



SAN FERNANDO CITY COUNCIL
REGULAR MEETING NOTICE AND AGENDA
DECEMBER 3, 2018 – 6:00 PM
CITY HALL COUNCIL CHAMBERS
117 MACNEIL STREET
SAN FERNANDO, CA 91340

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 Director of Public Works/City Engineer Yazdan (Yaz) Emrani

APPROVAL OF AGENDA

PRESENTATIONS

- a) PRESENTATION BY L.A. TREEPEOPLE ON THE CALLES VERDES PROJECT
Pam Gibson and Daniel Berger
- b) PRESENTATION BY ATHENS SERVICES
Thor Schmidt, General Manager

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

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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 the room if the Presiding Officer so directs the sergeant-at-arms and such person may be barred from further audience before the City Council.

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:

- a) **OCTOBER 15, 2018 – REGULAR MEETING**
- b) **NOVEMBER 19, 2018 – SPECIAL MEETING**

2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER

Recommend that the City Council adopt Resolution No. 18-121 approving the Warrant Register.

3) CONSIDERATION TO APPROVE CALENDAR YEAR 2019 BUSINESS PERMITS FOR CERTAIN BUSINESS ACTIVITIES AS REQUIRED BY THE CITY CODE

Recommend that the City Council approve the Business Permits for Calendar Year 2019 for businesses engaged in certain business activities, as required by Article III of Chapter 22 of the City Code.

4) CONSIDERATION TO ADOPT A RESOLUTION AMENDING THE SALARY SCHEDULE TO INCLUDE THE NEGOTIATED MINIMUM WAGE INCREASES FOR CERTAIN PART-TIME CLASSIFICATIONS

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Recommend that the City Council:

- a. Approve Resolution No. 7894 amending the Salary Schedule to include the negotiated minimum wage increases for certain part-time classifications;
- b. Approve the implementation of the negotiated wages for all applicable part-time employees; and
- c. Authorize the City Manager to make non-substantive corrections and execute all related documents.

5) CONSIDERATION TO ADOPT A RESOLUTION AMENDING THE CITY BUDGET TO INCLUDE AN INCREASE TO COMMISSIONERS' STIPEND

Recommend that the City Council adopt Resolution No. 7897 amending the Fiscal Year (FY) 2018-2019 adopted budget appropriating funds to cover increased expenditures regarding Commissioners' stipend.

6) CONSIDERATION TO AUTHORIZE SUBMITTAL OF GRANT APPLICATIONS TO THE NATIONAL ENDOWMENT FOR THE ARTS AND THE CALIFORNIA ARTS COUNCIL FOR FUNDING SUPPORT OF THE MARIACHI MASTER APPRENTICE PROGRAM (MMAP)

Recommend that the City Council:

- a. Authorize the preparation and submittal of a grant application to the National Endowment for the Arts in the amount of \$57,000 to support the MMAP;
- b. Authorize the preparation and submittal of a grant application to the California Arts Council in the amount of \$18,000 to support the City of San Fernando MMAP;
- c. Authorize the City Manager to accept the grants, if awarded;
- d. Authorize the City Manager to execute all related grant documents required for receiving such grant funds pursuant to the terms and conditions of the grant; and
- e. Upon full execution of all grant related documents, authorize the City Manager to amend the appropriate Fiscal Year (FY) 2019-2020 revenue and expenditure budgets to appropriate the grant funds.

7) CONSIDERATION TO APPROVE AGREEMENTS FOR ON-CALL ENGINEERING SERVICES

Recommend that the City Council:

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- a. Approve the on-call engineering services list of 18 firms;
- b. Approve a Professional Services Agreement (Contract Nos. 1899 a-r) for on-call engineering services; and
- c. Authorize the City Manager to execute an agreement with each of the on-call engineering firms.

8) CONSIDERATION TO APPROVE PROPOSALS FROM WILLDAN ENGINEERING FOR ADDITIONAL DESIGN SERVICES FOR THE STREET RESURFACING IMPROVEMENTS AND FEDERAL HIGHWAY SAFETY IMPROVEMENT PROJECT ON GLENOAKS BOULEVARD

Recommend that the City Council:

- a. Approve proposals from Willdan Engineering for additional engineering design services for the Street Resurfacing Improvement and Federal Highway Safety Improvement Project (HSIP 7) on Glenoaks Blvd.; and
- b. Authorize the City Manager, or designee, to increase Purchase Order #11736 in the amount of \$44,650 to cover the cost of the additional engineering design services and approve a 10% contingency (\$27,464) to cover any additional unforeseen design costs.

ADMINISTRATIVE REPORTS

9) CUSTOMER SATISFACTION SURVEY – POLICE SERVICES

Recommend that the City Council receive and file this report.

10) CONSIDERATION TO CO-SPONSOR AMERICAN RED CROSS SOUND THE ALARM EVENT AT RECREATION PARK

Recommend that the City Council:

- a. Approve City co-sponsorship of American Red Cross Sound the Alarm Event at the Recreation Park; and
- b. Approve the use of the City Seal for the Event on print material pursuant to City Council Resolution No. 6904; and
- c. Authorize staff to market the event through the City water bills, website and social media outlets.

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STAFF COMMUNICATION INCLUDING COMMISSION UPDATES**GENERAL COUNCIL COMMENTS****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: November 29, 2018 (4:00 p.m.)

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

Regular Meeting

San Fernando City Council

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**SAN FERNANDO CITY COUNCIL
MINUTES**

**OCTOBER 15, 2018 – 6:00 P.M.
REGULAR MEETING**

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

CALL TO ORDER/ROLL CALL

Mayor Sylvia Ballin called the meeting to order at 6:02 p.m.

Present:

Council: Mayor Sylvia Ballin, Vice Mayor Antonio Lopez and Councilmembers Jaime Soto and Joel Fajardo

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

Absent: Councilmember Robert C. Gonzales (notified staff that he would not make the meeting)

PLEDGE OF ALLEGIANCE

Led by Director of Recreation & Community Services Julian J. Venegas

APPROVAL OF AGENDA

City Manager Meyerhoff requested to remove Item Nos. 7 and 8 and to move up Item Nos. 9 and 10 prior to the Public Hearing.

Motion by Councilmember Soto, seconded by Councilmember Fajardo, to approve the agenda as amended. By consensus, the motion carried.

PRESENTATIONS

The following presentations were made:

- a) CERTIFICATES OF RECOGNITION – GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT TRUSTEES NINAMARIE BALLIN HERRERA AND RAYMIN HERRERA

SAN FERNANDO CITY COUNCIL**MINUTES – October 15, 2018****Page 2**

Director of Public Works/City Engineer Yazdan Emrani announced that the City finally got the permit to begin operation of the nitrate treatment system. He stated that it was a priority for him, a culmination of a lot of hard work, and said that a ribbon cutting ceremony would be scheduled soon.

DECORUM AND ORDER

Assistant City Attorney Padilla provided a brief summary of the rules.

PUBLIC STATEMENTS – WRITTEN/ORAL

Joe Ruelas is in favor of changing Maclay Ave. to honor the Tataviam Tribe but a complete study needs to be done beforehand, he talked about the condition of Harding Ave. and that the increase in homes on Foothill Blvd. will create lots more traffic and damage to our streets.

Jaime Soto asked that Council take a comprehensive look at City Attorney costs and job performance and said that he has failed the City and taxpayers.

Michael Remenih said he felt compelled to respond to Councilmember Soto's "ranting diatribes" and talked about his absences, the sexual harassment lawsuit filed against him, and believes there's a solution - the election is in two weeks.

CITY COUNCIL - LIAISON UPDATES

Regarding Metropolitan Water District (MWD), Mayor Ballin reported that for the first time, a woman of color, Gloria D. Gray, has been elected as Chair of the Board. She said that she attended her last meeting but would be at the next MWD meeting to introduce the City's new representative, Director of Public Works/City Engineer Emrani.

CONSENT CALENDAR

Motion by Councilmember Soto, seconded by Vice Mayor Lopez, to approve the following Consent Calendar Items:

- 1) REQUEST TO APPROVE THE MINUTES OF:
 - a) OCTOBER 1, 2018 – SPECIAL MEETING
 - b) OCTOBER 1, 2018 – REGULAR MEETING
- 2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER

SAN FERNANDO CITY COUNCIL**MINUTES – October 15, 2018****Page 3**

- 3) CONSIDERATION TO ADOPT A RESOLUTION AUTHORIZING THE SUBMITTAL AND ACCEPTANCE OF A GRANT FROM THE HABITAT CONSERVATION FUND ADMINISTERED BY THE CALIFORNIA DEPARTMENT OF PARKS AND RECREATION
- 4) CONSIDERATION TO ADOPT A RESOLUTION OPPOSING PROPOSITION 6

By consensus, the motion carried.

The following items were moved up on the agenda.

ADMINISTRATIVE REPORTS

- 9) CONSIDERATION TO APPOINT CITY COUNCIL LIAISON TO THE METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA

Mayor Ballin gave a brief report.

Motion by Vice Mayor Lopez, seconded by Councilmember Fajardo, to appoint Director of Public Works/City Engineer Yazdan Emrani as City Council liaison to the Metropolitan Water District of Southern California Board effective November 13, 2018.

The motion carried with the following vote:

AYES:	Lopez, Fajardo, Ballin, Soto – 4
NOES:	None
ABSENT:	Gonzales – 1

- 10) DISCUSSION REGARDING A PROPOSED PARTNERSHIP WITH VALLARTA SUPERMARKETS FOR THE SAN FERNANDO TREE LIGHTING FESTIVITIES

City Manager Meyerhoff presented the staff report and Councilmembers provided brief comments.

Staff will report back with additional information; no action was taken.

RECESS (6:28 P.M.)

Mayor Ballin announced that the City Council would recess to continue with the Special Meeting Closed Session discussion.

At this time Councilmember Soto left the Council Chambers.

RECONVENE (7:01 P.M.)

SAN FERNANDO CITY COUNCIL**MINUTES – October 15, 2018****Page 4****PUBLIC HEARING**

- 5) CONSIDERATION TO ADOPT AN ORDINANCE ADOPTING BY REFERENCE THE CURRENT 2016 EDITION CITY OF LOS ANGELES BUILDING STANDARDS CODES AND FIRE CODE

Mayor Ballin declared the Public Hearing open.

City Manager Meyerhoff gave a brief presentation and introduced Building and Safety Supervisor Francisco Villalva who presented the staff report.

Mayor Ballin called for public testimony; there were no public comments.

Motion by Vice Mayor Fajardo, seconded by Councilmember Lopez, to close the public comment portion of the Hearing. By consensus, the motion carried.

Motion by Councilmember Fajardo, seconded by Vice Mayor Lopez, to waive second reading and adopt Ordinance No. 1682, “An Ordinance of the City of San Fernando, California, Amending Article VII of Chapter 18 of the San Fernando City Code, Adopting by Reference Division II of Chapter 1 of the 2016 edition of the California Building Code, which is codified in Part 2 of Title 24 of the California Code of Regulations; the 2017 edition of the City of Los Angeles Building Code, as in Effect on December 30, 2016; the City of Los Angeles Electrical Code, as in Effect on December 30, 2016; the 2017 edition the City of Los Angeles Mechanical Code, as in Effect December 30, 2016; the 2017 edition of the City of Los Angeles Plumbing Code, as in Effect December 30, 2016; the 2017 edition of the City of Los Angeles Residential Code, as in Effect December 30, 2016; and the 2017 edition of the City of Los Angeles Green Building Code, as in Effect December 30, 2016, which are Codified in Articles 1, 1.5, 3, 4, 5 and 9 of Chapter IX of the City of Los Angeles Municipal Code, including appendices, amendments, additions and deletions thereto; and amending Article II of Chapter 38 of the San Fernando City Code, adopting by reference the City of Los Angeles Fire Code, as in Effect May 30, 2017, which is codified in Article 7 of Chapter V of the City of Los Angeles Municipal Code, including appendices, amendments, additions and deletions thereto.”

By consensus, the motion carried.

ADMINISTRATIVE REPORTS (CONTINUED)

- 6) CONSIDERATION TO ESTABLISH A MEASURE “A” COMMUNITY ADVISORY COMMITTEE

Deputy City Manager/Director of Finance Nick Kimball presented the staff report and replied to various questions from Councilmembers.

Discussion ensued regarding the Measure “A” Community Advisory Committee, the proposed by-laws, duties, and composition of the Committee. By consensus, it was agreed that staff will report back.

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The following items were removed under Approval of Agenda.

- 7) PARKING ENFORCEMENT UPDATE
- 8) DISCUSSION REGARDING SPONSORING A RECORD EXPUNGEMENT CLINIC AT RECREATION PARK

STAFF COMMUNICATION INCLUDING COMMISSION UPDATES

Director of Recreation and Community Services Venegas reminded everyone of the upcoming Dia de Los Muertos 5k Relay Run/Walk Event on October 27.

GENERAL COUNCIL COMMENTS

Vice Mayor Lopez thanked Public Works Department for handling the fallen trees due to winds.

Mayor Ballin also thanked Public Works, Police and staff for their hard work.

ADJOURNMENT (7:24 P.M.)

Motion by Councilmember Fajardo, seconded by Vice Mayor Lopez, to adjourn. By consensus the motion carried.

I do hereby certify that the foregoing is a true and correct copy of the minutes of October 15, 2018, meeting as approved by the San Fernando City Council.

Elena G. Chávez, CMC
City Clerk

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**SAN FERNANDO CITY COUNCIL
MINUTES**

**NOVEMBER 19, 2018 – 5:00 P.M.
SPECIAL MEETING**

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

CALL TO ORDER/ROLL CALL

Mayor Sylvia Ballin called the meeting to order at 5:02 p.m.

Present:

Council: Mayor Sylvia Ballin, Vice Mayor Antonio Lopez and Councilmembers Joel Fajardo, and Robert C. Gonzales (arrived at 5:04 p.m.)

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

Absent: Councilmember Soto

APPROVAL OF AGENDA

Motion by Councilmember Fajardo, seconded by Vice Mayor Antonio Lopez, to approve the agenda. By consensus, the motion carried.

PUBLIC STATEMENTS – WRITTEN/ORAL

None

RECESS TO CLOSED SESSION (5:02 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

**SAN FERNANDO CITY COUNCIL
SPECIAL MEETING MINUTES – November 19, 2018**

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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) PUBLIC EMPLOYEE PERFORMANCE EVALUATION

G.C. §54957

Title of Employee: City Attorney

RECONVENE /REPORT OUT FROM CLOSED SESSION (6:01 P.M.)

Assistant City Attorney Padilla reported the following:

Item A – A general update was provided by Deputy City Manager/Director of Finance Nick Kimball. Feedback was given by the City Council but no final action was taken.

Items B, C, & D – Deliberation took place but no final action was taken.

ADJOURNMENT (6:01 P.M.)

Motion by Councilmember Fajardo, seconded by Vice Chair Lopez, 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 November 19, 2018, meeting as approved by the San Fernando City Council.

*Elena G. Chávez, CMC
City Clerk*

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AGENDA REPORT

To: Mayor Sylvia Ballin and Councilmembers

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

Date: December 3, 2018

Subject: Consideration to Adopt a Resolution Approving the Warrant Register

RECOMMENDATION:

It is recommended that the City Council adopt Resolution No. 18-121 (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 special 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. Special 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. 18-121

ATTACHMENT "A"**RESOLUTION NO. 18-121****RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO ALLOWING AND APPROVING FOR PAYMENT DEMANDS PRESENTED ON DEMAND/ WARRANT REGISTER NO. 18-121****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 3rd day of December, 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 3rd day of December, 2018, by the following vote to it:

AYES:

NOES:

ABSENT:

Elena G. Chávez, City Clerk

EXHIBIT "A"

Voucher List

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CITY OF SAN FERNANDO

Bank code :bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212565	12/3/2018	893053	A THREAD AHEAD INC	I-225850	JACKETS FOR FIELD PERSONNEL	
					001-152-0000-4325	475.00
					Total :	475.00
212566	12/3/2018	890104	ABBA TERMITE & PEST CONTROL	37321	BEE REMOVAL-1513 WOODWORTH	
					001-346-0000-4300	95.00
				37362	BEE REMOVAL-723 GLENOAKS	
					001-346-0000-4300	95.00
					Total :	190.00
212567	12/3/2018	888356	ADVANCED AUTO REPAIR	1302	VEHICLE MAINT., REPAIRS AND BODY '1	
					041-320-0225-4400	2,183.00
				11838	VEHICLE MAINT., REPAIRS AND BODY '1	
					041-320-0225-4400	713.00
				1306	VEHICLE MAINT., REPAIRS AND BODY '1	
					041-320-0320-4400	141.49
				1307	VEHICLE MAINT., REPAIRS AND BODY '1	
					070-384-0000-4400	159.45
				1308	VEHICLE MAINT., REPAIRS AND BODY '1	
					029-335-0000-4400	75.00
				11838	Total :	3,271.94
212568	12/3/2018	891969	ADVANCED PURE WATER SOLUTIONS	36495711-1218	DRINKING WATER	
					001-222-0000-4300	101.82
					Total :	101.82
212569	12/3/2018	887377	AKEMON, DOLORES	NOV 2018	COMMISSIONER'S STIPEND	
					001-310-0000-4111	50.00
					Total :	50.00
212570	12/3/2018	891442	ALEX AUTO DETAILING	0489	DETAIL VEHICLE-PD0000	
					041-320-0225-4400	160.00
					Total :	160.00
212571	12/3/2018	101659	ALHAMBRA FOUNDRY	111273	(2) SEWER MANHOLE LIDS & RINGS	
					072-360-0000-4300	2,050.82

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Bank code :		bank3					
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
212571	12/3/2018	101659 101659 ALHAMBRA FOUNDRY	(Continued)			Total :	2,050.82
212572	12/3/2018	892646 ALVARADO, GLORIA	111518		SENIOR CLUB REIMB FOR ITEMS PURH 004-2380	105.07 Total :	105.07
212573	12/3/2018	100164 AMERICAN PLANNING ASSOCIATION	144992-18107		PLANNING ADVISORY SERVICE 001-150-0000-4380	695.00 Total :	695.00
212574	12/3/2018	100175 AMERICAN WATER WORKS ASSOC.	7001607999		MEMBERSHIP RENEWAL-00034415 070-381-0000-4380	433.00 Total :	433.00
212575	12/3/2018	893047 ARREOLA, PIERRCE IVAN	111918		ENTERTAINMENT-DIA DE LOS MUERTC 001-424-0000-4260	150.00 Total :	150.00
212576	12/3/2018	888321 ARRIZON, FRANCISCO	NOV 2018		COMMISSIONER'S STIPEND 001-310-0000-4111	50.00 Total :	50.00
212577	12/3/2018	100222 ARROYO BUILDING MATERIALS, INC	218661		CONCRETE-SIDEWALK REPAIR-553-56 001-311-0000-4300	129.80 Total :	129.80
212578	12/3/2018	102530 AT & T	818-270-2203		PD NETWORK LINE-OCT 2018 001-222-0000-4220	215.03 Total :	215.03
212579	12/3/2018	889037 AT&T MOBILITY	287277903027X1008201		MODEM FOR ELECTRONIC MESSAGE 001-310-0000-4220	140.09 Total :	140.09
212580	12/3/2018	889942 ATHENS SERVICES	5852404		STREET SWEEPING SERVICES		
				11839	011-311-0000-4260		12,249.41
				11839	001-343-0000-4260		2,299.89
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Voucher List
CITY OF SAN FERNANDO

Page: 5

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212597	12/3/2018	100805 COOPER HARDWARE INC.	(Continued) 113810		MISCELLANEOUS SUPPLIES 043-390-0000-4300	3.29
			113838	11872	MISCELLANEOUS SUPPLIES 001-311-0000-4300	16.85
			994614	11872	MISCELLANEOUS SUPPLIES 001-311-0000-4300	41.33
					Total :	159.20
212598	12/3/2018	892687 CORE & MAIN LP	J604050		WATER & FIRE SERVICE MATERIALS 070-383-0301-4300	2,169.78
			J651223	11842	WATER & FIRE SERVICE MATERIALS 070-383-0301-4300	669.48
			J673238	11842	WATER & FIRE SERVICE MATERIALS 070-383-0301-4300	3,337.85
					Total :	6,177.11
212599	12/3/2018	100491 CPS HR CONSULTING	SOP47815		TESTING MATL'S -MAINT WORKER 001-133-0000-4270	493.90
					Total :	493.90
212600	12/3/2018	887121 DELL MARKETING L.P.	10267218596		ACCESS SOFTWARE 001-150-0000-4300	98.77
			10271782703	11857	DOCKING STATION AND CABLES FOR `	
				11818	001-152-0000-4300	161.58
			10271807131		DELL BUSINESS DOCK FOR C.E. WOR	
				11870	001-152-0000-4300	162.79
			10272625854		DOCKING STATION AND CABLES FOR `	
				11818	001-152-0000-4300	80.78
					Total :	503.92
212601	12/3/2018	100960 DIEDIKER, VIRGINIA	REIMB		ITEMS PURCHASED FOR DIA DE LOS A	
					017-420-1395-4300	153.37
					Total :	153.37
212602	12/3/2018	893030 E.C. CONSTRUCTION COMPANY	17484		INSTALL OF ACCESS RAMPS, STEPS &	
				11894	070-384-0857-4260	9,247.00

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Voucher List
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Page: 6

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212602	12/3/2018	893030 E.C. CONSTRUCTION COMPANY	(Continued)		070-384-0000-4330	4,000.00
				11894	Total :	13,247.00
212603	12/3/2018	893052 ENVIROTEK	C-2693		GRAFFITI REMOVER FOR BRICK 001-152-0000-4300	552.96
					Total :	552.96
212604	12/3/2018	890879 EUROFINS EATON ANALYTICAL, INC	L0406671		PROFESSIONAL SERVICES - LAB DRIN 070-384-0000-4260	24.00
			L0407037	11899	PROFESSIONAL SERVICES - LAB DRIN 070-384-0000-4260	159.60
			L0407540	11899	PROFESSIONAL SERVICES - LAB DRIN 070-384-0000-4260	159.60
			L0407541	11899	PROFESSIONAL SERVICES - LAB DRIN 070-384-0000-4260	159.60
			L0408771	11899	PROFESSIONAL SERVICES - LAB DRIN 070-384-0000-4260	159.60
			L0408946	11899	PROFESSIONAL SERVICES - LAB DRIN 070-384-0000-4260	159.60
			L0409322	11899	PROFESSIONAL SERVICES - LAB DRIN 070-384-0000-4260	159.60
			L0409722	11899	PROFESSIONAL SERVICES - LAB DRIN 070-384-0000-4260	159.60
			L0410210	11899	PROFESSIONAL SERVICES - LAB DRIN 070-384-0000-4260	144.60
			L0410216	11899	PROFESSIONAL SERVICES - LAB DRIN 070-384-0000-4260	159.60
			L0411039	11899	PROFESSIONAL SERVICES - LAB DRIN 070-384-0000-4260	159.60
			L0411527	11899	PROFESSIONAL SERVICES - LAB DRIN 070-384-0000-4260	159.60
			L0411769	11899	PROFESSIONAL SERVICES - LAB DRIN 070-384-0000-4260	159.60
			L0411770	11899	PROFESSIONAL SERVICES - LAB DRIN 070-384-0000-4260	24.00
			L0412351		PROFESSIONAL SERVICES - LAB DRIN	

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212604	12/3/2018	890879 EUROFINS EATON ANALYTICAL, INC	(Continued)			
			L0412897	11899	070-384-0000-4260 PROFESSIONAL SERVICES - LAB DRIN	159.60
			L0413332	11899	070-384-0000-4260 PROFESSIONAL SERVICES - LAB DRIN	159.60
			L0413386	11899	070-384-0000-4260 PROFESSIONAL SERVICES - LAB DRIN	164.00
			L0414128	11899	070-384-0000-4260 PROFESSIONAL SERVICES - LAB DRIN	159.60
			L0414129	11899	070-384-0000-4260 PROFESSIONAL SERVICES - LAB DRIN	159.60
			L0414992	11899	070-384-0000-4260 PROFESSIONAL SERVICES - LAB DRIN	164.00
			L0415047	11899	070-384-0000-4260 PROFESSIONAL SERVICES - LAB DRIN	164.00
			L0415064	11899	070-384-0000-4260 PROFESSIONAL SERVICES - LAB DRIN	2,160.00
			L0415098	11899	070-384-0000-4260 PROFESSIONAL SERVICES - LAB DRIN	345.00
			L0416085	11899	070-384-0000-4260 PROFESSIONAL SERVICES - LAB DRIN	164.00
			L0416677	11899	070-384-0000-4260 PROFESSIONAL SERVICES - LAB DRIN	305.00
			L0417189	11899	070-384-0000-4260 PROFESSIONAL SERVICES - LAB DRIN	36.00
			L0418298	11899	070-384-0000-4260 PROFESSIONAL SERVICES - LAB DRIN	24.00
			L0418817	11899	070-384-0000-4260 PROFESSIONAL SERVICES - LAB DRIN	176.60
			L0419886	11899	070-384-0000-4260 PROFESSIONAL SERVICES - LAB DRIN	164.00
			L0420255	11899	070-384-0000-4260 PROFESSIONAL SERVICES - LAB DRIN	634.60
			L0420444	11899	070-384-0000-4260 PROFESSIONAL SERVICES - LAB DRIN	164.00
			L0420581		PROFESSIONAL SERVICES - LAB DRIN	

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212604	12/3/2018	890879 EUROFINS EATON ANALYTICAL, INC	(Continued)			
			L0421302	11899	070-384-0000-4260 PROFESSIONAL SERVICES - LAB DRIN	634.60
			L0421305	11899	070-384-0000-4260 PROFESSIONAL SERVICES - LAB DRIN	499.00
			L0421306	11899	070-384-0000-4260 PROFESSIONAL SERVICES - LAB DRIN	900.00
					Total :	9,469.00
212605	12/3/2018	890377 F & F SIGNS	0252		POLICE DECALS-PD0000 041-320-0225-4400	603.62
					Total :	603.62
212606	12/3/2018	101147 FEDEX	6-365-00569		COURIER SERVICE 001-190-0000-4280	62.02
					Total :	62.02
212607	12/3/2018	892198 FRONTIER COMMUNICATIONS	209-150-5250-081292		RADIO REPEATER 001-222-0000-4220	45.82
			209-151-4942-041191		CITY YARD AUTO DIALER 070-384-0000-4220	54.85
			209-151-4943-081292		RADIO REPEATER-PD 001-222-0000-4220	45.82
			209-188-4361-031792		RCS PHONE LINES 001-420-0000-4220	113.98
			818-361-2472-031415		PW PHONE LINE 070-384-0000-4220	367.47
			818-831-5002-052096		PD SPECIAL ACTIVITIES PHONE LINE 001-222-0000-4220	53.97
			818-837-7174-052096		PD SPECIAL ACTIVITIES PHONE LINE 001-222-0000-4220	33.67
					Total :	715.58
212608	12/3/2018	101300 GENERAL PUMP CO., INC.	26731	11771	HUBBARD BOOSTER #2 PUMP & MOTC 070-385-0000-4320	22,412.66

