THE CITY OF SAN FERNANDO

San Fernando City Council

Regular Meeting Notice and Agenda

April 16, 2018 – 6:00 PM

City Hall Council Chambers
117 MacNeil Street
San Fernando, CA 91340

One Councilmember will participate via teleconference from:

74 Brandon Drive, Goleta, CA 93117

Pursuant to Government Code Section 54953, members of the public will be able to participate from the teleconference location.

CALL TO ORDER/ROLL CALL

Mayor Sylvia Ballin
Vice Mayor Antonio Lopez
Councilmember Jaime Soto
Councilmember Joel Fajardo
Councilmember Robert C. Gonzales

PLEDGE OF ALLEGIANCE

Led by Personnel Manager Michael Okafor

APPROVAL OF AGENDA

PRESENTATIONS

a) RECOGNITION OF SFPD TEAM – BAKER TO VEGAS RUN
Police Chief Anthony Vairo

b) ARBOR DAY PROCLAMATION – APRIL 28
Director of Public Works/City Engineer Yazdan (Yaz) Emrani

c) SEXUAL ASSAULT AWARENESS MONTH & DENIM DAY – APRIL 25
Councilmember Robert C. Gonzales

DECORUM AND ORDER

The City Council, elected by the public, must be free to discuss issues confronting the City in an orderly environment. Public members attending City Council meetings shall observe the same rules of order and decorum applicable to the City Council (SF Procedural Manual). Any person making impertinent derogatory or slanderous remarks or who becomes boisterous while addressing the City Council or while attending the City Council meeting, may be removed from

PUBLIC STATEMENTS – WRITTEN/ORAL

There will be a three (3) minute limitation per each member of the audience who wishes to make comments relating to City Business. Anyone wishing to speak, please fill out the blue form located at the Council Chambers entrance and submit it to the City Clerk. When addressing the City Council please speak into the microphone and voluntarily state your name and address.

CITY COUNCIL - LIAISON UPDATES

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.

1) REQUEST TO APPROVE THE MINUTES OF APRIL 2, 2018 – SPECIAL MEETING

2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER

Recommend that the City Council adopt Resolution No. 18-042 approving the Warrant Register.

3) CONSIDERATION TO AWARD CONTRACT TO CWE FOR DESIGN SERVICES FOR THE SAN FERNANDO REGIONAL PARK INFILTRATION PROJECT

Recommend that the City Council:

a. Approve a Professional Services Agreement (Contract No. 1883), with CWE for the Design Phase of the San Fernando Regional Park Infiltration Project in the amount of $479,264 and authorize a 10 percent contingency ($47,926) for a total of $527,190; and

b. Authorize City Manager to execute contract with CWE and approve any change orders or additional scope of work deemed necessary up to the approved project budget of $850,000.

4) CONSIDERATION TO APPROVE THE PURCHASE OF A 2019 FORD SUPER DUTY F350 GASOLINE POWERED UTILITY TRUCK UNDER THE NATIONAL JOINT POWER ALLIANCE (NJPA) CONTRACT PURCHASING COOPERATIVE

Recommend that the City Council:

a. Waive formal bid requirements and approve a cooperative purchase of a 2019 Ford Super Duty F350 from National Auto Fleet Group in an amount not-to-exceed $68,477.76 using the NJPA Contract Purchasing Cooperative contract (Contract No. 120716-NAF);

b. Authorize the City Manager to execute a Purchase Order with National Auto Fleet Group in the amount of $68,477.76 for the purchase of the vehicle; and

c. Repurpose Vehicle Number PW-9503 for use within the Equipment/Vehicle Maintenance Division and authorize the City Manager to designate, as surplus property, Vehicle Number PW-3756 and to dispose of surplus property and sale.

5) CONSIDERATION TO APPROVE THE PURCHASE OF A 2019 FORD F350 SRW GASOLINE POWERED UTILITY TRUCK UNDER THE NATIONAL JOINT POWER ALLIANCE (NJPA) CONTRACT PURCHASING COOPERATIVE

Recommend that the City Council:

a. Waive formal bid requirements and approve a cooperative purchase of a 2019 Ford F350 SRW from National Auto Fleet Group in an amount not-to-exceed $63,868.76 using the NJPA Contract Purchasing Cooperative contract (Contract No. 120716-NAF);

b. Authorize the City Manager to execute a Purchase Order with National Auto Fleet Group (NAFG) in the amount of $63,868.76 for the purchase of the vehicle;

c. Designate Vehicle Number PW-2487 as surplus property and authorize the City Manager to dispose of surplus properties and sale; and

d. Adopt Budget Resolution No. 7846 amending the Sewer Enterprise Fund budget for Fiscal Year 2017-2018.

6) CONSIDERATION TO APPROVE THE PURCHASE OF A 2018 FORD FOCUS (P3R) ELECTRIC HATCH UNDER THE NATIONAL JOINT POWER ALLIANCE (NJPA) CONTRACT PURCHASING COOPERATIVE

Recommend that the City Council:

a. Waive formal bid requirements and approve a cooperative purchase of a 2018 Ford Focus (P3R) Electric Hatch from National Auto Fleet Group in an amount not-to-exceed of $34,176.91 using the NJPA Contract Purchasing Cooperative contract (Contract No. 120716-NAF);

b. Authorize the City Manager to execute a Purchase Order with National Auto Fleet Group (NAFG) in the amount of $34,176.91 for the purchase of the vehicle; and

c. Designate Vehicle Number CE-6477 as surplus property and authorize the City Manager to dispose of surplus properties and sale.

7) CONSIDERATION TO ADOPT PROJECT LIST TO RECEIVE SENATE BILL 1: ROAD MAINTENANCE AND REHABILITATION FUNDS

Recommend that the City Council:

a. Accept $406,616 in Senate Bill 1 (SB 1) funds and approve project list for the SB 1 Local Streets and Roads Program; and

b. Adopt Resolution No. 7844 adopting the list of projects for Fiscal Year 2018-2019 funded by SB 1: The Road Repair and Accountability Act of 2017.

8) ADOPT A RESOLUTION ELECTING TO RECEIVE STATUTORY PASS THROUGH PAYMENTS IN CONNECTION WITH REDEVELOPMENT PROJECT AREA NO. 1A ('89 ANNEX), PROJECT AREA NO. 3 (CIVIC CENTER), AND PROJECT AREA NO. 3A (CIVIC CENTER 1984 ANNEX)

Recommend that the City Council adopt Resolution No. 7845 making an election to receive the City's share of statutory payments pursuant to Health and Safety Code Section 33607.5 (b) for Redevelopment Project Area No. 1A ('89 Annex), Project Area No. 3 (Civic Center), and Project Area No. 3A (Civic Center Annex).

PUBLIC HEARING

9) CONSIDERATION TO ADOPT A ZONE TEXT AMENDMENT AMENDING SECTION 106-6 (DEFINITIONS) OF ARTICLE I (IN GENERAL) OF CHAPTER 106 (ZONING) OF THE SAN FERNANDO MUNICIPAL CODE TO PROVIDE ADDED CLARIFICATION REGARDING THE METHODOLOGY FOR CALCULATING LOT AREA WITHIN R-1 RESIDENTIAL ZONES

Recommend that the City Council:

a. Conduct a Public Hearing;

b. Pending public testimony, introduce for first reading, in title only, and waive further reading of Ordinance No. 1675 entitled, "An Ordinance of the City Council of the City of San Fernando, California Amending Section 106-6 (Definitions) of Article I (In General) of Chapter 106 (Zoning) of the San Fernando Municipal Code to provide added clarification regarding the methodology for calculating lot area within R-1 Residential Zones"; and

c. Affirm the City's determination that the proposed Ordinance is not subject to CEQA pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly, and therefore no further environmental review is required.

ADMINISTRATIVE REPORTS

10) CONSIDERATION TO APPROVE A PARTNERSHIP WITH THE WILD HORSE FOUNDATION RELATED TO PROGRAM ENHANCEMENTS AND CAPITAL IMPROVEMENTS AT PIONEER PARK

Recommend that the City Council:

a. Authorize the City Manager to enter into a partnership with the Wild Horse Foundation related to program enhancements and capital improvements at Pioneer Park; and

b. Approve the use of the City Seal, logo, and social media on digital and print material related to program enhancements and capital improvements resulting from the partnership with Wild Horse Foundation, pursuant to City Council Resolution No. 6904.

11) REVIEW OF CITY COUNCIL PRIORITIES FOR FISCAL YEAR 2018-2019

Recommend that the City Council review and discuss City Council priorities for Fiscal Year 2018-2019.

12) MEASURE A AD HOC COMMITTEE UPDATE

Recommend that the City Council receive an update from staff and the Measure A Ad Hoc Committee.

DEPARTMENT HEADS - COMMISSION UPDATES

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, CMC
City Clerk
Signed and Posted: April 12, 2018 (4:00 p.m.)

Regular Meeting
San Fernando City Council

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SAN FERNANDO CITY COUNCIL
MINUTES

APRIL 2, 2018 – 5:00 P.M.
SPECIAL MEETING

City Hall Community Room
117 Macneil Street
San Fernando, CA 91340

CALL TO ORDER/ROLL CALL

Vice Chair Antonio Lopez called the meeting to order at 5:18 p.m.

Present:

Council: Vice Mayor Antonio Lopez and Councilmembers Joel Fajardo and Robert C. Gonzales (arrived at 5:18 p.m.)

Staff: City Manager Alexander P. Meyerhoff, Assistant City Attorney Richard Padilla and City Clerk Elena G. Chávez

Absent: Mayor Sylvia Ballin and Councilmember Jaime Soto

APPROVAL OF AGENDA

Motion by Councilmember Fajardo, seconded by Councilmember Gonzales, to approve the agenda. By consensus, the motion carried.

PUBLIC STATEMENTS – WRITTEN/ORAL

None

RECESS TO CLOSED SESSION (5:19 P.M.)

By consensus, Councilmembers recessed to the following Closed Session as announced by Assistant City Attorney Padilla:

A) CONFERENCE WITH LABOR NEGOTIATOR
G.C. §54957.6

Designated City Negotiators:
City Manager Alexander P. Meyerhoff
Deputy City Manager/Director of Finance Nick Kimball

City Attorney Rick Olivarez
Assistant City Attorney Richard Padilla
Employees and Employee Bargaining Units that are the Subject of Negotiation:
San Fernando Management Group (SEIU, Local 721)
San Fernando Public Employees' Association (SEIU, Local 721)
San Fernando Police Officers Association
San Fernando Police Officers Association Police Management Unit
San Fernando Police Civilian Association
San Fernando Part-time Employees' Bargaining Unit (SEIU, Local 721)
All Unrepresented Employees

B) PUBLIC EMPLOYEE PERFORMANCE EVALUATION
G.C. §54957
Title of Employee: City Manager

C) PUBLIC EMPLOYEE PERFORMANCE EVALUATION
G.C. §54957
Title of Employee: City Clerk

D) CONFERENCE WITH LEGAL COUNSEL TO DISCUSS EXISTING LITIGATION – WORKER'S MOUNTAIN VALLEY ASSEMBLY LLC v. CITY OF SAN FERNANDO
G.C. §54956.9(d)(1)
LASC Case No. BC682254

E) PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
G.C. §54957

F) CONFERENCE WITH REAL PROPERTY NEGOTIATOR
G.C. §54956.8

Property:	City owned parcel at Assessor Parcel Number 2521-031-903 (San Fernando Mission Blvd. and Celis St.), City of San Fernando
City Negotiators:	City Manager Alexander P. Meyerhoff City Attorney Rick Olivarez Assistant City Attorney Richard Padilla
Negotiating Parties:	Jack in the Box Inc. Michael Tohikian, Hot Spot Properties, Inc.
Under Negotiation:	Price and Terms of Payment as it Relates to Leasing or Purchasing of Real Property

RECONVENE/REPORT OUT FROM CLOSED SESSION (5:44 P.M.)

Assistant City Attorney Padilla reported the following:

Item A – An update was provided by City staff but no final action taken.

Items B & C – Not discussed; will be moved to a future meeting date when all Councilmembers can be present.

Item D – A report was given by Legal Counsel Joaquin Vasquez but no final action taken.

Item E – A general update was provided to the City Council but no final action taken.

Item F – An update was provided by Director of Community Development Timothy Hou. Feedback was provided by the City Council but no final action was taken.

ADJOURNMENT (5:46 P.M.)

Motion by Councilmember Fajardo, seconded by Councilmember Gonzales, to adjourn. By consensus, the meeting was adjourned.

I do hereby certify that the foregoing is a true and correct copy of the minutes of April 2, 2018, meeting as approved by the San Fernando City Council.

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Elena G. Chávez, CMC
City Clerk

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THE CITY OF SAN FERNANDO

AGENDA REPORT

To: Mayor Sylvia Ballin and Councilmembers

From: Alexander P. Meyerhoff, City Manager
By: Nick Kimball, Deputy City Manager/Director of Finance

Date: April 16, 2018

Subject: Consideration to Adopt a Resolution Approving the Warrant Register

RECOMMENDATION:

It is recommended that the City Council adopt Resolution No. 18-042 (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 City Manager/Director of Finance 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 City Manager/Director of Finance hereby certifies that each warrant has been reviewed for completeness and that sufficient funds are available for payment of the warrant register.

ATTACHMENT:

A. Resolution No. 18-042

REVIEW: ☒ Finance Director ☒ Deputy City Manager ☒ City Manager

ATTACHMENT "A"

RESOLUTION NO. 18-042

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO ALLOWING AND APPROVING FOR PAYMENT DEMANDS PRESENTED ON DEMAND/ WARRANT REGISTER NO. 18-042

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 16th day of April, 2018.

Sylvia Ballin, 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 approved and adopted at a regular meeting of the City Council held on the 16th day of April, 2018, by the following vote to wit:

AYES:

NOES:

ABSENT:

Elena G. Chávez, City Clerk

EXHIBIT "A"

vchlist **Voucher List** Page: 1
04/10/2018 12:34:12PM **CITY OF SAN FERNANDO**

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209812	4/16/2018	892552 A & M CATERING, INC.	1598		DEP-SENIOR CLUB MOTHER'S DAY	
					004-2380	2,500.00
					Total :	**2,500.00**
209813	4/16/2018	100066 ADS ENVIRONMENTAL SERVICES,INC	22291.22-0118		JAN-WASTEWATER FLOW MONITORIN	
				11718	072-360-0000-4260	1,615.05
			22291.22-0318		MAR-WASTEWATER FLOW MONITORIN	
				11718	072-360-0000-4260	910.00
					Total :	**2,525.05**
209814	4/16/2018	888356 ADVANCED AUTO REPAIR	1216		VEHICLE REPAIRS AND BODY WORK-F	
				11675	041-320-0390-4400	204.00
			1217		VEHICLE REPAIRS AND BODY WORK-F	
				11675	041-320-0225-4400	175.20
			1220		VEHICLE REPAIRS AND BODY WORK-F	
				11675	041-320-0225-4400	262.50
					Total :	**641.70**
209815	4/16/2018	889043 ALADIN JUMPERS	021318		RENTAL OF DANCE FLOOR, TABLES,	
					001-424-0000-4260	1,549.00
					001-190-3711-4260	70.00
			032318		FACE PAINTER-SPRING JAM EVENT	
					001-424-0000-4260	175.00
					Total :	**1,794.00**
209816	4/16/2018	100143 ALONSO, SERGIO	MARCH 2018		MMAP INSTRUCTOR	
					109-424-3678-4260	2,400.00
					Total :	**2,400.00**
209817	4/16/2018	887270 AMERICAN TRANSPORTATION SYSTEM	106292-FINAL		FINAL PYMNT-SENIOR TRIP TO 5 DE M	
					004-2383	569.25
					Total :	**569.25**
209818	4/16/2018	892844 ARAGON, REUBEN	50-2165-04		WATER ACCT REFUND-1806 KNOX	
					070-2010	15.02
					Total :	**15.02**

vchlist **Voucher List** Page: 2
04/10/2018 12:34:12PM **CITY OF SAN FERNANDO**

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209819	4/16/2018	100222 ARROYO BUILDING MATERIALS, INC	206033		LOCAL HARDWARE PURCHASES	
				11685	015-310-0866-4600	97.71
					Total :	**97.71**
209820	4/16/2018	890546 BARAJAS, CRYSTAL	MARCH 2018		MMAP MENTOR INSTRUCTOR	
					109-424-3678-4260	204.00
					Total :	**204.00**
209821	4/16/2018	892784 BARAJAS, MARIA BERENICE	MARCH 2018-1		CROSSFIT/CARDIO INSTRUCTOR	
					017-420-1337-4260	205.00
			MARCH 2018-2		TRX STRENGTH TRAINING INSTRUCT	
					017-420-1337-4260	80.00
			MARCH 2018-3		CYCLING INSTRUCTOR	
					017-420-1337-4260	60.00
					Total :	**345.00**
209822	4/16/2018	891301 BERNARDEZ, RENATE Z.	449		INTERPRETATION SERVICES-CC MTG	
					001-101-0000-4270	250.00
					Total :	**250.00**
209823	4/16/2018	892824 BLACK & WHITE	2420		VEHICLE MAINT- PDUNIT 23	
					041-320-0225-4400	611.73
					Total :	**611.73**
209824	4/16/2018	889345 BSN SPORTS INC	901852125		SOFTBALLS & LINE WHEELS	
					017-420-1334-4300	765.48
					001-423-0000-4300	379.37
					Total :	**1,144.85**
209825	4/16/2018	888800 BUSINESS CARD	022618		CONF LODGING REFUND	
					001-101-0111-4370	-687.72
			030618		EXTENSION CORD	
					001-105-0000-4300	5.46
			030818		BALANCE DUE-BUSINESS CARDS	
					001-105-0000-4300	3.00
			030818		CITY COUNCIL BUSES CESAR CHAVEZ	
					007-440-0443-4260	1,390.01

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209825	4/16/2018	888800 BUSINESS CARD	(Continued)			
			032218		BROCHURE DISTRIBUTION	
					001-420-0000-4300	334.30
			032218		ANNUAL MEMBERSHIP	
					001-105-0000-4380	185.00
			032318		COMM DEV TABLET STORAGE	
					001-152-0000-4300	43.99
			032318		CIF-YOUTH BICYCLE HELMETS	
					053-101-0111-4430	297.60
			032318		DINNER FOR EDUCATION COMMISSIO	
					001-101-0101-4370	26.07
			032318		CONF LODGING-ASCE ANNUAL INFRA	
					001-310-0000-4370	206.13
					070-384-0000-4370	206.13
					072-360-0000-4360	206.13
			032618		MICROPHONE & LIGHT	
					001-105-0000-4300	137.93
			032618		CONF LODGING-ICA LEGISLATIVE TOU	
					001-101-0111-4370	687.72
			032718		CITY COUNCIL BUS-SF MIDDLE SCHO	
					007-440-0443-4260	420.00
			033018		FINANCE CHARGE	
					001-190-0000-4435	255.41
			033018		PD CAR ANTENNA EQUIP	
					001-222-0000-4300	899.95
					Total :	**4,617.11**
209826	4/16/2018	888800 BUSINESS CARD	031218-1		RGSTR-CHAPTER MEETING ON 03/21/	
					001-130-0000-4370	40.00
			031218-2		RGSTR-CHAPTER MEETING ON 03/21/	
					001-130-0000-4370	40.00
			031318		PREMIUM LIABILITY INS.-OPEN STREE	
					006-190-3711-4240	401.00
			031518		LUNCH-ORAL BOARD PAYROLL TECH	
					001-106-0000-4270	96.35
			031918		DINNER-SP CC MTG ON 03/19/18	
					001-101-0000-4300	55.11

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209826	4/16/2018	888800 BUSINESS CARD	(Continued)			
			032118		DINNER-SP CC MTG ON 03/19/18	
					001-101-0000-4300	43.00
			032218		MEMBERSHIP RENEWAL	
					001-130-0000-4380	225.00
			032818		LUNCH-ORAL BOARD ASSOCIATE PLAI	
					001-106-0000-4270	65.46
			033018		FINANCE CHARGES	
					001-190-0000-4435	14.85
			040218		RGSTR-INTRO TO GOVERNMENTAL AC	
					001-130-0000-4370	75.00
					Total :	**1,055.77**
209827	4/16/2018	892307 CCPHA	101917-1		OUTREACH SERVICES SAFE ROUTES	
				11425	010-310-0687-4270	6,979.00
					Total :	**6,979.00**
209828	4/16/2018	892704 CHARGEPOINT	IN38342		ELECTRIC VEHICLE CHARGING UNITS	
				11697	029-335-3699-4600	8,075.00
				11697	010-335-3699-4600	8,075.00
					Total :	**16,150.00**
209829	4/16/2018	891767 CHAVEZ, ELIZABETH	MARCH 2018		ZUMBA INSTRUCTOR	
					017-420-1337-4260	25.00
					Total :	**25.00**
209830	4/16/2018	892838 CHAVEZ, OSCAR	2000349.001		FACILITY RENTAL REFUND	
					001-3777-0000	131.00
					Total :	**131.00**
209831	4/16/2018	891460 CISNEROS, RAMIRO	39-3560-02		WATER ACCT REFUND-813 KALISHER	
					070-2010	60.89
					Total :	**60.89**
209832	4/16/2018	103029 CITY OF SAN FERNANDO	17879-17905		REIMB TO WORKER'S COMP ACCT	
					006-1035	7,822.49
					Total :	**7,822.49**

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209833	4/16/2018	892812 COSTAR REALTY INFORMATION, INC	106231361-1		COSTAR LICENSE AGREEMENT-COMM	
				11756	001-135-0000-4260	4,982.10
					Total :	**4,982.10**
209834	4/16/2018	887121 DELL MARKETING L.P.	10224139698		OFFICE PRO 2016	
				11747	001-310-0000-4300	364.67
					Total :	**364.67**
209835	4/16/2018	891533 DEXYP	610036675193		DOMAIN REG & EMAIL HOSTING-MAR 2	
					001-190-0000-4220	56.73
					Total :	**56.73**
209836	4/16/2018	888951 DOMINGUEZ, WALTER	TRAVEL		PER DIEM-POST CERT RANGEMASTEF	
					001-225-0000-4370	225.00
					Total :	**225.00**
209837	4/16/2018	887518 DURHAM, ALVIN	APRIL 2018		COMMISSIONER'S STIPEND	
					001-150-0000-4111	50.00
					Total :	**50.00**
209838	4/16/2018	892845 EMRANI, YAZDAN T.	REIMB.		TRAVEL REIMB-ASCE CONFERENCE O	
					001-310-0000-4370	33.33
					070-381-0000-4370	33.33
					072-360-0000-4360	33.34
					001-310-0000-4370	109.65
					070-381-0000-4370	32.00
					072-360-0000-4360	32.00
					070-381-0000-4370	77.65
					072-360-0000-4360	77.66
					001-310-0000-4370	83.33
					070-381-0000-4370	83.33
					072-360-0000-4360	83.34
					Total :	**678.96**
209839	4/16/2018	890879 EUROFINS EATON ANALYTICAL, INC	L0373291		WATER ANALYSIS-F714946-VARIOUS T	
					070-384-0000-4260	3,180.00
					Total :	**3,180.00**

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209840	4/16/2018	890897 EVAN BROOKS ASSOCIATES, INC	18003-13		MGMT SERVS RELATED TO HEALTHY S	
				11655	010-420-3711-4260	16,984.67
			18004-6		QUARTERLY REPORTING OF THE TRAI	
				11616	001-150-3673-4270	1,300.00
					Total :	**18,284.67**
209841	4/16/2018	101114 EXCEL PAVING COMPANY	R-24999		RELEASE OF RETENTION-EMERGENC	
					072-2037	27,731.68
					Total :	**27,731.68**
209842	4/16/2018	890981 FAJARDO, JOEL	REIMB.		WELLNESS BENEFIT REIMB. FY17/18	
					001-101-0103-4140	120.00
			REIMB.		PARKING FEE REIMB-LEAGUE OF CA C	
					001-101-0103-4370	10.00
			REIMB.		PARKING FEE REIMB-SFVCOG REG MI	
					001-101-0103-4370	6.00
					Total :	**136.00**
209843	4/16/2018	101147 FEDEX	6-135-73436		COURIER SERVICE	
					001-190-0000-4280	49.87
					Total :	**49.87**
209844	4/16/2018	892198 FRONTIER COMMUNICATIONS	209-150-5251-040172		MWD METER	
					070-384-0000-4220	45.95
			209-151-4939-102990		MUSIC CHANNEL	
					001-190-0000-4220	41.82
			209-188-4361-031792		RCS PHONE LINES	
					001-420-0000-4220	103.66
			209-188-4362-031792		POLICE MAJOR PHONE LINES	
					001-222-0000-4220	538.95
			209-188-4363-031892		VARIOUS PHONE LINES	
					001-190-0000-4220	73.05
					070-384-0000-4220	220.32
					001-420-0000-4220	248.64
			818-361-6728-080105		ENGINEERING FAX LINE	
					001-310-0000-4220	33.68
			818-365-5097-120298		PD NARCOTICS VAULT	

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209844	4/16/2018	892198 FRONTIER COMMUNICATIONS	(Continued)			
					001-222-0000-4220	33.37
			818-837-1509-032207		PW PHONE LINE	
					001-190-0000-4220	33.29
			818-837-2296-031315		VARIOUS CITY CELL PHONE LINES	
					001-190-0000-4220	316.44
			818-838-4969-021803		PD ALARM PANEL	
					001-222-0000-4220	115.51
					Total :	**1,804.68**
209845	4/16/2018	892172 FUEL SOLUTIONS INC.	18-1561		CNG FUEL STATION UPGRADE PROJE(	
				11359	010-310-3661-4600	710.20
				11359	010-320-3697-4600	177.55
					Total :	**887.75**
209846	4/16/2018	101434 GUZMAN, JESUS ALBERTO	MARCH 2018		MMAP INSTRUCTOR	
					109-424-3678-4260	1,200.00
					108-424-3694-4260	600.00
					Total :	**1,800.00**
209847	4/16/2018	891053 HAUPT, THEALE E	APRIL 2018		COMMISSIONER'S REIMB	
					001-150-0000-4111	50.00
					Total :	**50.00**
209848	4/16/2018	890594 HEALTH AND HUMAN RESOURCE	180877		EAP-APRIL 2018	
					001-106-0000-4260	235.30
					Total :	**235.30**
209849	4/16/2018	101599 IMAGE 2000 CORPORATION	190192		CONTRACT BASE RATE FOR	
					001-420-0000-4260	186.82
					Total :	**186.82**
209850	4/16/2018	891570 INNOVATIVE TELECOM. SYSTEMS	2301		TELEPHONE EQUIPMENT MAINT-MAY 2	
					001-190-0000-4260	395.00
					Total :	**395.00**
209851	4/16/2018	101647 INTERSTATE BATTERY	218311		BATTERIES FOR FLEET	
				11751	041-320-0420-4400	1,638.75

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209851	4/16/2018	101647 INTERSTATE BATTERY	(Continued)			
			30075738		VARIOUS BATTERIES FOR CITY FLEET	
				11751	041-1215	146.91
					Total :	**1,785.66**
209852	4/16/2018	892682 IPS GROUP, INC.	30222		PARKING METER PROGRAM-DEC 2017	
				11759	001-190-0000-4300	262.06
			31039		PARKING METER PROGRAM-JAN 2018	
				11759	001-190-0000-4300	268.17
			31667		PARKING METER PROGRAM-FEB 2018	
				11759	001-190-0000-4300	267.52
					Total :	**797.75**
209853	4/16/2018	887952 J. Z. LAWNMOWER SHOP	18942		SMALL EQUIPMENT REPAIR	
				11690	043-390-0000-4300	72.11
					Total :	**72.11**
209854	4/16/2018	889680 JIMENEZ LOPEZ, JUAN MANUEL	MARCH 2018		MMAP INSTRUCTOR	
					109-424-3678-4260	720.00
					108-424-3694-4260	360.00
					Total :	**1,080.00**
209855	4/16/2018	891738 KNIGHT COMMUNICATIONS INC	2010947		IT MANAGEMENT SERVICES-APRIL 201	
				11588	001-135-0000-4270	10,000.00
					Total :	**10,000.00**
209856	4/16/2018	101990 L.A. COUNTY METROPOLITAN	101781		TAP CARDS-FEB 2018	
					007-440-0441-4260	1,126.00
					Total :	**1,126.00**
209857	4/16/2018	892835 LAMC CULTINARY ARTS INSTITUTE	MC2402		CUPCAKES-2018 SCHOLARSHIP AWAR	
					001-115-0000-4450	120.45
					Total :	**120.45**
209858	4/16/2018	892659 LECHOWICZ & TSENG MUNICIPAL	1024		WATER AND SEWER UTILITY RATE STU	
				11648	072-360-0000-4260	2,558.59
				11648	070-381-0000-4260	2,558.58

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209858	4/16/2018	892659 892659 LECHOWICZ & TSENG MUNICIPAL	(Continued)		**Total :**	**5,117.17**
209859	4/16/2018	892444 LICEA, ALEX	TRAVEL		PER DIEM-POST CERT RANGEMASTEF	
					001-225-0000-4370	225.00
					Total :	**225.00**
209860	4/16/2018	101920 LIEBERT CASSIDY WHITMORE	1455886		LEGAL SERVICES	
					001-112-0000-4270	140.00
			1455887		LEGAL SERVICES	
					001-112-0000-4270	8,349.65
			1455888		LEGAL SERVICES	
					001-112-0000-4270	1,715.00
			1455889		LEGAL SERVICES	
					001-112-0000-4270	84.00
					Total :	**10,288.65**
209861	4/16/2018	889423 LIZARRAGA, MANUEL	TRAVEL		PER DIEM-DAR STC COURSE IN RIVEF	
					001-225-3688-4360	115.00
					Total :	**115.00**
209862	4/16/2018	887918 MARISCAL JR, MARIO	TRAVEL		PER DIEM-DAR STC COURSE IN RIVEF	
					001-225-3688-4360	115.00
					Total :	**115.00**
209863	4/16/2018	888242 MCI COMM SERVICE	7DK54968		MTA PHONE LINE	
					007-440-0441-4220	33.90
					Total :	**33.90**
209864	4/16/2018	891054 MEJIA, YVONNE G	APRIL 2018		COMMISSIONER'S REIMB	
					001-150-0000-4111	50.00
					Total :	**50.00**
209865	4/16/2018	892140 MICHAEL BAKER	1009389		CDBG ADMINISTRATIVE & LABOR COM	
				11551	026-311-0159-4260	2,340.00
					Total :	**2,340.00**
209866	4/16/2018	102226 MISSION LINEN SUPPLY	507024418		LAUNDRY	
					001-225-0000-4350	127.29

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209866	4/16/2018	102226 MISSION LINEN SUPPLY	(Continued)			
			507052446		LAUNDRY	
					001-225-0000-4350	111.31
			507071695		LAUNDRY	
					001-225-0000-4350	72.29
			507097871		LAUNDRY	
					001-225-0000-4350	85.30
					Total :	**396.19**
209867	4/16/2018	892731 MONTES, AIDA	APRIL 2018		COMMISSIONER'S STIPEND	
					001-150-0000-4111	50.00
					Total :	**50.00**
209868	4/16/2018	892535 MORAN, YOVANNI	MARCH 2018		YOGA INSTRUCTOR	
					017-420-1337-4260	100.00
					Total :	**100.00**
209869	4/16/2018	891542 MR "B" PRINTING INC.	38757		SPRING BROCHURES	
					001-420-0000-4300	1,292.10
			38798		5K-"SAVE THE DATE" POSTCARDS	
					001-420-0000-4300	613.20
					Total :	**1,905.30**
209870	4/16/2018	102303 NACHO'S ORNAMENTAL SUPPLY	INV168384		REPL HAZARDOUS SIGNS @ PD	
					043-390-0000-4300	26.40
					Total :	**26.40**
209871	4/16/2018	891355 NAREZ, FABIAN	MARCH 2018		MMAP MENTOR INSTRUCTOR	
					109-424-3678-4260	204.00
					Total :	**204.00**
209872	4/16/2018	892495 NORMAN A. TRAUB ASSOCIATES	18026		INTERNAL AFFAIRS INVESTIGATION SE	
				11621	001-112-0000-4270	1,451.60
					Total :	**1,451.60**
209873	4/16/2018	102403 NOW IMAGE PRINTING	2018041		#10 WINDOW WATER ENV/W PERMIT &	
					070-382-0000-4300	1,089.00
					072-360-0000-4300	1,089.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209873	4/16/2018	102403 102403 NOW IMAGE PRINTING	(Continued)		Total :	2,178.00
209874	4/16/2018	102432 OFFICE DEPOT	114559211001		OFFICE SUPPLIES	
					001-310-0000-4300	18.14
			114559572001		OFFICE SUPPLIES	
					001-310-0000-4300	67.36
			115877068001		OFFICE SUPPLIES	
					041-320-0000-4300	61.85
			116252594001		OFFICE SUPPLIES	
					001-310-0000-4300	10.40
			116253070001		OFFICE SUPPLIES	
					001-310-0000-4300	50.40
			116395561001		OFFICE SUPPLIES	
					043-390-0000-4300	64.19
			116431809001		OFFICE SUPPLIES	
					001-310-0000-4300	12.56
			116432145001		OFFICE SUPPLIES	
					001-310-0000-4300	46.16
			117538916001		OFFICE SUPPLIES	
					001-190-0000-4300	131.55
			1178885939001		OFFICE SUPPLIES	
					001-222-0000-4300	-148.48
			118279693001		OFFICE SUPPLIES	
					001-130-0000-4300	50.19
			118286691001		OFFICE SUPPLIES	
					001-130-0000-4300	26.06
			118286692001		OFFICE SUPPLIES	
					001-130-0000-4300	3.07
			118395654001		OFFICE SUPPLIES	
					001-150-0000-4300	86.43
			118658506001		OFFICE SUPPLIES	
					001-222-0000-4300	101.68
			118661697001		OFFICE SUPPLIES	
					001-222-0000-4300	21.99
			119072410001		OFFICE SUPPLIES	
					001-222-0000-4300	252.11
			119072580001		OFFICE SUPPLIES	

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209874	4/16/2018	102432 OFFICE DEPOT	(Continued)			
					001-222-0000-4300	46.50
			120827077001		OFFICE SUPPLIES	
					001-222-0000-4300	100.96
			120828529001		OFFICE SUPPLIES	
					001-222-0000-4300	9.33
			2171193160		OFFICE SUPPLIES	
					070-381-0000-4300	59.77
					Total :	1,072.22
209875	4/16/2018	892572 OLIVAREZ MADRUGA	3271		LEGAL SERVICES	
					001-110-0000-4270	12,084.39
					072-360-0000-4270	238.67
			3272		LEGAL SERVICES	
					001-110-0000-4270	980.00
					Total :	13,303.06
209876	4/16/2018	890095 O'REILLY AUTOMOTIVE STORES INC	4605-270534		VEHICLE MAINTENANCE & REPAIRS-PI	
				11666	041-320-0390-4400	19.78
			4605-280889		VEHICLE MAINTENANCE & REPAIRS-PI	
				11666	041-320-0225-4400	384.99
					Total :	404.77
209877	4/16/2018	892839 PERSONNEL CONCEPTS	9336694207		LABOR LAW POSTERS	
					001-222-0000-4300	22.40
					Total :	22.40
209878	4/16/2018	890584 POWERLINE BATTERY SPECIALIST	19976		BATTERY FOR PD FLEET	
					041-1215	257.72
					Total :	257.72
209879	4/16/2018	890536 PRUDENTIAL OVERALL SUPPLY	171014924		PUBLIC WORKS UNIFORM ITEMS	
				11668	001-310-0000-4310	300.00
				11668	001-311-0000-4310	290.00
				11668	001-341-0000-4310	150.00
				11668	001-370-0000-4310	384.00
				11668	041-320-0000-4310	175.45

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209879	4/16/2018	890536 PRUDENTIAL OVERALL SUPPLY	(Continued)			
				11668	043-390-0000-4310	1,773.00
				11668	070-383-0000-4310	1,440.00
				11668	070-384-0000-4310	1,344.00
				11668	072-360-0000-4310	2,444.00
					Total :	**8,300.45**
209880	4/16/2018	102738 QUINTERO ESCAMILLA, VIOLETA	MARCH 2018		SENIOR MUSIC INSTRUCTOR	
					017-420-1323-4260	240.00
					Total :	**240.00**
209881	4/16/2018	102781 RAMOS, RICHARD	MARCH 2018		MMAP INSTRUCTOR	
					108-424-3694-4260	360.00
					109-424-3678-4260	720.00
					Total :	**1,080.00**
209882	4/16/2018	102803 RED WING SHOE STORE	3-284		SAFETY WORK BOOTS	
					001-371-0000-4310	147.72
					Total :	**147.72**
209883	4/16/2018	102818 RELIABLE FENCE CO., INC.	1813		EMERG. FENCE REPAIR AT LAS PALMA	
				11760	043-390-0000-4330	1,100.00
					Total :	**1,100.00**
209884	4/16/2018	892489 RIOS, CHRIS	REIMB		PARKING FEE-TRITECH ANNUAL CONF	
					001-224-0000-4360	64.00
			REIMB.		MILEAGE REIMB-TRITECH ANNUAL CO	
					001-224-0000-4360	118.00
					Total :	**182.00**
209885	4/16/2018	102858 RIVERSIDE COUNTY SHERIFF	REGISTRATION		RGSTR-DAR STC COURSE IN RIVERSII	
					001-225-3688-4360	98.00
					Total :	**98.00**
209886	4/16/2018	102858 RIVERSIDE COUNTY SHERIFF	REGISTRATION		RGSTR-DAR STC COURSE IN RIVERSII	
					001-225-3688-4360	98.00
					Total :	**98.00**

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209887	4/16/2018	102858 RIVERSIDE COUNTY SHERIFF	REGISTRATION		RGSTR-DAR STC COURSE IN RIVERSII	
					001-225-3688-4360	98.00
					Total :	**98.00**
209888	4/16/2018	889383 RUVALCABA, JAVIER	TRAVEL		PER DIEM-DAR STC COURSE IN RIVER	
					001-225-3688-4360	115.00
					Total :	**115.00**
209889	4/16/2018	103045 SAN FER. MALL DOWNTOWN ASSOC.	DEC 2017		REIMB TO DOWNTOWN ASSOC-DEC 2(	
					001-2260	1,000.00
					Total :	**1,000.00**
209890	4/16/2018	103051 SAN FERNANDO POLICE	FY2017-2018		CIF-2018 NATIONAL NIGHT OUT EVENT	
					053-101-0103-4430	250.00
					Total :	**250.00**
209891	4/16/2018	103057 SAN FERNANDO VALLEY SUN	10073		LEGAL PUBLICAITON-504 N MACLAY-V/	
					001-2205	162.50
			10147		CIF-MARKETING MAP OF THE CITY	
					053-101-0109-4430	2,000.00
					001-105-0000-4270	2,000.00
			10148		LEGAL PUBLICATION-925 HARDING-CU	
					001-2205	140.63
					Total :	**4,303.13**
209892	4/16/2018	892416 SANCHEZ, KARLA	MARCH 2018		ZUMBA INSTRUCTOR	
					017-420-1337-4260	275.00
					Total :	**275.00**
209893	4/16/2018	892843 SELECTIVE-ASHLAN ASSOCIATES	33-0181-11		WATER ACCT REFUND-1013 SFRD	
					070-2010	67.01
					Total :	**67.01**
209894	4/16/2018	891064 SIEMENS INDUSTRY INC	5610085638		ON CALL TRAFFIC SIGNAL MAINTENAN	
				11624	001-371-0301-4300	2,321.13
					Total :	**2,321.13**
209895	4/16/2018	103184 SMART & FINAL	21544		BREAK ROOM SUPPLIES	

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209895	4/16/2018	103184 SMART & FINAL	(Continued)			
					001-222-0000-4300	131.37
			44214		SRYA PARENTMTG REFRESHMENTS	
					001-420-0000-4300	30.26
					Total :	**161.63**
209896	4/16/2018	103218 SOLIS, MARGARITA	51-58		PETTY CASH REIMBURSEMENT	
					001-105-0000-4370	30.00
					001-105-0000-4380	47.53
					001-130-0000-4370	24.00
					001-190-0000-4267	15.22
					001-222-0000-4300	136.73
					017-420-1328-4300	21.88
					Total :	**275.36**
209897	4/16/2018	103202 SOUTHERN CALIFORNIA EDISON CO.	2-02-682-7675		ELECTRIC-VARIOUS LOCATIONS	
					043-390-0000-4210	3,978.48
					Total :	**3,978.48**
209898	4/16/2018	890834 SPARKLING IMAGE CORP	79670		CAR WASHES-FEB 2018	
					001-222-0000-4320	116.00
					Total :	**116.00**
209899	4/16/2018	101528 THE HOME DEPOT CRC, ACCT#603532202490	21301		LIGHTING REPAIR-RUDY ORTEGA PAR	
					043-390-0000-4300	104.86
			3062892		HAND TOOLS FOR FACILITIES	
					043-390-0000-4340	152.01
			3062893		PARTS FOR LP PARK LIGHTING	
					043-390-0000-4300	27.04
			3064416		SMALL TOOLS	
					043-390-0000-4300	23.23
			4033428		MATL'S FOR REPAIRS @ LOPEZ ADOBI	
					043-390-0000-4300	116.60
			592418		MATL'S FOR MAINT AT ALL FACILITIES	
					043-390-0000-4340	129.76
			7034255		DRAIN CLEANER FOR REC PARK & PW	
					043-390-0000-4340	89.72

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209899	4/16/2018	101528 THE HOME DEPOT CRC, ACCT#603532202490	(Continued)			
			7034256		HDMI LIGHTING CABLE-PW OPS CONF	
					043-390-0000-4340	69.20
			7301984		SAFETY VESTS	
					070-384-0000-4310	233.08
			7402288		MASONARY DRILL BITS	
					070-384-0000-4310	21.97
			7582270		GRAFFITI ABATEMENT SUPPLIES	
					001-152-0000-4300	236.68
			7900585		HOSES FOR WATER SITES	
					070-384-0000-4310	153.91
					Total :	**1,358.06**
209900	4/16/2018	102431 THE ODYSSEY RESTAURANT	040318		DEP-LP CLUB ANNUAL HOLIDAY PARTY	
					004-2380	3,001.01
					Total :	**3,001.01**
209901	4/16/2018	890817 THE WALKING MAN, INC.	E8710		DELIVERY OF SPRING BROCHURE	
					001-420-0000-4260	925.00
					Total :	**925.00**
209902	4/16/2018	103903 TIME WARNER CABLE	10328032818		CABLE-04/05/18-05/04/18 CITY HALL	
					001-190-0000-4220	133.07
			10518032118		CABLE-REC PARK 03/29-04/28	
					001-420-0000-4260	205.53
			222204032018		CABLE-PW OPS CENTER 03/29-04/28	
					043-390-0000-4260	98.13
					Total :	**436.73**
209903	4/16/2018	891252 TIMECLOCK PLUS	455628		ADDT'L SOFTWARE SUPPORT	
					001-135-0000-4260	135.00
					Total :	**135.00**
209904	4/16/2018	892525 T-MOBILE	958769818		HOTSPOT & TABLET	
					001-420-0000-4220	53.05
					Total :	**53.05**

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209905	4/16/2018	887591 TOM BROHARD & ASSOCIATES	2018-17		MAR-PROF TRAFFIC ENGINEERING &	
				11651	001-310-0000-4270	1,100.00
					Total :	**1,100.00**
209906	4/16/2018	103413 TRANS UNION LLC	03806375		CREDIT CHECKS	
					001-222-0000-4260	65.00
					Total :	**65.00**
209907	4/16/2018	892738 TRANSIT SYSTEMS UNLIMITED, INC	62162		CNG FUEL FOR CITY FLEET	
					041-320-0370-4402	506.24
					007-313-3630-4402	381.10
					Total :	**887.34**
209908	4/16/2018	103458 U.S. HEALTHWORKS MEDICAL GROUP	3294671-CA		DOT EXAM/COLLECTION DOT LAB	
					001-106-0000-4270	84.00
					Total :	**84.00**
209909	4/16/2018	103445 UNDERGROUND SERVICE ALERT	320180683		36 USA DIGALERT TICKETS	
					070-381-0000-4260	69.40
					Total :	**69.40**
209910	4/16/2018	888241 UNITED SITE SERVICES OF CA INC	114-6499641		PORTABLE TOILET RENTAL-12900 DRC	
					070-384-0000-4260	140.99
					Total :	**140.99**
209911	4/16/2018	890076 URBAN RESTORATION GROUP	20057		GRAFFITI ABATEMENT SUPPLIES	
					001-152-0000-4300	651.34
					Total :	**651.34**
209912	4/16/2018	103534 VALLEY LOCKSMITH	5129		LOCKSMITH SERVICES	
					001-341-0301-4300	125.41
					Total :	**125.41**
209913	4/16/2018	103574 VERDIN, FRANCISCO JAVIER	01/01/18-03/31/18		MEXICAN FOLKORICO DANCE CLASS I	
					017-420-1362-4260	913.50
			MARCH 2018		MC - STREET FESTIVAL LOPEZ STAGE	
					001-190-3711-4260	250.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209913	4/16/2018	103574 103574 VERDIN, FRANCISCO JAVIER	(Continued)		**Total :**	**1,163.50**
209914	4/16/2018	892081 VERIZON BUSINESS SERVICES	70744903		MPLS PORT ACCESS & ROUTER FOR F	
					001-222-0000-4220	1,043.57
					Total :	**1,043.57**
209915	4/16/2018	100101 VERIZON WIRELESS-LA	9803674656		MDT MODEMS-PD UNITS	
					001-222-0000-4220	1,005.36
			9803927694		PLANNING CELL PHONE PLAN	
					001-140-0000-4220	5.40
			9803978309		PD CELL PHONE PLANS	
					001-222-0000-4220	241.32
					001-152-0000-4220	114.03
			9804220902		PD CELL PHONE PLANS	
					001-222-0000-4220	157.85
			9804231037		CITY YARD CELL PHONE PLANS	
					070-384-0000-4220	53.68
					043-390-0000-4220	20.89
					041-320-0000-4220	20.89
					072-360-0000-4220	31.62
					070-384-0000-4220	62.08
			9804241200		VARIOUS CELL PHONE PLAN	
					001-106-0000-4220	42.99
					070-384-0000-4220	54.35
					001-310-0000-4220	33.66
					Total :	**1,844.12**
209916	4/16/2018	890970 WEX BANK	53696895		FUEL FOR FLEET	
					041-320-0152-4402	390.48
					041-320-0221-4402	293.19
					041-320-0222-4402	166.78
					041-320-0224-4402	703.82
					041-320-0225-4402	3,661.78
					041-320-0226-4402	2.00
					041-320-0228-4402	725.12
					041-320-0311-4402	275.06
					041-320-0312-4402	2.00

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209916	4/16/2018	890970 WEX BANK	(Continued)			
					041-320-0320-4402	71.37
					041-320-0346-4402	4.00
					041-320-0370-4402	620.06
					041-320-0390-4402	1,278.83
					041-320-0420-4402	115.32
					007-313-3630-4402	150.26
					029-335-0000-4402	133.03
					070-381-0000-4402	2.00
					070-382-0000-4402	121.06
					070-383-0000-4402	634.64
					070-384-0000-4402	196.73
					072-360-0000-4402	366.33
					Total :	**9,913.86**
209917	4/16/2018	892785 WONG, MICHELLE	MARCH 2018		YOGA INSTRUCTOR	
					017-420-1337-4260	125.00
					Total :	**125.00**
209918	4/16/2018	892842 YOUTH POLICY INSTITUTE	FY17-18		CIF-EDUCATIONAL TRIP TO NY/DC FOF	
					053-101-0101-4430	500.00
					Total :	**500.00**
107	**Vouchers for bank code :**	bank3			**Bank total :**	**213,506.44**
107	**Vouchers in this report**				**Total vouchers :**	**213,506.44**

Voucher Registers are not final until approved by Council.

HANDWRITTEN CHECKS

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209440	3/1/2018	887627 STANDARD INSURANCE	DEMAND		LIFE/AD&D INSURANCE BENEFITS-MAI	
					001-1160	3,530.26
					Total :	**3,530.26**
209441	3/6/2018	892783 NORTH AMERICAN RESCUE	IN289617		FIRST AID SUPPLIES	
				11744	010-220-3684-4500	6,513.19
					Total :	**6,513.19**
209442	3/7/2018	890907 DELTA DENTAL OF CALIFORNIA	DEMAND		DENTAL INSURANCE BENEFITS-MARC	
					001-1160	12,178.11
					Total :	**12,178.11**
209443	3/7/2018	891230 DELTA DENTAL INSURANCE COMPANY	DEMAND		DENTAL INSURANCE BENEFITS-MARC	
					001-1160	234.96
					Total :	**234.96**
209444	3/7/2018	103596 CALIFORNIA VISION SERVICE PLAN	DEMAND		OPTICAL INSURANCE BENEFITS-MARC	
					001-1160	2,488.77
					Total :	**2,488.77**
209445	3/9/2018	103648 CITY OF SAN FERNANDO	PR 3-2-18		REIMB FOR PAYROLL W/E 3-2-18	
					001-1003	322,668.40
					007-1003	725.83
					008-1003	1,322.16
					018-1003	63,027.28
					027-1003	4,595.13
					029-1003	1,598.81
					041-1003	9,042.09
					043-1003	13,712.27
					070-1003	37,665.16
					072-1003	21,994.28
					119-1003	1,435.43
					120-1003	3,204.26
					Total :	**480,991.10**
209446	3/12/2018	892426 BEARCOM	5427196		AUTOMATED LICENSE PLATE READER	

vchlist **Voucher List** Page: 2
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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209446	3/12/2018	892426 BEARCOM	(Continued)			
				11740	010-220-3684-4500	23,248.50
					Total :	**23,248.50**
209447	3/12/2018	887249 GALLS, LLC	OR968751		BALLISTIC SHIELDS	
				11741	010-220-3684-4500	2,924.12
					Total :	**2,924.12**
209448	3/12/2018	887249 GALLS, LLC	009341792		GAS MASKS AND CANISTERS	
				11742	010-220-3684-4500	6,729.75
				11742	001-222-0000-4300	99.75
				11742	010-220-3684-4500	20.25
				11742	001-222-0000-4300	672.98
					Total :	**7,522.73**
209449	3/12/2018	889471 OPTICS PLANET INC	10923348A		TRAUMA KIT & SHEARS	
				11745	010-220-3684-4500	1,929.00
					Total :	**1,929.00**
209450	3/12/2018	889471 OPTICS PLANET INC	10816470		TRAUMA KIT & SHEARS	
				11745	010-220-3684-4500	3,555.00
					Total :	**3,555.00**
209582	3/20/2018	892816 DIAZ, MARIO	BS1814001		BUILDING PERMIT REFUND-646 N LAZ/	
					001-3320-0000	1,049.49
					001-3719-0154	52.71
					Total :	**1,102.20**
209583	3/21/2018	892186 LCEO, LLC	0313182		BALLISTIC HELMETS	
				11743	010-220-3684-4500	23,780.00
					Total :	**23,780.00**
209584	3/22/2018	103648 CITY OF SAN FERNANDO	PR 3-23-18		REIMB FOR PAYROLL W/E 3-16-18	
					017-1003	28.73
					018-1003	63,303.46
					027-1003	4,451.76
					029-1003	1,598.77
					041-1003	9,112.25

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209584	3/22/2018	103648 CITY OF SAN FERNANDO	(Continued)			
					043-1003	13,405.55
					070-1003	36,552.81
					072-1003	21,560.96
					119-1003	1,435.42
					120-1003	3,086.43
					001-1003	320,532.55
					007-1003	738.32
					008-1003	1,322.15
					Total :	**477,129.16**
209807	3/28/2018	888399 TORO ENTERPRISES INC.	11383		ANNUAL RESURFACING PROJECT	
				11739	008-311-0560-4600	35,893.51
				11739	010-311-0560-4600	44,370.00
				11739	012-311-0560-4600	446,398.00
					008-2037	-1,794.67
					010-2037	-2,218.50
					012-2037	-22,319.90
					Total :	**500,328.44**

15 Vouchers for bank code : bank3 **Bank total :** **1,547,455.54**

15 Vouchers in this report **Total vouchers :** **1,547,455.54**

Voucher Registers are not final until approved by Council.

HANDWRITTEN CHECKS

vchlist **Voucher List** Page: 1
04/02/2018 1:45:50PM **CITY OF SAN FERNANDO**

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209808	4/2/2018	891860 CARL WARREN & COMPANY	10320-10338		REIMB. TO ITF ACCT (LIABILITY CLAIMS	
					006-1037	37,332.09
					Total :	**37,332.09**

1 Vouchers for bank code : bank3 **Bank total :** **37,332.09**

1 Vouchers in this report **Total vouchers :** **37,332.09**

Voucher Registers are not final until approved by Council.

