the city’s general plan land use map to facilitate the Project’s development.

With the completion of the proposed lot line adjustment, Phase 1 of the Project (Fermore St. Apartments) would be a 79,286-square-foot site that is comprised of three parcels of land located at 1501 and 1529 First Street (APN’s: 2520-011-038, 041, and 042). These parcels currently have an Industrial (IND) designation in the general plan land use map and allow for industrially-oriented uses within the M-1 (Limited Industrial) zone. The applicant’s request, through the submittal of a general plan amendment map and zone change application, is to amend the general plan land use map to change the land use designation of these parcels from Industrial (IND) to High Density Residential (HDR). Along with the land use change, the applicant is also requesting that the current zoning for the subject parcels to be changed from the M-1 (Limited Industrial) zone to the R-3 (Multiple-Family) zone.

Phase 2 of Project (Harding Ave. Apartments) is a 21,437-square-foot site comprised of three parcels of land located at 112, 116, and 124 Harding Avenue (APN’s: 2520-017-002, 003, and 004). Similar to Phase 1, this site would also require changes to the general plan land use map to facilitate the development of affordable housing. Currently, 116 and 124 Harding Avenue maintain a HDR designation in the general plan land use map and will not need to be amended. The southerly most parcel that comprises the site at 112 Harding Avenue currently has an Industrial (IND) designation in the general plan land use map and allows for industrially-oriented uses within the M-1 (Limited Industrial) zone. To facilitate the Phase 2 development of the Project, the applicant is requesting to amend the general plan land use map to change the land use designation of this single parcel from Industrial (IND) to High Density Residential (HDR). Along with the land use change, the applicant is also requesting



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that the current zoning for the property be changed from the M-1 (Limited Industrial) zone to the R-3 (Multiple-Family) zone, to match the existing land use and zoning on 116 and 124 Harding Avenue. For reference, the current and proposed General Plan Land Use Map is included for the Council's review as Attachment "M" to this report.

Several factors warrant the approval of the requested general plan amendment to facilitate development of vacant and underutilized land with affordable housing that would be accessible to a segment of the population that is considered to be underserved. As proposed, a total of 113 dwelling units would be developed on the aforementioned neighboring sites (Phase 1 and 2). It is staff's assessment that the proposed general plan amendment warrants approval based on the factors presented below:

- a. Compliance with Long Term Regional Planning Programs. In San Fernando, the Southern California Association of Governments (SCAG) is the metropolitan planning organization that represents the city in regional planning matters and is responsible for the development of regional plans for transportation, growth management, and other plans mandated by federal and state law.

In 2000, SCAG initiated a comprehensive process to develop a plan that the city actively participated in to focus on regional methods for responsible growth and development patterns. The Compass Blueprint Growth Vision was a result of regional planning efforts that were developed from input by more than 190 cities, including the City of San Fernando, to address land use and transportation challenges that currently face Southern California and will continue to do so in the future. The Compass Blueprint Growth Vision focuses on four key principles to encourage responsible land use policies and growth patterns. These principles include mobility, livability, prosperity, and sustainability. To implement these principles, the Growth Vision encourages: 1) focusing growth in existing and emerging centers and along major transportation corridors; 2) creating significant areas of mixed-use development and walkable communities; 3) targeting growth around existing and planned transit stations; and, 4) preserving existing open space and stable residential areas. Additionally, the Compass Blueprint's "2% Strategy" for implementing the growth vision creates a guideline that promotes improving measures of mobility, livability, prosperity and sustainability for local neighborhoods and their residents.

As part of the 2% Strategy, opportunity areas were identified throughout the Southern California region along transportation corridors where infill development was possible ("Attachment 5"). Based on SCAG's assessment, the City of San Fernando's First Street corridor has been identified as an opportunity area that can facilitate the development of infill, transit oriented development projects in close proximity to a transit center where rail and bus transit is available to service nearby residents and people that travel from outside of the area to work in the city. The San Fernando/Sylmar Metrolink Station, which provides public access to bus and rail lines is located on the southwesterly corner of Hubbard Avenue and First Street.

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The proposed affordable housing project would be developed on vacant, underutilized land that is located less than a half mile from a transit station. Additionally, the site is located approximately a quarter mile from a trolley stop located on First Street and North Maclay Avenue. The location of the Project and its close proximity to public transportation and the city's downtown make the site ideal for an affordable housing development. Also, the applicant has proposed that all of the 113 dwelling units of the Project would be made available for rent by eligible households whose income is 80 percent of the Los Angeles County's area median income ("AMI"). The proposed improvements to the site would integrate well with the surrounding residential neighborhood that is developed with a mix of single-family and multifamily residences.

The requested general plan map amendment for the proposed Project would meet the four principles outlined in the Compass Blueprint's Growth Vision by:

- Increasing the region's mobility by:
  - ✓ Encouraging transportation investments and land use decisions that are mutually supportive;
  - ✓ Locating new housing near existing jobs and new jobs near existing housing;
  - ✓ Encouraging transit-oriented development; and,
  - ✓ Promoting a variety of travel choices.
- Enhancing the livability of our communities by:
  - ✓ Promoting in-fill development and redevelopment of underutilized and vacant parcels in order to revitalize existing communities;
  - ✓ Promoting "people-scaled," walkable communities; and,
  - ✓ Supporting the preservation of stable neighborhoods.
- Enabling our prosperity by:
  - ✓ Providing a variety of housing types in each community to meet the housing needs of all income levels; and,
  - ✓ Supporting local and state planning and fiscal policies that encourage balanced growth.
- Promoting sustainability for future generations by:
  - ✓ Developing strategies to accommodate growth that use resources efficiently, and minimize pollution and greenhouse gas emissions;
  - ✓ Focusing development in urban centers and existing cities; and,
  - ✓ Using "green" development techniques.