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212608	12/3/2018	101300	101300 GENERAL PUMP CO., INC.	(Continued)		Total : 22,412.66
212609	12/3/2018	889352	GOMEZ, ADRIANA	NOV 2018	COMMISSIONER'S STIPEND 001-420-0000-4111	50.00
					Total :	50.00
212610	12/3/2018	887411	GONZALEZ, LUIS	111718	MUSIC FOR SENIOR DANCE ON 12/31/ 004-2380	2,200.00
					Total :	2,200.00
212611	12/3/2018	101376	GRAINGER, INC.	9941689284	MISC. SUPPLIES FOR BUILDING, ELEC 043-390-0000-4300	146.74
			9942450090	11853	MISC. SUPPLIES FOR BUILDING, ELEC 001-370-0000-4310	3,468.30
			9942470981	11853	MISC. SUPPLIES FOR BUILDING, ELEC 043-390-0000-4300	113.97
			9946061448	11853	MISC. SUPPLIES FOR BUILDING, ELEC 043-390-0000-4300	750.57
			9955701926	11853	MISC. SUPPLIES FOR BUILDING, ELEC 043-390-0000-4300	43.84
			9955701934	11853	MISC. SUPPLIES FOR BUILDING, ELEC 001-370-0000-4310	704.44
			9955701942	11853	MISC. SUPPLIES FOR BUILDING, ELEC 043-390-0000-4300	53.88
			9960199033	11853	MISC. SUPPLIES FOR BUILDING, ELEC 001-370-0000-4310	-2,427.82
					Total :	2,853.92
212612	12/3/2018	101428	H & H WHOLESALE PARTS	BST3IN6263	FULL SERVICE FOR VEHICLE BATTERI 041-1215	272.90
				11859	Total :	272.90
212613	12/3/2018	888647	HDL SOFTWARE, LLC	0013402-IN	OCT-BUSINESS LICENSE ADMINISTRA' 001-130-0000-4260	2,750.57
				11822	Total :	2,750.57
212614	12/3/2018	101512	HDL, COREN & CONE	0025924-IN	CONTRACT SERVICES-PROPERTY TA 001-130-0000-4270	1,465.75

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212614	12/3/2018	101512	101512 HDL, COREN & CONE	(Continued)			Total :	1,465.75
212615	12/3/2018	890594	HEALTH AND HUMAN RESOURCE	E0193941	EAP - DEC 2018 001-133-0000-4260		Total :	235.30 235.30
212616	12/3/2018	890360	HERRERA, NINAMARIE JULIA	NOV 2018	COMMISSIONER'S STIPEND 001-420-0000-4111		Total :	50.00 50.00
212617	12/3/2018	101511	HINDERLITER DE LLAMAS & ASSOC.	0030052-IN	AUDIT SERVICES-TRANS TAX 2ND QR 001-130-0000-4270		Total :	12.87 12.87
212618	12/3/2018	893051	IDEMIA IDENTITY & SECURITY	117234	ANNUAL MAINT AGREEMENT 12/2018-1 001-135-0000-4260		Total :	1,450.00 1,450.00
212619	12/3/2018	101599	IMAGE 2000 CORPORATION	243933	FREIGHT COST FOR TONER 001-422-0000-4260		Total :	13.00 13.00
212620	12/3/2018	891570	INNOVATIVE TELECOM. SYSTEMS	2407	PHONE ISSUE WITH PD EXTENSION A 001-190-0000-4260		Total :	642.66 642.66
212621	12/3/2018	892682	IPS GROUP, INC.	37697	SMART METER MGMT & TRANSACTION 001-190-0000-4300	11862	Total :	739.99 739.99
212622	12/3/2018	891777	IRRIGATION EXPRESS	15130394-00	IRRIGATION SUPPLIES FOR REPAIRS & 001-346-0000-4310	11879		208.34
				15132586-00	IRRIGATION SUPPLIES FOR REPAIRS & 043-390-0000-4300	11879		10.79
				15132677-00	IRRIGATION SUPPLIES FOR REPAIRS & 043-390-0000-4300	11879		17.18
				15132679-00	IRRIGATION SUPPLIES FOR REPAIRS & 043-390-0000-4300	11879		33.33

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212622	12/3/2018	891777 IRRIGATION EXPRESS	(Continued) 15132843-00	11879	IRRIGATION SUPPLIES FOR REPAIRS £ 070-383-0301-4300	12.75
			15133141-00	11879	IRRIGATION SUPPLIES FOR REPAIRS £ 043-390-0000-4300	74.76
			15133296-00	11879	IRRIGATION SUPPLIES FOR REPAIRS £ 043-390-0000-4300	117.01
			15133317-00	11879	IRRIGATION SUPPLIES FOR REPAIRS £ 043-390-0000-4300	81.29
			15133354-00	11879	IRRIGATION SUPPLIES FOR REPAIRS £ 043-390-0000-4300	1.84
			15133537-00	11879	IRRIGATION SUPPLIES FOR REPAIRS £ 043-390-0000-4300	118.43
			15133550-00	11879	IRRIGATION SUPPLIES FOR REPAIRS £ 001-346-0000-4310	62.39
					Total :	738.17
212623	12/3/2018	887952 J. Z. LAWMOWER SHOP	21523	11873	SMALL EQUIPMENT REPAIR AND MATE 001-346-0000-4320	93.03
					Total :	93.03
212624	12/3/2018	102387 K.R. NIDA CORPORATION	2001616		RADIO REPAIR-WA2571 070-383-0000-4400	604.08
					Total :	604.08
212625	12/3/2018	892062 KEENE MUSIC SERVICES, LLC	110618		FINAL PYMNT-CAROLERS FOR HOLIDAY 001-424-0000-4260	275.00
					Total :	275.00
212626	12/3/2018	891794 KIMBALL, NICK	REIMB.		WELLNESS BENEFIT REIMB. FY18-19 001-130-0000-4140	600.00
					Total :	600.00
212627	12/3/2018	887323 KINGSBURY UNIFORMS	64827		UNIFORMS FOR CIVILIAN PERSONNEL 001-222-0000-4300	634.38
					Total :	634.38
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212628	12/3/2018	101795 KOSMONT & ASSOCIATES	18-00990-002	11893	REAL ESTATE ADVISORY SERVICES-O 001-190-0000-4267	10,463.70
					Total :	10,463.70
212629	12/3/2018	892996 KS STATEBANK	5	11854	SMART METERS LOAN REPAYMENT 001-190-0000-4405	226.14
				11854	001-190-0000-4428	1,374.11
					Total :	1,600.25
212630	12/3/2018	101990 L.A. COUNTY METROPOLITAN	102841		TAP CARDS-OCT 2018 007-440-0441-4260	1,200.00
					Total :	1,200.00
212631	12/3/2018	102007 L.A. COUNTY SHERIFFS DEPT.	191404BL		INMATE MEAL PROG-OCT 2018 001-225-0000-4350	859.77
					Total :	859.77
212632	12/3/2018	101971 L.A. MUNICIPAL SERVICES	004-750-1000		ELECTRIC-13003 BORDEN 070-384-0000-4210	958.95
			494-750-1000		WATER-12900 DRONFIELD 070-384-0000-4210	54.04
			500-750-1000		ELECTRIC - 13655 FOOTHILL 070-384-0000-4210	161.70
			594-750-1000		ELECTRIC-12900 DRONFIELD 070-384-0000-4210	4,409.76
			657-750-1000		ELECTRIC-14060 SAYRE 070-384-0000-4210	12,204.87
			757-750-1000		WATER-14060 SAYRE 070-384-0000-4210	78.06
					Total :	17,867.38
212633	12/3/2018	101811 LACPCA	2019		2019 ANNUAL DUES 001-222-0000-4380	500.00
					Total :	500.00
212634	12/3/2018	101837 LAKE NATOMA INN	TRAVEL		LODGING-POST SBSLI CLASS 418 001-225-0000-4370	321.42
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212643	12/3/2018	888242 MCI COMM SERVICE	(Continued)		001-420-0000-4220	33.39
					Total :	33.39
212644	12/3/2018	888242 MCI COMM SERVICE	408985094		LONG DISTANCE CALL-1100 PICO	
					001-420-0000-4220	8.01
					Total :	8.01
212645	12/3/2018	893046 MENDOZA, ROSALILIA M.	111918		BAND FOR DIA DE LOS MUERTOS EVE	
					001-424-0000-4260	200.00
					Total :	200.00
212646	12/3/2018	102226 MISSION LINEN SUPPLY	508618023		LAUNDRY	
			508637648		001-225-0000-4350	91.86
			508637648		LAUNDRY	
			508659911		001-225-0000-4350	85.35
			508659911		LAUNDRY	
			508686577		001-225-0000-4350	135.73
			508686577		LAUNDRY	
					001-225-0000-4350	84.93
					Total :	397.87
212647	12/3/2018	893050 MORALES-RODRIGUEZ, CRYSTAL	OCT 2018		MMAP MENTOR INSTRUCTOR	
					109-424-3614-4260	136.00
					Total :	136.00
212648	12/3/2018	892985 NATIONAL READY MIXED	670049	11860	MISC CONCRETE WORK	
					001-311-0000-4300	1,083.50
					Total :	1,083.50
212649	12/3/2018	890995 NAVARRO, SAYDITH	NOV 2018		COMMISSIONER'S STIPEND	
					001-420-0000-4111	50.00
					Total :	50.00
212650	12/3/2018	887422 NORTHERN SAFETY CO., INC.	903186131		SAFETY SUPPLIES	
			903190464		043-390-0000-4300	362.01
					SAFETY GLASSES	
					043-390-0000-4300	123.50
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212650	12/3/2018	887422 NORTHERN SAFETY CO., INC.	(Continued)		SAFETY SUPPLIES	
			903198620		043-390-0000-4300	550.76
					Total :	1,036.27
212651	12/3/2018	102423 OCCU-MED, INC.	1118901		PRE-EMPLOYMENT PHYSICAL	
					001-133-0000-4260	622.00
					Total :	622.00
212652	12/3/2018	102432 OFFICE DEPOT	226551011001		OFFICE SUPPLIES	
			226551119001		001-222-0000-4300	40.93
			226551119001		OFFICE SUPPLIES	
			226551120001		001-222-0000-4300	3.51
			226551120001		OFFICE SUPPLIES	
			228020160001		001-222-0000-4300	19.79
			228020160001		OFFICE SUPPLIES	
			228025518001		001-130-0000-4300	112.97
			228025518001		OFFICE SUPPLIES	
			228195780001		001-130-0000-4300	16.27
			228195780001		OFFICE SUPPLIES	
			228965913001		070-381-0000-4300	389.23
			228965913001		OFFICE SUPPLIES	
			228970105001		001-310-0000-4300	33.87
			228970105001		OFFICE SUPPLIES	
					001-310-0000-4300	24.60
					Total :	641.17
212653	12/3/2018	890095 O'REILLY AUTOMOTIVE STORES INC	4605-308939	11847	VEHICLE SERVICE MAINT. & REPAIR P/	
			4605-309435	11847	041-320-0390-4400	13.74
			4605-309435	11847	VEHICLE SERVICE MAINT. & REPAIR P/	
			4605-309438	11847	041-320-0225-4400	348.78
			4605-309438	11847	VEHICLE SERVICE MAINT. & REPAIR P/	
			4605-309481	11847	041-320-0225-4400	42.81
			4605-309481	11847	VEHICLE SERVICE MAINT. & REPAIR P/	
			4605-309530	11847	041-320-0225-4400	22.03
			4605-309530	11847	VEHICLE SERVICE MAINT. & REPAIR P/	
					041-320-0225-4400	55.67
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212653	12/3/2018	890095 O'REILLY AUTOMOTIVE STORES INC	(Continued) 4605-309678	11847	VEHICLE SERVICE MAINT. & REPAIR P/	
			4605-309915	11847	070-383-0000-4400	40.27
			4605-310394	11847	VEHICLE SERVICE MAINT. & REPAIR P/	
			4605-310444	11847	041-320-0320-4400	43.99
				11847	VEHICLE SERVICE MAINT. & REPAIR P/	
				11847	041-1215	63.16
				11847	VEHICLE SERVICE MAINT. & REPAIR P/	
				11847	041-320-0390-4400	52.77
					Total :	683.22
212654	12/3/2018	890004 PACIFIC TELEMANAGEMENT SERVICE	2005175		PD PAY PHONE-DEC 2018	
					001-190-0000-4220	62.64
					Total :	62.64
212655	12/3/2018	892360 PARKING COMPANY OF AMERICA	INVM0013084	11834	DIAL A RIDE AND TROLLEY SERVICES	
				11834	007-313-0000-4260	24,470.03
					008-313-0000-4260	24,470.02
					Total :	48,940.05
212656	12/3/2018	102624 PITNEY BOWES	1010091398		MAINT FOR FOLDING MACHINE	
					070-382-0000-4300	407.25
					072-360-0000-4300	407.25
					Total :	814.50
212657	12/3/2018	102688 PROFESSIONAL PRINTING CENTERS	34559		CRIME LAB ENVELOPES	
					001-222-0000-4300	433.40
					Total :	433.40
212658	12/3/2018	892131 PROHEALTH-VALLEY OCCUPATIONAL	00300918-00		DOT PHYSICAL	
					001-133-0000-4260	80.00
					Total :	80.00
212659	12/3/2018	890536 PRUDENTIAL OVERALL SUPPLY	171015148		UNIFORMS	
					043-390-0000-4310	324.95
					Total :	324.95
212660	12/3/2018	102803 RED WING SHOE STORE	20181110047749		SAFETY WORK BOOTS	
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212660	12/3/2018	102803 RED WING SHOE STORE	(Continued)		072-360-0000-4310	167.50
					Total :	167.50
212661	12/3/2018	892708 ROYAL INDUSTRIAL SOLUTIONS	8901-7684129	11848	ELECTRICAL SUPPLIES	
					001-370-0301-4300	82.13
					Total :	82.13
212662	12/3/2018	891253 SAN FERNANDO SMOG TEST ONLY	1410		SMOG TEST -E1218738	
			1415		041-320-0000-4450	60.00
					SMOG TEST-E1499096	
					041-320-0000-4450	60.00
					Total :	120.00
212663	12/3/2018	103057 SAN FERNANDO VALLEY SUN	10296		PUBL NOTICE OF ELECTION- ENG & S	
					001-116-0000-4230	731.26
					Total :	731.26
212664	12/3/2018	102961 SCAG-SO CA ASSN OF GOVERNMENTS	SUMMIT 2018		RGSTR FEE-9TH ANNUAL SO CA ECON	
					001-150-0000-4370	150.00
					Total :	150.00
212665	12/3/2018	891849 SHI INTERNATIONAL CORP	B09035696	11889	DISPLAY MONITOR FOR MGMT. ANALY	
					001-310-0000-4300	393.62
					Total :	393.62
212666	12/3/2018	103184 SMART & FINAL	052736		REFRESHMENTS-SENIOR CLUB TRIP	
			52737		004-2383	15.88
					ENP SUPPLIES	
					004-2346	85.92
					001-222-0000-4300	60.67
			53111		BREAK ROOM SUPPLIES	
					001-222-0000-4300	33.91
			53112		SUPPLIES-INMATE MEALS	
					001-225-0000-4350	24.84
					Total :	221.22
212667	12/3/2018	892893 SOLANO, SONIA	111718		MUSIC FOR SENIOR DANCE ON 12/19/	
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212667	12/3/2018	892893 SOLANO, SONIA	(Continued)		004-2380	1,100.00
					Total :	1,100.00
212668	12/3/2018	103218 SOLIS, MARGARITA	TRAVEL		LODGING REIMB-PROGRESSIVE SOLU	234.40
			TRAVEL		001-131-0000-4370	53.96
					MILEAGE REIMB-PROGRESSIVE SOLU	53.96
					001-131-0000-4370	53.96
					Total :	288.36
212669	12/3/2018	103202 SOUTHERN CALIFORNIA EDISON CO.	2-02-682-6982		ELECTRIC-910 FIRST	
			2-21-082-3241		043-390-0000-4210	4,414.61
					ELECTRIC-VARIOUS LOCATIONS	
					029-335-0000-4210	1,770.54
					074-320-0000-4210	3,860.95
					070-384-0000-4210	1,289.26
					043-390-0000-4210	8,728.47
			2-33-746-5215		ELECTRIC - 190 PARK	
			2-39-084-2581		043-390-0000-4210	449.62
			2-39-717-6769		ELECTRIC - 1117 SECOND	
					043-390-0000-4210	24.97
					ELECTRIC - 801 EIGHTH	
					043-390-0000-4210	27.67
					Total :	20,566.09
212670	12/3/2018	103206 SOUTHERN CALIFORNIA GAS CO.	176-827-9776		NATURAL GAS FOR CNG STATION	
					074-320-0000-4402	1,188.50
					Total :	1,188.50
212671	12/3/2018	103251 STANLEY PEST CONTROL	081723		PEST EXTERMINATIONFOR THE INTER	
			091101	11880	043-390-0000-4260	95.00
			091102	11880	PEST EXTERMINATIONFOR THE INTER	
				11880	043-390-0000-4260	135.00
				11880	PEST EXTERMINATIONFOR THE INTER	
				11880	043-390-0000-4260	62.00
					Total :	292.00

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vchlist 11/28/2018 11:35:58AM		Voucher List CITY OF SAN FERNANDO				Page: 20
Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212672	12/3/2018	100532 STATE OF CALIFORNIA, DEPARTMENT OF JUSTICE	335395		DOJ FINGERPRINTING-OCT 2018	
					004-2386	2,934.00
					001-226-0000-4360	198.00
					001-222-0000-4270	264.00
					Total :	3,396.00
212673	12/3/2018	103258 STERIS CORPORATION	7790833		HAND SANITIZER	
					001-222-0000-4300	286.05
					Total :	286.05
212674	12/3/2018	103318 TAG/AMS, INC.	27441942		RANDOM DRUG TEST	
					001-133-0000-4260	60.00
					Total :	60.00
212675	12/3/2018	888946 TEKWERKS	22209	11804	WEBSITE HOSTING & MAINT-DEC 2018	
					001-135-0000-4260	800.00
					Total :	800.00
212676	12/3/2018	103205 THE GAS COMPANY	042-320-6900-7		GAS-910 FIRST	
			084-220-3249-3		043-390-0000-4210	102.47
			088-520-6400-8		GAS-505 S HUNTINGTON	
			090-620-6400-2		043-390-0000-4210	36.97
					GAS-117 MACNEIL	
					043-390-0000-4210	47.40
					GAS-120 MACNEIL	
					043-390-0000-4210	6.55
					070-381-0000-4210	3.27
					072-360-0000-4210	3.27
			143-287-8131-6		GAS-208 PARK	
					043-390-0000-4210	34.76
					Total :	234.69
212677	12/3/2018	101528 THE HOME DEPOT CRC, ACCT#603532202490	2901893		HYDRAULIC TRENCHER RENTAL	
			2901924		043-390-0000-4250	250.00
			3584914		HYDRAULIC TRENCHER RETURNED	
					043-390-0000-4250	-118.75
					MISC SUPPLIES	

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Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212677	12/3/2018	101528 THE HOME DEPOT CRC, ACCT#603532202490 (Continued)				
			3584915		029-335-0000-4320 MISC SUPPLIES	67.44
			70018		070-384-0000-4310 MISC SUPPLIES	34.28
			8062967		001-311-0000-4300 GRAFFITI ABATEMENT SUPPLIES	126.28
			9010823		001-152-0000-4300 MATL'S FOR FLAG POLE REPAIR	240.44
			9060982		043-390-0000-4300 MATL'S FOR REPAIRS @ REC PARK	20.03
					043-390-0000-4300	91.14
					Total :	710.86
212678	12/3/2018	893054 THIRD DEGREE COMMUNICATION INC	100318		RGSTR-POST CERT TRAINING-MEDIA	
					001-222-0000-4360	375.00
					Total :	375.00
212679	12/3/2018	890833 THOMSON REUTERS	839156838		DET INVESTIGATION TOOLS-OCT 2018	
					001-135-0000-4260	192.12
					Total :	192.12
212680	12/3/2018	103903 TIME WARNER CABLE	10369111018		CABLE - PD 11/18/18-12/17/18	
			196309111318		001-222-0000-4260 INTERNET SERVICES-11/23/18-12/22/18	231.50
			2882110518		001-190-0000-4220 CABLE - LP PARK 11/13/18-12/12/18	1,299.00
					001-420-0000-4260	185.62
					Total :	1,716.12
212681	12/3/2018	890998 TRUJILLO, RODOLFO	NOV 2018		COMMISSIONER'S STIPEND	
					001-310-0000-4111	50.00
					Total :	50.00
212682	12/3/2018	103458 U.S. HEALTHWORKS MEDICAL GROUP	3428511-CA		DOT COLLECTION	
					001-133-0000-4260	43.00
					Total :	43.00

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Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212683	12/3/2018	103444 ULTRA GREENS, INC	46160		PLANT MATERIAL PURCHASED	
			64629		001-346-0000-4300 PLANT MATERIAL	275.83
					001-346-0000-4300	662.48
					Total :	938.31
212684	12/3/2018	888241 UNITED SITE SERVICES OF CA INC	114-7578167		PORTABLE TOILET RENTAL AT CITY FA	
			114-7587393	11896	070-384-0000-4260 PORTABLE TOILET RENTAL AT CITY FA	146.27
			114-7587656	11896	043-390-0000-4260 PORTABLE TOILET RENTAL AT CITY FA	461.69
			114-7587721	11896	043-390-0000-4260 PORTABLE TOILET RENTAL AT CITY FA	668.96
				11896	043-390-0000-4260	173.81
					Total :	1,450.73
212685	12/3/2018	103539 VALLEY POWER EQUIPMENT	4135		SMALL EQUIP MAINT	
					043-390-0000-4310	118.72
					Total :	118.72
212686	12/3/2018	891797 VALLEY POWER REPAIRS	4137		VEHICLE MAINT-PW2532	
			4138		041-320-0311-4400 INVENTORY SUPPLIES	1,375.17
					041-1215	55.52
					Total :	1,430.69
212687	12/3/2018	889644 VERIZON BUSINESS	558905		CITY HALL LONG DISTANCE	
			558906		001-190-0000-4220 CITY YARD LONG DISTANCE	50.62
			558907		070-384-0000-4220 CITY HALL LONG DISTANCE	15.18
			558908		001-190-0000-4220 POLICE LONG DISTANCE	25.41
			558909		001-222-0000-4220 CITY YARD LONG DISTANCE	113.12
			558910		070-384-0000-4220 PARK LONG DISTANCE	10.11

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Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212687	12/3/2018	889644 VERIZON BUSINESS	(Continued)			
			559447		001-420-0000-4220 CTIY YARD LONG DISTANCE	15.42
			559458		001-310-0000-4220 CITY HALL LONG DISTANCE	5.11
					001-190-0000-4220	61.95
					Total :	296.92
212688	12/3/2018	889627 VERIZON CONFERENCING	Z6480565		CONFERENCE CALLS-SEPT & OCT	
					001-190-0000-4220	63.22
					Total :	63.22
212689	12/3/2018	100101 VERIZON WIRELESS-LA	9818073023		VARIOUS CELL PHONE PLANS	
					001-105-0000-4220	109.52
					072-360-0000-4220	61.02
					001-101-0111-4220	61.02
					001-101-0107-4220	37.44
					001-101-0103-4220	54.03
					Total :	323.03
212690	12/3/2018	887212 VILLAFANA, REBEKAH	11/01-11/19		GRANT ASSISTANT	
					109-424-3614-4260	750.00
					Total :	750.00
212691	12/3/2018	103603 VULCAN MATERIALS COMPANY	72007832		AGG BASE	
			72007833		072-360-0000-4300	670.85
					COLD MIX	
					070-383-0000-4300	1,515.19
					Total :	2,186.04
212692	12/3/2018	888390 WEST COAST ARBORISTS, INC.	141977	11836	ANNUAL TREE TRIMMING SERVICES	
					011-311-0000-4260	29,304.00
					Total :	29,304.00
212693	12/3/2018	891531 WILLDAN ENGINEERING	003-28119	11812	GENERAL ENGINEERING SERVICES	
					001-310-0000-4270	2,470.00
					Total :	2,470.00

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11/28/2018 11:35:58AM		CITY OF SAN FERNANDO					
Bank code :		bank3					
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
212694	12/3/2018	892023 WINDSTREAM	70627665		PHONE SERVICES-10/18/18-11/17/18		
					001-222-0000-4220		672.63
					001-420-0000-4220		501.21
					070-384-0000-4220		493.46
					001-190-0000-4220		1,827.15
					001-420-0000-4220		418.36
			70722452		PHONE SERVICES-11/18/18-12/17/18		
					001-222-0000-4220		656.54
					001-420-0000-4220		964.96
					070-384-0000-4220		521.23
					001-190-0000-4220		1,792.19
					Total :		7,847.73
212695	12/3/2018	889467 YOUNGBLOOD & ASSOCIATES	3522A		POLYGRAPH EXAM		
					001-222-0000-4260		300.00
					Total :		300.00
131 Vouchers for bank code :		bank3				Bank total :	302,064.19
131 Vouchers in this report						Total vouchers :	302,064.19