HANDWRITTEN CHECKS

vchlist **Voucher List** Page: 1
04/06/2018 9:31:47AM **CITY OF SAN FERNANDO**

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209811	4/9/2018	102519 P.E.R.S.	APRIL 2018		HEALTH INSURANCE BENEFITS - APRII	
					001-1160	143,058.33
					Total :	**143,058.33**

1 Vouchers for bank code : bank3 **Bank total :** **143,058.33**

1 Vouchers in this report **Total vouchers :** **143,058.33**

Voucher Registers are not final until approved by Council.

HANDWRITTEN CHECKS

vchlist **Voucher List** Page: 1
03/27/2018 10:23:33AM **CITY OF SAN FERNANDO**

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209712	4/1/2018	100286 BAKER, BEVERLY	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	480.29
					Total :	**480.29**
209713	4/1/2018	891015 CROOK, ROBERT	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	631.60
					Total :	**631.60**
209714	4/1/2018	100916 DEIBEL, PAUL	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	249.30
					Total :	**249.30**
209715	4/1/2018	891041 GARCIA, CONNIE	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	183.34
					Total :	**183.34**
209716	4/1/2018	101781 KISHITA, ROBERT	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	183.34
					Total :	**183.34**
209717	4/1/2018	101926 LILES, RICHARD	18-Apr		CALPERS HEALTH REIMB	
					070-180-0000-4127	264.23
					072-180-0000-4127	264.22
					Total :	**528.45**
209718	4/1/2018	891027 LOCKETT, JOANN	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	249.30
					Total :	**249.30**
209719	4/1/2018	891028 MANTHEY, DONALD	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	631.60
					Total :	**631.60**
209720	4/1/2018	102126 MARTINEZ, MIGUEL	18-Apr		CALPERS HEALTH REIMB	
					070-180-0000-4127	1,152.40
					Total :	**1,152.40**

vchlist **Voucher List** Page: 2
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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209721	4/1/2018	102483 OROZCO, ELVIRA	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	197.76
					Total :	**197.76**
209722	4/1/2018	891031 ORTEGA, JIMMIE	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	249.30
					Total :	**249.30**
209723	4/1/2018	891032 OTREMBA, EUGENE	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	631.60
					Total :	**631.60**
209724	4/1/2018	891354 RAMIREZ, ROSALINDA	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	509.70
					Total :	**509.70**
209725	4/1/2018	102940 RUIZ, RONALD	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	480.29
					Total :	**480.29**
209726	4/1/2018	103121 SERRANO, ARMANDO	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	480.29
					Total :	**480.29**
209727	4/1/2018	892782 TIGHE, DONNA	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	183.34
					Total :	**183.34**
209728	4/1/2018	891046 VANAALST, LEONILDA	1-Apr		CALPERS HEALTH REIMB	
					070-180-0000-4127	183.34
					Total :	**183.34**

17 Vouchers for bank code : bank3 **Bank total :** **7,205.24**

17 Vouchers in this report **Total vouchers :** **7,205.24**

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount

Voucher Registers are not final until approved by Council.

HANDWRITTEN CHECKS

vchlist **Voucher List** Page: 1
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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209729	4/1/2018	100042 ABDALLAH, ALBERT	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	1,162.21
					Total :	**1,162.21**
209730	4/1/2018	100091 AGORICHAS, JOHN	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	212.97
					Total :	**212.97**
209731	4/1/2018	891039 AGUILAR, JESUS	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	499.68
					Total :	**499.68**
209732	4/1/2018	100104 ALBA, ANTHONY	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	631.60
					Total :	**631.60**
209733	4/1/2018	891011 APODACA-GRASS, ROBERTA	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	631.60
					Total :	**631.60**
209734	4/1/2018	100306 BARNARD, LARRY	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	1,160.00
					Total :	**1,160.00**
209735	4/1/2018	100346 BELDEN, KENNETH M.	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	1,407.00
					Total :	**1,407.00**
209736	4/1/2018	892233 BUZZELL, CAROL	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	197.76
					Total :	**197.76**
209737	4/1/2018	891350 CALZADA, FRANK	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	528.52
					Total :	**528.52**
209738	4/1/2018	100642 CASTRO, RICO	18-Apr		CALPERS HEALTH REIMB	

vchlist **Voucher List** Page: 2
03/27/2018 12:02:11PM **CITY OF SAN FERNANDO**

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209738	4/1/2018	100642 CASTRO, RICO	(Continued)			
					001-180-0000-4127	1,214.46
					Total :	**1,214.46**
209739	4/1/2018	891014 CREEKMORE, CASIMIRA	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	249.30
					Total :	**249.30**
209740	4/1/2018	891016 DEATON, MARK	18-Apr		CALPERS HEALTH REIMB	
					070-180-0000-4127	528.45
					Total :	**528.45**
209741	4/1/2018	100913 DECKER, CATHERINE	18-Apr		CALPERS HEALTH REIMB	
					070-180-0000-4127	631.60
					Total :	**631.60**
209742	4/1/2018	100925 DELGADO, RALPH	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	528.52
					Total :	**528.52**
209743	4/1/2018	892102 DOSTER, DARRELL	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	631.60
					Total :	**631.60**
209744	4/1/2018	100996 DRAKE, JOYCE	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	249.30
					Total :	**249.30**
209745	4/1/2018	100995 DRAKE, MICHAEL	18-Apr		CALPERS HEALTH REIMB	
					070-180-0000-4127	124.65
					072-180-0000-4127	124.65
					Total :	**249.30**
209746	4/1/2018	100997 DRAPER, CHRISTOPHER	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	1,538.02
					Total :	**1,538.02**
209747	4/1/2018	101044 ELEY, JEFFREY	18-Apr		CALPERS HEALTH REIMB	

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209747	4/1/2018	101044 ELEY, JEFFREY	(Continued)			
					001-180-0000-4127	1,657.00
					Total :	**1,657.00**
209748	4/1/2018	891040 FISHKIN, RIVIAN	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	183.34
					Total :	**183.34**
209749	4/1/2018	892103 GAJDOS, BETTY	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	183.34
					Total :	**183.34**
209750	4/1/2018	891351 GARCIA, DEBRA	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	1,304.96
					Total :	**1,304.96**
209751	4/1/2018	891067 GARCIA, NICOLAS	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	1,211.66
					Total :	**1,211.66**
209752	4/1/2018	101318 GLASGOW, KEVIN	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	1,538.02
					Total :	**1,538.02**
209753	4/1/2018	891020 GLASGOW, ROBERT	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	354.00
					Total :	**354.00**
209754	4/1/2018	891021 GUIZA, JENNIE	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	249.30
					Total :	**249.30**
209755	4/1/2018	101415 GUTIERREZ, OSCAR	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	183.34
					Total :	**183.34**
209756	4/1/2018	891352 HADEN, SUSANNA	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	1,152.40

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209756	4/1/2018	891352 891352 HADEN, SUSANNA	(Continued)		**Total :**	**1,152.40**
209757	4/1/2018	101440 HALCON, ERNEST	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	1,160.00
					Total :	**1,160.00**
209758	4/1/2018	891918 HARTWELL, BRUCE	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	631.60
					Total :	**631.60**
209759	4/1/2018	101465 HARVEY, DAVID	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	183.34
					Total :	**183.34**
209760	4/1/2018	101466 HARVEY, DEVERY MICHAEL	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	1,590.00
					Total :	**1,590.00**
209761	4/1/2018	101471 HASBUN, NAZRI A.	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	1,093.58
					Total :	**1,093.58**
209762	4/1/2018	891023 HATFIELD, JAMES	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	631.60
					Total :	**631.60**
209763	4/1/2018	892104 HERNANDEZ, ALFONSO	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	1,586.77
					Total :	**1,586.77**
209764	4/1/2018	891024 HOOKER, RAYMOND	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	540.73
					Total :	**540.73**
209765	4/1/2018	101538 HOUGH, RAY	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	528.52
					Total :	**528.52**

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209766	4/1/2018	101597 IBRAHIM, SAMIR	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	499.68
					Total :	**499.68**
209767	4/1/2018	101694 JACOBS, ROBERT	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	1,084.00
					Total :	**1,084.00**
209768	4/1/2018	892105 KAHMANN, ERIC	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	499.68
					Total :	**499.68**
209769	4/1/2018	101786 KLOTZSCHE, STEVEN	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	800.54
					Total :	**800.54**
209770	4/1/2018	891866 KNIGHT, DONNA	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	183.34
					Total :	**183.34**
209771	4/1/2018	891026 LEWIS, DURWOOD	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	631.60
					Total :	**631.60**
209772	4/1/2018	891043 LIEBERMAN, LEONARD	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	167.48
					Total :	**167.48**
209773	4/1/2018	101933 LITTLEFIELD, LESLEY	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	631.60
					Total :	**631.60**
209774	4/1/2018	102059 MACK, MARSHALL	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	1,093.58
					Total :	**1,093.58**
209775	4/1/2018	891010 MAERTZ, ALVIN	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	499.68

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209775	4/1/2018	891010 891010 MAERTZ, ALVIN	(Continued)		**Total :**	**499.68**
209776	4/1/2018	888037 MARTINEZ, ALVARO	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	1,274.92
					Total :	**1,274.92**
209777	4/1/2018	102206 MILLER, WILMA	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	249.30
					Total :	**249.30**
209778	4/1/2018	102232 MIURA, HOWARD	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	249.30
					Total :	**249.30**
209779	4/1/2018	892106 MONTAN, EDWARD	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	800.54
					Total :	**800.54**
209780	4/1/2018	102365 NAVARRO, RICARDO A	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	528.52
					Total :	**528.52**
209781	4/1/2018	102473 ORDELHEIDE, ROBERT	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	1,618.70
					Total :	**1,618.70**
209782	4/1/2018	102486 ORSINI, TODD	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	1,461.55
					Total :	**1,461.55**
209783	4/1/2018	102569 PARKS, ROBERT	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	1,837.00
					Total :	**1,837.00**
209784	4/1/2018	891353 PEAVY, JOSEPH	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	183.34
					Total :	**183.34**

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209785	4/1/2018	102527 PISCITELLI, ANTHONY	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	528.52
					Total :	**528.52**
209786	4/1/2018	891033 POLLOCK, CHRISTINE	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	354.00
					Total :	**354.00**
209787	4/1/2018	102735 QUINONEZ, MARIA	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	1,152.40
					Total :	**1,152.40**
209788	4/1/2018	891034 RAMSEY, JAMES	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	585.98
					Total :	**585.98**
209789	4/1/2018	102864 RIVETTI, DOMINICK	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	837.00
					Total :	**837.00**
209790	4/1/2018	102936 RUELAS, MARCO	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	1,586.77
					Total :	**1,586.77**
209791	4/1/2018	891044 RUSSUM, LINDA	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	183.34
					Total :	**183.34**
209792	4/1/2018	890806 SALDIVAR, GEORGE	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	826.04
					Total :	**826.04**
209793	4/1/2018	892107 SHANAHAN, MARK	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	499.68
					Total :	**499.68**
209794	4/1/2018	891035 SHERWOOD, NINA	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	249.30

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209794	4/1/2018	891035 891035 SHERWOOD, NINA	(Continued)		**Total :**	**249.30**
209795	4/1/2018	103175 SKOBIN, ROMELIA	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	923.03
					Total :	**923.03**
209796	4/1/2018	103220 SOMERVILLE, MICHAEL	18-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	1,407.00
					Total :	**1,407.00**
209797	4/1/2018	103394 TORRES, RACHEL	1-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	249.30
					Total :	**249.30**
209798	4/1/2018	889588 UFANO, VIRGINIA	1-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	183.34
					Total :	**183.34**
209799	4/1/2018	888417 VALDIVIA, LAURA	1-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	540.73
					Total :	**540.73**
209800	4/1/2018	103562 VASQUEZ, JOEL	1-Apr		CALPERS HEALTH REIMB	
					070-180-0000-4127	1,837.00
					Total :	**1,837.00**
209801	4/1/2018	891038 WAITE, CURTIS	1-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	923.03
					Total :	**923.03**
209802	4/1/2018	891036 WATT, DAVID	1-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	631.60
					Total :	**631.60**
209803	4/1/2018	891037 WEBB, NANCY	1-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	585.98
					Total :	**585.98**

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
209804	4/1/2018	103643 WEDDING, JEROME	1-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	631.60
					Total :	**631.60**
209805	4/1/2018	103727 WYSBEEK, DOUDE	1-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	249.30
					Total :	**249.30**
209806	4/1/2018	103737 YNIGUEZ, LEONARD	1-Apr		CALPERS HEALTH REIMB	
					001-180-0000-4127	923.03
					Total :	**923.03**
78	**Vouchers for bank code :**	bank3			**Bank total :**	**58,397.71**
78	**Vouchers in this report**				**Total vouchers :**	**58,397.71**

Voucher Registers are not final until approved by Council.

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THE CITY OF SAN FERNANDO

AGENDA REPORT

To: Mayor Sylvia Ballin and Councilmembers

From: Alexander P. Meyerhoff, City Manager
By: Yazdan T. Emrani, P.E., Director of Public Works/ City Engineer

Date: April 16, 2018

Subject: Consideration to Award Contract to CWE for Design Services for the San Fernando Regional Park Infiltration Project

RECOMMENDATION:

It is recommended that the City Council:

a. Approve a Professional Services Agreement (Attachment "A" – Contract No. 1883), with CWE for the Design Phase of the San Fernando Regional Park Infiltration Project in the amount of $479,264 and authorize a 10 percent contingency ($47,926) for a total of $527,190; and

b. Authorize City Manager to execute contract with CWE and approve any change orders or additional scope of work deemed necessary up to the approved project budget of $850,000.

BACKGROUND:

1. On August 21, 2017, City Council approved Resolution No. 7812 accepting funds and Resolution No. 7813 appropriating funds in the amount of $425,000 awarded to the City by the State Department of Water Resources ("State") and $130,000 from Los Angeles Department of Public Works (LADWP) for the San Fernando Regional Park Infiltration Project.

2. On January 18, 2018, a Request for Proposals (RFP) for the Infiltration Project was published on City's website and San Fernando Sun.

3. On February 22, 2018, City Clerk's Office received two proposals; one from CWE and the other from Tetra Tech, Incorporated.

4. On March 14, 2018, a panel made up of City staff reviewed and scored both proposals.

5. On March 27, 2018, City staff interviewed both CWE and Tetra Tech.

REVIEW: ☒ Finance Department ☒ Deputy City Manager ☒ City Manager

6. On April 4, 2018, CWE's proposal (Attachment "B") was selected for the design phase of the San Fernando Regional Park Infiltration Project.

ANALYSIS:

The City is a permittee under the Los Angeles Regional Water Quality Control Board (Regional Board) and is required to implement certain stormwater-related improvements to satisfy conditions of the Regional Board's Municipal Separate Sewer System (MS4) permit. Prior to the San Fernando Regional Park Infiltration Project, the City has been proactive with completing projects that satisfy permit requirements. These projects include:

- ✓ **Installation of Connector Pipe Screens**
  Construction was completed on this project which will prevent trash from entering the storm drain system and flow into rivers and the ocean.

- ✓ **Participation in the Enhanced Watershed Management Planning (EWMP) Process for Upper Los Angeles River Area Watershed**
  The City includes annual funding for participation in the EWMP planning process with other public agencies.

- ✓ **Approval of Proposition 1 Planning Grant Funding for Green Streets Improvements**
  A local nonprofit agency, Tree People, has partnered with the City to plant trees, install curb cuts/bioswales and retrofit existing landscaped areas with drought tolerant plant materials.

- ✓ **Adoption of a Green Streets Policy**
  The City Council adopted a Green Streets Policy in June 2015 that encourages the use of street trees, bio-retention planters, and other sustainable elements.

- ✓ **Adoption of a Low Impact Development Ordinance**
  The City Council adopted a Low Impact Development Ordinance in June 2015 that requires new development projects to utilize natural landscape features, pervious paving and on-site water infiltration elements.

<u>Infiltration Project: Design Phase</u>
This phase of the infiltration project includes: design development, geotechnical investigations, environmental permitting, project outreach and development of plans/specifications/estimates for construction phase of project. All design plans will be presented to community members, stakeholder groups and the City Council.

Consideration to Award a Contract to CWE for Design Services for the San Fernando Regional Park Infiltration Project

The Project will be designed to filter approximately 423 acres of water run-off and help to recharge groundwater sources with approximately 200 acre-feet of storm water annually. The design will include a below-ground retention/infiltration basin situated beneath open space and baseball field areas of the Park.

Project Timeline



BUDGET IMPACT:

Two engineering firms submitted proposals for the design phase of the San Fernando Regional Park Infiltration Project.

FIRM	COST
Tetra Tech, Incorporated	$718,788
CWE	$479,264

The proposed budget for the Planning/Design Phase of the project includes several funding sources. The aggregate cost for this phase will not exceed $850,000 and includes a variety of sources; grant funds, matching funds from project partners, local match funds and in-kind matching funds.

The cost for the design and contingencies is $527,190 with a total available budget of $850,000. Funding for project was appropriated into the City's approved FY 2017-2018 budget.

SOURCES		
Fund	**Account Number**	**Allocation**
Prop 1 Grant Funds	010-3686-0763	$ 425,000
LADWP Funds	010-3686-0764	$ 130,000
Enterprise Funds	070-385-0763-4600	$ 224,800
In-Kind Services	001-310-0000-4101	$ 70,200
Total Sources:		**$ 850,000**

Consideration to Award a Contract to CWE for Design Services for the San Fernando Regional Park Infiltration Project
Page 4 of 4

USES		
Activity	**Account Number**	**Cost**
Project Management/ Preliminary Design		$ 114,429
Plans, Specifications, Estimates, Outreach		$ 262,104
Permits, Authorizations, and CEQA		$ 50,573
Support Services, O&M Manual		$ 52,158
Contingency		$ 47,926
Total Uses		**$ 527,190**

CONCLUSION:

Completing the planning and design phase for the San Fernando Recreation Park Infiltration Project will continue the City's proactive efforts related to storm water management and recharging local groundwater sources. In addition, the Project is likely to assist with long-term permit compliance requirements under the Los Angeles Regional Water Quality Control Board MS4 Permit. Based on these factors, it is recommended that the City Council authorize the City Manager to execute contract with CWE and approve any change orders or additional scope of work deemed necessary up to the approved project budget of $850,000.

ATTACHMENTS:

A. Contract No. 1883
B. Proposal from CWE

ATTACHMENT "A"
CONTRACT NO. 1883

PROFESSIONAL SERVICES AGREEMENT

CWE
San Fernando Regional Park Infiltration Project

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is made and entered into this 16th day of April 2018 (hereinafter, the "Effective Date"), by and between the CITY OF SAN FERNANDO, a municipal corporation ("CITY") and CWE, a California corporation (hereinafter, "CONSULTANT"). For the purposes of this Agreement CITY and CONSULTANT may be referred to collectively by the capitalized term "Parties." The capitalized term "Party" may refer to CITY or CONSULTANT interchangeably.

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

I. ENGAGEMENT TERMS

1.1 SCOPE OF SERVICES: Subject to the terms and conditions set forth in this Agreement and all exhibits attached and incorporated hereto, CONSULTANT agrees to perform the services and tasks set forth in **Exhibit "A"** (hereinafter referred to as the **"Scope of Services"**). CONSULTANT further agrees to furnish to CITY all labor, materials, tools, supplies, equipment, services, tasks and incidental and customary work necessary to competently perform and timely complete the services and tasks set forth in the Scope of Services. For the purposes of this Agreement the aforementioned services and tasks set forth in the Scope of Services shall hereinafter be referred to generally by the capitalized term "Work."

1.2 TERM: This Agreement shall have a term of 25 Months commencing on April 16, 2018 and concluding May 16, 2020. Nothing in this Section shall operate to prohibit or otherwise restrict the CITY's ability to terminate this Agreement at any time for convenience or for cause

1.3 COMPENSATION:

A. CONSULTANT shall perform the various services and tasks set forth in the Scope of Services in accordance with the compensation schedule which is Table 6.1. "Fee Proposal for Feasibility and Preliminary Design" set forth in **Exhibit "B"** (hereinafter, the "Approved Rate Schedule").

B. Section 1.3(A) notwithstanding, CONSULTANT's total compensation during the Term of this Agreement or any extension term shall not exceed the budgeted aggregate sum of **FOUR HUNDRED SEVENTY NINE THOUSAND – TWO HUNDRED**

SIXTY FOUR ($479,264) (hereinafter, the "Not-to-Exceed Sum"), unless such added expenditure is first approved by the CITY acting in consultation with the City Manager and the Finance Director. In the event CONSULTANT's charges are projected to exceed the Not-to-Exceed Sum prior to the expiration of the Term or any single extension term, CITY may suspend CONSULTANT's performance pending CITY approval of any anticipated expenditures in excess of the Not-to-Exceed Sum or any other CITY-approved amendment to the compensation terms of this Agreement.

1.4 PAYMENT OF COMPENSATION: Following the conclusion of each calendar month, CONSULTANT shall submit to CITY an itemized invoice indicating the services and tasks performed during the recently concluded calendar month, including services and tasks performed and the reimbursable out-of-pocket expenses incurred. If the amount of CONSULTANT's monthly compensation is a function of hours worked by CONSULTANT's personnel, the invoice shall indicate the number of hours worked in the recently concluded calendar month, the persons responsible for performing the Work, the rate of compensation at which such services and tasks were performed, the subtotal for each task and service performed and a grand total for all services performed. Within thirty (30) calendar days of receipt of each invoice, CITY shall notify CONSULTANT in writing of any disputed amounts included in the invoice. Within forty-five (45) calendar day of receipt of each invoice, CITY shall pay all undisputed amounts included on the invoice. CITY shall not withhold applicable taxes or other authorized deductions from payments made to CONSULTANT.

1.5 ACCOUNTING RECORDS: CONSULTANT shall maintain complete and accurate records with respect to all matters covered under this Agreement for a period of three (3) years after the expiration or termination of this Agreement. CITY shall have the right to access and examine such records, without charge, during normal business hours. CITY shall further have the right to audit such records, to make transcripts therefrom and to inspect all program data, documents, proceedings, and activities.

1.6 ABANDONMENT BY CONSULTANT: In the event CONSULTANT ceases to perform the Work agreed to under this Agreement or otherwise abandons the undertaking contemplated herein prior to the expiration of this Agreement or prior to completion of any or all tasks set forth in the Scope of Services, CONSULTANT shall deliver to CITY immediately and without delay, all materials, records and other work product prepared or obtained by CONSULTANT in the performance of this Agreement. Furthermore, CONSULTANT shall only be compensated for the reasonable value of the services, tasks and other work performed up to the time of cessation or abandonment, less a deduction for any damages, costs or additional expenses which CITY may incur as a result of CONSULTANT's cessation or abandonment.

II. PERFORMANCE OF AGREEMENT

2.1 CITY'S REPRESENTATIVES: The CITY hereby designates the Director of Public Works/ City Engineer and Public Works Civil Engineering Assistant II (hereinafter, the "CITY Representatives") to act as its representatives for the performance of this Agreement. The Director of Public Works/ City Engineer shall be the chief CITY Representative. The CITY Representatives or their designee shall act on behalf of the CITY for all purposes under this Agreement. CONSULTANT shall not accept directions or orders from any person other than the CITY Representatives or their designee.

2.2 CONSULTANT REPRESENTATIVE: CONSULTANT hereby designates Vik Bapna, Professional Engineer and Project Manager, to act as its representative for the performance of this Agreement (hereinafter, "CONSULTANT Representative"). CONSULTANT Representative shall have full authority to represent and act on behalf of the CONSULTANT for all purposes under this Agreement. CONSULTANT Representative or his designee shall supervise and direct the performance of the Work, using his best skill and attention, and shall be responsible for all means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Work under this Agreement. Notice to the CONSULTANT Representative shall constitute notice to CONSULTANT.

2.3 COORDINATION OF SERVICE; CONFORMANCE WITH REQUIREMENTS: CONSULTANT agrees to work closely with CITY staff in the performance of the Work and this Agreement and shall be available to CITY staff and the CITY Representatives at all reasonable times. All work prepared by CONSULTANT shall be subject to inspection and approval by CITY Representatives or their designees.

2.4 STANDARD OF CARE; PERFORMANCE OF EMPLOYEES: CONSULTANT represents, acknowledges and agrees to the following:

A. CONSULTANT shall perform all Work skillfully, competently and to the highest standards of CONSULTANT's profession;

B. CONSULTANT shall perform all Work in a manner reasonably satisfactory to the CITY;

C. CONSULTANT shall comply with all applicable federal, state and local laws and regulations, including the conflict of interest provisions of Government Code Section 1090 and the Political Reform Act (Government Code Section 81000 et seq.);

D. CONSULTANT understands the nature and scope of the Work to be performed under this Agreement as well as any and all schedules of performance;

E. All of CONSULTANT's employees and agents possess sufficient skill, knowledge, training and experience to perform those services and tasks assigned to them by CONSULTANT; and

F. All of CONSULTANT's employees and agents (including but not limited subcontractors and subconsultants) possess all licenses, permits, certificates, qualifications and approvals of whatever nature that are legally required to perform the tasks and services contemplated under this Agreement and all such licenses, permits, certificates, qualifications and approvals shall be maintained throughout the term of this Agreement and made available to CITY for copying and inspection.

The Parties acknowledge and agree that CONSULTANT shall perform, at CONSULTANT's own cost and expense and without any reimbursement from CITY, any services necessary to correct any errors or omissions caused by CONSULTANT's failure to comply with the standard of care set forth under this Section or by any like failure on the part of CONSULTANT's employees, agents, contractors, subcontractors and subconsultants. Such effort by CONSULTANT to correct any errors or omissions shall be commenced immediately upon their discovery by either Party and shall be completed within seven (7) calendars days from the date of discovery or such other extended period of time authorized by the CITY Representatives in writing and in their sole and absolute discretion. The Parties acknowledge and agree that CITY's acceptance of any work performed by CONSULTANT or on CONSULTANT's behalf shall not constitute a release of any deficiency or delay in performance. The Parties further acknowledge, understand and agree that CITY has relied upon the foregoing representations of CONSULTANT, including but not limited to the representation that CONSULTANT possesses the skills, training, knowledge and experience necessary to perform the Work skillfully, competently and to the highest standards of CONSULTANT's profession.

2.5 ASSIGNMENT: The skills, training, knowledge and experience of CONSULTANT are material to CITY's willingness to enter into this Agreement. Accordingly, CITY has an interest in the qualifications and capabilities of the person(s) who will perform the services and tasks to be undertaken by CONSULTANT or on behalf of CONSULTANT in the performance of this Agreement. In recognition of this interest, CONSULTANT agrees that it shall not assign or transfer, either directly or indirectly or by operation of law, this Agreement or the performance of any of CONSULTANT's duties or obligations under this Agreement without the prior written consent of the CITY. In the absence of CITY's prior written consent, any attempted assignment or transfer shall be ineffective, null and void and shall constitute a material breach of this Agreement.

2.6 CONTROL AND PAYMENT OF SUBORDINATES; INDEPENDENT CONTRACTOR: The Work shall be performed by CONSULTANT or under CONSULTANT's strict supervision.

CONSULTANT will determine the means, methods and details of performing the Work subject to the requirements of this Agreement. CITY retains CONSULTANT on an independent contractor basis and not as an employee. CONSULTANT reserves the right to perform similar or different services for other principals during the term of this Agreement, provided such work does not unduly interfere with CONSULTANT's competent and timely performance of the Work contemplated under this Agreement and provided the performance of such services does not result in the unauthorized disclosure of CITY's confidential or proprietary information. Any additional personnel performing the Work under this Agreement on behalf of CONSULTANT are not employees of CITY and shall at all times be under CONSULTANT's exclusive direction and control. CONSULTANT shall pay all wages, salaries and other amounts due such personnel and shall assume responsibility for all benefits, payroll taxes, Social Security and Medicare payments and the like. CONSULTANT shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: Social Security taxes, income tax withholding, unemployment insurance, disability insurance, workers' compensation insurance and the like.

2.7 REMOVAL OF EMPLOYEES OR AGENTS: If any of CONSULTANT's officers, employees, agents, contractors, subcontractors or subconsultants is determined by the CITY Representatives to be uncooperative, incompetent, a threat to the adequate or timely performance of the tasks assigned to CONSULTANT, a threat to persons or property, or if any of CONSULTANT's officers, employees, agents, contractors, subcontractors or subconsultants fail or refuse to perform the Work in a manner acceptable to the CITY, such officer, employee, agent, contractor, subcontractor or subconsultant shall be promptly removed by CONSULTANT and shall not be re-assigned to perform any of the Work.

2.8 COMPLIANCE WITH LAWS: CONSULTANT shall keep itself informed of and in compliance with all applicable federal, State or local laws to the extent such laws control or otherwise govern the performance of the Work. CONSULTANT's compliance with applicable laws shall include without limitation compliance with all applicable Cal/OSHA requirements.

2.9 NON-DISCRIMINATION: In the performance of this Agreement, CONSULTANT shall not discriminate against any employee, subcontractor, subconsultant, or applicant for employment because of race, color, creed, religion, sex, marital status, sexual orientation, national origin, ancestry, age, physical or mental disability or medical condition.

2.10. INDEPENDENT CONTRACTOR STATUS: The Parties acknowledge, understand and agree that CONSULTANT and all persons retained or employed by CONSULTANT are, and shall at all times remain, wholly independent contractors and are not officials, officers,

employees, departments or subdivisions of CITY. CONSULTANT shall be solely responsible for the negligent acts and/or omissions of its employees, agents, contractors, subcontractors and subconsultants. CONSULTANT and all persons retained or employed by CONSULTANT shall have no authority, express or implied, to bind CITY in any manner, nor to incur any obligation, debt or liability of any kind on behalf of, or against, CITY, whether by contract or otherwise, unless such authority is expressly conferred to CONSULTANT under this Agreement or is otherwise expressly conferred by CITY in writing.

III. INSURANCE

3.1 DUTY TO PROCURE AND MAINTAIN INSURANCE: Prior to the beginning of and throughout the duration of the Work, CONSULTANT will procure and maintain policies of insurance that meet the requirements and specifications set forth under this Article. CONSULTANT shall procure and maintain the following insurance coverage, at its own expense:

A. Commercial General Liability Insurance: CONSULTANT shall procure and maintain Commercial General Liability Insurance ("CGL Coverage") as broad as Insurance Services Office Commercial General Liability coverage (occurrence Form CG 0001) or its equivalent. Such CGL Coverage shall have minimum limits of no less than One Million Dollars ($1,000,000.00) per occurrence and Two Million Dollars ($2,000,000.00) in the general aggregate for bodily injury, personal injury, property damage, operations, products and completed operations, and contractual liability.

B. Automobile Liability Insurance: CONSULTANT shall procure and maintain Automobile Liability Insurance as broad as Insurance Services Office Form Number CA 0001 covering Automobile Liability, Code 1 (any auto). Such Automobile Liability Insurance shall have minimum limits of no less than One Million Dollars ($1,000,000.00) per accident for bodily injury and property damage.

C. Workers' Compensation Insurance/ Employer's Liability Insurance: A policy of workers' compensation insurance in such amount as will fully comply with the laws of the State of California and which shall indemnify, insure and provide legal defense for both CONSULTANT and CITY against any loss, claim or damage arising from any injuries or occupational diseases occurring to any worker employed by or any persons retained by CONSULTANT in the course of carrying out the Work contemplated in this Agreement.

D. Errors & Omissions Insurance: For the full term of this Agreement and for a period of three (3) years thereafter, CONSULTANT shall procure and maintain Errors and Omissions Liability Insurance appropriate to CONSULTANT's profession. Such coverage shall have minimum limits of no less than One Million Dollars ($1,000,000.00) per occurrence and shall be endorsed to include contractual liability.

3.2 ADDITIONAL INSURED REQUIREMENTS: The CGL Coverage and the Automobile Liability Insurance shall contain an endorsement naming the CITY and CITY's elected and appointed officials, officers, employees, agents and volunteers as additional insureds.

3.3 REQUIRED CARRIER RATING: All varieties of insurance required under this Agreement shall be procured from insurers admitted in the State of California and authorized to issue policies directly to California insureds. Except as otherwise provided elsewhere under this Article, all required insurance shall be procured from insurers who, according to the latest edition of the Best's Insurance Guide, have an A.M. Best's rating of no less than A:VII. CITY may also accept policies procured by insurance carriers with a Standard & Poor's rating of no less than BBB according to the latest published edition the Standard & Poor's rating guide. As to Workers' Compensation Insurance/ Employer's Liability Insurance, the CITY Representatives are authorized to authorize lower ratings than those set forth in this Section.

3.4 PRIMACY OF CONSULTANT'S INSURANCE: All policies of insurance provided by CONSULTANT shall be primary to any coverage available to CITY or CITY's elected or appointed officials, officers, employees, agents or volunteers. Any insurance or self-insurance maintained by CITY or CITY's elected or appointed officials, officers, employees, agents or volunteers shall be in excess of CONSULTANT's insurance and shall not contribute with it.

3.5 WAIVER OF SUBROGATION: All insurance coverage provided pursuant to this Agreement shall not prohibit CONSULTANT or CONSULTANT's officers, employees, agents, subcontractors or subconsultants from waiving the right of subrogation prior to a loss. CONSULTANT hereby waives all rights of subrogation against CITY.

3.6 VERIFICATION OF COVERAGE: CONSULTANT acknowledges, understands and agrees, that CITY's ability to verify the procurement and maintenance of the insurance required under this Article is critical to safeguarding CITY's financial well-being and, indirectly, the collective well-being of the residents of the CITY. Accordingly, CONSULTANT warrants, represents and agrees that its shall furnish CITY with original certificates of insurance and endorsements evidencing the coverage required under this Article on forms satisfactory to CITY in its sole and absolute discretion. **The certificates of insurance and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf, and shall be on forms provided by the CITY if**

requested. All certificates of insurance and endorsements shall be received and approved by CITY as a condition precedent to CONSULTANT's commencement of any work or any of the Work. Upon CITY's written request, CONSULTANT shall also provide CITY with certified copies of all required insurance policies and endorsements.

IV. INDEMNIFICATION

4.1 The Parties agree that CITY and CITY's elected and appointed officials, officers, employees, agents and volunteers (hereinafter, the "CITY Indemnitees") should, to the fullest extent permitted by law, be protected from any and all loss, injury, damage, claim, lawsuit, cost, expense, attorneys' fees, litigation costs, or any other cost arising out of or in any way related to the performance of this Agreement. Accordingly, the provisions of this indemnity provision are intended by the Parties to be interpreted and construed to provide the CITY Indemnitees with the fullest protection possible under the law. CONSULTANT acknowledges that CITY would not enter into this Agreement in the absence of CONSULTANT's commitment to indemnify, defend and protect CITY as set forth herein.

4.2 To the fullest extent permitted by law, CONSULTANT shall indemnify, hold harmless and defend the CITY Indemnitees from and against all liability, loss, damage, expense, cost (including without limitation reasonable attorneys' fees, expert fees and all other costs and fees of litigation) of every nature arising out of or in connection with CONSULTANT's performance of work hereunder or its failure to comply with any of its obligations contained in this Agreement, except such loss or damage which is caused by the sole negligence or willful misconduct of the CITY.

4.3 CITY shall have the right to offset against the amount of any compensation due CONSULTANT under this Agreement any amount due CITY from CONSULTANT as a result of CONSULTANT's failure to pay CITY promptly any indemnification arising under this Article and related to CONSULTANT's failure to either (i) pay taxes on amounts received pursuant to this Agreement or (ii) comply with applicable workers' compensation laws.

4.4 The obligations of CONSULTANT under this Article will not be limited by the provisions of any workers' compensation act or similar act. CONSULTANT expressly waives its statutory immunity under such statutes or laws as to CITY and CITY's elected and appointed officials, officers, employees, agents and volunteers.

4.5 CONSULTANT agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Article from each and every subcontractor 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 herein, CONSULTANT agrees to be fully responsible and

indemnify, hold harmless and defend CITY and CITY's elected and appointed officials, officers, employees, agents and volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of CONSULTANT's subcontractors or any other person or entity involved by, for, with or on behalf of CONSULTANT in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of CITY's choice.

4.6 CITY does not, and shall not, waive any rights that it may possess against CONSULTANT because of the acceptance by CITY, or the deposit with CITY, of any insurance policy or certificate required pursuant to this Agreement. This hold harmless and indemnification provision shall apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.

4.7 This Article and all provisions contained herein (including but not limited to the duty to indemnify, defend and hold free and harmless) shall survive the termination or normal expiration of this Agreement and is in addition to any other rights or remedies which the CITY may have at law or in equity.

V. TERMINATION

5.1 TERMINATION WITHOUT CAUSE: CITY may terminate this Agreement at any time for convenience and without cause by giving CONSULTANT a minimum of five (5) calendar days prior written notice of CITY's intent to terminate this Agreement. Upon such termination for convenience, CONSULTANT shall be compensated only for those services and tasks which have been performed by CONSULTANT up to the effective date of the termination. CONSULTANT may not terminate this Agreement except for cause as provided under Section 5.2, below. If this Agreement is terminated as provided herein, CITY may require CONSULTANT to provide all finished or unfinished Documents and Data, as defined in Section 6.1 below, and other information of any kind prepared by CONSULTANT in connection with the performance of the Work. CONSULTANT shall be required to provide such Documents and Data within fifteen (15) calendar days of CITY's written request. No actual or asserted breach of this Agreement on the part of CITY pursuant to Section 5.2, below, shall operate to prohibit or otherwise restrict CITY's ability to terminate this Agreement for convenience as provided under this Section.

5.2 EVENTS OF DEFAULT; BREACH OF AGREEMENT:

A. In the event either Party fails to perform any duty, obligation, service or task set forth under this Agreement (or fails to timely perform or properly perform any such duty, obligation, service or task set forth under this Agreement), an event

of default (hereinafter, "Event of Default") shall occur. For all Events of Default, the Party alleging an Event of Default shall give written notice to the defaulting Party (hereinafter referred to as a "Default Notice") which shall specify: (i) the nature of the Event of Default; (ii) the action required to cure the Event of Default; (iii) a date by which the Event of Default shall be cured, which shall not be less than the applicable cure period set forth under Sections 5.2.B and 5.2C below or if a cure is not reasonably possible within the applicable cure period, to begin such cure and diligently prosecute such cure to completion. The Event of Default shall constitute a breach of this Agreement if the defaulting Party fails to cure the Event of Default within the applicable cure period or any extended cure period allowed under this Agreement.

B. CONSULTANT shall cure the following Events of Defaults within the following time periods:

i. Within three (3) business days of CITY's issuance of a Default Notice for any failure of CONSULTANT to timely provide CITY or CITY's employees or agents with any information and/or written reports, documentation or work product which CONSULTANT is obligated to provide to CITY or CITY's employees or agents under this Agreement. Prior to the expiration of the 3-day cure period, CONSULTANT may submit a written request for additional time to cure the Event of Default upon a showing that CONSULTANT has commenced efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 3-day cure period. The foregoing notwithstanding, CITY shall be under no obligation to grant additional time for the cure of an Event of Default under this Section 5.2 B.i. that exceeds seven (7) calendar days from the end of the initial 3-day cure period; or

ii. Within fourteen (14) calendar days of CITY's issuance of a Default Notice for any other Event of Default under this Agreement. Prior to the expiration of the 14-day cure period, CONSULTANT may submit a written request for additional time to cure the Event of Default upon a showing that CONSULTANT has commenced efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 14-day cure period. The foregoing notwithstanding, CITY shall be under no obligation to grant additional time for the cure of an Event of Default under this Section 5.2B.ii that exceeds thirty (30) calendar days from the end of the initial 14-day cure period.

In addition to any other failure on the part of CONSULTANT to perform any duty, obligation, service or task set forth under this Agreement (or the failure to timely perform or properly perform any such duty, obligation, service or task), an Event of

Default on the part of CONSULTANT shall include, but shall not be limited to the following: (i) CONSULTANT's refusal or failure to perform any of the services or tasks called for under the Scope of Services; (ii) CONSULTANT's failure to fulfill or perform its obligations under this Agreement within the specified time or if no time is specified, within a reasonable time; (iii) CONSULTANT's and/or its employees' disregard or violation of any federal, state, local law, rule, procedure or regulation; (iv) the initiation of proceedings under any bankruptcy, insolvency, receivership, reorganization, or similar legislation as relates to CONSULTANT, whether voluntary of involuntary; (v) CONSULTANT's refusal or failure to perform or observe any covenant, condition, obligation or provision of this Agreement; and/or (vii) CITY's discovery that a statement representation or warranty by CONSULTANT relating to this Agreement is false, misleading or erroneous in any material respect.

C. CITY shall cure any Event of Default asserted by CONSULTANT within forty-five (45) calendar days of CONSULTANT's issuance of a Default Notice, unless the Event of Default cannot reasonably be cured within the 45-day cure period. Prior to the expiration of the 45-day cure period, CITY may submit a written request for additional time to cure the Event of Default upon a showing that CITY has commenced its efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 45-day cure period. The foregoing notwithstanding, an Event of Default dealing with CITY's failure to timely pay any undisputed sums to CONSULTANT as provided under Section 1.4, above, shall be cured by CITY within five (5) calendar days from the date of CONSULTANT's Default Notice to CITY.

D. CITY, in its sole and absolute discretion, may also immediately suspend CONSULTANT's performance under this Agreement pending CONSULTANT's cure of any Event of Default by giving CONSULTANT written notice of CITY's intent to suspend CONSULTANT's performance (hereinafter, a "Suspension Notice"). CITY may issue the Suspension Notice at any time upon the occurrence of an Event of Default. Upon such suspension, CONSULTANT shall be compensated only for those services and tasks which have been rendered by CONSULTANT to the reasonable satisfaction of CITY up to the effective date of the suspension. No actual or asserted breach of this Agreement on the part of CITY shall operate to prohibit or otherwise restrict CITY's ability to suspend this Agreement as provided herein.

E. No waiver of any Event of Default or breach under this Agreement shall constitute a waiver of any other or subsequent Event of Default or breach. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.

F. The duties and obligations imposed under this Agreement and the rights and remedies available hereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law. In addition to any other remedies available to CITY at law or under this Agreement in the event of any breach of this Agreement, CITY, in its sole and absolute discretion, may also pursue any one or more of the following remedies:

i. Upon written notice to CONSULTANT, the CITY may immediately terminate this Agreement in whole or in part;

ii. Upon written notice to CONSULTANT, the CITY may extend the time of performance;

iii. The CITY may proceed by appropriate court action to enforce the terms of the Agreement to recover damages for CONSULTANT's breach of the Agreement or to terminate the Agreement; or

iv. The CITY may exercise any other available and lawful right or remedy.

CONSULTANT shall be liable for all legal fees plus other costs and expenses that CITY incurs upon a breach of this Agreement or in the CITY's exercise of its remedies under this Agreement.

G. In the event CITY is in breach of this Agreement, CONSULTANT's sole remedy shall be the suspension or termination of this Agreement and/or the recovery of any unpaid sums lawfully owed to CONSULTANT under this Agreement for completed services and tasks.

5.3 SCOPE OF WAIVER: No waiver of any default or breach under this Agreement shall constitute a waiver of any other default or breach, whether of the same or other covenant, warranty, agreement, term, condition, duty or requirement contained in this Agreement. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.

5.4 SURVIVING ARTICLES, SECTIONS AND PROVISIONS: The termination of this Agreement pursuant to any provision of this Article or by normal expiration of its term or any extension thereto shall not operate to terminate any Article, Section or provision contained herein which provides that it shall survive the termination or normal expiration of this Agreement.

VI. MISCELLANEOUS PROVISIONS

6.1 DOCUMENTS & DATA; LICENSING OF INTELLECTUAL PROPERTY: All Documents and Data shall be and remain the property of CITY without restriction or limitation upon their use or dissemination by CITY. For purposes of this Agreement, the term "Documents and Data" means and includes all reports, analyses, correspondence, plans, drawings, designs, renderings, specifications, notes, summaries, strategies, charts, schedules, spreadsheets, calculations, lists, data compilations, documents or other materials developed and/or assembled by or on behalf of CONSULTANT in the performance of this Agreement and fixed in any tangible medium of expression, including but not limited to Documents and Data stored digitally, magnetically and/or electronically. This Agreement creates, at no cost to CITY, a perpetual license for CITY to copy, use, reuse, disseminate and/or retain any and all copyrights, designs, and other intellectual property embodied in all Documents and Data. CONSULTANT shall require all subcontractors and subconsultants working on behalf of CONSULTANT in the performance of this Agreement to agree in writing that CITY shall be granted the same right to copy, use, reuse, disseminate and retain Documents and Data prepared or assembled by any subcontractor or subconsultant as applies to Documents and Data prepared by CONSULTANT in the performance of this Agreement.

6.2 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. Upon request, all CITY data shall be returned to CITY upon the termination or expiration of this Agreement. CONSULTANT shall not use CITY's name or insignia, photographs, or any publicity pertaining to the Work in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of CITY.

6.3 FALSE CLAIMS ACT: CONSULTANT warrants and represents that neither CONSULTANT nor any person who is an officer of, in a managing position with, or has an ownership interest in CONSULTANT has been determined by a court or tribunal of competent jurisdiction to have violated the False Claims Act, 31 U.S.C., Section 3789 et seq. and the California False Claims Act, Government Code Section 12650 et seq.

6.4 NOTICES: All notices permitted or required under this Agreement shall be given to the respective Parties at the following addresses, or at such other address as the respective Parties may provide in writing for this purpose:

CONSULTANT:

CWE
1561 E. Orangethorpe Ave. Suite 240
Fullerton, CA 92831
Attn: Jason Pereira, Principal-in-Charge
Phone: 714-526-7500
Fax: 714-526-7004

CITY:

City of San Fernando
Public Works Department
117 Macneil Street
San Fernando, CA 91340
Attn: Director of PW- City Engineer
Phone: 818-898-1222
Fax: 818-361-6728

Such notices shall be deemed effective when personally delivered or successfully transmitted by facsimile as evidenced by a fax confirmation slip or when mailed, forty-eight (48) hours after deposit with the United States Postal Service, first class postage prepaid and addressed to the Party at its applicable address.

6.5 COOPERATION; FURTHER ACTS: The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as is reasonably necessary, appropriate or convenient to achieve the purposes of this Agreement.

6.6 SUBCONTRACTING: CONSULTANT shall not subcontract any portion of the Work required by this Agreement, except as expressly stated herein, without the prior written approval of CITY. Subcontracts (including without limitation subcontracts with subconsultants), if any, shall contain a provision making them subject to all provisions stipulated in this Agreement, including provisions relating to insurance requirements and indemnification.

6.7 CITY'S RIGHT TO EMPLOY OTHER CONSULTANTS: CITY reserves the right to employ other contractors in connection with the various projects worked upon by CONSULTANT.

6.8 PROHIBITED INTERESTS: CONSULTANT warrants, represents and maintains that it has not employed nor retained any company or person, other than a *bona fide* employee working solely for CONSULTANT, to solicit or secure this Agreement. Further, CONSULTANT warrants and represents that it has not paid nor has it agreed to pay any company or person, other than a *bona fide* employee working solely for CONSULTANT, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, CITY shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of CITY, during the term of his or her service with CITY, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

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

6.10 GOVERNING LAW AND VENUE: This Agreement shall be interpreted and governed according to the laws of the State of California. In the event of litigation between the Parties, venue, without exception, shall be in the Los Angeles County Superior Court of the State of California. If, and only if, applicable law requires that all or part of any such litigation be tried exclusively in federal court, venue, without exception, shall be in the Central District of California located in the City of Los Angeles, California.

6.11 ATTORNEYS' FEES: If either Party commences an action against the other Party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing Party in such litigation shall be entitled to have and recover from the losing Party reasonable attorneys' fees and all other costs of such action.

6.12 SUCCESSORS AND ASSIGNS: This Agreement shall be binding on the successors and assigns of the Parties.

6.13 NO THIRD PARTY BENEFIT: There are no intended third party beneficiaries of any right or obligation assumed by the Parties. All rights and benefits under this Agreement inure exclusively to the Parties.

6.14 CONSTRUCTION OF AGREEMENT: This Agreement shall not be construed in favor of, or against, either Party but shall be construed as if the Parties prepared this Agreement together through a process of negotiation and with the advice of their respective attorneys.

6.15 SEVERABILITY: If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

6.16 AMENDMENT; MODIFICATION: No amendment, modification or supplement of this Agreement shall be valid or binding unless executed in writing and signed by both Parties, subject to CITY approval. The requirement for written amendments, modifications or supplements cannot be waived and any attempted waiver shall be void and invalid.

6.17 CAPTIONS: The captions of the various articles, sections and paragraphs are for convenience and ease of reference only, and do not define, limits, augment, or describe the scope, content, or intent of this Agreement.

6.18 INCONSISTENCIES OR CONFLICTS: In the event of any conflict or inconsistency between the provisions of this Agreement and any of the exhibits attached hereto, the provisions of this Agreement shall control.

6.19 ENTIRE AGREEMENT: This Agreement including all attached exhibits is the entire, complete, final and exclusive expression of the Parties with respect to the matters addressed herein and supersedes all other agreements or understandings, whether oral or written, or entered into between CITY and CONSULTANT prior to the execution of this Agreement. No statements, representations or other agreements, whether oral or written, made by any Party which are not embodied herein shall be valid or binding. No amendment, modification or supplement to this Agreement shall be valid and binding unless in writing and duly executed by the Parties pursuant to Section 6.15, above.

6.20 COUNTERPARTS: .This Agreement shall be executed in three (3) original counterparts each of which shall be of equal force and effect. No handwritten or typewritten amendment, modification or supplement to any one counterparts shall be valid or binding unless made to all three counterparts in conformity with Section 6.16, above. One fully executed original counterpart shall be delivered to CONSULTANT and the remaining two original counterparts shall be retained by CITY.

(SIGNATURE PAGE TO FOLLOW)

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed the day and year first appearing in this Agreement, above.

CITY OF SAN FERNANDO

By: _____
Alexander P. Meyerhoff, City Manager

CWE

By: _____
Name: _____
Title: _____

APPROVED AS TO FORM

By: _____
Rick R. Olivarez, City Attorney

The SWRCB will be funding the implementation of multi-benefit projects through Round 2 of the Proposition 1 Grant Program, which will be accepting applications near the end of 2018/early 2019. CWE prepared a Proposition 1 grant application for the development of the San Bernardino County Santa Ana River Watershed Stormwater Resource Plan, which was awarded $1 million, half of which is required as a match from the grant recipient. We also prepared the Proposition 1 grant application for John Anson Ford Park, which was identified in the Los Angeles River Upper Reach 2 WMP. This project was awarded $10 million, of which, the implementing jurisdiction is only responsible for $1 million, as the project services a Disadvantaged Community (DAC). We have included an optional task in the Scope of Work for assistance in applying for additional grant funding for the implementation of the Project (through Proposition 1 or other programs).

4.2 Scope of Work

This section presents an outline of the proposed scope of work, developed based on the RFP, our understanding of the Project, and our approach for completing the Project as described in this proposal. We have also identified additional optional tasks that may benefit the City. We welcome the opportunity to discuss other Project additions, modifications, or deletions as might benefit the City.

Task 1 – Project Management and Meetings

Project management includes staff chartering, project coordination and management, management of subconsultants, and schedule and budget tracking. Project management efforts are critical for allowing the Project to be completed on time and within budget. CWE will proactively engage the City with timely and concise communications and anticipates feedback throughout Project development. Open and result-driven communications will allow the Project to move forward in a productive and timely manner.

CWE will organize a kickoff meeting once the Project is awarded to discuss the City's thoughts on our approach and to gather information necessary for completing the Project. This meeting will provide a foundation for communication and an opportunity for CWE to gain an understanding of the City's expectations and concerns regarding each of the tasks identified in the Scope of Work. Anticipated items for discussion include, but are not limited to, data availability and data needs, City standards related to design plans, and the City's thoughts regarding our approach. CWE will distribute an up-to-date Project schedule at the kickoff meeting and discuss the critical path items.

Three (3) additional in-person progress meetings will be held following the City's review of major submittals. Progress meetings are anticipated following the submission of the Preliminary Design Report, 50% PS&Es, and 90% PS&Es. Comments, questions, and concerns will be discussed at these meetings,

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and an approach for moving forward will be agreed upon so the Project can stay on schedule. A meeting agenda will be prepared for the kickoff meeting and three (3) progress meetings and will be the basis for the meeting summary, which will be prepared shortly after each meeting. CWE will also prepare sign-in sheets and provide an up-to-date schedule and necessary reference materials to allow for a productive meeting.