*(Southern California Association of Governments: Compass Blueprint Growth Vision – 2% Strategy; [www.compassblueprint.org/about/strategy](http://www.compassblueprint.org/about/strategy))*

- b. Compliance with State Mandated Housing Programs. As mandated by state law, a city is required to make adequate provisions for the existing and projected housing needs of all economic segments of the community. These provisions are included within the City

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of San Fernando General Plan Housing Element's Housing Plan and specify programs that guide how the city will provide its fair share of affordable housing units. (City General Plan Housing Element, Program No. 9, Pg. V-13 to V-14.) The Southern California Association of Governments (SCAG) is the metropolitan planning organization that is responsible for determining the city's required housing allocation through the Regional Housing Needs Assessment (RHNA). As defined by RHNA, San Fernando's new construction need for the period of 2008 through 2014 is 251 new units. This allocation of required units are distributed among the following four income categories included in the table below:

<b>Regional Housing Needs Assessment (RHNA) Figures: 2008 – 2014</b>	
Very low-income units	62 Units
Low-income units	38 Units
Moderate-income units	42 Units
Above Moderate-income units	109 units

*(City of San Fernando 2008-2014 Housing Element, Table II-28, Pg. II-43.)*

The proposed Project would consist of the construction of a total of 113 units of affordable housing on neighboring sites along the 100 block of Harding Avenue. The unit mix of the development would consist of a total of 78 one-bedroom and 35 three-bedroom units for rent by eligible low-income households who are at 80 percent of the County's area median income (AMI). In addition, the applicant will be providing 100 percent of the proposed dwelling units for rent by low income individuals and families, exceeding the state's requirement of 30 percent pursuant to Government Code Section 65915(d)(2)(c). Approval of the requested amendment to city's general plan land use map to change the land use designation for the properties at 1501 and 1529 First Street and 112 Harding Avenue from Industrial (IND) to High Density Residential (HDR) would facilitate the development of much needed affordable housing for low-income households, an underserved segment of the city's population.

The availability of new affordable housing would help the city get closer to achieving its fair share allocation of the RHNA housing numbers. Additionally, a condition on the development of the Project (as required by state density bonus law) is for the units to be maintained affordable for a period of no less than 30 years. The state required condition ensures the long term availability of affordable housing for low-income residents within the city.

- c. Compliance with General Plan Goals and Objectives. As referred to in the previous subsections, the requested amendment to the city's general plan land use map would change the current land use designation for 1501 and 1529 First Street and 112 Harding Avenue (APN's: 2520-011-038, 041, 042 and 2520-017-002) from Industrial (IND) to High Density Residential (HDR). Currently, each of the Project sites (Phase 1 and 2) abut land

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designated for high density residential development to the north and east. The abutting properties are developed with a variety of single-family dwellings and multifamily apartment buildings.

The requested amendment would make use of vacant, underutilized industrial land that currently abuts residential land uses fronting Second Street, Harding Avenue, and Harps Street. The proposed affordable housing Project would result in significant physical improvements to the project site and adjacent public right-of-ways, eliminating any physical blight associated with the current condition of the subject properties. Approval of the proposed general plan amendment would ensure the Project's compliance with the goals and objectives of the City General Plan Land Use Element by:

- ✓ Retaining the small town character of San Fernando, which includes preservation of the low density single family residential neighborhoods by focusing higher density, infill, transit oriented development in the R-3 zone within walking distance of a major transit center and the city's downtown/civic center areas; and,
- ✓ Maintaining an identity that is distinct from surrounding communities by providing for infill development that seeks to provide the proper balance of job and housing growth while still mitigating any potential environmental impacts associated with the project's development.

*(San Fernando General Plan Land Use Element Goals I and III, Pg. IV-6)*

In addition, the Project would also comply with goals and policies of the City General Plan Housing Element by:

- ✓ Providing a range of housing types to meet community needs;
- ✓ Providing adequate housing sites to facilitate the development of a range of residential development types in San Fernando that fulfill regional housing needs;
- ✓ Providing affordable housing opportunities for San Fernando's lower income population;
- ✓ Utilizing zoning tools, including state density bonus law, to provide affordable unity within market rate developments;
- ✓ Supporting collaborative partnerships with non-profit organizations and for-profit developers to provide greater access to affordable housing funds; and,
- ✓ Encouraging the use of sustainable and green building features in new housing.

*(San Fernando General Plan Housing Element Goals 2.0, Policies 2.1, 2.3, 2.5, 2.7, 2.10, Pg. V-11)*

3. **Zone Change.** In addition to the requested amendment to the city's general plan land use map, the proposed Project would also require a zone change for Phases 1 and 2 of the Project. The applicant has submitted a general plan map amendment and zone change application to rezone the properties located at 1501 and 1529 First Street (APN's: 2520-011-038, 041, and 042) and 112 Harding Avenue (APN's: 2500-017-002). These lots are currently within the city's M-1 (Limited Industrial) zone and abut residential uses within the R-3 (Multiple Family) zone to the north and west, and industrial uses within the M-1



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(Limited Industrial) zone to the south and east. For reference, the current and proposed Zoning Maps are included for the Council's review as Attachment "M" to this report.

On March 14, 2012, the Planning and Preservation Commission reviewed the proposed Project and recommended approval of the zone change to the City Council as part of Planning and Preservation Commission Resolution 2012-03. If the City Council concurs with the Commission's and staff's assessment, it would be the determination of the City Council that the findings for approval of the requested zone map amendment could be made in this instance based on the aforementioned discussion, and as explained below.

- **The proposed amendment is consistent with the objectives, policies, general land uses and programs of the city's general plan.**

The requested amendment to the city's zoning map would change the current zoning of several parcels of land that comprise Phases 1 and 2 of the Fermore St./Harding Ave. Apartment Project. As part of the Project, the properties located at 1501 and 1529 First Street (APN's: 2520-011-038, 041, and 042) and 112 Harding Avenue (APN's: 2500-017-002) would be rezoned from their current zoning as M-1 (Limited Industrial) to R-3 (Multiple Family). The proposed rezoning would facilitate the proposed development of 113 affordable housing units restricted for rent to eligible low-income households within the city.

Properties that abut the Project to the north and west are R-3 (Multiple Family) zoned properties that have been developed with a variety of single-family dwellings and multifamily apartment buildings. The requested zone change would make use of vacant, underutilized industrially zoned land that currently abuts R-3 zoned and residentially developed lots fronting Second Street, Harding Avenue, and Harps Street. The Project would comply with the goals and objectives of the General Plan Land Use Element, with the requested general plan map amendment, by retaining the small town character of San Fernando and maintaining an identity that is distinct from surrounding communities. (San Fernando General Plan Land Use Element Goals I and III, Pg. IV-6). The affordable housing Project would result in significant physical improvements to the project site and adjacent public right-of-ways, eliminating any blight conditions associated with the existing physical condition of the subject properties.

Additionally, the Project would also comply with goals and policies of the General Plan Housing Element by: providing a range of housing types (including low income rental units) to meet community needs; providing adequate housing sites to facilitate the development of a range of residential development types in San Fernando that help the city fulfill its fair share of regional housing needs; providing affordable housing opportunities for San Fernando's lower income population; utilizing zoning tools, including density bonus, to provide affordable units within market rate developments; supporting collaborative partnerships with non-profit organizations and for-profit developers to provide greater access to affordable housing funds; and, encouraging the

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use of sustainable and green building features in new housing. (San Fernando General Plan Housing Element Goals 2.0, Policies 2.1, 2.3, 2.5, 2.7, 2.10, Pg. V-11).