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212469	12/1/2018	100286 BAKER, BEVERLY	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	480.29
					Total :	480.29
212470	12/1/2018	891015 CROOK, ROBERT	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	631.60
					Total :	631.60
212471	12/1/2018	100916 DEIBEL, PAUL	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	249.30
					Total :	249.30
212472	12/1/2018	891041 GARCIA, CONNIE	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	183.34
					Total :	183.34
212473	12/1/2018	101781 KISHITA, ROBERT	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	183.34
					Total :	183.34
212474	12/1/2018	101926 LILES, RICHARD	18-Dec		CALPERS HEALTH REIMB 070-180-0000-4127 072-180-0000-4127	264.23 264.22
					Total :	528.45
212475	12/1/2018	891027 LOCKETT, JOANN	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	249.30
					Total :	249.30
212476	12/1/2018	891028 MANTHEY, DONALD	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	631.60
					Total :	631.60
212477	12/1/2018	102126 MARTINEZ, MIGUEL	18-Dec		CALPERS HEALTH REIMB 070-180-0000-4127	509.70
					Total :	509.70

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212478	12/1/2018	102483 OROZCO, ELVIRA	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	197.76
					Total :	197.76
212479	12/1/2018	891031 ORTEGA, JIMMIE	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	249.30
					Total :	249.30
212480	12/1/2018	891032 OTREMBA, EUGENE	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	631.60
					Total :	631.60
212481	12/1/2018	891354 RAMIREZ, ROSALINDA	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	509.70
					Total :	509.70
212482	12/1/2018	102940 RUIZ, RONALD	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	480.29
					Total :	480.29
212483	12/1/2018	103121 SERRANO, ARMANDO	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	480.29
					Total :	480.29
212484	12/1/2018	892782 TIGHE, DONNA	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	183.34
					Total :	183.34
212485	12/1/2018	891046 VANAALST, LEONILDA	18-Dec		CALPERS HEALTH REIMB 070-180-0000-4127	183.34
					Total :	183.34
17 Vouchers for bank code : bank3						Bank total : 6,562.54
17 Vouchers in this report						Total vouchers : 6,562.54

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Voucher List

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CITY OF SAN FERNANDO

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
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SPECIAL CHECKS

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CITY OF SAN FERNANDO

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212486	12/1/2018	100042 ABDALLAH, ALBERT	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	1,162.21
					Total :	1,162.21
212487	12/1/2018	100091 AGORICHAS, JOHN	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	212.97
					Total :	212.97
212488	12/1/2018	891039 AGUILAR, JESUS	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	499.68
					Total :	499.68
212489	12/1/2018	100104 ALBA, ANTHONY	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	631.60
					Total :	631.60
212490	12/1/2018	891011 APODACA-GRASS, ROBERTA	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	631.60
					Total :	631.60
212491	12/1/2018	100306 BARNARD, LARRY	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	1,160.00
					Total :	1,160.00
212492	12/1/2018	100346 BELDEN, KENNETH M.	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	1,160.00
					Total :	1,160.00
212493	12/1/2018	892233 BUZZELL, CAROL	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	197.76
					Total :	197.76
212494	12/1/2018	891350 CALZADA, FRANK	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	528.52
					Total :	528.52
212495	12/1/2018	100642 CASTRO, RICO	18-Dec		CALPERS HEALTH REIMB	

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CITY OF SAN FERNANDO

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212495	12/1/2018	100642 CASTRO, RICO	(Continued)		001-180-0000-4127	1,214.46
					Total :	1,214.46
212496	12/1/2018	891014 CREEKMORE, CASIMIRA	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	249.30
					Total :	249.30
212497	12/1/2018	891016 DEATON, MARK	18-Dec		CALPERS HEALTH REIMB 070-180-0000-4127	528.45
					Total :	528.45
212498	12/1/2018	100913 DECKER, CATHERINE	18-Dec		CALPERS HEALTH REIMB 070-180-0000-4127	631.60
					Total :	631.60
212499	12/1/2018	100925 DELGADO, RALPH	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	528.52
					Total :	528.52
212500	12/1/2018	892102 DOSTER, DARRELL	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	631.60
					Total :	631.60
212501	12/1/2018	100996 DRAKE, JOYCE	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	249.30
					Total :	249.30
212502	12/1/2018	100995 DRAKE, MICHAEL	18-Dec		CALPERS HEALTH REIMB 070-180-0000-4127 072-180-0000-4127	124.65 124.65
					Total :	249.30
212503	12/1/2018	100997 DRAPER, CHRISTOPHER	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	1,538.02
					Total :	1,538.02
212504	12/1/2018	101044 ELEY, JEFFREY	18-Dec		CALPERS HEALTH REIMB	

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Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212504	12/1/2018	101044 ELEY, JEFFREY	(Continued)		001-180-0000-4127	1,657.00
					Total :	1,657.00
212505	12/1/2018	891040 FISHKIN, RIVIAN	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	183.34
					Total :	183.34
212506	12/1/2018	892103 GAJDOS, BETTY	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	183.34
					Total :	183.34
212507	12/1/2018	891351 GARCIA, DEBRA	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	1,304.96
					Total :	1,304.96
212508	12/1/2018	891067 GARCIA, NICOLAS	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	1,211.66
					Total :	1,211.66
212509	12/1/2018	101318 GLASGOW, KEVIN	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	1,538.02
					Total :	1,538.02
212510	12/1/2018	891020 GLASGOW, ROBERT	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	354.00
					Total :	354.00
212511	12/1/2018	891021 GUIZA, JENNIE	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	249.30
					Total :	249.30
212512	12/1/2018	101415 GUTIERREZ, OSCAR	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	183.34
					Total :	183.34
212513	12/1/2018	891352 HADEN, SUSANNA	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	509.70
					Total :	509.70
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Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212513	12/1/2018	891352 891352 HADEN, SUSANNA	(Continued)			Total : 509.70
212514	12/1/2018	101440 HALCON, ERNEST	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	1,160.00
					Total :	1,160.00
212515	12/1/2018	891918 HARTWELL, BRUCE	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	631.60
					Total :	631.60
212516	12/1/2018	101465 HARVEY, DAVID	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	183.34
					Total :	183.34
212517	12/1/2018	101466 HARVEY, DEVERY MICHAEL	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	1,590.00
					Total :	1,590.00
212518	12/1/2018	101471 HASBUN, NAZRI A.	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	1,093.58
					Total :	1,093.58
212519	12/1/2018	891023 HATFIELD, JAMES	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	631.60
					Total :	631.60
212520	12/1/2018	892104 HERNANDEZ, ALFONSO	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	1,586.77
					Total :	1,586.77
212521	12/1/2018	891024 HOOKER, RAYMOND	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	540.73
					Total :	540.73
212522	12/1/2018	101538 HOUGH, RAY	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	528.52
					Total :	528.52
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Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212523	12/1/2018	101597 IBRAHIM, SAMIR	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	499.68 499.68
212524	12/1/2018	101694 JACOBS, ROBERT	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	1,084.00 1,084.00
212525	12/1/2018	892105 KAHMANN, ERIC	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	499.68 499.68
212526	12/1/2018	101786 KLOTZSCHE, STEVEN	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	800.54 800.54
212527	12/1/2018	891866 KNIGHT, DONNA	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	183.34 183.34
212528	12/1/2018	892929 LEWIS, WANDA	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	249.30 249.30
212529	12/1/2018	891043 LIEBERMAN, LEONARD	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	167.48 167.48
212530	12/1/2018	101933 LITTLEFIELD, LESLEY	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	631.60 631.60
212531	12/1/2018	102059 MACK, MARSHALL	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	1,093.58 1,093.58
212532	12/1/2018	891010 MAERTZ, ALVIN	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	499.68
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Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212532	12/1/2018	891010 MAERTZ, ALVIN	(Continued)			499.68
212533	12/1/2018	888037 MARTINEZ, ALVARO	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	1,152.40 1,152.40
212534	12/1/2018	102206 MILLER, WILMA	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	249.30 249.30
212535	12/1/2018	102212 MIRAMONTES, MONICA	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	1,093.58 1,093.58
212536	12/1/2018	102232 MIURA, HOWARD	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	249.30 249.30
212537	12/1/2018	892106 MONTAN, EDWARD	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	800.54 800.54
212538	12/1/2018	102365 NAVARRO, RICARDO A	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	528.52 528.52
212539	12/1/2018	102473 ORDELHEIDE, ROBERT	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	1,214.46 1,214.46
212540	12/1/2018	102486 ORSINI, TODD	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	1,461.55 1,461.55
212541	12/1/2018	102569 PARKS, ROBERT	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	1,837.00 1,837.00
						Page: 6

vchlist 11/20/2018 2:32:11PM		Voucher List CITY OF SAN FERNANDO				Page: 7
Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212542	12/1/2018	891353 PEAVY, JOSEPH	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	183.34 183.34
212543	12/1/2018	102527 PISCITELLI, ANTHONY	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	528.52 528.52
212544	12/1/2018	891033 POLLOCK, CHRISTINE	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	354.00 354.00
212545	12/1/2018	102735 QUINONEZ, MARIA	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	1,152.40 1,152.40
212546	12/1/2018	891034 RAMSEY, JAMES	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	585.98 585.98
212547	12/1/2018	102864 RIVETTI, DOMINICK	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	837.00 837.00
212548	12/1/2018	102936 RUELAS, MARCO	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	1,586.77 1,586.77
212549	12/1/2018	891044 RUSSUM, LINDA	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	183.34 183.34
212550	12/1/2018	890806 SALDIVAR, GEORGE	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	183.34 183.34
212551	12/1/2018	892107 SHANAHAN, MARK	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	499.68
						Page: 7

vchlist 11/20/2018 2:32:11PM		Voucher List CITY OF SAN FERNANDO				Page: 8
Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212551	12/1/2018	892107 892107 SHANAHAN, MARK	(Continued)			499.68
212552	12/1/2018	891035 SHERWOOD, NINA	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	249.30 249.30
212553	12/1/2018	103175 SKOBIN, ROMELIA	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	923.03 923.03
212554	12/1/2018	103220 SOMERVILLE, MICHAEL	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	1,407.00 1,407.00
212555	12/1/2018	103394 TORRES, RACHEL	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	249.30 249.30
212556	12/1/2018	889588 UFANO, VIRGINIA	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	183.34 183.34
212557	12/1/2018	888417 VALDIVIA, LAURA	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	540.73 540.73
212558	12/1/2018	103562 VASQUEZ, JOEL	18-Dec		CALPERS HEALTH REIMB 070-180-0000-4127	1,837.00 1,837.00
212559	12/1/2018	891038 WAITE, CURTIS	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	923.03 923.03
212560	12/1/2018	891036 WATT, DAVID	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	631.60 631.60
						Page: 8

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Voucher List
CITY OF SAN FERNANDO

Page: 9

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212561	12/1/2018	891037 WEBB, NANCY	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	585.98
					Total :	585.98
212562	12/1/2018	103643 WEDDING, JEROME	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	631.60
					Total :	631.60
212563	12/1/2018	103727 WYSBEEK, DOUDE	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	249.30
					Total :	249.30
212564	12/1/2018	103737 YNIGUEZ, LEONARD	18-Dec		CALPERS HEALTH REIMB 001-180-0000-4127	923.03
					Total :	923.03
79	Vouchers for bank code :		bank3		Bank total :	57,049.83
79	Vouchers in this report					Total vouchers : 57,049.83

Voucher Registers are not final until approved by Council.

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AGENDA REPORT

To: Mayor Sylvia Ballin and Councilmembers

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

Date: December 3, 2018

Subject: Consideration to Approve Calendar Year 2019 Business Permits for Certain Business Activities as Required by the City Code

RECOMMENDATION:

It is recommended that the City Council approve the Business Permits for Calendar Year 2019 for businesses engaged in certain business activities (Attachment "A"), as required by Article III of Chapter 22 of the City Code.

BACKGROUND:

1. On September 11, 2018, Business Permit Renewal Applications for calendar year 2019 were mailed to those businesses that require City Council approval per Article III of Chapter 22 of the City Code prior to issuance of a Business License (see Attachment "B" for complete list of Business Activities that require a Permit). The applications were due on October 26, 2018.
2. On November 5, 2018, all completed applications received by the Finance Department were submitted to the Community Development Department for review of zoning and building requirements. All applications were subsequently approved.
3. On November 16, 2018 all applications received by the Finance Department and approved by the Community Development Department were submitted to the Police Department for approval. All applications were subsequently approved.
4. On November 21, 2018 all completed applications received by the Finance Department and approved by the Community Development Department and Police Department were submitted to the Public Works Department for review and approval. All applications requiring their approval were subsequently approved.

Consideration to Approve Calendar Year 2019 Business Permits for Certain Business Activities as Required by the City CodePage 2 of 2

ANALYSIS:

Article III of Chapter 22 of the San Fernando City Code (SFCC) requires certain types of businesses (see Section 22-215, which is included as Attachment “B”) to obtain a Business Permit as a prerequisite to receiving their regular Business License. Business Permits require the approval of the City Council.

Each affected business must file an application, in writing, specifying where the business is proposed to operate. Once approved, the permit is valid for the calendar year, or a shorter period of time as may be prescribed by any resolution of the City Council or in the Permit.

Applications are submitted to the Finance Department and reviewed by the Police, Community Development and Public Works departments for compliance with all applicable regulations. Completed applications are on file in the Finance Department.

If the Business Permits are approved, they will expire on December 31, 2019. After the expiration date, applicants will be required to submit a renewal for the upcoming calendar year.

BUDGET IMPACT:

The Business Permit application fees previously adopted by the City Council ensure the administrative costs associated with said application are recovered by the City.

CONCLUSION:

By approving Business Permits for the businesses noted in Attachment “A,” the City Council authorizes those businesses to continue their operations for calendar year 2019 at the specified commercial addresses.

ATTACHMENTS:

- A. List of Business License Permit Applicants for 2019
- B. Section 22-215 of the City Code

ATTACHMENT “A”**BUSINESS LICENSE PERMIT APPLICANTS BY CATEGORY (Section 22-215):****AUTOMOBILE DEALERS (USED)**

Western Motor Sports
Valley Auto Sales
Isaac’s Auto Sales
Rydell Chrysler Dodge Jeep Ram
Ganas Auto Group
Diego’s Auto Sales

BINGO

San Fernando Elks #1539
St. Ferdinand’s Catholic Church
American Legion Post 176

DANCING

El Potro Bar

DANCING ACADEMY

Fox Studio of Dance
Royalty Dance Academy
Danzone

FORTUNE TELLERS

Botanica Santa Barbara

MASSAGE

QQ Spa
Vide Spa

MISCELLANEOUS

Orange Grove Mobile Home Park
San Fernando Swap Meet

PEDDLERS

Garcia Produce

POOL TABLES

El Porto Bar

BUSINESS LICENSE PERMIT APPLICANTS BY CATEGORY (Section 22-215) CONTINUED:**PRIVATE PATROL/SECURITY**

Security Specialists / Tyan Inc

REFUSE DISPOSAL

Consolidated Disposal Service, LLC

SECOND-HAND MERCHANDISE

Cassell's Music

Goodyear Tire Center

Addax Inc

LE-TAC

SECOND-HAND JEWELRY (PAWNSHOP)

San Fernando Loan Company

TAXICAB BUSINESS

Yellow Cab Company

ATTACHMENT “B”

A person desiring to obtain a permit to conduct, manage or deal in any business mentioned in Section 22-215 of this article shall file an application in writing with the City Council specifying by street and number the place where such business is proposed to be conducted or carried on.

Sec. 22-215.

Business or Activity for Which Permit is Required
Antique shop
Arcade
Auction (jewelry)
Auctioneer
Auto rental
Auto reposessor:
Owner
Employee
Auto wrecking
Bath
Bowling alley
Boxing (amateur) contest
Carnival
Closing-out sale
Dance, public (only one)
Dancehall:
Cafe, bar where liquor is sold
Public
Dancing academy
Dancing club
Escort bureau
Fire sale
Fireworks sale

Business or Activity for Which Permit is Required
Game, skill and chance
Handbill (as defined in <u>section 6-31</u>) distribution business
Junk and/or refuse collector
Junk dealer
Massage parlor
Merry-go-round
Pawnbroker
Pool room
Pool tables (two only), incidental to main business activity, per table
Private patrol
Secondhand dealer:
Auto parts
Books
General
Jewelry
Used automobile vehicles
Shooting gallery
Show (in liquor establishment)
Skating rink
Street speaking
Swap meet operator
Tattooing and/or body piercing
Trailer camps

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AGENDA REPORT

To: Mayor Sylvia Ballin and Councilmembers

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

Date: December 3, 2018

Subject: Consideration to Adopt a Resolution Amending the Salary Schedule to Include the Negotiated Minimum Wage Increases for Certain Part-time Classifications

RECOMMENDATION:

It is recommended that the City Council:

- a. Approve Resolution No. 7894 (Attachment "A") amending the Salary Schedule to include the negotiated minimum wage increases for certain part-time classifications;
- b. Approve the implementation of the negotiated wages for all applicable part-time employees; and
- c. Authorize the City Manager to make non-substantive corrections and execute all related documents.

BACKGROUND:

1. On November 21, 2016, the City Council approved a Memorandum of Understanding (MOU) between the City and San Fernando Part-time Employees' Bargaining Unit (SFPEBU) for the term of July 1, 2016 through June 30, 2020 (Contract No. 1838). The approved MOU includes an agreement by the City to comply with Senate Bill (SB) 3 that was signed into law on April 4, 2016 implementing certain minimum wage increases on January 1st of each year through January 1, 2022 as follows:
 - a. January 1, 2017: \$10.50 per hour
 - b. January 1, 2018: \$11.00 per hour
 - c. January 1, 2019: \$12.00 per hour
 - d. January 1, 2020: \$13.00 per hour
 - e. January 1, 2021: \$14.00 per hour
 - f. January 1, 2022: \$15.00 per hour

Consideration to Adopt a Resolution Amending the Salary Schedule to Include the Negotiated Minimum Wage Increases for Certain Part-time ClassificationsPage 2 of 2

2. On January 17, 2017, the City Council approved an amendment to the Salary Schedule to include minimum wage increases from \$10.00 to \$10.50 per hour for all applicable part-time job classifications, effective January 1, 2017.
3. On November 20, 2017, the City Council approved an amendment to the Salary Schedule to include minimum wage increases from \$10.50 to \$11.00 per hour for all applicable part-time job classifications, effective January 1, 2018.

ANALYSIS:

Pursuant to the negotiated MOU between the City and SFPEBU for the term of July 1, 2016 through June 30, 2020 (Contract No. 1838), and pursuant to the SB 3, effective January 1, 2019, the minimum wage in California shall increase from \$11.00 to \$12.00 per hour.

The existing Salary Schedule (Resolution No. 7866) that was approved on June 18, 2018 needs to be amended to reflect the negotiated minimum wage increases for certain part-time job classifications, and maintain existing separation between classifications impacted by the new minimum wage.

Ten part-time job classifications will be impacted by this, and the new rates are reflected in the proposed Resolution No. 7894 (Attachment "A") in compliance with the mandatory State law, as well as SFPEBU MOU stipulations.

BUDGET IMPACT:

The total additional cost of the State mandated minimum wage increase for Fiscal Year (FY) 2018-2019 is approximately \$15,000. Sufficient funds are included in the FY 2018-2019 Adopted Budget to cover the cost of this increase.

CONCLUSION:

Approval of the amended Salary Schedule is necessary to reflect and implement the negotiated MOU provisions, as well as the State Minimum Wage Law.

ATTACHMENT:

- A. Resolution No.7894

ATTACHMENT “A”**RESOLUTION NO. 7894**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SAN FERNANDO, CALIFORNIA, AMENDING PORTIONS OF
SECTIONS 1, 2 AND 3 OF RESOLUTION NO. 7866, ADOPTED
JUNE 18, 2018**

**THE CITY COUNCIL OF THE CITY OF SAN FERNANDO DOES HEREBY
RESOLVE, FIND, DETERMINE, AND ORDER AS FOLLOWS:**

SECTION 1: That that portion of Section 1, Schedule “H” of Resolution No. 7866, adopted June 18, 2018, as amended, be further amended by deleting “Schedule H for Part-time Hourly Employees” on page 4, and replacing it with the following, effective January 1, 2019:

**SCHEDULE H
FOR
PART-TIME HOURLY EMPLOYEES**

SALARY RANGE NUMBER	STEP A	STEP B	STEP C	STEP D	STEP E
44	12.00	12.51	13.04	13.59	14.18
45	12.19	12.73	13.32	13.92	14.55
46	12.32	12.87	13.44	14.05	14.68
47	12.58	13.12	13.70	14.29	14.92
48	12.75	13.33	13.92	14.55	15.28
52	13.17	13.75	14.34	14.97	15.63
65	14.67	15.48	16.34	17.25	18.18
71	15.80	16.56	17.35	18.17	19.04
92	20.16	21.27	22.43	23.66	24.95
93	20.57	21.72	22.89	24.16	25.49
94	20.71	21.86	23.08	24.33	25.67

SECTION 2: That that portion of subsection (B) of Section 2 of Resolution No. 7866, adopted June 18, 2018, as amended, be further amended by deleting the following, effective January 1, 2019:

<u>CLASSIFICATION</u>	<u>SALARY RANGE NUMBER/ SCHEDULE</u>	<u>STEP A</u>	<u>STEP B</u>	<u>STEP C</u>	<u>STEP D</u>	<u>STEP E</u>
City Maintenance Helper	81H	14.67	15.48	16.34	17.25	18.18

<u>CLASSIFICATION</u>	<u>SALARY RANGE NUMBER/ SCHEDULE</u>	<u>STEP A</u>	<u>STEP B</u>	<u>STEP C</u>	<u>STEP D</u>	<u>STEP E</u>
Crossing Guard	44H	11.00	11.47	11.95	12.46	13.00
Day Camp Counselor	44H	11.00	11.47	11.95	12.46	13.00
Junior Cadet	45H	11.17	11.67	12.21	12.76	13.34
Office Clerk/Cashier	48H	11.69	12.22	12.76	13.34	14.01
Pool Attendant/Cashier	44H	11.00	11.47	11.95	12.46	13.00
Public Works Maintenance Helper	81H	14.67	15.48	16.34	17.25	18.18
Recreation Leader I	44H	11.00	11.47	11.95	12.46	13.00
Recreation Leader II	47H	11.53	12.03	12.56	13.10	13.68
Recreation Leader III	71H	14.48	15.18	15.90	16.65	17.45
Senior Day Camp Counselor	52H	12.07	12.60	13.14	13.72	14.33

SECTION 3: That that portion of subsection (B) of Section 2 of Resolution No. 7866, adopted June 18, 2018, as amended, be further amended by adding the following, effective January 1, 2019:

<u>CLASSIFICATION</u>	<u>SALARY RANGE NUMBER/ SCHEDULE</u>	<u>STEP A</u>	<u>STEP B</u>	<u>STEP C</u>	<u>STEP D</u>	<u>STEP E</u>
City Maintenance Helper	65H	14.67	15.48	16.34	17.25	18.18
Crossing Guard	44H	12.00	12.51	13.04	13.59	14.18
Day Camp Counselor	44H	12.00	12.51	13.04	13.59	14.18
Office Clerk/Cashier	48H	12.75	13.33	13.92	14.55	15.28
Pool Attendant/Cashier	44H	12.00	12.51	13.04	13.59	14.18
P. W. Maintenance Helper	65H	14.67	15.48	16.34	17.25	18.18
Recreation Leader I	44H	12.00	12.51	13.04	13.59	14.18
Recreation Leader II	47H	12.58	13.12	13.70	14.29	14.92
Recreation Leader III	71H	15.80	16.56	17.35	18.17	19.04
Senior Day Camp Counselor	52H	13.17	13.75	14.34	14.97	15.63

SECTION 4: That all portions of subsection (B) of Section 3 of Resolution No. 7866, adopted June 18, 2018, as amended, be further amended by deleting all the portions therein, and

adding provisions on salaries and benefits as approved in the Part-time Employees' Bargaining Unit (SFPEBU) Memorandum of Understanding (MOU) Contract No. 1838, adopted November 21, 2016.

SECTION 5: That the salary and benefit provisions as approved in Contract No. 1838, and adopted November 21, 2016, be extended to all applicable part-time employees.

SECTION 6: Except as amended herein, all other provisions of Resolution No. 7866, adopted June 18, 2018, remains unchanged and in full force and effect.

SECTION 7: The City Clerk shall certify to the adoption of this Resolution and shall cause this Resolution and her certification to be filed in the office of the City Clerk.

ADOPTED AND APPROVED this 3rd day of December, 2018.

Sylvia Ballin, Mayor

ATTEST:

Elena G. Chavez, City Clerk

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

I, Elena G. Chavez, City Clerk of the City of San Fernando, do hereby certify that the foregoing Resolution was duly adopted by the City Council held on the 3rd day of December, 2018, and that the same was passed by the following vote, to wit:

AYES:

NOES:

ABSENT:

Elena G. Chavez, City Clerk

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AGENDA REPORT

To: Councilmembers

From: Mayor Sylvia Ballin and Vice Mayor Antonio Lopez

Date: December 3, 2018

Subject: Consideration to Adopt a Resolution Amending the City Budget to Include an Increase to Commissioners' Stipend

RECOMMENDATION:

It is recommended that the City Council adopt Resolution No. 7897 (Attachment "A") amending the Fiscal Year (FY) 2018-2019 adopted budget appropriating funds to cover increased expenditures regarding Commissioners' stipend.

BACKGROUND:

At their meeting on November 19, 2018, the City Council approved a \$25 increase to the Commissioners' monthly stipend (i.e., a total of \$75 per meeting per month) effective January 1, 2019 and requested that staff report back with a budget resolution for City Council adoption.

BUDGET IMPACT:

Each City Commission has an annual budget of \$3,000 for Commissioner stipends (\$50 per meeting per commissioner with a maximum of one meeting per month), which is appropriated in the responsible Department's budget. The City has four commissions: 1) Education Commission (City Clerk Department), 2) Planning and Preservation Commission (Community Development Department), 3) Traffic and Safety Commission (Public Works Department), and 4) Parks, Wellness and Recreation Commission (Recreation and Community Services Department). The total allocation in the FY 2018-2019 Budget for Commission stipends is \$12,000.

Increasing the stipend from \$50 to \$75 per meeting will require an amendment allocating a total of \$6,000 to the various Commissioner Stipend accounts. The proposed budget amendment will decrease the adjusted budget surplus in the General Fund from \$26,542 to \$20,542 for FY 2018-2019.