Deliverables: sign-in sheet, agenda, reference material, schedule, and summary for in-person meetings (kickoff and three progress meetings).

Task 2 – Preliminary Design

CWE will perform the following preliminary design tasks prior to preparing the final design package. We will compare alternatives to optimize the design and utilize our experience and expertise in designing innovative multi-benefit projects to efficiently and effectively complete the tasks detailed below.

Task 2.1 – Document Review

CWE will gather and review relevant documents that will influence the design of the Project. CWE will work with necessary agencies to obtain available documents. We anticipate reviewing the following documents at a minimum:

- Park as-builts
- Utility and street plans along diversion
- Geographic Information System (GIS) data
- Title report with exhibits of all historic and existing easements
- Parcel/tract maps
- ULAR EWMP and Coordinated Integrated Monitoring Program (CIMP)
- Programmatic Environmental Impact Report (PEIR)

Deliverables: data reviewed will be incorporated into other tasks; therefore, there is no direct deliverable.

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Task 2.2 – Utility Search

CWE will contact Underground Service Alert (DigAlert) and mark the site limits, such that existing local utility companies are able to mark the location of their utilities prior to work being performed. This will allow us to identify/verify utility locations in the field during our field investigations and when the survey is performed. DigAlert reports will be retained and available upon request.

CWE will conduct a utility search for the Project site to identify existing or planned future utility conflicts along the proposed Project components (diversion piping, pretreatment, storage system, pump station, etc.). This step is necessary to evaluate proposed diversions and subsurface systems alignments will not conflict with existing subsurface utilities, and early coordination will result in eliminating potential future relocations. Based on our proprietary accessibility to the DigAlert records, we anticipate contacting 17 utility companies (excluding any City-owned utilities). We will prepare and distribute Preliminary Utility Search notices to utility companies that may have conflicts in an effort to collect additional information, including design plans/details. CWE will maintain a complete record log of utility contacts and responses and provide a copy of correspondence to the City, if requested. It is anticipated that through the utility search we will only locate utilities within the public right-of-way. We will utilize site as-builts provided by the City to identify utilities within the park.

CWE will send out second and final utility notices to those utility companies that have stated they may have a utility conflict. These notices will be sent with the 50% and 90% PS&Es, respectively. These notices will allow the utility companies to review the proposed conditions and provide feedback to prevent utility conflicts. The information gathered will be used to create the existing utility base map for the final design plans. Letters will be sent utilizing certified mail.

Deliverables: information collected as part of the utility search will be incorporated into the design plans; therefore, there is no direct deliverables.

Task 2.3 – Utility Potholing

The CWE team will pothole for utilities that may conflict with Project implementation. Potholes will be used to identify existing pavement sections in areas where pavement will be replaced and existing conditions are unknown. We will contact DigAlert for the location of utilities within the public right-of-way prior to any potholing. The CWE team assumes that no drilling permits will be required to perform our field services and all permits will be issued by the City at no cost. Traffic control setup will conform to the Work Area Traffic Control Handbook (WATCH). We have provided for up to five (5)

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potholes to be conducted as part of our scope. An optional task has been identified below to cover additional potholing needs.

Deliverables: information collected through potholing will be incorporated into the design plans; therefore, there is no direct deliverables.

Task 2.4 – Geotechnical Evaluation

The CWE team proposes to perform four (4) borings to depths of around 25 feet below existing grade for soil classification, infiltration, and other testing within the Project area. It is assumed the site is accessible to our truck mounted rig. The investigation will be performed in consideration of the LACDPW's Guidelines for Geotechnical Investigation and Reporting for LID Stormwater Infiltration (2017). The LACDPW guidelines are not mandatory for the Project and the infiltration testing procedures for large scale regional projects is extensive and not cost-effective. We will utilize methods approved in the LACDPW guidance for smaller projects, as these tests have been used historically for these types of designs and are sufficient to support the sizing of the system.

Borings will be extended to the proposed depths unless auger refusal is encountered prior to full boring advancement. If auger refusal is encountered within 10 feet, an offset boring attempt will be performed to assess refusal materials. Test samples will be collected during drilling in general accordance with the appropriate American Society for Testing and Materials (ASTM) methods. Standard Penetration Testing (SPT) and sampling using standard split-spoon or Modified California samplers will be performed at approximately 2.5-foot intervals for the upper 10 feet below the ground surface followed by samples at 5-foot intervals to the maximum depths drilled. Bulk samples will be collected for the upper soils encountered in each boring. In addition, we will observe and record groundwater levels during and after drilling. Once the samples have been collected and classified in the field, they will be placed in appropriate sample containers for transport to the laboratory.

If groundwater is encountered, groundwater samples will be collected after setting up a temporary screening pipe around the boring. Groundwater samples will be delivered to a certified laboratory and analyzed for total petroleum hydrocarbons, gasoline and diesel range organics (GRO, DRO, and ORO) and volatile organic compounds. Information pertaining to groundwater level, fluctuation, and potential dewatering requirements during construction will be included in the geotechnical report if encountered. It is not anticipated that groundwater will be encountered at the depths infiltration is proposed.

Additionally, one (1) trench will be excavated with a backhoe adjacent to the edge of the baseball field to a maximum feasible depth with a minimum width equal to the backhoe and a length of 20 feet.

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Sediment types in the trench sidewalls will be logged. The following evaluations/analyses will be performed and included in the geotechnical report, at a minimum:

- Seismologic conditions
- Engineering properties of soil
- Infiltration rate
- Material properties
- Bearing capacity
- Compaction and settlement characteristics
- Fill material and compaction requirements
- Recommendations on construction procedures/oversight

The CWE team understands the LADPH requires a drilling permit for borings exceeding 20 feet in depth or entering groundwater. We will obtain this permit prior to drilling and the associated fees are included in our fee proposal. We assume that no additional drilling permits or traffic control plans will be required to perform our geotechnical investigation since work areas are located within the park and access authorization will be provided by the City.

Deliverables: draft and final Geotechnical Reports in electronic (PDF) format.

Task 2.5 – Hazardous Materials Assessment

As described in our Project Understanding and Approach, we are aware of a DTSC cleanup site in close proximity to the Project. The site has been inactive since 2005 and contamination data is not available on GeoTracker/EnviroStar. The CWE team will screen and perform a hazardous material sampling analysis and survey within the areas that may be impacted by the Project to determine if the soil is contaminated, thus impacting whether or not the Project may infiltrate. A report documenting the hazardous material analysis will be prepared. The report will include field procedures, sample descriptions, quantities, and locations. We will provide recommendations as part of this task as to whether or not a Phase I Environmental Site Assessment (ESA) is necessary. An optional task for the Phase I ESA is included below. If an ESA is necessary, a Technical Memorandum will be prepared following based on the ESA to identify abatement and/or removal specifications if materials are found.

Deliverables: Hazardous Material Sampling and Analysis Survey Report in electronic (PDF) format.

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Task 2.6 – Topographic Survey

CWE will perform a topographic survey within the Project area, which will be prepared in AutoCAD format and serve as the Project base map. CWE will research County and City record data for centerline, right-of-way, easements, survey control, existing geodetic control, and design network plans. We will establish the horizontal and vertical survey control based on the City's Global Positioning System (GPS) network. Existing monuments will be used to establish the centerline of street alignments and tract lot lines. Centerline monuments and ties will be displayed in the topographic survey. Topography will be georeferenced using the North American Datum from 1983 (NAD83), California Zone V for horizontal control and North American Vertical Datum from 1988 (NAVD 88) for vertical control.

The survey will include existing improvements within the site and along the proposed diversion structure and conveyance. The survey will include, but is not limited to, street centerlines, property lines, underground utilities, aboveground utility boxes and vaults, sidewalks, curbs, curb ramps, trees, park/landscaping features, signage, park infrastructure, and structures within the Project area. Utilities will be dipped at key areas where the Project may connect (storm drain) or where there may be conflicts.

Deliverables: topographic survey will be utilized as part of the final design; therefore, there is no direct deliverables.

Task 2.7 – Hydrology and Hydraulics Study

CWE will perform a hydrologic analysis of the area tributary to the Project. The findings from the hydrologic analysis will be used to size components of the proposed system, including the diversion systems, piping, pretreatment facilities, and the storage system. CWE will field verify the watershed boundaries and the drainage areas associated with different diversion locations adjacent to the park.

We will run the hydrology to determine the storm event depth associated with the water quality design storm (proposed BMP volume, as discussed in the Understanding and Approach). The associated hydrograph will be used to support the Project design.

A hydraulic analysis will be conducted using the flow rates identified in the hydrologic analysis (design storm) to size the proposed diversion structures, storm drains, pumps, etc., based on the final concept. We will utilize models to optimize the storm drain design based on hydraulic conditions. This analysis will support efficient operation and is consistent with the requirements set forth by LACFCD when connecting to their facility.

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A formal hydrology and hydraulic study will be prepared and, at a minimum, will include the components listed below. A draft study will be submitted to the City for review, and will include a detailed hydrologic analysis. Preliminary hydraulics may be included in the draft report, while the final report will include final hydraulic calculations representative of the design plans. We have assumed the City will require ten (10) business days to review the draft and provide written comments. Written comments will be addressed in the final study.

- Project scope
- Existing conditions information (underlying soil, topography, and land use)
- Permitting requirements (LACFCD)
- Methodology for analyzing the hydrology and hydraulics
- Findings from the hydrologic and hydraulic analyses
- Recommendations for the final design
- Location and hydrology maps
- Drainage area delineation maps
- Calculations
  - Hydrologic and hydraulic
  - Model input/output
  - Capture volume
  - Subsurface storage system
  - Proposed storm drain diversion
- Preliminary stormwater capture system exhibit plan and cross sections (additional details will be provided with the Preliminary Design Report described under **Task 2.8**)
- List of references used to complete the study

Deliverables: Draft and final Hydrology and Hydraulics study in electronic (PDF) format.

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Task 2.8 – Preliminary Design Report

CWE will prepare a Preliminary Design Report (referred to as the Feasibility and Preliminary Design Report in the Grant Agreement) for the Project based on information collected through each of the tasks identified above. Once completed, the report will serve as the basis of the design moving forward. We will identify up to three (3) concepts for the Project, for which examples are included in the Project Understanding and Approach above. We will prepare preliminary design plans using AutoCAD Civil 3D, which will identify the utilities, topography, proposed improvements, and typical cross sections. The Preliminary Design Report will include discussions on the proposed concepts along with pros, cons, and construction costs. The table of contents will resemble the graphic shown to the right. We will meet with the City to discuss the draft report, as mentioned under **Task 1**. We assume the City and SWRCB will require ten (10) business days to review the draft and provide written comments. Written comments will be addressed in the final report.

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Attachment A Geotechnical Report
Attachment B Utility Map
Attachment C Hydrologic Model Input/Output
Attachment D Preliminary Design Concepts
Attachment E Permit References and Applications

Deliverables: draft and final Preliminary Design Report in electronic (PDF) format.

Task 3 – Plans, Specifications, and Estimates

PS&Es will be prepared for the concept selected by the City following the completion of the Preliminary Design Report (**Task 2.8**). It is assumed that one complete design package will be prepared for the site. If phasing is proposed at the site, then the full build out scenario will be designed for.

We will prepare 24-inch by 36-inch construction plans in AutoCAD format using a scale of 1 inch equals 20 feet. The different plan sheet types that are anticipated as part of this Project are identified below.

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The plan sheets for bidding and construction will be stamped by our experienced Project Manager, Vik Bapna, who is a registered Civil Engineer for over 20 years in the State of California.

The following plan sheets are anticipated as part of this Project. We recommend that the contractor prepare excavation and shoring plans, which we will review as a submittal during construction. The specifications will identify requirements associated with excavation and shoring. This approach gives the contractor freedom to implement an excavation and shoring plan, consistent with their construction schedule, which is most efficient. This results in a reduced cost to the City.

- Title page
- General notes and discipline notes
- Demolition
- Improvement/site plan
- Diversion
- Diversion pipe plan and profile
- Pretreatment unit
- Subsurface storage/details
- Pump station (as applicable)
- Construction details
- Electrical
- Erosion control
- Landscape and irrigation
- Active controls (optional)

Each of the major project components is identified below with additional information pertaining to the design of these aspects of the Project. The most desirable configuration for the diversion systems and subsurface storage will be determined based on the findings presented in the Preliminary Design Report (**Task 2.8**). Each of the components will be designed with O&M in mind. The system we design will consider ease of maintenance and we will work with the City's maintenance team to identify any concerns they may foresee.

- Storm drain diversion
  - Avoid impacts to existing storm drain hydraulics
  - Design drop structure and diversion pipe
  - Include sections and details in plans
- Diversion pipe to pretreatment
  - Diversion via gravity flow
  - Hydraulics will be evaluated to determine pipe size, material, and slope
  - Include profile, sections, and details in plans
- Pretreatment system
  - Evaluate different pretreatment alternatives
  - Optimize size based on anticipated flow delivery (determined as part of **Task 2.7**)
  - Include sections and details in plans

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- Diversion pump
  - Design pump well, valves/vaults, and appurtenances
  - Optimize size based on anticipated flow delivery (determined as part of **Task 2.7**)
  - Include sections and details in plans
- Subsurface system
  - Evaluate storage options (size, shape, and manufacturer) for infiltration and retention
  - Verify loading capacity with factor of safety
  - Determine most economical configuration and depth
  - Include sections and details in plans
- Irrigation pump station for capture and use (if applicable)
  - Determine capacity and configuration
  - Include sections and details in plans
- Electrical and controls (associated with metering/pump station)
  - Determine power drop from a nearby source
  - Design electrical alignment and configuration
  - Prepare single-line diagrams
  - Include details in plans
- Erosion control
  - Illustrate control measures to prevent pollution during construction
  - Include details in plans
- Landscape and irrigation
  - Incorporate educational signage if desired
  - Identify landscaping and irrigation (if proposed varies from existing)
  - Include sections and details in plans
- Active controls (optional)
  - Develop operation specifications
  - Support civil and electrical design details of associated hardware
  - Support logic control development
  - Include diagrams and details in the plans

CWE will prepare specifications for the Project based on the 2015 edition of the APWA Greenbook. The special provisions will be edited based on the Greenbook; however, if necessary, Caltrans standard specifications may be used. The specifications will include a cover page and table of contents, notice inviting bidders, instructions to bidders, proposal (bid) pages, contract pages, special provisions (including technical specifications), and exhibits and appendices necessary to convey design intent (including calculations, geotechnical report, standard plans, etc.). CWE will obtain boilerplate specifications from the City along with the front end documents. The specifications will clearly list the submittals required from the construction contractor. Mitigation measures determined through **Task 4.1**

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will be incorporated into the design and specifications as applicable. CWE will prepare an Engineer's Estimate for construction of the Project. The cost estimate will be prepared using standard engineering procedures and will be based on various sources of information and the cost estimator's best judgment.

Task 3.1 – 50% PS&Es

CWE will prepare a 50% PS&E package based on the concept agreed upon following the completion of **Task 2.8**. The 50% plans will include the final layout, preliminary pipe profiles, and details for various components, including the diversion structures, pretreatment components, diversion pump, subsurface storage (infiltration/retention), and irrigation pump station (if applicable). Electrical, landscape, and irrigation plans will also be included in this submittal. The piping (size, material, slope, etc.) will be designed at this phase based on utility information and the hydraulic analysis. Preliminary specifications (special provisions) will be prepared based on the 2015 edition of the APWA Greenbook. We have assumed the City will provide their standard boilerplate specifications. Additionally, a preliminary cost estimate will be prepared and include a 20% contingency. We have assumed the City and SWRCB will require ten (10) business days to review and provide written comments on the 50% PS&Es. A meeting will be held to discuss the comments and determine how to move forward, as described under **Task 1**. Revisions will be made to the plans based on the written comments received and the plans will be resubmitted with the 90% PS&E package, as described below.

Deliverables: plans, specifications, and estimates in electronic (PDF) format.

Task 3.2 – 90% PS&Es

CWE will prepare a 90% PS&E package based on the 50% PS&Es and written comments from the City and SWRCB. Erosion control sheets will be included in this design submittal, as major components will have been finalized. Additional details will be included in the plans and construction notes and details will be finalized. The specifications will be revised to include additional project components and the necessary attachments. The cost estimate prepared as part of the 50% PS&E package will be updated based on revisions to the plans. We will also prepare a construction schedule including various construction activities and major milestones. We have assumed that the City will require ten (10) business days to review and provide written comments on the 90% PS&Es. We understand the SWRCB does not need to review this submittal. It has also been assumed that new major comments on the alignment and overall site layout will not be made during this review, as these items will have been finalized in the earlier stages of the design. A meeting will be held to discuss the written comments and determine last-minute revisions, as described under **Task 1**. Revisions will be made to the plans based

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on the written comments received and the plans will be resubmitted with the 100% PS&E package, as described below.

Deliverables: construction schedule, plans, specifications, and estimates in electronic (PDF) format.

Task 3.3 – 100% PS&Es

CWE will revise the 90% PS&E submittal package based on written comments from the City, permitting agencies, and utility companies. The revised package will be considered the final submittal and be part of the bid package. Upon City approval of the plans and specifications, final construction drawings will be provided in digital format and one (1) set of wet stamped and signed mylars (4 mil) will be provided. Vik Bapna, the Project Manager, will stamp and sign the documents as the California Licensed Civil Engineer in charge.

Deliverables: construction schedule, plans, specifications, and estimates in electronic (Word/PDF) format (included on Compact Disc) and one (1) copy of the final plans printed on 4 mil mylar paper, wet stamped and signed by the California Licensed Civil Engineer in charge (Vik Bapna).

Task 4 – Permits, Authorizations, and CEQA

Consultation with regulatory agencies and the acquisition of permits is required before the Project can be constructed. We will have identified the permits/approvals required as part of the Preliminary Design Report (**Task 2.8**). We will assist in the preparation of documentation in accordance with CEQA, assist in the obtainment of necessary permits based on the final design, and coordinate with regulatory/permitting agencies, as further detailed in the tasks below.

Task 4.1 – CEQA Documentation

CWE will prepare a Mitigated Negative Declaration (MND) for the Project in accordance with CEQA on behalf of the City. Components of this effort will include completion of required studies, preparation of an Initial Study (IS), compilation of mailing lists provided by the City (property owners and interested parties), review of public comments, preparation of a mitigation monitoring and reporting program, and preparation of a Notice of Determination (NOD). We will review the PEIR prepared by LACDPW covering the EWMP projects to determine if information from the PEIR can be referenced. We will also reference the IS completed as part of the EWMP.

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The City will be the lead agency as the landowner and operator of the system. The IS and MND will be prepared per CEQA Sections 15063 and 15070. The Project document will be based on the premise that future land use will not be changed from the current condition and that population, traffic, long term air, or local environmental impacts are not expected to be altered by the Project. The primary changed condition will be a reduction in dry- and wet-weather runoff downstream of the proposed Project site. The presence of endangered or threatened species, or cultural resources are not anticipated due to the developed nature of the current environment in which the project will be built.

To evaluate the potential impacts, we will take the following steps:

- Complete a literature and database review of the project vicinity to determine if there is the potential for the presence of protected species or cultural resources, specifically in compliance with new requirements associated with Assembly Bill 52, Native Americans CEQA.
- Consult with the appropriate resource agencies and entities regarding information they may have regarding protected species or cultural resources.
- Complete the project description to a level of detail that allows for the evaluation of short-term impacts during construction and long-term impacts after project completion.
- Complete the IS checklist used by the City. Describe the mitigation measures to mitigate short-term impacts during construction, which are anticipated to consist of using Tier III construction equipment, limiting operating hours to standard business hours, complying with the Construction General Permit for stormwater runoff, and other standard construction impact mitigation measures. Mitigation for long-term impacts is not anticipated.
- Complete the NOD for the City to certify the project as a MND.

The MND will be circulated for public review and CWE will respond to comments received prior to the City Council taking action on the MND. CWE will prepare the NOD upon City Council approval for recordation with the City Clerk. We will prepare the original documentation and up to three (3) revisions (two revisions to draft documents and then final documents).

Deliverables: draft and final IS, MND, and NOD in electronic (PDF) format.

Task 4.2 – Permitting and Coordination

CWE will prepare permit applications on behalf of the City, along with necessary support documentation, such as Technical Memorandums, plans, etc. We will prepare and submit applications for the permits/approvals identified below, unless specified otherwise:

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- LACFCD Connection Permit (necessary if Project connects to LACFCD storm drain)
- LACFCD Use and Maintenance Agreement (necessary if Project connects to LACFCD storm drain)
  - To be obtained by construction contractor
- LADPH Cross Connection Permit (necessary if Project implements capture and use)

CWE has obtained a variety of permits for similar multi-benefit stormwater projects

We will submit the applications with the 50% PS&Es. We will work to finalize the design plans associated with these components early in the design process so that we can expedite the permit obtainment process. We have assumed up to three submissions of each application (two revisions). We have also assumed the City will cover all application fees.

We have assumed up to three (3) coordination meetings with permitting agencies, as we have found early coordination meetings also expedite the permit/approval obtainment timeline. We will coordinate the meetings and prepare sign-in sheets, agenda, summary, and other reference material. Our familiarity with the review processes and our connections within these agencies will help the City expedite this process, mitigate surprises, and reduce costs.

Deliverables: permit/approval application packages, including necessary supporting documentation for up to three (3) submissions to each agency. Meeting agenda, summary, and sign-in sheets for up to three (3) permit coordination meetings.

Task 5 – Outreach

We will support the City with up to two (2) community outreach meetings with the residents, property owners, and local businesses impacted by/interested in the Project. These meetings will be conducted in accordance with the Grant Agreement. The Grant Agreement specifies two meetings are to be conducted with the public and two meetings with stakeholders. We are assuming it has been approved that the City combine the meetings and/or two additional meetings will be conducted separately.

The first outreach meeting will be held following the completion of the 50% PS&Es. We will introduce the Project, discuss the objectives and benefits, and present possible construction related impacts to residents and businesses, such as noise, traffic control, access, etc. The second meeting will be held following the completion of the 100% PS&Es. This meeting will be used to share final information on the

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Project and provide construction information. CWE will support the City by preparing flyers, sign-in sheets, PowerPoint presentations, poster boards, and handouts, as necessary. We will document questions, comments, and responses and take photos for inclusion in the quarterly submittals to the Grant Manager. We will also attend the events, present technical information, and be available to answer questions.

CWE has been involved in various community outreach efforts for similar stormwater projects, such as the City of Santa Monica Los Amigos Park Stormwater Harvesting and Direct Use Demonstration, which involved residents, teachers, parents, and community sports leagues, as the project took place within a park/school. We were able to involve affected parties and educate them on the benefits of the Project along with the inconveniences. Providing this education allowed the construction to operate more smoothly, as traffic alternatives could be shared ahead of time and those in attendance could share the message with others before it became a surprise. We anticipate reaching out to personnel at the San Fernando Middle School and the school district, as students may be impacted by the construction. A meeting summary will be prepared for each of the community outreach events summarizing the topics discussed, questions, and answers pertaining to the Project.

Deliverables: flyers, sign-in sheets, PowerPoint presentations, poster boards, handouts, and summaries in electronic (PDF) format for each of the two (2) outreach meetings.

Task 6 – Bid Phase Support

CWE will provide bid support to the City, which will include attending a pre-bid meeting with potential contractors. We have assumed the City will host the pre-bid meeting and we will attend to answer questions potential contractors may have regarding the Project. Construction contractors may have additional questions or need clarification on particular bid items and design intent. CWE will prepare those clarifications which will be included as addenda to the plans and special provisions. CWE has assumed that up to two (2) addenda will be prepared. We will also assist the City in the preparation of bidding and awarding documents.

Task 7 – Construction Phase Support

CWE has provided construction support on a variety of the design projects we have completed. CWE completed the final design and provided construction management and inspections for the City of Torrance Stormwater Basin Enhancement project and for the City of Los Angeles Garvanza Park Rainwater Capture and Use project. We also recently provided engineering support during construction for the City of Torrance North Well Field Phase II project.

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6. Proposal Costs Sheet and Rates

City of San Fernando
San Fernando Regional Park Infiltration Project
Professional Service Fee
Prepared by CWE on 02/22/2018

Task		Total	Principal	Technical Manager	Senior Engineer	Project Engineer	Staff Engineer	Assistant Engineer	Senior Env Sci	Construction Manager	Landscape Architect	Licensed Surveyor	CAD Designer	Project Coordinator	Admin Assistant	Mileage	ODCs	Sub consultant	Sub consultant	Sub consultant
			$240	$203	$166	$145	$121	$98	$148	$169	$157	$157	$98	$87	$79	$0.545		AirX	Linkture	Terracon
1	Project Management and Meetings	$22,568	56			28		8						1	1	400			$3,900	
2	Preliminary Design																			
2.1	Document Review	$3,784	2			8	8	12												
2.2	Utility Search	$5,729				4		16					16		12		$1,065			
2.3	Utility Potholing	$7,819				2		4						1				$7,050		
2.4	Geotechnical Evaluation	$16,059				4		4						1						$15,000
2.5	Hazardous Materials Assessment	$3,347	2			4								1						$2,200
2.6	Topographic Survey	$20,054	2			4		12				106	12							
2.7	Hydrology and Hydraulics	$18,095	14	4	6	32	40	32						1	2	120				
2.8	Preliminary Design Report	$16,974	8	4	4	16	16	36			4		18	2	2				$3,070	
3	Plans, Specifications, and Estimates (PS&Es)																			
3.1	50% PS&Es	$160,522	44	42	120	200	300	200			30		140	10	4				$17,000	
3.2	90% PS&Es	$64,498	20	16	50	80	112	80			12		60	8	2				$6,540	
3.3	100% PS&Es	$27,402	10	6	6	30	60	30			6		30	4	2		$1,230		$2,620	
4	Permits, Authorization, and CEQA																			
4.1	CEQA Documentation	$40,130	24			8		60	180					2	4		$200			
4.2	Permitting and Coordination	$10,443	20			26		16						2		240				
5	Outreach	$9,682	16			24		12						10	4					
6	Bid Phase Support	$10,405	12			20		20								100			$2,610	
7	Construction Phase Support	$36,571	20	8		48	40	12		56			20	2		500	$1,230		$4,070	
8	Operations and Maintenance Manual	$5,182	2		4	8	16	8							2					
Total Fee and Hours		**$479,264**	**252**	**80**	**190**	**546**	**592**	**562**	**180**	**56**		**106**	**296**	**45**	**35**	**$741**	**$3,725**	**$7,050**	**$39,810**	**$17,200**
Optional Tasks																				
A	Additional Potholing	$44,007	2			4		6							1			$42,280		
B	Environmental Site Assessment	$5,341	2			4	12								1					$2,750
C	SWRCB Documentation and Coordination	TBD																		
D	Active Controls	TBD																		
E	Additional Outreach Events	TBD																		
F	SWPPP Preparation	$5,308	4			6	8	16					8		2					
G	Grant Application Assistance	TBD																		

Proposal for the San Fernando Regional Park Infiltration Project

February 22, 2018

SUBMITTED TO:
Ms. Elena Chavez
City Clerk
City of San Fernando Public Works Department
117 Macneil Street
San Fernando, California 91340

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1561 E. Orangethorpe Avenue, Suite 240
Fullerton, California 92831
(714) 526-7500 TEL | (714) 526-7004 FAX
www. cwecorp.com

CWE
1561 E. ORANGETHORPE AVENUE
SUITE 240
FULLERTON, CA 92831-5202
(714) 526-7500 PHONE
(714) 526-7004 FAX
www.cwecorp.com

February 22, 2018

Ms. Elena Chavez
City Clerk
City of San Fernando Public Works Department
117 Macneil Street
San Fernando, California 91340

Proposal for the San Fernando Regional Park Infiltration Project

Dear Ms. Chavez,

CWE is pleased to submit this proposal to provide the City of San Fernando (City) with civil engineering services for the San Fernando Regional Park Infiltration Project. While we understand the City has many consultant choices, CWE is a standout firm based on: (1) our development of seven Enhanced Watershed Management Program (EWMP) Plans for Los Angeles County permittees and contributions on the Upper Los Angeles River Watershed Management Group; (2) our consistent delivery of several industry-leading multi-benefit regional Best Management Practice (BMP) infiltration projects within Los Angeles County; and (3) committed key personnel and an all-star Project Manager, Vik Bapna, who worked on the region's first multi-benefit regional BMP facility, the Sun Valley Park Multi-Benefit Project, over two decades ago and continues to conceive and design tailored solutions to enhance water quality and provide other beneficial uses.

Our comprehensive understanding of large-scale water quality planning and design efforts, all the way to the minute details, makes us the ideal consultant for the City's project. We have pioneered several regional park infiltration projects, such as the City of Los Angeles Garvanza Park Rainwater Capture and Use, City of Los Angeles Laurel Canyon Boulevard Green Street Design-Build, City of Santa Monica Los Amigos Park Stormwater Harvesting and Direct Use Demonstration, and City of Torrance Stormwater Basin and Treatment Wetlands Enhancement. These stormwater BMP projects have varied in size and scope, challenging us to develop Plans, Specifications, and Estimates (PS&Es) for large and small volumes of water infiltration over brief and extended periods of time in park, school, and other urban settings. In

addition to successful project implementation, six of our regional BMP infiltration projects have won 16 awards from the American Public Works Association (APWA), American Society of Civil Engineers (ASCE), *Engineering News-Record* (ENR), California Stormwater Quality Association (CASQA), and US Environmental Protection Agency (USEPA). These prestigious entities recognized these projects for outstanding BMP implementation, sustainable engineering, stormwater quality, and erosion control, and we will make it our top priority to see that the San Fernando Regional Park Infiltration Project exceeds your expectations and is award worthy. This CWE team brings the City the expertise to successfully deliver your project in a timely manner, and within the City's proposed budget and Proposition 1 requirements.

CWE is fully committed to providing timely and responsive project feasibility and design services. This proposal and the entirety of its contents, including all addenda received and incorporated herein, will be valid for 120 days from the date stated above. We look forward to building a strong relationship with the City and welcome the opportunity to further discuss this exciting project and our qualifications. If you have any questions or require additional information, please contact me at (714) 526-7500 Ext. 212 or vbapna@cwecorp.com.

Respectfully submitted,
CWE



Vik Bapna, PE, ENV SP, CPSWQ, QSD/P
Principal

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Appendices

Appendix A Resumes

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1. Proposal Summary

CWE has prepared this proposal for the City of San Fernando (City) with the understanding that the purpose of the City's Request for Proposals (RFP) is to design an infiltration system for the San Fernando Regional Park Infiltration Project (Project), one of various projects from the Upper Los Angeles Watershed Management Group Enhanced Watershed Management Program (EWMP), and partially funded by a Proposition 1 Grant. We also understand the scope will require removal or replacement of the park's existing baseball field to install an underground infiltration/detention system that would serve a 423-acre drainage area and annually recharge groundwater sources with approximately 200 acre-feet of stormwater.

1.1 Highlights, Key Features, and Distinguishing Points

CWE is widely recognized as the industry leader in the field of regional stormwater Best Management Practice (BMP) design. We have planned and designed more award-winning regional BMP projects than any other firm in Southern California. To effectively demonstrate CWE's extensive qualifications and ability to provide the Scope of Work outlined in the RFP, the contents of this proposal include, as requested:

- Firm profile, including a statement of pending or prior lawsuits
- Qualifications, including descriptions of four pertinent project experience with other public municipalities, and statements of our adherence to each project's schedule and budget
- Well-conceived work plan that establishes understanding of and ability to satisfy the City's objectives and work requirements; the proposed approach for addressing the scope; a timetable of milestones to be achieved; and related service experience
- Identification of key personnel responsibilities and qualifications; an organization chart to illustrate the chain of command between the City, CWE, and our subconsultants; and full and furnished resumes provided in **Appendix A**
- Proposed costs to provide desired services, as well as optional services

CWE stands apart from other consultants based on the following differentiators:

We are no stranger to Los Angeles County. Both of our Principals are former Watershed Managers for the Los Angeles County Department of Public Works (LACDPW) and have over 40 years of direct experience with local public agencies. Our key personnel are recognized design experts, with a majority

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City of San Fernando
San Fernando Regional Park Infiltration Project

having over 20 years of experience exclusively in Los Angeles County and the immediate surrounding area. Our staff's experience designing similar projects within Los Angeles County and their innate knowledge of the local area will ensure that our design approach is tailored to local conditions, regulations, and permitting procedures.

Adhering to a grant-funding budget is highly prioritized. While we cannot put a price on environmental enhancement, we understand firsthand the importance of operating within a strict budget, and we are well-known in the civil engineering world for our ability to design multi-use regional BMP infiltration projects that provide positive environmental impacts while preserving financial resources. Aside from completing project design plans within budget, we understand that when a grant is involved, our engineer's estimate needs to be precise to avoid over-budget construction bid issues, resulting in insufficient funds to complete the project. We understand that once the grant monies are gone, there are typically no other funding sources available to cover construction. CWE has worked on several grant-funded projects, including the City of Los Angeles Garvanza Park Rainwater Capture and Use, City of Los Angeles Laurel Canyon Boulevard Green Street Design-Build, and City of Torrance Stormwater Basin and Treatment Wetlands Enhancement, among others, where accurate cost estimating was vital to staying within budget. In addition, CWE has experience preparing successful grant applications, with one recent example being securing a $10 million dollar grant for the Los Angeles River Upper Reach 2 Watershed Management Area to implement a stormwater BMP project at John Anson Ford Park.

> *"The project was completed on time and within budget. When the terms of our grant agreement from the State of California suddenly changed, CWE was very flexible and helped us make a scope change that still accomplished all of the original goals of the grant proposal."*
>
> **– Nancy L.C. Steele, DEnv, Executive Director**
> **Council for Watershed Health**



No bait-and-switch with our key personnel. While competing firms are currently juggling multiple contracts on concurrent timelines among overextended staff, CWE has the resources, time, and personnel necessary to provide comprehensive, tailored services and individual attention to the City's project on a time-constrained schedule. Our proposed personnel have extensive, unique, and coveted qualifications, and they will be the project team the City will communicate and work with for the duration of the project. This is one of many steps we take to demonstrate to our clients how much we value and respect them, and it makes a bold statement regarding our commitment to the City of San Fernando and the type of relationship we seek to have with our clients. CWE does not believe in the

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"bait-and-switch" technique larger firms use to secure contracts, leaving clients to deal with substandard personnel they have no familiarity with.

CWE has already begun working on a game plan. Given our passion for this type of project that aligns with our company's strengths and pledge to **Creating a Better Tomorrow, Today™**, we've taken the liberty, at our own expense, to commence some preliminary groundwork to setup the City for success. It is our pleasure to go above and beyond what is typically expected at the proposal stage to highlight opportunities and constraints that may influence the Project scope to maximize project benefits and identify original and/or proven solutions. This approach benefits the City by providing a clear picture of what is to be expected and allows the City to get a feel for what it is like to work with CWE. Please refer to **Section 4** for preliminary concept alternatives that illustrate our findings and recommendations based on our preliminary site assessment and document review.

1.2 Contact

The table below provides contact information for proposed key personnel.

Name	Email	Telephone
Vik Bapna, PE, ENV SP, CPSWQ, QSD/P Project Manager	vbapna@cwecorp.com	(714) 526-7500 Ext. 212
Gerald Greene, DEnv, PE, QEP, QSD/P Technical Advisor	ggreene@cwecorp.com	(714) 526-7500 Ext. 207
Katie Thomas, PE, ENV SP, QSD/P Assistant Project Manager	kthomas@cwecorp.com	(714) 526-7500 Ext. 205
Jason Pereira, PE, CPSWQ, QSD/P, QISP Principal-in-Charge	jpereira@cwecorp.com	(714) 526-7500 Ext. 211

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2. Profile of the Proposing Firm

CWE is a leader in developing state-of-the-art, dynamic, award-winning multi-benefit regional BMP projects that improve the quality of life in the communities we serve. CWE provides civil engineering, water resources, stormwater management, environmental engineering, and construction management services to clients throughout the Western United States. CWE makes personalized connections with each client to serve their goals and objectives, instill trust, and fulfill our commitment to **Creating a Better Tomorrow, Today.™**

In 2017, CWE ranked 34th on the *Fortune* magazine Inner City 100, which recognizes the fastest-growing urban businesses in the nation. The Zweig Group similarly recognized CWE as both a 2017 Hot Firm and Best Firms to Work For. While these Architect-Engineer (A/E) industry-specific awards reflect our steadily increasing staff resources and commitment to maintaining a positive and supportive employee work environment, our clients benefit from the broadening repertoire of high-quality professional services we can provide, continuing proactive communication, and timely delivery of innovative and cost-effective solutions and services.

CWE is widely recognized as an industry leader in the field of infiltration system design and installation. We have planned and designed more award-winning regional BMP infiltration projects than any other firm in Southern California. Our firm, staff, and projects have received awards from numerous entities, including the American Public Works Association (APWA), American Society of Civil Engineers (ASCE), California Stormwater Quality Association (CASQA), *Engineering News-Record* (ENR), US Environmental Protection Agency (USEPA), American Academy of Environmental Engineers and Scientists (AAEES), Orange County Engineering Council (OCEC), and American Society of Landscape Architects (ASLA).

Size	40 employees		
Office Locations	Fullerton, California	San Diego, California	Springville, Utah
Years in Service	12		
Organizational Structure	S Corporation		

2.1 Lawsuits

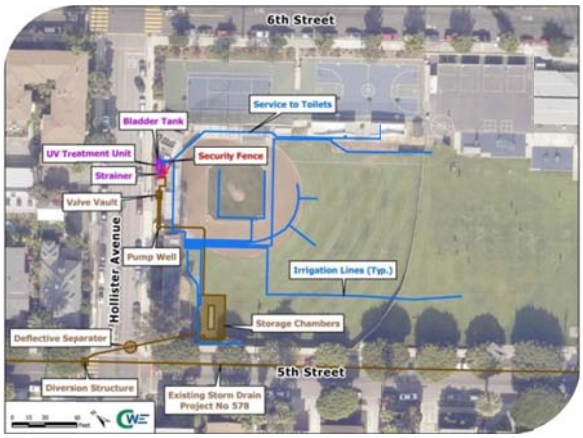
CWE has no pending or prior litigation, nor have we paid for any claims or settlements on any project within the past five years.

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3. Qualifications of the Firm

CWE has made a name for ourselves developing and implementing multi-benefit regional BMP projects to infiltrate urban and stormwater runoff and enhance water quality. CWE led, and contributed to, the development of seven EWMPs for over 40 permittees throughout Los Angeles County; including preparing initial analyses and feasibility assessments for over 50 regional BMP projects. In 2016, the CWE-led Rio Hondo/San Gabriel River Water Quality Group EWMP was recognized with an Outstanding Regional Water Treatment Project of the Year Award by the ASCE Metropolitan Los Angeles Branch (MLAB). CWE also led the design of the City of Los Angeles Laurel Canyon Boulevard Green Street Design-Build, which infiltrated 13 million gallons of stormwater runoff from a 125-acre drainage area to recharge the San Fernando Groundwater Basin.

CWE is synonymous with innovation, as proven by the design of the 3.14-acre City of Santa Monica Los Amigos Park Stormwater Harvesting and Direct Use Demonstration. It is the first of its kind to collect stormwater from non-point sources and be retrofitted for indoor water use in an urban setting. This project taps into an existing storm drain line running along a school athletic field to capture and use 575,000 gallons annually of stormwater and dry-weather flows from a 50-acre drainage area, and consists of a storage unit that holds 55,000 gallons of water for irrigation and indoor plumbing. These creative methods will help the City of Santa Monica become 100% self-sufficient by the year 2020, and our efforts installing an underground infiltration system for the San Fernando Regional Park will provide similarly impressive results.



In the past two years, CWE projects have received 7 awards from the ASCE

Moreover, CWE has planned and designed more award-winning regional BMP projects than any other firm in Southern California. Altogether, six of our regional BMP infiltration projects have received 16 awards for outstanding BMP implementation, sustainable engineering, stormwater and erosion control, and positive environmental impacts. Additional projects CWE led the preliminary and final design of within Los Angeles County limits include the City of Beverly Hills Burton Way Median Green Street, City of Culver City Washington Boulevard Public Private Partnership (P3) Urban Runoff Diversion, City of Long Beach Low-Flow Diversions, and City of Los Angeles University Park Rain Gardens.

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3.1 Project Matrix

A project matrix highlighting tasks similar to what the City requires is provided below.

Scope of Work		Relevant Projects: City of Los Angeles Garvanza Park Rainwater Capture and Use	City of Los Angeles Laurel Canyon Boulevard Green Street Design-Build	City of Torrance Stormwater Basin and Treatment Wetlands Enhancement	City of Santa Monica Los Amigos Park Stormwater Harvesting and Direct Use Demonstration
1.	Existing System Inventory	♦	♦	♦	♦
2.	Records Research	♦	♦	♦	♦
3.	Preliminary Design Report	♦	♦	♦	♦
4.	California Environmental Quality Act (CEQA)				♦
5.	Permits	♦	♦	♦	♦
6.	Survey	♦	♦	♦	♦
7.	Hazardous Materials Assessment	♦	♦	♦	♦
8.	Geotechnical Investigation Report	♦	♦	♦	♦
9.	Landscape and Irrigation Improvements	♦	♦	♦	♦
10.	Hydrology and Hydraulic Studies	♦	♦	♦	♦
11.	Potholing	♦	♦	♦	♦
12.	Plans, Specifications, and Estimates (PS&Es)	♦	♦	♦	♦
13.	Community Outreach and Coordination	♦	♦	♦	♦
14.	Operation and Maintenance Manual			♦	♦
15.	Scheduling	♦	♦	♦	♦
16.	Bid Support	♦	♦	♦	♦
17.	Construction Support	♦	♦	♦	♦

3.2 Project Experience

Previous projects that prove our capabilities to perform services of a similar scope are detailed on the following pages. CWE invites the City to contact the listed references who can attest to our track record of timeliness, innovative solutions, cost-effective services, and outstanding quality of deliverables.

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City of San Fernando

San Fernando Regional Park Infiltration Project



CITY OF LOS ANGELES GARVANZA PARK RAINWATER CAPTURE AND USE

REFERENCE
Wing Tam, PE
Assistant Division Manager

TELEPHONE
(213) 485-3985

COST
$3.5 million

DATES
Jun. 2009 – Jan. 2012

Garvanza Park was retrofitted to enhance the water quality of runoff from an 85-acre watershed by retaining over one million gallons of urban runoff during each storm event. CWE assisted LA Sanitation – City of Los Angeles and North East Trees by conducting a study and design analysis to determine the feasibility of routing urban and stormwater runoff from an existing 48-inch reinforced concrete storm drain pipe into a regional BMP system. The system consists of a hydrodynamic separator and settling basin, one water-tight subsurface detention gallery, and one subsurface infiltration gallery for onsite landscape irrigation use and infiltration. Investigative and engineering design services included assessing the existing storm drain, performing a drainage analysis, delineating and characterizing the tributary watershed, performing hydrologic and hydraulic calculations and modeling, preparing a project feasibility report summarizing hydrology study findings and anticipated pollutant loads, performing a topographic ground survey and utility search, potholing, obtaining required permits, supervising a geotechnical analysis including infiltration testing and shoring analysis, developing conceptual sketches, designing stormwater treatment BMP infrastructure, storm drain modification, pump station design, Supervisory Control And Data Acquisition (SCADA) system, preparing design plans (including grading, drainage, and erosion control), community outreach and coordination, and preparing a Stormwater Pollution Prevention Plan (SWPPP). Additionally, the project provided for an inline gross pollutant detection system that activated valves to shut the system down in cases of emergency. CWE also provided bid support and construction administration services, including supervision and inspections during the project's construction phase, as well as water quality sampling to evaluate project effectiveness. **This project was completed on time and within budget.**

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City of San Fernando

San Fernando Regional Park Infiltration Project



CITY OF LOS ANGELES LAUREL CANYON BOULEVARD GREEN STREET DESIGN-BUILD

REFERENCE
Gordon Haines
Environmental Engineer

TELEPHONE
(213) 485-0585

COST
$2.5 million

DATES
Jun. 2014 – May 2017

CWE designed and performed construction management for roadway widening, sidewalk improvements, and bioretention systems, including dry-wells, along 1,000 linear feet of Laurel Canyon Boulevard for LA Sanitation – City of Los Angeles and the Los Angeles Conservation Corps. The project provided increased groundwater recharge, reduced flooding impacts, enhanced water quality, protected compatible beneficial uses, and improved the neighborhood quality of life. To accomplish this, CWE designed a series of bioretention swales along Laurel Canyon Boulevard between Kagel Canyon Street and Terra Bella Street with 13 fifty-foot deep dry-wells and the implementation of CU-Structural Soil™ (CU Soil). The CU Soil accommodates increased water storage in the bioswales, therefore increasing infiltration. This project collects approximately 13 million gallons of stormwater runoff from a 125-acre drainage area and recharges the San Fernando Groundwater Basin. The water retention also allows the City to cut down on imported water usage and be more self-reliant. Tasks included conducting a feasibility study, hydrologic and hydraulic modeling, obtaining required permits, conducting a topographic survey, geotechnical investigation, landscape and irrigation improvements, potholing, coordinating with project stakeholders and the affected residents, and providing community outreach. CWE provided bid support and pre-, during, and post-construction management support for this project. **This project was completed on time and within budget.**

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City of San Fernando

San Fernando Regional Park Infiltration Project



REFERENCE
John Dettle, PE
Engineering Manager

TELEPHONE
(310) 618-3059

COST
$3,725,652

DATES
May 2011 – Jun. 2015

CWE designed two treatment wetlands, two infiltration basins, and 300 feet of pressured storm drain piping to retain, treat, and infiltrate stormwater runoff to help the City comply with the Santa Monica Bay Beaches Bacteria Total Maximum Daily Load (TMDL). CWE performed a topographic and boundary survey of each basin and coordinated a geotechnical investigation for the design of earthwork, pipelines, structures, other site improvements, and infiltration capabilities of three basins. CWE conducted a hydrologic analysis using MODRAT in WMS to evaluate the reservoir routing and pumping from the interconnected wetlands/detention basin system under Capital Flood and Low Impact Development (LID) plan conditions. The project included designing and preparing construction documents for the proposed improvements, including: site grading, roadway paving, recycled water line, and piping plans; retaining walls; park lighting and signage; stream channel and infiltration basin design; trails, viewing areas, and landscaping details; a water-tight system for irrigation; inlet and outlet structures; bridge structures; culverts, 20-cfs flood control pump station, and several irrigation pump stations, and other control structures; electrical and mechanical plans; and SCADA plans. Additional tasks included preparing an Operations and Maintenance (O&M) Manual, obtaining permitting, and providing community outreach. CWE also provided bid support and construction management and support services. **This project was completed on time and within budget.**

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City of San Fernando

San Fernando Regional Park Infiltration Project



REFERENCE
Allan Sheth, PE
Watershed Program Manager

TELEPHONE
(310) 458-8732

COST
$2 million

DATES
Sept. 2014 – Nov. 2016

CWE designed a demonstration project that taps into an existing 48-inch storm drain line running along a school athletic field and the City of Santa Monica's Los Amigos Park, routes stormwater and dry-weather flows from the storm drain through a vortex system using a diversion structure into a subsurface water-tight cistern, treats the stormwater and dry-weather runoff with an Ultraviolet (UV) treatment system, and delivers highly treated water to the park irrigation system and indoor plumbing for toilet flushing. The project received monies from the Metropolitan Water District under a grant program. The project's purpose was to demonstrate the feasibility of harvesting local water resources, including storm drain flows, to decrease potable water use, reduce polluted urban runoff discharge to the receiving water body, and protect the future of California's water supply. CWE designed a UV treatment train system that treats approximately 80 gallons per minute (gpm). A jack-and-bore approach was also designed and implemented to reduce construction disturbance within the street. Tasks included: developing a project study report; conducting hydrologic and hydraulic modeling; conducting a geotechnical investigation and utility search; preparing PS&Es; coordinating with the Los Angeles County Flood Control District (LACFCD); obtaining regulatory approvals from the California Coastal Commission (CCC), Department of State Architect (DSA), and the Los Angeles County Department of Public Health (LADPH); performing public education and outreach; providing construction support; preparing a Sampling and Analysis Plan (SAP); assisting the City with report preparation in response to grant requirements; preparing documents per CEQA requirements; and designing educational signage. **This project was completed on time and within budget.**

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4. Work Plan

This section describes our understanding and approach to the Project, along with the proposed scope of work. This Work Plan was developed based on the information presented in the RFP, the Project's Grant Agreement, and our industry leading expertise. Our understanding and approach differentiates us from other respondents due to our expertise in regional stormwater projects and grant requirements. CWE is an industry leader in regional stormwater projects and our projects are known for pioneering innovative techniques to achieve multiple benefits. We continue to design "first of their kind" projects that then become industry standard. We are steps ahead of others in this industry and we will continue to hold our projects to a higher standard. We pioneer new techniques that result in cost-effective implementation and increased benefits. We are excited to further discuss with the City how this Project will pioneer the industry and help achieve compliance with water quality objectives.

4.1 Project Understanding and Approach

- ☑ **EWMP development**
- ☑ **Regional project design**
- ☑ **Grant-funded projects**

CWE assisted in the preparation of the Upper Los Angeles River (ULAR) EWMP Plan (approved by the Regional Board on April 2, 2016), specifically related to the project concept development. CWE was involved in the preparation of seven (7) WMPs and EWMPs, and we understand the Los Angeles County Municipal Separate Storm Sewer System (MS4) Permit along with the purpose and need for this Project and how it relates to EWMP implementation. We not only assist during the planning stages, but also finalize the design and are involved in operations of these types of systems. We have designed several EWMP-identified regional projects, some of which are described in the Qualifications of the Firm. We also have assisted our clients in obtaining grant funding and complying with grant requirements, which will be beneficial to the City, as we understand the City was awarded funding from the State Water Resource Control Board (SWRCB) under the Proposition 1 program for the development of the design package.

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Proposed Concept

Recreation Park within the City of San Fernando was identified in the ULAR EWMP as a priority regional project. The drainage area tributary to the Project covers a large portion of the City, as illustrated in Error! Reference source not found.. Also shown in the figure is the Project's location with respect to the Los Angeles River and within the Los Angeles River Watershed.

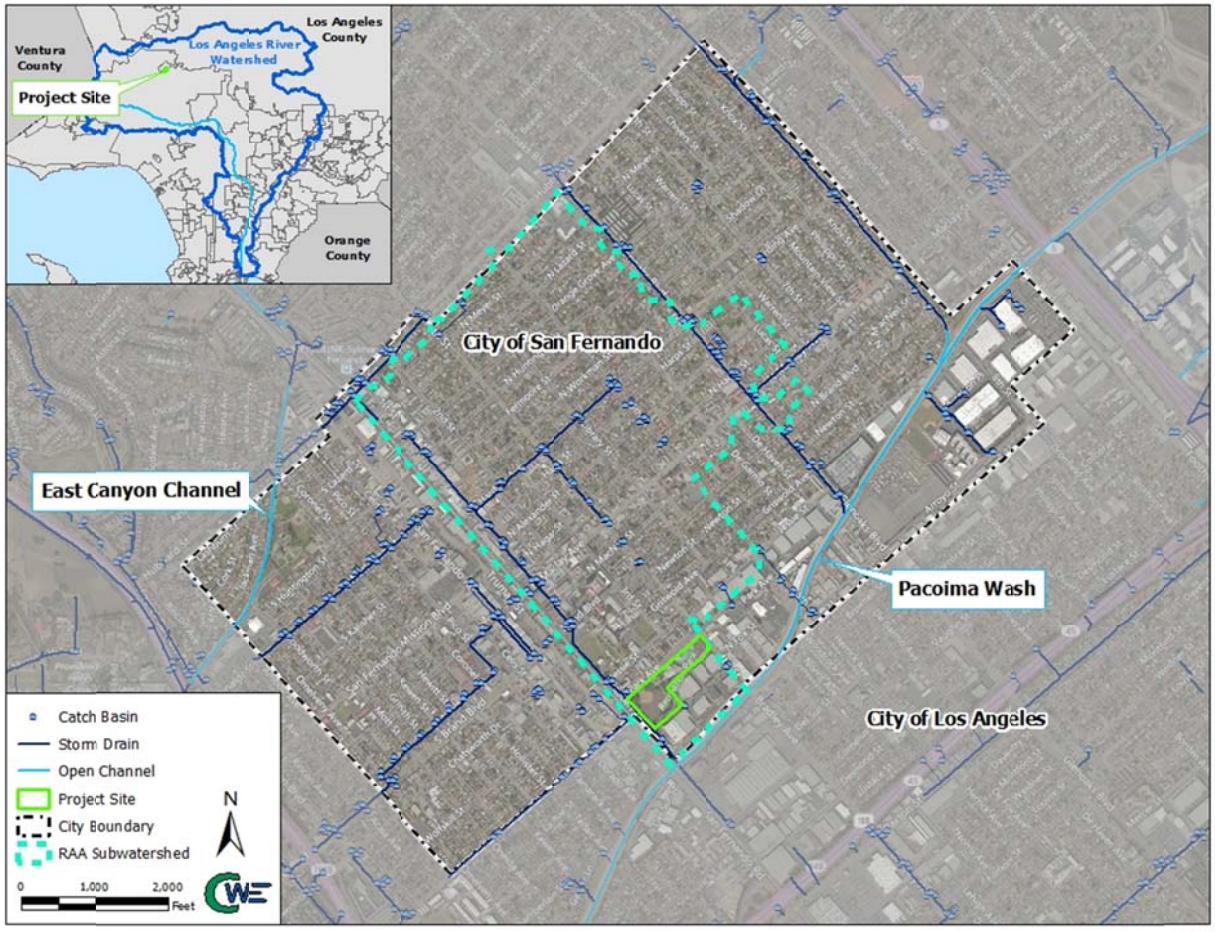


Figure 1 Project Site Overview

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Preliminary concepts were prepared as part of the EWMP development, in which CWE developed for Black & Veatch. **Figure 2** illustrates the general concept for most regional projects, along with some design considerations. We will work with the City and the anticipated maintenance crew to discuss different component alternatives, as we place a high priority on maintainability during the design process. This approach leads to long-term project success.