- **The adoption of the proposed amendment would not be detrimental to the public interest, health, safety, convenience or welfare.**

The requested amendment to the zoning map would allow for vacant, underutilized industrially zoned land to be adaptively reused for the development of affordable housing available to low-income households within the city. As part of the Project, the properties located at 1501 and 1529 First Street (APN's: 2520-011-038, 041, and 042) and 112 Harding Avenue (APN's: 2500-017-002) would be rezoned from the M-1 (Limited Industrial) zone to the R-3 (Multiple Family) zone. The Project would result in significant physical improvements to the site and adjacent public right-of-ways, eliminating any blight conditions associated with the existing physical condition of the subject properties.

The physical improvements that will be made as part of the Project include repair and replacement of the existing sidewalks that abut each site, the installation of wheelchair assessable ramps on the corners of Harding Avenue and Fermore Street, the construction of tree wells along the adjacent sidewalks, and the planting of street trees along the adjacent public right-of-ways. In addition, the proposed Project will also have the potential to promote the revitalization of the First Street corridor and the residential area along Second Street and Harding Avenue. The proposed Project would also be responsible for making the necessary upgrades to the existing water and sewer infrastructure required to accommodate the Project's potential demand. Therefore, the on-site and off-site physical improvement that would result as part of Project, coupled with the availability of new affordable housing, would not be detrimental to the public interest, health, safety, convenience or welfare.

## **CONCLUSION:**

It is the assessment of the Planning and Preservation Commission and staff that the approval of the general plan map amendment and zone change is warranted, as revised by the applicant on March 14, 2012 to address the commission's and community's concerns. Approval of the project would allow development of 113 affordable housing units that will be restricted for rent to eligible low-income households in a manner consistent with the goals and objectives of the General Plan Housing Element, long term regional planning and transportation programs, and state mandated housing programs. The project as proposed will expand the number of affordable housing units currently available within the community and also help the city get closer to attaining its RHNA housing numbers.

Thus, the Planning Commission and staff recommend that the City Council adopt the attached resolution approving the General Plan Amendment 2012-01 and Site Plan Review 2012-01 and

Adoption of Initial Study and Mitigated Negative Declaration and Approval of General Plan Map Amendment, Zone Map Amendment, and Site Plan Review 2012-01 for the Fermore St./Harding Ave. Apartment Project.

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adopting the Initial Study, Mitigation Negative Declaration, and Mitigation Monitoring Plan for the Project. In addition, the Planning Commission and staff recommend that the City Council adopt the attached ordinance, which approves Zone Change 2012-01 and allows the change in zoning, from M-1 to R-3, for the properties located at 1501 and 1529 First Street and 112 Harding Avenue.

### **BUDGET IMPACT:**

Adoption of the proposed General Plan Map Amendment, Zone Change, and the affordable housing project will have no budget impact. The project's compliance with the applicable mitigation measures and conditions of approval will ensure that all costs associated with the development of the project, including all required on-site and off-site infrastructure improvements, will be the responsibility of the applicant. The Project, over time, would add to property tax revenues to the City of San Fernando in the development of vacant land multifamily residential units and associated structured parking facilities.

### **ATTACHMENTS:**

- A. City Council Resolution (*Provided Under Separate Cover on Monday, March 19, 2012*)
- B. City Council Ordinance (*Provided Under Separate Cover on Monday, March 19, 2012*)
- C. Vicinity Map
- D. Phase 1: Revised Set of Plans for Fermore St. Apartments
- E. Phase 2: Revised Set of Plans for Harding Ave. Apartments
- F. Draft Initial Study and Mitigated Negative Declaration
- G. Public Comment Letters Received as of March 15, 2012
- H. March 14, 2012 Planning and Preservation Commission Staff Report (with March 6, 2012 Report Attached)
- I. Approved Planning and Preservation Commission Minutes for March 6, 2012
- J. Planning and Preservation Commission Resolution 2012-03
- K. Draft Planning and Preservation Commission Minutes for March 14, 2012
- L. Draft Lot Line Adjustment Plans
- M. Existing and Proposed General Plan Land Use and Zoning Maps
- N. Responses to Public Comments (*Provided Under Separate Cover on Monday, March 19, 2012*)

**SHOULD YOU WISH TO VIEW THESE ATTACHMENTS, THEY MAY BE FOUND VIA THE CITY'S WEBSITE AT THIS LINK:**

[http://www.ci.san-fernando.ca.us/city\\_government/city\\_council/agendas\\_minutes/2012/3-19-12%20CC%20PACKET.pdf](http://www.ci.san-fernando.ca.us/city_government/city_council/agendas_minutes/2012/3-19-12%20CC%20PACKET.pdf)





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**CITY COUNCIL****MEMORANDUM**

**TO:** City Councilmembers  
**FROM:** Mayor Antonio Lopez  
**DATE:** December 17, 2012  
**SUBJECT:** Standing Committees – Reorganization

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I would like to propose changes (i.e., City Council and staff liaisons) to the City's Standing Committees.

**ATTACHMENT:**

A. Standing Committees - List



## ATTACHMENT "A"

**STANDING COMMITTEES***Revised: December 17, 2012*

<b>No. 1</b>	<b>BUDGET, PERSONNEL, AND FINANCE (BPF)</b>	
	<b>Members:</b>	Chair Jesse Avila Sylvia Ballin
	<b>Staff Liaison:</b>	City Administrator
	<b>Regular Meeting (Date/Time):</b>	Quarterly (March, June, September, December) 4 <sup>th</sup> Tuesday, 4:30 p.m. (Community Meeting Room)
<b>No. 2</b>	<b>HOUSING, COMMUNITY &amp; ECONOMIC DEVELOPMENT AND PARKING (HCEP)</b>	
	<b>Members:</b>	Chair Antonio Lopez Joel Fajardo
	<b>Staff Liaison:</b>	Community Development – Fred Ramirez
	<b>Regular Meeting (Date/Time):</b>	Semi-Annual (February 15 <sup>th</sup> & September 15 <sup>th</sup> ) 8:30 a.m. (Community Meeting Room)
<b>No. 3</b>	<b>NATURAL RESOURCES, INFRASTRUCTURE, WATER, ENERGY AND WASTE MANAGEMENT (NRIW)</b>	
	<b>Members:</b>	Chair Joel Fajardo Sylvia Ballin
	<b>Staff Liaison:</b>	Public Works – Ron Ruiz
	<b>Regular Meeting (Date/Time):</b>	2 <sup>nd</sup> Monday, 5:30 p.m. (Community Meeting Room)
<b>No. 4</b>	<b>PUBLIC SAFETY, VETERAN AFFAIRS, TECHNOLOGY AND TRANSPORTATION (PVTT)</b>	
	<b>Members:</b>	Chair Jesse Avila Robert Gonzales
	<b>Staff Liaison:</b>	Public Works – Ron Ruiz
	<b>Regular Meeting (Date/Time):</b>	3 <sup>rd</sup> Thursday, 6:30 p.m. (Community Meeting Room)
<b>No. 5</b>	<b>EDUCATION, PARKS, ARTS, HEALTH, YOUTH AND AGING (EPAH)</b>	
	<b>Members:</b>	Chair Robert Gonzales Joel Fajardo
	<b>Staff Liaison:</b>	Recreation and Community Services – Ismael Aguila
	<b>Regular Meeting (Date/Time):</b>	4 <sup>th</sup> Tuesday, 6:30 p.m. (Community Meeting Room)