Consideration to Adopt a Resolution Amending the City Budget to Include an Increase to Commissioners' Stipend

Page 2 of 2

ATTACHMENT:

A. Resolution No. 7897

ATTACHMENT “A”**RESOLUTION NO. 7897****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SAN FERNANDO, CALIFORNIA, AMENDING THE BUDGET
FOR THE FISCAL YEAR 2018-2019 ADOPTED ON JUNE 18, 2018**

WHEREAS, the City of Council has received and considered the proposed adjustment to the budget for Fiscal Year 2018-19, commencing July 1, 2018, and ending June 30, 2019; and

WHEREAS, the City Council has determined that it is necessary to amend the revenues and expenditures of the current City budget; and

WHEREAS, an annual budget for the City of San Fernando for the Fiscal Year beginning July 1, 2018 and ending June 30, 2019, a copy of which is on file in the City Clerk’s Office, was adopted on June 18, 2018.

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:

Expenditures:

City Clerk Division

001-115-0000-4111 – increase in Commissioner Stipend	\$1,500
--	---------

Planning Division

001-150-0000-4111 – increase in Commissioner Stipend	\$1,500
--	---------

Public Works Administration Division

001-310-0000-4111 – increase in Commissioner Stipend	\$1,500
--	---------

Recreation Administration Division

001-420-0000-4111 – increase in Commissioner Stipend	<u>\$1,500</u>
--	----------------

TOTAL	\$6,000
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PASSED, APPROVED, AND ADOPTED this 3rd day of December, 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 special meeting of the City Council held on the 3rd day of December, 2018, by the following vote to wit:

AYES:

NOES:

ABSENT:

Elena G. Chávez, City Clerk

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AGENDA REPORT

To: Mayor Sylvia Ballin and Councilmembers

From: Alexander Meyerhoff, City Manager
By: Julian Venegas, Director of Recreation and Community Services
Virginia Diediker, Cultural Arts Supervisor

Date: December 3, 2018

Subject: Consideration to Authorize Submittal of Grant Applications to the National Endowment for the Arts and the California Arts Council for Funding Support of the Mariachi Master Apprentice Program

RECOMMENDATION:

It is recommended that the City Council:

- a. Authorize the preparation and submittal of a grant application to the National Endowment for the Arts (NEA) in the amount of \$57,000 to support the Mariachi Master Apprentice Program (MMAP);
- b. Authorize the preparation and submittal of a grant application to the California Arts Council (CAC) in the amount of \$18,000 to support the City of San Fernando Mariachi Master Apprentice Program (MMAP);
- c. Authorize the City Manager to accept the grants, if awarded;
- d. Authorize the City Manager to execute all related grant documents required for receiving such grant funds pursuant to the terms and conditions of the grant; and
- e. Upon full execution of all grant related documents, authorize the City Manager to amend the appropriate Fiscal Year (FY) 2019-2020 revenue and expenditure budgets to appropriate the grant funds.

BACKGROUND:

Since 2001, the City has received grant funds annually from both the NEA and the CAC to support the City of San Fernando Mariachi Music Apprentice Program (MMAP). MMAP has received awards at both the state and national levels and continues to reflect a positive image on the City of San Fernando.

Consideration to Authorize Submittal of Grant Applications to the National Endowment for the Arts and the California Arts Council for Funding Support of the Mariachi Master Apprenticeship Program

Page 2 of 4

ANALYSIS:

Mariachi Master Apprenticeship Program

MMAP connects grammy award winning mariachi masters with young music students to preserve the mariachi music genre. Mariachi Los Camperos provides instruction on traditional mariachi instruments: violins, guitars, *guitarrones*, *vihuelas*, trumpets, and folk harp. The students and instructors experience exemplary art works at international mariachi conferences and workshops throughout California and the southwest. This experience allows students to observe, study, and perform with the most prestigious mariachi ensembles and represent the City as cultural arts ambassadors.

The curriculum ingrains an empowering sense of self-confidence, pride, and identity, while providing an outlet for cultural expression in celebration of Mexican heritage. MMAP specific arts/music education outcomes include: 1) development, reinforcement, and application of student instrumental technique; 2) development, strengthening and application of student musicianship skills; 3) enhancement of student solo and chorus singing skills; 4) performance of traditional and popular mariachi music before the public and with other professional ensembles; and 5) development and fostering of student professionalism and performance etiquette. These outcomes are in accordance with the California Department of Education Music Standards.

National Endowment for the Arts (NEA)

The NEA “Art Works” program is a federally funded grant application recognizing art that enhances the value of individuals and community by connecting individuals to a greater community and empowering creativity and innovation in our society and economy. The “*Folk and Traditional Arts*” sub program is rooted in and reflective of the cultural life of a community. Community members may share a common ethnic heritage, cultural mores, language, religion, occupation, or geographic region. These vital and constantly reinvigorated artistic traditions are shaped by values and standards of excellence that are passed from generation to generation, most often within family and community, through demonstration, conversation, and practice.

NEA’s Art Works grants generally range from \$10,000 to \$100,000 and support the creation of art that meets the highest standards of excellence, public engagement with diverse and excellent art, lifelong learning in the arts, and the strengthening of communities through the arts. The San Fernando MMAP project generally receives an average of \$50,000 per year in NEA funding and has received \$791,000 since the program inception. Grant fees are used for Artist instructor fees, travel costs to conferences, and project support. The deadline to submit for the NEA grant funding cycle for FY 2020-2021 is February 21, 2019.

California Arts Council (CAC)

The CAC “Youth Arts Action” (YAA) program is a state funded grant program that is rooted in the California Arts Council’s belief that arts learning is an essential tool for healthy human

Consideration to Authorize Submittal of Grant Applications to the National Endowment for the Arts and the California Arts Council for Funding Support of the Mariachi Master Apprentice Program

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development, and that it should be available to all California youth. The CAC envisions that all of California's youth are provided with meaningful, culturally responsive arts-learning experiences so that they can reach their full potential.

Building upon the Arts Education-Extension Program that piloted in FY 2016-2017 and FY 2017-2018, this new program supports projects for youth from infancy through ages 24 that operate outside of school time, in artistic venues and community settings as well as on school sites. This program aims to support and encourage relevant, dynamic, and innovative community building and learning through youth focused arts and culture projects.

The Youth Arts Action Program awards up to a possible \$18,000 grant. The City's MMAP has received approximately \$10,000 annually from the CAC grant program since the inception in 2000. The CAC grant program requires a dollar-for dollar match by non-state funds. Historically, the City has matched the CAC award with Federal NEA funds. It is required that a minimum 75% of CAC award funds be used to pay artist fees. The remaining funds are used for travel and project support. The deadline to submit for the CAC Artist in Schools Extension grant funding cycle for FY 2019-2020 disbursement is January 9, 2019.

BUDGET IMPACT:

Sources of MMAP Funding

The FY 2018-2019 Adopted Budget for MMAP is approximately \$126,950. The NEA grant provides funding to support 45% of all program costs.

Source of Project Funding		
NEA Grant	\$57,000	45%
Other Grant Funding:		18%
CAC- State	\$18,000	
Donations/Honorariums	\$5,000	
City of San Fernando	\$12,000	9%
In Kind (City staff time)	\$34,950	28%
Total Project Budget	\$126,950	

The grant disbursement timeline for the CAC will be for FY 2019-2020. The City funding support will continue to be \$12,000 in FY 2019-2020 for the MMAP. The grant disbursement timeline for the NEA will be for FY 2020-2021.

Consideration to Authorize Submittal of Grant Applications to the National Endowment for the Arts and the California Arts Council for Funding Support of the Mariachi Master Apprentice ProgramPage 4 of 4

CONCLUSION:

It is recommended that the City Council authorize staff to prepare and submit grant applications to the NEA and the CAC for funding support of the MMAP. This will allow continued support for the nationally award winning arts instruction program in the City.

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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: December 3, 2018

Subject: Consideration to Approve Agreements for On-Call Engineering Services

RECOMMENDATION:

It is recommended that the City Council:

- a. Approve the on-call engineering services list of 18 firms (Attachment "A");
- b. Approve a Professional Services Agreement (Attachment "B" – Contract No. 1899 a-r) for on-call engineering services; and
- c. Authorize the City Manager to execute an agreement with each of the on-call engineering firms.

BACKGROUND:

1. On September 20, 2018, a Request for Qualifications (RFQ) was published for professional engineering services.
2. On October 15, 2018, the City received 18 proposals from interested engineering firms.
3. During November 2018, staff reviewed submitted proposals and established an on-call engineering services list of firms.

ANALYSIS:

The City utilizes professional engineering services firms for the design of major capital projects involving street, landscaping, transportation, and utility improvements, among others. When the need arises, staff requests the assistance of these firms to perform engineering design services, traffic engineering studies, grant writing services, master planning for water-sewer-

Consideration to Approve Agreements for On-Call Engineering ServicesPage 2 of 3

storm drain systems, geotechnical engineering, environmental studies, plus engineering and construction management.

Maintaining a list of on-call engineering firms with established professional services agreements allows staff to efficiently retain specialized services for various City projects. Having the on-call agreements in place does not commit the City to expending a specified amount for professional engineering services per term of the agreements. Services requested by staff will be based on necessity and budget constraints. Fees for services are based on the fee schedules (Attachment "C") submitted by each firm and are set for a specific period of time and typically adjusted annually to account for changes in the Consumer Price Index. Funding for services provided by firms on the on-call services list will be provided through several sources which include but not limited to:

- Special funds (Prop C, Measure R, Gas Tax, Measure M, SB 1, CDBG)
- Enterprise Funds (Water and Sewer)
- Grant Funds (Calrecycle)

Firm Selection

A formal Request for Qualifications (RFQ) document was publicized on the City's website and the City received 18 proposals through this process. Based on the proposals, staff conducted a review of the responding firms and prepared on-call professional services agreements. It has been determined that each firm meets the qualification requirements as specified in the RFQ. Further, each firm has indicated that it can obtain necessary insurance coverage and a City business license prior to initiating any work. The proposed term for the on-call services agreement is for three (3) years, with a City option to extend for 2 additional 1-year terms.

The City's operating and capital improvement program budgets include several planned projects that will require specialized assistance, including sewer capacity enhancements, water system improvements, grant-funded traffic signal improvement projects, storm water infiltration projects and transportation projects, among others. On-call agreements allow staff to streamline the contracting process and expedite project delivery for projects. Having a pool of pre-qualified consultants also allows staff to access competitive rates for professional services.

City Council approval of this item will authorize staff to utilize the prequalified firms to obtain specific project proposals from one or more of the selected consultants. Costs related to these services will then be charged directly to specific project accounts (i.e., street resurfacing, utility installation, traffic signal installation). For recurring functions (i.e., Transportation and Safety Commission studies/support, National Pollutant Discharge Elimination System/storm water compliance activities, regular public works permitting) the City will be able to use hourly rate schedules in order to ensure prompt and efficient service delivery.

Consideration to Approve Agreements for On-Call Engineering ServicesPage 3 of 3

BUDGET IMPACT:

Costs for on-call professional services will be based on the hourly rate schedules provided by each consultant. Any scope of work under these on-call agreements will be negotiated with staff depending on type of services provided and service duration, among other components. These on-call agreements do not commit the City to expending a specified amount for professional engineering services. Services will be performed based on necessity and budget constraints. Funding is provided through several sources, including special funds, enterprise funds and grant funds, among others.

CONCLUSION:

It is recommended that the City Council approve the on-call engineering services list of firms, approve the professional services agreement for on-call engineering services and authorize the City Manager to execute the agreement with each of the on-call engineering firms.

ATTACHMENTS:

- A. List of Firms
- B. Contract No. 1899 a-r
- C. Fee Schedules

ATTACHMENT “A”**ON-CALL ENGINEERING SERVICES FIRMS**

- a. Quantum Consulting, Inc. – Torrance, CA
- b. 4LEAF, Inc. – Newport Beach, CA
- c. Transtech Engineers, Inc. – Chino, CA
- d. Hartzog & Crabill, Inc. – Tustin, CA
- e. KPFF – Los Angeles, CA
- f. SA Associates – Arcadia, CA
- g. Converse Consultants – Monrovia, CA
- h. Smith-Emery Laboratories, Inc. – Los Angeles, CA
- i. NV5, Inc. – Irvine, CA
- j. Interwest Consulting Group, Inc. – Huntington Beach, CA
- k. CNC Engineering, Inc. – City of Industry, CA
- l. CSG Consultants – Orange, CA
- m. Willdan Engineering – Ventura, CA
- n. FCG Consultants – Yorba Linda, CA
- o. Huitt-Zollars – Thousand Oaks, CA
- p. Engineering Solutions Services – Laguna Hills, CA
- q. MNS Engineers, Inc. – Westlake Village, CA
- r. John Robinson Consulting, Inc. – Pasadena, CA

Scope of Services

- 1. Street improvement plans (widening and rehabilitations)
- 2. Environmental Study and Document Preparation
- 3. Structural Engineering
- 4. Land surveying and Map/Easement or Legal Description Preparation
- 5. Hydraulic and Hydrologic Studies
- 6. Geotechnical Engineering
- 7. Traffic Engineering and Analysis including Traffic Studies/Reports
- 8. Engineering Project Management
- 9. Federal and State-mandated Inspection and Reports Required for NPDES
- 10. Grading Improvement Plans (mass, rough and precise)
- 11. Grant Writing
- 12. Master Planning for Water, Sewer, and Storm Drain Systems
- 13. Water Reservoir/Well/Booster Pump Station;
- 14. Water Main Improvements/Replacement
- 15. Sewer Line Improvements/Replacement
- 16. Water and Sewer Hydraulic Modeling and Capacity Analysis
- 17. Storm Drain Improvements/Replacement
- 18. Construction Management



PROFESSIONAL SERVICES AGREEMENT

On-Call Professional Engineering Services Agreement

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is made and entered into this _____ day of _____ 20____ (hereinafter, the "Effective Date"), by and between the CITY OF SAN FERNANDO, a municipal corporation ("CITY") and [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 WORK:** 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 Work**"). 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 Work. For the purposes of this Agreement the aforementioned services and tasks set forth in the Scope of Work shall hereinafter be referred to generally by the capitalized term "Work." CONSULTANT shall not commence with the performance of the Work until such time as CITY issues a written Notice to Proceed.

1.2 **PROSECUTION OF WORK:** The Parties agrees as follows:

- A. Time is of the essence of this Agreement and each and every provision contained herein. The Work shall be commenced within _____ (____) calendar days of CITY's issuance of a Notice to Proceed, and shall be completed on a date not more than _____ calendar days from the issuance of the Notice to Proceed (the "Completion Date");
- B. CONSULTANT shall perform the Work continuously and with due diligence so as to complete the Work by the Completion Date. CONSULTANT shall cooperate with CITY and in no manner interfere with the work of CITY, its employees or other consultants, contractors or agents;

- C. CONSULTANT shall not claim or be entitled to receive any compensation or damage because of the failure of CONSULTANT, or its subconsultants, to have related services or tasks completed in a timely manner;
- D. CONSULTANT shall at all times enforce strict discipline and good order among CONSULTANT's employees; AND
- E. CONSULTANT, at its sole expense, shall pay all sales, consumer, use or other similar taxes required by law.

1.3 COMPENSATION:

- A. CONSULTANT shall perform the various services and tasks set forth in the Scope of Work in accordance with the compensation schedule which (hereinafter, the "Approved Rate Schedule").
- B. Section 1.3(A) notwithstanding, CONSULTANT's total compensation for the performance and completion of the Work shall not exceed the sum of _____ DOLLARS (\$ _____) (hereinafter, the "Not-to-Exceed Sum"). CONSULTANT further agrees that the Not-to-Exceed Sum is inclusive of compensation for all labor, materials, tools, supplies, equipment, services, tasks and incidental and customary work necessary to competently perform and timely complete the Work.

- 1.4 PAYMENT OF COMPENSATION: The Not-to-Exceed Sum shall be paid to CONSULTANT in monthly increments as the Work is completed. Following the conclusion of each calendar month, CONSULTANT shall submit to CITY an itemized invoice indicating the services performed and tasks completed 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 days 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 Work, 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 (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 CONSULTANT Representative 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 to 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 reassigned 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 it 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 WORK OF CONSULTANT'S DESIGN PROFESSIONALS SERVICES: The duty to indemnify, defend and hold harmless as set forth under this subsection shall apply to the negligence, recklessness or willful misconduct of any individual who qualifies as a "design professional" within the meaning of subsection (c)(2) of Section 2782.8 of the California Civil Code in so far as such negligence, recklessness or willful misconduct occurs in the performance, work or activities that must be performed by a "design professional." Subject to the limitation of the preceding sentence, to the fullest extent permitted by law, CONSULTANT shall immediately defend and indemnify and hold harmless the City Indemnities, defined above, from and against any and 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 the negligence, recklessness, or willful misconduct of CONSULTANT or any of CONSULTANT's

officers, employees, servants, agents, contractors, subcontractors or authorized volunteers or any other person or entity involved by, for, or with or on behalf of CONSULTANT in the performance of design professional services under this Agreement. The Parties understand and agree that the duty of CONSULTANT to indemnify, defend and hold harmless pursuant to this subsection includes the duty to defend as set forth in Section 2778 of the California Civil Code. CONTRACTOR's obligation to indemnify applies unless it is finally adjudicated that the liability was caused by the sole active negligence or sole willful misconduct of an indemnified party. If it is finally adjudicated that liability is caused by the comparative active negligence or willful misconduct of an indemnified party, then CONSULTANT's indemnification obligation shall be reduced in proportion to the established comparative liability.

- 4.3 WORK OF ALL OTHER PERSONS/NON-DESIGN PROFESSIONALS: Except as otherwise provided under Section 4.2 of this Article, above, to the fullest extent permitted by law, CONSULTANT shall indemnify, defend and hold harmless 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 to the extent caused by CONSULTANT's negligent performance under this Agreement, including but not limited to the negligent acts, errors or omissions of CONSULTANT or CONSULTANT's officers, employees, agents, servants, contractors, subcontractors or subconsultants or the failure of the same to comply with any of the duties, obligations or standards of care set forth herein. The duty to indemnify, defend and hold harmless under this subsection shall not encompass a duty to indemnify, defend or hold harmless for liability, loss, suit, damage, expense, or cost caused by the negligence or willful misconduct of any or all of the City Indemnitees. The duty to indemnify, defend and hold harmless as set forth under this subsection is intended to encompass liabilities, losses, damages, expense and costs not otherwise subject to subsection 4.2, above.
- 4.4 As to the duties to indemnify under Sections 4.1 and 4.2 of this Article, above, 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.
- 4.5 As to the duties to indemnify under Sections 4.1 and 4.2 of this Article, above, 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 authorized volunteers.

- 4.6 As to the duties to indemnify under Sections 4.1 and 4.2 of this Article, above, 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 authorized 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.
- 4.7 As to the duties to indemnify under Sections 4.1 and 4.2 of this Article, above, 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.
- 4.8 As to the duties to indemnify under Sections 4.1 and 4.2 of this Article, above, the duties to indemnify, defend and hold harmless as set forth under this Section, shall survive the early termination or normal expiration of this Agreement and shall be 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 or 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:**CITY:**

Attn:

Attn:

Phone:

Phone:

Fax:

Fax:

Email:

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.

By: _____
Alexander P. Meyerhoff
City Manager

By: _____
Name: _____
Title: _____

APPROVED AS TO FORM

By: _____
Rick R. Olivarez, City Attorney

STATEMENT OF QUALIFICATIONS
FOR
RFQ ON-CALL ENGINEERING SERVICES



Presented to:

CITY OF SAN FERNANDO
DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION

October 15, 2018



QUANTUM CONSULTING, INC

Engineering Consulting Services
2720 Sepulveda Boulevard, Suite 100
Torrance, CA 90505
P: 310-891-3994 F: 310-891-3995
www.thequantumconsulting.com

CITY OF SAN FERNANDO
SOQ for RFQ – On-Call Engineering Services

QUANTUM CONSULTING, INC.
STANDARD HOURLY RATES – 2018

<u>Classification</u>	<u>Hourly Rates</u>
Principal	\$250.00
Program Manager	\$150.00
Project Manager	\$125.00
Project Engineer	\$125.00
Resident Engineer	\$115.00
Staff Engineer	\$95.00
Associate Engineer	\$95.00
Traffic Engineer	\$125.00
Field Technician	\$80.00
Plan Checker (Public Works)	\$115.00
Plan Checker (Building)	\$140.00
Construction Manager	\$125.00
Senior Inspector (Public Works)	\$115.00
Inspector (Public Works)	\$110.00
Inspector (Building)	\$130.00
Grant Specialist	\$125.00
Outreach Coordinator	\$80.00
Administrative Assistant	\$68.00
Licensed Surveyor	\$200.00
Survey Crew	\$440.00

Any additional work beyond the scope described will be per the hourly rates. The hourly rates indicated herein include cost of travel, phone, and fax. The hourly rates do not include cost of printing and outside services. The rates are valid for one year and are subject to change annually. Inspectors rate are per prevailing wage requirements & subject to overtime & holiday rates.






**QUALIFICATIONS TO PROVIDE
ON-CALL ENGINEERING SERVICES**

FOR THE

**CITY OF SAN FERNANDO
117 MACNEIL STREET
SAN FERNANDO, CA 91340
ATTN: YAZDAN EMRANI, P.E.,
DIRECTOR OF PUBLIC WORKS/CITY ENGINEER**

ORIGINAL
 **SAN FERNANDO**

OCTOBER 12, 2018



4LEAF, INC.

ENGINEERING • CONSTRUCTION MANAGEMENT
BUILDING INSPECTION • PLAN CHECK


4LEAF, INC.

ENGINEERING • CONSTRUCTION MANAGEMENT • INSPECTION • PLAN CHECK

SECTION 6: 2019 FEE SCHEDULE

CITY OF SAN FERNANDO

CONSTRUCTION MANAGEMENT & INSPECTION SERVICES

Project Management Services*

Principal-in-Charge	\$185 per hour
Project Manager	\$150 per hour

Construction Management / Inspection Services*

Construction Manager	\$ 151 per hour
Public Works Inspector (Regular Time)	\$ 144 per hour
Public Works Inspector (Overtime)	\$ 194 per hour
Public Works Inspector Apprentice	\$ 92.04 - \$138.04 per hour

**All Fees Subject to Basis of Charges. Rates shown are for January 1, 2018 through December 31, 2019 and are subject to an Annual Escalation of 3% starting on January 1, 2020.*

BASIS OF CHARGES

- A. Rates shown assume projects under this contract will require compliance with California Prevailing Wage rate requirements and assumes the City may be filing a PWC-100 Form to the California Department of Industrial Relations (DIR) for some of the projects under the contract.
- B. Rates for prevailing wage categories are subject to annual escalations in accordance with the bi-annual wage determinations from the California DIR. Rates based on California DIR's wage determinations dated August 2018.
- C. Per the new requirements being enforced under SB 854 and because it is assumed that a PWC-100 Form will be filed by the City to the CA DIR for each project, 4LEAF is required to notify an authorized Apprenticeship Committee through submittal of a DAS-140 form. We are then required to make an official request to an authorized Apprenticeship Committee for an apprentice by submitting a DAS-142 form. We are not assured the apprenticeship committee will be able to provide a suitable / qualified apprentice for the project. Per the apprenticeship requirements, the hours worked by the apprentice must be in a ratio of 1:5 for apprentice to journeyman hours. 4LEAF will not know the labor classification of the Public Works Apprentice until an Apprentice is dispatched to the site; therefore, the rates for the five Periods listed under the California DIR's Wage determination for Building Construction Inspector issued August 2018 were used to determine the range of Calendar Year 2018 hourly rates for Public Works Inspector Apprentice.
- D. All invoicing will be submitted monthly.
- E. Overtime and Premium time will be charged as follows:

- Night Time (work begun after 4 PM or before 5 AM)	1.125 x hourly rate
- Overtime (over 8 hour M-F or Saturdays)	1.35 x hourly rate
- Overtime (over 8 hours Sat or 1 st 8 hour Sun)	2 x hourly rate
- Overtime (over 8 hours Sun or Holidays)	2.5 x hourly rate
- F. All work with less than 8 hours rest between shifts will be charged the appropriate overtime rate.
- G. All billable expenses will be charged at cost plus 20%.
- H. Payment due on receipt. All payments over 30 days will be assessed a 1.5% interest charge.
- I. Client shall pay attorneys' fees, or other costs incurred in collecting delinquent amounts.
- J. Client agrees that 4LEAF's liability will be limited to the value of services provided.
- K. Subconsultant work is subject to 10% mark-up.

Submitted To

CITY OF SAN FERNANDO

117 Macneil Street

San Fernando, CA 91340

Attn: Yazdan Emrani, P.E.

Director of Public Works/City Engineer

**COPY**

Due Date: October 15, 2018, 4:00 pm

Submittal includes: 1 Original, 5 Copies, 1 pdf

STATEMENT OF QUALIFICATIONS FOR PROFESSIONAL ENGINEERING SERVICES



Submitted By

TRANSTECH ENGINEERS, INC.

**TRANSTECH**www.transtech.org
855.595.2495 (toll-free)13367 Benson Avenue
Chino CA 91710

Contact Person for this Proposal:

Ali Cayir, PE, Principal

Ali.cayir@transtech.org

C: 714-883-8677 / O: 909-595-8599

6. FEE PROPOSAL**6.1**

Below is Transtech's current Standard SCHEDULE OF HOURLY RATES for all staff classifications.

Rates are average, negotiable and can be modified to establish a fee for each assignment based on the specific project's scope, when such projects are identified by the City.