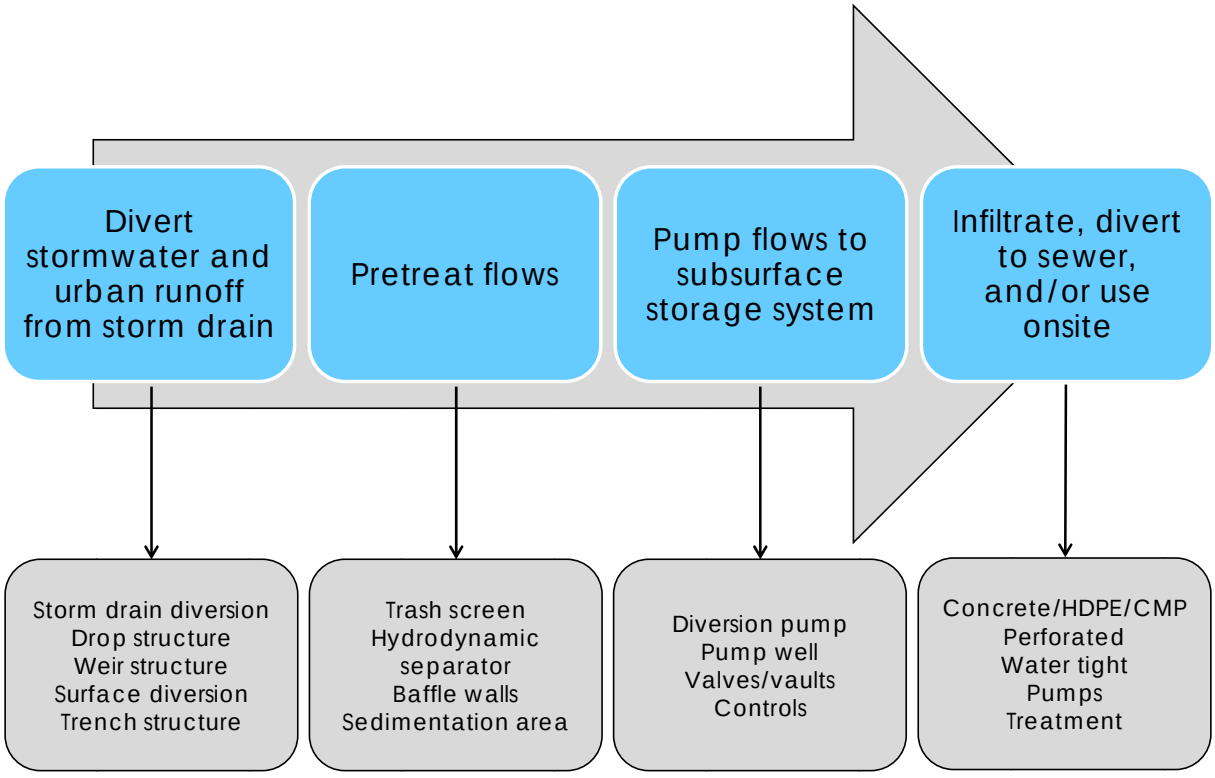


Figure 2 Regional Project Concept

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Figure 3 illustrates a preliminary layout for the Project, while **Figure 4** illustrates the preliminary profile from the storm drain diversion to the subsurface storage system. The diversion site identified in the concept below has moved downstream slightly, as this will increase the capture area and collect additional industrial land uses, which are often associated with higher pollutant loads. This will provide the greatest benefit in regards to water quality compliance. Additionally, a pump station is anticipated to avoid extensive excavation for the subsurface storage system installation, reducing construction costs.



Figure 3 Potential Project Layout

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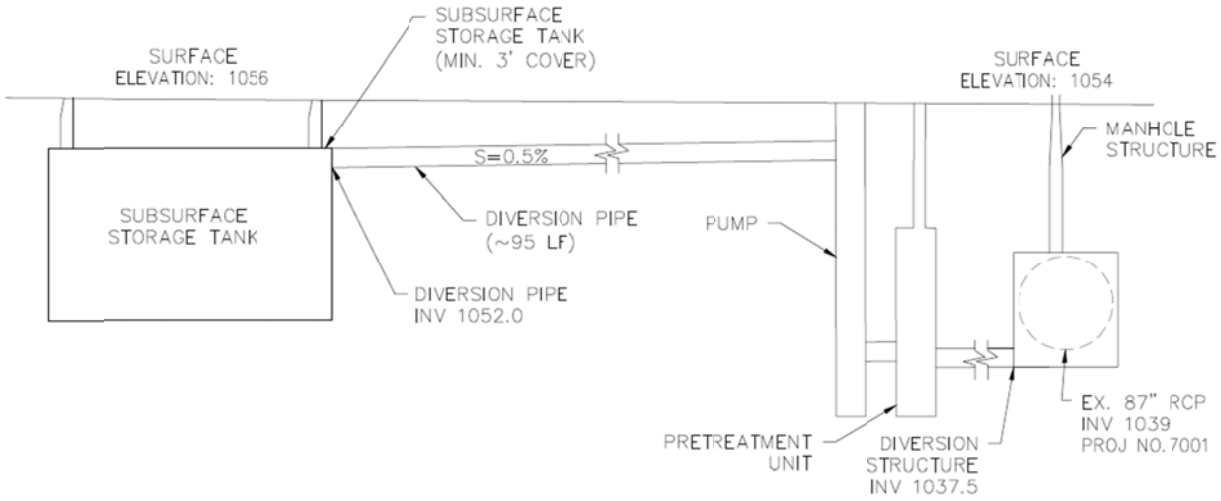


Figure 4 Preliminary System Profile

How Big Should The Project Be?

We understand the EWMP has identified several goals for the City in terms of water quality volume to comply with that are conflicting. It is important to understand regional facility sizing optimization is a significant element of this Project. It is not economical for an agency to implement a project larger than what is needed, as it results in wasted resources. **Table 1** summarizes the conflicting sizing goals the City is faced with. CWE understands multi-benefit project optimization, as the CWE Principals used to work for public agencies and we understand the decisions the City is faced with. **We pride ourselves in identifying innovative and economical solutions that maximize benefits for our clients.**

Table 1 Summary of City's Stormwater Capture Volume Goals

Reference / Location	Sizing Goal (acre-feet)
EWMP References	
EWMP Section 4.5.6: Maximum Required BMP Volume	Not Applicable
EWMP Section 4.5.6: Alternative Required BMP Volume	11.3
EWMP Section 4.5.6: Available BMP Volume	54.0
EWMP Section 4.5.6: Recommended Active BMP Volume	22.6
EWMP Section 7.2: Structural BMP Capacity by 2037 for the City (also identified in EWMP Appendix 7C)	30.2
EWMP Appendix 7C: Cumulative Capacity of Subwatershed 669870[1]	14.7
Proposition 1 Grant Agreement	
Grant Agreement Exhibit A: Task 3	50.0

[1] Illustrated in Error! Reference source not found.

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The table demonstrates that conflicting information was provided within the EWMP itself. It is clear that there was a lack of coordination and communication between the EWMP preparers working on the Reasonable Assurance Analysis (RAA) and those leading site-specific analyses. We have worked on both of these components for other EWMPs and understand how they are connected. The RAA results identify the retention volume necessary to meet water quality objectives at the receiving waters (compliance), while the site-specific analysis looks at opportunities within a given site. The RAA then distributes the retention volume to subwatersheds based on their characteristics.

Ultimately, the RAA and EWMP demonstrate that the City would meet water quality objectives and achieve compliance if a cumulative retention volume of 30 acre-feet is provided and distributed throughout the City. We understand the City was awarded grant funding and has agreed to design the Project to have a capacity of 50 acre-feet. We have included an optional task in the Scope of Work below for CWE to prepare supporting documentation that may be presented to the SWRCB in an effort to renegotiate the Grant Agreement terms. We have successfully completed similar negotiations with the SWRCB as part of the Los Angeles Metro Division 4 Pervious Concrete Pavement project in which their grant agreement identified a water quality capture volume greater than what was necessary. The SWRCB appreciated the information and findings, as they too wish to maximize their spending.

We have several different ideas on how to approach these negotiations and feel we can provide the City with a significant cost savings while still meeting water quality objectives as determined in the RAA. We can explore other opportunities to maximize capture if that approach is determined to be more beneficial. For example, we could perform an assessment to quantify the benefits associated with implementing a second diversion from the storm drain on Glenoaks Boulevard, which adds an additional 430 acres of drainage area (59% within the City). This concept is illustrated in **Figure 5** and represents one alternative that can be used for negotiations.

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City of San Fernando

San Fernando Regional Park Infiltration Project



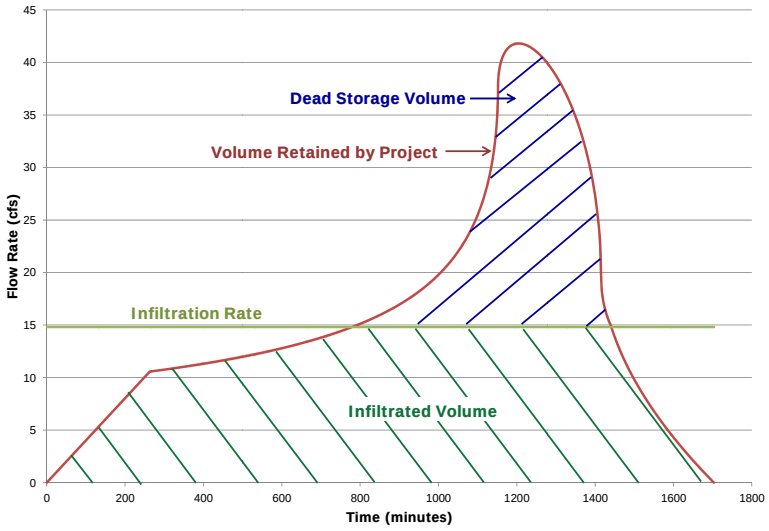
Figure 5 Additional Diversion Alternative

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Project Optimization

Once the design volume is agreed upon by the City and SWRCB, we will evaluate innovative ways to optimize the system's performance. We understand there may be legacy contamination in the vicinity of the Project, as GeoTracker/EnviroStar identify a Department of Toxic Substances Control (DTSC) cleanup site in close proximity to the Project. This site has been inactive since 2005 and it is unlikely that the historical contamination will impact the site. We will evaluate these site conditions as described in the Scope of Work and design the Project accordingly.

If infiltration is supported within the site, we will perform a hydrologic analysis for the design storm and utilize the infiltration rate (with a factor of safety) to model simultaneous outflow from the system. This will allow us to take credit for the volume infiltrated immediately and ultimately result in a storage system with a smaller dead storage capacity. The adjacent figure demonstrates this concept.



Active Controls (Optional)

A majority of regional stormwater projects are passive systems that statically divert, capture, store, and infiltrate runoff in accordance to the design configuration. Opportunities to actively manage stormwater projects exist with optimization technology. CWE will explore opportunities with the City to use active controls as part of the Project. Actively controlling stormwater projects can increase pollutant load reductions by up to 28%, depending on the particle size distribution, and reduce the required dead storage capacity.

Predictive modeling, along with predetermined operational conditions, would be used to actively control the Project. CWE will work with the City to develop specifications that would dictate the active controls. Algorithms would be programmed with these specifications, such that the active controls are automated and continuously optimize the Project performance. As part of the actively managed system, significant amounts of data can be collected and the system's performance can be monitored in real time. Data

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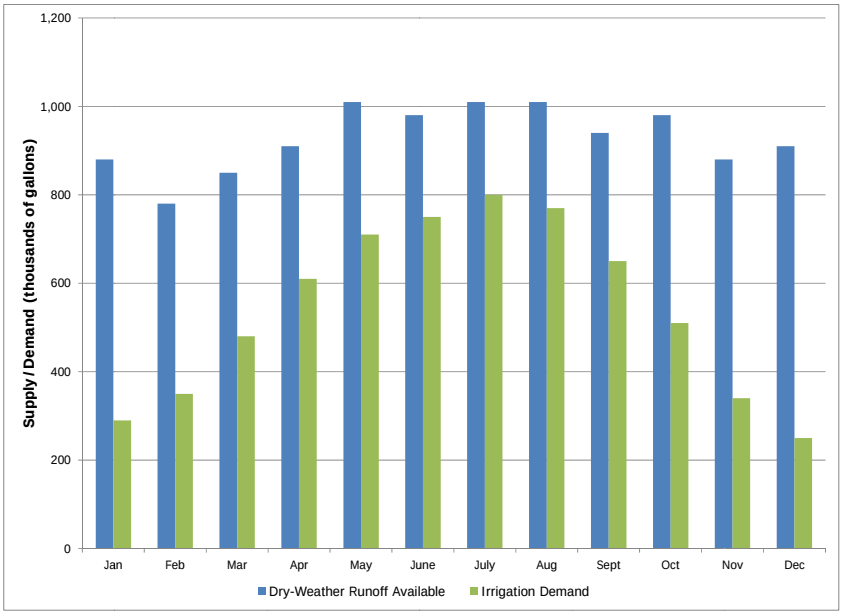
associated with capture rates/volumes, depths of storage, infiltrated volume, volume used for irrigation, etc. would be captured continuously and there are opportunities to also collect water quality data.

Opportunities for Multiple Benefits



CWE will discuss opportunities to provide multiple benefits with the City. We will work with the City to understand any future improvements anticipated within the Park, such that elements may be incorporated into the Project. We will also evaluate the incorporation of educational components, such as signage. Providing multiple benefits is economical from the City's perspective and makes the Project more desirable for funding through grant programs.

We have performed a preliminary analysis to identify the onsite retention volume that would be necessary to supply the park's irrigation. Dry-weather flows alone would be able to satisfy the irrigation demand based on industry accepted dry-weather runoff rates and the drainage area delineation (as shown in the graphic). This analysis will be refined to determine an area within the storage system for retention and use if it is desired by the City. Subsurface drip irrigation could be installed to avoid permitting with the LADPH, similar to what we designed for the City of Los Angeles Garvanza Park Rainwater Capture and Use. A spray irrigation system may also be used if additional treatment is provided. If additional treatment will be used, flows may also be used to offset indoor non-potable uses, such as toilet flushing, similar to our design at the City of Santa Monica Los Amigos Park Stormwater Harvesting and Direct Use Demonstration, for which we assisted in the obtainment of necessary permits/approvals.



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The SWRCB will be funding the implementation of multi-benefit projects through Round 2 of the Proposition 1 Grant Program, which will be accepting applications near the end of 2018/early 2019. CWE prepared a Proposition 1 grant application for the development of the San Bernardino County Santa Ana River Watershed Stormwater Resource Plan, which was awarded $1 million, half of which is required as a match from the grant recipient. We also prepared the Proposition 1 grant application for John Anson Ford Park, which was identified in the Los Angeles River Upper Reach 2 WMP. This project was awarded $10 million, of which, the implementing jurisdiction is only responsible for $1 million, as the project services a Disadvantaged Community (DAC). We have included an optional task in the Scope of Work for assistance in applying for additional grant funding for the implementation of the Project (through Proposition 1 or other programs).

4.2 Scope of Work

This section presents an outline of the proposed scope of work, developed based on the RFP, our understanding of the Project, and our approach for completing the Project as described in this proposal. We have also identified additional optional tasks that may benefit the City. We welcome the opportunity to discuss other Project additions, modifications, or deletions as might benefit the City.

Task 1 – Project Management and Meetings

Project management includes staff chartering, project coordination and management, management of subconsultants, and schedule and budget tracking. Project management efforts are critical for allowing the Project to be completed on time and within budget. CWE will proactively engage the City with timely and concise communications and anticipates feedback throughout Project development. Open and result-driven communications will allow the Project to move forward in a productive and timely manner.

CWE will organize a kickoff meeting once the Project is awarded to discuss the City's thoughts on our approach and to gather information necessary for completing the Project. This meeting will provide a foundation for communication and an opportunity for CWE to gain an understanding of the City's expectations and concerns regarding each of the tasks identified in the Scope of Work. Anticipated items for discussion include, but are not limited to, data availability and data needs, City standards related to design plans, and the City's thoughts regarding our approach. CWE will distribute an up-to-date Project schedule at the kickoff meeting and discuss the critical path items.

Three (3) additional in-person progress meetings will be held following the City's review of major submittals. Progress meetings are anticipated following the submission of the Preliminary Design Report, 50% PS&Es, and 90% PS&Es. Comments, questions, and concerns will be discussed at these meetings,

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and an approach for moving forward will be agreed upon so the Project can stay on schedule. A meeting agenda will be prepared for the kickoff meeting and three (3) progress meetings and will be the basis for the meeting summary, which will be prepared shortly after each meeting. CWE will also prepare sign-in sheets and provide an up-to-date schedule and necessary reference materials to allow for a productive meeting.

Deliverables: sign-in sheet, agenda, reference material, schedule, and summary for in-person meetings (kickoff and three progress meetings).

Task 2 – Preliminary Design

CWE will perform the following preliminary design tasks prior to preparing the final design package. We will compare alternatives to optimize the design and utilize our experience and expertise in designing innovative multi-benefit projects to efficiently and effectively complete the tasks detailed below.

Task 2.1 – Document Review

CWE will gather and review relevant documents that will influence the design of the Project. CWE will work with necessary agencies to obtain available documents. We anticipate reviewing the following documents at a minimum:

- Park as-builts
- Utility and street plans along diversion
- Geographic Information System (GIS) data
- Title report with exhibits of all historic and existing easements
- Parcel/tract maps
- ULAR EWMP and Coordinated Integrated Monitoring Program (CIMP)
- Programmatic Environmental Impact Report (PEIR)

Deliverables: data reviewed will be incorporated into other tasks; therefore, there is no direct deliverable.

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Task 2.2 – Utility Search

CWE will contact Underground Service Alert (DigAlert) and mark the site limits, such that existing local utility companies are able to mark the location of their utilities prior to work being performed. This will allow us to identify/verify utility locations in the field during our field investigations and when the survey is performed. DigAlert reports will be retained and available upon request.

CWE will conduct a utility search for the Project site to identify existing or planned future utility conflicts along the proposed Project components (diversion piping, pretreatment, storage system, pump station, etc.). This step is necessary to evaluate proposed diversions and subsurface systems alignments will not conflict with existing subsurface utilities, and early coordination will result in eliminating potential future relocations. Based on our proprietary accessibility to the DigAlert records, we anticipate contacting 17 utility companies (excluding any City-owned utilities). We will prepare and distribute Preliminary Utility Search notices to utility companies that may have conflicts in an effort to collect additional information, including design plans/details. CWE will maintain a complete record log of utility contacts and responses and provide a copy of correspondence to the City, if requested. It is anticipated that through the utility search we will only locate utilities within the public right-of-way. We will utilize site as-builts provided by the City to identify utilities within the park.

CWE will send out second and final utility notices to those utility companies that have stated they may have a utility conflict. These notices will be sent with the 50% and 90% PS&Es, respectively. These notices will allow the utility companies to review the proposed conditions and provide feedback to prevent utility conflicts. The information gathered will be used to create the existing utility base map for the final design plans. Letters will be sent utilizing certified mail.

Deliverables: information collected as part of the utility search will be incorporated into the design plans; therefore, there is no direct deliverables.

Task 2.3 – Utility Potholing

The CWE team will pothole for utilities that may conflict with Project implementation. Potholes will be used to identify existing pavement sections in areas where pavement will be replaced and existing conditions are unknown. We will contact DigAlert for the location of utilities within the public right-of-way prior to any potholing. The CWE team assumes that no drilling permits will be required to perform our field services and all permits will be issued by the City at no cost. Traffic control setup will conform to the Work Area Traffic Control Handbook (WATCH). We have provided for up to five (5)

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potholes to be conducted as part of our scope. An optional task has been identified below to cover additional potholing needs.

Deliverables: information collected through potholing will be incorporated into the design plans; therefore, there is no direct deliverables.

Task 2.4 – Geotechnical Evaluation

The CWE team proposes to perform four (4) borings to depths of around 25 feet below existing grade for soil classification, infiltration, and other testing within the Project area. It is assumed the site is accessible to our truck mounted rig. The investigation will be performed in consideration of the LACDPW's Guidelines for Geotechnical Investigation and Reporting for LID Stormwater Infiltration (2017). The LACDPW guidelines are not mandatory for the Project and the infiltration testing procedures for large scale regional projects is extensive and not cost-effective. We will utilize methods approved in the LACDPW guidance for smaller projects, as these tests have been used historically for these types of designs and are sufficient to support the sizing of the system.

Borings will be extended to the proposed depths unless auger refusal is encountered prior to full boring advancement. If auger refusal is encountered within 10 feet, an offset boring attempt will be performed to assess refusal materials. Test samples will be collected during drilling in general accordance with the appropriate American Society for Testing and Materials (ASTM) methods. Standard Penetration Testing (SPT) and sampling using standard split-spoon or Modified California samplers will be performed at approximately 2.5-foot intervals for the upper 10 feet below the ground surface followed by samples at 5-foot intervals to the maximum depths drilled. Bulk samples will be collected for the upper soils encountered in each boring. In addition, we will observe and record groundwater levels during and after drilling. Once the samples have been collected and classified in the field, they will be placed in appropriate sample containers for transport to the laboratory.

If groundwater is encountered, groundwater samples will be collected after setting up a temporary screening pipe around the boring. Groundwater samples will be delivered to a certified laboratory and analyzed for total petroleum hydrocarbons, gasoline and diesel range organics (GRO, DRO, and ORO) and volatile organic compounds. Information pertaining to groundwater level, fluctuation, and potential dewatering requirements during construction will be included in the geotechnical report if encountered. It is not anticipated that groundwater will be encountered at the depths infiltration is proposed.

Additionally, one (1) trench will be excavated with a backhoe adjacent to the edge of the baseball field to a maximum feasible depth with a minimum width equal to the backhoe and a length of 20 feet.

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Sediment types in the trench sidewalls will be logged. The following evaluations/analyses will be performed and included in the geotechnical report, at a minimum:

- Seismologic conditions
- Engineering properties of soil
- Infiltration rate
- Material properties
- Bearing capacity
- Compaction and settlement characteristics
- Fill material and compaction requirements
- Recommendations on construction procedures/oversight

The CWE team understands the LADPH requires a drilling permit for borings exceeding 20 feet in depth or entering groundwater. We will obtain this permit prior to drilling and the associated fees are included in our fee proposal. We assume that no additional drilling permits or traffic control plans will be required to perform our geotechnical investigation since work areas are located within the park and access authorization will be provided by the City.

Deliverables: draft and final Geotechnical Reports in electronic (PDF) format.

Task 2.5 – Hazardous Materials Assessment

As described in our Project Understanding and Approach, we are aware of a DTSC cleanup site in close proximity to the Project. The site has been inactive since 2005 and contamination data is not available on GeoTracker/EnviroStar. The CWE team will screen and perform a hazardous material sampling analysis and survey within the areas that may be impacted by the Project to determine if the soil is contaminated, thus impacting whether or not the Project may infiltrate. A report documenting the hazardous material analysis will be prepared. The report will include field procedures, sample descriptions, quantities, and locations. We will provide recommendations as part of this task as to whether or not a Phase I Environmental Site Assessment (ESA) is necessary. An optional task for the Phase I ESA is included below. If an ESA is necessary, a Technical Memorandum will be prepared following based on the ESA to identify abatement and/or removal specifications if materials are found.

Deliverables: Hazardous Material Sampling and Analysis Survey Report in electronic (PDF) format.

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Task 2.6 – Topographic Survey

CWE will perform a topographic survey within the Project area, which will be prepared in AutoCAD format and serve as the Project base map. CWE will research County and City record data for centerline, right-of-way, easements, survey control, existing geodetic control, and design network plans. We will establish the horizontal and vertical survey control based on the City's Global Positioning System (GPS) network. Existing monuments will be used to establish the centerline of street alignments and tract lot lines. Centerline monuments and ties will be displayed in the topographic survey. Topography will be georeferenced using the North American Datum from 1983 (NAD83), California Zone V for horizontal control and North American Vertical Datum from 1988 (NAVD 88) for vertical control.

The survey will include existing improvements within the site and along the proposed diversion structure and conveyance. The survey will include, but is not limited to, street centerlines, property lines, underground utilities, aboveground utility boxes and vaults, sidewalks, curbs, curb ramps, trees, park/landscaping features, signage, park infrastructure, and structures within the Project area. Utilities will be dipped at key areas where the Project may connect (storm drain) or where there may be conflicts.

Deliverables: topographic survey will be utilized as part of the final design; therefore, there is no direct deliverables.

Task 2.7 – Hydrology and Hydraulics Study

CWE will perform a hydrologic analysis of the area tributary to the Project. The findings from the hydrologic analysis will be used to size components of the proposed system, including the diversion systems, piping, pretreatment facilities, and the storage system. CWE will field verify the watershed boundaries and the drainage areas associated with different diversion locations adjacent to the park.

We will run the hydrology to determine the storm event depth associated with the water quality design storm (proposed BMP volume, as discussed in the Understanding and Approach). The associated hydrograph will be used to support the Project design.

A hydraulic analysis will be conducted using the flow rates identified in the hydrologic analysis (design storm) to size the proposed diversion structures, storm drains, pumps, etc., based on the final concept. We will utilize models to optimize the storm drain design based on hydraulic conditions. This analysis will support efficient operation and is consistent with the requirements set forth by LACFCD when connecting to their facility.

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A formal hydrology and hydraulic study will be prepared and, at a minimum, will include the components listed below. A draft study will be submitted to the City for review, and will include a detailed hydrologic analysis. Preliminary hydraulics may be included in the draft report, while the final report will include final hydraulic calculations representative of the design plans. We have assumed the City will require ten (10) business days to review the draft and provide written comments. Written comments will be addressed in the final study.

- Project scope
- Existing conditions information (underlying soil, topography, and land use)
- Permitting requirements (LACFCD)
- Methodology for analyzing the hydrology and hydraulics
- Findings from the hydrologic and hydraulic analyses
- Recommendations for the final design
- Location and hydrology maps
- Drainage area delineation maps
- Calculations
  - Hydrologic and hydraulic
  - Model input/output
  - Capture volume
  - Subsurface storage system
  - Proposed storm drain diversion
- Preliminary stormwater capture system exhibit plan and cross sections (additional details will be provided with the Preliminary Design Report described under **Task 2.8**)
- List of references used to complete the study

Deliverables: Draft and final Hydrology and Hydraulics study in electronic (PDF) format.

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Task 2.8 – Preliminary Design Report

CWE will prepare a Preliminary Design Report (referred to as the Feasibility and Preliminary Design Report in the Grant Agreement) for the Project based on information collected through each of the tasks identified above. Once completed, the report will serve as the basis of the design moving forward. We will identify up to three (3) concepts for the Project, for which examples are included in the Project Understanding and Approach above. We will prepare preliminary design plans using AutoCAD Civil 3D, which will identify the utilities, topography, proposed improvements, and typical cross sections. The Preliminary Design Report will include discussions on the proposed concepts along with pros, cons, and construction costs. The table of contents will resemble the graphic shown to the right. We will meet with the City to discuss the draft report, as mentioned under **Task 1**. We assume the City and SWRCB will require ten (10) business days to review the draft and provide written comments. Written comments will be addressed in the final report.

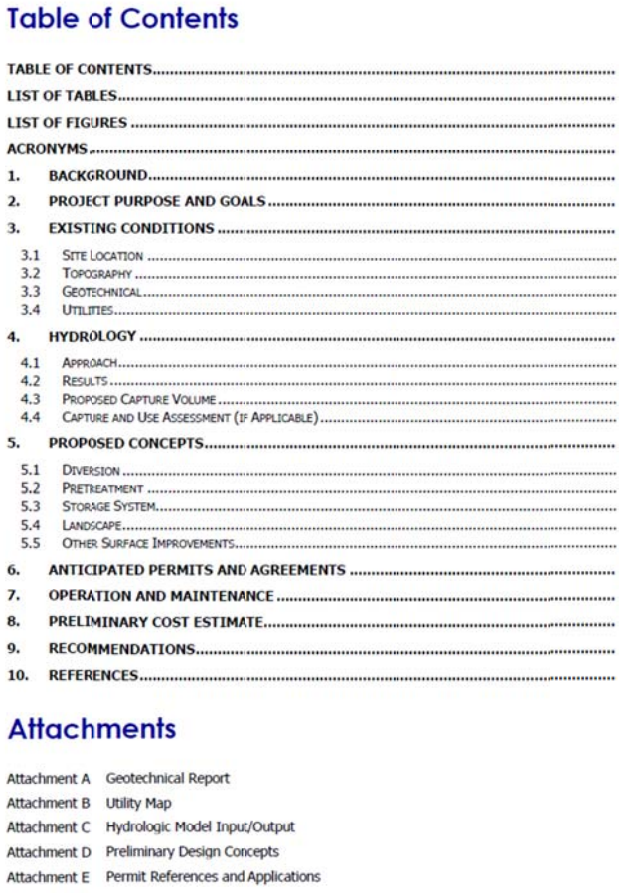


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Attachments

Attachment A Geotechnical Report
Attachment B Utility Map
Attachment C Hydrologic Model Input/Output
Attachment D Preliminary Design Concepts
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Deliverables: draft and final Preliminary Design Report in electronic (PDF) format.

Task 3 – Plans, Specifications, and Estimates

PS&Es will be prepared for the concept selected by the City following the completion of the Preliminary Design Report (**Task 2.8**). It is assumed that one complete design package will be prepared for the site. If phasing is proposed at the site, then the full build out scenario will be designed for.

We will prepare 24-inch by 36-inch construction plans in AutoCAD format using a scale of 1 inch equals 20 feet. The different plan sheet types that are anticipated as part of this Project are identified below.

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The plan sheets for bidding and construction will be stamped by our experienced Project Manager, Vik Bapna, who is a registered Civil Engineer for over 20 years in the State of California.

The following plan sheets are anticipated as part of this Project. We recommend that the contractor prepare excavation and shoring plans, which we will review as a submittal during construction. The specifications will identify requirements associated with excavation and shoring. This approach gives the contractor freedom to implement an excavation and shoring plan, consistent with their construction schedule, which is most efficient. This results in a reduced cost to the City.

- Title page
- General notes and discipline notes
- Demolition
- Improvement/site plan
- Diversion
- Diversion pipe plan and profile
- Pretreatment unit
- Subsurface storage/details
- Pump station (as applicable)
- Construction details
- Electrical
- Erosion control
- Landscape and irrigation
- Active controls (optional)

Each of the major project components is identified below with additional information pertaining to the design of these aspects of the Project. The most desirable configuration for the diversion systems and subsurface storage will be determined based on the findings presented in the Preliminary Design Report (**Task 2.8**). Each of the components will be designed with O&M in mind. The system we design will consider ease of maintenance and we will work with the City's maintenance team to identify any concerns they may foresee.

- Storm drain diversion
  - Avoid impacts to existing storm drain hydraulics
  - Design drop structure and diversion pipe
  - Include sections and details in plans
- Diversion pipe to pretreatment
  - Diversion via gravity flow
  - Hydraulics will be evaluated to determine pipe size, material, and slope
  - Include profile, sections, and details in plans
- Pretreatment system
  - Evaluate different pretreatment alternatives
  - Optimize size based on anticipated flow delivery (determined as part of **Task 2.7**)
  - Include sections and details in plans

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- Diversion pump
  - Design pump well, valves/vaults, and appurtenances
  - Optimize size based on anticipated flow delivery (determined as part of **Task 2.7**)
  - Include sections and details in plans
- Subsurface system
  - Evaluate storage options (size, shape, and manufacturer) for infiltration and retention
  - Verify loading capacity with factor of safety
  - Determine most economical configuration and depth
  - Include sections and details in plans
- Irrigation pump station for capture and use (if applicable)
  - Determine capacity and configuration
  - Include sections and details in plans
- Electrical and controls (associated with metering/pump station)
  - Determine power drop from a nearby source
  - Design electrical alignment and configuration
  - Prepare single-line diagrams
  - Include details in plans
- Erosion control
  - Illustrate control measures to prevent pollution during construction
  - Include details in plans
- Landscape and irrigation
  - Incorporate educational signage if desired
  - Identify landscaping and irrigation (if proposed varies from existing)
  - Include sections and details in plans
- Active controls (optional)
  - Develop operation specifications
  - Support civil and electrical design details of associated hardware
  - Support logic control development
  - Include diagrams and details in the plans

CWE will prepare specifications for the Project based on the 2015 edition of the APWA Greenbook. The special provisions will be edited based on the Greenbook; however, if necessary, Caltrans standard specifications may be used. The specifications will include a cover page and table of contents, notice inviting bidders, instructions to bidders, proposal (bid) pages, contract pages, special provisions (including technical specifications), and exhibits and appendices necessary to convey design intent (including calculations, geotechnical report, standard plans, etc.). CWE will obtain boilerplate specifications from the City along with the front end documents. The specifications will clearly list the submittals required from the construction contractor. Mitigation measures determined through **Task 4.1**

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will be incorporated into the design and specifications as applicable. CWE will prepare an Engineer's Estimate for construction of the Project. The cost estimate will be prepared using standard engineering procedures and will be based on various sources of information and the cost estimator's best judgment.

Task 3.1 – 50% PS&Es

CWE will prepare a 50% PS&E package based on the concept agreed upon following the completion of **Task 2.8**. The 50% plans will include the final layout, preliminary pipe profiles, and details for various components, including the diversion structures, pretreatment components, diversion pump, subsurface storage (infiltration/retention), and irrigation pump station (if applicable). Electrical, landscape, and irrigation plans will also be included in this submittal. The piping (size, material, slope, etc.) will be designed at this phase based on utility information and the hydraulic analysis. Preliminary specifications (special provisions) will be prepared based on the 2015 edition of the APWA Greenbook. We have assumed the City will provide their standard boilerplate specifications. Additionally, a preliminary cost estimate will be prepared and include a 20% contingency. We have assumed the City and SWRCB will require ten (10) business days to review and provide written comments on the 50% PS&Es. A meeting will be held to discuss the comments and determine how to move forward, as described under **Task 1**. Revisions will be made to the plans based on the written comments received and the plans will be resubmitted with the 90% PS&E package, as described below.

Deliverables: plans, specifications, and estimates in electronic (PDF) format.

Task 3.2 – 90% PS&Es

CWE will prepare a 90% PS&E package based on the 50% PS&Es and written comments from the City and SWRCB. Erosion control sheets will be included in this design submittal, as major components will have been finalized. Additional details will be included in the plans and construction notes and details will be finalized. The specifications will be revised to include additional project components and the necessary attachments. The cost estimate prepared as part of the 50% PS&E package will be updated based on revisions to the plans. We will also prepare a construction schedule including various construction activities and major milestones. We have assumed that the City will require ten (10) business days to review and provide written comments on the 90% PS&Es. We understand the SWRCB does not need to review this submittal. It has also been assumed that new major comments on the alignment and overall site layout will not be made during this review, as these items will have been finalized in the earlier stages of the design. A meeting will be held to discuss the written comments and determine last-minute revisions, as described under **Task 1**. Revisions will be made to the plans based

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on the written comments received and the plans will be resubmitted with the 100% PS&E package, as described below.

Deliverables: construction schedule, plans, specifications, and estimates in electronic (PDF) format.

Task 3.3 – 100% PS&Es

CWE will revise the 90% PS&E submittal package based on written comments from the City, permitting agencies, and utility companies. The revised package will be considered the final submittal and be part of the bid package. Upon City approval of the plans and specifications, final construction drawings will be provided in digital format and one (1) set of wet stamped and signed mylars (4 mil) will be provided. Vik Bapna, the Project Manager, will stamp and sign the documents as the California Licensed Civil Engineer in charge.

Deliverables: construction schedule, plans, specifications, and estimates in electronic (Word/PDF) format (included on Compact Disc) and one (1) copy of the final plans printed on 4 mil mylar paper, wet stamped and signed by the California Licensed Civil Engineer in charge (Vik Bapna).

Task 4 – Permits, Authorizations, and CEQA

Consultation with regulatory agencies and the acquisition of permits is required before the Project can be constructed. We will have identified the permits/approvals required as part of the Preliminary Design Report (**Task 2.8**). We will assist in the preparation of documentation in accordance with CEQA, assist in the obtainment of necessary permits based on the final design, and coordinate with regulatory/permitting agencies, as further detailed in the tasks below.

Task 4.1 – CEQA Documentation

CWE will prepare a Mitigated Negative Declaration (MND) for the Project in accordance with CEQA on behalf of the City. Components of this effort will include completion of required studies, preparation of an Initial Study (IS), compilation of mailing lists provided by the City (property owners and interested parties), review of public comments, preparation of a mitigation monitoring and reporting program, and preparation of a Notice of Determination (NOD). We will review the PEIR prepared by LACDPW covering the EWMP projects to determine if information from the PEIR can be referenced. We will also reference the IS completed as part of the EWMP.

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The City will be the lead agency as the landowner and operator of the system. The IS and MND will be prepared per CEQA Sections 15063 and 15070. The Project document will be based on the premise that future land use will not be changed from the current condition and that population, traffic, long term air, or local environmental impacts are not expected to be altered by the Project. The primary changed condition will be a reduction in dry- and wet-weather runoff downstream of the proposed Project site. The presence of endangered or threatened species, or cultural resources are not anticipated due to the developed nature of the current environment in which the project will be built.

To evaluate the potential impacts, we will take the following steps:

- Complete a literature and database review of the project vicinity to determine if there is the potential for the presence of protected species or cultural resources, specifically in compliance with new requirements associated with Assembly Bill 52, Native Americans CEQA.
- Consult with the appropriate resource agencies and entities regarding information they may have regarding protected species or cultural resources.
- Complete the project description to a level of detail that allows for the evaluation of short-term impacts during construction and long-term impacts after project completion.
- Complete the IS checklist used by the City. Describe the mitigation measures to mitigate short-term impacts during construction, which are anticipated to consist of using Tier III construction equipment, limiting operating hours to standard business hours, complying with the Construction General Permit for stormwater runoff, and other standard construction impact mitigation measures. Mitigation for long-term impacts is not anticipated.
- Complete the NOD for the City to certify the project as a MND.

The MND will be circulated for public review and CWE will respond to comments received prior to the City Council taking action on the MND. CWE will prepare the NOD upon City Council approval for recordation with the City Clerk. We will prepare the original documentation and up to three (3) revisions (two revisions to draft documents and then final documents).

Deliverables: draft and final IS, MND, and NOD in electronic (PDF) format.

Task 4.2 – Permitting and Coordination

CWE will prepare permit applications on behalf of the City, along with necessary support documentation, such as Technical Memorandums, plans, etc. We will prepare and submit applications for the permits/approvals identified below, unless specified otherwise:

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- LACFCD Connection Permit (necessary if Project connects to LACFCD storm drain)
- LACFCD Use and Maintenance Agreement (necessary if Project connects to LACFCD storm drain)
  - To be obtained by construction contractor
- LADPH Cross Connection Permit (necessary if Project implements capture and use)

CWE has obtained a variety of permits for similar multi-benefit stormwater projects

We will submit the applications with the 50% PS&Es. We will work to finalize the design plans associated with these components early in the design process so that we can expedite the permit obtainment process. We have assumed up to three submissions of each application (two revisions). We have also assumed the City will cover all application fees.

We have assumed up to three (3) coordination meetings with permitting agencies, as we have found early coordination meetings also expedite the permit/approval obtainment timeline. We will coordinate the meetings and prepare sign-in sheets, agenda, summary, and other reference material. Our familiarity with the review processes and our connections within these agencies will help the City expedite this process, mitigate surprises, and reduce costs.

Deliverables: permit/approval application packages, including necessary supporting documentation for up to three (3) submissions to each agency. Meeting agenda, summary, and sign-in sheets for up to three (3) permit coordination meetings.

Task 5 – Outreach

We will support the City with up to two (2) community outreach meetings with the residents, property owners, and local businesses impacted by/interested in the Project. These meetings will be conducted in accordance with the Grant Agreement. The Grant Agreement specifies two meetings are to be conducted with the public and two meetings with stakeholders. We are assuming it has been approved that the City combine the meetings and/or two additional meetings will be conducted separately.

The first outreach meeting will be held following the completion of the 50% PS&Es. We will introduce the Project, discuss the objectives and benefits, and present possible construction related impacts to residents and businesses, such as noise, traffic control, access, etc. The second meeting will be held following the completion of the 100% PS&Es. This meeting will be used to share final information on the

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Project and provide construction information. CWE will support the City by preparing flyers, sign-in sheets, PowerPoint presentations, poster boards, and handouts, as necessary. We will document questions, comments, and responses and take photos for inclusion in the quarterly submittals to the Grant Manager. We will also attend the events, present technical information, and be available to answer questions.

CWE has been involved in various community outreach efforts for similar stormwater projects, such as the City of Santa Monica Los Amigos Park Stormwater Harvesting and Direct Use Demonstration, which involved residents, teachers, parents, and community sports leagues, as the project took place within a park/school. We were able to involve affected parties and educate them on the benefits of the Project along with the inconveniences. Providing this education allowed the construction to operate more smoothly, as traffic alternatives could be shared ahead of time and those in attendance could share the message with others before it became a surprise. We anticipate reaching out to personnel at the San Fernando Middle School and the school district, as students may be impacted by the construction. A meeting summary will be prepared for each of the community outreach events summarizing the topics discussed, questions, and answers pertaining to the Project.

Deliverables: flyers, sign-in sheets, PowerPoint presentations, poster boards, handouts, and summaries in electronic (PDF) format for each of the two (2) outreach meetings.

Task 6 – Bid Phase Support

CWE will provide bid support to the City, which will include attending a pre-bid meeting with potential contractors. We have assumed the City will host the pre-bid meeting and we will attend to answer questions potential contractors may have regarding the Project. Construction contractors may have additional questions or need clarification on particular bid items and design intent. CWE will prepare those clarifications which will be included as addenda to the plans and special provisions. CWE has assumed that up to two (2) addenda will be prepared. We will also assist the City in the preparation of bidding and awarding documents.

Task 7 – Construction Phase Support

CWE has provided construction support on a variety of the design projects we have completed. CWE completed the final design and provided construction management and inspections for the City of Torrance Stormwater Basin Enhancement project and for the City of Los Angeles Garvanza Park Rainwater Capture and Use project. We also recently provided engineering support during construction for the City of Torrance North Well Field Phase II project.

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CWE will attend a pre-construction meeting, up to two (2) progress meetings, and a final inspection and walk through. Dependent on the needs that arise during construction, CWE has budgeted up to 172 hours to review, comment, and provide recommendations of acceptance of material submittals from the contractor and respond to Requests for Information (RFIs), change orders reviews, shop drawing reviews, and any additional meetings. We will also prepare as-built record drawings once construction is completed. CWE will implement the contractor's changes and markups from the field and recreate the drawings, which will be stamped and signed by the Engineer of Record as the final as-builts. Upon City approval of the as-builts, drawings will be provided in digital format and one (1) set of wet stamped and signed mylars (4 mil) will be provided. Vik Bapna, the Project Manager, will stamp and sign the documents as the California Licensed Civil Engineer in charge.

Deliverables: submittal/shop drawing reviews/responses in electronic (PDF) format and final as-builts plans in electronic (PDF) format and one (1) copy printed on 4 mil mylar paper, wet stamped and signed by the California Licensed Civil Engineer in charge (Vik Bapna).

Task 8 – Operations and Maintenance Manual

CWE will prepare an O&M Manual for the Project based on the final construction. As part of the Torrance Stormwater Basin and Treatment Wetlands Enhancement project, CWE prepared an O&M Manual to fulfill the grant requirements. The plan included operation, inspection, and maintenance requirements associated with the project components, including, but not limited to, pumps, proprietary systems, monitoring stations, conveyance structures, and landscape features. CWE has extensive experience with a variety of stormwater management systems and designs, and we understand the importance of maintenance and having an easy-to-follow guide. We will understand the design thoroughly and know what operation, inspection, and maintenance procedures are critical to the success of the Project. The site specific O&M Manual will cover the diversions, pretreatment, subsurface storage (infiltration/retention), and pump(s) (as applicable). The manual will be prepared once the contractor's submittals for these components are approved, such that specific details may be included.

Deliverables: O&M Manual in electronic (PDF) format.

Optional Tasks

This section presents an outline of optional tasks that may be added to the Scope of Work. Some of these additional items will be necessary as part of the project or final design, but were not clearly

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identified in the RFP, while others we feel would provide a benefit to the City. We welcome the opportunity to discuss additions, modifications, and deletions.

Optional Task A – Additional Potholing

CWE will provide potholing services in addition to those described under **Task 2.3** as necessary to identify the location of unknown utilities. The approach to completing this task is the same as identified above. We have included an additional fee for up to five (5) additional days of potholing, or about 30 potholes.

Optional Task B – Environmental Site Assessment

The CWE team will prepare a Phase I ESA for the site in accordance with ASTM E1527-13 if determined necessary through the implementation of **Task 2.5**. We will work with the City to obtain any previous ESAs performed for the site along with other pertinent information required to complete the assessment. A report will be prepared for the site documenting the assessment and our findings. A Technical Memorandum will then be prepared identifying abatement and/or removal specifications if materials are found.

Optional Task C – SWRCB Documentation and Coordination

CWE will prepare a Technical Memorandum detailing the discussion included in the Project Understanding and Approach in an effort to modify the Project's grant requirements, as the volume identified in the Grant Agreement is more than what is necessary to achieve the desired benefits and is not economical. We have successfully coordinated with the SWRCB on amending grant agreements in the past. As part of the Los Angeles Metro Division 4 Pervious Concrete Pavement project we prepared a memorandum for LA Metro to submit to the SWRCB justifying a modification to the metrics specified in their grant agreement, as the volumes identified were not warranted. Reducing the requirements ultimately maximized benefits for our client, as they were able to implement only what was beneficial and saved money by reducing the scope of implementation.

Optional Task D – Active Controls

CWE will work with the City to develop specifications that would dictate the active controls, as further discussed under the Project Understanding and Approach. Active controls may be used to optimize the performance of the system and increase benefits. This optional task includes the incorporation of active controls into the PS&Es.

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Optional Task E – Additional Outreach Events

CWE will assist the City in satisfying the Grant Agreement outreach requirements, which identify four (4) meetings total, two with the public and two with stakeholders. If the SWRCB does not allow the events to be held together, we will provide the support described under **Task 5** for the additional meetings required. It is assumed that most of the content will be the same for the public and stakeholder meetings and the materials will be tailored slightly based on the audience.

Optional Task F – SWPPP Preparation

CWE will prepare a SWPPP using the CASQA template for the associated risk level, as the construction will disturb an area greater than one acre and require coverage under the Construction General Permit (CGP). The SWPPP can be prepared and implemented by the Contractor on the back end or by the designer on the front end. CWE has prepared hundreds of SWPPPs and we have 9 Qualified SWPPP Developers (QSDs) and 12 Qualified SWPPP Practitioners (QSPs) on the team who have experience preparing the documents in the office and ensuring they are implemented as required in the field. CWE will prepare and submit a draft SWPPP to the City for review and comment. We will file a Notice of Intent (NOI) with the SWRCB once the SWPPP has been finalized, assuming the City assigns CWE as an approved data submitter. It is assumed that the City will pay the necessary NOI filing fees.

Optional Task G – Grant Application Assistance

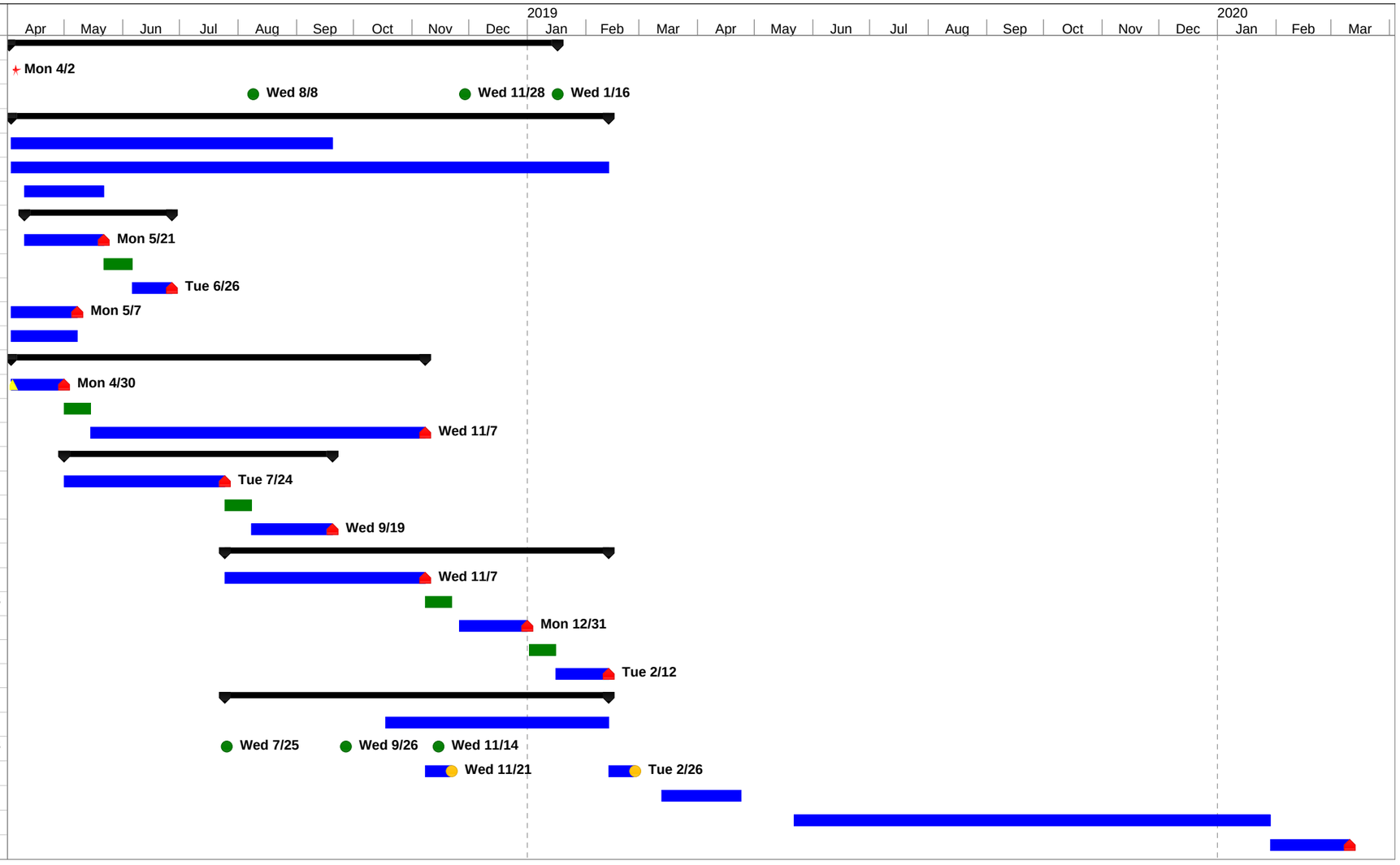
CWE will assist the City in the development of grant applications. We have experience seeking and obtaining Proposition 1 funding. CWE prepared a Proposition 1 grant application for the development of the San Bernardino County Santa Ana River Watershed Stormwater Resource Plan, which was awarded $1 million, half of which is required as a match from the grant recipient. We also prepared the Proposition 1 grant application for John Anson Ford Park, which was identified in the Los Angeles River Upper Reach 2 WMP. This project was awarded $10 million, of which, the implementing jurisdiction is only responsible for $1 million, as the project services a DAC. We understand the application process and know how to market and sell projects.