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**CITY COUNCIL****MEMORANDUM**

**TO:** City Councilmembers  
**FROM:** Mayor Antonio Lopez  
**DATE:** December 17, 2012  
**SUBJECT:** City Council Liaison Assignments (2012-2013)

---

**RECOMMENDATION:**

I am requesting that the City Council:

- a. Approve my recommended appointments to the Liaison Assignments for 2012-2013 (Attachment "A"); and
- b. Direct the City Attorney and staff to prepare and post on the City's website Form 806 pertaining to the Fair Political Practices Commission Regulation 18705.5. (listing all paid appointed positions).

**BACKGROUND:**

As a result of the November 6, 2012 Special Municipal Election, vacancies have occurred in the various governmental associations and City commissions and committees in which the City had appointed a liaison.

My recommendations are based, in part, to the Councilmembers' positions on each of the City's five Standing Committees (i.e., BFP, HCEP, NRIW, PVT, and EPAH).

Approval of the new assignments will allow the City Council to be appropriately represented in various governmental associations of which the City is a participating member.

**ATTACHMENT:**

- A. City Council Liaison Assignments (2012-2013)

## ATTACHMENT "A"

## CITY COUNCIL LIAISON ASSIGNMENTS 2012-2013

	<u>AGENCY/COMMITTEE</u>	<u>MEETS</u>		<u>APPOINTEE</u>
*	Downtown Mall Merchants Association	1 <sup>st</sup> Thursday Mornings		Antonio Lopez
			Alternate:	Joel Fajardo
*	City Selection Committee (L.A. County)	Night		Antonio Lopez
			Alternate:	Sylvia Ballin
	Disability Retirement Committee	Day		<i>Vacant</i>
	Valley Economic Alliance	Day		Antonio Lopez
			Alternate:	Sylvia Ballin
	High Speed Rail (HSR)	TBD	Lead:	Antonio Lopez
				Ron Ruiz
	Independent Cities Association (ICA)	Night		Robert Gonzales
				Jesse Avila
**	Independent Cities Risk Mgmt. (ICRMA)	Day		Antonio Lopez
			Alternate:	Michael Okafor
**	Independent Cities Finance Authority (ICFA)	Day		<i>Vacant</i>
				<i>Vacant</i>
	League of California Cities	1 <sup>st</sup> Thursday Evening		Antonio Lopez
			Alternate:	Sylvia Ballin
	San Fernando Valley Council of Governments (SFVCOG)	TBD		Jesse Avila
			Alternate:	Sylvia Ballin
	So. California Association of Governments (SCAG)	1 <sup>st</sup> Thursday Morning		Sylvia Ballin
			Alternate:	Jesse Avila
	Metropolitan Water District (MWD)	Day		Sylvia Ballin
	MTA San Fernando Valley/Northern County Corridor	Day		<i>Vacant</i>
			Alternate:	<i>Vacant</i>
	MTA Governance Council San Fernando Valley Eastern Service Sector	Night		<i>Vacant</i>
			Alternate:	<i>Vacant</i>
***	Greater L.A. County Vector Control District	2 <sup>nd</sup> Thursday Evening		Nina Herrera
* <i>Must be Mayor</i>				
** <i>Adoption of a new Resolution (forthcoming) is required when Boardmembers are changed/added</i>				
*** <i>Two Years – through January 2015</i>				

## CITY COUNCIL LIAISON ASSIGNMENTS 2012-2013

	<u>COMMISSION/COMMITTEE</u>	<u>MEETS</u>		<u>APPOINTEE</u>
*	<b>Disaster Council</b>	Quarterly (Feb, May, Aug, Nov) Mornings	Chair	Antonio Lopez
			Vice-Chair	Sylvia Ballin
	<b>Cultural Arts (<i>Commission Recruitment is on hold</i>)</b>			
	<b>Education Commission</b>	Quarterly (Feb, May, Aug, Nov) 6:00 p.m.		Joel Fajardo
	<b>Parks, Wellness, and Recreation</b>	2 <sup>nd</sup> Tuesday 6:30 p.m.		Robert Gonzales
	<b>Planning and Preservation</b>	1 <sup>st</sup> Tuesday 7:00 p.m.		Antonio Lopez
	<b>Transportation &amp; Safety</b>	3 <sup>rd</sup> Wednesday 7:00 p.m.		Jesse Avila
	<b>Tree Commission</b>	2 <sup>nd</sup> Wednesday 5:00 p.m.		Joel Fajardo
* <i>Must be Mayor</i>				



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**CITY COUNCIL****MEMORANDUM**

**TO:** City Councilmembers  
**FROM:** Mayor Antonio Lopez  
**DATE:** December 17, 2012  
**SUBJECT:** Appointment to the Planning and Preservation Commission

---

I recommend that Yvonne G. Mejia be appointed as my representative to the Planning and Preservation Commission.