TRANSTECH ENGINEERS, INC.
SCHEDULE OF HOURLY RATES
Effective through June 30, 2019

ENGINEERING	
Field Technician	\$60
Engineering Technician	\$80
Assistant CAD Drafter	\$95
Senior CAD Drafter	\$115
Associate Designer	\$120
Senior Designer	\$130
Design Project Manager	\$140
Assistant Engineer	\$100
Associate Civil Engineer	\$125
Senior Civil Engineer	\$150
Traffic Analyst Technician	\$80
Associate Traffic Analyst	\$95
Senior Traffic Analyst	\$115
Professional Transportation Planner	\$130
Traffic Engineer Technician	\$80
Associate Traffic Engineer	\$115
Traffic Engineer	\$140
Senior Traffic Engineer	\$150
Project Manager	\$140
Senior Project Manager	\$150
Deputy City Engineer	\$150
Senior City Engineer	\$160
Principal Engineer	\$170
Deputy Director	\$170
Director	\$180

CONSTRUCTION MANAGEMENT	
Labor Compliance Analyst	\$120
Funds Coordinator	\$120
Utility Coordinator	\$135
Office Engineer	\$110
Construction Inspector	\$115
Senior Construction Inspector	\$130
Construction Manager	\$160
Resident Engineer	\$160
PUBLIC WORKS INSPECTION	
Public Works Inspector	\$115
Senior Public Works Inspector	\$130
Supervising PW Inspector	\$135
SURVEY AND MAPPING	
Survey Analyst	\$115
Senior Survey Analyst	\$120
2-Man Survey Crew	\$280
Survey & Mapping Specialist	\$160
Licensed Land Surveyor	\$175
FUNDING & GRANT WRITING	
Funds Analyst	\$100
Senior Funds Analyst	\$120
Graphic & Rendering Designer	\$110
Grant Writer	\$120
Funds & Grant Project Manager	\$150

BUILDING & SAFETY	
Permit Technician	\$60
Plan Check Technician	\$60
Building Inspector	\$85
Senior Inspector	\$105
Plans Examiner/Checker	\$115
Plan Check Engineer	\$130
Deputy Building Official	\$130
Building Official	\$140
PLANNING	
Community Development Technician	\$60
Planning Technician	\$60
Assistant Planner	\$95
Associate Planner	\$110
Senior Planner	\$130
Planning Manager	\$140
ADMINISTRATIVE STAFF	
Administrative/Clerical	\$60
Project Accountant	\$75

The above fees will be increased each year July 1st automatically by the percentage change Los Angeles-Long Beach-Anaheim California Consumer Price Index-All Urban Consumers ("CPI-U") for the preceding twelve-month period as calculated for February by the U.S. Department of Labor Bureau of Labor Statistics and published by the United States Bureau of Labor Statistic.

**STATEMENT OF QUALIFICATIONS
FOR
ON-CALL ENGINEERING SERVICES**

Prepared for:

**City of San Fernando
Department of Public Works
117 Macneil Street
San Fernando, CA 91340**

Attention:

Mr. Yazdan Emrani, PE, Director of Public Works/City Engineer

Presented by:

**Hartzog & Crabill, Inc.
Traffic Engineers
17852 E. 17th Street, Suite 101
Tustin, CA 92780
(714) 731-9455**



October 15, 2018

Hartzog & Crabill
Consulting Engineers

Schedule of Hourly Rates
for City of San Fernando

<u>Classification</u>	<u>Hourly Rates</u>
Expert Witness / Deposition.....	\$285
Litigation Consultation.....	\$255
Two-Person Survey Crew.....	\$255
Litigation Field Evaluation.....	\$230
Principal Consultant.....(Tram Hartzog & Jerry Stock, PE, TE).....	\$175
Project Manager.....	\$165
Registered Land Surveyor.....	\$160
Senior Engineer.....(Scott Ma, PE, TE; & Bernie Dennis, TE).....	\$150
Storm Water Permit Compliance Engineer.....	\$150
Associate Engineer..... (Michael Vallado).....	\$145
Construction Manager.....	\$135
Traffic Signal System Supervisor..(Greg Cabey).....	\$135
Mural Artist.....	\$135
Senior Designer.....(Todd Hartzog & Dave Martorano).....	\$130
Traffic Signal Systems Specialist..(Michael Powers).....	\$125
Assistant Engineer.....	\$120
Draftsperson.....	\$100
Technician.....	\$ 85
Word Processor.....	\$ 70
Clerical.....	\$ 55
* Traffic Counts (Cost, plus 10%).....	\$ *

Note: Out of pocket expenses (blueprinting, reproduction, printing and delivery service) will be invoiced at Cost. These other direct costs are included in the not-to-exceed values for the aforementioned scope of services. A 10% fee for administration, coordination and handling will be added to subcontracted services. **This Schedule of Hourly Rates is effective as of July 1, 2018.** Rates may be adjusted after that date to compensate for increases of inflationary trends. Mileage shall be per current IRS rate (rate can be found at the following link: <http://www.irs.gov/newsroom/article/0,,id=232017,00.html>).

CITY OF SAN FERNANDO
DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION
STATEMENT OF QUALIFICATIONS
ON-CALL
CIVIL ENGINEERING SERVICES
OCTOBER 15, 2018



BILLING RATES

FOR 3 YEAR CONTRACT TERM (2018-2021)

	2018	2019	2020	2021
PRINCIPAL-IN-CHARGE	\$210.00	\$220.00	\$230.00	\$240.00
SENIOR PROJECT MANAGER	\$190.00	\$200.00	\$210.00	\$220.00
PROJECT MANAGER	\$175.00	\$185.00	\$193.00	\$203.00
PROJECT ENGINEER/PROJECT SURVEYOR	\$140.00	\$147.00	\$155.00	\$162.00
DESIGN ENGINEER/SURVEY ANALYST	\$125.00	\$131.00	\$138.00	\$145.00
CHIEF CAD OPERATOR	\$150.00	\$158.00	\$165.00	\$175.00
DRAFTER/CAD OPERATOR	\$125.00	\$131.00	\$138.00	\$145.00
ADMINISTRATIVE/SECRETARY.	\$90.00	\$95.00	\$100.00	\$105.00

FIELD SURVEY KPFF RATE

ONE-PERSON SURVEY CREW	\$160.00	\$168.00	\$176.00	\$185.00
TWO-PERSON SURVEY CREW	\$220.00	\$231.00	\$243.00	\$255.00
THREE-PERSON SURVEY CREW	\$260.00	\$273.00	\$287.00	\$300.00

FIELD SURVEY PREVAILING WAGE RATES

ONE-PERSON SURVEY CREW	\$180.00	\$189.00	\$198.00	\$208.00
TWO-PERSON SURVEY CREW	\$275.00	\$290.00	\$305.00	\$320.00
THREE-PERSON SURVEY CREW	\$385.00	\$405.00	\$425.00	\$445.00

RATE ESCALATION

KPFF requests the option to renegotiate hourly rates if cost of living indices change dramatically during the contract period.

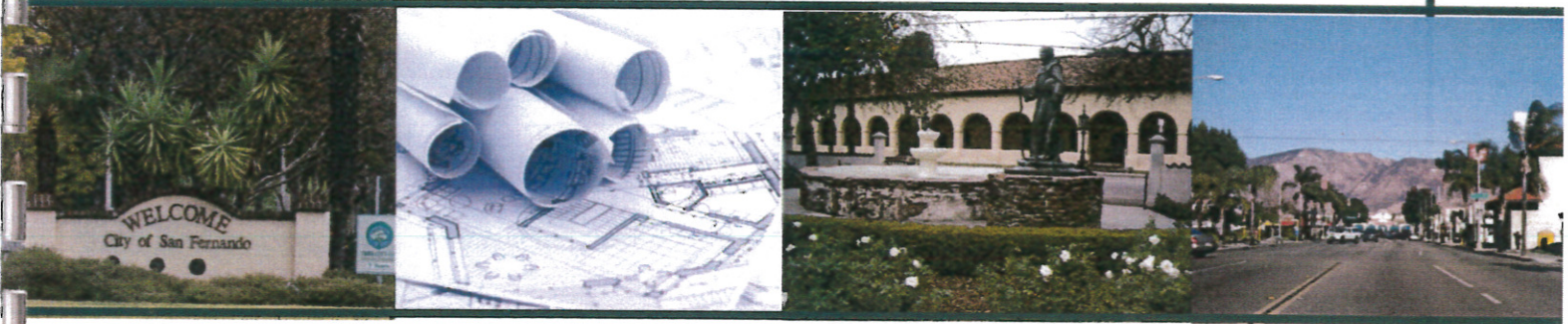
REIMBURSABLE EXPENSES

Non-salary costs such as charges for express mail, delivery, photography, reproduction, automobile mileage, parking and client-directed out-of-town travel shall be reimbursed at cost without mark-up.





STATEMENT OF QUALIFICATIONS
FOR
ON-CALL ENGINEERING SERVICES



OCTOBER 15, 2018



DELIVERING VALUE ... COMMITTED TO EXCELLENCE



SECTION VI: FEE PROPOSAL

HOURLY CHARGE RATE AND EXPENSE REIMBURSEMENT SCHEDULE

Position	Hourly Rates		
	11-01-18 to 12-30-19	2020	2021
Principal-in-Charge	\$210.00	\$216.00	\$223.00
Project Manager	\$175.00	\$180.00	\$185.00
Engineer	\$140.00	\$145.00	\$150.00
Quality Assurance/Quality Control	\$175.00	\$180.00	\$185.00
AutoCAD Designer	\$ 98.00	\$101.00	\$104.00
Construction Inspector (Range)	\$105-\$125	\$109-\$129	\$111-\$133
Secretary	\$ 82.00	\$ 85.00	\$ 88.00
Surveyor (Two-Person Crew)	\$250.00	\$260.00	\$270.00

Reimbursable In-House Costs

Photo Copies	\$ 0.15/each
Blueprints	\$ 0.50/S.F
Vehicle mileage, between engineer's office and project site and/or client offices, will be billed at	\$ 0.62/mile

Other Reimbursables

Reproduction, special photograph, printing, and any other services performed by subcontractor will be billed at	cost + 15%
Postage Delivery Service, Express Mail	cost + 15%

**Converse Consultants**Geotechnical Engineering
Environmental & Groundwater Science
Inspection & Testing Services**ORIGINAL**

STATEMENT OF QUALIFICATIONS

To PROVIDE
**ON-CALL ENGINEERING SERVICES
FOR THE CITY OF SAN FERNANDO**

Presented By:

CONVERSE CONSULTANTS

717 South Myrtle Avenue

Monrovia, CA 91016

ksivathan@converseconsultants.com

October 2018

CONVERSE CONSULTANTS**Schedule of Fees****Geotechnical Laboratory Testing**

Compensation for laboratory testing services will be made in accordance with this fee schedule which include test report and engineering time. Costs of tests not on this schedule will be by quote and/or in accordance with our current hourly fee schedule. The rates are based on non-contaminated soil. A surcharge will be charged for handling contaminated material, which will be determined based on the project.

IDENTIFICATION AND INDEX PROPERTIES TESTS

Visual Classification, ASTM D2488	10.00
Engineering Classification, ASTM D2487	15.00
Moisture Content	
▪ Moisture Content & Dry (Bulk) Density, ASTM D2216 & D2937	25.00
▪ Moisture Content, ASTM D2216	10.00
Shrinkage Limit, ASTM D427	85.00
Atterberg Limits, ASTM D4318	
▪ Several points	100.00
▪ One point	50.00
Particle Size Analysis, ASTM D422	
▪ Fine Sieve (From #200 to #4)	100.00
▪ Coarse and Fine Sieve (From #200 to 3 in)	180.00
▪ Hydrometer	85.00
Percent Passing #200 Sieve, ASTM D1140	60.00
Specific Gravity	
▪ Fine (passing #4 sieve), ASTM D854	90.00
▪ Coarse (retained on #4 sieve), ASTM C127	90.00
Sand Equivalent Test	90.00
Double Hydrometer Dispersion, ASTM D4221	150.00

COMPACTION AND BEARING STRENGTH

Standard Proctor Compaction, ASTM D698 or ASTM D1557-91	
▪ Method A or B	200.00
▪ Method C (6-inch mold)	210.00
California Impact Method (Caltrans 216)	200.00
R-value, ASTM D2844	250.00
California Bearing Ratio (CBR), ASTM D1883	
▪ 1 point	150.00
▪ 3 point	350.00
Relative Density	
▪ 0.1 cubic foot mold	200.00
▪ 0.5 cubic foot mold	300.00

SHEAR STRENGTH

Torvane/Pocket Penetrometer	20.00
Direct Shear	
▪ Quick Test	75.00
▪ Consolidated - Drained (granular soil) ASTM D3080	175.00
▪ Consolidated - Drained (fine grained soil), ASTM D3080	260.00
▪ Consolidated - Undrained (fine grained)	150.00
▪ Residual Strength, per Cycle	60.00
▪ Remolded Specimens	60.00

STATIC UNIAXIAL AND TRIAXIAL STRENGTH TESTS (PER POINT)

Unconfined Compression, ASTM 2166	100.00
Unconsolidated - Undrained, ASTM D2850	110.00
Consolidated - Undrained (per point)	700.00
Consolidated - Drained (per point)	700.00
With Pore Pressure Measurement, per load	150.00
Remolded Specimens	60.00

CONSOLIDATION AND SWELL COLLAPSE TESTS

8 Load Increments	220.00
Additional load increment	40.00
Time-Ratio, per load increment	80.00
Single Point (collapse test)	80.00
Single Load Swell, ASTM D4546	
▪ Ring Sample, Field Moisture	85.00

▪ Ring Sample, Air Dried	85.00
Remolded Sample	60.00
Expansion Index Test, UBC 29-2/ASTM D4829	130.00

HYDRAULIC CONDUCTIVITY TESTS

Constant Head, ASTM D2434	250.00
Falling Head Flexible Wall, ASTM D5084	300.00
Triaxial Permeability, EPA 9100	350.00
Remolded Specimen	60.00

CHEMICAL TESTS

Corrosivity (pH, resistivity, sulfates, chlorides)	230.00
Organic Content, ASTM D2974	75.00

Conditions: Unit rates presented on this fee schedule are for routinely performed geotechnical laboratory tests. Numerous other earth material physical tests can be performed in our geotechnical laboratories, including rock core, soil cement and soil lime mixture tests. Tests not listed can be quoted upon request. This fee schedule is valid through December 31, 2021.

Prices are based on the assumption that samples are uncontaminated and do not contain heavy metals, acids, carcinogens and/or volatile organics which can be measured by an organic vapor analyzer or photoionization detector with a concentration greater than 50 parts-per-million (ppm). Quoted testing fees are based on the assumption that no protective clothing will be required to handle samples. If Level D protective clothing will be required during handling of samples (as defined in the Federal CFR Part 1910.120), then a 40% increase in fees presented in this schedule will be applied. Level C protective clothing will be a 60% increase in fees. Converse will not handle samples that require either Level B or Level A protection in our geotechnical laboratories. Contaminated samples will be returned to the client. Uncontaminated samples will be disposed of 30 days after presentation of test results. The client must disclose the source of samples. Samples imported from out of state will be incinerated after testing, in accordance with requirements of the United States Department of Agriculture. Soil samples obtained within the State of California currently designated quarantine areas will also be incinerated in accordance with the requirement of the State of California, Department of Food and Agriculture, Division of Plant Industry, Pest Exclusion. A \$5.00 incineration fee will be added to each sample that is required to be incinerated in accordance with State and Federal law.

Test results requiring plots will be presented in a publishable format generated from computer programs. Otherwise, raw test numbers will be presented. A minimum laboratory fee of \$50.00 will be charged to present and mail test results. Beyond the standard U. S. Mail delivery, specialized transmittal will be charged at additional cost (e.g., Federal Express, UPS, etc.). Geotechnical testing does not include engineering and/or geologic review and analysis. Typical turn-around for geotechnical laboratory testing is two weeks (or roughly ten working days). To expedite test turn-around to five working days, a 50% increase in the fees in this schedule will be applied. Many geotechnical tests require at least one week to perform in accordance with the ASTM or other standard specifications. Fees presented in this schedule for relatively undisturbed direct shear, consolidation or expansion pressure tests are based on the assumption that 22-inch-diameter (2.416-inch inside diameter) brass ring samples will be provided to the geotechnical laboratory for testing. Remolded specimens will be compacted in standard 2.5-inch outside diameter brass rings for direct shear, consolidation and expansion pressure tests. All fees presented in this schedule are based on the assumption that the client will deliver samples to our laboratory at no additional cost to Converse.

Invoices will be issued monthly and are payable on receipt unless otherwise agreed upon. Interest of 1.5% per month (but not exceeding the maximum allowed by law) will be payable on any amount not paid within thirty days; payment thereafter to be applied first to accrued interest and then to the principle unpaid amount. The Client shall pay any attorneys' fees or other costs incurred in collecting any delinquent amounts.

Statement of Qualifications to

City of San Fernando Department of Public Works

for On-Call Professional Engineering Services

Geotechnical Engineering

October 11, 2018



Submitted By:
Michael Burke, Project Manager
Smith-Emery Laboratories
781 E. Washington Blvd
Los Angeles, CA 90021

Submitted To:
Yazdan Emrani, PE, Director of Public Works
City of San Fernando Department of Public Works
Engineering Division
117 MacNeil St San Fernando, CA 91340



SMITH – EMERY LABORATORIES, INC.

781 E. Washington Blvd Los Angeles, CA 90021

PHONE (213) 749-3411 • FAX (213) 749-7232

SCHEDULE OF FEES

Prepared For: City of San Fernando, CA

SOUTHERN CALIFORNIA AREA

July 1, 2018– June 30, 2019

Southern California Area
Effective 7/01/18



Charges for Services and Contract Terms

The Charges for Services and General Conditions set forth below will govern the provision of services and will constitute the contract terms between the Client and Smith-Emery Laboratories ("Smith-Emery") unless the Client and Smith-Emery have executed a written contract with respect to such services, in which case the terms and provisions of the written contract shall control.

1. Working Conditions and Hours – Field Services

- 1.1 **Minimum Charges**
Show-up -- No work performed -- 2 hours.
4 hour minimum -- 1 to 4 hours work completed before noon.
8 hour minimum -- Work over 4 hours - Any work extending past noon.
NOTE: Less than 24 hour call-out may necessitate premium charges.
- 1.2 **Regular Time**
First 8 hours, Monday through Friday, between 6:30am to 4:00pm.
- 1.3 **Time and One-Half**
Hours 9 through 12, Monday through Friday.
Hours 1 through 12 Saturday.
Day Shift between 3:00 a.m. and 5:00 a.m.
- 1.4 **Double Time**
All hours after 12 Monday through Saturday and all day Sunday.
All holiday hours for in-plant off-site shop inspections.
- 1.5 **Triple Time**
Holiday at jobsite. Holidays are: New Year's, Memorial, Presidents, Independence, Labor, Veterans, Thanksgiving, Day after Thanksgiving, and Christmas.
- 1.6 **Travel Time and Mileage**
No Travel Time or Mileage within 50-mile radius of our laboratory for Deputy Inspections only. For projects outside the 50-mile radius, special quotations will be made.
Technician time charges may be portal to portal (if necessary to pick up equipment) to closest lab location plus mileage reimbursement.
- 1.7 **Parking**
When not furnished, parking will be charged as paid by the SEL representative.
- 1.8 **Subsistence**
On remote jobs, subsistence, when not furnished, will be charged by quotation.
- 1.9 **Shift Differential**
Second (Swing Shift) -- Eight (8) hours will be charged for first 7½ hours worked. Time worked in excess of 7½ hours will be billed at time and one-half rate.
Third (Graveyard Shift) -- Eight (8) hours will be charged for first 7 hours worked. Time worked in excess of 7 hours will be billed at time and one-half rate.
Northern California Steel Shops -- add 12.5% for Night Shift Differential.
- 1.10 **Completion**
SEL representative will remain on job until discharged by competent authority.
- 1.11 **Cancellation**
No charge if made before 4:00 p.m. of the preceding day. See Minimum Charge.
- 1.12 **3rd Party Billing Software**
Customer requests to submit invoice(s) via customers Software will be charged for special billing handling. Charges will show on the invoice as Special Billing Handling at a flat rate of \$45.
- 1.13 **Insurance**
Smith-Emery carries all insurance required by law. Additional costs of extra insurance certificates, coinsurance endorsements or additional insurance will be invoiced to the client.

Southern California Area
Effective 7/01/18



Schedule of Fees for General Field Services

Deputy Inspector Hourly Rates

Task Code	Scope	Rate
1815	Field Technician (Soils, ACI, AC, Misc)	\$ 110.00
1815	Deputy Grading Inspector	\$ 125.00
1314	Steel Field Visual Inspection	\$ 65.00
1210	Steel Shop Visual Inspection	\$ By Quote
2310	Steel Field Non-Destructive Testing	\$ 65.00
2210	Steel Shop Non-Destructive Testing	\$ By Quote
2400	NDT Consumables (per day)	\$ 50.00
1810	Fireproofing Inspection	\$ 65.00
1815	Membrane (Roofing / Waterproofing) Inspection	\$ 65.00
1815	Batch Plant Technician	\$ 65.00
1815	Wood Nail Inspection	\$ 65.00
1111	Concrete Inspection	\$ 65.00
1411	Masonry Inspection	\$ 65.00
1815	Field Coring Technician	\$ 150.00

Southern California Area
Effective 7/01/18



Schedule of Fees for General Field Services

General Field Services

	Activity	Cost
Film Adhesion, ASTM D4541, Regular Time, per hour, 4-hour minimum.....	4474	110.00
Dry Film Thickness, ASTM D6132, Regular Time, per hour, 4-hour minimum.....	4475	110.00
Adhesion/Cohesion Testing of Spray Applied Fireproofing, Regular Time, per hour, 4-hour minimum.....	3210	110.00
Firestopping Technician, Regular Time, per hour 4-hour minimum	3211	110.00
Batch Plant Technician, Regular Time, per hour, 4-hour minimum	3310	110.00
Roofing Technician, Regular Time, per hour, 4-hour minimum	3410	110.00
Membrane Technician, Regular Time, per hour, 4-hour minimum	3510	110.00
Roofing/Waterproofing Technician, Regular Time, per hour, 4-hour minimum	3511	110.00
Pull Testing of Post Installed Anchors, Technician, Regular Time, per hour, 4-hour minimum	3512	110.00
Torque Testing of Post		
Mixed Concrete, Technician, Regular Time, per hour, 4-hour minimum.....	3610	110.00
Mileage	5101	0.80
Special Testing/Inspection Services	4420	By Quote
Structural Investigations of Existing Buildings	3088	By Quote
Corrosion Survey.....	3096	By Quote
Ground Penetrating Radar, per hour, 4-hour minimum	3097	180.00
Equipment Delivery and Stand by time, per Hour	3099	100.00

Field Technician Minimums

Regular Hours: Monday through Friday, 6:30am to 4:00pm.

Show-up time, no work performed2-hour minimum charge

Field Service Calls.....4 and 8-hour minimum charge

Field Services Worka minimum of 1 hour per week engineering supervision may be charged

Overtime

Monday through Friday, Over 8 Hours or after 4:00 p.m.; Saturday, 1 to 12 Hours time and one-half

Sundays and Holidays, 1 to 8 Hours..... time and one-half

Monday through Saturday, Over 12 Hours; Sundays and Holidays, Over 8 Hours double time

Field Equipment Charges

	Activity	Cost
Skidmore, per day.....	4415	\$ 100.00
Torque Wrench, per day	4413	75.00
Multiplier, per day	4414	30.00
Pull Test Equipment (ram, pump, gage), per day.....	4464	150.00
Dynamometer, per day.....	4465	75.00
Schmidt Hammer, per day	9704	75.00
Ground Penetrating Radar (GPR) (4-hr min) , per hour	3097	175.00
Rental Dipstick 2000, per week	4825	2,500.00
Flatness Testing, half day	4814	600.00
Flatness Testing, per day	4826	1,200.00
Field Hardness Equipment, per day.....	9117	65.00
Dry Film Thickness Gage, per day.....	4409	65.00
Misc. Equipment Charge	4416	By Quote
Photostress, per day	4419	By Quote
Vibration and Sound Monitoring, per day.....	4430	By Quote
Concrete Air Meter, Pressure of Volumetric, per day.....	4431	75.00
Concrete Unit Weight Kit, scale, bucket, plate, mallet, and rod, per day	4436	75.00
2-inch cube brass embecco molds, each per day.....	4437	75.00
Film Adhesion Equipment, Dollies and Epoxy, per day.....	9127	100.00
Strain Gages.....	4467	By Quote
Fall Prevention Equipment, per day	4397	50.00
Mobile Concrete Laboratory.....	4398	280.00



Schedule of Fees for Laboratory Services

Southern California Area
Effective 7/01/18

Professional Staff

	Activity	Cost
Registered Professional Engineer, Laboratory, per hour	3011	\$ 205.00
Staff Engineer, per hour	3015	155.00
Laboratory Supervisor, regular time, per hour	3012	115.00
Test Technicians -- Laboratory, regular time, per hour	3013	110.00
Test Technicians -- Away from Lab, Regular Time, per hour	3014	110.00
Field Testing -Training, regular time, per hour	3009	110.00
Submittal Review, per hour	2441	205.00
Steel Shop Management, per hour	2442	115.00
Level III Supervisor – ASNT, per hour	2443	140.00

Expert Witness Testimony

Court Appearance, per hour, four-hour minimum	9603	400.00
Preparation for Court, Consultations, per hour	9605	300.00
<i>Plus actual expenses when out-of-town</i>		

Miscellaneous Support Fees

Administrative

Administrative Support	4443	5% of Invoice
*Report Charge, per report, per copy	9110	2.75
Final Report Charge	9111	By Quote
General Testing-Rush Charges	4812	50%

Special Testing

Miscellaneous Sample Pick-up, per hour	5022	80.00
Miscellaneous Pick-up, per trip minimum (within 40-mile radius)	5023	150.00
Miscellaneous Pick-up, per trip minimum (more than 40-mile radius)	5028	250.00
Materials Purchased	4406	By Quote
Sample Preparation	4408	By Quote
Special Test Set-Up (2-techs+1 engineer crew) per hour	4422	300.00
Special Testing	4420	By Quote
Sample Disposal	4425	By Quote

Travel Expenses

Subsistence, per day	1103	By Quote
Travel Expense	1106	Cost+25%
Travel Time, per hour	4456	90.00
Mileage, per mile	5101	0.80

Outside Services

Concrete Core Cutting	4313	Cost + 25%
Materials Purchased	4406	By Quote
Rental of Equipment	4416	Cost + 20%
Outside Laboratory	4417	By Quote
Outside Services	9702	Cost + 25%

Laboratory Hours

Laboratory hours are 7:00AM through 4:00PM, Monday through Friday.

Additional charges will be made for off-hours or weekend testing as follows:

Off-hour Laboratory Operations, per day	5051	1,000
Holiday Laboratory Operations, per day	5052	1,500

*Generally for Compression Testing of Concrete, Base Plate Grout, Masonry Mortar and Grout, as well as Tension and Bend Testing of Reinforcing Steel.