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City of San Fernando
San Fernando Regional Park Infiltration Project

4.3 Schedule

Task Name	Duration	Start	Finish
Task 1 – Project Management and Meetings	202 days	Mon 4/2/18	Wed 1/16/19
1.1 - Kick-Off Meeting	1 day	Mon 4/2/18	Mon 4/2/18
Progress Meetings (3)	111 days	Wed 8/8/18	Wed 1/16/19
Task 2 – Preliminary Design	220 days	Tue 4/3/18	Tue 2/12/19
2.1 – Document Review	120 days	Tue 4/3/18	Wed 9/19/18
2.2 – Utility Search	220 days	Tue 4/3/18	Tue 2/12/19
2.3 – Utility Potholing	30 days	Tue 4/10/18	Mon 5/21/18
2.4 – Geotechnical Evaluation	55 days	Tue 4/10/18	Tue 6/26/18
Draft Geotechnical Report	30 days	Tue 4/10/18	Mon 5/21/18
City Review	10 days	Tue 5/22/18	Tue 6/5/18
Final Geotechnical Report	15 days	Wed 6/6/18	Tue 6/26/18
2.5 – Hazardous Material Assessment	25 days	Tue 4/3/18	Mon 5/7/18
2.6 – Topographic Survey	25 days	Tue 4/3/18	Mon 5/7/18
2.7 – Hydrology and Hydraulics (H&H)	155 days	Tue 4/3/18	Wed 11/7/18
H&H Report Draft	20 days	Tue 4/3/18	Mon 4/30/18
City Review	10 days	Tue 5/1/18	Mon 5/14/18
H&H Report Final	125 days	Tue 5/15/18	Wed 11/7/18
2.8 – Preliminary Design Report	100 days	Tue 5/1/18	Wed 9/19/18
Preliminary Design Report Draft	60 days	Tue 5/1/18	Tue 7/24/18
City Review	10 days	Wed 7/25/18	Tue 8/7/18
Preliminary Design Report Final	30 days	Wed 8/8/18	Wed 9/19/18
Task 3 – Plans, Specifications, and Estimates	140 days	Wed 7/25/18	Tue 2/12/19
3.1 – 50% PS&Es	75 days	Wed 7/25/18	Wed 11/7/18
City Review	10 days	Thu 11/8/18	Wed 11/21/18
3.2 – 90% PS&Es	25 days	Mon 11/26/18	Mon 12/31/18
City Review	10 days	Wed 1/2/19	Tue 1/15/19
3.3 – 100% PS&Es	20 days	Wed 1/16/19	Tue 2/12/19
Task 4 – Permits, Authorizations, and CEQA	140 days	Wed 7/25/18	Tue 2/12/19
4.1 – CEQA Documentation	80 days	Thu 10/18/18	Tue 2/12/19
4.2 – Permitting and Coordination	80 days	Wed 7/25/18	Wed 11/14/18
Task 5 – Outreach	75 days	Thu 11/8/18	Tue 2/26/19
Task 6 – Bid Phase Support	30 days	Wed 3/13/19	Tue 4/23/19
Task 7 – Construction Phase Support	180 days	Wed 5/22/19	Tue 1/28/20
Task 8 – Operations and Maintenance Manual	30 days	Wed 1/29/20	Tue 3/10/20



Task — Deliverable — Summary — Field Investigation
Kick-Off Meeting — Meeting — Review — Outreach Meeting

5. Project Staffing

CWE's proposed personnel lineup for this project is comprised of exceptionally talented engineers with significant, versatile experience in all aspects of BMP infiltration. Our team includes Professional Engineers (PE), ENVISION™ Sustainability Professionals (ENV SP), Certified Professionals in Stormwater Quality (CPSWQ), Professional Licensed Surveyors (PLS), Project Management Professionals (PMP), Registered Landscape Architects (RLA), and QSD/Ps. They have over 350 years of combined experience with a versatile range of engineering services for public sector clients in Los Angeles County, including preliminary design, conducting feasibility studies, preparing PS&Es, performing environmental studies, obtaining required permits, topographical surveying, hazardous materials assessments, geotechnical investigations, landscape and irrigation improvements, hydrology and hydraulics studies, potholing, community outreach and coordination, preparing O&M Manuals, scheduling, bid support, and construction support.

5.1 Key Personnel

Brief introductions to our key personnel are provided in the table below. Their full resumes are furnished in **Appendix A**. Resumes of support personnel are readily available upon request.



Vik Bapna
PE, ENV SP, CPSWQ, QSD/P

Vik Bapna is our Project Manager and CEQA Lead. He will oversee the CWE team in fulfilling the goals and objectives of this contract. Vik has 27 years of experience in the planning, design, and construction of more than $100 million worth of civil engineering projects, ranging from single-lot developments to regional stormwater BMP projects with multiple stakeholders. Vik's experience includes developing multi-benefit water quality enhancement projects, developing multiuse projects to mitigate flooding deficiencies and roadway runoff for flood protection, designing structural treatment control BMPs, and developing project concepts. He has a proven track record of developing effective approaches and innovative solutions that have been embraced by public agencies and the environmental community. Vik was recognized by the OCEC with an Outstanding Engineering Merit Award and by *Storm Water Solutions* magazine as an "Industry Icon" in 2015.

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San Fernando Regional Park Infiltration Project

Dr. Gerald Greene is our Technical Advisor. He will advise key personnel and supporting staff on technical tasks. Gerry is a seasoned engineer with over 30 years of stormwater-related experience. He has helped numerous cities and local public agencies comply with stormwater regulations and complete complex stormwater planning efforts. His experience includes designing landmark urban runoff treatment facilities, such as the Santa Monica Urban Runoff Reclamation Facility (SMURRF) and the City of Downey Discovery Park Retention/Detention Cistern, which utilizes 340 rock-filled, 12-foot deep wick drains to facilitate infiltration past the compacted soil underlying the cistern. He was recognized as an "Industry Icon" by *Storm Water Solutions* magazine in 2015.



Gerald Greene
DEnv, PE, QEP, QSD/P



Katie Thomas
PE, ENV SP, QSD/P

Katie Thomas is our Assistant Project Manager and Feasibility Studies Lead. She is a talented engineer with extensive experience in the management, feasibility assessment, and design of award-winning BMP projects. She has extensive experience coordinating with project staff to ensure project completion. Her duties have included designing urban runoff treatment and control facilities, conducting hydrology and hydraulic studies, modeling hydrology and hydraulic conditions, conducting utility research, traffic control planning, and obtaining required permitting. Katie led the preparation of a Proposition 1 planning grant for San Bernardino County, which resulted in a $475,000 grant to prepare a Stormwater Resource Plan. This funded project helps the County identify watershed scope and characteristics, and potential water-related projects, and performs metrics-based analyses to quantify project benefits. In 2015, Katie was honored by the OCEC with a Young Engineer Award to recognize extraordinary accomplishments achieved so early in her career. She was also recognized as a "Rising Star" by *Storm Water Solutions* magazine.

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Jason Pereira is CWE's Principal-in-Charge. He has 22 years of experience in the planning, design, and project management of civil infrastructure and site development projects for numerous municipal Los Angeles County clients. His experience includes preparing PS&Es for stormwater BMP design, evaluating LID strategies, conducting feasibility studies, reviewing engineering plans, and managing improvement projects for green streets and other various public projects. Jason also has extensive regulatory compliance experience with local, state, and federal codes, advisory circulars, and ordinances, and is recognized for his attention to detail to ensure that his designs and construction documents meet guidelines and specifications required by regulatory agencies. As a technical expert, Jason has presented numerous workshops on critical water-related issues at CASQA Annual Conferences and other events.



Jason Pereira
PE, CPSWQ, QSD/P, QISP



William Young
PE

William "Bill" Young is our Design Lead. He has over 38 years of extensive experience in the civil design of public works and land development projects. Recent responsibilities include management of projects, public presentations, and development of project staff. His experience in the civil engineering field has covered a diverse range of projects and tasks throughout the State of California, including: stormwater BMP design and implementation; channel and storm drain facilities design; erosion control; stormwater permitting; master plans of drainage; floodplain studies; Conditional Letter of Map Revision/Letter of Map Revision (CLOMR/LOMR) processing; commuter rail facilities; street and highway design; pavement rehabilitation; sewer and water design; pump station design; and stormwater detention facilities. Career experience includes three years of field surveying, as well as field topography, boundary, construction staking, and as-built verification for roadway improvements, utilities and flood control projects.

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Dr. Ben Willardson is our Hydrology and Hydraulics Lead. Ben is an expert on BMP design and highly regarded as a hydrology and hydraulics specialist with extensive experience in the development and review of hydrologic, hydraulic, and sediment transport models, including, but not limited to HEC-1, HEC-RAS, SWMM, XP-SWMM, WSPG, USEPA-SWMM, FLO-2D, AdH, and TUFLOW. He has guided the development of methodologies to evaluate the effective use of BMPs. Prior to working at CWE, Ben also managed the LACDPW Hydrology Manual revision, which develops and implements hydrologic methods specific to Los Angeles County, and he managed the operation of 14 dams and 27 spreading grounds for flood control and water conservation within the complex flood control system serving Los Angeles County.



Ben Willardson
PhD, PE, ENV SP, D.WRE, QSD/P



Kathleen McKernin
RLA, ASLA

Kathleen McKernin is our Landscaping Lead. She is a licensed landscape architect with 11 years of experience. She works with public entities to create public spaces as well as private residential projects. Projects focus on water quality and LID solutions, design, enhancing the natural environment, and promoting sustainability. Kathleen has provided landscape architecture on several impactful projects, including the City of Los Angeles Garvanza Park Capture and Use and Caltrans District 7 North Fork Matilija Creek Fish Passage. Kathleen has also served as a Landscape Architecture Department instructor at University of California, Los Angeles (UCLA) Extension.

David Farrell is our Survey Lead. He has 27 years of experience, and is knowledgeable of the principles, practices, and procedures of American Land Title Association (ALTA), topographic and boundary surveys, legal descriptions, and easement preparation. David has provided topographical survey work for numerous infiltration projects, including the City of Los Angeles Garvanza Park Rainwater Capture and Use, City of Los Angeles Laurel Canyon Boulevard Green Street Design-Build, and City of Torrance Stormwater Basin and Treatment Wetlands Enhancement.



David Farrell
PLS

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Opty Fernandez (Linkture)

Opty Fernandez is our Electrical, Instrumental, and Controls Lead. He has over 30 years of diverse experience in all facets of electrical engineering, including low and medium voltage power distribution, process instrumentation and controls, power quality studies, and value engineering. Opty has been responsible for technical studies, construction management, quality assurance, conceptual designs, construction plans and specifications, submittal reviews, and cost estimates. His recent design experience includes medium (up to 65KV) and low voltage power distribution, process and equipment controls, Programmable Logic Controller (PLC) integration design and programming, SCADA, telemetry, Human Machine Interface (HMI) screen development using popular software such as Wonderware and RSView, emergency and stand-by power generation, UPS and battery power, and indoor and outdoor lighting.

Fred Buhamdan is our Geotechnical Lead. He will conduct a geotechnical study to evaluate infiltration characteristics of subgrade soils and depth to groundwater. He has 15 years of experience providing geotechnical investigations and engineering design for projects throughout Southern California. As the Principal of Terracon's Orange County office, he oversees subsurface exploration programs, prepares project proposals and geotechnical engineering reports, and supervises drilling, laboratory, and field personnel. His projects have included renewable energy facilities, retail centers, street improvements, residential subdivisions, and public works projects.



Fred Buhamdan (Terracon)
PE, PMP



Stephen Tueting (AirX)
PE

Stephen Tueting is our Utility Potholing Lead. He has 27 years of experience in subsurface utility engineering, civil engineering, and geophysics, and is Principal and Vice President of Field Operations for AirX. Stephen is knowledgeable in all aspects of operations and is accomplished in the areas of subsurface utility consulting, utility locating, project management, and overseeing report documentation. He currently manages seven potholing and eight locating crews as well as a full support staff of project managers, civil engineers, and technicians.

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5.2 Subconsultants

The key to effective, fluid teaming partnerships is successful experience working together on projects. In selecting our project team, CWE weighed factors including local presence and experience, best value, technical expertise, and most importantly, the firm's track record of positive working relationships with CWE and local government agencies. This team has worked together on several outstanding projects, including, but not limited to:

- City of Beverly Hills Burton Way Median Green Street
- City of Culver City Washington Boulevard P3 Urban Runoff Diversion
- City of El Monte Garvey Avenue Grade Separation Drainage Improvement
- City of Los Angeles Laurel Canyon Boulevard Green Street Design-Build
- City of Rancho Palos Verdes Storm Drain Point Repair
- City of Torrance North Well Field Phase II
- City of Torrance Walnut Stormwater Capture and Groundwater Replenishment Basin
- Housing Authority of the County of Los Angeles (HACOLA) Nueva Maravilla Stormwater BMP

Brief introductions to our subconsultants are provided below.

CWE has selected Terracon Consulting Engineers, Inc. (Terracon) to provide all necessary geotechnical services. Since 1965, Terracon has evolved into a successful multi-disciplinary firm with over 3,000 employees in 140 offices across 40 states nationwide. Terracon's success is further evidenced by a current ranking of 30 in ENR's listing of the Top 500 Design Firms, as compared to a ranking of 51 a decade ago. Terracon has worked on projects for public works clients throughout Southern California and offers geotechnical services ranging from subsurface soil exploration and investigations to groundwater control and dewatering.

CWE has selected AirX Utility Surveyors (AirX) to provide utility potholing services. AirX has been providing utility potholing services to clients in Southern California for over 15 years. AirX provides an intelligent, experienced, and systematic approach to accurately locating and identifying existing subsurface utilities, saving their clients time and money throughout the duration of their projects. AirX's services include vacuum excavation; locating services; Ground Penetrating Radar (GPR); Closed-Circuit Television (CCTV) inspection of ducts, sewers, and storm drains; traffic control plans; permit processing; traffic control

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equipment and personnel; documentation; survey; and road surface repairs with Asphalt Concrete (AC) Hot Mix.

CWE has selected Linkture Consulting Engineers (Linkture) to provide electrical, instrumentation, and control support efforts. Linkture was formed in 1992 and offers a full range of electrical and control system engineering services to engineers, private industries, contractors, federal and state government, and municipalities. Services include evaluations, studies, engineering, design, and construction related services for water and wastewater facilities such as pump stations, lift stations, water reservoirs, and wastewater treatment. Additional services include Information Technology (IT) services, which include hardware and software assessment, design for the wide area network (WAN), local area network (LAN), servers and client workstations; computer and network security; Internet and web site development; telecommunications; and programming services.

5.3 Organizational Chart

An organization chart depicting the chain of communication between the City, key and support CWE personnel, and our subconsultants and their associated roles on this project is provided to the right.



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6. Proposal Costs Sheet and Rates

City of San Fernando
San Fernando Regional Park Infiltration Project
Professional Service Fee
Prepared by CWE on 02/22/2018

Task		Total	Principal	Technical Manager	Senior Engineer	Project Engineer	Staff Engineer	Assistant Engineer	Senior Env Sci	Construction Manager	Landscape Architect	Licensed Surveyor	CAD Designer	Project Coordinator	Admin Assistant	Mileage	ODCs	Sub consultant	Sub consultant	Sub consultant
			$240	$203	$166	$145	$121	$98	$148	$169	$157	$157	$98	$87	$79	$0.545		AirX	Linkture	Terracon
1	Project Management and Meetings	$22,568	56			28		8						1	1	400			$3,900	
2	Preliminary Design																			
2.1	Document Review	$3,784	2			8	8	12												
2.2	Utility Search	$5,729				4		16					16		12		$1,065			
2.3	Utility Potholing	$7,819				2		4						1				$7,050		
2.4	Geotechnical Evaluation	$16,059				4		4						1						$15,000
2.5	Hazardous Materials Assessment	$3,347	2			4								1						$2,200
2.6	Topographic Survey	$20,054	2			4		12				106	12							
2.7	Hydrology and Hydraulics	$18,095	14	4	6	32	40	32						1	2	120				
2.8	Preliminary Design Report	$16,974	8	4	4	16	16	36			4		18	2	2				$3,070	
3	Plans, Specifications, and Estimates (PS&Es)																			
3.1	50% PS&Es	$160,522	44	42	120	200	300	200			30		140	10	4				$17,000	
3.2	90% PS&Es	$64,498	20	16	50	80	112	80			12		60	8	2				$6,540	
3.3	100% PS&Es	$27,402	10	6	6	30	60	30			6		30	4	2		$1,230		$2,620	
4	Permits, Authorization, and CEQA																			
4.1	CEQA Documentation	$40,130	24			8		60	180					2	4		$200			
4.2	Permitting and Coordination	$10,443	20			26		16						2		240				
5	Outreach	$9,682	16			24		12						10	4					
6	Bid Phase Support	$10,405	12			20		20								100			$2,610	
7	Construction Phase Support	$36,571	20	8		48	40	12		56			20	2		500	$1,230		$4,070	
8	Operations and Maintenance Manual	$5,182	2		4	8	16	8							2					
Total Fee and Hours		**$479,264**	**252**	**80**	**190**	**546**	**592**	**562**	**180**	**56**		**106**	**296**	**45**	**35**	**$741**	**$3,725**	**$7,050**	**$39,810**	**$17,200**
Optional Tasks																				
A	Additional Potholing	$44,007	2			4		6							1			$42,280		
B	Environmental Site Assessment	$5,341	2			4	12								1					$2,750
C	SWRCB Documentation and Coordination	TBD																		
D	Active Controls	TBD																		
E	Additional Outreach Events	TBD																		
F	SWPPP Preparation	$5,308	4			6	8	16					8		2					
G	Grant Application Assistance	TBD																		

Appendix A

Resumes

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Vik Bapna

PE, ENV SP, CPSWQ, QSD/P

Project Manager and CEQA Lead

Years of Experience

27

Education

BS, Civil Engineering,
New Jersey Institute of Technology

Registrations

Civil Engineer, CA, 52060

ENVISION™ Sustainability Professional Credential

Certified Professional in Storm Water Quality, 543

Qualified SWPPP Developer/Practitioner, 368



Vik Bapna has 27 years of experience in the planning, design, and construction of more than $100 million worth of civil engineering projects, ranging from single-lot developments to regional stormwater BMP projects with multiple stakeholders. His experience includes developing multi-benefit water quality enhancement projects, developing multiuse projects to infiltrate urban and stormwater runoff, designing structural treatment control BMPs, and developing project concepts. Vik was recognized by the OCEC with an Outstanding Engineering Merit Award and by *Storm Water Solutions* magazine as an "Industry Icon" in 2015.

RELEVANT EXPERIENCE

City of Los Angeles Garvanza Park Rainwater Capture and Use This project was the recipient of the CASQA Outstanding Stormwater BMP Implementation Project Award. Project Manager responsible for determining the feasibility of retrofitting Garvanza Park with subregional stormwater management BMPs to enhance urban and stormwater runoff water quality from an 85-acre watershed for TMDL compliance. Managed the design of a drainage system to route runoff from an existing 48-inch RCP storm drain into a pretreatment BMP system consisting of a designed pump station, hydrodynamic separator and settling basin, one water tight subsurface detention gallery, and one subsurface-infiltration gallery for onsite landscape irrigation use and infiltration, SCADA, and inline monitoring systems. Delineated and characterized the tributary watershed to conduct a hydrologic and hydraulic analysis, and performed a pollutant load removal analysis for the proposed structural treatment controls. Managed tasks involving utility research, topographic ground surveying, potholing, a geotechnical analysis, including onsite infiltration testing, and shoring analysis. Delivered

PS&E construction documents and assisted with the bid process. Managed construction administration duties, including construction inspection and material testing. Managed post-construction water quality monitoring to assess BMP function and effectiveness, which proved the project is showing tangible results in terms of TMDL compliance.

City of Torrance Stormwater Basin and Treatment Wetlands Enhancement This project was the recipient of distinguished awards from the APWA, ASCE, ENR, CASQA, and *Storm Water Solutions* magazine. Project Manager for the design of two treatment wetlands and two infiltration basins to retain, treat, and infiltrate stormwater runoff. This project helps the City comply with the Santa Monica Bay Beaches Bacteria TMDL requirements. Designed two 10-inch and one 14-inch pressured storm drain lines. Performed a wetlands sustainability analysis to evaluate dry-weather inflows, evaporation, evapotranspiration, and infiltration and ensure the long-term functionality of the wetlands system. Conducted a hydrologic analysis using MODRAT in WMS to evaluate the reservoir routing and pumping from the interconnected wetlands/detention basin system under Capital Flood and LID plan conditions. Designed construction documents for the proposed improvements, including site grading, roadway paving, recycled water line, and piping plans; retaining walls; park lighting and signage; stream channel and infiltration basin design; trails, viewing areas, and landscaping details; a water-tight system for irrigation; inlet and outlet structures; bridge structures; culverts, pump stations, and other control structures; electrical and mechanical plans; and SCADA plans.

City of Los Angeles Rainwater Harvesting Pilot Program and Downspout Disconnection Design-Build This project was the recipient of the *Storm Water Solutions* magazine Top Stormwater and Erosion Control Project. Project Manager for the preparation of design PS&Es. Tasks included: performing a field review of 48 commercial/industrial projects to determine the number, location, drainage area, and size of each downspout; preparing the project plans for each of the project locations, including filtration planter boxes designed to address the pollutants of concern; and managing the individual project plan checks for the sites for approval by the Department of Building and Safety and Bureau of Sanitation. To measure project effectiveness, the water quality was monitored during rain events to assess BMP effectiveness and an analysis report to document the findings was prepared.

Sun Valley Park Multi-Benefit Project This project received the USEPA Environmental Award for Outstanding Achievement. Project Manager for developing a project to retain, treat, and infiltrate stormwater from a 49-acre watershed to an underground gallery using new technologies for treatment and infiltration. Stormwater is collected at the Sun Valley Park and routed through two gross solids removal devices and a metals treatment control system. Flows are then routed to two underground infiltration basins with a detention capacity of 8 acre-feet. Bioswales were installed to treat and infiltrate flows from the park area. The volume captured and infiltrated enough to support 60 families of four for a year. This multiuse park redevelopment provided an increase in recreational enhancements while treating stormwater, providing much needed flood protection, and increasing groundwater recharge.

Gerald Greene

DEnv, PE, QEP, QSD/P

Technical Advisor

Years of Experience

30

Education

DEnv, Environmental Science and Engineering,
University of California,
Los Angeles

MS, Biology,
California State University,
Long Beach

BA, Biology and Economics,
University of California,
Los Angeles

Registrations

Civil Engineer, CA, 55597

Qualified Environmental Professional, 11960237

Qualified SWPPP Developer/ Practitioner, 00176



Dr. Gerald “Gerry” Greene has over 30 years of stormwater-related experience spanning three decades. He has helped numerous cities and local public agencies comply with stormwater regulations and complete complex stormwater planning efforts. His experience includes designing landmark urban runoff treatment facilities, performing feasibility studies, assisting agencies with environmental compliance and permitting, developing monitoring plans and providing plan review, and conducting water quality sampling. He was recognized as an “Industry Icon” by *Storm Water Solutions* magazine in 2015.

RELEVANT EXPERIENCE

City of Downey Discovery Park Retention/Detention Cistern Principal Engineer for the analysis and design of a diversion structure and one-acre cistern to retain the SUSMP runoff volume (3.2 acre-feet), while simultaneously reserving the peak flow detention volume of 4.8 acre-feet, for a 60-acre redevelopment project. This project reduced the 25-year design storm peak flow for the catchment from 120 to 20 cfs, significantly reducing downstream flood flow conveyance risks. In order to facilitate infiltration past the compacted soil underlying the cistern, 340 rock-filled, 12 feet deep wick drains, aligned with custom designed fenestra in the bottom DoubleTrap® units, were cost-effectively constructed in only three days using a three-foot wide, backhoe mounted auger. These wick drains were determined to allow the cistern to infiltrate continuously at a rate of 2 cfs or 900 gpm. Water quality pretreatments included biostrips, an inverted street cross-section with conveyance along a landscaped median, and suspended solids retention within high capacity primary and secondary CDS units. The project involved

coordination with the LACFCD. Cistern construction costs were just over $2 million and preserved the site's use as a soccer field.

Santa Monica Urban Runoff Recycling Facility Associate Engineer for the evaluation of utilizing ozone as a urban runoff disinfectant for a 12-foot wide arch storm drain discharging onto a Santa Monica Public Beach. Following claims of a cancer cluster among lifeguards stationed adjacent to the storm drain, proposed and received a $250,000 Santa Monica Bay Restoration Project to evaluate water quality and pilot test runoff water treatability. Managed operations of a five-person Water Quality Analytical Laboratory. Prepared project progress and final reports for acceptance by the USEPA. Prepared a feasibility study leading to the design and construction of a full-scale water reclamation facility and distribution system, artistically constructed adjacent to the highly visible Santa Monica Pier.

Poche Beach Urban Runoff Treatment Facility Quality Control Manager for the conceptualization and preliminary design of an innovative dry weather urban runoff treatment facility. Following receipt of 2001 Clean Beaches Grant, the County of Orange and Cities of San Clemente and Dana Point requested the construction of a runoff remediation facility. Reviewed preliminary and final analyses of potential alternative passive and active treatment BMPs. Identified construction implementation sites. Based on the preference of the responsible agencies, initiated the design and permitting process. Permitting was completed in 2007 and the ribbon cutting occurred in 2009, using the basic design first proposed in 2002.

County of Orange Aliso Creek Urban Runoff Treatment Facility Technical Manager for conceptualization, design, environmental permitting, and contract negotiation for an innovative dry-weather urban runoff treatment facility. The site was unique in consisting of a steeply-sloped, high-velocity 96-inch RCP storm drain draining from adjacent canyon ridge top developments into an energy dissipation basin in the canyon bottom riparian zone. The discharge contained significant indicator bacteria counts and was identified as a source of bacteria to the creek despite significant indication of natural biofilms in the creek water. Utilizing the existing energy dissipation basin as a sedimentation and wet well, a package treatment plant consisting of sand filtration and UV disinfection was proposed. Following interagency negotiation, permitting, and environmental review, the facility was built and shown to achieve nearly a two log reduction in indicator bacteria counts, meeting compliance objectives. While the facility continues to operate and achieve its narrow operational objective, it demonstrated the natural biofilm contribution to the purported impairment and allowed the watershed municipal agencies to refocus their Aliso Creek remediation efforts on less intrusive alternatives.

Rio Hondo Event Center LID Senior Engineer for LID plan compliance on the design of a municipal country club and banquet facility. Prepared the hydrology and hydraulic study for redevelopment and expansion of a municipal golf course. Utilized vegetated planters to pre-treat runoff from impervious and paved surfaces, then retained the water in a subsurface infiltration system. Eliminated runoff from the site into the deficient downstream municipal drainage system. Oversaw compliance activities associated with State General Construction Activities Stormwater Permit.

Katie Thomas

PE, ENV SP, QSD

Assistant Project Manager and Feasibility Lead

Years of Experience

6

Education

MS, Civil Engineering, California State University, Long Beach

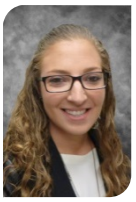
BS, Civil Engineering, California State University, Long Beach

Registrations

Civil Engineer, CA, 85752

ENVISION™ Sustainability Professional Credential

Qualified SWPPP Developer, C85752



Katie Thomas is a talented engineer with extensive experience in the management, feasibility assessment, and design of award-winning BMP projects. She has extensive experience coordinating with project staff to ensure project completion. Katie led the preparation of a Proposition 1 planning grant for San Bernardino County, which resulted in a $475,000 grant to prepare a Stormwater Resource Plan. This funded project helps the County identify watershed scope and characteristics, and potential water-related projects, and performs metrics-based analyses to quantify project benefits. In 2015, Katie was honored by the OCEC with a Young Engineer Award to recognize extraordinary accomplishments achieved so early in her career. She was also recognized as a "Rising Star" by *Storm Water Solutions* magazine.

RELEVANT EXPERIENCE

City of Santa Monica Los Amigos Park Stormwater Harvesting and Direct Use This project received awards from ASCE, CASQA, and *Storm Water Solutions* magazine. Assistant Project Manager for the design of a demonstration project that tapped into an existing storm drain line running along a school athletic field and the City of Santa Monica's Los Amigos Park, rerouted stormwater and dry-weather flows from the storm drain through a vortex system into a cistern, treated the stormwater and dry-weather runoff, and delivered highly-treated water to the park irrigation system and indoor plumbing for toilet flushing. The project's purpose was to demonstrate the feasibility of harvesting local water resources to decrease potable water use, reduce polluted urban runoff discharge to the receiving water body, and protect the future of California's water supplies. Tasks managed

included: developing a project study report, performing a geotechnical investigation and utility search, preparing design PS&Es, obtaining regulatory approvals, public education and outreach, construction support, preparing a SAP, assisting the City in report preparation in response to grant requirements, and designing educational signage.

City of Santa Monica Pier Watershed Feasibility Alternatives Project Engineer for the preparation of a feasibility study to provide design alternatives for the 106-acre Pier Watershed. Evaluated the use of a treatment train and verified the feasibility of alternatives so future designs could be developed for the preferred alternative. Tasks included: developing background elements to analyze each alternative; performing a hydrologic analysis of the Pier Watershed to ensure wet-weather events do not discharge runoff to the Santa Monica Bay; evaluating alternatives such as water diversions to SMURRF and the sanitary sewer, infiltration system sizing, and sizing detention facilities and pump systems; conducting a feasibility study to recommend an alternative to the proposed design; and attending meetings with City staff to discuss various opportunities and alternatives.

City of Beverly Hills Burton Way Median Green Street Senior Engineer for a feasibility study for the design of bioswales and green street improvements to capture and retain urban runoff on the Burton Way median to help the City comply with the Ballona Creek Watershed EWMP and Ballona Creek Metals TMDL. Designing major aesthetic improvements with efficient landscape design, including drought-tolerant plants that reduce outdoor irrigation use and meet water conservation objectives. Runoff will be used for median irrigation, reducing potable water use by approximately 1.25 million gallons per year, and there will be up to 8 acre-feet of stormwater storage beneath the median. The multi-benefit design incorporates walking trails, public art displays and an aesthetically pleasing landscape. The project will enhance water quality, reduce flooding impacts, and provide a beautiful, tranquil community space that provides public education and increases stormwater quality and water conservation issue awareness.

Rio Hondo/San Gabriel River Water Quality Group Enhanced Watershed Management Program This project received the Outstanding Regional Water Treatment Project of the Year Award from the ASCE. Work Plan Lead for the Rio Hondo/San Gabriel River Water Quality Group EWMP to ensure compliance with the Los Angeles County 2012 MS4 Permit. Developed an approach and methodology for identifying regional BMPs that retain the all dry-weather flows and flows produced by the 85th percentile, 24-hour rain event, as encouraged by the MS4 Permit. Coordinated with internal and external team members in order to ensure the Work Plan satisfied the criteria of multiple agencies while also meeting the MS4 Permit requirements. Prepared maps that were included in the EWMP Work Plan using ArcGIS.

Jason Pereira

PE, CPSWQ, QSD/P, QISP

Principal-in-Charge

Years of Experience

22

Education

BS, Civil Engineering,
University of California,
Los Angeles

Registrations

Civil Engineer, CA, 61509

Certified Professional in Storm Water Quality, 527

Qualified SWPPP Developer/Practitioner, 21

Qualified Industrial Stormwater Practitioner, 090

Industrial General Permit Trainer of Record, 090

Construction General Permit Trainer of Record



Jason Pereira has 22 years of experience in the planning, design, and project management of civil infrastructure and site development projects. His experience includes preparing PS&Es for stormwater BMP design, evaluating LID strategies, conducting feasibility studies, reviewing engineering plans, and managing improvement projects for green streets and other various public projects. Jason also has extensive regulatory compliance experience with local, state, and federal codes, advisory circulars, and ordinances, and is recognized for his attention to detail to ensure that his designs and construction documents meet guidelines and specifications required by regulatory agencies. In 2015, he was recognized as an "Industry Icon" by *Storm Water Solutions* magazine.

RELEVANT EXPERIENCE

Enhanced Watershed Management Program Plans

Project Manager for the development of three EWMPs, including the City of Los Angeles Ballona Creek EWMP, Rio Hondo/ San Gabriel River Water Quality Group EWMP, and City of Los Angeles Upper Los Angeles River EWMP. Also provided technical support for the City of Los Angeles Dominguez Channel Watershed EWMP; City of Los Angeles Santa Monica Bay Jurisdictions 2, 3, and 7 CIMP and EWMP; Los Angeles River Upper Reach 2 WMP and CIMP; and South Bay Beach Cities WMG CIMP. Tasks included: the development of an EWMP Work Plan, RAA, and CIMP; regional project planning; coordination with the watershed groups; and project schedule and cost estimate development.

Los Angeles Zoo Proposition O Parking Lot Retrofit Pre-Design and Design

Project Manager for the pre-design and design of the Proposition O Los Angeles Zoo Parking Lot

Retrofit Project for the City of Los Angeles' Bureau of Engineering to evaluate and select site appropriate BMPs and LID strategies to help comply with TMDLs for the Los Angeles River and reduce expected pollutants of concern such as trash, heavy metals, pathogens, TSS, oil and grease, and gasoline. Evaluated the feasibility of various BMPs including the use of pervious concrete pavements, bioretention cells, biofilter swales, detention basins, underground infiltration gallery systems, and proprietary BMP devices for catch basin inlets. Also provided engineering support for the design of grading and drainage plans with the selected BMPs and estimated earthwork quantities for the overall project.

Peck Park Canyon Enhancement Proposition O Pre-Design and Design Project Manager for the City of Los Angeles Bureau of Engineering's $8.2 million Peck Park Canyon Enhancement Project. Assisted in the pre-design, constructability review, value engineering, and design of water quality enhancements, and slope and channel bank stabilization measures for Peck Park Canyon, which is comprised of 31 acres of undeveloped land within the 76-acre Peck Park. These improvements resulted in slope stabilization, reduced channel bank erosion, and naturalization throughout the canyon including the implementation of bioswales and detention ponds in tributary drainage areas. The various BMPs were designed to improve runoff water quality both entering and leaving the canyon, and promote compliance with the Los Angeles Harbor and San Pedro Bay TMDLs. BMP alternatives were evaluated for overall effectiveness to address the expected pollutants of concern, cost-effectiveness, and ease of operation and maintenance.

Los Angeles County Department of Public Works Marina del Rey Harbor Parking Lot 5 Water Quality Improvement Retrofit Project Managed the conceptual development and design of multiple bioretention BMP systems to treat and infiltrate urban and stormwater runoff from a 2-acre parking lot. Polluted runoff from this parking lot was directly discharging into Basin F of the Marina del Rey Harbor which was designated as an impaired water body by the Regional Water Quality Control Board for bacteria and toxics. Tasks performed included: determining likely pollutants of concern generated from the parking lot; selecting and designing appropriate BMPs; cost estimates; developing operation and maintenance guidelines; applying for available grants; and coordination with multiple stakeholders.

Los Angeles County Department of Public Works Oxford Detention Basin Multiuse Water Quality Enhancement Project Concept and Feasibility Study Developed a multiuse water quality enhancement project concept for the Oxford Detention Basin in the Marina del Rey Watershed to reduce pollutants of concern in urban and stormwater runoff prior to discharging to an impaired water body to comply with TMDLs for bacteria and toxics. Project elements developed and assessed included innovative trash and bacteria BMPs, basin dredging, perimeter aesthetic enhancements, native landscaping, passive recreational opportunities, interpretive signage, and modifications to the basin's operation plan.

William Young

PE

Design Lead

Years of Experience

38

Education

BS, Civil Engineering, California State Polytechnic University, Pomona

Registrations

Civil Engineer, CA, 35715



William “Bill” Young has extensive experience in the civil design of public works and land development projects. His experience in the civil engineering field has covered a diverse range of projects and tasks throughout the State of California, including: stormwater BMP design and implementation; channel and storm drain facilities design; erosion control; stormwater permitting; master plans of drainage; floodplain studies; street and highway design; pavement rehabilitation; sewer and water design; pump station design; and stormwater detention facilities. Career experience includes three years of field surveying, as well as field topography, boundary, construction staking, and as-built verification for roadway improvements, utilities and flood control projects.

RELEVANT EXPERIENCE

City of Los Angeles Laurel Canyon Boulevard Green Street Design-Build This project received awards from the ASCE and CASQA. Technical Manager for the design of bioswales along 1,000 linear feet of Laurel Canyon Boulevard for LA Sanitation – City of Los Angeles and the Los Angeles Conservation Corps. The project provided increased groundwater recharge, reduced flooding impacts, protected compatible beneficial uses, and improved the neighborhood quality of life. This was accomplished by the design of a series of infiltration swales along Laurel Canyon Boulevard between Kagel Canyon Street and Terra Bella Street with curb, gutter, and sidewalk improvements. This project collected stormwater runoff from a 125-acre drainage area. Duties included developing design and traffic control plans for the project and performing construction management.

City of Los Angeles University Park Rain Gardens Technical Manager for the design of standardized sidewalk planters (rain gardens) that will treat stormwater runoff to help address the Santa Monica Bay Bacteria TMDL. The stormwater planters qualify as BMPs and LID solutions. The planter systems provide storage through various media layers and flows are able to infiltrate into the underlying soils. Additional storage and treatment is provided on the surface above the media layers within the planted area, which also provides aesthetic appeal. The project also provides public education benefits, as the community can witness firsthand how the system functions and its intended purpose.

City of El Monte Garvey Avenue Grade Separation Drainage Improvement Project Manager for improving drainage infrastructure by identifying and delineating tributary areas that contribute stormwater flow to the Garvey Avenue underpass. The project involves installing new catch basins, inlets, and storm drain pipes in the existing drainage system; improvements to the existing pump station diverting the stormwater to the storm drain system; and implementing green infrastructure initiatives to retain, reuse, or infiltrate the collected stormwater runoff. Tasks include: stakeholder outreach; right-of-way acquisition; obtaining regulatory permits from the USACE, RWQCB, and CDFW; preparing PS&Es; developing an O&M plan; and providing assistance with funding opportunities.

City of Temecula Flood Control Channel Reconstruction and Repair Civil Design Lead responsible for the preparation of schematic design drawings and preliminary cost estimates for reconstruction and repair of flood control channels adjacent to or running through Pala Community Park, Margarita Community Park, and Long Canyon Creek Park. Tasks performed included: reviewing project plans and investigative reports; site review of existing facilities to determine geomorphic and hydraulic characteristics; determining appropriate and cost-effective methods and materials to stabilize banks and solve flood control channel issues; preparing preliminary cost estimate; preparing schematic design of the preferred improvements chosen by the City; and seeking review and comment on the schematic design from resource agencies for the first phase of the project. The second phase is currently under design, which involves developing PS&Es, assessing jurisdictional delineation, evaluating environmentally sensitive areas and potential species that could be impacted, coordinating with local native tribes, coordinating the geotechnical investigation, and preparing permit packages for approval.

San Bernardino County Lake Gregory Sediment Management and Bioretention Project Manager providing design, analysis, and construction services for a sediment management and bioretention design project at Lake Gregory. The project involved the design of debris basins to capture sediment, permitting for the construction and maintenance of these facilities, and the removal and disposal of existing sediment. Tasks included: designing and constructing sedimentation basins with low-flow and high-flow bypasses, developing a maintenance program for the basins, performing a feasibility analysis to evaluate alternative methods for the removal of existing sediment, and developing a sediment removal plan to clean out existing sediment deposits within the lake at the south and west fork creek outlets.

Ben Willardson

PhD, PE, ENV SP, D.WRE, QSD/P

Hydrology and Hydraulics Lead

Years of Experience

17

Education

PhD, Civil Engineering,
University of Southern California

MS, Civil Engineering,
Utah State University

BS, Civil Engineering,
Utah State University

Registrations

Civil Engineer, CA, 64937

Civil Engineer, UT, 368681-2202

ENVISION™ Sustainability Professional Credential

Diplomate, Water Resources Engineer, 00668

Qualified SWPPP Developer/Practitioner, 24214



Dr. Ben Willardson is an expert on BMP design and highly regarded as a hydrology and hydraulics specialist with extensive experience in the development and review of hydrologic, hydraulic, and sediment transport models, including, but not limited to HEC-1, HEC-RAS, SWMM, XP-SWMM, WSPG, USEPA-SWMM, FLO-2D, AdH, and TUFLOW. He has guided the development of methodologies to evaluate the effective use of BMPs. Prior to working at CWE, Ben also managed the LACDPW Hydrology Manual revision, which develops and implements hydrologic methods specific to Los Angeles County. Ben was recognized as an "Industry Icon" by *Storm Water Solutions* magazine in 2015.

RELEVANT EXPERIENCE

City of Torrance Stormwater Basin and Treatment Wetlands Enhancement This project was the recipient of distinguished awards from the APWA, ENR, ASCE, CASQA, and *Storm Water Solutions* magazine. Hydrology and Hydraulics Lead for the design of two treatment wetlands and two infiltration basins to retain, treat, and infiltrate stormwater runoff. This project helps the City comply with the Santa Monica Bay Beaches Bacteria TMDL requirements. Designed two 10-inch and one 14-inch pressured storm drain lines. Performed a wetlands sustainability analysis to evaluate dry-weather inflows, evaporation, evapotranspiration, and infiltration and ensure the long-term functionality of the wetlands system. Conducted a hydrologic analysis using MODRAT in WMS to evaluate the reservoir routing and pumping from the interconnected wetlands/detention basin system under Capital Flood and SUSMP conditions. Designed construction documents for the proposed improvements, including site grading, roadway paving, recycled water line, and piping plans; retaining walls; park lighting and

signage; stream channel and infiltration basin design; trails, viewing areas, and landscaping details; a water-tight system for irrigation; inlet and outlet structures; bridge structures; culverts, pump stations, and other control structures; electrical and mechanical plans; and SCADA plans.

Los Angeles Department of Water and Power Stormwater Capture Master Plan Project Manager for the development of a SCMP that investigated and created strategies for implementation of stormwater capture and watershed management programs and projects within the City of Los Angeles. It also evaluated the multi-beneficial aspects of increasing stormwater capture, including potential open space alternatives, improved downstream water quality, and peak flow attenuation in downstream channels, creeks, streams, and rivers, including the Los Angeles River. Tasks managed included: evaluating historic practices for stormwater management, investigating the existing stormwater system, evaluating potential stormwater capture and groundwater recharge projects, and preparing conceptual designs and scope of work documents, and evaluating preliminary costs for several regional facilities.

Port of Long Beach Port-Wide Capital Improvement Stormwater Infrastructure Master Plan Hydrology and Hydraulics Lead for the development of a Stormwater Master Plan for the POLB's 1,490-acre stormwater system, which includes 35 miles of storm drain, 268 manholes, 334 inlets, and 15 pump stations. The purpose of this document is to guide and prioritize planning and capital improvements for the POLB's stormwater system, enhance water quality, and ensure adequate capacity for the next 20 years. Services provided included performing drainage studies, creating a hydrologic and hydraulic model that covers the POLB drainage infrastructure both within and outside of Harbor Districts, and providing QA/QC auditing services.

City of Los Angeles Glendale-Hyperion Viaduct Complex Infiltration Basin Project Manager designing an infiltration basin and bioswale and providing a water quality evaluation to the City of Los Angeles. The goal of the project is to seismically retrofit and rehabilitate an existing viaduct complex along the historic corridor of Hyperion Avenue and Glendale Boulevard. Tasks include: conducting a hydrologic and hydraulic analysis of City streets, bridges, I-5 off ramp realignment, and the proposed infiltration basin and bioswale; concept plan development; PS&E preparation; and permitting support.

Council for Watershed Health Vermont Avenue Median Stormwater Park Managed a feasibility study performed for the Council for Watershed Health. Vermont Avenue is a major arterial (45,000 ADT) that forms the eastern boundary of the Cities of Gardena and Los Angeles, with 60-foot wide landscaped medians that are inaccessible to the public in this highly urbanized area where green space is limited. Evaluated multiuse benefits for the medians, incorporating stormwater treatment into a passive recreation park. Volumes and flow rates tributary to each segment of the median were determined and stormwater treatment and park concepts were developed. Prepared cost estimates for engineering, construction, and O&M.

Kathleen McKernin

RLA, ASLA

Landscape Architecture Lead

Years of Experience

11

Education

Certificate, Landscape Architecture
University of California, Los Angeles Extension

BFA, Industrial Design and Graphic Design,
University of Illinois, Chicago

Registrations

Registered Landscape Architect, CA, 5630



Kathleen McKernin is a licensed landscape architect with 11 years of experience. She works with public entities to create public spaces as well as private residential projects. Projects focus on water quality and LID solutions, design, enhancing the natural environment, and promoting sustainability. Kathleen has provided landscape architecture on several impactful projects, including the City of Los Angeles Garvanza Park Capture and Use and Caltrans District 7 North Fork Matilija Creek Fish Passage. Kathleen has also served as a Landscape Architecture Department instructor at UCLA Extension.

RELEVANT EXPERIENCE

City of Los Angeles Garvanza Park Rainwater Capture and Use This project was the recipient of the CASQA Outstanding Stormwater BMP Implementation Project Award. Landscape Architecture Lead for the Garvanza Park Rainwater Capture and Use project. The project involved retrofitting Garvanza Park with subregional stormwater management BMPs to enhance urban and stormwater runoff water quality from an 85-acre watershed for TMDL compliance. Tasks included: landscape architecture design, overseeing budgets and timelines, reviewing construction documents, and coordination between the City and multiple firms.

Caltrans District 7 North Fork Matilija Creek Fish Passage

This project received the *Storm Water Solutions* Top Stormwater and Erosion Control Project Award. Landscape Architecture Lead for a fish passage analysis and stream restoration design for Caltrans in the North Fork of Matilija Creek near Highway 33 in Ventura County. Caltrans proposed a soil nail wall replacement of an undermined section of grouted rip-rap road embankment. Fish

passage analysis and a geomorphic and sediment transport analysis were required by regulatory agencies to evaluate project impacts. Tasks included: replanting the site with native California riparian species plants and providing landscape architecture design.

Temecula Valley Unified School District Design Support for Great Oak High School Stormwater Retention and Bioretention Basin Landscape Architecture Lead for a stormwater capture and use system and bioretention basin at Great Oak High School in the City of Temecula. Stormwater generated within the school property will be rerouted from the existing storm drain system, pretreated, and pumped into a storage chamber within the baseball field. Water retained in the storage system will be used to irrigate a portion of the school and offset potable water use. The capture and use system will offset approximately 5% of the school's irrigation needs. The project includes a bioretention basin that will promote infiltration and groundwater recharge within the student-operated Great Oak Garden. This component of the project will be constructed and maintained by Great Oak High School students, increasing education and awareness of important water quality and water conservation issues and demonstrating practical and innovative solutions to these problems. Tasks include preparing landscape architecture design.

Harvill and Placentia Partnership Southwest Premier Properties Trucking Terminal, Northeast Facility Landscape Architecture Lead providing landscape and irrigation plans for the design of the Harvill and Placentia Partnership Truck Fueling and Shop Northwest Facility to be located on the corner of Harvill and Placentia Avenues in the Mead Valley area of Riverside County, California. The design includes swales and detention systems. Tasks include: providing landscape architecture design with drought-tolerant plants to meet Riverside County's MAWA and ETWU restrictions.

Harvill and Placentia Partnership Southwest Premier Properties Truck Maintenance and Fuel Facility, Southeast Facility Landscape Architecture Lead providing landscape and irrigation plans for the design of the Harvill and Placentia Partnership Truck Fueling and Shop facility to be located on the corner of Harvill and Placentia Avenues in the Mead Valley area of Riverside County, California. The design includes swales and detention systems. Tasks include: providing landscape architecture design with drought-tolerant plants to meet Riverside County's MAWA and ETWU restrictions.

Garvey School District Eldridge Rice Elementary School Outdoor Classroom Provided landscape architecture design for an outdoor classroom at Eldridge Rice Elementary School in Rosemead, California. The landscape design incorporated math, science, art, and literature. Design included all native California plants and sustainable materials. The project used LID strategies for containing water on site.

David Farrell

PLS

Survey Lead

Years of Experience

27

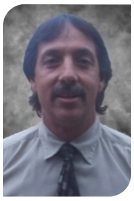
Education

Antelope Valley College

Licenses and Certificates

Professional Land Surveyor, CA, 7813

Certified in GPS Technology



David Farrell is a Professional Land Surveyor registered in the State of California with 27 years of experience. He is knowledgeable of the principles, practices, and procedures of ALTA, topographic and boundary surveys, legal descriptions, and easement preparation. He has played impactful roles on numerous award-winning projects, including the City of Los Angeles Garvanza Park Rainwater Capture and Use, City of Torrance Stormwater Basin and Treatment Wetlands Enhancement, and City of Burbank Johnny Carson Park Improvement and Stream Restoration.

RELEVANT EXPERIENCE

City of Los Angeles Garvanza Park Rainwater Capture and Use This project was the recipient of the CASQA Outstanding Stormwater BMP Implementation Project Award. Surveyor for the performance of a topographic ground survey and boundary mapping survey for LA Sanitation – City of Los Angeles and North East Trees to determine the feasibility of retrofitting Garvanza Park with subregional stormwater management BMPs to enhance urban and stormwater runoff water quality from an 85-acre watershed for TMDL compliance.

City of Los Angeles Laurel Canyon Boulevard Green Street Design-Build This project received awards from the ASCE and CASQA. Survey Lead for the design of bioswales along 1,000 linear feet of Laurel Canyon Boulevard between Kagel Canyon Street and Terra Bella Street for LA Sanitation – City of Los Angeles and the Los Angeles Conservation Corps. Conducted a topographic survey of Laurel Canyon Boulevard and at Kagel Canyon intersection with Interstate 5, projected in NAD 83, to develop base files and project plan sheets. The project provided increased groundwater recharge,

reduced flooding impacts, protected compatible beneficial uses, and improved the neighborhood quality of life.

City of Torrance Stormwater Basin and Treatment Wetlands Enhancement This project was the recipient of awards from the APWA, ENR, ASCE, CASQA, and *Storm Water Solutions* magazine. Surveyor for the design of two treatment wetlands, two infiltration basins, and 300 feet of storm drain piping to retain, treat, and infiltrate stormwater runoff to help the City comply with the Santa Monica Bay Beaches Bacteria TMDL. Performed topographic surveys and mapped the record boundaries for each of the three individual sites, and developed the survey control.

City of Beverly Hills Burton Way Median Green Street Survey Lead for the design of bioswales and green street improvements to capture and retain urban runoff on the Burton Way median in the City of Beverly Hills. These improvements will assist the City in complying with the Ballona Creek Watershed EWMP and Ballona Creek Metals TMDL. Tasks included performing a topographic survey.

South Gate North Parcel Restoration and Water Quality Enhancement BMP Surveyor responsible for assisting in the performance of a comprehensive feasibility study for North East Trees by preparing a topographic ground survey, a boundary map of the project location, and plotting easements on topographic and boundary maps for a water quality enhancement project at a parcel in the City of South Gate.

City of El Monte Garvey Avenue Grade Separation Drainage Improvement Survey Lead for a drainage infrastructure improvement project that will involve upgrades to the existing drainage system, including installation of new catch basins, inlets, and storm drain pipes; improvements to the existing pump station diverting the stormwater to the storm drain system; and implementation of green infrastructure initiatives to retain, reuse, or infiltrate the collected stormwater runoff.

City of Burbank Johnny Carson Park Improvement and Stream Restoration This project was the recipient of the ASLA Southern California Quality of Life Award. Surveyor conducting a topographic survey for park improvements and the restoration of an urban stream through the 7-acre Johnny Carson Park in the City of Burbank. The restoration involved the removal of concrete and asphalt stream channel lining and its replacement with a bioengineered channel. The channel flows under two pedestrian bridges that required evaluation for loads, as well as analysis for scour related to flow constrictions since the abutments were to remain in place. Other services included PS&Es for grading, drainage, access road enhancements, retaining walls, and walking trails.

City of Santa Monica Annual Water Main Replacement Program Survey Lead for the replacement and upgrades of existing water mains at three sites in the City of Santa Monica for the City's Annual Water Main Replacement Program. Tasks included performing topographic surveys for three project sites.