**ATTACHMENT:**

A. Ms. Mejia's Bio



## ATTACHMENT "A"

## YVONNE G. MEJIA

## EDUCATION

**Pepperdine University**, School of Public Policy, Malibu, CA

Master of Public Policy, 2011

Concentration: Economics and State/Local Policy

Policy Capstone: The Water-Energy Nexus: Redefining a Regulatory Regime

**Georgetown University**, Robert Emmett McDonough School of Business, Washington, DC

Bachelors of Science in Business Administration, 2009

Concentration: Finance and Human Resources Management

## EXPERIENCE

**Southern California Gas Company**, Los Angeles, CA

*Project Specialist*, Energy Savings Assistance Program, August 2010-Present

- Developed a methodology by applying various forecasting and statistical tools to prepare a budget engine and support management with proposing a \$266.2 million budget for the 2012-2014 Low-Income Energy Efficiency Application
- Played a key role during the open proceeding of the 2012-2014 Low-Income Energy Efficiency Application by responding to several data requests, performing extensive quantitative and qualitative program research and preparing direct testimonies for program leadership
- Prepared monthly and annual reports, budget variance analyses and audit responses for the California Public Utilities Commission and other external entities
- Evaluated program issues and made recommendations to ensure budgetary, contractual, and regulatory compliance including assisting management with streamlining internal processes and resolving discrepancies due to the varying reporting tools
- Worked effectively with other departments to coordinate reports, provide data requests responses and prepare presentations

*Sr. Business Intern*, Energy Savings Assistance Program, Summer 2010

- Monitored contractor performance by developing key performance indicator reports in various compliance areas to ensure that the Energy Savings Assistance Program contractor network is in accordance with program and company objectives
- Evaluated the impacts of various legislative directives, proposals, and other federal, state and local programs on the low income energy efficiency program

**San Francisco District Attorney**, San Francisco, CA

*General Litigation Legal Intern*, Summer 2008

- Authored legal briefs, memos, and motions for the assistant district attorneys
- Supported the criminal prosecution team by procuring discovery packets, police reports, subpoenas, and assisting attorneys during the calendar and jury selection process
- Worked independently in conducting extensive legal research on California case law

**Democratic Leadership Council (DLC)**, Washington, DC

*Political Intern*, October 2007 to May 2008

- Gained hands-on experience and knowledge of how advocacy, communications and public policy is conducted within a think tank

- Analyzed policy initiatives implemented by local and state government officials for the Progressive Policy Institute (the affiliated think tank to the DLC) including government interventions in the real estate mortgage crisis and programs aimed at deterring crime
- Worked independently conducting research and writing policy briefs on various projects and issues including transportation, energy, business regulation and water reliability
- Coordinated networking events and promotional ventures at institutions by managing the online database for the DLC Fellows program and other elected officials throughout the nation

**City of San Fernando Recreation and Community Services Day Camp, San Fernando, CA**

*Senior Coordinator and Counselor, Summer 2005, 2006, and 2007*

- Managed a full-time staff of 20 as well as a youth volunteer program of 25 which included evaluating performance, shift scheduling, monitoring payroll, taking disciplinary action and conducting a training program
- Administered a city imposed budget to execute a summer day camp for over 100 children

## ACTIVITIES / ORGANIZATIONS

**Cardenas Foundation, Scholarship Application Review Panel, 2009-Present**

**Georgetown University Alumni Admissions Program, Undergraduate Admissions Interviewer, 2009-Present**

**International City/County Management Association (ICMA), Member, 2007-2010**

**Miss City of San Fernando, Inc, Workshop Coordinator and Mentor, 2007-2009**

**Koch Foundation Role Play: The Elusive Game of Defining Government, Member, Fall 2009**

**Financial Management Association (FMA), Georgetown Chapter, 2008-2009**

**Georgetown Annual Latino Alliance, Event Committee, 2007-2009**

**Georgetown Journal of International Affairs, Marketing Director and Public Relations Assistant, 2005-2007**

**Walt Disney Scholarship Foundation, Scholarship Recipient, 2005-2009**

**Sempre Energy Foundation, Scholarship Recipient, 2005-2006**

**Miss City of San Fernando Pageant and Scholarship Program, Crowned Queen, 2004-2006**

**Saint John Baptist De La Salle Church, Eucharistic Minister, 2002-2011**

## SKILLS

**Communication-** Excellent oral and writing abilities

**Language-** Advanced Spanish (speaking, reading, writing, comprehension)

**Policy Analysis-** Extensive knowledge as it relates to policy research, policy papers/memoranda, data and statistical analysis, cost-benefit analysis, and policy formulation

**Research-** Knowledge of social scientific research methodology including fundamental mastery of quantitative and qualitative research; research designs including survey, field study, analysis of available data; questionnaire construction, data analysis, report writing, and internet based research

**Technical-** MS Office: Word, Excel, Access, Outlook, PowerPoint, data and statistical analysis software (i.e. STATA)

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## **CITY COUNCIL**

### **MEMORANDUM**

**TO:** Mayor Antonio Lopez and Councilmembers

**FROM:** Councilmember Jesse H. Avila

**DATE:** December 17, 2012

**SUBJECT:** Appointments to City Commissions

---

I recommend that the following individuals be appointed as my representatives to the City Commissions:

**a. Transportation and Safety Commission**

Name: Dolores “Dee” Akemon, City of San Fernando resident and registered voter  
Occupation: Retired Legal Assistant

**b. Planning and Preservation Commission**

Name: Theale “Stormy” E. Haupt, City of San Fernando resident and registered voter  
Occupation: Retired Construction Manager

**c. Parks, Wellness, and Recreation Commission**

Name: Joe Ponce, City of San Fernando resident and registered voter  
Occupation: Project Director, Nexis IS, Inc.

**ATTACHMENT:**

A. Bios

**ATTACHMENT "A"****DOLORES "DEE" AKEMON**

Born in August in Philadelphia, PA, and raised in New Jersey.

Graduated from Triton Regional High School.

First job at the age of 12 at the Bellmawr Plumbing Supply for 4 1/2 years.

Next job was Jefferson Medical School in Philadelphia as a clinic clerk for about 7 months and moved to California.

Next job was the Riverside Hospital, 12626 Riverside Drive, North Hollywood, CA as an assistant medical records librarian for 1 year, married and moved to Long Beach.

Worked for Jack Dain, M.D., Lakewood, CA for 1 year until daughter, Dana Ann Akemon was born. I worked for different real estate companies managing apartments until my son was born.

Next job was for Marty Harwick, Attorney-at-Law, 205 So. Broadway, Los Angeles, CA 90012 for 4 years then moved to Epstein and Harvey where I worked until two years ago as a Hearing Representative.

My duties were all of the workers' compensation cases depositions all over Southern California and all of the personal injury cases up to the time of trial. I would do the settlements. I think it was 33 years before my boss got cancer, sold the practice and threw me into early retirement.

I would do hearings and appearances on the workers' compensation cases, deal with the defense insurance companies and attorneys, and do the depositions of our clients by the defense.

In 2001, I was nominated to the Transportation and Safety Commission, and we had a really hard working Commission and had to work on the Maclay Street Scape, which I would have liked to have cut way back, and worked on the Trolley routes and I did not want the trolley in our city. The city was showing financial problems by the time the Maclay improvements were put in and the planner was very expensive.

I wanted Maclay cleaned up but felt we could do a lot with Community Preservation Officer. The trolley was very disturbing to our senior citizens thinking they would be cancelled by the Dial-a-Ride. We worked with the seniors in the city by going to the centers and getting their input.