Southern California Area
Effective 7/01/18



Laboratory Testing-Aggregate

Aggregate Properties

	Activity	Cost
Absorption, Coarse, ASTM C 127, each	7000	\$ 45.00
Fine, ASTM C 128, each	7001	55.00
Hardness Test, ASTM D 1865, each	7557	By Quote
In Lab Rock Coring and Cutting	4312	100.00
Loss On Ignition, ASTM C25	7037	By Quote
Percent Flat/Elongated CRD C 119, ASTM D 4791, each	7010	200.00
Plate Bearing Test, ASTM D 1195, D 1196	7118	By Quote
Petrographic Analysis of Aggregate for Concrete, ASTM C295, each	7024	By Quote
Potential Alkali-Silica Reactivity of Aggregate for Concrete, ASTM C 289, Chemical Method, each	7551	By Quote
Potential Alkali Reactivity of Aggregate for Concrete, ASTM C 1260, Mortar-Bar Method, each	7552	By Quote
Potential Alkali Reactivity of Carbonate Rocks for Concrete, ASTM C 586, Rock Cylinder Method, each	7565	By Quote
Sodium soundness - Fine, 5 cycles, ASTM C 88, each	7012	220.00
Sodium soundness - Fine, 5 cycles, with sample preparation ASTM C 88, each	7046	295.00
Sodium soundness - Coarse, 5 cycles, ASTM C 88, each	7047	230.00
Sodium soundness - Coarse, 5 cycles, with sample preparation ASTM C 88, each	7050	280.00
Magnesium soundness - Fine, 5 cycles, ASTM C 88, each	7048	235.00
Magnesium soundness - Coarse, 5 cycles, ASTM C 88, each	7049	270.00
Specific Gravity, Bulk SSD, Coarse up to 1 1/2", ASTM C 127, each	7013	70.00
Specific Gravity, Bulk SSD, Coarse up to 2 1/2", ASTM C 127, each	7051	110.00
Specific Gravity, Bulk SSD, Coarse up to 2 1/2", Complete ASTM C 127, each	7052	175.00
Specific Gravity, Bulk SSD, Fine, ASTM C 128, each	7014	80.00
Specific Gravity, Bulk SSD, Coarse, Complete ASTM C 127, each	7045	125.00
Specific Gravity, Bulk SSD, Fine, Complete ASTM C 128, each	7046	135.00
Unconfined Compression Test of Intact Rock, ASTM D2938, each	7021	70.00
Unit Weight, ASTM C 29, (No Air Void Determination) each	7017	70.00
Unit Weight and Air Void Determination - Coarse Aggregates up to 1", ASTM C 29, each	7035	200.00
Unit Weight and Air Void Determination - Fine Aggregates, ASTM C 29, each	7036	200.00
Unit Weight only - Coarse Aggregates up to 2 1/2", ASTM C 29, each	7053	125.00
Unit Weight and Air Void Determination - Coarse Aggregates up to 2 1/2", ASTM C 29, each	7054	225.00

Conformity

Clay Lumps/Friable Particles, ASTM C 142, each	7101	80.00
Cleanness Value, Calif. 227, 2 1/2" x 1 1/2" each	7055	225.00
Cleanness Value, Calif. 227, 1 1/2" x 1" each	7056	150.00
Cleanness Value, Calif. 227, up to 1" each	7004	125.00
Durability Index, Calif. 229, Coarse, each	7005	150.00
Durability Index, Calif. 229, Fine, each	7006	150.00
Los Angeles Rattler, up to 1 1/2" ASTM C 131, each	7008	170.00
Los Angeles Rattler, up to 1 1/2" with sample preparation ASTM C 131, each	7057	200.00
Los Angeles Rattler, up to 2 1/2" ASTM C 535, each	7009	200.00
Los Angeles Rattler, up to 2 1/2" with sample preparation ASTM C 535, each	7058	235.00
Lightweight Aggregate, Coarse, ASTM C 123, each	7007	By Quote
Lightweight Aggregate, Fine, ASTM C 123, each	8514	By Quote
Organic Impurities, ASTM C40	7115	50.00
Sand Equivalent (Average of 3) Calif. 217, each	8516	90.00
Sand Equivalent (Average of 3) ASTM D 2419, each	7123	90.00
Sieve Analysis, Coarse, ASTM C 136, Cal Test 202 each up to 1 1/2"	7015	125.00
Sieve Analysis, Coarse, ASTM C 136, Cal Test 202 each greater than 1 1/2"	7039	200.00
Sieve Analysis, Fine, ASTM C 136, Cal Test 202, each	7016	110.00
Sieve Analysis, Fine and Coarse Combined up to 1 1/2", ASTM C 136, Cal Test 202, each	7549	210.00
Staining Materials, ASTM C 641, each	7553	By Quote

A Rush Charge of 100% for same-day results apply to the following tests:

- ASTM C136
- ASTM C29 (Unit Weight only)

Southern California Area
Effective 7/01/18



Laboratory Testing-Soil

Soil Properties

	Activity	Cost
California Impact, CAL 216, each	7018	\$ 150.00
Classification of Soil for Engineering Purposes, ASTM D2487	7136	350.00
Moisture Density-Chunk Density, In-Situ, ASTM D2937, each	7555	50.00
Moisture Density-Drive Tube Density, In-Situ, each	7137	50.00
Corrosivity: Resistivity, pH, Sulfates, Chlorides, each	7020	By Quote
Material Finer - #200 Sieve, ASTM D 1140/C 117, each	7110	50.00
Moisture, ASTM D2216, each	7111	25.00
Moisture (microwave), ASTM D4643, each	7019	15.00
Moisture-Density Relations of Soils, ASTM D1557, Method A each	7113	135.00
Moisture-Density Relations of Soils, ASTM D1557, Method B or C each	7114	145.00
M/D Curve Rock Correction	7138	100.00
Moisture-Density Check Point, each	7135	50.00
"R" (Resistance) Value, Lime Treated or Requiring Recombining, each	7120	250.00
"R" (Resistance) Value, Calif. 301, ASTM D 2844, each	7119	225.00
Relative Density (max/min) D 4254, each	7534	By Quote
Sieve Analysis of Combined Fine and Coarse, ASTM D-422, each	7124	200.00
Sieve and Hydrometer Analysis, ASTM D 422, each	7109	270.00
Sieve Analysis, fines for sieves #4 to #200 ASTM D 422, each	7139	125.00
Specific Gravity for Soils, ASTM D 854, each	7127	120.00

Foundation Testing

Atterberg Limits, (LL, PI) ASTM D 4318, each	7100	175.00
Atterberg Shrinkage Limit, ASTM D 4318, each	7099	150.00
California Bearing Ratio, ASTM D 1883, set	7130	450.00
Collapse Potential, each	7559	By Quote
Consolidation Test, ASTM D 2435, each	7102	200.00
Consolidation Time/Rate Curves, each	7103	50.00
Remolding of Samples, each	7104	30.00
Direct Shear Test, ASTM D 3080:		
Consolidated, Drained 1 Point, each	7107	125.00
Consolidated, Undrained 1 Point, each	7106	100.00
Unconsolidated, Undrained, 1 Point, each	7105	100.00
Remolding of Samples, each	7104	30.00
Expansion Index, UBC-18-2, ASTM D 4829, each	7108	130.00
Permeability, Constant Head, ASTM D 2434, CAL 220, each	7116	225.00
Permeability, Falling Head, CAL 220, each	7117	225.00
Triaxial Unconsolidated, Undrained, ASTM D 2850, each	7132	By Quote
Unconfined Compression Test, ASTM D 2166, each	7129	70.00
Unconfined Compression Test with Graph, ASTM D 2166, each	7134	120.00

Peat Moss

Loss on Ignition, ASTM D 2974 each	7040	75.00
Bulk Specific Gravity, ASTM D 4531, each	7041	45.00
Classification, ASTM D 4427, each	7038	200.00
pH, ASTM D 2976, each	7043	45.00
Absorption, ASTM D 2980, each	7044	20.00

A Rush Charge of 3 to 4 times of the unit cost applies to the following tests for same-day results before 2 pm:

- ASTM D1557, Method A
- ASTM C136
- ASTM C117, ASTM D1140
- ASTM C29 (Unit Weight only)



Geotechnical and Environmental Services

Southern California Area
Effective 7/01/18

Professional Staff (Geotechnical Engineers, Geologists, Staff Specialist)		Activity	Cost
Professional, per hour	7207		\$ 150.00
Senior Professional, per hour	7206		185.00
Project Manager, per hour	7205		110.00
Project Professional, per hour	7204		120.00
Staff Professional, per hour	7203		115.00
Principal Professional, per hour	7202		150.00
Certified Geologist, per hour	7218		By Quote
Senior Principal Professional, per hour	7201		185.00
Expert Witness, per hour	7200		By Quote
Office Support, per hour	7209		35.00
Word Processor, per hour	7219		40.00
Illustrator, per hour	7208		45.00
QSP "Qualified SWPPP Practitioner", per hour	7231		120.00

Field Staff

Field Technician, Laboratory and Field with density equipment, Regular Time, per hour	7212		\$ 105.00
Environmental Technician, Regular Time, per hour	7240		105.00
CalTrans Certified Technician with density equipment, Regular Time, per hour	7274		105.00
Supervising Technician, Laboratory and Field with density equipment, Regular Time, per hour	7214		110.00
Soils Deputy Grading, or ICC Soils Inspector, Regular Time, per hour	7563		125.00

Geotechnical Minimums

Show-up time, no work performed	2-hour minimum charge
Field Service Calls	4 and 8-hour minimum charge
Field Soils Work	a minimum of 1 hour per week engineering supervision may be charged

Overtime

Monday through Friday, Over 8 Hours or after 4:00 p.m.; Saturday, 1 to 12 Hours	7222		time and one-half
Sundays and Holidays, 1 to 8 Hours	7222		time and one-half
Monday through Saturday, Over 12 Hours; Sundays and Holidays, Over 8 Hours	7232		double time

Administrative Charges

Pick-Up/Delivery, per hour (2-hours minimum)	7215		55.00
Mileage, per mile	7313		0.75
Travel Time, per hour	7235		55.00
Facsimile, per page	7315		1.00
Reproduction, per page	7225		1.50
Report Surcharge, per copy	7317		50.00
Cellular Telephone, per day	7319		35.00
Air Express/Over-night Delivery, each	7325		35.00
Contracted Services-Drilling	7300		By Quote
Contracted Services-Testing	7301		By Quote
Contracted Services-Expenses	7303		By Quote

Southern California Area
Effective 7/01/18



Geotechnical and Environmental Services-Continued

Foundation/Geological Investigations	Activity	Cost
Geotechnical Field Exploration	7308	By Quote
Final Report of Compacted Fill (submitted at end of project, if required).....	7305	By Quote

Support Equipment Foundation/Geological Investigations

Nuclear Density Gage, per day	7327	Field Staff
Sand Cone Kit, per day.....	7328	Field Staff
Soil Sampling:		
Encore Sample Container, per container.....	7125	25.00
Tubes and Rings, per sample	7122	15.00

Environmental Investigations and Reports

Site Assessments Phase I	7306	By Quote
Site Assessments Phase II.....	7307	By Quote
*Property Condition Report.....	7323	2,000.00
Tank Removal/Closure Report	7326	By Quote
Groundwater Sampling Report	7329	By Quote
Import/Export Soil Testing	7334	By Quote
Report Preparation.....	7340	By Quote
Health and Safety Plan.....	7320	\$350.00
Soil Vapor Survey	7321	By Quote

Sampling Equipment

Sample Jars, each	7335	25.00
Tedlar Bags Nylaflo, each	7336	25.00
Coring, each	7337	75.00

Note: * price might be higher depending of the property size/complexity

Support Equipment Environmental

Air Monitoring Equipment, per day	7216	125.00
Magnetometer Equipment, per day.....	7309	100.00
Water Pump and Generator, per day.....	7311	150.00
Water Monitoring Equipment.....	7316	50.00

Health Safety Equipment:

Level A, per Person	7227	By Quote
Level B, per Person, per day, plus hourly rate	7228	By Quote
Level C, per Person, per day, plus hourly rate	7229	75.00
Health and Safety Supplies, per day	7217	150.00

Southern California Area
Effective 7/01/18



Laboratory Tests – Organic Chemistry

Organic Analyses

	Activity	Cost
EPA 1664 TRPH	6201	By Quotation
EPA 1664 Oil and Grease.....	6236	By Quotation
Oil & Grease, Floatable	6237	By Quotation
EPA 418.1 TRPH	6258	By Quotation
EPA 8015B TPH-Gasoline	6268	By Quotation
EPA 8015B TPH-Diesel	6269	By Quotation
EPA 8015B TPH-Gasoline and Diesel	6267	By Quotation
LUFT – Gasoline and Diesel	6210	By Quotation
EPA 8015B TPH-Hydrocarbon Range	6263	By Quotation
EPA 8015B Methanol/Ethanol	6264	By Quotation
EPA 602 or 8021B BTEX	6202	By Quotation
EPA 8015B/8021B Combination-Gasoline	6203	By Quotation
EPA 624 / 8260B Volatile Organics.....	6250	By Quotation
EPA 524 Volatile Organics	6249	By Quotation
EPA 625 or 8270C Extractable Organics	6216	By Quotation
EPA 608 or 8082 PCBs Water or Soil.....	6242	By Quotation
EPA 8082 PCBs Oil	6244	By Quotation
EPA 608 or 8081A Chlorinated Pesticides.....	6206	By Quotation
EPA 608 or 8082 / 8081A PCBs and Pesticides.....	6243	By Quotation
Flash Point.....	6218	By Quotation
Petroleum Analysis	6246	By Quotation
Identification/Interpretation of Spectrum/Fingerprint.....	6260	By Quotation
EPA 5035 or 5030, 8260B Gasoline and Volatile Organics.....	6204	By Quotation
EPA 8270 SIM - Polycyclic Aromatic Hydrocarbons (PAHs)	6205	By Quotation
EPA 8260 – Soil Vapor (CHHSL)	6208	By Quotation
Ambient/Indoor/Outdoor Air.....	6211	By Quotation

Mobile Laboratory Services

Mobile Lab per 10 hour weekday	6460	By Quotation
Mobile Lab per 10 hour weekend	6465	By Quotation
Mobile Lab hours in excess of 10 hours	6461	By Quotation
Mobilization fee.....	6467	By Quotation
Mobile Lab Standby Time	6439	By Quotation
Mobile Lab Cancellation	6468	By Quotation

Southern California Area
Effective 7/01/18



Administrative Fees

On occasion we are asked to perform administrative services outside of our normal business activity. Under these circumstances, such services will be billed at the rates below. These services will be performed only at the request of the client.

Administrative

Administrative Support.....	44435% of Invoice
*Report Charge, per report, per copy.....	9110 1.75
Final Report	9111 By Quote
General Testing-Rush Charges	4812 50%

*Generally for Compression Testing of Concrete, Base Plate Grout, Masonry Mortar and Grout, as well as Tension and Bend Testing of Reinforcing Steel.

Administrative Services - Laboratories

	Activity	Cost
Administrative Support for Special Projects, Certified Payroll/ Labor Compliance.....	3074	\$135
Administrative Office Support.....	3075	By Quote
Task Tracking	3076	\$ 65.00
Report Surcharge, per copy	3077	50.00
Report Copy Charge, per sheet	3078	2.75
Reproduction, per page.....	3079	1.50
File Retrieval, per file.....	3080	50.00
Insurance, Extra Charges as ordered by Client	3081	By Quote
Processing Certificates, Affidavits, & Notary Services, each	3082	25.00
Shipping Charges.....	3084	At Cost
Air Express/Delivery, each	3085	Cost + 25%
Contracted Services	3087	Cost + 25%
Minor Report Revision, minimum.....	3089	25.00

END OF DOCUMENT



NV5

STATEMENT OF QUALIFICATIONS

Submitted by NV5

9890 Irvine Center Drive, Irvine, CA 92618

City of San Fernando

On-Call Engineering Services

October 15, 2018

6. FEE PROPOSAL

Fee Schedule

Effective January 1, 2018 through December 31, 2018. If contract assignment extends beyond that date, a new rate schedule will be added to the contract.

N | V | 5

ENGINEERING SERVICES

	HOURLY RATE
Principal	\$230
Project Manager	\$160
Quality Assurance Manager	\$160
Senior Engineer	\$150
Project Engineer	\$130
Assistant Engineer	\$110
Designer	\$110
Engineering Technician	\$90
CADD Drafter	\$90
Administration	\$90

MUNICIPAL SERVICES

	HOURLY RATE
Principal	\$230
Program/Project Director	\$190
Project Manager	\$160
City Engineer	\$160
Assistant Project Manager	\$150
Plan Check Engineer	\$120
Public Works Technician	\$90
Permit Technician	\$90

CONSTRUCTION SERVICES

	HOURLY RATE
Senior Construction Manager	\$185
Construction Manager	\$165
Office Engineer	\$120
Project Controls Engineer	\$120
Labor Compliance/Documents Control	\$90
Construction Inspector (Prevailing Wage)	\$150
Construction Observer (Non Prevailing Wage)	\$125
Building Inspector (Non Prevailing Wage)	\$110
Surveying (2-person survey crew)	\$250*

REIMBURSABLE EXPENSES

	COST
Reproduction	Cost
Consultant Services	Cost + 15%
Automobile Transportation	\$.54 per mile
Delivery, Freight, Courier	Cost
Agency Fees	Cost
Commercial Travel	Cost

*Assumes prevailing wages are applicable for field work.

6. FEE PROPOSAL

Fee Schedule

Geotechnical Engineering

NV5

PROFESSIONAL STAFF		Hourly Rate
Principal Engineer/Geologist		\$200.00
Associate Engineer / Geologist		\$175.00
Senior Engineer/Geologist		\$150.00
Project Engineer/Geologist		\$125.00
Staff Engineer/Geologist		\$105.00
TECHNICAL PERSONNEL (Testing and Special Inspections)		Hourly Rate
Soils / Asphalt / Concrete Technician (Prevailing Wage)		\$110.00
OTHER CHARGES/Miscellaneous		Hourly Rate
Travel / Mileage		No charge in San Bernardino County
Expenses		Cost plus 15%
Vehicle Usage (Inspections and/or Pick-ups)		\$60.00 per day
Nuclear Gauge Usage Charge		\$60.00 per day

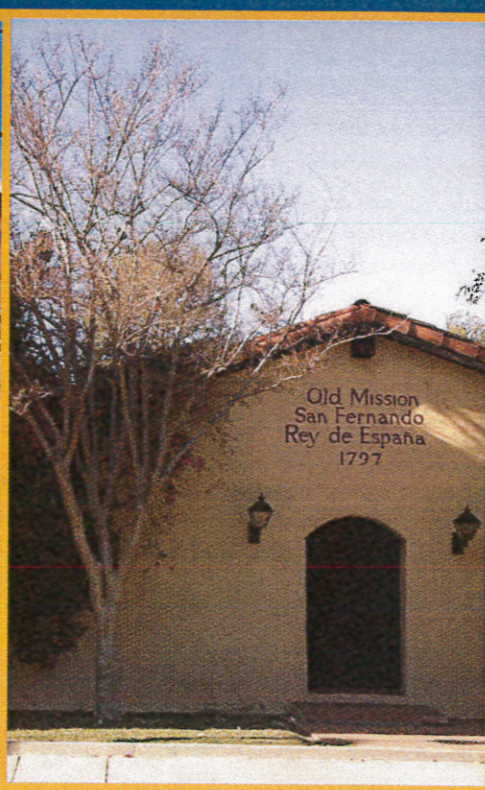
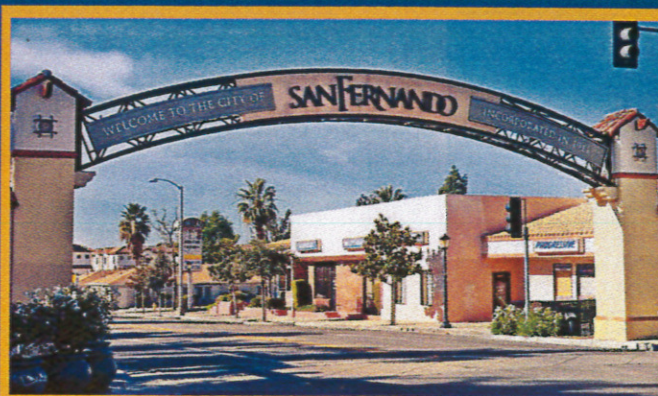
PRIMARY TEST/NAME	Test ID	Rate
GEOTECHNICAL MATERIAL TESTING		
Shear Tests (per point)	ASTM D3080	\$100.00
Consolidation Test	ASTM D24335, CT219	\$280.00
Moisture- Dry Density	ASTM D2216	\$50.00
R-Value	ASTM D2844, CA TEST	\$275.00
Sieve Analysis	ASTM C136	\$165.00
Hydrometer Test	ASTM D421/ ASTM D422	\$200.00
Sand Equivalent	ASTM D2419	\$75.00
Plasticity Index	ASTM D4318	\$120.00
Expansion Index	ASTM D4829	\$150.00
Maximum Dry Density – Optimum Moisture	D 1557	\$175.00
Remolded Samples (Preparation)		\$60.00
Corrosivity Tests (Sulfate, Chloride, pH, min. resistivity)		\$400.00
AGGREGATE MATERIAL TESTING		
Sieve Analysis, Coarse Aggregate	ASTM C136	\$80.00
Sieve Analysis, Fine Aggregate	ASTM C136	\$100.00
Specific Gravity, Coarse Aggregate	ASTM C127	\$85.00
Specific Gravity, Fine Aggregate	ASTM C128	\$90.00
pH & Resistivity, sulfate, chloride, each		\$95.00
LA Rattler		\$200.00
Durability Index		\$110.00
ASPHALT MATERIAL TESTING		
Stability Test - average of 3, unit weight & flow	ASTM D 1559	\$250.00
Asphalt Concrete Mix Design or Mix Review		\$350.00
Unit Weight Requiring Compaction	ASTM D1559, T245	\$175.00
Hveem Stability & Unit Weight		\$175.00
Extraction - Ignition Oven (including gradation)		\$210.00
CONCRETE MATERIAL TESTING		
Concrete Compression Testing		\$35.00
Light Weight Concrete compression		\$35.00

October 15, 2018

PREPARED FOR THE

CITY OF SAN FERNANDO
PUBLIC WORKS DEPARTMENT, ENGINEERING DIVISION

Response to Request for Qualifications for
ON-CALL ENGINEERING SERVICES



**INTERWEST
CONSULTING
GROUP**

Jim Ross
Public Works Group Leader
15140 Transistor Lane
Huntington Beach, CA 92649
714.899.9039

www.interwestgrp.com

SECTION A.6

Fee Proposal

The rates displayed in the fee schedule below reflect Interwest's current fees. The following hourly rates have been provided for each personnel category and will remain valid for an initial period of three (3) years upon which time they will be reviewed and subject to revision upon mutual agreement.

There is no charge for shipping, supply, or material costs

CLASSIFICATION	HOURLY BILLING RATE
Principal in Charge.....	\$175
Project Manager	160
Traffic Engineer	140
Supervising Engineer	140
Senior Engineer	140
Engineering Associate III.....	125
Engineering Associate II.....	115
Engineering Associate I.....	105
Engineering Technician III	95
Engineering Technician II	85
Engineering Technician I	85

STATEMENT OF QUALIFICATIONS ON-CALL ENGINEERING SERVICES

October 15, 2018

ORIGINAL



Attn: Yazdan Emrani, P.E., Director of Public Works/City Engineer
City of San Fernando
Department of Public Works - Engineering Division
117 Macneil Street
San Fernando, CA 91340

PROPOSAL SUBMITTED BY:



255 North Hacienda Blvd, Suite 222
City of Industry, California 91744
Phone (626) 333-0336 • Fax (626) 336-7076 • www.cnc-eng.com
Contact: Clement Calvillo, P.E.
Email: ccalvillo@cnc-eng.com



STATEMENT OF QUALIFICATIONS

SECTION 6. FEE SCHEDULE

CNC ENGINEERING STANDARD HOURLY FEE SCHEDULE FOR PROFESSIONAL SERVICES

Effective May 1, 2017

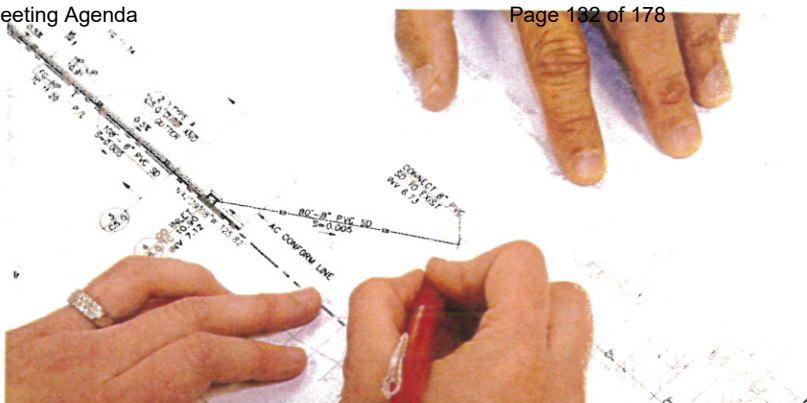
PROFESSIONAL ENGINEERING SERVICES

\$250.00	Principal-in-Charge
\$220.00	Senior Project Manager
\$190.00	Project Manager
\$150.00	Project Engineer
\$120.00	Design Engineer
\$ 60.00	Administration

PROFESSIONAL FIELD SURVEY AND CONSTRUCTION INSPECTION SERVICES

\$170.00	Survey Manager
\$160.00	One (1) Man Crew
\$260.00	Two (2) Man Crew
\$330.00	Three (3) Man Crew
\$390.00	Four (4) Man Crew
\$195.00	Construction Manager
\$140.00	Construction Inspector

An overtime premium multiplier of 1.5 will be applied to the billing rate of hourly personnel who work overtime in order to meet a deadline, which cannot be met during normal hours. This will be agreed to by both parties prior to implementation of this multiplier.



STATEMENT OF QUALIFICATIONS TO THE **City of San Fernando**

On-Call Engineering Services

 **ORIGINAL**

OCTOBER 15, 2018



3707 W. Garden Grove Blvd. #100
Orange, CA 92868
714.568.1010 phone
714.568.1028 fax
www.csgegr.com

Fee Schedule

SECTION

6

Engineering and public works services are billed on a time-and-materials basis according to our standard rates shown below. Future rates are based on approximately 3% (2018 CPI). Rates will adjust once yearly CPI's are published.