LINKTURE CONSULTING ENGINEERS

RÉSUMÉ FOR
OPTY N. FERNANDEZ

Education:
B.S., Electrical Engineering, California State University, Long Beach, CA 1982

Certificate, Flour Advanced Training in Power, Lighting and Instrumentation, Irvine, CA 1979

Professional Registration:
Registered Electrical Engineer, California E-012496

Professional Experience:
Mr. Fernandez has over 30 years of diverse experience in all facets of electrical engineering, including low and medium voltage power distribution, process instrumentation and controls, power quality studies, and value engineering. He has experience in water and wastewater, municipal, industrial, commercial, high technology industrial and institutional facilities. Mr. Fernandez has been responsible for technical studies, construction management, quality assurance, conceptual designs, construction plans and specifications, submittal reviews, and cost estimates. Mr. Fernandez's recent design experience includes medium (up to 65KV) and low voltage power distribution, process and equipment controls, PLC integration design and programming, DCS, SCADA, telemetry, HMI screen development using popular software such as Wonderware and RSView, emergency and stand-by power generation, UPS and battery power, and indoor and outdoor lighting.

Representative Projects:
Santa Rosa Advanced Wastewater Treatment (AWT), (5KV distribution) Murrieta - 1993
Upgraded existing secondary wastewater treatment facility to advanced treatment facility. RCWD operates the Santa Rosa Water Reclamation Facility (SRWRF), which is located within the City of Murrieta. The SRWRF has maximum capacity of 5.0 millions gallons per day (mgd). The upgrade included pumps with 5 kV motors, medium voltage distribution, medium voltage motor control center and PLC controls.

City of Los Angeles Wastewater Treatment Plants
L.A. Terminal Island Filter Pilot Plant – 1994: Prior to the determination of which filtration system to utilize for the tertiary filtration system at the Terminal Island Treatment Plant the City built a pilot plant. The tertiary treatment was intended without disinfection through chlorination. The pilot plant included several pumps, sand filtration, UV disinfection and PLC based controls and HMI monitoring.
Donald C. Tillman WRP (DCTWRP) WAS & RAS Pump and Controls Upgrade – 1995:
The waste activated sludge and return activated sludge pumps and controls are antiquated and needed replacement. All the pumps were replaced and the controls were upgraded to PLC based controls.

City of Lynwood, Rehabilitation of Five Wells, Booster Station and Public Works Yard - 2013
The project consists rehabilitation of five well pump stations, rehabilitation of a booster pump station and the upgrade of the electrical service equipment of the public works yard. The rehabilitation involves the removal of pressure tanks, addition of sand separators, the addition of

LINKTURE CONSULTING ENGINEERS

RÉSUMÉ FOR
OPTY N. FERNANDEZ

emergency generators, upgrade of the RTUs, improvement of the delivery method and increase efficiency thereby saving the City thousands of dollars per year in energy cost.

City of Lynwood, Well No. 22 – Electrical Design
Project Status: Currently under design. The project is the equipping of a new municipal-supply water well for the City of Lynwood. The proposed new well is estimated to be at a depth of 1,100 ft. and pump at a rate of 2,000 gpm. The well pump motor is 250 horsepower driven by a variable frequency drive and backed by a 350 kW emergency diesel generator. The generator is housed in a CMU building.

Walnut Park Water District Well Pump #12
Project Status: Operating since 2011. The project entails the installation of a new 4,000 gpm (450hp) well pump. The design includes upgrading the existing MCC and integration of the controls with the existing control panel. A load shedding and interlocking control scheme was developed in order to utilize the existing standby generator which is not originally designed sized for the new load.

Walnut Valley Water District, Fernhollow Pump Station Electrical Improvements2
Project Status: Currently design. The project is the replacement of the existing motor control center, PLC based control panel, integration to an existing SCADA system and the addition of an emergency generator. The plant consists of three (3) 150 horsepower and three (3) 100 horsepower booster pumps all on a soft starter. The entire load is backed by a 450 kW Caterpillar emergency diesel generator. The facility is in a residential neighborhood and sound is of concern. A CMU building with rollup door was proposed to achieve the best sound attenuation.

City of La Habra, Idaho Well No. 2
Project Status: Currently under construction. The project is the replacement of the existing motor control center, PLC based control panel, integration to an existing SCADA system and the addition of an emergency generator. The plant consists of a 150 horsepower well pump driven by a variable frequency drive, a 200 horsepower well pump, a 60 horsepower air scrubber and a future chlorine generator. The entire load is backed by a 450 kW Caterpillar emergency diesel generator with sound attenuated factory enclosure.

Coachella Valley Water District, Indian Well Lift Station
Project Status: Operating since 03/06. The lift station consists of two 60 hp submersible pumps controlled by variable frequency drives to modulate the pumps and match the incoming flow. A 200 kW diesel generator provide emergency power in the event of utility power outage. The station is monitored and controlled locally a local PLC and remotely via an existing SCADA system.

F. FRED HAMDAN, P.E., PMP
PRINCIPAL/OFFICE MANAGER

PROFESSIONAL EXPERIENCE

Mr. Hamdan is an office manager in Terracon's Orange County, California office. Mr. Hamdan oversees subsurface exploration programs, prepares project proposals and geotechnical engineering reports, and supervises drilling, laboratory, and field personnel.

Mr. Hamdan has over 15 years of experience in performing geotechnical investigations and engineering design for projects throughout Southern California. These projects included various educational and commercial buildings, retail centers, office/warehouse projects, street improvements, residential subdivisions, and public works projects. Mr. Hamdan's experience includes hundreds of projects involving pavement rehabilitation, shallow and deep foundations design, settlement and slope stability analysis, and construction management.

PROJECT EXPERIENCE

Laurel Canyon Blvd Green St Drywells, Infiltration Swales, and Street Improvements – Los Angeles, California

Served as a project manager and geotechnical engineer of record for the project as a member of the CWE Team. The project consisted of a study to evaluate the pertinent geotechnical conditions at the site and to develop geotechnical parameters which will assist in the design and construction of the storm water management systems located at the east side of Laurel Canyon Boulevard between Kagel Canyon Street and Terra Bella Street, and the south side of Kagel Canyon between Laurel Canyon Boulevard and the I-5 Freeway.

OCTA Brea Park-and-Ride New Pavement and Infiltration System – Brea, California

Served as a project manager and geotechnical engineer of record for the project. The project consisted of geotechnical engineering services for the proposed pavement for the OCTA Brea Park-and-Ride parking area to be located on the northwest corner of Lambert Road and SR-57 Freeway North Bound Off-ramp in Brea, California. The purpose of these services is to provide geotechnical engineering recommendations for the design and construction of asphalt concrete (AC) pavements and an onsite infiltration system.

Design Services for Storm Drain Point Repair Project

Rancho Palos Verdes, California

Served as a project manager and engineer of record for the project. Terracon provided geotechnical engineering services for the construction of storm drain line at seven locations within the City of Rancho Palos Verdes along Santa Rena Drive Avenue E, 3rd Street, Enrose Avenue, Via Colinita, Visa Mesa, and multiple locations within Palos Verdes Drive



Education
Master of Science, Civil Engineering, California State University, Fullerton, 2007

Bachelor of Science, Civil Engineering, University of Mutah, 2002

Registrations
Registered Civil Engineer: California PE C77455

Project Management Professional (PMP)

Affiliations
American Society of Civil Engineers

Work History
Terracon Consultants, Inc., Senior Project Manager, 2010-Present

APD Consultants, Inc, Project Engineer, 2008-2010

AESCO Technologies, Project Engineer, 2005-2008

FAH Contracting, Project Engineer, 2002-2005

East. The storm drain pipes will vary in diameter from 12 to 27 inches. The approximate total linear footage for the storm drain is between 1,600 and 1,900 linear feet for the 7 locations. The anticipated depths vary from approximately 4 to 10 feet below ground surface. The project also included the construction of new asphalt concrete (AC) pavements at the new storm drain locations.

Geotechnical engineering services performed included the advancement of fifteen (15) test borings to approximate depths between 3 and 16½ feet below existing site grades. Terracon Geotechnical Engineering Report included recommendations for excavations, shoring, bearing capacities in submerged conditions, lateral earth pressures, pavement sections, and construction considerations.

Big Canyon Country Club Pond Closure and Storm Drain Project

Newport Beach, California

Served as project engineer for the subsurface exploration for the closure and backfill of an existing pond and the installation of storm drain system supported by aggregate Geopiers. The pond had an approximate area of 0.5 acre and a maximum depth of 10 feet. The project included dewatering, installation of Geopiers, installation of 108” storm drain reinforced concrete pipes, and structural backfill.

Yucaipa Roundabouts & Earth Channel Head Walls Project

Yucaipa, California

Served as a project manager and engineer of record for the project. Terracon provided geotechnical engineering services for six roundabout locations and two earth channel headwalls within Yucaipa, California. The proposed roundabouts will be located at the intersection of Avenue E with 2nd, 3rd, 4th, California, and Bryant Streets, and the intersection of Yucaipa Boulevard and Bryant Street.

The project also included headwall structures (maximum height of 8 feet) to be located at the existing storm drain culvert outlets near 3rd Street and Creekwood Court and Avenue E and Birch Street.

A total of eight (8) test borings performed at the project various locations to approximate depths of 5 to 21½ feet below ground surface. Terracon scope of services included also laboratory testing and providing recommendations for the construction of new asphalt concrete (AC) and Portland Cement Concrete (PCC) pavements at the roundabout locations, and lateral earth pressures and construction recommendations for the proposed headwalls.

AIRX UTILITY SURVEYORS, INC
AIRXUS.COM

Stephen Tueting

Title:	Vice President of Field Operations
Education:	B.S. Geophysics, University of Minnesota, 1981
	B.S. Geological Engineering, University of Minnesota, 1983
	B.S. Civil Engineering, University of Minnesota, 1985
	Engineering in Training Exam #t-12978, 1986
Additional Training:	SWPPP/WPCP Caltrans Certification, Competent Person, Confined Space, HAZWOPPER, NCTD, MTS, Metrolink, First Aid/CPR, Traffic Control Technician

"Steve's willingness to stay late and do whatever was necessary to get the job done was a crucial aspect of the success of this project." – Ken Haynes, Project Manager NV5, regarding an emergency job at San Diego Airport-Lot 8.

Mr. Tueting has over 27 years of locating, project management and engineering experience in the public and private sector. His expertise has proven useful in multiple fields and holds a technical support role with AirX in addition to his many other titles. Mr. Tueting's progressive expertise, leadership and problem-solving ability in the field of Subsurface Utility Engineering is invaluable to AirX. He has a keen understanding of business priorities and is committed to managing operations and projects with an intelligent and systematic approach. He is also a cross-functional communicator, easily interfaces with high-profile staff, vendors and customers. Mr. Tueting is a versatile, innovative professional who is able to see the 'big picture' while staying on top of project details. He participates in project estimation and intake, office and field support for ongoing projects, scheduling and supervision of pothole crews and locating crews.

Project Experience:

LARC Ranch Pipeline Improvement (Santa Clarita, CA) – Field work completed Oct-Nov 2015

Mr. Tueting provided project management, utility locating and markout on a project to provide a new 9000-foot water pipeline to connect LARC Ranch, a nonprofit community for disabled adults, to the Santa Clarita Water Division's water supply. A total of 30 potholes were excavated, with Mr. Tueting marking out the dig locations and calling in for USA (Underground Service Alert). AirX provided traffic control pans and applied for the appropriate permits required by Santa Clarita Water. In addition, AirX supplied traffic control personnel, equipment set up and teardown. REFERENCE: Brent Payne / Senior Engineer, Santa Clarita Water / 661-259-2737

University Avenue Storm Drain Filtration System – Helix Water District (La Mesa, CA) – Field work completed Dec 2015

Mr. Tueting provided project management, utility locating, markout and pothole supervision on a project to create a unique storm drain filtration system that would run under the median of University Avenue in La Mesa, CA. Mr. Tueting marked out dig locations and called in for USA. AirX excavated

seven potholes along a 1.25-mile stretch of University Avenue. AirX provided traffic control plans and applied for the appropriate permits. In addition, AirX supplied traffic control personnel, equipment set up and teardown. REFERENCE: Tony L. Vielguth / Construction Services Coordinator, Helix Water District / 619-596-1339

Sewer Pumps Stations 13, 14, 16, 25A and 85, City of San Diego (San Diego, CA) – Field work completed May 2015

Mr. Tueting provided project management, utility locating, markout and pothole supervision on a City of San Diego sewer pump station project where AirX was a subcontractor to Psomas. A total of 17 potholes were excavated to establish depth and connection points on a variety of utilities at pump stations in the Pacific Beach, Mission Beach, La Jolla, and Rancho Bernardo neighborhoods of San Diego. REFERENCE: Michael Pollard / Project Manager, Psomas / 619-961-2800

Mid-City Pipeline Phase 2, City of San Diego (San Diego, CA) – Field work completed Jan-Mar 2015

Mr. Tueting provided project management, utility locating, markout and pothole supervision on a project to provide a new water pipeline to connect the Alvarado clearwells to the existing 48” Mid-City Pipeline. The pipeline provides backup supply for the aging 54” Trojan Pipeline that supplies the Mid-City Pipeline west of the 63rd Street inter-tie. AirX was contracted by Psomas to perform utility locating and ultimately excavated 40 potholes along an approximately one-mile stretch of road along 69th Street, 70th Street, and Lake Murray Blvd in the Lake Murray / SDSU neighborhoods of San Diego. REFERENCE: Michael Pollard / Project Manager, Psomas / 619-961-2800

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THE CITY OF SAN FERNANDO

AGENDA REPORT

To: Mayor Sylvia Ballin and Councilmembers

From: Alexander P. Meyerhoff, City Manager
By: Yazdan T. Emrani, P. E., Director of Public Works/ City Engineer

Date: April 16, 2018

Subject: Consideration to Approve the Purchase of a 2019 Ford Super Duty F350 Gasoline Powered Utility Truck Under the National Joint Power Alliance (NJPA) Contract Purchasing Cooperative

RECOMMENDATION:

It is recommended that the City Council:

a. Waive formal bid requirements and approve a cooperative purchase of a 2019 Ford Super Duty F350 from National Auto Fleet Group in an amount not-to-exceed $68,477.76 (Attachment "A") using the National Joint Power Alliance (NJPA) Contract Purchasing Cooperative contract (Attachment "B"- Contract No. 120716-NAF); and

b. Authorize the City Manager to execute a Purchase Order with National Auto Fleet Group in the amount of $68,477.76 for the purchase of the vehicle.

c. Repurpose Vehicle Number PW-9503 for use within the Equipment/Vehicle Maintenance Division and authorize the City Manager to designate, as surplus property, Vehicle Number PW-3756 and to dispose of surplus property and sale.

BACKGROUND:

1. In August 2004, a Chevrolet C-2500 Heavy-Duty Utility Truck was purchased for use within the Public Works Department Water Division.

2. On August 14, 2015, the City became a member of the National Joint Power Alliance (NJPA), providing competitive bid pricing for various supplies and equipment.

3. On March 19, 2018, staff submitted truck specifications to manufacturer.

4. On March 21, 2018, staff received drawing and cost of truck from manufacturer.

5. On March 23, 2018, staff approved the specifications for the truck.

REVIEW: ☒ Finance Department ☒ Deputy City Manager ☒ City Manager

ANALYSIS:

During the preparation of the City's Fiscal Year (FY) 2017-2018 budget, $50,000 was appropriated for the purchase of a new utility truck to replace an aging vehicle in the City's fleet. The new vehicle being requested, a 2019 Ford Super Duty F350, will replace the Water Division's 2004 Chevrolet C-2500 Heavy-Duty Utility Truck (Veh ID#9503) which is used for daily customer service activities. These activities include: establishing and suspending residential and commercial water accounts; responding to Water Quality and Water Pressure service orders; inspecting for and fixing meter leaks when necessary. Replacing the existing vehicle will reduce overall vehicle maintenance costs and improve fuel efficiency within the City's fleet.

The $50,000 in funds for a new utility truck was based on purchasing a truck similar in size as the current Chevrolet C-2500 (3/4 ton). After discussing how the truck will be used with the manufacturer, the manufacturer recommended upgrading to a one-ton truck. This recommendation was based on the fact that having current bed size on a ¾ ton truck would bring truck's total weight close to manufacturer's maximum weight recommendation. Once truck is loaded with asphalt, concrete, equipment and other items, the trucks maximum weight would be exceeded and driving then becomes a safety issue and performance of truck is reduced.

Purchasing a one-ton truck will increase the cost by $18,478. Refer to the Budget Impact Section for additional information regarding funding the increased cost.

Water truck (PW-9503) will be repurposed to the Equipment/Vehicle Maintenance Division and will replace a 1999 Ford F-250 5.4L (PW-3756) which cannot be used due to obsolete CNG tanks. The Ford F-250 will be designated as surplus property and sent to auction.

Below is a brief description of the equipment that is recommended for replacement due to age, condition, and mileage.

Vehicle #	Dept./Division	Year	Make/Model	Mileage
PW-9503	PW-Water	2004	Chevrolet C-2500	56,000



Unit #PW-9503 is a utility truck which is approximately 14 years old and is reaching the end of its useful life as related to maintenance and operational efficiency. If replaced, the existing utility truck will be transferred to the Mechanical Division for lite-duty tasks.

New Vehicle Purchase

The proposed replacement truck is a 2019 Ford Super Duty F-350. Public Works staff actively participated in the selection of this vehicle so to ensure it would adequately meet the Water Division's operational needs.

As proposed, the City would purchase one new vehicle under the National Joint Powers Alliance Contract which is a contract negotiated by the NJPA for fleet vehicles. The total purchase price for this truck is $68,477.76. The terms of the contract make the negotiated pricing available to all public member agencies from participating contracted dealerships.

Section 2-802 of the City Code (Cooperative, piggyback, and multiple awarded bid purchasing with other agencies) authorizes purchasing equipment or supplies through a cooperative competitive bid prepared and processed through another local, state, or federal government agency. Purchasing from a NJPA contract complies with Section 2-802, therefore, the City may waive formal bid requirements.

Schedule

There is an estimated lead time of 90 days for National Auto Fleet Group to prepare truck for delivery.

BUDGET IMPACT:

A one-time enhancement in the amount of $50,000 was approved as part of the FY 2017-2018 budget for a like-for-like replacement of a 2004 Chevrolet C-2500 (3/4 ton). After discussions with the manufacturer during the purchasing process, it became apparent that a ¾ Ton truck was not sufficient and a 1-ton truck would be more suited to meet the City's need. As previously noted, the additional cost of a 1-ton truck is $18,478. A one-time enhancement of $40,000 was also approved in the Water Division for walk behind trenching equipment. That equipment was purchased at a significant savings. Therefore, there are sufficient funds currently appropriated in Water Capital Equipment budget (070-385-0000-4500) to cover the additional $18,478.

CONCLUSION:

It is recommended that the City Council waive formal bid requirements and approve the purchase of a 2019 Ford Super Duty F350 from National Auto Fleet Group and authorize the City Manager to execute a purchase agreement in an amount not-to-exceed quoted cost of $68,477.76 using the National Joint Power Alliance (NJPA) Contract Purchasing Cooperative contract.

ATTACHMENTS:

A. Vehicle Quote
B. Contract No. 120716-NAF

National Auto Fleet Group
A Division of Chevrolet of Watsonville

Quote Date: 3/26/18

Agency: City of San Fernando
Contact: Frank Avila
Address: 120 N McNeil Street (Ship to address)
Address: San Fernando, CA 91340
Phone: 818-898-1295
Email: favila@sfcity.org

National Auto Fleet Group is pleased to submit the following quotation for your consideration:

Qty	Line Item	Option #	Description	Unit Price	Extended
1			2019 Ford Super Duty F350 SRW (F3A) XL 2WD Reg Cab W/ CTEC Body	$ 62,244.55	$ 62,244.55
					$ -
					$ -
					$ -
					$ -
					$ -
					$ -
			Subtotal		$ 62,244.55
			Sales Tax 10 %	$ -	$ 6,224.46
			Tire Fee	$ 8.75	$ 8.75
			DMV Fees *(approx.)*	$ -	
				$ -	
			TOTAL PURCHASE ORDER AMOUNT		$ 68,477.76

Notes:
Please refer to attached specifications

This price is available under the National Auto Fleet Group Contract Number 120716-NAF

Terms: net 30

Quoted by: _____

Clarke Cooper, Fleet Manager (626) 457-5590
1247 W. Main St., Alhambra, CA. 91801

Form C

EXCEPTIONS TO PROPOSAL, TERMS, CONDITIONS, AND SOLUTIONS REQUEST

Company Name: 72 Hoot LLC, DBA National Auto Fleet Group

Any exceptions to the terms, conditions, specifications, or proposal forms contained in this RFP must be noted in writing and included with the Proposer's response. The Proposer acknowledges that the exceptions listed may or may not be accepted by NJPA or included in the final contract. NJPA will make reasonable efforts to accommodate the listed exceptions and may clarify the exceptions in the appropriate section below.

Section/page	Term, Condition, or Specification	Exception	NJPA ACCEPTS
N/A		None taken	

Proposer's Signature: _____ **Date:** 12-5-16

NJPA's clarification on exceptions listed above:

LEGAL 12/9/16

Contract Award
RFP #120716

FORM D

Formal Offering of Proposal
(To be completed only by the Proposer)

VEHICLES, CARS, VANS, SUVs, AND LIGHT TRUCKS WITH RELATED EQUIPMENT, ACCESSORIES, AND SERVICES

In compliance with the Request for Proposal (RFP) for VEHICLES, CARS, VANS, SUVs, AND LIGHT TRUCKS WITH RELATED EQUIPMENT, ACCESSORIES, AND SERVICES, the undersigned warrants that the Proposer has examined this RFP and, being familiar with all of the instructions, terms and conditions, general and technical specifications, sales and service expectations, and any special terms, agrees to furnish the defined products and related services in full compliance with all terms and conditions of this RFP, any applicable amendments of this RFP, and all Proposer's response documentation. The Proposer further understands that it accepts the full responsibility as the sole source of solutions proposed in this RFP response and that the Proposer accepts responsibility for any subcontractors used to fulfill this proposal.

Company Name: 72 Hour LLC, DBA National Auto Fleet Group Date: 12-5-16

Company Address: 490 Auto Center Drive

City: Watsonville State: CA Zip: 95076

Contact Person: Jesse Cooper Title: fleet manager

Authorized Signature: _____ Jesse Cooper
(Name printed or typed)

FORM E
CONTRACT ACCEPTANCE AND AWARD

(Top portion of this form will be completed by NJPA if the vendor is awarded a contract. The vendor should complete the vendor authorized signatures as part of the RFP response.)

NJPA Contract #: 120716-NAF

Proposer's full legal name: 72 Hour LLC, dba National Auto Fleet Group

Based on NJPA's evaluation of your proposal, you have been awarded a contract. As an awarded vendor, you agree to provide the products and services contained in your proposal and to meet all of the terms and conditions set forth in this RFP, in any amendments to this RFP, and in any exceptions that are accepted by NJPA.

The effective date of the Contract will be January 17, 2017 and will expire on January 17, 2021 (no later than the later of four years from the expiration date of the currently awarded contract or four years from the date that the NJPA Chief Procurement Officer awards the Contract). This Contract may be extended for a fifth year at NJPA's discretion.

NJPA Authorized Signatures:

NJPA DIRECTOR OF COOPERATIVE CONTRACTS AND PROCUREMENT/CPO SIGNATURE

Jeremy Schwartz
(NAME PRINTED OR TYPED)

NJPA EXECUTIVE DIRECTOR/CEO SIGNATURE

Chad Coauette
(NAME PRINTED OR TYPED)

Awarded on January 16, 2017

NJPA Contract # 120716-NAF

Vendor Authorized Signatures:

The Vendor hereby accepts this Contract award, including all accepted exceptions and amendments.

Vendor Name 72 Hour LLC, National Auto Fleet Group

Authorized Signatory's Title Fleet Manager

VENDOR AUTHORIZED SIGNATURE

Jesse Cooper
(NAME PRINTED OR TYPED)

Executed on 1-16, 2017

NJPA Contract # 120716-NAF

Form F

PROPOSER ASSURANCE OF COMPLIANCE

Proposal Affidavit Signature Page

PROPOSER'S AFFIDAVIT

The undersigned, authorized representative of the entity submitting the foregoing proposal (the "Proposer"), swears that the following statements are true to the best of his or her knowledge.

1. The Proposer is submitting its proposal under its true and correct name, the Proposer has been properly originated and legally exists in good standing in its state of residence, the Proposer possesses, or will possess before delivering any products and related services, all applicable licenses necessary for such delivery to NJPA members agencies. The undersigned affirms that he or she is authorized to act on behalf of, and to legally bind the Proposer to the terms in this Contract.

2. The Proposer, or any person representing the Proposer, has not directly or indirectly entered into any agreement or arrangement with any other vendor or supplier, any official or employee of NJPA, or any person, firm, or corporation under contract with NJPA, in an effort to influence the pricing, terms, or conditions relating to this RFP in any way that adversely affects the free and open competition for a Contract award under this RFP.

3. The Proposer has examined and understands the terms, conditions, scope, contract opportunity, specifications request, and other documents in this solicitation and affirms that any and all exceptions have been noted in writing and have been included with the Proposer's RFP response.

4. The Proposer will, if awarded a Contract, provide to NJPA Members the /products and services in accordance with the terms, conditions, and scope of this RFP, with the Proposer-offered specifications, and with the other documents in this solicitation.

5. The Proposer agrees to deliver products and services through valid contracts, purchase orders, or means that are acceptable to NJPA Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to NJPA Members under an awarded Contract.

6. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.

7. The Proposer understands that NJPA will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statute §13.591, Subd. 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals generally become public data. Minnesota Statute §13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.

8. The Proposer understands that it is the Proposer's duty to protect information that it considers nonpublic, and it agrees to defend and indemnify NJPA for reasonable measures that NJPA takes to uphold such a data designation.

[The rest of this page has been left intentionally blank. Signature page below]

By signing below, Proposer is acknowledging that he or she has read, understands, and agrees to comply with the terms and conditions specified above.

Company Name: 72 Hock LLC, DBA National Auto Fleet Group

Address: 490 Auto Center Drive

City/State/Zip: Watsonville, CA 95076

Telephone Number: 855-289-6572

E-mail Address: JCooper@nationalautofleetgroup.com

Authorized Signature:

Authorized Name (printed): Jesse Cooper

Title: Fleet Manager

Date: 12-2-16

Notarized

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

Subscribed and sworn to before me this 2 day of December, 2016

Notary Public in and for the County of Los Angeles State of Californ

My commission expires: July 30, 2019

Signature:

SUNG SOO KIM
COMM. # 2121384
NOTARY PUBLIC - CALIFORNIA
LOS ANGELES COUNTY
MY COMM. EXP. JULY 30, 2019

Form P

PROPOSER QUESTIONNAIRE

Payment Terms, Warranty, Products and Services, Pricing and Delivery, and Industry-Specific Questions

Proposer Name: National Auto Fleet Group

Questionnaire completed by: Jesse Cooper

Payment Terms and Financing Options

1) What are your payment terms (e.g., net 10, net 30)?

Net 30

2) Do you provide leasing or financing options, especially those options that schools and governmental entities may need to use in order to make certain acquisitions?

Absolutely. We provide both municipal financing and municipal leasing available to all NJPA members in every state. We use National Cooperative Leasing, Diversified Leasing and NAFG Provided leasing options to all NJPA Members.

3) Briefly describe your proposed order process. Please include enough detail to support your ability to report quarterly sales to NJPA. For example, indicate whether your dealer network is included in your response and whether each dealer (or some other entity) will process the NJPA Members' purchase orders.

There are two methods. One is the electronic ordering process, where the member logs into our website located at www.nationalautofleetgroup.com, builds their desired vehicle to their specifications, and then electronically sends us a purchase order. The vehicle is delivered directly to the user's specified end-user address, then we FedEx the customer all the appropriate documentations.

The other method, should the customer not be comfortable with internet ot the use of our website, is where the member cals our toll-free number at 1-855-289-6572 and is greeted by one of our sales associates, who then creates a quotation based on the customer's needs and either emails, faxes, or physically mails ir to the customer. The customer then sends us a purchase order. We then process the purchase order and deliver the vehicle to the customer's specified location.

We have reported directly to NJPA for the last 22 consecutive quarters.

4) Do you accept the P-card procurement and payment process? If so, is there any additional cost to NJPA Members for using this process?

Yes, we do accept the P-card procurement and payment process, and there is no additional cost for using it.

Warranty

5) Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may include in your response a copy of your warranties, but at a minimum please also answer the following questions.

- Do your warranties cover all products, parts, and labor?
- Do your warranties impose usage restrictions or other limitations that adversely affect coverage?
- Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?
- Are there any geographic regions of the United States for which you cannot provide a certified technician to perform warranty repairs? How will NJPA Members in these regions be provided service for warranty repair?
- Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?
- What are your proposed exchange and return programs and policies?

The manufacturer's warranties are all written between the manufacturer and the NJPA member. Therefore, should a warranty repair be required, the member merely neds to take the vehicle to the closest manufacturer franchise (i.e. Ford, Toyota etc.) If the vehicle is not drivable, the customer can notify us through our toll-free number at 1-855-289-6572 and we will have it towed to the nearest facility. All this is done at no cost to the member. There are no conditions to qualify. Any new vehicle qualifies. The manufacturer's warranty does include labor and parts. Other than abuse, there are no restrictions or limitations that affect coverage. All warranty repairs are done in the manufacturer's facilities, this there is no travel time for technicians. Warranty repairs are al performed in all 50 states, regardless of location. Any after-market accessories installed under our contract are covered by the written warranty for both parts and labor for the after-market installer, who provided them. There is no return policy. If a vehicle is no longer needed by the member, a 25% restocking charge can be imposed.

6) Describe any service contract options for the items included in your proposal.

We offer a multitude of service contracts and extended warranties, running all the way up to 250,000 miles. The cost, term, and coverage are determined by the mileage and term. Contact us directly for a quote.

Pricing, Delivery, Audits, and Administrative Fee

7) Provide a general narrative description of the equipment/products and related services you are offering in your proposal.

All of our pricing, by manufacturer, is listed in the attached books 1-18, outlined in our price summary along with our after market equipment categories.

8) Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the NJPA discounted price) on all of the items that you want NJPA to consider as part of your RFP response. Provide a SKU for each item in your proposal. (Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract. See the body of the RFP and the Price and Product Change Request Form for more detail.)

Utilizing a Percentage Off MSRP / LIST method, NAFG can offer NJPA members discounts ranging from 25.86% down to 1% across the 15 manufacturers depending on model. Please

see Tab 2 as well as Attachment Book 2-18 for "Pricing." We detail the addition of All Factory Options and After Market Equipment.

9) Please quantify the discount range presented in this response. For example, indicate that the pricing in your response represents is a 50% percent discount from the MSRP or your published list.

The percentage will vary on the very same product from state to state as the discount structure passed onto us by the manufacturers can vary from state to state. Therefore, we have included in the 18 attachment A's / Books the exact manufacturer's list price and our price side by side. This fixed pricing makes it easy to do price validations. In addition, all factory installed options can be added at factory invoice + 3% and all after-market accessories are offered at the up fitter's municipal pricing level which varies from 1-30% off of retail prices.

All of our pricing is based on 2017 year model. Any subsequent year model in the contract will be a maximum of 3% more + any required governmental, safety, emissions requirement as mandated by the federal or Canadian government.

10) The pricing offered in this proposal is

____ a. the same as the Proposer typically offers to an individual municipality, university, or school district.
____ b. the same as the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.
____ c. better than the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.
_x_ d. other than what the Proposer typically offers (please describe).

Our bid price is the most competitive price on the marketplace. It is far lower than any individual or other cooperatives have available to them. We leverage our entire company-wide purchasing power to the benefit to the NJPA member. Last year alone, company-wide, we delivered over 34,000 vehicles, which is the driving force that allows us to obtain deep discounts from all original equipment manufacturers and deliver the savings to the NJPA member. We don't think any other vendor can do that.

11) Describe any quantity or volume discounts or rebate programs that you offer.

They are all included in our bid price.

12) Propose a method of facilitating "sourced" products or related services, which may be referred to as "open market" items or "nonstandard options". For example, you may supply such items "at cost" or "at cost plus a percentage," or you may supply a quote for each such request.

Included in our bid are the base prices for all vehicles. Factory options can be added at +10%. All sourced goods are offered at the up fitter's municipal pricing level which varies from 1-30% off of retail prices.

13) Identify any total cost of acquisition costs that are **NOT** included **in** the pricing submitted with your response. This cost includes all additional charges that are not directly identified as freight or shipping charges. For example, list costs for items like installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.

There are no hidden or undisclosed costs in our proposal. All costs are legitimate and fully disclosed to the NJPA member.

14) If delivery or shipping is an additional cost to the NJPA Member, describe in detail the complete shipping and delivery program.

There is no additional cost. All shipping is included in the original quote to the member.

15) Specifically describe those shipping and delivery programs for Alaska, Hawaii, Canada, or any offshore delivery.

Shipping to Alaska or Hawaii can be one of two ways. Either from the assembly point directly to the franchise dealer in Alaska or Hawaii, or if the NJPA member requires a lower 48 state specialized body installation, then freight is calculated from the Port of Long Beach, Port of Los Angeles, or the Port of Seattle, Washington. It is included in the original NJPA member quote.

16) Describe any unique distribution and/or delivery methods or options offered **in** your proposal.

To us, these are not unique. We have been doing this for years, and we continue to do this every day. Our competitors do not have that advantage.

17) Please specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with NJPA. This process includes ensuring that NJPA Members obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to NJPA.

We have an in-house financial administrator who monitors that on a daily basis. In addition, we bring in twice a year, Polmaris and Associates (an independent certified public accountant from Sacramento, California) to review all payments and disbursements.

18) Identify a proposed administrative fee that you will pay to NJPA for facilitating, managing, and promoting the NJPA Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor's sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member's cost of goods. (See RFP Section 6.29 and following for details.)

1) 1% of the unit price is up to $700.00 other than "related equipment" pass through items
2) Total amount in any 12-month period will not exceed $4,500,000.00 in Administration Fees
3) NAFG reserves the right to waive all or in part the Admin Fee when faced with a large county of State competition and or faced with unusable circumstances.

Industry-Specific Questions

19) Identify any features in your response that are different from your standard vehicle offering or that are unique to your proposal.

Our proposal is unique primarily in the fact that we are the only ones that have the order to deliver online system available exclusively for your members. None of the other bids you are reviewing today can state that.

20) Demonstrate your processes to handle vehicles on order with NJPA members that are subject to a recall or that have open service campaigns.

Our staff keeps a running list of open recalls by manufacturer. We cross check it on a weekly basis to try and ensure that none of your members receive a vehicle with an open our outstanding recall or campaign.

21) Demonstrate your NJPA member communication processes from P.O. generation to the delivery of vehicle in order to meet member expectations.

After the PO is issued to NAFG we send our client an order confirmation with an estimated time of arrival for the purchase. We give members the option of how frequently they would like updates on their vehicles, as well as communicating any complications along the way. Our staff communicates through any form that customers feel comfortable with, whether it is faxes, calls, or emails. When the vehicle is ready to be delivered, we give the customers advance notice to ensure they are ready to receive the vehicle. All vehicle paperwork documents are sent out via UPS, and tracking numbers are provided to the client.

Signature: _____ Date: 12-6-16

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THE CITY OF SAN FERNANDO

AGENDA REPORT

To: Mayor Sylvia Ballin and Councilmembers

From: Alexander P. Meyerhoff, City Manager
By: Yazdan T. Emrani, P.E., Director of Public Works/City Engineer

Date: April 16, 2018

Subject: Consideration to Approve the Purchase of a 2019 Ford F350 SRW Gasoline Powered Utility Truck Under the National Joint Power Alliance (NJPA) Contract Purchasing Cooperative

RECOMMENDATION:

It is recommended that the City Council:

a. Waive formal bid requirements and approve a cooperative purchase of a 2019 Ford F350 SRW from National Auto Fleet Group in an amount not-to-exceed $63,868.76 (Attachment "A") using the National Joint Power Alliance (NJPA) Contract Purchasing Cooperative contract (Attachment "B"- Contract No. 120716-NAF);

b. Authorize the City Manager to execute a Purchase Order with National Auto Fleet Group (NAFG) in the amount of $63,868.76 for the purchase of the vehicle; and

c. Designate Vehicle Number PW-2487 as surplus property and authorize the City Manager to dispose of surplus properties and sale

d. Approve Budget Resolution No. 7846 (Attachment "C") amending the Sewer Enterprise Fund budget for Fiscal Year 2017-2018.

BACKGROUND:

1. On September 10, 1998, a 1999 Ford F350 Crew Cab was purchased for use within the Public Works Department Streets Division.

2. On August 14, 2015, the City became a member of the National Joint Power Alliance (NJPA), providing competitive bid pricing for various supplies and equipment.

3. On March 21, 2018, staff requested quote from NAFG for a 2019 Ford F350 SRW.

On March 30, 2018, staff received quote for vehicle from NAFG.

REVIEW: ☒ Finance Department ☒ Deputy City Manager ☒ City Manager

ANALYSIS:

During the preparation of the City's Fiscal Year (FY) 2017-2018 budget, funding was included for the purchase of one (1) Ford F350 SRW to replace an aging vehicle in the City's fleet. The new vehicle being requested will replace the Street Division's 1999 Ford F350 Crew Cab (Veh ID#2487) which is used for: trash pickup in the mall (downtown) area; street and alley bulky item collection; tree trimming work; responding to sewer overflow events; sidewalk repair; parking lot clean up; Maclay streetscape maintenance. In addition to the stated uses of vehicle, current truck is also used to transport court workers whom assist Street Division's staff with specific tasks which helps offset labor costs.

The Ford F350 is approximately 19 years old with 129,000 miles. Due to the age, number of miles and the fact it has a blown engine, it has surpassed its useful life as related to maintenance and operational efficiency. Replacing the existing vehicle will reduce overall vehicle maintenance costs and improve fuel efficiency within the City's fleet. If replaced, the existing truck will be sent to auction.

Below is a brief description of the equipment that is recommended for replacement due to age, condition, and mileage.

Vehicle #	Dept./Division	Year	Make/Model	Mileage
PW-2487	PW-Streets	1999	Ford F350	129,0000





<u>New Vehicle Purchase</u>
The proposed replacement truck is a 2019 Ford F350 SRW. Public Works staff actively participated in the selection of this vehicle so to ensure it would adequately meet the Street Division's operational needs.

As proposed, the City would purchase one new vehicle under the National Joint Powers Alliance Contract which is a contract negotiated by the NJPA for fleet vehicles. The total purchase price

for this truck is $63,868.76. The terms of the contract make the negotiated pricing available to all public member agencies from participating contracted dealerships.

Section 2-802 of the City Code (Cooperative, piggyback, and multiple awarded bid purchasing with other agencies) authorizes purchasing equipment or supplies through a cooperative competitive bid prepared and processed through another local, state, or federal government agency. Purchasing from a NJPA contract complies with Section 2-802, therefore, the City may waive formal bid requirements.

Schedule
There is an estimated lead time of 90 days for National Auto Fleet Group to prepare truck for delivery.

BUDGET IMPACT:

A one-time enhancement in the amount of $50,000 was approved as part of the FY 2017-2018 budget for a like-for-like replacement of a 1999 1-ton Ford F350. However, during the purchasing process, it became apparent that the original appropriation of $50,000 was not sufficient to fund a like-for-like replacement. Since requested vehicle will be used for both water and sewer related duties, staff is requesting a budget amendment to appropriate unallocated Sewer Fund balance to fund the additional $13,870 cost of vehicle (072-365-0000-4500).

CONCLUSION:

It is recommended that the City Council waive formal bid requirements and approve the purchase of a 2019 Ford Super Duty F350 SRW from National Auto Fleet Group and authorize the City Manager to execute a purchase agreement in an amount not-to-exceed quoted cost of $63,868.76 using the National Joint Power Alliance (NJPA) Contract Purchasing Cooperative contract.

ATTACHMENTS:

A. Vehicle Quote
B. NJPA Purchasing Contract
C. Budget Resolution No. 7846

National Auto Fleet Group
A Division of Chevrolet of Watsonville

Quote Date: 3/30/18

Agency: City of San Fernando
Contact: Frank Avila
Address: 120 N. Mc Neil Street
Address: San Fernando, CA 91340
Phone: 818-898-1295
Email: favila@sfcity.org

National Auto Fleet Group is pleased to submit the following quotation for your consideration:

Qty	Line Item	Option #	Description	Unit Price	Extended
1			2019 Ford F350 SRW (W3A) XL 2WD CrewCab W/ CTEC Body	$ 58,054.55	$ 58,054.55
					$ -
					$ -
					$ -
					$ -
					$ -
					$ -
			Subtotal		$ 58,054.55
			Sales Tax 10 %	$ -	$ 5,805.46
			Tire Fee	$ 8.75	$ 8.75
			DMV Fees *(approx.)*	$ -	
				$ -	
			TOTAL PURCHASE ORDER AMOUNT		$ 63,868.76

Notes:
Please refer to attached specifications

This price is available under the National Auto Fleet Group Contract Number 120716-NAF

Terms: net 30

Quoted by: _____

Clarke Cooper, Fleet Manager (626) 457-5590
1247 W. Main St., Alhambra, CA. 91801

Form C

EXCEPTIONS TO PROPOSAL, TERMS, CONDITIONS, AND SOLUTIONS REQUEST

Company Name: 72 Hoot LLC, DBA National Auto Fleet Group

Any exceptions to the terms, conditions, specifications, or proposal forms contained in this RFP must be noted in writing and included with the Proposer's response. The Proposer acknowledges that the exceptions listed may or may not be accepted by NJPA or included in the final contract. NJPA will make reasonable efforts to accommodate the listed exceptions and may clarify the exceptions in the appropriate section below.

Section/page	Term, Condition, or Specification	Exception	NJPA ACCEPTS
N/A		None taken	

Proposer's Signature: _____ **Date:** 12-5-16

NJPA's clarification on exceptions listed above:

LEGAL 12/9/16

Contract Award
RFP #120716

FORM D

Formal Offering of Proposal
(To be completed only by the Proposer)

VEHICLES, CARS, VANS, SUVs, AND LIGHT TRUCKS WITH RELATED EQUIPMENT, ACCESSORIES, AND SERVICES

In compliance with the Request for Proposal (RFP) for VEHICLES, CARS, VANS, SUVs, AND LIGHT TRUCKS WITH RELATED EQUIPMENT, ACCESSORIES, AND SERVICES, the undersigned warrants that the Proposer has examined this RFP and, being familiar with all of the instructions, terms and conditions, general and technical specifications, sales and service expectations, and any special terms, agrees to furnish the defined products and related services in full compliance with all terms and conditions of this RFP, any applicable amendments of this RFP, and all Proposer's response documentation. The Proposer further understands that it accepts the full responsibility as the sole source of solutions proposed in this RFP response and that the Proposer accepts responsibility for any subcontractors used to fulfill this proposal.

Company Name: 72 Hock LLC, DBA National Auto Fleet Group Date: 12-5-16

Company Address: 490 Auto Center Drive

City: Watsonville State: CA Zip: 95076

Contact Person: Jesse Cooper Title: fleet manager

Authorized Signature: _____ Jesse Cooper
(Name printed or typed)

FORM E
CONTRACT ACCEPTANCE AND AWARD

(Top portion of this form will be completed by NJPA if the vendor is awarded a contract. The vendor should complete the vendor authorized signatures as part of the RFP response.)

NJPA Contract #: 120716-NAF

Proposer's full legal name: 72 Hour LLC, dba National Auto Fleet Group

Based on NJPA's evaluation of your proposal, you have been awarded a contract. As an awarded vendor, you agree to provide the products and services contained in your proposal and to meet all of the terms and conditions set forth in this RFP, in any amendments to this RFP, and in any exceptions that are accepted by NJPA.

The effective date of the Contract will be January 17, 2017 and will expire on January 17, 2021 (no later than the later of four years from the expiration date of the currently awarded contract or four years from the date that the NJPA Chief Procurement Officer awards the Contract). This Contract may be extended for a fifth year at NJPA's discretion.

NJPA Authorized Signatures:

Jeremy Schwartz
NJPA DIRECTOR OF COOPERATIVE CONTRACTS AND PROCUREMENT/CPO SIGNATURE — (NAME PRINTED OR TYPED)

Chad Coauette
NJPA EXECUTIVE DIRECTOR/CEO SIGNATURE — (NAME PRINTED OR TYPED)

Awarded on January 16, 2017 — NJPA Contract # 120716-NAF

Vendor Authorized Signatures:

The Vendor hereby accepts this Contract award, including all accepted exceptions and amendments.

Vendor Name 72 Hour LLC, National Auto Fleet Group

Authorized Signatory's Title Fleet Manager

Jesse Cooper
VENDOR AUTHORIZED SIGNATURE — (NAME PRINTED OR TYPED)

Executed on 1-16, 2017 — NJPA Contract # 120716-NAF

Form F

PROPOSER ASSURANCE OF COMPLIANCE

Proposal Affidavit Signature Page

PROPOSER'S AFFIDAVIT

The undersigned, authorized representative of the entity submitting the foregoing proposal (the "Proposer"), swears that the following statements are true to the best of his or her knowledge.

1. The Proposer is submitting its proposal under its true and correct name, the Proposer has been properly originated and legally exists in good standing in its state of residence, the Proposer possesses, or will possess before delivering any products and related services, all applicable licenses necessary for such delivery to NJPA members agencies. The undersigned affirms that he or she is authorized to act on behalf of, and to legally bind the Proposer to the terms in this Contract.

2. The Proposer, or any person representing the Proposer, has not directly or indirectly entered into any agreement or arrangement with any other vendor or supplier, any official or employee of NJPA, or any person, firm, or corporation under contract with NJPA, in an effort to influence the pricing, terms, or conditions relating to this RFP in any way that adversely affects the free and open competition for a Contract award under this RFP.

3. The Proposer has examined and understands the terms, conditions, scope, contract opportunity, specifications request, and other documents in this solicitation and affirms that any and all exceptions have been noted in writing and have been included with the Proposer's RFP response.

4. The Proposer will, if awarded a Contract, provide to NJPA Members the /products and services in accordance with the terms, conditions, and scope of this RFP, with the Proposer-offered specifications, and with the other documents in this solicitation.

5. The Proposer agrees to deliver products and services through valid contracts, purchase orders, or means that are acceptable to NJPA Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to NJPA Members under an awarded Contract.

6. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.

7. The Proposer understands that NJPA will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statute §13.591, Subd. 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals generally become public data. Minnesota Statute §13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.

8. The Proposer understands that it is the Proposer's duty to protect information that it considers nonpublic, and it agrees to defend and indemnify NJPA for reasonable measures that NJPA takes to uphold such a data designation.

[The rest of this page has been left intentionally blank. Signature page below]

By signing below, Proposer is acknowledging that he or she has read, understands, and agrees to comply with the terms and conditions specified above.

Company Name: 72 Hock LLC, DBA National Auto Fleet Group

Address: 490 Auto Center Drive

City/State/Zip: Watsonville, CA 95076

Telephone Number: 855-289-6572

E-mail Address: JCooper@nationalautofleetgroup.com

Authorized Signature:

Authorized Name (printed): Jesse Cooper

Title: Fleet Manager

Date: 12-2-16

Notarized

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

Subscribed and sworn to before me this 2 day of December, 20 16

Notary Public in and for the County of Los Angeles State of Californ

My commission expires: July 30, 2019

Signature:

SUNG SOO KIM
COMM. # 2121384
NOTARY PUBLIC - CALIFORNIA
LOS ANGELES COUNTY
MY COMM. EXP. JULY 30, 2019

Form P

PROPOSER QUESTIONNAIRE

Payment Terms, Warranty, Products and Services, Pricing and Delivery, and Industry-Specific Questions

Proposer Name: National Auto Fleet Group

Questionnaire completed by: Jesse Cooper

Payment Terms and Financing Options

1) What are your payment terms (e.g., net 10, net 30)?

Net 30

2) Do you provide leasing or financing options, especially those options that schools and governmental entities may need to use in order to make certain acquisitions?

Absolutely. We provide both municipal financing and municipal leasing available to all NJPA members in every state. We use National Cooperative Leasing, Diversified Leasing and NAFG Provided leasing options to all NJPA Members.

3) Briefly describe your proposed order process. Please include enough detail to support your ability to report quarterly sales to NJPA. For example, indicate whether your dealer network is included in your response and whether each dealer (or some other entity) will process the NJPA Members' purchase orders.

There are two methods. One is the electronic ordering process, where the member logs into our website located at www.nationalautofleetgroup.com, builds their desired vehicle to their specifications, and then electronically sends us a purchase order. The vehicle is delivered directly to the user's specified end-user address, then we FedEx the customer all the appropriate documentations.

The other method, should the customer not be comfortable with internet ot the use of our website, is where the member cals our toll-free number at 1-855-289-6572 and is greeted by one of our sales associates, who then creates a quotation based on the customer's needs and either emails, faxes, or physically mails ir to the customer. The customer then sends us a purchase order. We then process the purchase order and deliver the vehicle to the customer's specified location.

We have reported directly to NJPA for the last 22 consecutive quarters.

4) Do you accept the P-card procurement and payment process? If so, is there any additional cost to NJPA Members for using this process?

Yes, we do accept the P-card procurement and payment process, and there is no additional cost for using it.

Warranty

5) Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may include in your response a copy of your warranties, but at a minimum please also answer the following questions.

- Do your warranties cover all products, parts, and labor?
- Do your warranties impose usage restrictions or other limitations that adversely affect coverage?
- Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?
- Are there any geographic regions of the United States for which you cannot provide a certified technician to perform warranty repairs? How will NJPA Members in these regions be provided service for warranty repair?
- Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?
- What are your proposed exchange and return programs and policies?

The manufacturer's warranties are all written between the manufacturer and the NJPA member. Therefore, should a warranty repair be required, the member merely neds to take the vehicle to the closest manufacturer franchise (i.e. Ford, Toyota etc.) If the vehicle is not drivable, the customer can notify us through our toll-free number at 1-855-289-6572 and we will have it towed to the nearest facility. All this is done at no cost to the member. There are no conditions to qualify. Any new vehicle qualifies. The manufacturer's warranty does include labor and parts. Other than abuse, there are no restrictions or limitations that affect coverage. All warranty repairs are done in the manufacturer's facilities, this there is no travel time for technicians. Warranty repairs are al performed in all 50 states, regardless of location. Any after-market accessories installed under our contract are covered by the written warranty for both parts and labor for the after-market installer, who provided them. There is no return policy. If a vehicle is no longer needed by the member, a 25% restocking charge can be imposed.

6) Describe any service contract options for the items included in your proposal.

We offer a multitude of service contracts and extended warranties, running all the way up to 250,000 miles. The cost, term, and coverage are determined by the mileage and term. Contact us directly for a quote.

Pricing, Delivery, Audits, and Administrative Fee

7) Provide a general narrative description of the equipment/products and related services you are offering in your proposal.

All of our pricing, by manufacturer, is listed in the attached books 1-18, outlined in our price summary along with our after market equipment categories.

8) Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the NJPA discounted price) on all of the items that you want NJPA to consider as part of your RFP response. Provide a SKU for each item in your proposal. (Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract. See the body of the RFP and the Price and Product Change Request Form for more detail.)

Utilizing a Percentage Off MSRP / LIST method, NAFG can offer NJPA members discounts ranging from 25.86% down to 1% across the 15 manufacturers depending on model. Please

see Tab 2 as well as Attachment Book 2-18 for "Pricing." We detail the addition of All Factory Options and After Market Equipment.

9) Please quantify the discount range presented in this response. For example, indicate that the pricing in your response represents is a 50% percent discount from the MSRP or your published list.

The percentage will vary on the very same product from state to state as the discount structure passed onto us by the manufacturers can vary from state to state. Therefore, we have included in the 18 attachment A's / Books the exact manufacturer's list price and our price side by side. This fixed pricing makes it easy to do price validations. In addition, all factory installed options can be added at factory invoice + 3% and all after-market accessories are offered at the up fitter's municipal pricing level which varies from 1-30% off of retail prices.

All of our pricing is based on 2017 year model. Any subsequent year model in the contract will be a maximum of 3% more + any required governmental, safety, emissions requirement as mandated by the federal or Canadian government.

10) The pricing offered in this proposal is

____ a. the same as the Proposer typically offers to an individual municipality, university, or school district.
____ b. the same as the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.
____ c. better than the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.
_x_ d. other than what the Proposer typically offers (please describe).