I was retired from that Commission after eight years without any notice by Maribel de La Torre to make room for Brenda Esqueda. I showed up for our regular meeting and my seat had been given to someone else. I loved working on the Commission.

I have two children and four grandchildren. My son, Daniel Akemon, is a Deputy District Attorney working Major Crimes and my daughter, Dana, is married to a deputy sheriff and works for the Westlake Inn as an event coordinator.

My hobbies are being a tree hugger, I love animals and take care of quite a few, read almost everything I can get my hands on and love to cook. I snow ski and dislike snow boarders. I like hiking in the Santa Monica Mountains and love camping.



## **THEALE “STORMY” E. HAUPT**

### **SUMMARY OF QUALIFICATIONS:**

-Managed Development Projects from Site clearance to Completed Buildings, Plus Small & Large Scale building, remodel & relocation projects including construction of Major Department Stores, Regional Shopping Centers and Housing Projects.

-Project Administration, Documentation, Conceptual Cost Estimating, Supervision & Management.

Real Estate: Site inspections & review, Document Review, Reciprocal Easement Agreement Review, Common Area Maintenance, review and recommendations.

-Scheduling; of Staff and Multiple Projects. Selection and appointment of; Architects, Engineers & Consultants.

-Environmental Phase Studies, Civil, Geotechnical, Mechanical, Electrical, Structural Steel, Concrete, ACM Abatement, Tenant Interiors, Architectural Finishes, Millwork and System/Conventional Furniture.

### **EMPLOYMENT HISTORY:**

**June 2010 to Feb 2011**

#### **CONSTRUCTION MANAGER**

##### **CIM GROUP**

Mid Town Crossing Project

Managed field construction including excavation and over-excavation exceeding that expected by a magnitude of 5. Dealt with found Contaminated Soil conditions from a 1928 abandoned oil water separator for Pacific Electric on site generating station, drilled caissons, avoiding surcharge on 72" sewer outfall line traversing site and a 10' high by 22' wide box culvert also traversing site. Managed installation of perimeter shoring varying from 12 feet to 80 feet. Began construction of three level parking structure and a two story big box user structure. Coordinated "B" permit issues, building permit issues, Dept of Water and Power coordination for water, new power, and high line encroachment onto site.

**April 2007/ June 2010**

#### **CONSTRUCTION MANAGER**

##### **LEGACY PARTNERS BUILDERS INC.**

## Hollywood, CA. HOLLYWOOD & VINE PROJECT

Start up field office to manage a \$300 million dollar 29 month project, comprised of a W Hotel, Residential Condos and Residential rental apartments. Included in scope of work, soil excavation, deep drilled caissons, shoring systems, concrete placement and build out and finishing of apartment units. Worked with CRA, Time Warner Cable, MTA, Public Works and the City of Los Angeles DBS & public utilities, to complete offsite infrastructure systems to connect project to utility services. Generated permanent changes to the specifications for the Hollywood Walk of Fame. Primary contact for all public entities related to project. Reviewed and approved invoices, proposals, CCDs / RFPs, RFIs, managed owner consultants, including Material Testing, Geotechnical consulting and testing, Architect, Structural Engineer and other consultants.

July 2006 / April 2007

### **SENIOR PROJECT MANAGER**

#### **THE BECK GROUP**

Los Angeles, CA

Brought on to provide stability to local office, responsibilities included Project Management, Office management, Business Development, Estimating and Reporting to Corporate Management in Phoenix. Adhered to profitability requirements by rigorous cost controls, controlling expenditures and avoiding costly mistakes. Projects include hospital CT / MRI room, process plant work for national soft drink company. Company closed California operations.

May 2005 / June 2006

### **SENIOR PROJECT MANAGER**

#### **RPA GENERAL CONTRACTORS**

Agoura Hills, CA

Sr. Project Manager for an eight million dollar split project for International client, a museum and company housing. The housing project was started more then ten years ago by the owner, RPA was hired to complete the project including site and infrastructure work.

April 2003 / March 2005

### **PROJECT MANAGER**

#### **FOREST CITY ENTERPRISES**

Los Angeles, CA / Cleveland, OH

Project Manager for 1.2 million square foot Victoria Gardens Life Style Center on a 220 acre site in Rancho Cucamonga, CA. Starting with Clear and Grub, grading, paving plus all wet & dry utilities, CDS units for runoff water mitigation, construction of 28 buildings in 12 city blocks and interface with Major Dept Stores, Theaters and Cultural Center. Primary contact person with authorities having jurisdiction for planning, permitting and inspections, maintaining excellent relationships throughout project

Dec 1979 / Nov 2002

### **PROJECT MANAGER**

**FEDERATED DEPARTMENT STORES, INC. (FDS) (Carter Hawley Hale Stores)**

**Los Angeles, CA**

### **PROJECT MANAGER**

Manage up to \$100 Million a year in multiple projects for FDS, Inc including new store construction, store additions, distribution center renovation, interior office renovation / enlargement and Macy's store remodels in Arizona, Nevada and California.

### **MANAGER REAL ESTATE/ CONSTRUCTION**

Real Estate Project Consulting, Concept Studies, Estimating and Construction Documents Supporting Real Estate in project review, conceptual estimating, reviewing Reciprocal Easement Agreements, Work Letters, preparing documents to be included in leases as exhibits, studies to improve space allocation, usage and site development.

Completed the planning and execution of the relocation of the corporate offices consolidated into a single operations facility.

### **Other Activities:**

Member of the Board of Directors of the Valley Family Center

Member of the Board of Directors at Social Services in Hollywood

Contractors B License (inactive)

**JOE PONCE****Occupation: Field Operations Manager, Telecommunications**

Life-long San Fernando resident and graduate of San Fernando High School in 1976.

Attended Mission College.

Started working odd jobs in junior high school, and went to work for a short time in a machine shop right out of high school.

I soon went to work for the City of Los Angeles Parks and Recreation Department.

After leaving the City of LA, I went to work at Western Electric (eventually called PacTel) as an engineer, where I stayed for five years, and then spent two years with Pacific Telephone.

I eventually went to work in the private telephone company industry, and travelled the country.

I was lead engineer for the San Fernando Courthouse rebuild after the damage that was inflicted by the Northridge earthquake.

With over 40 years of experience in the telecommunications industry, I am currently employed by Nexis IS, an industry leader in telecommunications systems for large and small businesses and government organizations.