Professional Engineering Services	2018 Hourly Rate	2019 Hourly Rate	2020 Hourly Rate	2021 Hourly Rate
Administrative Assistant	\$70	\$73	\$75	\$77
Analyst	\$120	\$124	\$128	\$132
Engineering Designer	\$130	\$134	\$138	\$143
Construction Inspector	\$135	\$140	\$143	\$147
Senior Analyst	\$145	\$150	\$154	\$159
Assistant Resident Engineer	\$160	\$165	\$170	\$175
Assistant Engineer	\$140	\$145	\$149	\$153
Associate Engineer	\$160	\$165	\$170	\$175
Senior Construction Inspector	\$150	\$155	\$160	\$164
Senior Engineer	\$185	\$191	\$197	\$203
Resident Engineer	\$190	\$196	\$202	\$208
Structure Representative	\$190	\$196	\$202	\$208
Senior Structural Engineer	\$200	\$206	\$213	\$219
Senior Project Manager	\$200	\$206	\$213	\$219
Principal Engineer	\$210	\$217	\$223	\$230
Senior Principal Engineer	\$230	\$237	\$245	\$252
Two-Person Survey Crew	\$310	\$320	\$329	\$339

All hourly rates include overhead costs including, but not limited to, salaries, benefits, Workers Compensation Insurance, travel and office expenses. On each anniversary of the contract start date, CSG will initiate a rate increase based on change in CPI-W for the applicable region. CSG will mail an invoice at the beginning of every month for services rendered during the previous month.

City of San Fernando

Statement of Qualifications for

On-Call Engineering Services

October 15, 2018



City of San Fernando

Fee Proposal



WILLDAN ENGINEERING

Schedule of Hourly Rates

Effective July 1, 2018 to June 30, 2019

ENGINEERING		CONSTRUCTION MANAGEMENT		BUILDING AND SAFETY (continued)	
Technical Aide I	\$64	Labor Compliance Specialist	\$115	Supervising Building Inspector	\$153
Technical Aide II	\$83	Labor Compliance Manager	\$145	Inspector of Record	\$167
Technical Aide III	\$103	Utility Coordinator	\$153	Deputy Building Official	\$167
Drafter I	\$104	Assistant Construction Manager	\$145	Building Official	\$173
Drafter II	\$121	Construction Manager	\$169	Plan Check Engineer	\$167
Senior Drafter	\$134	Senior Construction Manager	\$175	Supervising Plan Check Engineer	\$173
GIS Analyst I	\$139	Project Manager IV	\$199	Principal Project Manager	\$199
GIS Analyst II	\$158	Deputy Director	\$199	Deputy Director	\$199
GIS Analyst III	\$173	Director	\$199	Director	\$199
Designer I	\$139	INSPECTION SERVICES		PLANNING	
Designer II	\$145	Public Works Observer I***	\$89	Community Development Technician	\$103
Traffic Engineer I	\$185	Public Works Observer II***	\$99	Assistant Community Development Planner	\$128
Traffic Engineer II	\$199	Senior Public Works Observer I***	\$107	Associate Community Development Planner	\$139
Senior Designer I	\$153	Senior Public Works Observer II***	\$119	Senior Community Development Planner	\$158
Senior Designer II	\$160	Senior Public Works Observer III***	\$129	Principal Community Development Planner	\$173
Assistant Engineer I	\$116	Senior Public Works Observer IV***	\$136	Planning Technician	\$103
Assistant Engineer II	\$132	Senior Public Works Observer V***	\$145	Assistant Planner	\$128
Assistant Engineer III	\$138	MAPPING AND EXPERT SERVICES		Associate Planner	\$139
Assistant Engineer IV	\$143	Survey Analyst I	\$121	Senior Planner	\$158
Associate Engineer I	\$149	Survey Analyst II	\$139	Principal Planner	\$173
Associate Engineer II	\$155	Calculator I	\$121	Planning Manager	\$189
Associate Engineer III	\$161	Calculator II	\$134	Deputy Director	\$199
Design Manager	\$163	Calculator III	\$146	Director	\$199
Senior Design Manager	\$169	Senior Survey Analyst	\$158	LANDSCAPE ARCHITECTURE	
Senior Engineer I	\$164	Supervisor - Survey & Mapping	\$175	Assistant Landscape Architect	\$121
Senior Engineer II	\$167	Principal Project Manager	\$199	Associate Landscape Architect	\$139
Senior Engineer III	\$171	BUILDING AND SAFETY		Senior Landscape Architect	\$153
Senior Engineer IV	\$181	Assistant Code Enforcement Officer	\$85	Principal Landscape Architect	\$173
Supervising Engineer	\$187	Code Enforcement Officer	\$98	Principal Project Manager	\$199
Project Manager I	\$150	Senior Code Enforcement Officer	\$115	ADMINISTRATIVE	
Project Manager II	\$171	Supervisor Code Enforcement	\$139	Administrative Assistant I	\$76
Project Manager III	\$183	Plans Examiner Aide	\$91	Administrative Assistant II	\$91
Project Manager IV	\$199	Plans Examiner	\$139	Administrative Assistant III	\$107
Program Manager I	\$167	Senior Plans Examiner	\$153	Project Accountant I	\$86
Program Manager II	\$185	Assistant Construction Permit Specialist	\$98	Project Accountant II	\$101
Program Manager III	\$199	Construction Permit Specialist	\$103	Project Controller I	\$107
City Engineer I	\$199	Senior Construction Permit Specialist***	\$121	Project Controller II	\$121
City Engineer II	\$199	Supervising Construction Permit Specialist	\$128		
Principal Project Manager	\$199	Assistant Building Inspector	\$115		
Deputy Director	\$199	Building Inspector***	\$128		
Director	\$199	Senior Building Inspector	\$139		
Principal Engineer	\$199				

***\$169/hour for Prevailing Wage Project

Mileage/Field Vehicle usage will be charged at the rate in accordance with the current FTR mileage reimbursement rate, subject to negotiation.

Additional billing classifications may be added to the above listing during the year as new positions are created. Consultation in connection with litigation and court appearances will be quoted separately. The above schedule is for straight time. Overtime will be charged at 1.5 times, and Sundays and holidays, 2.0 times the standard rates. Blueprinting, reproduction, messenger services, and printing will be invoiced at cost plus fifteen percent (15%). A sub consultant management fee of fifteen percent (15%) will be added to the direct cost of all sub consultant services to provide for the cost of administration, consultation, and coordination. Valid July 1, 2018 thru June 30, 2019, thereafter, the rates may be raised once per year to the value between the 12-month % change of the Consumer Price Index for the Los Angeles/Orange County/Sacramento/San Francisco/San Jose area and five percent.

Rev. 8/1/18



WILLDAN GEOTECHNICAL / MATERIALS TESTING

Schedule of Hourly Rates

Effective July 1, 2018 to June 30, 2019

GEOTECHNICAL

Soil Technician (Non-prevailing Wages)	\$88
Soil Technician (Prevailing Wages)	\$169
Sr. Soil Technician (Non-prevailing Wages)	\$100
Sr. Soil Technician (Prevailing Wages)	\$169
Assistant Engineer III/Geologist III	\$128
Associate Engineer II/Geologist II	\$154
Senior Engineer III/Geologist III	\$168
Supervising Engineer/Geotechnical Engineer/Geologist	\$183
Principal Engineer/Geologist	\$228

SPECIAL INSPECTION

Special Inspection (Non-Prevailing Wages)	\$82
Special Inspection (Prevailing Wages)	\$169
Supervisor	\$137
Construction Material Engineer	\$168

ADMINISTRATIVE

Computer Data Entry/Administrative Assistant I	\$75
Clerical/Administrative Assistant II	\$91
Word Processing/Administrative Assistant III	\$107
CAD Operator	\$133

EXPERT WITNESS

Principal Engineer/Geologist	\$361
------------------------------	-------

Staff assignments depend on availability of personnel, site location, and the level of experience that will satisfy the technical requirements of the project and meet the prevailing standard of professional care. The above schedule is for straight time. Overtime will be charged at 1.5 times, and Sundays and holidays, 2.0 times the standard rates. Mileage/Field Vehicle usage will be charged at the rate in accordance with the current FTR mileage reimbursement rate, subject to negotiation. Travel time to and from the job site will be charged at the hourly rates for the appropriate personnel. Blueprinting, reproduction, messenger services, and printing will be invoiced at cost plus fifteen percent (15%). A subconsultant management fee of fifteen percent (15%) will be added to the direct cost of all subconsultant services to provide for the cost of administration, consultation, and coordination. These labor billing rates will be subjected to a maximum of 5% annual escalation and will be automatically adjusted in the invoices.

Rev. 3/1/18

Prepared for the
City of San Fernando

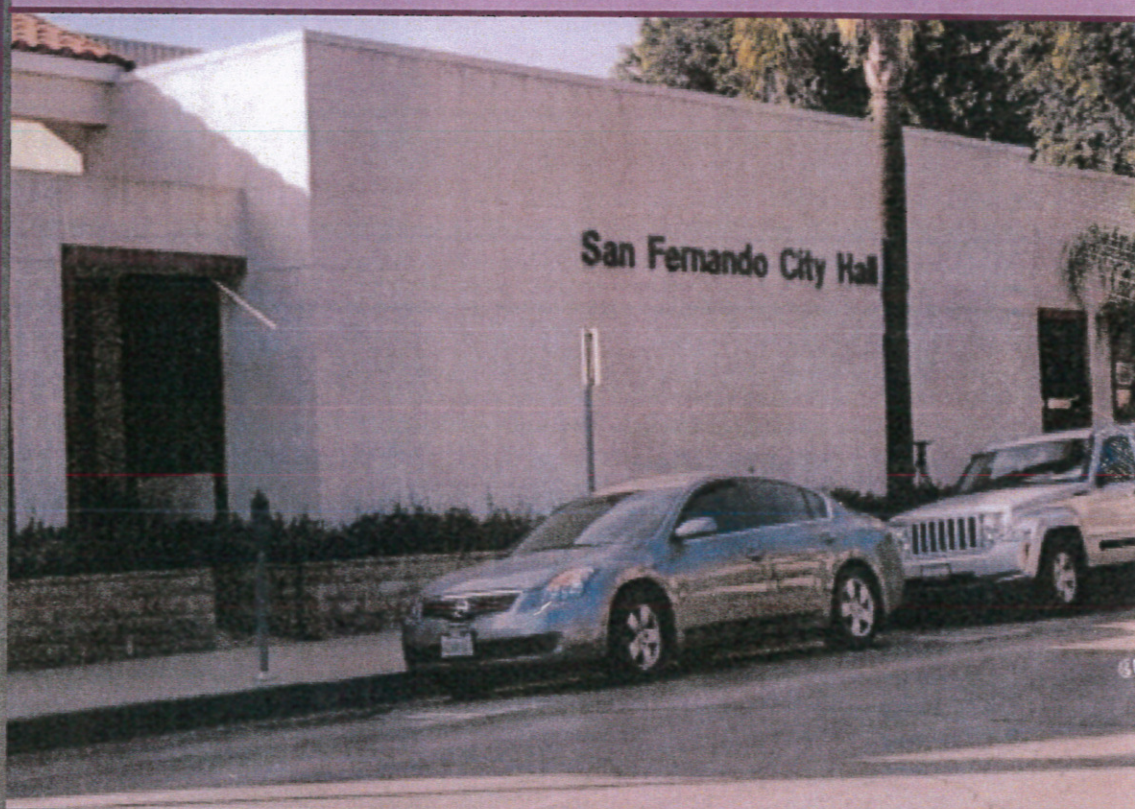


PROPOSAL

for

**On-Call Engineering Services
Construction Management**

Original



October 15, 2018





COST PROPOSAL								
Specific Rate of Compensation (use for on-call or as-needed contracts)								
City of San Fernando On-Call Public Works Construction Management and Inspection								
Consultant or Subconsultant <u>FCG (Prime)</u> Contract No. _____ Date <u>10/15/2018</u>								
	FRINGE BENEFIT %	+	#	OVERHEAD %	+	GENERAL ADMINISTRATION %		
						=		
NORMAL						124.36%		
OVERTIME						124.36%		
				FEE %	7%			
BILLING INFORMATION				CALCULATION INFORMATION				
Name/Job Title/Classification ¹	Hourly Billing Rates ²			Effective date of hourly rate		Actual hourly rate	% or \$ increase	Hourly rate - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Project Manager*	\$ 180.05	\$ 270.07	\$ 360.10	7/1/2017	6/30/2018	\$ 75.00		
Abdallah Fakhouri, PE	\$ 181.85	\$ 272.77	\$ 363.70	7/1/2018	6/30/2019	\$ 75.75	1.00%	
	\$ 183.67	\$ 275.50	\$ 367.34	7/1/2019	6/30/2020	\$ 76.51	1.00%	
Construction Manager*	\$ 168.05	\$ 252.07	\$ 336.09	7/1/2017	6/30/2018	\$ 70.00		
Bill Viets, PE	\$ 169.73	\$ 254.59	\$ 339.45	7/1/2018	6/30/2019	\$ 70.70	1.00%	
	\$ 171.42	\$ 257.14	\$ 342.85	7/1/2019	6/30/2020	\$ 71.41	1.00%	
Structures Representative*	\$ 168.05	\$ 252.07	\$ 336.09	7/1/2017	6/30/2018	\$ 70.00		
Mohamed Taleb, PE	\$ 169.73	\$ 254.59	\$ 339.45	7/1/2018	6/30/2019	\$ 70.70	1.00%	
	\$ 171.42	\$ 257.14	\$ 342.85	7/1/2019	6/30/2020	\$ 71.41	1.00%	
CM/Inspector*	\$ 156.04	\$ 234.06	\$ 312.08	7/1/2017	6/30/2018	\$ 65.00		
John Spath	\$ 157.60	\$ 236.40	\$ 315.21	7/1/2018	6/30/2019	\$ 65.65	1.00%	
	\$ 159.18	\$ 238.77	\$ 318.36	7/1/2019	6/30/2020	\$ 66.31	1.00%	
Structures Inspector*	\$ 144.04	\$ 216.06	\$ 288.08	7/1/2017	6/30/2018	\$ 60.00		
Hamid Shekaramiz, PE	\$ 145.48	\$ 218.22	\$ 290.96	7/1/2018	6/30/2019	\$ 60.60	1.00%	
	\$ 146.93	\$ 220.40	\$ 293.87	7/1/2019	6/30/2020	\$ 61.21	1.00%	
Facilities Inspector*	\$ 120.03	\$ 180.05	\$ 240.07	7/1/2017	6/30/2018	\$ 50.00		
Frank Miller	\$ 121.23	\$ 181.85	\$ 242.47	7/1/2018	6/30/2019	\$ 50.50	1.00%	
	\$ 122.45	\$ 183.67	\$ 244.89	7/1/2019	6/30/2020	\$ 51.01	1.00%	
Construction Inspector*	\$ 120.03	\$ 180.05	\$ 240.07	7/1/2017	6/30/2018	\$ 50.00		
Ron Brahs	\$ 121.23	\$ 181.85	\$ 242.47	7/1/2018	6/30/2019	\$ 50.50	1.00%	
	\$ 122.45	\$ 183.67	\$ 244.89	7/1/2019	6/30/2020	\$ 51.01	1.00%	
Electrical Inspector*	\$ 120.03	\$ 180.05	\$ 240.07	7/1/2017	6/30/2018	\$ 50.00		
Timmy To	\$ 121.23	\$ 181.85	\$ 242.47	7/1/2018	6/30/2019	\$ 50.50	1.00%	
	\$ 122.45	\$ 183.67	\$ 244.89	7/1/2019	6/30/2020	\$ 51.01	1.00%	
SWPPP Inspector*	\$ 120.03	\$ 180.05	\$ 240.07	7/1/2017	6/30/2018	\$ 50.00		
Jamie Engler, PE	\$ 121.23	\$ 181.85	\$ 242.47	7/1/2018	6/30/2019	\$ 50.50	1.00%	
	\$ 122.45	\$ 183.67	\$ 244.89	7/1/2019	6/30/2020	\$ 51.01	1.00%	
Mechanical Inspector*	\$ 120.03	\$ 180.05	\$ 240.07	7/1/2017	6/30/2018	\$ 50.00		
Tom Cartier, PE	\$ 121.23	\$ 181.85	\$ 242.47	7/1/2018	6/30/2019	\$ 50.50	1.00%	
	\$ 122.45	\$ 183.67	\$ 244.89	7/1/2019	6/30/2020	\$ 51.01	1.00%	
Construction / Electrical Inspector*	\$ 120.03	\$ 180.05	\$ 240.07	7/1/2017	6/30/2018	\$ 50.00		
Anthony Moussa	\$ 121.23	\$ 181.85	\$ 242.47	7/1/2018	6/30/2019	\$ 50.50	1.00%	
	\$ 122.45	\$ 183.67	\$ 244.89	7/1/2019	6/30/2020	\$ 51.01	1.00%	
Structures / Electrical Inspector*	\$ 120.03	\$ 180.05	\$ 240.07	7/1/2017	6/30/2018	\$ 50.00		
Javier Barrientos	\$ 121.23	\$ 181.85	\$ 242.47	7/1/2018	6/30/2019	\$ 50.50	1.00%	
	\$ 122.45	\$ 183.67	\$ 244.89	7/1/2019	6/30/2020	\$ 51.01	1.00%	
Construction / Electrical Inspector*	\$ 120.03	\$ 180.05	\$ 240.07	7/1/2017	6/30/2018	\$ 50.00		
Leon Fuentes	\$ 121.23	\$ 181.85	\$ 242.47	7/1/2018	6/30/2019	\$ 50.50	1.00%	
	\$ 122.45	\$ 183.67	\$ 244.89	7/1/2019	6/30/2020	\$ 51.01	1.00%	
Construction Permit Inspector*	\$ 120.03	\$ 180.05	\$ 240.07	7/1/2017	6/30/2018	\$ 50.00		
Bill Fernandez	\$ 121.23	\$ 181.85	\$ 242.47	7/1/2018	6/30/2019	\$ 50.50	1.00%	
	\$ 122.45	\$ 183.67	\$ 244.89	7/1/2019	6/30/2020	\$ 51.01	1.00%	
Structures / Landscape Inspector*	\$ 120.03	\$ 180.05	\$ 240.07	7/1/2017	6/30/2018	\$ 50.00		
Al Aguilera	\$ 121.23	\$ 181.85	\$ 242.47	7/1/2018	6/30/2019	\$ 50.50	1.00%	
	\$ 122.45	\$ 183.67	\$ 244.89	7/1/2019	6/30/2020	\$ 51.01	1.00%	
Construction Manager*	\$ 168.05	\$ 252.07	\$ 336.09	7/1/2017	6/30/2018	\$ 70.00		
Hassan Sawaged, PE	\$ 169.73	\$ 254.59	\$ 339.45	7/1/2018	6/30/2019	\$ 70.70	1.00%	
	\$ 171.42	\$ 257.14	\$ 342.85	7/1/2019	6/30/2020	\$ 71.41	1.00%	
Construction Manager*	\$ 156.04	\$ 234.06	\$ 312.08	7/1/2017	6/30/2018	\$ 65.00		
Ashraf Habbak, PE	\$ 157.60	\$ 236.40	\$ 315.21	7/1/2018	6/30/2019	\$ 65.65	1.00%	
	\$ 159.18	\$ 238.77	\$ 318.36	7/1/2019	6/30/2020	\$ 66.31	1.00%	
Construction Manager *	\$ 156.04	\$ 234.06	\$ 312.08	7/1/2017	6/30/2018	\$ 65.00		
Abbot Alahmad, PE	\$ 157.60	\$ 236.40	\$ 315.21	7/1/2018	6/30/2019	\$ 65.65	1.00%	
	\$ 159.18	\$ 238.77	\$ 318.36	7/1/2019	6/30/2020	\$ 66.31	1.00%	



COST PROPOSAL											
Specific Rate of Compensation (use for on-call or as-needed contracts)											
City of San Fernando On-Call Public Works Construction Management and Inspection											
Consultant or Subconsultant <u>FCG (Prime)</u>				Contract No. _____		Date <u>10/15/2018</u>					
FRINGE	+ #	OVERHEAD	+	GENERAL ADMINISTRATION %			= COMBINED%				
BENEFIT %		%									
NORMAL	+		+				=	124.36%			
OVERTIME	+		+				=	124.36%			
		FEE %	7%								
BILLING INFORMATION				CALCULATION INFORMATION							
Construction Manager*	\$	156.04	\$	234.06	\$	312.08	7/1/2017	6/30/2018	\$	65.00	
Walid Naouchi, PE	\$	157.60	\$	236.40	\$	315.21	7/1/2018	6/30/2019	\$	65.65	1.00%
	\$	159.18	\$	238.77	\$	318.36	7/1/2019	6/30/2020	\$	66.31	1.00%
Construction / Permit	\$	120.03	\$	180.05	\$	240.07	7/1/2017	6/30/2018	\$	50.00	
Inspector*	\$	121.23	\$	181.85	\$	242.47	7/1/2018	6/30/2019	\$	50.50	1.00%
Christian Ott	\$	122.45	\$	183.67	\$	244.89	7/1/2019	6/30/2020	\$	51.01	1.00%
Construction Inspector*	\$	120.03	\$	180.05	\$	240.07	7/1/2017	6/30/2018	\$	50.00	
Tony Alfakhouri	\$	121.23	\$	181.85	\$	242.47	7/1/2018	6/30/2019	\$	50.50	1.00%
	\$	122.45	\$	183.67	\$	244.89	7/1/2019	6/30/2020	\$	51.01	1.00%
Construction / Structures	\$	120.03	\$	180.05	\$	240.07	7/1/2017	6/30/2018	\$	50.00	
Inspector*	\$	121.23	\$	181.85	\$	242.47	7/1/2018	6/30/2019	\$	50.50	1.00%
Darren Hopper, EIT	\$	122.45	\$	183.67	\$	244.89	7/1/2019	6/30/2020	\$	51.01	1.00%
Construction Inspector*	\$	120.03	\$	180.05	\$	240.07	7/1/2017	6/30/2018	\$	50.00	
Tyler Haddadin	\$	121.23	\$	181.85	\$	242.47	7/1/2018	6/30/2019	\$	50.50	1.00%
	\$	122.45	\$	183.67	\$	244.89	7/1/2019	6/30/2020	\$	51.01	1.00%
Construction Inspector*	\$	120.03	\$	180.05	\$	240.07	7/1/2017	6/30/2018	\$	50.00	
Mamon Subeh	\$	121.23	\$	181.85	\$	242.47	7/1/2018	6/30/2019	\$	50.50	1.00%
	\$	122.45	\$	183.67	\$	244.89	7/1/2019	6/30/2020	\$	51.01	1.00%
Structures Inspector*	\$	120.03	\$	180.05	\$	240.07	7/1/2017	6/30/2018	\$	50.00	
John Caron	\$	121.23	\$	181.85	\$	242.47	7/1/2018	6/30/2019	\$	50.50	1.00%
	\$	122.45	\$	183.67	\$	244.89	7/1/2019	6/30/2020	\$	51.01	1.00%
Structures Inspector*	\$	120.03	\$	180.05	\$	240.07	7/1/2017	6/30/2018	\$	50.00	
Cary Brobeck	\$	121.23	\$	181.85	\$	242.47	7/1/2018	6/30/2019	\$	50.50	1.00%
	\$	122.45	\$	183.67	\$	244.89	7/1/2019	6/30/2020	\$	51.01	1.00%
Structures Inspector*	\$	120.03	\$	180.05	\$	240.07	7/1/2017	6/30/2018	\$	50.00	
Ken Mancebo	\$	121.23	\$	181.85	\$	242.47	7/1/2018	6/30/2019	\$	50.50	1.00%
	\$	122.45	\$	183.67	\$	244.89	7/1/2019	6/30/2020	\$	51.01	1.00%
Structures Inspector*	\$	144.04	\$	216.06	\$	288.08	7/1/2017	6/30/2018	\$	60.00	
Alex Alatorre, PE	\$	145.48	\$	218.22	\$	290.96	7/1/2018	6/30/2019	\$	60.60	1.00%
	\$	146.93	\$	220.40	\$	293.87	7/1/2019	6/30/2020	\$	61.21	1.00%
Electrical Inspector*	\$	120.03	\$	180.05	\$	240.07	7/1/2017	6/30/2018	\$	50.00	
Cesar Cerda	\$	121.23	\$	181.85	\$	242.47	7/1/2018	6/30/2019	\$	50.50	1.00%
	\$	122.45	\$	183.67	\$	244.89	7/1/2019	6/30/2020	\$	51.01	1.00%
Electrical Inspector*	\$	120.03	\$	180.05	\$	240.07	7/1/2017	6/30/2018	\$	50.00	
Edward Roque	\$	121.23	\$	181.85	\$	242.47	7/1/2018	6/30/2019	\$	50.50	1.00%
	\$	122.45	\$	183.67	\$	244.89	7/1/2019	6/30/2020	\$	51.01	1.00%
Facilities Inspector*	\$	120.03	\$	180.05	\$	240.07	7/1/2017	6/30/2018	\$	50.00	
Eric Hess	\$	121.23	\$	181.85	\$	242.47	7/1/2018	6/30/2019	\$	50.50	1.00%
	\$	122.45	\$	183.67	\$	244.89	7/1/2019	6/30/2020	\$	51.01	1.00%
Facilities Inspector*	\$	120.03	\$	180.05	\$	240.07	7/1/2017	6/30/2018	\$	50.00	
William Garcia	\$	121.23	\$	181.85	\$	242.47	7/1/2018	6/30/2019	\$	50.50	1.00%
	\$	122.45	\$	183.67	\$	244.89	7/1/2019	6/30/2020	\$	51.01	1.00%
SWPPP Inspector*	\$	120.03	\$	180.05	\$	240.07	7/1/2017	6/30/2018	\$	50.00	
Monika Iannone, QSP	\$	121.23	\$	181.85	\$	242.47	7/1/2018	6/30/2019	\$	50.50	1.00%
	\$	122.45	\$	183.67	\$	244.89	7/1/2019	6/30/2020	\$	51.01	1.00%
Office Engineer	\$	96.03	\$	144.04	\$	192.05	7/1/2017	6/30/2018	\$	40.00	
Samar Alfakhouri	\$	96.99	\$	145.48	\$	193.97	7/1/2018	6/30/2019	\$	40.40	1.00%
	\$	97.96	\$	146.93	\$	195.91	7/1/2019	6/30/2020	\$	40.80	1.00%
Office Engineer	\$	96.03	\$	144.04	\$	192.05	7/1/2017	6/30/2018	\$	40.00	
Jawdat Tahan	\$	96.99	\$	145.48	\$	193.97	7/1/2018	6/30/2019	\$	40.40	1.00%
	\$	97.96	\$	146.93	\$	195.91	7/1/2019	6/30/2020	\$	40.80	1.00%
Mechanical Inspector*	\$	144.04	\$	216.06	\$	288.08	7/1/2017	6/30/2018	\$	60.00	
Ayoub Antabeel	\$	145.48	\$	218.22	\$	290.96	7/1/2018	6/30/2019	\$	60.60	1.00%
	\$	146.93	\$	220.40	\$	293.87	7/1/2019	6/30/2020	\$	61.21	1.00%

1. Names and classifications of consultant (key staff) team members listed.
2. Billing rate = actual hourly rate * (1 + ICR) * (1 + Fee).
3. For named employees enter the actual hourly rate. For classifications only, enter the average hourly rate for that classification.
4. Agreed upon billing rates valid through June 30, 2020, but are adjustable per the terms of the RFP when requested in writing 60 days prior to June 30th each year and will be considered with adequate justification for pricing escalations.