Our bid price is the most competitive price on the marketplace. It is far lower than any individual or other cooperatives have available to them. We leverage our entire company-wide purchasing power to the benefit to the NJPA member. Last year alone, company-wide, we delivered over 34,000 vehicles, which is the driving force that allows us to obtain deep discounts from all original equipment manufacturers and deliver the savings to the NJPA member. We don't think any other vendor can do that.

11) Describe any quantity or volume discounts or rebate programs that you offer.

They are all included in our bid price.

12) Propose a method of facilitating "sourced" products or related services, which may be referred to as "open market" items or "nonstandard options". For example, you may supply such items "at cost" or "at cost plus a percentage," or you may supply a quote for each such request.

Included in our bid are the base prices for all vehicles. Factory options can be added at +10%. All sourced goods are offered at the up fitter's municipal pricing level which varies from 1-30% off of retail prices.

13) Identify any total cost of acquisition costs that are **NOT** included **in** the pricing submitted with your response. This cost includes all additional charges that are not directly identified as freight or shipping charges. For example, list costs for items like installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.

There are no hidden or undisclosed costs in our proposal. All costs are legitimate and fully disclosed to the NJPA member.

14) If delivery or shipping is an additional cost to the NJPA Member, describe in detail the complete shipping and delivery program.

There is no additional cost. All shipping is included in the original quote to the member.

15) Specifically describe those shipping and delivery programs for Alaska, Hawaii, Canada, or any offshore delivery.

Shipping to Alaska or Hawaii can be one of two ways. Either from the assembly point directly to the franchise dealer in Alaska or Hawaii, or if the NJPA member requires a lower 48 state specialized body installation, then freight is calculated from the Port of Long Beach, Port of Los Angeles, or the Port of Seattle, Washington. It is included in the original NJPA member quote.

16) Describe any unique distribution and/or delivery methods or options offered **in** your proposal.

To us, these are not unique. We have been doing this for years, and we continue to do this every day. Our competitors do not have that advantage.

17) Please specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with NJPA. This process includes ensuring that NJPA Members obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to NJPA.

We have an in-house financial administrator who monitors that on a daily basis. In addition, we bring in twice a year, Polmaris and Associates (an independent certified public accountant from Sacramento, California) to review all payments and disbursements.

18) Identify a proposed administrative fee that you will pay to NJPA for facilitating, managing, and promoting the NJPA Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor's sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member's cost of goods. (See RFP Section 6.29 and following for details.)

1) 1% of the unit price is up to $700.00 other than "related equipment" pass through items
2) Total amount in any 12-month period will not exceed $4,500,000.00 in Administration Fees
3) NAFG reserves the right to waive all or in part the Admin Fee when faced with a large county of State competition and or faced with unusable circumstances.

Industry-Specific Questions

19) Identify any features in your response that are different from your standard vehicle offering or that are unique to your proposal.

Our proposal is unique primarily in the fact that we are the only ones that have the order to deliver online system available exclusively for your members. None of the other bids you are reviewing today can state that.

20) Demonstrate your processes to handle vehicles on order with NJPA members that are subject to a recall or that have open service campaigns.

Our staff keeps a running list of open recalls by manufacturer. We cross check it on a weekly basis to try and ensure that none of your members receive a vehicle with an open our outstanding recall or campaign.

21) Demonstrate your NJPA member communication processes from P.O. generation to the delivery of vehicle in order to meet member expectations.

After the PO is issued to NAFG we send our client an order confirmation with an estimated time of arrival for the purchase. We give members the option of how frequently they would like updates on their vehicles, as well as communicating any complications along the way. Our staff communicates through any form that customers feel comfortable with, whether it is faxes, calls, or emails. When the vehicle is ready to be delivered, we give the customers advance notice to ensure they are ready to receive the vehicle. All vehicle paperwork documents are sent out via UPS, and tracking numbers are provided to the client.

Signature: _____ Date: 12-6-16

ATTACHMENT "C"

RESOLUTION NO. 7846

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, AMENDING THE SEWER ENTERPRISE FUND BUDGET FOR THE FISCAL YEAR 2017-2018 ADOPTED ON JUNE 19, 2017

WHEREAS, the City of Council has received and considered the proposed adjustment to the budget for Fiscal Year 2017-18, commencing July 1, 2017, and ending June 30, 2018; and

WHEREAS, the City Council has determined that it is necessary to amend the revenues and expenditures of the current City budget; and

WHEREAS, the City's requires funding from an additional source to complete the purchase of a Public Works Utility Vehicle; and

WHEREAS, an annual budget for the City of San Fernando for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018, a copy of which is on file in the City Clerk's Office, was adopted on June 19, 2017.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, DOES HEREBY RESOLVE, FIND, DETERMINE, AND ORDER AS FOLLOWS:

Section 1. The following adjustments are made to the City Budget:

SEWER ENTERPRISE FUND: (072-365) CAPITAL PROJECTS

Increase in Expenditures 072-365-0000-4500	$13,869

PASSED, APPROVED, AND ADOPTED this 16th day of April, 2018.

_____
Sylvia Ballin, 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 approved and adopted at a regular meeting of the City Council held on the16th day of April, 2018, by the following vote to wit:

AYES:

NOES:

ABSENT:

_____
Elena G. Chávez, City Clerk

6

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THE CITY OF SAN FERNANDO

AGENDA REPORT

To: Mayor Sylvia Ballin and Councilmembers

From: Alexander P. Meyerhoff, City Manager
By: Timothy T. Hou, Director of Community Development

Date: April 16, 2018

Subject: Consideration to Approve the Purchase of a 2018 Ford Focus (P3R) Electric Hatch Under the National Joint Power Alliance (NJPA) Contract Purchasing Cooperative

RECOMMENDATION:

It is recommended that the City Council:

a. Waive formal bid requirements and approve a cooperative purchase of a 2018 Ford Focus (P3R) Electric Hatch from National Auto Fleet Group in an amount not-to-exceed of $34,176.91 (Attachment "A") using the National Joint Power Alliance (NJPA) Contract Purchasing Cooperative contract (Attachment "B"- Contract No. 120716-NAF);

b. Authorize the City Manager to execute a Purchase Order with National Auto Fleet Group (NAFG) in the amount of $34,176.91 for the purchase of the vehicle; and

c. Designate Vehicle Number CE-6477 as surplus property and authorize the City Manager to dispose of surplus properties and sale.

BACKGROUND:

1. In October 1999, a 2000 Ford Crown Victoria was purchased for use within the Police Department.

2. On August 14, 2015, the City became a member of the National Joint Power Alliance (NJPA), providing competitive bid pricing for various supplies and equipment.

3. On March 22, 2018, staff requested quote from NAFG for a 2018 Ford Focus (P3R) Electric Hatch.

4. On March 26, 2018, staff received quote for vehicle from NAFG.

REVIEW: ☒ Finance Department ☒ Deputy City Manager ☒ City Manager

ANALYSIS:

During the preparation of the City's Fiscal Year (FY) 2017-2018 budget, funding was included for the purchase of one vehicle to replace an aging vehicle in the City's fleet. The new vehicle being requested will replace Community Development's 2000 Crown Victoria (Veh ID#6477) which is used for daily code enforcement duties.

The Ford Crown Victoria is approximately 19 years old with 102,777 miles. Due to the age and number of recorded miles driven, it has surpassed its useful life as related to maintenance and operational efficiency. Replacing the existing vehicle will reduce overall vehicle maintenance costs and improve fuel efficiency within the City's fleet. If replaced, the existing vehicle will be sent to auction.

Below is a brief description of the equipment that is recommended for replacement due to age, condition, and mileage.

Vehicle #	Dept./Division	Year	Make/Model	Mileage
CE-6477	Com. Dev.	2000	Ford Crown Victoria	102,777





<u>New Vehicle Purchase</u>
The proposed replacement vehicle is a 2018 Ford Focus (P3R) Electric Hatch. The purchase of a zero emission vehicle accomplishes four specific objectives: 1) complements the City's effort to reduce its carbon footprint, 2) goes hand-in-hand with the City's electric vehicle charging station project, 3) helps to reduce the overall cost to repair/maintain the City's fleet, and 4) allows City to offset a portion of overall cost to purchase vehicle by using funds obtained through the Mobile Source Air Pollution Reduction Review Committee's (MSRC) - Local Government Partnership Program.

As proposed, the City would purchase the 2018 Ford Focus (P3R) Electric Hatch under the National Joint Powers Alliance Contract which is a contract negotiated by the NJPA for fleet

vehicles. The total purchase price for this vehicle is $34,176.91. The terms of the contract make the negotiated pricing available to all public member agencies from participating contracted dealerships.

Section 2-802 of the City Code (Cooperative, piggyback, and multiple awarded bid purchasing with other agencies) authorizes purchasing equipment or supplies through a cooperative competitive bid prepared and processed through another local, state, or federal government agency. Purchasing from a NJPA contract complies with Section 2-802, therefore, the City may waive formal bid requirements.

Schedule
Vehicle is available for delivery immediately after purchase is finalized.

BUDGET IMPACT:

A total of $25,000 was budgeted in the City's approved Fiscal Year 2017-2018 Budget for the purchase of a new Code Enforcement vehicle (#016-152-0000-4500) using Air Quality Management District Local Funds (AQMD). An additional $10,000 was appropriated using MSRC grant funds (#010-152-0000-4500) for a total purchasing budget of $35,000.

CONCLUSION:

It is recommended that the City Council waive formal bid requirements and approve the purchase of a 2018 Ford Focus (P3R) Electric Hatch from National Auto Fleet Group and authorize the City Manager to execute a purchase order in an amount not-to-exceed quoted cost of $34,176.91 using the National Joint Power Alliance (NJPA) Contract Purchasing Cooperative contract.

ATTACHMENTS:

A. Vehicle Quote
B. NJPA Purchasing Contract

National Auto Fleet Group
A Division of Chevrolet of Watsonville

Quote Date: 3/28/18

Agency: City of San Fernando
Contact: Frank Avila
Address: 120 N McNeil Street (Ship to address)
Address: San Fernando, CA 91340
Phone: 818-898-1295
Email: favila@sfcity.org

National Auto Fleet Group is pleased to submit the following quotation for your consideration:

Qty	Line Item	Option #	Description	Unit Price	Extended
1			2018 Ford Focus (P3R) Electric Hatch	$ 30,287.72	$ 30,287.72
			add for23" Permanent mounted (MC23PA) light	$ 774.24	$ 774.24
					$ -
					$ -
					$ -
					$ -
					$ -
					$ -
			Subtotal		$ 31,061.96
			Sales Tax 10 %	$ -	$ 3,106.20
			Tire Fee	$ 8.75	$ 8.75
			DMV Fees *(approx.)*	$ -	
				$ -	
			TOTAL PURCHASE ORDER AMOUNT		$ 34,176.91

Notes:
Please refer to attached specifications. IN STOCK SUBJECT TO PRIOR SALE.

This price is available under the National Auto Fleet Group Contract Number 120716-NAF

Terms: net 30

Quoted by: _____

Clarke Cooper, Fleet Manager (626) 457-5590
1247 W. Main St., Alhambra, CA. 91801

Form C

EXCEPTIONS TO PROPOSAL, TERMS, CONDITIONS, AND SOLUTIONS REQUEST

Company Name: 72 Hoot LLC, DBA National Auto Fleet Group

Any exceptions to the terms, conditions, specifications, or proposal forms contained in this RFP must be noted in writing and included with the Proposer's response. The Proposer acknowledges that the exceptions listed may or may not be accepted by NJPA or included in the final contract. NJPA will make reasonable efforts to accommodate the listed exceptions and may clarify the exceptions in the appropriate section below.

Section/page	Term, Condition, or Specification	Exception	NJPA ACCEPTS
N/A		None taken	

Proposer's Signature: _____ **Date:** 12-5-16

NJPA's clarification on exceptions listed above:

LEGAL 12/9/16

Contract Award
RFP #120716

FORM D

Formal Offering of Proposal
(To be completed only by the Proposer)

VEHICLES, CARS, VANS, SUVs, AND LIGHT TRUCKS WITH RELATED EQUIPMENT, ACCESSORIES, AND SERVICES

In compliance with the Request for Proposal (RFP) for VEHICLES, CARS, VANS, SUVs, AND LIGHT TRUCKS WITH RELATED EQUIPMENT, ACCESSORIES, AND SERVICES, the undersigned warrants that the Proposer has examined this RFP and, being familiar with all of the instructions, terms and conditions, general and technical specifications, sales and service expectations, and any special terms, agrees to furnish the defined products and related services in full compliance with all terms and conditions of this RFP, any applicable amendments of this RFP, and all Proposer's response documentation. The Proposer further understands that it accepts the full responsibility as the sole source of solutions proposed in this RFP response and that the Proposer accepts responsibility for any subcontractors used to fulfill this proposal.

Company Name: 72 Hock LLC, DBA National Auto Fleet Group Date: 12-5-16

Company Address: 490 Auto Center Drive

City: Watsonville State: CA Zip: 95076

Contact Person: Jesse Cooper Title: fleet manager

Authorized Signature: _____ Jesse Cooper
(Name printed or typed)

FORM E
CONTRACT ACCEPTANCE AND AWARD

(Top portion of this form will be completed by NJPA if the vendor is awarded a contract. The vendor should complete the vendor authorized signatures as part of the RFP response.)

NJPA Contract #: 120716-NAF

Proposer's full legal name: 72 Hour LLC, dba National Auto Fleet Group

Based on NJPA's evaluation of your proposal, you have been awarded a contract. As an awarded vendor, you agree to provide the products and services contained in your proposal and to meet all of the terms and conditions set forth in this RFP, in any amendments to this RFP, and in any exceptions that are accepted by NJPA.

The effective date of the Contract will be January 17, 2017 and will expire on January 17, 2021 (no later than the later of four years from the expiration date of the currently awarded contract or four years from the date that the NJPA Chief Procurement Officer awards the Contract). This Contract may be extended for a fifth year at NJPA's discretion.

NJPA Authorized Signatures:

NJPA DIRECTOR OF COOPERATIVE CONTRACTS AND PROCUREMENT/CPO SIGNATURE

Jeremy Schwartz
(NAME PRINTED OR TYPED)

NJPA EXECUTIVE DIRECTOR/CEO SIGNATURE

Chad Coauette
(NAME PRINTED OR TYPED)

Awarded on January 16, 2017

NJPA Contract # 120716-NAF

Vendor Authorized Signatures:

The Vendor hereby accepts this Contract award, including all accepted exceptions and amendments.

Vendor Name 72 Hour LLC, National Auto Fleet Group

Authorized Signatory's Title Fleet Manager

VENDOR AUTHORIZED SIGNATURE

Jesse Cooper
(NAME PRINTED OR TYPED)

Executed on 1-16, 2017

NJPA Contract # 120716-NAF

Form F

PROPOSER ASSURANCE OF COMPLIANCE

Proposal Affidavit Signature Page

PROPOSER'S AFFIDAVIT

The undersigned, authorized representative of the entity submitting the foregoing proposal (the "Proposer"), swears that the following statements are true to the best of his or her knowledge.

1. The Proposer is submitting its proposal under its true and correct name, the Proposer has been properly originated and legally exists in good standing in its state of residence, the Proposer possesses, or will possess before delivering any products and related services, all applicable licenses necessary for such delivery to NJPA members agencies. The undersigned affirms that he or she is authorized to act on behalf of, and to legally bind the Proposer to the terms in this Contract.

2. The Proposer, or any person representing the Proposer, has not directly or indirectly entered into any agreement or arrangement with any other vendor or supplier, any official or employee of NJPA, or any person, firm, or corporation under contract with NJPA, in an effort to influence the pricing, terms, or conditions relating to this RFP in any way that adversely affects the free and open competition for a Contract award under this RFP.

3. The Proposer has examined and understands the terms, conditions, scope, contract opportunity, specifications request, and other documents in this solicitation and affirms that any and all exceptions have been noted in writing and have been included with the Proposer's RFP response.

4. The Proposer will, if awarded a Contract, provide to NJPA Members the /products and services in accordance with the terms, conditions, and scope of this RFP, with the Proposer-offered specifications, and with the other documents in this solicitation.

5. The Proposer agrees to deliver products and services through valid contracts, purchase orders, or means that are acceptable to NJPA Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to NJPA Members under an awarded Contract.

6. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.

7. The Proposer understands that NJPA will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statute §13.591, Subd. 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals generally become public data. Minnesota Statute §13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.

8. The Proposer understands that it is the Proposer's duty to protect information that it considers nonpublic, and it agrees to defend and indemnify NJPA for reasonable measures that NJPA takes to uphold such a data designation.

[The rest of this page has been left intentionally blank. Signature page below]

By signing below, Proposer is acknowledging that he or she has read, understands, and agrees to comply with the terms and conditions specified above.

Company Name: 72 Hoch LLC, DBA National Auto Fleet Group

Address: 490 Auto Center Drive

City/State/Zip: Watsonville, CA 95076

Telephone Number: 855-289-6572

E-mail Address: JCooper@nationalautofleetgroup.com

Authorized Signature:

Authorized Name (printed): Jesse Cooper

Title: Fleet Manager

Date: 12-2-16

Notarized

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

Subscribed and sworn to before me this 2 day of December, 2016

Notary Public in and for the County of Los Angeles State of Californ

My commission expires: July 30, 2019

Signature:

SUNG SOO KIM
COMM. # 2121384
NOTARY PUBLIC - CALIFORNIA
LOS ANGELES COUNTY
MY COMM. EXP. JULY 30, 2019

Form P

PROPOSER QUESTIONNAIRE

Payment Terms, Warranty, Products and Services, Pricing and Delivery, and Industry-Specific Questions

Proposer Name: National Auto Fleet Group

Questionnaire completed by: Jesse Cooper

Payment Terms and Financing Options

1) What are your payment terms (e.g., net 10, net 30)?

Net 30

2) Do you provide leasing or financing options, especially those options that schools and governmental entities may need to use in order to make certain acquisitions?

Absolutely. We provide both municipal financing and municipal leasing available to all NJPA members in every state. We use National Cooperative Leasing, Diversified Leasing and NAFG Provided leasing options to all NJPA Members.

3) Briefly describe your proposed order process. Please include enough detail to support your ability to report quarterly sales to NJPA. For example, indicate whether your dealer network is included in your response and whether each dealer (or some other entity) will process the NJPA Members' purchase orders.

There are two methods. One is the electronic ordering process, where the member logs into our website located at www.nationalautofleetgroup.com, builds their desired vehicle to their specifications, and then electronically sends us a purchase order. The vehicle is delivered directly to the user's specified end-user address, then we FedEx the customer all the appropriate documentations.

The other method, should the customer not be comfortable with internet ot the use of our website, is where the member cals our toll-free number at 1-855-289-6572 and is greeted by one of our sales associates, who then creates a quotation based on the customer's needs and either emails, faxes, or physically mails ir to the customer. The customer then sends us a purchase order. We then process the purchase order and deliver the vehicle to the customer's specified location.

We have reported directly to NJPA for the last 22 consecutive quarters.

4) Do you accept the P-card procurement and payment process? If so, is there any additional cost to NJPA Members for using this process?

Yes, we do accept the P-card procurement and payment process, and there is no additional cost for using it.

Warranty

5) Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may include in your response a copy of your warranties, but at a minimum please also answer the following questions.

- Do your warranties cover all products, parts, and labor?
- Do your warranties impose usage restrictions or other limitations that adversely affect coverage?
- Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?
- Are there any geographic regions of the United States for which you cannot provide a certified technician to perform warranty repairs? How will NJPA Members in these regions be provided service for warranty repair?
- Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?
- What are your proposed exchange and return programs and policies?

The manufacturer's warranties are all written between the manufacturer and the NJPA member. Therefore, should a warranty repair be required, the member merely neds to take the vehicle to the closest manufacturer franchise (i.e. Ford, Toyota etc.) If the vehicle is not drivable, the customer can notify us through our toll-free number at 1-855-289-6572 and we will have it towed to the nearest facility. All this is done at no cost to the member. There are no conditions to qualify. Any new vehicle qualifies. The manufacturer's warranty does include labor and parts. Other than abuse, there are no restrictions or limitations that affect coverage. All warranty repairs are done in the manufacturer's facilities, this there is no travel time for technicians. Warranty repairs are al performed in all 50 states, regardless of location. Any after-market accessories installed under our contract are covered by the written warranty for both parts and labor for the after-market installer, who provided them. There is no return policy. If a vehicle is no longer needed by the member, a 25% restocking charge can be imposed.

6) Describe any service contract options for the items included in your proposal.

We offer a multitude of service contracts and extended warranties, running all the way up to 250,000 miles. The cost, term, and coverage are determined by the mileage and term. Contact us directly for a quote.

Pricing, Delivery, Audits, and Administrative Fee

7) Provide a general narrative description of the equipment/products and related services you are offering in your proposal.

All of our pricing, by manufacturer, is listed in the attached books 1-18, outlined in our price summary along with our after market equipment categories.

8) Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the NJPA discounted price) on all of the items that you want NJPA to consider as part of your RFP response. Provide a SKU for each item in your proposal. (Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract. See the body of the RFP and the Price and Product Change Request Form for more detail.)

Utilizing a Percentage Off MSRP / LIST method, NAFG can offer NJPA members discounts ranging from 25.86% down to 1% across the 15 manufacturers depending on model. Please

see Tab 2 as well as Attachment Book 2-18 for "Pricing." We detail the addition of All Factory Options and After Market Equipment.

9) Please quantify the discount range presented in this response. For example, indicate that the pricing in your response represents is a 50% percent discount from the MSRP or your published list.

The percentage will vary on the very same product from state to state as the discount structure passed onto us by the manufacturers can vary from state to state. Therefore, we have included in the 18 attachment A's / Books the exact manufacturer's list price and our price side by side. This fixed pricing makes it easy to do price validations. In addition, all factory installed options can be added at factory invoice + 3% and all after-market accessories are offered at the up fitter's municipal pricing level which varies from 1-30% off of retail prices.

All of our pricing is based on 2017 year model. Any subsequent year model in the contract will be a maximum of 3% more + any required governmental, safety, emissions requirement as mandated by the federal or Canadian government.

10) The pricing offered in this proposal is

____ a. the same as the Proposer typically offers to an individual municipality, university, or school district.
____ b. the same as the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.
____ c. better than the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.
_x_ d. other than what the Proposer typically offers (please describe).

Our bid price is the most competitive price on the marketplace. It is far lower than any individual or other cooperatives have available to them. We leverage our entire company-wide purchasing power to the benefit to the NJPA member. Last year alone, company-wide, we delivered over 34,000 vehicles, which is the driving force that allows us to obtain deep discounts from all original equipment manufacturers and deliver the savings to the NJPA member. We don't think any other vendor can do that.

11) Describe any quantity or volume discounts or rebate programs that you offer.

They are all included in our bid price.

12) Propose a method of facilitating "sourced" products or related services, which may be referred to as "open market" items or "nonstandard options". For example, you may supply such items "at cost" or "at cost plus a percentage," or you may supply a quote for each such request.

Included in our bid are the base prices for all vehicles. Factory options can be added at +10%. All sourced goods are offered at the up fitter's municipal pricing level which varies from 1-30% off of retail prices.

13) Identify any total cost of acquisition costs that are **NOT** included **in** the pricing submitted with your response. This cost includes all additional charges that are not directly identified as freight or shipping charges. For example, list costs for items like installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.

There are no hidden or undisclosed costs in our proposal. All costs are legitimate and fully disclosed to the NJPA member.

14) If delivery or shipping is an additional cost to the NJPA Member, describe in detail the complete shipping and delivery program.

There is no additional cost. All shipping is included in the original quote to the member.

15) Specifically describe those shipping and delivery programs for Alaska, Hawaii, Canada, or any offshore delivery.

Shipping to Alaska or Hawaii can be one of two ways. Either from the assembly point directly to the franchise dealer in Alaska or Hawaii, or if the NJPA member requires a lower 48 state specialized body installation, then freight is calculated from the Port of Long Beach, Port of Los Angeles, or the Port of Seattle, Washington. It is included in the original NJPA member quote.

16) Describe any unique distribution and/or delivery methods or options offered **in** your proposal.

To us, these are not unique. We have been doing this for years, and we continue to do this every day. Our competitors do not have that advantage.

17) Please specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with NJPA. This process includes ensuring that NJPA Members obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to NJPA.

We have an in-house financial administrator who monitors that on a daily basis. In addition, we bring in twice a year, Polmaris and Associates (an independent certified public accountant from Sacramento, California) to review all payments and disbursements.

18) Identify a proposed administrative fee that you will pay to NJPA for facilitating, managing, and promoting the NJPA Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor's sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member's cost of goods. (See RFP Section 6.29 and following for details.)

1) 1% of the unit price is up to $700.00 other than "related equipment" pass through items
2) Total amount in any 12-month period will not exceed $4,500,000.00 in Administration Fees
3) NAFG reserves the right to waive all or in part the Admin Fee when faced with a large county of State competition and or faced with unusable circumstances.

Industry-Specific Questions

19) Identify any features in your response that are different from your standard vehicle offering or that are unique to your proposal.

Our proposal is unique primarily in the fact that we are the only ones that have the order to deliver online system available exclusively for your members. None of the other bids you are reviewing today can state that.

20) Demonstrate your processes to handle vehicles on order with NJPA members that are subject to a recall or that have open service campaigns.

Our staff keeps a running list of open recalls by manufacturer. We cross check it on a weekly basis to try and ensure that none of your members receive a vehicle with an open our outstanding recall or campaign.

21) Demonstrate your NJPA member communication processes from P.O. generation to the delivery of vehicle in order to meet member expectations.

After the PO is issued to NAFG we send our client an order confirmation with an estimated time of arrival for the purchase. We give members the option of how frequently they would like updates on their vehicles, as well as communicating any complications along the way. Our staff communicates through any form that customers feel comfortable with, whether it is faxes, calls, or emails. When the vehicle is ready to be delivered, we give the customers advance notice to ensure they are ready to receive the vehicle. All vehicle paperwork documents are sent out via UPS, and tracking numbers are provided to the client.

Signature: _____ Date: 12-6-16

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THE CITY OF SAN FERNANDO

AGENDA REPORT

To: Mayor Sylvia Ballin and Councilmembers

From: Alexander P. Meyerhoff, City Manager
By: Yazdan T. Emrani, P.E., Director of Public Works/City Engineer

Date: April 16, 2018

Subject: Consideration to Adopt Project List to Receive Senate Bill 1: Road Maintenance and Rehabilitation Funds

RECOMMENDATION:

It is recommended that the City Council:

a. Accept $406,616 in Senate Bill 1 (SB 1) funds and approve project list for the SB 1 Local Streets and Roads Program (Attachment "A"); and

b. Adopt Resolution No. 7844 (Attachment "B") adopting the list of projects for Fiscal Year 2018-2019 funded by SB 1: The Road Repair and Accountability Act of 2017.

BACKGROUND:

1. In April 2017, the State Legislature passed the Road Repair and Accountability Act of 2017 (SB 1), which was subsequently signed into law by Governor Brown.

2. The purpose of SB 1 is to provide additional funding to State and local agencies to help address deferred road maintenance. SB 1 raises revenue through increases in fuel taxes, vehicle registration fees, and fees on zero emission vehicles, as follows:

   a. A $0.12 per gallon increase to the gasoline excise tax effective November 1, 2017.
   b. A $0.20 per gallon increase to the diesel fuel excise tax effective November 1, 2017.
   c. A new vehicle registration tax, called the "transportation improvement fee," effective January 1, 2018, based on the market value of the vehicle.
   d. A new $100 vehicle registration tax on zero emission vehicles model year 2020 and later, effective July 1, 2020.
   e. Annual rate increases beginning July 1, 2020, and every July 1st thereafter, for the change in the California Consumer Price Index.

REVIEW: ☒ Finance Department ☒ Deputy City Manager ☒ City Manager

3. SB 1 will more than double local streets and road funds allocated through the Highway Users Tax Account due to the allocation of additional funds from the new taxes through a new Road Maintenance and Rehabilitation Account (RMRA).

4. SB 1 directs the State Controller to allocate, on a monthly basis, 50% of the revenues in the RMRA to cities and counties (the other 50% goes to State agencies).

5. Pursuant to Streets and Highways Code Section 2030, RMRA local streets and roads allocations must be used for projects that include, but are not limited to, the following:

    a. Road maintenance and rehabilitation;
    b. Safety projects;
    c. Railroad grade separations;
    d. Traffic control devices;
    e. Complete street components, including active transportation purposes, pedestrian and bicycle safety projects, transit facilities, and drainage and storm-water capture projects in conjunction with any other allowable project; and
    f. Matching funds to obtain state or federal funds for eligible projects.

6. SB 1 also contains a local agency maintenance of effort (MOE) requirement that applies to fund allocations through RMRA to ensure that the new roads funds do not supplant existing levels of city and county general revenue spending on streets and roads. A city or county must maintain general fund spending for street, road, and highway purposes at no less than the average of FYs 2009-2010, 2010-2011, and 2011-2012. If a city or county fails to comply in a particular year, they may make it up with additional spending in the following year.

ANALYSIS:

The City of San Fernando is projected to receive more than $500,000 annually in RMRA funds at full implementation. The estimated revenues the City will receive from RMRA funding for Fiscal Year (FY) 2018-2019 is $406,616.

For the purpose of keeping local residents aware and updated on projects being proposed for funding by SB 1 in their area, the State developed a number of accountability and transparency provisions. Public agencies are required to follow the provisions in order to be eligible to receive funding through the program.

<u>Provision 1</u>
Annually cities and counties must adopt, via resolution, a list of projects they intend to fund through SB 1 in order to be eligible for funding in the upcoming fiscal year. SB 1 funded project

lists must be adopted by resolution. Adopting a project list through the budget process is not sufficient to meet this requirement.

Provision 2
Cities must upload their adopted project lists to the California Transportation Commission (CTC) via the new SB 1 Programs Project Intake Tool (Database). Along with adopted project list, specific information such as project description, location, proposed schedule for completion, and estimated useful life for each project must be uploaded to Database. May 1 is the deadline to submit project lists and relevant information for the upcoming fiscal year that begins on July 1. Uploading required documents and project information must be completed in order to be eligible for RMRA funding.

Recommended Project
After analyzing potential street projects that are eligible for RMRA funds, staff recommends using funds towards the FY 2018-2019 Annual Residential Street Resurfacing project (Attachment "C").

The streets to be paved as part of the Residential Street Resurfacing project add up to a total of 1.4 miles and are as follows:

- Alexander Street between Library Street and Lucas Street
- N. Workman Street between Glenoaks Boulevard and Seventh Street
- Lazard St. between Fourth Street and Glenoaks Boulevard
- Lucas Street between N. Workman Street and Orange Grove Avenue

This project is expected to be complete in Spring 2019.

BUDGET IMPACT:

Estimated SB 1 revenues/expenditures of $406,616 will be included in the fiscal year 2018-2019 Budget (Fund 025: Road Repair and Maintenance Fund).

CONCLUSION:

Staff recommends City Council accept estimated $406,616 in Senate Bill 1 (SB 1) funds, approve project list for the SB 1 Local Streets and Roads Program and adopt Resolution No. 7844 adopting the list of projects for FY 2018-2019 funded by SB 1: The Road Repair and Accountability Act of 2017.

ATTACHMENTS:

A. Project List for Road Maintenance and Rehabilitation funds
B. Resolution No. 7844
C. Capital Improvement Program – Residential Street Resurfacing

ATTACHMENT "A"

SENATE BILL 1 FUNDED PROJECT LIST

FISCAL YEAR 2018-2019

- Alexander Street between Library Street and Lucas Street
- N Workman Street between Glenoaks Boulevard and Seventh Street
- Lazard St between Fourth Street and Glenoaks Boulevard
- Lucas Street between N Workman Street and Orange Grove Avenue

ATTACHMENT "B"

RESOLUTION NO. 7844

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2018-2019 FUNDED BY SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 in order to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of our City are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the City must adopt a list of all projects proposed to receive funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1 by resolution, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the City will receive and estimated $406,616 in RMRA funding in Fiscal Year 2018-19 from SB 1; and

WHEREAS, this is the second year in which the City is receiving SB 1 funding and will enable the City to continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

WHEREAS, the City used a Pavement Management System to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the communities priorities for transportation investment; and

WHEREAS, the funding from SB 1 will help the City maintain and rehabilitate four (4) streets throughout the City this year and hundreds of similar projects into the future; and

WHEREAS, the 2016 California Statewide Local Streets and Roads Needs Assessment found that the City's streets and roads are in an "at-risk" condition and this revenue will help us increase the overall quality of our road system and over the next decade will bring our streets and roads into a "good" condition; and

WHEREAS, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, DOES HEREBY RESOLVE, FIND, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1. The foregoing recitals are true and correct.

SECTION 2. The fiscal year 2018-19 list of projects planned to be funded with Road Maintenance and Rehabilitation Account revenues include:

- Alexander Street between Library Street and Lucas Street
- N Workman Street between Glenoaks Boulevard and Seventh Street
- Lazard St between Fourth Street and Glenoaks Boulevard
- Lucas Street between N Workman Street and Orange Grove Avenue

All four (4) streets have been combined to encompass the City's Annual Street Resurfacing Project. The project consists of street repaving, repairs to sidewalks, drive approaches and curb and gutter, installation of access ramps and striping and pavement markings. In addition to the street improvements, water and sewer upgrades/repairs will be conducted on the aforementioned streets. The anticipated year for construction is 2019 and the estimated useful life is 20 years.

PASSED, APPROVED, AND ADOPTED this 16th day of April, 2018.

_____
Sylvia Ballin, 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 approved and adopted at a regular meeting of the City Council held on the 16th day of April, 2018, by the following vote to wit:

AYES:

NOES:

ABSENT:

_____
Elena G. Chávez, City Clerk

THE CITY OF SAN FERNANDO

ATTACHMENT "C"

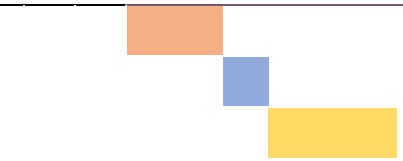
CAPITAL IMPROVEMENT PROGRAM

Title: Residential Street Resurfacing
Category: Street and Sidewalk Improvements
Project: 0560

SOURCES			
Fund	**Account Number**	**Allocation**	
SB1	025-3623-0000	$	406,616
Gas Tax	011-3210-0000	$	300,000
Measure R	012-3210-0000	$	100,000
Measure M	024-3210-0000	$	250,000
Water Fund	070-385	$	550,000
Sewer Fund	072-365	$	185,000
Total Sources:		**$**	**1,791,616**

USES			
Activity	**Account Number**	**Cost**	
Construction	025/011/012/024/070/072-311-0560-4600	$	1,433,293
Contingency (20%)	025/011/012/024/070/072-311-0560-4600	$	358,323
Expenditures-to-Date (if applicable)			
Planning/Design		$	0
Total Uses		**$**	**1,791,616**

ACTIVITY	START	DURATION	MONTH
			J A S O N D J F M A M J
Project Duration		**90 Days**	
Advertisement	Oct		
City Council Award of Contract	Dec		
Work Period	Jan	90 Days	



Project Description:

The project will consist of: street repaving; repairs to sidewalks; drive approaches and curb and gutter; installation of access ramps; striping and pavement markings; water/sewer upgrades and repairs. The streets that make up the project include:

- Alexander Street between Library Street and Lucas Street
- N Workman Street between Glenoaks Boulevard and Seventh Street
- Lazard St between Fourth Street and Glenoaks Boulevard
- Lucas Street between N Workman Street and Orange Grove Avenue

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THE CITY OF SAN FERNANDO

AGENDA REPORT

To: Mayor Sylvia Ballin and Councilmembers

From: Alexander P. Meyerhoff, City Manager
By: Nick Kimball, Deputy City Manager/Director of Finance

Date: April 16, 2018

Subject: Adopt a Resolution Electing to Receive Statutory Pass Through Payments in Connection with Redevelopment Project Area No. 1A ('89 Annex), Project Area No. 3 (Civic Center), and Project Area No. 3A (Civic Center 1984 Annex)

RECOMMENDATION:

It is recommended that the City Council adopt Resolution No. 7845 (Attachment "A") making an election to receive the City's share of statutory payments pursuant to Health and Safety Code Section 33607.5 (b) for Redevelopment Project Area No. 1A ('89 Annex), Project Area No. 3 (Civic Center), and Project Area No. 3A (Civic Center Annex).

BACKGROUND:

1. The City has six (6) former redevelopment project areas: 1) Project #1 (240.02), 2) Project #2 (240.03), 3) Civic Center (240.04), 4) Civic Center 1984 Annex (240.05), 5) Project #1 1989 Annex (240.06), and 6) Project #4 1995 Annex (240.07).

2. Pursuant to Sections 33607.5 and 33607.7 of the Health and Safety Code, the City is eligible to receive a pro-rata share of statutory pass through payments from former redevelopment project areas.

3. The City must adopt a resolution electing to receive its share of the statutory pass through payments; otherwise, the City's share will be distributed to the other taxing entities.

4. On April 2, 2018, the Finance Department received a notice from the Los Angeles County Auditor-Controller (Attachment "B") requesting documentation of the City's election to receive statutory pass through payments.

5. The requested documentation was provided to the Auditor-Controller's Office on April 4, 2018; however, the Auditor-Controller's Office had additional questions as some of the resolutions provided included different titles for the project areas.

REVIEW: ☒ Finance Department ☐ Deputy City Manager ☒ City Manager

Adopt a Resolution Electing to Receive Statutory Pass Through Payments in Connection with Redevelopment Project Area No. 1A ('89 Annex), Project Area No. 3 (Civic Center), and Project Area No. 3A (Civic Center 1984 Annex)

ANALYSIS:

The City has been receiving its pro-rata share of statutory pass through payments since the adoption of each of the City's six (6) project areas. On November 5, 2007, the City adopted Resolution No. 7223 (Attachment "C") electing to receive statutory pass through payments for Project Area Nos. 1,2, and 3. On January 19, 2010, the City Council adopted Resolution No. 7352 (Attachment "D") electing to receive statutory pass through payment for Project Area No. 4.

Although these resolutions are intended to cover all Project Areas, the County uses slightly different official titles for some of the City's Project Areas, namely Project Area No. 1A (officially '89 Annex), Project Area No. 3 (officially Civic Center), and Project Area No. 3A (officially Civic Center 1984 Annex). Consequently, out of an abundance of caution, staff is recommending adopting a resolution electing to receive statutory pass through payments for those particular Project Areas. That will eliminate any confusion by County Auditor-Controller staff and ensure the City continues to receive statutory pass through payments for all Project Areas.

BUDGET IMPACT:

There is minimal fiscal impact associated with adopting the proposed Resolution. The City receives approximately $40,000 per year in statutory pass through payments from the three subject Project Areas.

CONCLUSION:

Staff recommends City Council adopt the proposed resolution to eliminate any confusion and ensure the City continues to receive statutory pass through payments from all Project areas.

ATTACHMENTS:

A. Proposed Resolution No. 7845
B. Correspondence from the Los Angeles County Auditor-Controller regarding City's election to receive statutory pass through payments
C. Resolution No. 7223
D. Resolution No. 7352

ATTACHMENT "A"

RESOLUTION NO. 7845

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO CALIFORNIA, MAKING AN ELECTION TO RECEIVE PAYMENTS PURSUANT TO HEALTH AND SAFETY CODE SECTION 33607.5 (b) FOR *CIVIC CENTER (240.04), CIVIC CENTER 84 ANNEX (240.05), AND PROJECT NO. 1 89 ANNEX (240.06).*

WHEREAS, the Redevelopment Agency of the City of San Fernando ("Agency") has prepared an amendment to the redevelopment plan (the "Redevelopment Plan") for the Civic Center, Civic Center 84 Annex and Project No. 1 89 Annex Project Areas to eliminate the time limit on the establishment of loans, advances and indebtedness; and

WHEREAS, Section 33333.6 (e)(2) of the Health and Safety Code provides that if an Agency amends the redevelopment plan to eliminate the time limit on the establishment of loans, advances and indebtedness then the Agency shall make the payment to affected taxing entities required by Section 33607.7; and

WHEREAS, Section 33607.7 of the Health and Safety Code provides that if the Agency amends the redevelopment plan to eliminate the time limit on the establishment of loans, advances and indebtedness and no pass through agreement exists, the amounts required pursuant to subdivisions (b), (c) (d) and (e) of Section 33607.5 must be paid to each affected taxing entity, including the City, if the City elects to receive such tax increments; and

WHEREAS, the City of San Fernando is an affected taxing entity under Section 33607.5;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN FERNANDO RESOLVES AS FOLLOWS:

Section 1. Pursuant to Health and Safety Code Sections 33333.6 (e)(2) and 33607.5, the City Council hereby elects to receive its share of the twenty-five percent (25%) tax increment pass-through payment authorized by Health and Safety Code Section 33607.5(b) commencing with the first fiscal year the Agency is required to make such payments to the affected taxing entities and continuing each year thereafter.

Section 2. That the Mayor shall sign and the City Clerk shall certify to the passage and adoption of this Resolution and thereupon the same shall take effect and be in force.

PASSED, APPROVED, AND ADOPTED this 16th day of April 2018.

_____
Sylvia Ballin, Mayor

ATTEST:

_____
Elena G. Chávez, City Clerk

I, Elena G. Chávez, City Clerk of the City of San Fernando, County of Los Angeles, State of California hereby certify that the foregoing Resolution No. 7845 was regularly adopted by the City Council of the City of San Fernando at a regular meeting of said council held on the 16th of April 2018, by the following vote:

YES:
NOES:
ABSTAINED:
ABSENT:

_____
Elena G. Chávez, City Clerk

ATTACHMENT "B"

COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 153
LOS ANGELES, CALIFORNIA 90012-2766
PHONE: (213) 974-8361 FAX: (213) 617-0592

JOHN NAIMO
AUDITOR-CONTROLLER

ADDRESS ALL CORRESPONDENCE TO:
PROPERTY TAX APPORTIONMENT DIVISION
500 W. TEMPLE ST., ROOM 524
LOS ANGELES, CA 90012-3558

April 2, 2018

Attn: City Manager/Finance Director

HEALTH AND SAFETY CODE SECTION 33607.5 AND 33607.7

Section 33607.5 and 33607.7 of the Health & Safety Code sets forth the manner in which payments will be distributed to affected taxing entities from community redevelopment project areas adopted or amended on or after January 1, 1994. The community may elect to receive its share of the first 25 percent of tax increment as described in Health & Safety Code Section 33607.5 (b). It is the County's policy to calculate the statutory pass-through as if the community did not elect to receive its share of the 25 percent tax increment.

Our office is updating its records of community election as described in Health & Safety Code Section 33607.5 (b). Therefore, if your community has made an election to receive a share of tax increment pursuant to Section 33607.5(b); please forward us a copy of that election (e.g., resolution of your City Council). Our office must be notified as soon as possible whether the city **elects to receive** or **does not elect to receive** its share of the 25 percent tax increment to allow for the correct pass-through calculation. If we do not hear from you by **May 15, 2018,** we will assume the community did not elect to receive its share of the 25 percent tax increment. Enclosed for your reference is a copy of a sample resolution.

Should you have any questions regarding this matter, please contact **Isaac Blandon or Sandy Diep** at **(213) 974-6860 and (213) 893-0694** respectively. Our fax number is **(213) 229-0179**.

Sincerely,

Kelvin Aikens, Section Manager
Community Redevelopment Administration Section
Property Tax Apportionment Division

KA:SD:ib
H:\Community Redevelopment\CRAs\AB1290 Administration\Annual Notification\2017-18 Annual Notif

ATTACHMENT "C"

RESOLUTION NO. 7223

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO CALIFORNIA, MAKING AN ELECTION TO RECEIVE PAYMENTS PURSUANT TO HEALTH AND SAFETY CODE SECTION 33607.5 (b) FOR REDEVELOPMENT PROJECT AREAS NOS. 1, 2 AND 3

THE CITY COUNCIL OF THE CITY OF SAN FERNANDO DOES HEREBY FIND, DETERMINE AND RESOLVE AS FOLLOWS:

WHEREAS, the Redevelopment Agency of the City of San Fernando ("Agency") has prepared an amendment to the redevelopment plan (the "Redevelopment Plan") for Project Areas Nos. 1, 2 and 3 to Eliminate the Time Limit on the Establishment of Loans, Advances and Indebtedness; and

WHEREAS, Section 33333.6 (e)(2) of the Health and Safety Code provides that if an Agency amends the redevelopment plan to Eliminate the Time Limit on the Establishment of Loans, Advances and Indebtedness then the Agency shall make the payment to affected taxing entities required by Section 33607.7; and

WHEREAS, Section 33607.7 of the Health and Safety Code provides that if the Agency amends the redevelopment plan to Eliminate the Time Limit on the Establishment of Loans, Advances and Indebtedness and no pass through agreement exists, the amounts required pursuant to subdivisions (b), (c) (d) and (e) of Section 33607.5 must be paid to each affected taxing entity, including the City, if the City elects to receive such tax increments; and

WHEREAS, the City of San Fernando is an effected taxing entity under Section 33607.5;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN FERNANDO RESOLVES AS FOLLOWS:

SECTION 1: Pursuant to Health and Safety Code Section 33333.6 (e)(2) and 33607.5, the City Council hereby elects to receive its share of the twenty-five percent (25%) tax increment pass-through payment authorized by Health and Safety Code Section 33607.5(b) commencing with the first fiscal year the Agency is required to make such payments to the affected taxing entities and continuing each year thereafter.

SECTION 2: That the Mayor shall sign and the City Clerk shall certify to the passage and adoption of this Resolution and thereupon the same shall take effect and be in force.

PASSED, APPROVED, AND ADOPTED this 5th day of November, 2007.

Mayor, Julie Ruelas

ATTEST:

Elena G. Chavez, 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 5th day of November, 2007 by the following vote to wit:

AYES:	Ruelas, Martinez, Hernández, Veres - 4
NOES:	None
ABSENT:	De La Torre - 1
ABSTAIN:	None

Elena G. Chavez, City Clerk

ATTACHMENT "D"

RESOLUTION NO. 7352

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO MAKING AN ELECTION PURSUANT TO HEALTH AND SAFETY CODE SECTION 33607.5 IN CONNECTION WITH REDEVELOPMENT PROJECT NO. 4

THE CITY COUNCIL OF THE CITY OF SAN FERNANDO HEREBY FINDS, DETERMINES, RESOLVES AND ORDERS AS FOLLOWS:

Section 1. The City Council of the City of San Fernando (the "City Council") approved and adopted the Redevelopment Plan for Redevelopment Project No. 4 ("Project No. 4") by the City's Ordinance No. 1447, adopted on July 18, 1994.

Section 2. Pursuant to Health and Safety Code Section 33607.5, with respect to Project No. 4, the San Fernando Redevelopment Agency (the "Agency") must pay to each affected taxing entity the amounts required pursuant to subdivisions (b), (c), (d) and (e) of Health and Safety Code Section 33607.5.

Section 3. Health and Safety Code Section 33607.5(b) provides that the City may elect to receive the amounts authorized by Section 33607.5(b). The City Council desires to make an election to receive the amounts authorized pursuant to Health and Safety Code Section 33607.5(b) in connection with Project No. 4.

Section 4. With respect to Project No. 4, the City Council hereby elects for the City to receive the amounts authorized by Section 33607.5(b) commencing this fiscal year and continuing through the last fiscal year in which the Agency is required to make such payments.

Section 5. The Mayor shall sign and the City Clerk shall certify to the passage and adoption of this Resolution and thereupon the same shall take effect and be in force.

PASSED, APPROVED, AND ADOPTED this 19th day of January, 2010.

Steven Veres
Mayor, Steven Veres

ATTEST:

Elena G Chávez
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 19th day of January, 2010 by the following vote to wit:

AYES:	Veres, M. Hernández, E. Hernández, Esqueda, De La Torre – 5
NOES:	None
ABSENT:	None
ABSTAIN:	None

Elena G. Chávez, City Clerk

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THE CITY OF SAN FERNANDO

AGENDA REPORT

To: Mayor Sylvia Ballin and Councilmembers

From: Alexander P. Meyerhoff, City Manager
By: Timothy T. Hou, Director of Community Development

Date: April 16, 2018

Subject: Consideration to Adopt a Zone Text Amendment Amending Section 106-6 (Definitions) of Article I (In General) of Chapter 106 (Zoning) of the San Fernando Municipal Code to Provide Added Clarification Regarding the Methodology for Calculating Lot Area Within R-1 Residential Zones

RECOMMENDATION:

It is recommended that the City Council:

a. Conduct a Public Hearing;

b. Pending public testimony, introduce for first reading, in title only, and waive further reading of Ordinance No. 1675 (Attachment "A") entitled, "An Ordinance of the City Council of the City of San Fernando, California Amending Section 106-6 (Definitions) of Article I (In General) of Chapter 106 (Zoning) of the San Fernando Municipal Code to provide added clarification regarding the methodology for calculating lot area within R-1 Residential Zones"; and

c. Affirm the City's determination that the proposed Ordinance is not subject to CEQA pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly, and therefore no further environmental review is required.

BACKGROUND:

1. Planning Staff has received applicant inquiries related to how to compute lot area for certain projects located within the R-1 single family residential zone. The City has subsequently sought to refine the methodology for computing lot area for residential projects located within the R-1 single family residential zone.

REVIEW: ☒ Finance Department ☒ Deputy City Manager ☒ City Manager

2. On February 24, 2018, a public hearing notice was published in *The Los Angeles Daily News* regarding the March 6, 2018, Planning and Preservation Commission Public Hearing to consider the Zone Text Amendment.

3. On March 6, 2018, the Planning and Preservation Commission approved Resolution No. 2018-002 at its public hearing (refer to the minutes - Attachment "B") recommending to the City Council:

    1) Adopt the proposed Ordinance, "An Ordinance of the City Council of the City of San Fernando, California Amending Section 106-6 (Definitions) of Article I (In General) of Chapter 106 (Zoning) of the San Fernando Municipal Code to provide added clarification regarding the methodology for calculating lot area within R-1 Residential Zones"; and

    2) Affirm the City's determination that the proposed Ordinance is not subject to CEQA pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly, and therefore no further environmental review is required.

4. On March 8, 2018, a public hearing notice was published in *The San Fernando Valley Sun* regarding the March 19, 2018, City Council Public Hearing (cancelled due to lack of a quorum) to consider Zone Text Amendment Amending Section 106-6 (Definitions) of Article I (In General) of Chapter 106 (Zoning) of the San Fernando Municipal Code to provide added clarification regarding the methodology for calculating lot area within R-1 Residential Zones.

5. On April 2, 2018, one letter of correspondence was submitted at the City Council meeting regarding the proposed zoning text amendment (Attachment "C"). The correspondence was from a San Fernando resident suggesting amendments to the zoning text amendment to safeguard against an unintended interpretation of the language that might increase developable lot coverage.

6. On April 2, 2018, the City Council concurred to continue the Public Hearing for consideration to adopt a Zone Text Amendment amending Section 106-6 (Definitions) of Article I (In General) of Chapter 106 (Zoning) of the San Fernando Municipal Code to provide added clarification regarding the methodology for calculating lot area within R-1 residential zones, to the April 16, 2018 City Council meeting agenda.

ANALYSIS:

Development projects utilize lot area calculations to help make determinations for numerous zoning requirements for land use entitlements including, but not limited to, minimum lot size, density, floor-area-ratio, and landscape requirements. The proposed amendment would not amend the existing City Code Section 106-356 (Minimum Lot Size) which states the following: "Minimum lot size in the R-1 single-family residential zone shall be 7,500 square feet."

Section 106-6 (Definitions): Existing and Proposed

The San Fernando City Code Section 106-6 notes the following definitions for lot and lot area, respectively:

> "*Lot* means a designated parcel, tract or area of land established by plat, subdivision or as otherwise permitted by law to be used, developed or built upon as a unit."
>
> "*Lot area* means the total area within the lot lines of a lot excluding any street right-of-way."

Under the proposed zoning text amendment, the definition of "Lot area," within City Code Section 106-6 would be amended in its entirety to now state the following:

> "*Lot area* means the total area within the lot lines of a lot excluding any street, highway or alley right-of-way, except that in the case of lots in the R-1 single family residential zone, that area up to the midpoint of all immediately abutting streets, alleys or highways which would revert to the lot if the street, highway or alley were vacated may be assumed to be a portion of the lot. The foregoing notwithstanding, the alternative methodology for calculating lot area in the R-1 single family residential zone as set forth in the preceding sentence shall not be used for purposes of (i) any application or request to establish an accessory dwelling unit within the meaning of Section 106-358 (Regulation of Accessory Dwelling Units) of Division 2 (R-1 Single family, Residential Zone) of Article III (Zones) of Chapter 106 (Zoning) of the San Fernando Municipal Code; or (ii) calculating maximum lot coverage within the meaning of subdivision (6)(a) of Section 106-967 (Residential zoned property) of the San Fernando Municipal Code or any other provision of the same requiring the calculation of maximum lot coverage."