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**CITY COUNCIL****MEMORANDUM**

**TO:** Mayor Antonio Lopez and Councilmembers

**FROM:** Councilmember Joel Fajardo

**DATE:** December 17, 2012

**SUBJECT:** Appointments to City Commissions

---

I recommend that the following individuals be appointed as my representatives to the City Commissions:

a. **Planning and Preservation Commission**

Name: Kevin Beaulieu, City of San Fernando resident and registered voter

b. **Education Commission**

Name: Patty Lopez, City of San Fernando resident and registered voter

**ATTACHMENT:**

A. Bio – Patty Lopez



**ATTACHMENT "A"****PATTY LOPEZ BIO**

Name: Patty Lopez  
Role: Community member  
Representing: Educational Institutions

Bio: I strongly believe that we can make a difference on our community. Education is the key for families to improve the quality of life for the youth, their families, and our future. I am a homeowner and resident since 1989, a wife of 26 years with Juan Lopez, and a mother to four girls. And I have tried hard to become active in our community and I believe it is an honor and a privilege to be nominated as commissioner of the city council and represent my community. To lead is to serve.

**Los Angeles Unified School District**

North Valley Occupational Center – Aviation Center Work as a community Representative for 12 years from 2000- 2012.

Student of the year for Paralegal office assistant

**A Parent Volunteer**

I served on the Site Council at San Fernando High School, San Fernando Middle School and Morningside Elementary School. Chairperson on Local District 2 of CEAC Titulo1.

Public School Choice 3, 4 San Fernando High School, Sylmar High School, Panorama High School, Fulton Preparatory High School

**Students First a member, Grandparents As Parents, CCRC, SPA 2, LEAP, LACA Board member, United Way LA partnership with Public School choice 4.0 reporter.**

**Mexican Legal Defense Fund**

**Member Parent School Partnership** since 2007- Present I been advocating in different levels of governments for High Education equality laws

**Parent Organization Network 2008- Present member**

We form a parents grassroots group (**Padres Activos SFV**) to advocacy for high Education in the San Fernando Valley to help other parents to learn the educational system to know their responsibilities and their rights, Immigration, civil rights.

Goal: To work with the community. Help with social services, fight to protect hard working families. Bring more resources to our city, make partnership with differences organization. Create connections with schools to promote high education for our youth along with Adult education. Creating pathways for students to graduate for high school and pursue a career.



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## **CITY COUNCIL**

### **MEMORANDUM**

**TO:** Mayor Antonio Lopez and Councilmembers

**FROM:** Councilmember Robert C. Gonzales

**DATE:** December 17, 2012

**SUBJECT:** Appointments to City Commissions

---

I recommend that the following individuals be appointed as my representatives to the City Commissions:

**a. Transportation and Safety Commission**

Name: Rudy Trujillo, City of San Fernando resident and registered voter  
Education: San Fernando High School  
Occupation: Pastor and former LACMTA Heavy Bus Operator

**b. Planning and Preservation Commission**

Name: Rodolfo Salinas Jr., City of San Fernando resident and registered voter  
Education: Mission College  
Occupation: Business owner: Real Estate Appraisals

**c. Education Commission**

Name: Louis A. Lopez, City of San Fernando resident and registered voter  
Education: Bachelors Degree from La Verne University in Business Administration  
Masters Degree from La Verne University in Educational Counseling  
Masters Degree in School Administration  
Occupation: Retired LAUSD after 23 years

**d. Parks, Wellness, and Recreation Commission**

Name: Saydith Navarro, City of San Fernando resident and registered voter  
Education: Master of Education, and Preliminary Multiple Subject Credentials  
National University, from CSUN in Bachelors in Liberal Studies  
Occupation: Case Specialist for the Child Care Resource Center (CCRC)

**ATTACHMENT:**

A. Bios

**ATTACHMENT "A"****PASTOR RUDY TRUJILLO**

I was born in Los Angeles, California on January 10, 1956. I grew up in the Pacoima area and attended Telfair Elementary, Pacoima Junior and San Fernando High School.

In 1978 I experienced a life changing encounter with the Lord that impacted my life. I walked into a little store front church in San Fernando, which led to meeting my wife Annette Briceno Trujillo in a small church in Pacoima. We have now been married for 33 years on November 17 with an only child Joshua Trujillo and 3 grandchildren with one more in the oven.

In 1980 we planted and led New Life Faith Center for 10 years in the City of San Francisco and also opened up a home for young men who faced the drug culture problems of the Mission District in San Francisco. In 1990 we moved back to the Valley and joined Praise Chapel San Fernando helping to established the church in the Azteca Theater. During this time I was traveling internationally as a speaker in countries such as Ghana Africa, Manila Philippines, Germany and Hong Kong.

I have been in ministry for 32 years and have been involved with Gang Intervention through Communities in Schools GRYD program under Mayor Antonio Villaraigosa office for the last 5 years. As a former Bus Operator for LACMTA and Gang Intervention GRYD I feel I bring knowledge, and experience that can only be gained by being on the streets and observing firsthand safety and transportation issues. I also carry the experience of serving on committee's such as Relay for Life in San Fernando for 7 years and one of the largest Toy Giveaway Events with Officer Mike Scott and Project Living Hope which required safety issues.

In 1991 I worked for RTD now known as LACMTA and gained the experience of being on the streets giving me insight on the daily routines of driving, safety and transportation.

The following are just some of my experience as Bus Operator for Los Angeles County Metropolitan Transportation Authority (LACMTA)

Operates public transit buses, collects fares, transports passengers, and performs safety inspection of bus equipment.

Communicate courteously and effectively with other employees and the public

Decipher and successfully encounter traffic patterns flows and potential road hazards

Recognize existing or potential mechanical defects, problems, or maladjustment

State and local traffic laws, ordinances, and regulations involved in the operation of vehicles

Vehicle safety rules and regulations

Memorizes routes, transfer points, and fare structures for all lines assigned divisions



Performs a complete pre-pull-out inspection of bus, safety checks equipment, and informs mechanic when adjustments or repairs are necessary

Refers to and implements route maps, time schedules, and instructions for pull-outs, line service, pull-ins, and off-route trips

Receives and transmits two-way radio messages involving accidents, emergencies, criminal activities, or other authorized Metro business

Reports hazardous or dangerous conditions along bus route and at passenger loading zones, including such hazards as unusual traffic, road conditions, obstructions, construction, and potential criminal activity

Writes reports and completes forms

Maintains, supports, and promotes a safe work environment while complying with all of Metro's safety rules, policies, and procedures

Positions in this job classification are considered safety sensitive and subject to drug and alcohol testing, including random testing, under Federal Transportation Administration (FTA) drug and alcohol regulations.

Thank you for the opportunity in hope of serving the city and residents of San Fernando.