Local agencies such as City of Los Angeles have made efforts to provide added clarification regarding how to consistently calculate lot area when determining land use entitlements. In addition, City Planning Staff has received similar applicant inquiries regarding methodology for calculating lot area within the R-1 Residential Zone. Thus, the proposed zoning text amendment seeks to refine the methodology for computing lot area for residential projects located within the R-1 single family residential zone and thereby provide greater clarity and efficiency to the City's land use entitlement process.

Importantly, the alternative methodology for calculating lot area in the R-1 single family residential zone will not be used for purposes of any request to establish an accessory dwelling unit as well as for calculating lot coverage. For these purposes, the methodology will simply be the historical definition of lot area as the total area within the lot lines of a lot excluding any street, highway or alley right-of-way. These restrictions mitigate misinterpretation of the proposed zoning text amendment in a manner inconsistent with the City's objectives (refer to redline version of the Ordinance - Attachment "D"). Staff's assessment is that this added language mitigates the concern raised by a resident regarding any misinterpretation allowing an increase in lot coverage.

Zone Change Procedure

Pursuant to City Code Section 106-19, a zoning text amendment is subject to discretionary review by the Planning and Preservation Commission and the City Council. The zoning text amendment review process allows the opportunity for the Planning and Preservation Commission and City Council to assess the proposal's consistency with the City's general plan goals, objectives, policies, and programs as well as the applicable zoning regulations. In addition, review ensures that the proposed zoning text amendment would not be detrimental to the public interest, health, safety, convenience or welfare.

At its meeting on March 6, 2018, the Planning and Preservation Commission approved a resolution recommending approval of the proposed zoning text amendment to the City Council. Subsequently, Council shall review and consider approval of the requested zoning text amendment only if the required findings of fact can be made. A negative determination on any single finding will uphold a denial.

It is staff's assessment that the proposed zoning text amendment and associated Ordinance is consistent with the City's General Plan and Zoning Ordinance and would not be detrimental to public interest, health, safety, convenience or welfare.

- **The proposed amendment is consistent with the objectives, policies, general land uses and programs of the City's General Plan.**

  In accordance with Section 106-19 of the Zoning Ordinance and California Government Code section 65454, the proposed amendment to San Fernando City Code Section 106-6 is consistent with the City's General Plan. The proposed amendment would result in a clear methodology for calculating lot area within R-1 Residential Zones.

  This proposed amendment is consistent with the General Plan Land Use Element goals and objectives that seek to retain the small town character of the community and to maintain an identity that is distinct from surrounding communities. Additionally, the proposed amendment is consistent with the General Plan Housing Element goals and objectives that seek to identify and revise City policies, programs, and regulations as

necessary and appropriate, in order to remove constraints to the development of housing to provide a range of housing types to meet community needs. Thus, it is staff's assessment that this finding can be made.

- **The adoption of the proposed amendment would not be detrimental to the public interest, health, safety, convenience or welfare.**

  The proposed amendment merely provides a refined method for calculating lot area that is limited to the R-1 Residential Zone and which does not apply to Accessory Dwelling Units. Therefore, the proposed zone text amendment would not be detrimental to the public interest, health, safety, convenience or welfare. Thus, it is staff's assessment that this finding can be made.

CEQA Compliance

The proposed Ordinance has been reviewed for compliance with the California Environmental Quality Act (CEQA). Based on that assessment, staff finds that this ordinance is not subject to CEQA pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

BUDGET IMPACT:

Approval of the proposed Ordinance will have minimal fiscal impact.

CONCLUSION:

It is staff's assessment that establishing a clear methodology for calculating lot area within R-1 Residential Zones is consistent with the City's General Plan and Zoning Ordinance goals and objectives to preserve the small town character of the community, to maintain an identity that is distinct from surrounding communities, and to identify and revise City policies, programs, and regulations as necessary and appropriate, in order to remove constraints to the development of housing.

Hence, staff recommends that City Council adopt Zone Text Amendment 2018-001 pursuant to the attached Ordinance.

ATTACHMENTS:

A. Ordinance No. 1675
B. Planning and Preservation Commission Minutes of the March 6, 2018 Meeting
C. Correspondence Submitted at City Council Meeting of April 2, 2018
D. Ordinance No. 1675 – Redline version showing changes recommended following the Public Hearing on April 2, 2018

ATTACHMENT "A"

ORDINANCE NO. 1675

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA AMENDING SECTION 106-6 (DEFINITIONS) OF ARTICLE I (IN GENERAL) OF CHAPTER 106 (ZONING) OF THE SAN FERNANDO MUNICIPAL CODE TO PROVIDE ADDED CLARIFICATION REGARDING THE METHODLOGY FOR CALCULATING LOT AREA WITHIN R-1 RESIDENTIAL ZONES.

The City Council of the City of San Fernando does hereby ordain as follows:

WHEREAS, the City of San Fernando seeks to refine the methodology for computing lot area for certain residential projects located within the R-1 single family residential zone; and

WHEREAS, the refinements are not intended to apply to non-residential projects or projects located outside of the R-1 single family residential zone; and

WHEREAS, the refinements are not to be applied for the computation of lot area for the establishment of accessory dwelling units within the meaning of Section 106-358 (Regulation of Accessory Dwelling Units) of Division 2 (R-1 Single family, Residential Zone) of Article III (Zones) of Chapter 106 (Zoning) of the San Fernando Municipal Code.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN FERNANDO DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. The definition of the term "lot area" as defined under Section 106-6 (Definitions) of Article I (In General) of Chapter106 (Zoning) of the San Fernando Municipal Code is hereby amended in its entirety to now state the following:

> ***Lot area*** *means the total area within the lot lines of a lot excluding any street, highway or alley right-of-way, except that in the case of lots in the R-1 single family residential zone, that area up to the midpoint of all immediately abutting streets, alleys or highways which would revert to the lot if the street, highway or alley were vacated may be assumed to be a portion of the lot. The foregoing notwithstanding, the alternative methodology for calculating lot area in the R-1 single family residential zone as set forth in the preceding sentence shall not be used for purposes of (i) any application or request to establish an accessory dwelling unit within the meaning of Section 106-358 (Regulation of Accessory Dwelling Units) of Division 2 (R-1 Single family, Residential Zone) of Article III (Zones) of Chapter 106 (Zoning) of the San Fernando Municipal Code; or (ii) calculating maximum lot coverage within the meaning of subdivision (6)(a) of Section 106-967 (Residential zoned property) of the San Fernando Municipal Code or any other provision of the same requiring the calculation of maximum lot coverage.*

SECTION 2. Effective Date. This Ordinance shall take effect thirty (30) days after its adoption.

SECTION 3. Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this ordinance, or any part thereof is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portion of this ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrase be declared unconstitutional. If for any reason any portion of this ordinance is found to be invalid by a court of competent jurisdiction, the balance of this ordinance shall not be affected.

SECTION 4. Certification. The City Clerk shall certify the passage of this Ordinance and shall cause the same to be entered in the book of original ordinances of said City; shall make a minute passage and adoption thereof in the records of the meeting at which time the same is passed and adopted; and shall, within fifteen (15) days after the passage and adoption thereof, cause the same to be published as required by law, in a local newspaper of general circulation and which is hereby designated for that purpose.

SECTION 5. CEQA. The City Council finds that this Ordinance is not subject to the California Environmental Quality Act (CEQA) pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of San Fernando at its regular meeting on this ____ day of _____, 2018.

_____
Sylvia Ballin, Mayor

ATTEST:

_____
Elena G. Chávez, City Clerk

APPROVED AS TO FORM:

_____
Richard Padilla, Assistant City Attorney

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 Ordinance No. was adopted at a regular meeting of the City Council held on the ____ day of _____ 2018, and was carried by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Elena G. Chávez, City Clerk

ATTACHMENT "B"

CITY OF SAN FERNANDO
PLANNING AND PRESERVATION COMMISSION

APPROVED MINUTES OF THE
MARCH 6, 2018 MEETING
CITY HALL COUNCIL CHAMBER

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE PLANNING COMMISSION. AUDIO OF THE ACTUAL MEETING ARE AVAILABLE FOR LISTENING AT: http://ci.san-fernando.ca.us/commissions-boards/#1477946968325-c2faf7a0-5a49

CALL TO ORDER
The meeting was called to order by at 6:30 p.m. by Theale Haupt

ROLL CALL
The following persons were recorded as present:

PRESENT:
Chairperson Theale Haupt, Vice-chair Alvin Durham, Commissioners Yvonne Mejia, and Aida Montes

ABSENT:
Commissioner Jennifer Perez-Helliwell

ALSO PRESENT
City Attorney Richard Padilla, Community Development Director Timothy Hou, and Community Development Secretary Michelle De Santiago

APPROVAL OF AGENDA
Vice Chair A. Durham moved to approve the agenda of March 6, 2018. Seconded by Commissioner Y. Mejia, the motion carried with the following vote:

AYES:	A. Durham, Y. Mejia, A. Montes, and T. Haupt
NOES:	None
ABSENT:	J. Perez-Helliwell
ABSTAIN:	None

REORGANIZATION

Calls for Nomination of Chairperson:

A. Durham nominated Theale Haupt for Chairperson of the Planning and Preservation Commission. Seconded by Commissioner Y. Mejia.

No more nominations, the vote carried with the following vote:

AYES:	A. Durham, Y. Mejia, A. Montes, and T. Haupt
ABSENT:	J. Perez-Helliwell

Calls for Nomination of Vice-chair:

T. Haupt nominated Alvin Durham for Vice-chair of the Planning and Preservation Commission. Seconded by Commissioner Y. Mejia.

No more nominations, the vote carried with the following vote:

AYES:	T. Haupt, Y. Mejia, A. Montes, and A. Durham
ABESENT:	J. Perez-Helliwell

CONSENT CALENDAR

Vice-Chair A. Durham moved to approve the minutes of the October 24th 2017 and December 12th, 2017, Planning and Preservation Commission Meetings. Seconded by Y. Mejia, the motion carried with the following vote:

AYES:	A. Durham, Y. Mejia, A. Montes, and T. Haupt
NOES:	None
ABSENT:	J. Perez-Helliwell
ABSTAIN:	None

UNFINISHED BUSINESS

None

PUBLIC HEARING

Request for Determination of Public Convenience or Necessity – 911 San Fernando Road, San Fernando, CA 91340 – Lee Rabun, CLR Enterprises, Inc. c/o The Truman House Tavern, Inc. - The proposed "Project" is a request for a determination of public convenience or necessity in connection with the issuance of a license for the sale of alcoholic beverages by the State of California Department of Alcoholic Beverage Control (ABC) at 911 San Fernando Road. Per City Code Section 106-180, whenever a request for a Determination of Public Convenience or necessity is submitted to the City, the Planning and Preservation Commission shall make that determination and consider a prescribed set of criteria.

STAFF PRESENTATION
Community Development Director Timothy Hou gave the staff presentation recommending that the Planning and Preservation Commission approve Resolution No. 2018-001 making the Determination of Public Convenience or necessity in connection with the issuance of a license by the Department of Alcoholic Beverage Control for the sale of alcoholic beverages at 911 San Fernando Road.

PUBLIC COMMENT
Tom Ross – Tekwerks spoke in favor of the project, asked if there was a way to streamline the process to promote a new business.

Adriana Gomez – Ms. Gomez asked about the recently approved SP-5 zone and the changes to the previously required Conditional Use Permit for sale of alcohol. She stated that the need to come before the Commission for a Determination of Public Convenience or Necessity is taking just as long as the CUP process and she doesn't see how this process is supposed to be faster.

R. Padilla indicated that even though the CUP process was eliminated ABC is still required to have someone identify the need and according to the City Code it currently identifies the authorizing party as the Commission. He indicated that the commission could ask the Council to rewrite the code to have this process be handled at an administrative level which can be reviewed by the Community Development Director or simply ignore the request from ABC which becomes an automatic approval after 90 days.

COMMISSION DISCUSSION
A. Durham stated that it's difficult to get a sense of the numbers when they include all of the licenses.

A. Montes stated that she likes the idea of approval or denial at the administrative level.

T. Haupt stated that he would like to know what application are being considered and maybe it could be included as part of the Consent Calendar on the Commission agendas.

R. Padilla stated that is can be approved administratively and it may be appealed at which point the City Council would consider it for a final decision.

T. Haupt stated that more discussion on this process needs to be had.

M. De Santiago indicated that she would provide the Commission with the City Code on the approval process in its current state.

Subsequent to discussion, Commissioner Y. Mejia moved to approve Planning and Preservation Commission Resolution 2018-001 making the determination of Public Convenience or Necessity in connection with the issuance of a license by the Department of Alcoholic Beverage Control

for the sale of alcoholic beverages at 911 San Fernando Road. Seconded by Vice-chair A. Durham, the motion carried with the following vote:

AYES:	Y. Mejia, A. Durham, A. Montes, and T. Haupt
NOES:	None
ABSENT:	J. Perez-Helliwell
ABSTAIN:	None

PUBLIC HEARING
Zone Text amendment 2018-001 (ZTA 2018-001) – City of San Fernando, Citywide affecting all R-1 Single Family Residential Zones – Consideration of Zone Text Amendment 2018-001 recommending to the City Council Amending Section 106-6 (Definitions) of Article 1 (In General) of Chapter 106 (Zoning) to provide added clarification regarding the methodology for calculating lot area within R-1 residential zones.

STAFF PRESENTATION
Community Development Director Timothy Hou gave the staff presentation recommending that the Planning and Preservation Commission approve Resolution No. 2018-002 recommending approval of an Ordinance of the City Council of the City of San Fernando California that would amend Section 106-6 to state the following:

a. Minimum lot size in the R-1 Single Family Residential Zone shall be 7,500 square feet; and
b. Notwithstanding the definition of the term "lot area" as set forth under Section 106-6 (Definition) of Article 1 (In General) of Chapter 106 (Zoning) of the San Fernando municipal Code, in computing the size of a lot in the R-1 Single Family Residential zone, that portion of the width of all abutting street, alleys and/or highways which would revert to the lot if the street, highway were vacated may be assumed to be a portion to the lot. The methodology for computing lot area as set forth in the preceding sentence shall not be approval for purposes of any application or request to establish an accessory dwelling unit within the meaning of Section 106-359 (Regulation of Accessory Dwelling Units) of Division 2 (R-1 Single Family Residential Zone) of Article III (Zones) of Chapter 106 (Zoning) of the San Fernando Municipal Code.

PUBLIC COMMENT
None

COMMISSION DISCUSSION
T. Haupt asked what triggered this amendment.

T. Hou indicated that various local agencies are using this methodology to calculate lot sizes. This is something that was looked at closely with a recent sub-division proposal.

T. Haupt asked if this will help or hinder the recent proposal.

T. Hou indicated that this will work in favor of the proposal.

Subsequent to discussion, Vice-Chair A. Durham moved to approve Planning and Preservation Commission Resolution 2018-002 recommending that the City Council approve Zone Text Amendment 2018-001, amending Section 106-6 (Definitions) of Article I (In General) of Chapter 106 (Zoning) of the San Fernando Municipal Code to prove added clarification regarding the methodology for calculating lot area within the R-1 residential zone. Seconded by Commissioner Y. Mejia, the motion carried with the following vote:

AYES:	A. Durham, Y. Mejia, A. Montes, and T. Haupt
NOES:	None
ABSENT:	J. Perez-Helliwell
ABSTAIN:	None

STAFF COMMUNICATIONS
None

COMMISSION COMMENTS
None

PUBLIC STATEMENTS
None

ADJOURNMENT
Vice-chair A. Durham, moved to adjourn to April 3, 2018. Second by Commissioner A. Montes, the motion carried with the following vote:

AYES:	A. Durham, A. Montes, Y. Mejia, and T. Haupt
NOES:	None
ABSENT:	J. Perez-Helliwell
ABSTAIN:	None

7:27 P.M.
Timothy T. Hou
Planning Commission Secretary

ATTACHMENT "C"

Humberto Quintana
1603 Glenoaks Boulevard
San Fernando, CA 91340

April 2, 2018

Mayor Sylvia Ballin and Councilmembers
117 Macneil Street
San Fernando, CA 91340

RE: AMENDMENT TO ORDINANCE NO. 1675

On March 6, 2018, the Planning and Preservation Commission recommended approval of the proposed Zone text amendment to add clarification regarding the methodology for calculating lot area within the R-1 residential zone. However, the zone text amendment, as it is currently presented, would be a detriment to the community. The purpose of this letter is not to oppose the zone text amendment in its entirety, but rather to provide amendments that it would safeguard the community.

Under the proposed zoning text amendment, the definition of "Lot area," within City Code Section 106-6 would be amended in its entirety to include the midpoint of all immediately abutting streets, alleys or highways as part of the total lot area. Allowing this type of methodology is concerning because it significantly increases the total developable lot area.

Pursuant to Section 106-967 (6) a; the maximum lot coverage in an R-1 zone is 50 percent. Allowing for a zone text amendment that increases the "Lot area" to include the midpoint of all immediately abutting streets, alleys or highways as part of the total lot area, allows for additional lot coverage, which translates to a larger footprint, in a manner that is out of scale of the existing neighborhood context. Utilizing my property as an example, under the proposed ordinance, the lot area of my property will increase from 5,625 square feet to 11,175 square feet. This equates to an increase of the total potential developable footprint from 2,812.5 square feet to 5,550 square feet. This type of out-of-scale development, compounded throughout the single-family neighborhoods, would be a detriment to the community.

However, there is a solution that provides safeguards for residents while preserving the potential of future development. This could be achieved through a minor amendment to the proposed ordinance. This amendment would include the definition of "gross lot area" and "net lot area." The gross lot area definition would read as the currently proposed definition of "lot area", but would only be applicable for purposes of a sub-division. The

definition of "net lot area" would include the total area within the lot lines of a lot excluding any street right-of-way, and would be applicable for all development standards. This approach would allow relief for future sub-divisions that would otherwise be burdened with dedicating portions of their lot for the expansion of the existing right-of-way. However, the aforementioned solution does so without burdening the community as a whole by avoiding a loophole in the development standards that would significantly increase development in a manner that is out of scale and is not keeping with the community character

Thank you for your time and consideration in establishing thoughtful policy.

Sincerely,



Humberto Quintana

ATTACHMENT "D"

ORDINANCE NO. 1675

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA AMENDING SECTION 106-6 (DEFINITIONS) OF ARTICLE I (IN GENERAL) OF CHAPTER 106 (ZONING) OF THE SAN FERNANDO MUNICIPAL CODE TO PROVIDE ADDED CLARIFICATION REGARDING THE METHODLOGY FOR CALCULATING LOT AREA WITHIN R-1 RESIDENTIAL ZONES.

The City Council of the City of San Fernando does hereby ordain as follows:

WHEREAS, the City of San Fernando seeks to refine the methodology for computing lot area for certain residential projects located within the R-1 single family residential zone; and

WHEREAS, the refinements are not intended to apply to non-residential projects or projects located outside of the R-1 single family residential zone; and

WHEREAS, the refinements are not to be applied for the computation of lot area for the establishment of accessory dwelling units within the meaning of Section 106-358 (Regulation of Accessory Dwelling Units) of Division 2 (R-1 Single family, Residential Zone) of Article III (Zones) of Chapter 106 (Zoning) of the San Fernando Municipal Code.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN FERNANDO DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. The definition of the term "lot area" as defined under Section 106-6 (Definitions) of Article I (In General) of Chapter106 (Zoning) of the San Fernando Municipal Code is hereby amended in its entirety to now state the following:

> ***Lot area*** *means the total area within the lot lines of a lot excluding any street, highway or alley right-of-way, except that in the case of lots in the R-1 single family residential zone, that area up to the midpoint of all immediately abutting streets, alleys or highways which would revert to the lot if the street, highway or alley were vacated may be assumed to be a portion of the lot. The foregoing notwithstanding, the alternative methodology for calculating ~~computing~~ lot area in the R-1 single family residential zone as set forth in the preceding sentence shall not be used ~~applied~~ for purposes of (i) any application or request to establish an accessory dwelling unit within the meaning of Section 106-358 (Regulation of Accessory Dwelling Units) of Division 2 (R-1 Single family, Residential Zone) of Article III (Zones) of Chapter 106 (Zoning) of the San Fernando Municipal Code; or (ii) calculating maximum lot coverage within the meaning of subdivision (6)(a) of Section 106-967 (Residential zoned property) of the San Fernando Municipal Code or any other provision of the same requiring the calculation of maximum lot coverage. ~~.~~*

SECTION 2. Effective Date. This Ordinance shall take effect thirty (30) days after its adoption.

SECTION 3. Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this ordinance, or any part thereof is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portion of this ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrase be declared unconstitutional. If for any reason any portion of this ordinance is found to be invalid by a court of competent jurisdiction, the balance of this ordinance shall not be affected.

SECTION 4. Certification. The City Clerk shall certify the passage of this Ordinance and shall cause the same to be entered in the book of original ordinances of said City; shall make a minute passage and adoption thereof in the records of the meeting at which time the same is passed and adopted; and shall, within fifteen (15) days after the passage and adoption thereof, cause the same to be published as required by law, in a local newspaper of general circulation and which is hereby designated for that purpose.

SECTION 5. CEQA. The City Council finds that this Ordinance is not subject to the California Environmental Quality Act (CEQA) pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of San Fernando at its regular meeting on this ____ day of _____, 2018.

_____
Sylvia Ballin, Mayor

ATTEST:

_____
Elena G. Chávez, City Clerk

APPROVED AS TO FORM:

_____
Richard Padilla, Assistant City Attorney

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 Ordinance No. was adopted at a regular meeting of the City Council held on the ____ day of _____ 2018, and was carried by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Elena G. Chávez, City Clerk

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THE CITY OF SAN FERNANDO

AGENDA REPORT

To: Mayor Sylvia Ballin and Councilmembers

From: Alexander P. Meyerhoff, City Manager
By: Julian J. Venegas, Director of Recreation and Community Services

Date: April 16, 2018

Subject: Consideration to Approve a Partnership with the Wild Horse Foundation Related to Program Enhancements and Capital Improvements at Pioneer Park

RECOMMENDATION:

It is recommended that the City Council:

a. Authorize the City Manager to enter into a partnership with the Wild Horse Foundation related to program enhancements and capital improvements at Pioneer Park; and

b. Approve the use of the City Seal, logo, and social media on digital and print material related to program enhancements and capital improvements resulting from the partnership with Wild Horse Foundation, pursuant to City Council Resolution No. 6904 (Attachment "A").

BACKGROUND:

1. The Healthy San Fernando Campaign is a collaborative effort by the City of San Fernando, Providence Holy Cross Medical Center, San Fernando Community Health Center, Valley Care Community Consortium, California State University at Northridge, and Kaiser Permanente to increase public awareness of obesity-related diseases while educating the community on the prevention of such diseases through healthy eating and active living.

2. The City of San Fernando has pledged to engage in healthy eating and active living with the ultimate goal of becoming the healthiest city in the San Fernando Valley. This includes City-sponsored programs and events featuring nutritional components or physical activities.

3. On March 9, 2018, City staff met with a representative from the Wild Horse Foundation to discuss the possibility of establishing a collaboration which would focus on youth health, wellness, nutrition and sports at Pioneer Park (828 Harding Street.)

4. The Wild Horse Foundation is a non-profit organization dedicated to providing youth comprehensive health and wellness services to children involved in sporting activities. The foundation is head quartered in Miami Florida with a branch in Los Angeles.

REVIEW: ☒ Finance Department ☒ Deputy City Manager ☒ City Manager

5. The Wild Horse Foundation is a registered 501(c)3 that manages the philanthropic activities of Yasiel Puig. Mr. Puig is a member of the Los Angeles Dodgers.

6. On March 29, 2018, staff met with Mr. Puig, his representative and other community-based organizations to discuss the Foundation's vision and potential opportunities for a public-private partnership based upon the Healthy San Fernando initiative. At that meeting, Mr. Puig stated that the Healthy San Fernando initiative was in line with the foundation's vision.

ANALYSIS:

The Wild Horse Foundation seeks to establish a collaborative partnership with a range of service providers in San Fernando. The Wild Horse Foundation's approach to programs and services would be incremental and based on building collaborations among the various community-based organizations servicing the East San Fernando Valley. The partnership would provide a range of youth services, including sports, recreation, nutrition, health and wellness with medical and psychological assistance, sports, and academic and tutoring assistance. In addition, there would be a range of complimentary programs for parents designed to support families, including, but not limited to, financial literacy, parental education, and family nutrition classes.

Potential partners may include Providence Holy Cross Medical Center and San Fernando Community Health Center. Both have independently expressed interest in participation.

The initial phase of the partnership would be focused on capital improvements to renovate the baseball fields, tot lot, snack bar, field house and other facilities at Pioneer Park. The health and wellness programs would be conducted in the field house on the Pioneer Park property. The foundation proposes to renovate the existing buildings and provide a new, commercial-grade kitchen for the proposed nutrition programs. The goal would be to have the programs up and running by the end of the calendar year.

Due to the multitude of needs at Pioneer Park and lack of sufficient funding to meet many of those needs, staff is requesting City Council authorization to enter into a partnership with Wild Horse Foundation related to program enhancements and capital improvements at Pioneer Park. If approved, staff will work with the Wild Horse Foundation to develop a Memorandum of Understanding (MOU) to identify projects, responsibilities, and funding to be presented at a future City Council meeting for approval.

The Wild Horse Foundation has also expressed an interest to announce the partnership and begin marketing and fundraising efforts expeditiously. Consequently, staff is also requesting approval to use the City seal, logo, and social media on digital and print material related to promoting the partnership with the Wild Horse Foundation.

BUDGET IMPACT:

The 2019 Park Master Plan (Plan) identified a number of capital and program needs, however funding has not been identified at this time to implement the recommendations and address the needs outlined in the Plan. The Wild Horse Foundation seeks to partner with the City to fund various capital and program needs at Pioneer Park that the City would not otherwise have the means to implement.

The City maintains existing facilities, equipment and infrastructure at Pioneer Park. Capital improvements may initially decrease maintenance costs. Long-term maintenance costs related to the improvements should be consistent with the current level of maintenance being provided.

There is no budget impact associated with approving use of the City seal, logo, and social media on digital and print material.

CONCLUSION:

The City is committed to providing high quality recreation facilities as well as health and wellness programing. The proposed partnership with Wild Horse Foundation would leverage existing resources of the Healthy San Fernando Campaign to expand health and wellness program offerings and enable the City to make needed capital improvements to Pioneer Park to support those programs. Therefore, it is recommended that the City Council authorize the City Manager to enter into a partnership with Wild Horse Foundation, draft a MOU for City Council consideration, and approve use of the City seal, logo and social media to support and promote the partnership.

ATTACHMENT:

A. City Council Resolution No. 6904

ATTACHMENT "A"

RESOLUTION NO. 6904

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, AMENDING THE STANDARD MANAGEMENT PROCEDURE REGARDING USE OF CITY SEAL

WHEREAS, the City Council adopted a standard management procedure for the use of the City seal on August 3, 1987.

WHEREAS, the City Council desires to revise the procedure to limit the use of the City seal, as provided in this resolution.

WHEREAS, it shall be City policy that the City seal, as described in Municipal Code Section 1-13, shall only be used as provided in this policy. The purpose of this policy is to:

A. Ensure that the City seal is not used for inappropriate events and affairs.

B. Control use of the City seal so as to prevent unauthorized use, which could imply City participation, support, or sponsorship in commercial, political, or non-City events.

THE CITY COUNCIL OF THE CITY OF SAN FERNANDO HEREBY FINDS AND RESOLVES:

The City has designated an official seal, which serves to identify City involvement in some manner. Typically, the seal is used on City stationary, City vehicles, brochures and other information. It is important that some guidelines be followed so that the seal be used in an appropriate manner. Therefore, the following guidelines shall be followed pertaining to the City seal:

1. The City seal may be used on all City related literature, material, vehicles, etc., and for City sponsored or co-sponsored functions and events.
2. The City seal may be used on t-shirts, hats, calendars and other like material when sponsored by the City upon approval of the City Administrator.
3. The City seal may not be used by organizations other than the City without prior approval of a majority of the City Council.
4. The City seal may not be used for political or commercial purposes.
5. In cases where it is unclear whether a proposed use of the seal is appropriate, three members of the City Council must approve the use as a scheduled item on a City Council agenda.

PASSED, APPROVED and ADOPTED this 5th day of May, 2003.

Dr. José Hernández
Mayor José Hernández, Ph.D.

ATTEST:

Elena G Chávez
Elena G. Chávez, City Clerk

APPROVED AS TO FORM:

Michael Estrada, City Attorney

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

I, Elena G. Chávez, City Clerk of the City of San Fernando, do hereby certify that the foregoing Resolution was duly adopted by the City Council of the City of San Fernando and signed by the Mayor of the City of San Fernando at a regular meeting held on the 5th day of May, 2003; and that the same was passed by the following vote:

AYES: Hernández, De La Torre, Veres, Ruelas, Martinez - 5

NOES: None

ABSENT: None

Elena G Chávez
Elena G. Chávez, City Clerk

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THE CITY OF SAN FERNANDO

AGENDA REPORT

To: Mayor Sylvia Ballin and Councilmembers

From: Alexander P. Meyerhoff, City Manager
By: Nick Kimball, Deputy City Manager/Director of Finance

Date: April 16, 2018

Subject: Review of City Council Priorities for Fiscal Year 2018-2019

RECOMMENDATION:

It is recommended that the City Council review and discuss City Council priorities for Fiscal Year 2018-2019.

BACKGROUND:

1. As part of the budget development process each year, the City Council is asked to set Strategic Goals and Priorities for the upcoming fiscal year.

2. The purpose of setting goals and priorities is to provide the City Manager with guidance for allocating funds in the City Manager's Proposed Budget.

3. The City-wide Strategic Goals articulate City-wide long-term strategic goals and objectives that the organization strives to achieve over the next three to five years. Strategic Goals tend to remain relatively stable over time.

4. City Council Priorities are specific short-term items that are reasonably achievable in the upcoming fiscal year. Priorities typically fit within City-wide Strategic Goals but provide a more specific focus for the upcoming year.

5. On April 2, 2018, City Council reviewed the proposed Strategic Goals and City Council Priorities for Fiscal Year 2018-2019.

6. During the discussion, Councilmember Fajardo requested staff follow-up with each Councilmember regarding priorities that were not included on the list provided by staff during the meeting and re-agendize the discussion at the following meeting.

REVIEW: ☒ Finance Department ☒ Deputy City Manager ☒ City Manager

ANALYSIS:

Per Councilmember Fajardo's request during the City Council meeting on April 2, 2018, staff has reached out to all City Councilmembers requesting additional priorities that were not included in the list originally presented on April 2, 2018.

Any responses received by staff will be presented under separate cover at the City Council meeting on April 16, 2018.

BUDGET IMPACT:

There is minimal fiscal impact associated with discussing City Council priorities. Should City Council propose additional priorities, staff will determine the financial impact and provide that information to City Council at a Budget Study session for final direction prior to budget adoption.

CONCLUSION:

The City Council priorities will assist the City Manager with proposed FY 2018-2019 department work plans.

ATTACHMENT:

A. April 2, 2018 Conformed Agenda Report

ATTACHMENT "A"

APPROVED / OTHER ACTION
BY CITY COUNCIL
Reagendized to next mtg.

City Clerk

THE CITY OF SAN FERNANDO

AGENDA REPORT

To: Mayor Sylvia Ballin and Councilmembers

From: Alexander P. Meyerhoff, City Manager
By: Nick Kimball, Deputy City Manager/Director of Finance

Date: April 2, 2018

Subject: Review of Prior Years' City-wide Strategic Goals and City Council Priorities and Work Program Discussion for Fiscal Year (FY) 2018-2019

RECOMMENDATION:

It is recommended that the City Council:

a. Receive an update from staff on the status of prior years' City Council priorities; and

b. Provide direction to staff related to City-wide Strategic Goals and City Council Priorities to guide preparation of the FY 2018-2019 budget.

BACKGROUND:

1. As part of the budget development process each year, the City Council is asked to set Strategic Goals and Priorities for the upcoming fiscal year.

2. The purpose of setting goals and priorities is to provide the City Manager with guidance for allocating funds in the City Manager's Proposed Budget.

3. The City-wide Strategic Goals should articulate City-wide long-term strategic goals and objectives that the organization strives to achieve over the next three to five years. Strategic Goals tend to remain relatively stable over time.

4. City Council Priorities are specific short-term items that are reasonably achievable in the upcoming fiscal year. Priorities typically fit within City-wide Strategic Goals but provide a more specific focus for the upcoming year.

REVIEW: ☒ Finance Department ☒ Deputy City Manager ☒ City Manager

ANALYSIS:

City-wide Strategic Goals (Attachment "A") provide broad context for budget development to ensure staff is working toward achieving the organization's long-term objectives; while City Council Priorities provide each Councilmember with the opportunity to introduce a short-term project or program that fits within the long-term objectives.

Due to vacancies in a number of key management positions, including the City Manager, Director of Public Works, Director of Community Development, and Director of Recreation and Community Services, work programs for FY 2017-2018 focused on the City's mission critical activities, i.e. maintaining the existing level of service to the public without adding new projects or programs unless and until existing projects and programs are completed.

To facilitate the discussion for FY 2018-2019, staff has updated the list of City Council Priorities since FY 2013-2014 (Attachment "B"). The list includes the budget year the Priority was requested, a description of the priority, current status, and the City Manager's recommended action. The list of Priorities is further summarized by Department (Attachment "C") to demonstrate impact on the FY 2018-2019 work program for each department.

It is recommended that City Council review each item with staff and propose changes as is deemed appropriate by a majority of Councilmembers.

Work plans for each department will be presented and discussed during the Budget Study Sessions in May 2018. Department work plans will be developed with the intent of meeting the City-wide Strategic Goals set by City Council and providing mission critical activities.

BUDGET IMPACT:

Discussion of the City-wide Goals and City Council priorities are an integral part of setting the tone and providing guidance to the City Manager for preparation of the City Manager's Proposed Budget. Should the City Council propose additional priorities, staff will determine the financial impact and provide that information to City Council at a Budget Study session for final direction prior to budget adoption.

CONCLUSION:

The City Council Strategic Goals will help guide the overall FY 2018-2019 budget process and provide context for decision making and development of work plans.

ATTACHMENTS:

A. Proposed City-wide Strategic Goals – FY 2018-2019
B. Status of Prior and Current City Council Priorities – FY 2013-2014 through FY 2017-2018
C. Summary of Proposed FY 2018-2019 Priorities, By Department

ATTACHMENT "A"

THE CITY OF SAN FERNANDO

STRATEGIC GOALS

CITY-WIDE STRATEGIC GOALS
FISCAL YEAR 2018-2019

City-wide Strategic Goals articulate City-wide long-term strategic goals and objectives that the organization strives to achieve over the next three to five years. They provide broad context for budget development to ensure staff is working toward achieving the organization's long-term objectives. The Strategic Goals guiding the development of the Fiscal Year 2018-2019 budget are:

1. Continue to stabilize the City's finances by maintaining a balanced budget, continuing to reduce the General Fund deficit, and preserving reserve balances in a number of critical funds, including, but not limited to, the General Fund, Self-Insurance Fund, and Equipment Replacement Fund.

2. Ensure regional rail projects servicing San Fernando do not create an undue hardship to the City's residents and businesses.

3. Pursue Economic Development opportunities to bolster the City's revenue and enhance the City of San Fernando's profile.

4. Increase capital expenditures to address critical infrastructure needs, including, but not limited to, addressing deferred maintenance of City streets, water and sewer systems, and sidewalks.

5. Increase the City's use of technology to work more efficiently, increase transparency for citizens and stakeholders, and provide enhanced customer service.

6. Offer top notch recreation programs through the Healthy San Fernando initiative and explore opportunities to expand sports programs.

7. Pursue grant funding that addresses a need and provides a net benefit to the City.

8. Continue to review and update the City's policies and procedures.

9. Explore opportunities for community and cultural programs.

10. Increase water conservation efforts, including, but not limited to, community outreach and implementation of water conservation programs.

THE CITY OF SAN FERNANDO

CITY COUNCIL PRIORITIES

Status Review of Prior and Current Year City Council Priorities
Fiscal Year 2013-2014 through 2017-2018

FISCAL YEAR 2013 – 2014		
Description of Goal/Priority	**Status**	**Recommended Action**
1. Work to establish a Property-based Business Improvement District (PBID).	On-hold pending coordination between the Mall Association and Chamber of Commerce.	Include in FY 2018-2019 Council Priorities (City Manager and Community Development).
2. Study and understand all aspects of the City's pension system, including, but not limited to: (a) benefits and disadvantages of the current system; (b) historic shortfalls and projected shortfalls; and (c) the special property tax used to balance such shortfalls.	Staff has provided actuarial valuations of the City's pension cost and information on the Retirement Tax as part of the annual presentation of the audited financial statements and setting of the pension tax levy. A study session on the City's pension system, including cost and projections will be provided by the Finance Director in FY 2018-2019.	Include in FY 2018-2019 Council Priorities (Finance).
3. Study the City's strengths and weaknesses in terms of attracting new businesses, determine which businesses or industries the City could most successfully recruit, and develop a business plan to attract said businesses. This analysis should incorporate a "cost of doing business" review.	The City partnered with the Valley Economic Alliance to provide a cost of doing business analysis, which includes recommendations for economic development and a discussion on minimum wage. A draft has been received by staff; however, additional work is necessary to create a usable document.	Include in FY 2018-2019 Council Priorities (City Manager and Community Development).

ATTACHMENT "B"

FISCAL YEAR 2014 – 2015		
Description of Goal/Priority	**Status**	**Recommended Action**
1. Heritage Park – evaluate best usage for the park.	The Parks Master Plan was completed and includes recommendations for Heritage Park. Staff will work toward implementing the Plan over the next few years.	Include in FY 2018-2019 Council Priorities (Recreation and Community Services).
2. Energy Efficiency: 1) HERO and PACE programs; 2) Revisit the issue regarding energy efficiency/savings for the City and solicit proposals from various vendors.	1) During FY 15/16 the City entered into a Professional Services Agreement with Neighborhood Housing Services, implemented the HERO Program, and adopted Urgency Ordinance for Expedited Permitting of Small Residential Rooftop Solar Systems (Urgency Ordinance No. U-1644). 2) Staff is working to develop an RFP to solicit energy efficiency/savings proposals.	Include in FY 2018-2019 Council Priorities (Public Works).

FISCAL YEAR 2015 – 2016		
Description of Goal/Priority	**Status**	**Recommended Action**
1. Continue to stabilize the City's finances by maintaining a balanced budget, continuing to reduce the General Fund deficit, and establish reserve balances in a number of critical funds, including but not limited to, the General Fund, Self-Insurance Fund, and Equipment Replacement Fund.	Staff has developed a five-year financial forecast, discussed a deficit reduction plan with City Council, and included the deficit reduction plan as a note in the City's financials. Staff will continue to work with City Council to implement the Plan.	Remove as Priority. This is also a Citywide Goal.
2. Evaluate City service contracts to ensure they are up to date and provisions of contracts are being enforced.	The City has updated the Purchasing Ordinance and has brought all contracts in compliance with the procurement guidelines. Staff continues to monitor agreements to ensure that competitive pricing and services are received. Since there is no central purchasing/contracting office, each department is responsible for managing their own contracts.	Include in FY 2018-2019 Council Priorities (All Departments).
3. Pursue catalytic projects for the downtown/mall area.	Staff has met with prospective developer(s) to discuss moving forward on various potential projects, including a potential Development Agreement with the City.	Include in FY 2018-2019 Council Priorities (City Manager and Community Development).
4. Enhance the City's Business Attraction and Retention Program, including streamlining the permitting and entitlement process.	Enhanced Business Attraction and Retention efforts were put on hold pending appointment of permanent City Manager and Director of Community Development.	Include in FY 2018-2019 Council Priorities (City Manager and Community Development).

FISCAL YEAR 2015 – 2016 (cont.)		
Description of Goal/Priority	**Status**	**Recommended Action**
5. Explore the opportunity for a farmers' market.	In FY 2016-17, the City submitted a grant application to the USDA for the FINI Corner and Farmers Markets Incentive Program. Staff received notice the City WAS NOT awarded the grant.	Include in FY 2018-2019 Council Priorities (Recreation & Community Services).
6. Evaluate the City's minimum wage and living wage ordinances.	In May 2015, the City of LA adopted a plan to increase minimum wage to $15/hour by July 2020. In June 2015, City Council directed staff to explore options for the City of San Fernando to enact a similar plan. In April 2016, the state of California adopted a similar plan that increases the state minimum wage (including San Fernando) to $15/hour by January 2022.	Include in FY 2018-2019 Council Priorities (Finance).
7. Continue regional collaboration with Metro and neighboring cities to enhance vehicular and pedestrian transportation options within the City of San Fernando.	City staff continues to work with City of Los Angeles and Metro staff regarding the East San Fernando Valley Transit Corridor Project-Project EIR/EIS is forthcoming from Metro; City working on ensuring Metro-project alignment with City's own efforts for multi-modal transportation opportunities under the TOD Overlay/San Fernando Corridors Specific Plan Update; City received a grant from Caltrans to complete a Safe Routes to School Plan. In addition, the County Department of Public Health is collaborating with the City to enhance the Safe Routes Planning and will complete an Active Transportation Plan at no cost to the City.	Include in FY 2018-2019 Council Priorities (Public Works).

FISCAL YEAR 2015 – 2016 (cont.)		
Description of Goal/Priority	**Status**	**Recommended Action**
8. Increase capital expenditures to address critical infrastructure needs, including but not limited to, addressing deferred maintenance of City streets, water and sewer systems, and sidewalks.	The City has leveraged Measure A, Measure R, and CDBG funds to pave a number of streets over the last 12 months. The City has also completed a study assessing the overall health of the sewer system, which was presented to Council in September 2016, and moving forward on replacing sewer and water main lines in conjunction with street improvement projects.	Remove as Priority. This is also a Citywide Goal.
9. Evaluate policy for neighborhoods to petition for the installation of speed humps.	The City currently has an existing policy regarding the installation of speed humps.	Include in FY 2018-2019 Council Priorities (Public Works).
10. Increase the City's use of technology to work more efficiently, increase transparency for citizens and stakeholders, and provide enhanced customer service.	The City has updated the network servers and operating software over the last few years. All PCs operating on Microsoft XP have been retired and replaced. The City is currently working with CSUN to enhance utilization of GIS software.	Remove as Priority. This is also a Citywide Goal.
11. Continue to review and update the City's policies and procedures.	The City has updated the Budget, Financial, and Purchasing policies. The City Clerk's office completed an update of the City's Records Retention Policy. The Personnel Division is updating the City Personnel Rules, as well as Standard Management Policies and Procedures, which have been outdated for some years.	Remove as Priority. This is also a Citywide Goal.

FISCAL YEAR 2015 – 2016 (cont.)		
Description of Goal/Priority	**Status**	**Recommended Action**
12. Explore opportunities for community and cultural programs.	The Recreation and Community Services Department has expanded regular programming to include eight (8) JAM sessions, Dia de los Muertos, Eggstravaganza, Holiday Tree lighting, 5K Relay, cultural movies at the Lopez Adobe, etc.	Remove as Priority. This is also a Citywide Goal.
13. Veteran's appreciation event.	City Council created a Veteran's Appreciation Event Ad Hoc (Gonzales, Soto). However, due to staff shortages, this effort was put on-hold pending appointment of a permanent City Manager.	Include in FY 2018-2019 Council Priorities (Recreation and Community Services).
14. Community Garden.	The Parks Master Plan was completed and includes recommendations for a Community Garden. Staff will work toward implementing the Plan over the next few years.	Include in FY 2018-2019 Council Priorities (Recreation and Community Services).
15. Increase water conservation efforts, including but not limited to, community outreach and implementation of water conservation programs.	In May 2015, the City Council implemented Phase II water conservation efforts including new city parkway turf replacement guidelines; City has reduced exterior watering at City facilities; City continues to follow State water conservation mandates while promoting MWD rebate programs for low-flow toilets and showerheads, and turf replacement programs; City has completed construction of a drought tolerant median landscaping project on Brand Boulevard to help save over 1 million gallons of water annually.	Remove as Priority. This is also a Citywide Goal.

FISCAL YEAR 2016 – 2017		
Description of Goal/Priority	**Status**	**Recommended Action**
1. Develop Economic Development Strategy.	Due to staff shortages, this effort was put on-hold pending appointment of a permanent City Manager.	Include in FY 2018-2019 Council Priorities (City Manager and Community Development).
2. Create and implement a Rent Control Program.	On July 18, 2016, staff presented City Council with a number of options for a rent control regulatory options. Council gave direction to draft residential rent increase dispute resolution regulations similar to those in place in Fremont, CA. The CD Director had been working with the City Attorney prior to separation. This was put on-hold due to staff shortage.	Include in FY 2018-2019 Council Priorities (Community Development).
3. Develop comprehensive list of all deferred maintenance and needed infrastructure improvements.	The City has information on vehicle replacements, tree trimming maintenance, street light replacements and sewer/water main replacement. The Pavement Management Plan is scheduled to be updated soon. More information is needed to develop a deferred maintenance schedule for facility maintenance.	Include in FY 2018-2019 Council Priorities (Finance and Public Works).
4. Evaluation of traffic flow and parking in the Civic Center Area.	No action to date.	Include in FY 2018-2019 Council Priorities (Public Works).

FISCAL YEAR 2016 – 2017 (Continued)		
Description of Goal/Priority	**Status**	**Recommended Action**
5. Explore possibility of building a pedestrian bridge over the existing rail right-of-way connecting residents and businesses on 1st Street to the Downtown Area.	No action to date.	Include in FY 2018-2019 Council Priorities (Public Works).
6. Implementation of the Neighborhood Preservation and Revitalization Program.	No action to date.	Include in FY 2018-2019 Council Priorities (Community Development).
7. Create and implement a motorcycle officer traffic enforcement program in the Police Department.	No action to date.	Include in FY 2018-2019 Council Priorities (Police).

FISCAL YEAR 2017 – 2018		
Description of Goal/Priority	**Status**	**Recommended Action**
No new priorities were added. City Council directed staff to focus on core mission items and completing existing priorities.	All vacant Department Head positions have been filled with permanent appointees.	None.

ATTACHMENT "C"

CITY COUNCIL PRIORITIES

Summary of Proposed City Council Priorities
Fiscal Year 2018-2019
By Department

City Manager

1) Develop Economic Development Strategy.
   a. Study the City's strengths and weaknesses in terms of attracting new businesses, determine which businesses or industries the City could most successfully recruit, and develop a business plan to attract said businesses. This analysis should incorporate a "cost of doing business" review.
   b. Pursue catalytic projects for the downtown/mall area.
   c. Enhance the City's Business Attraction and Retention Program, including streamlining the permitting and entitlement process.
   d. Work to establish a Property-based Business Improvement District (PBID).
2) Evaluate City service contracts to ensure they are up to date and provisions of contracts are being enforced.

Finance

1) Study and understand all aspects of the City's pension system, including, but not limited to: (a) benefits and disadvantages of the current system; (b) historic shortfalls and projected shortfalls; and (c) the special property tax used to balance such shortfalls.
2) Evaluate the City's minimum wage and living wage ordinances.
3) Develop comprehensive list of all deferred maintenance and needed infrastructure improvements.
4) Evaluate City service contracts to ensure they are up to date and provisions of contracts are being enforced.

Community Development

1) Develop Economic Development Strategy.
   a. Study the City's strengths and weaknesses in terms of attracting new businesses, determine which businesses or industries the City could most successfully recruit, and develop a business plan to attract said businesses. This analysis should incorporate a "cost of doing business" review.
   b. Pursue catalytic projects for the downtown/mall area.
   c. Enhance the City's Business Attraction and Retention Program, including streamlining the permitting and entitlement process.
   d. Work to establish a Property-based Business Improvement District (PBID).

Summary of Proposed City Council Priorities by Department

Community Development (Cont.)

2) Implementation of the Neighborhood Preservation and Revitalization Program.
3) Create and implement a Rent Control Program.
4) Evaluate City service contracts to ensure they are up to date and provisions of contracts are being enforced.

Police

1) Create and implement a motorcycle officer traffic enforcement program in the Police Department.
2) Evaluate City service contracts to ensure they are up to date and provisions of contracts are being enforced.

Public Works

1) Energy Efficiency: 1) HERO and PACE programs; 2) Revisit the issue regarding energy efficiency/savings for the City and solicit proposals from various vendors.
2) Continue regional collaboration with Metro and neighboring cities to enhance vehicular and pedestrian transportation options within the City of San Fernando.
3) Evaluate policy for neighborhoods to petition for the installation of speed humps.
4) Develop comprehensive list of all deferred maintenance and needed infrastructure improvements.
5) Evaluation of traffic flow and parking in the Civic Center Area.
6) Explore possibility of building a pedestrian bridge over the existing rail right-of-way connecting residents and businesses on First Street to the Downtown Area.
7) Evaluate City service contracts to ensure they are up to date and provisions of contracts are being enforced.

Recreation and Community Services

1) Evaluate the best uses for Heritage (Rudy Ortega) Park.
2) Explore the opportunity for a farmers' market.
3) Plan a Veteran’s appreciate event.
4) Establish a Community Garden.
5) Evaluate City service contracts to ensure they are up to date and provisions of contracts are being enforced.

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THE CITY OF SAN FERNANDO

AGENDA REPORT

To: Mayor Sylvia Ballin and Councilmembers

From: Alexander P. Meyerhoff, City Manager
By: Nick Kimball, Deputy City Manager/Director of Finance

Date: April 16, 2018

Subject: Measure A Ad Hoc Committee Update

RECOMMENDATION:

It is recommended that the City Council receive an update from staff and the Measure A Ad Hoc Committee.

BACKGROUND:

1. In fiscal year 2012-2013, the City declared a fiscal emergency and held a special election for the San Fernando electorate to decide on a temporary ½ cent Transaction and Use Tax.

2. On June 4, 2013, the "City Services Emergency Protection Measure" (Measure "A") was approved by sixty percent (60%) of voters. The Tax became effective on October 1, 2013 and will expire on October 1, 2020.

3. Each September, the City provides an Annual Report detailing the collection, management, and expenditure of the Measure A funds in the prior fiscal year. Additionally, the City clearly identifies the planned use of Measure A funds through the annual budget process and in the City Manager's Budget Message.

4. On December 4, 2017, City Council appointed Vice Mayor Lopez and Councilmember Gonzales to the Measure A Ad Hoc Committee to work with staff to develop public information material to educate the public and key stakeholders on the critical role Measure A has played in saving the City's finances.

5. The Measure A Ad Hoc Committee will also make a recommendation to City Council regarding potential extension of the Transaction and Use Tax beyond October 2020.

6. To date, the Measure A Ad Hoc Committee has met five (5) times to discuss this effort.

REVIEW: ☒ Finance Department ☐ Deputy City Manager ☒ City Manager

ANALYSIS:

Since February, the Ad Hoc has worked with staff to identify key questions to be answered as part of a public education effort, including, in no particular order:

1. What Measure A is and why it was necessary.
2. How Measure A funds have been used.
3. How much additional revenue Measure A has generated.
4. How Measure A funds would be used (if extended).
5. Likely consequences if Measure A is not extended.

Additional baseline information to be addressed as part of a public education effort include: 1) definition of a Transaction and Use Tax, 2) steps the City has taken to be transparent about the management and use of Measure A funds, and 3) information on the City's Deficit Elimination Plan and the larger effort to return the City to financial sustainability.

Staff is working with the Ad Hoc Committee to develop a short-form Frequently Asked Questions (FAQ) to be distributed Citywide, a long-form Frequently Asked Questions for a Measure A Kiosk on the City's website, and a PowerPoint Presentation that can be used by staff and Councilmembers as part of the public education effort.

BUDGET IMPACT:

Since October 2013, Measure A has generated $8.12 million in revenue and is projected to generate an additional $7 million before the Tax sunsets in October 2020. The Tax has been critical to saving the City from bankruptcy, reducing the City's deficit and paying down debt, and completing street resurfacing and park rehabilitation projects.

CONCLUSION:

The sunset of Measure A in 2020 will leave a significant gap in revenues just as the City is starts to build a solid financial base. In order to continue on the path toward true financial stability with a healthy General Fund reserve to weather financial downturns and funds to continue the annual residential street paving program, park improvement program, public safety improvements, and enhancement of community and cultural programs, the City Council may want to consider asking San Fernando voters to extend Measure A in some form.

ATTACHMENTS:

None