Sincerely,

Pastor Rudy

### **RODOLFO SALINAS JR BIO**

I was born in Sun Valley California on April 22, 1983. A month after I was born my parents purchased their first home in the City of San Fernando. In 1994 my parents purchased their second home across the street from their first home. I have lived on the same block my entire life and I am proud to call San Fernando my home. I went to Saint Simon for pre-school, and then I went to Morningside Elementary, San Fernando Middle School & Graduated Sylmar High School in 2001. After High School I attended Los Angeles Mission for 1 year. During my time at L.A Mission College I was taking classes in Political Science & Business.

After going to school for a year at L.A Mission College I was offered a job to work with a Real Estate Appraiser. I started by doing basic data entry and answering phone calls. After a couple of months with the Appraiser I was given more responsibility, and by the end of the year I was running the business for the appraiser. I stayed until 2007, when my best friend and I decided to start our own business in Real Estate. During the 5 years working with the appraiser I gained an abundance of knowledge. I learned real world scenarios, complications with running a business, interacting with different types of people/personalities, gaining knowledge on what increases value in homes, and neighborhoods. In 2007 when we opened our business the economy was on a downturn, values were declining in all areas and there was little to no work. When there was a lack of work, we developed a different business strategy. When most appraisers were shutting down their business, we were thriving. We had more work than we could handle. We were working 7 days a week and working 15-18 hours a day.

I have been working with Real Estate appraisals for the past 10 years. During this time the Real Estate market has had one of the biggest increases in value and has also had the worst markets since the Great Depression. Being able to go through the ups and downs of the Real Estate market has given me firsthand experience in adapting to both the good and bad side of the Real Estate market. I have learned and still learning a great deal about Real Estate.

My parents Rodolfo and Ofelia Salinas had 4 children and I was lucky enough to be the oldest. I have 2 younger brothers (Edgar & Nicholas) & 1 sister (Emily). I look to my younger brothers and sister as my inspiration to strive to be a good role model. When I was little I remember playing with my friends at Pioneer Park and walking up and down Maclay St. The memories that I have as a child and seeing that I am a product of this community makes me want to continue living in the City of San Fernando, and hopefully make a difference in this community better for all the people in San Fernando. I hope that with my experience in Real Estate and my strong ties to this community I can and I will make a change.

### **LOUIS A. LOPEZ**

I was born in Hanford California on July 2, 1949. My parents made a living picking cotton in the fields there. They named me Luis Alejandro Lopez, which is the name on my birth certificate. However, my baptism certificate reads Louis Alexander Lopez. We moved to the City of San Fernando when I was seven years old. I attended San Fernando Elementary, San Fernando Junior High, and San Fernando High School. I graduated from San Fernando High School in June of 1968.

I enlisted in the Air Force shortly thereafter on June 16, 1968 and served my country during the Vietnam War. I married Irene Lopez my childhood sweetheart on December 11, 1971 during my last year in the Air Force, while I was stationed at Luke Air Force base in Las Vegas, Nevada. We moved back to San Fernando after I received my honorable discharge, to our current address at 2019 Lucas Street, San Fernando Ca. 91340. We have lived at this address for thirty nine years, and raised five children.

I earned a Bachelors Degree from La Verne University in Business Administration in 1983. During this time I was working at the Lockheed Aeronautical Corporation in Burbank. I started out as a riveter, then moved on to become an aircraft mechanic, engineering technical writer, then senior contracts administrator for the commercial L-1011 Airliner Program. I was also able to work in the Skunk Works Program that was developed by the famous engineer Kelly Johnson. I worked on many top secret projects, one of which was the Stealth F-117 Fighter that was used in the Gulf War.

I transferred to education in 1989 after the Lockheed Corporation moved to Georgia. I began as an elementary school teacher at Herrick Elementary School in Sylmar, California. I was also hired on as an English as a Second Language Instructor at the North Valley Occupational Center. I eventually began working full-time for the Los Angeles Unified School District Adult Division as a young adult counselor at Pacoima Skills Center in Pacoima, California. During this time I earned a Masters Degree in Educational Counseling from La Verne University in 1994. I was promoted to assistant principal of adult counseling services, and then to assistant principal of operations. In 2000 I earned a second Masters Degree, this time in School Administration. I retired from the Los Angeles Unified School District after twenty three years on June 30, 2012.

I was asked and accepted the position of Education Commissioner by City Councilman Robert Gonzales. I hope to use my experience to bring back the Junior Achievement Program to San Fernando, and hopefully make a difference in the lives of our young people.

**SAYDITH NAVARRO**

My name is Saydith Navarro, and I am part of the City of San Fernando. I spent my childhood at my parent's home on Mountain View and Seventh Street in San Fernando. At six years old we moved to our current home on North Huntington Street. San Fernando has always been the city I call home.

I attended St. Genevieve High School where I graduated in 2002. There after went on to college and completed my studies at CSUN. I received my Bachelors in Liberal Studies in 2007. My studies continued at National University where I received my Master of Education, and Preliminary Multiple Subject Credentials in 2009.

In 2004 I started my employment with the City of San Fernando Park and Recreations. My experience as an employee was unforgettable. Working at the parks and recreation centers I was able to meet my community, and partake in our traditions. Such memorable events include The Menudo Festival, The Cesar Chavez Parade, and our Fourth of July Celebration.

I was then given the opportunity to work as an After School Counselor for the City of San Fernando. It not only gave me the opportunity to work with the community in a school setting, and I was able to engage with the youth.

I have been fortunate to work for my community through the Park and Recreation Centers, and in school settings. These experiences will contribute to my position as commissioner of Park and Recreation and the new vision that we aspire for our City of San Fernando.





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**CITY COUNCIL****MEMORANDUM**

**TO:** Mayor Antonio Lopez and Councilmembers

**FROM:** Councilmember Joel Fajardo

**DATE:** December 17, 2012

**SUBJECT:** Consideration of the Formation of a Healthcare Advisory Board

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I have placed this on the agenda for City Council discussion and consideration.

**BACKGROUND/ANALYSIS:**

I would like to request that the City Council consider the formation of a new Healthcare Advisory Board. Some discussion points would include:

- a. The purpose of the Healthcare Advisory Board would be to assess the healthcare needs of San Fernando residents and to provide access to affordable services to said residents.
- b. This new Board would be effective immediately through June 30, 2013.
- c. Unless it is extended by the City Council prior to June 30, 2013, it would otherwise be dissolved.
- d. Board Members need not reside in the City; however, they must have some medical background or expertise in healthcare.
- e. No pay for Board Members (unless later amended).
- f. Each Councilmember would appoint a representative to the Board.
- g. I would like to nominate Hector Cabrera as my representative.