Note: Denote all employees subject to prevailing wage with an asterisks (*)

CITY OF SAN FERNANDO

public works

ON-CALL ENGINEERING SERVICES

OCTOBER 15, 2018



HUITT-ZOLLARS



SAN FERNANDO

6 fee proposal

HUITT-ZOLIARS

Southern California

2018

HOURLY RATE SHEET

Engineering/Architecture

Principal-In-Charge	\$ 240.00
QA Manager	\$ 215.00
Sr. Project Manager	\$ 220.00
Project Manager	\$ 185.00
Sr. Civil Engineer	\$ 200.00
Sr. Structural Engineer	\$ 200.00
Sr. Mechanical Engineer	\$ 180.00
Sr. Electrical Engineer	\$ 185.00
Civil Engineer	\$ 155.00
Structural Engineer	\$ 165.00
Mechanical Engineer	\$ 165.00
Electrical Engineer	\$ 165.00
Plumbing Engineer	\$ 165.00
EIT	\$ 120.00
Sr. Designer	\$ 180.00
Designer	\$ 145.00
Sr. CADD Technician	\$ 125.00
CADD Technician	\$ 100.00

Administrative

Sr. Project Support	\$ 100.00
Project Support	\$ 75.00

Survey

Survey Manager	\$ 195.00
Sr. Project Surveyor	\$ 170.00
Project Surveyor	\$ 145.00
Survey Technician	\$ 115.00

Survey Crews

1-Person Survey Crew	\$ 160.00
2-Person Survey Crew	\$ 230.00
3-Person Survey Crew	\$ 295.00

Construction

Construction Manager	\$ 175.00
Resident Engineer	\$ 160.00
Sr. Project Representative	\$ 120.00
Resident Project Representative	\$ 95.00

Reimbursable Expenses

Consultants	Cost + 10%
Other Direct Costs	Cost + 10%
Mileage	IRS Standard Business Mileage Rate

Note: New rates will be established each February 1st to reflect cost of living salary adjustments

Statement of Qualifications
For Providing
City of San Fernando



On-Call Engineering Services
October 15, 2018

Submitted By:



Engineering Solutions Services
23232 Peralta Drive, Suite 112
Laguna Hills, CA 92653
(949) 797-6055

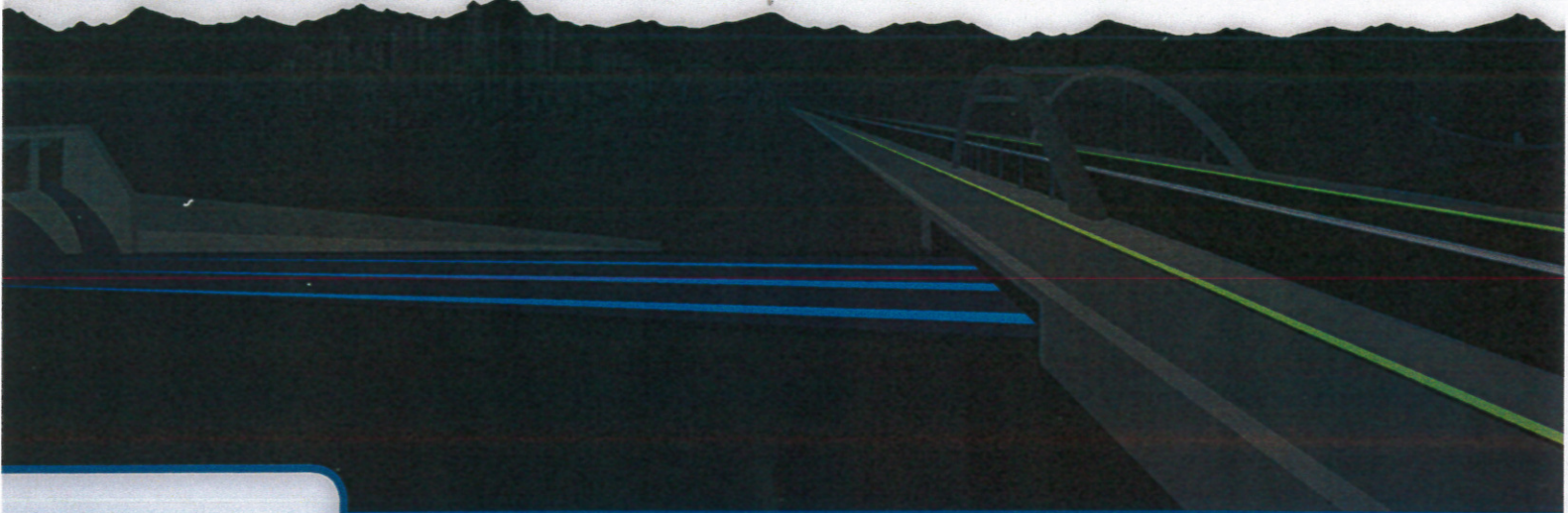


6. FEE PROPOSAL

FEE Schedule	
Discipline	Hourly Rate
Structural Engineer	\$165
Project Manager	\$135
Architect	\$130
Construction Manager/Resident Engineer	\$125
Grant Writer	\$120
Land Development Plan Check/Maps	\$115
Construction Inspector	\$105
Project Engineer	\$105
CADD Operator/Grant Support	\$75
Clerical	\$52
Subcontractor	Cost
Dr. Farzad Naeim, Seismic Retrofit Expert	\$300
Reimbursable	Cost
Reproduction	Cost
Courier Services	Cost
Subcontractor Mark Up	15%
Transportation	0.57 per mile

October 15, 2018

ORIGINAL

CITY OF
SAN FERNANDO

CITY OF SAN FERNANDO



STATEMENT OF QUALIFICATIONS TO PROVIDE On-Call Engineering Services

CISFE.180469

Section 6. Fee Proposal



2018 STANDARD SCHEDULE OF FEES

PROJECT/PROGRAM MANAGEMENT

Principal-In-Charge.....	\$250
Senior Project/Program Manager.....	235
Project/Program Manager.....	200
Assistant Project/Program Manager.....	175
Senior Project Coordinator.....	150
Project Coordinator.....	120

ENGINEERING

Principal Engineer.....	\$235
Lead Engineer.....	210
Supervising Engineer.....	195
Senior Project Engineer.....	180
Project Engineer.....	165
Associate Engineer.....	150
Assistant Engineer.....	135

SURVEYING

Principal Surveyor.....	\$220
Supervising Surveyor.....	195
Senior Project Surveyor.....	170
Project Surveyor.....	150
Senior Land Title Analyst.....	145
Associate Project Surveyor.....	135
Assistant Project Surveyor.....	125
Party Chief.....	150
Chainperson.....	130
One-Person Survey Crew.....	180

CONSTRUCTION MANAGEMENT

Principal Construction Manager.....	\$250
Senior Construction Manager.....	235
Resident Engineer.....	210
Structure Representative.....	185
Construction Manager.....	185
Assistant Resident Engineer.....	160
Construction Inspector (PW).....	148
Office Administrator.....	105

TECHNICAL SUPPORT

CADD Manager.....	\$160
Supervising Technician.....	145
Senior Technician.....	130
Engineering Technician.....	100

ADMINISTRATIVE SUPPORT

Administrative Analyst.....	\$110
IT Technician.....	105
Graphics/Visualization Specialist.....	95
Administrative Assistant.....	70

GOVERNMENT SERVICES

City Engineer.....	\$200
Deputy City Engineer.....	185
Assistant City Engineer.....	175
Plan Check Engineer.....	160
Permit Engineer.....	140
City Inspector.....	125
City Inspector (PW).....	148
Principal Stormwater Specialist.....	150
Senior Stormwater Specialist.....	135
Stormwater Specialist.....	120
Stormwater Technician.....	110
Building Official.....	150
Senior Building Inspector.....	138
Building Inspector.....	125
Planning Director.....	185
Senior City Planner.....	160
Assistant Planner.....	145
Senior Grant Writer.....	160
Grant Writer.....	135

DIRECT EXPENSES

Use of outside consultants as well as copies, blueprints, survey stakes, monuments, computer plots, telephone, travel (out of area) and all similar charges directly connected with the work will be charged at cost plus fifteen percent (15%). Mileage will be charged at the current federal mileage reimbursement rate. Expert Witness services will be charged at three (3) times listed rate and will include all time for research, deposition, court appearance and expert testimony.

PREVAILING WAGE RATES

Rates shown with Prevailing Wage "(PW)" annotation are used for field work on projects subject to federal or state prevailing wage law.





Statement of Qualifications for On Call Engineering Services

Submitted by



In association with



October 15, 2018


SECTION 6.0 - FEE PROPOSAL FOR STATEMENT OF QUALIFICATIONS

CITY OF SAN FERNANDO FEE PROPOSAL ⁽¹⁾⁽²⁾		
Project Team	Description	Price
John Robinson	Project Manager and Grant Writer	\$ <u>150/hour</u>
Debra Burris	Quality Assurance/Quality Review	\$ <u>200/hour</u>

(1) There is no mark-up fee on the subcontractor

(2) The Fee Proposal is good for 120 days from October 15, 2018

The above Hourly Rates (Price(s)) includes **all** labor, equipment, materials, transportation, overhead, travel, profit, insurance, sales and other taxes, licenses, incidentals, and all other related costs necessary to meet the work requirements.

Statement of Availability

John Robinson will serve as the Program Manager and the point of contact with the City. John Robinson will lead the efforts for identification of grants and completion of the grant applications. DDB will provide technical support for grant preparation and quality assurance/quality control review of the grant applications.

Both JRC and DDB are small firms and if selected we will work with the City's staff to determine the level of participation required by our team which will allow us to provide consistent and timely assistance to City. This approach has been successful with other clients and eliminate any concerns about our support to City because a process is put in place before the project starts.

Below is a table outlining our current availability which will increase and decrease depending on the requirements of City.

Availability Chart	
Name & Designation	Availability starting on October 15, 2018
John Robinson, Project Manager and Grant Writing	65%
Debra Burris, PE, QA/QC and Grant Writing	50%

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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: December 3, 2018

Subject: Consideration to Approve Proposals from Willdan Engineering for Additional Design Services for the Street Resurfacing Improvements and Federal Highway Safety Improvement Project on Glenoaks Boulevard

RECOMMENDATION:

It is recommended that the City Council:

- a. Approve proposals from Willdan Engineering (Attachment "A") for additional engineering design services for the Street Resurfacing Improvement and Federal Highway Safety Improvement Project (HSIP 7) on Glenoaks Blvd.; and
- b. Authorize the City Manager, or designee, to increase Purchase Order #11736 in the amount of \$44,650 to cover the cost of the additional engineering design services and approve a 10 percent contingency (\$27,464) to cover any additional unforeseen design costs.

BACKGROUND:

1. The Street Resurfacing Improvements and HSIP 7 Project on Glenoaks Blvd. consists of street resurfacing, utility, and traffic improvements on Glenoaks Blvd. from West City Limits to East City Limits. The proposed improvements include new roadway pavement, removal and replacement of sidewalk, driveway approaches, ramps, crosswalks, cross-gutters, signage, striping, water main replacements, sewer main point repairs, tree planting, traffic signal upgrades, traffic loop detectors, and small median islands.
2. On October 16, 2017, the City Council awarded Willdan Engineering Contract No. 1869 for professional design services related to the Street Resurfacing Improvements and HSIP 7 Project on Glenoaks Blvd. for an amount not-to-exceed \$229,994.

Consideration to Approve Contract with Willdan for Design Services for the Street Resurfacing Improvements and Federal Highway Safety Improvement Project on Glenoaks Boulevard

Page 2 of 3

ANALYSIS:

As the design phase of the street resurfacing project has progressed, additional design tasks have been considered to further improve and rehabilitate the infrastructure within the project. The additional tasks include:

- Collecting turning movement counts at six intersections along Glenoaks Blvd.: During the conceptual design phase of the HSIP median along Glenoaks Blvd., the consultant requested turning movement counts from staff to help them to determine left turn pocket lengths. After a review of the consultant's request, it was found that no turning movement counts were available for requested locations. The City tasked the consultant to collect needed turning movement counts.
- Potholing 12 locations to identify the existing utilities, depth, size and type: As part of the street resurfacing project, certain sewer segments were identified for replacement and others for redesign to correct current issues. To create an accurate design of the utilities, substructure exploration must be conducted to define the size and depth of the existing utilities that may conflict with proposed sewer alignment. In this particular case, substructure exploration consists of potholing 12 locations along the project area.
- Potholing 12 traffic signal pole locations: In order to meet the schedule for the Cal Recycle grant funded aspect of the resurfacing project (Pavement Rehabilitation) and avoid compromising funding, it was determined that the project construction schedule needed to be expedited to minimize delays. To expedite the project, the consultant will pothole 12 traffic signal poles that will be replaced and then coordinate with pole manufacturers for the procurement of new traffic signal pole equipment.
- Incorporating additional sewer line repairs within the design plan and preparing three additional sewer design plans: The City requested that the consultant include additional sewer line repairs along Harding Ave. between Glenoaks Blvd. and Fifth St. into the original project design. This request was made due to the increasing sewer line issues coming from stated area; stated sewer lines will eventually have to be repaired and repairing after completion of resurfacing project would damage a recently resurfaced street.

To expedite the construction phase of the resurfacing project, the City also requested for the consultant to remove the sewer and water repairs from the Glenoaks Blvd. set of plans and prepare a second set of plans, specifications, and estimate (PS&E) for the same sewer and water repairs to be advertised as a separate project.

Completing these additional tasks will further help improve the overall project conditions and obviate the need for traffic disruptions and excavating of Glenoaks Blvd. in the near future.

Consideration to Approve Contract with Willdan for Design Services for the Street Resurfacing Improvements and Federal Highway Safety Improvement Project on Glenoaks BoulevardPage 3 of 3

Furthermore, completing these additional tasks will expedite the project to allow the City to meet critical and mandatory project milestones.

BUDGET IMPACT:

Measure R funds, in addition to Water and Sewer Enterprise funds, are currently being used to cover the original contract amount of \$229,994 for the design phase of the Street Resurfacing Improvements and HSIP 7 Project on Glenoaks Blvd. Of the original contract amount, \$10,863 has been expended on sewer related services and \$3,200 on water related services. Regarding the \$44,650 being requested for additional design services, \$28,400 is sewer related and \$1,250 water related. The \$27,464 contingency is for unforeseen issues so the exact use cannot be stated at this time. Appropriated street resurfacing project funds within Funds 12, 070 and 072 of the approved Fiscal Year 2018-2019 Budget will be used to cover both the \$44,650 being requested for additional design services and the \$27,464 contingency.

CONCLUSION:

Staff recommends that the City Council approve the proposals from Willdan Engineering for additional engineering design services and authorize the City Manager, or designee, to increase Purchase Order #11736 in the amount of \$44,650 to cover the cost of the additional engineering design services and approve a 10 percent contingency (\$27,464) to cover any additional unforeseen design costs.

ATTACHMENT:

A. Willdan Proposals for Additional Design Services



February 9, 2018

Mr. Yazdan (Yaz) Emrani, MS, PE
Director of Public Works/City Engineer
City of San Fernando
Public Works Department
117 Macneil Street
San Fernando, CA 91340

Subject: Proposal to Provide Additional Engineering Design Services Street Resurfacing Improvements and Federal Highway Safety Improvement Project (HSIP)

Dear Mr. Emrani:

Pursuant to the existing Professional Services Agreement between the City of San Fernando and Willdan Engineering (Willdan), we are pleased to submit this proposal to provide additional engineering design services for the Street Resurfacing Improvements and Federal Highway Safety Improvement Project. During the conceptual design of the HSIP median along Glenoaks Boulevard, we requested turning movement counts from City staff. Review of existing data revealed no current counts were available for us to review and analyze the left turn pocket length. We understand the swap meet operations on Tuesdays, Thursdays, Fridays, Saturdays and Sundays and the traffic does impact traffic patterns on Glenoaks Boulevard. The following is our scope, schedule and fee for the data collection:

1. Collect turning movement counts on a Tuesday or Thursday for the hours of 7-9 a.m. and 4-6 p.m. at the following intersections:
 - a. Glenoaks/Orange Grove
 - b. Glenoaks/Harding Avenue
 - c. Glenoaks/Maclay Avenue
 - d. Glenoaks/Brand Boulevard
 - e. Glenoaks/Griswold Avenue
 - f. Glenoaks/Arroyo Street

SCHEDULE

We estimate the data collection can be completed within 2 weeks from receipt of Notice-to-Proceed.

FEE

We propose to provide the above engineering design services for a not to exceed fee of **\$1,500**.

Please indicate the City's approval and authorization to proceed by either printing out and signing two originals and returning one hard copy original to our office, or by scanning one signed original and returning it by e-mail.

February 9, 2018
Page 2

Thank you for giving us the opportunity to be of service to the City of San Fernando. If you have any questions, please contact Ms. Vanessa Muñoz at (562) 368-4848 or via e-mail vmunoz@willdan.com.

Respectfully submitted,

WILLDAN ENGINEERING



Vanessa Muñoz, PE, TE, PTOE
Director of Engineering

Approval and Authorization to Proceed By:

CITY OF SAN FERNANDO

Signature

Date

91005/06-160/P18-031_15297





May 9, 2018

Mr. Yazdan (Yaz) Emrani, MS, PE
Director of Public Works/City Engineer
City of San Fernando
Public Works Department
117 Macneil Street
San Fernando, CA 91340

Subject: Proposal to Provide Additional Engineering Design Services for the Street Resurfacing Improvements and Federal Highway Safety Improvement Project (HSIP)

Dear Mr. Emrani:

Pursuant to the existing Professional Services Agreement between the City of San Fernando and Willdan Engineering (Willdan), we are pleased to submit this proposal to provide additional engineering design services for the Street Resurfacing Improvements and Federal Highway Safety Improvement Project. As part of the resurfacing project, certain sewer segments were identified to be replaced or redesigned to repair present issues. The design requires substructure exploration to define the size and depth of existing utilities that may conflict with the proposed sewer alignment, potholing in advance of construction will minimize delays and eliminate the need to redesign the sewer alignment should conflicts be encountered. Our scope of work consists of potholing 12 locations to identify the existing utilities, depth, size and type. Willdan will team up with BESS Testlab, Inc. to perform these services.

SCHEDULE

We estimate the data collection can be completed within 4 weeks from receipt of a Notice-to-Proceed.

FEE

We propose to provide the above engineering services for a not-to-exceed fee of **\$12,500**.

Please indicate the City's approval and authorization to proceed by either printing out and signing the proposal and returning one hard copy original to our office, or by scanning one signed original and returning it by e-mail.

City of San Fernando
Additional Work – Street Resurfacing Improvements and Federal Highway Safety Improvement
Project (HSIP)
Page 2

Thank you for giving us the opportunity to be of service to the City of San Fernando. If you have any questions, please contact Ms. Vanessa Muñoz at (562) 368-4848 or via e-mail at vmunoz@willdan.com.

Respectfully submitted,

Approval and Authorization to Proceed By:

WILLDAN ENGINEERING

CITY OF SAN FERNANDO



Vanessa Muñoz, PE, TE, PTOE
Director of Engineering

Signature

Date

91005/06-160/P18-117_15664





July 5, 2018

Mr. Yazdan (Yaz) Emrani, MS, PE
Director of Public Works/City Engineer
City of San Fernando
Public Works Department
117 Macneil Street
San Fernando, CA 91340

Subject: Proposal to Provide Task 02 - Additional Engineering Design Services for the Street Resurfacing Improvements and Federal Highway Safety Improvement Project (HSIP)

Dear Mr. Emrani:

Pursuant to the existing Professional Services Agreement between the City of San Fernando and Willdan Engineering (Willdan), we are pleased to submit this proposal to provide Task 02 for additional engineering design services for the Street Resurfacing Improvements and Federal Highway Safety Improvement Project. In order to meet the schedule for the Cal Recycle Grant and avoid compromising funding, the project pavement rehabilitation portion must be completed no later than April 2019. A strategy was developed between the Willdan team and staff to expedite the project construction schedule and minimize delays by potholing the traffic signal poles that will be replaced and ordering the traffic signal pole equipment prior to advertisement, but after the E-76 for construction that has been issued to reduce the construction schedule by 12-14 weeks.

Our scope of work consists of the following:

1. Pothole 12 traffic signal pole locations to identify existing conflicts with the traffic signal pole foundations including depth, size and type of utility conflict. Willdan will team up with BESS Testlab, Inc. to perform these services.
2. Identify and resolve traffic signal pole conflicts, this excludes design of modified foundation should it be required.
3. Coordinate with pole manufacturers and City staff for the procurement of the traffic signal poles, including requesting from manufacturer's quote for materials and requesting a purchase order for the traffic signal pole payment from City staff.

SCHEDULE

We estimate the data collection can be completed within 4 weeks from receipt of Notice-to-Proceed.

FEE

We propose to provide the above engineering services for a not-to-exceed fee of **\$13,500**.

July 5, 2018

Page 2

Please indicate the City's approval and authorization to proceed by either printing out and signing the proposal and returning one hard copy original to our office, or by scanning one signed original and returning it by e-mail.

Thank you for giving us the opportunity to be of service to the City of San Fernando. If you have any questions, please contact Ms. Vanessa Muñoz at (562) 368-4848 or via e-mail vmunoz@willdan.com.

Respectfully submitted,

WILLDAN ENGINEERING

Vanessa Muñoz, PE, TE, PTOE
Director of Engineering

Approval and Authorization to Proceed By:

CITY OF SAN FERNANDO_____
Signature_____
Date

91005/06-160/P18-170_15870





October 8, 2018

Mr. Yazdan (Yaz) Emrani, MS, PE
Director of Public Works/City Engineer
City of San Fernando
Public Works Department
117 Macneil Street
San Fernando, CA 91340

Subject: Proposal to Provide Additional Engineering Design Services for the Glenoaks Street Resurfacing Improvements and Federal Highway Safety Improvement Project (HSIP)

Dear Mr. Emrani:

Pursuant to the existing Professional Services Agreement between the City of San Fernando and Willdan Engineering (Willdan), we are pleased to submit this proposal to provide additional engineering design services for the Street Resurfacing Improvements and Federal Highway Safety Improvement Project. As part of the resurfacing project, the City requested we incorporate into the plan set additional sewer line repairs and construct an 18" and 15" sewer line along Harding Avenue between Glenoaks Boulevard and 5th Street, furthermore, to expedite construction, City staff requested we prepare a second set of plans, specifications, and estimate (PS&E) and remove the sewer/water plans from the Glenoaks set to advertise as a separate project by the end of October 2018. The following is our scope, schedule, and fee:

SCOPE

1. Prepare three (3) additional sewer design plans, including a profile at a scale of 1"=20.
2. Collect sewer manhole information and dip eight (8) sewer manholes for invert elevation and potholing three (3) utility potholes for the proposed sewer utilizing BESS Testlab, Inc. for these services.
3. Prepare utility notices that included research of substructure as-builds for Harding Avenue between Glenoaks Boulevard and 5th Street.
4. Prepare a separate PS&E for the sewer/water plans by separating from the original plan set and preparing a bid document with the engineering estimate. Modify the original plan set and create a second set of PS&E.

City of San Fernando
October 8, 2018
Page 2

SCHEDULE

We estimate the data collection can be completed within 4 weeks from receipt of a Notice-to-Proceed.

FEE

We propose to provide the above engineering services for a not-to-exceed fee of **\$17,150** based on the following breakdown:

Sewer Plans	\$10,500
Potholes/MH Dipping	\$3,800
Utility Notices	\$350
PS&E Water/Sewer	\$2,500

Please indicate the City's approval and authorization to proceed by either printing out and signing the proposal and returning one hard copy original to our office, or by scanning one signed original and returning it by e-mail.

Thank you for giving us the opportunity to be of service to the City of San Fernando. If you have any questions, please contact Ms. Vanessa Muñoz at (562) 368-4848 or via e-mail at vmunoz@willdan.com.

Respectfully submitted,

Approval and Authorization to Proceed By:

WILLDAN ENGINEERING

CITY OF SAN FERNANDO



Vanessa Muñoz, PE, TE, PTOE
Director of Engineering

Signature

Date

91005/06-160/P18-235R1_16217



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AGENDA REPORT

To: Mayor Sylvia Ballin and Councilmembers

From: Alexander P. Meyerhoff, City Manager
By: Anthony Vairo, Police Chief

Date: December 3, 2018

Subject: Customer Satisfaction Survey – Police Services

RECOMMENDATION:

- a. It is recommended that the City Council receive and file this report.

BACKGROUND:

1. The Police Department traditionally provides an Annual Customer Satisfaction Survey to the City Council and the public.
2. The Police Department is providing a 12-month analysis (January 2017 through December 2017) of the data received from interviewing members of the community (i.e., residents, business members, visitors).
3. This presentation is intended to provide an overview of the perception of the community with regards to the services provided by the men and woman of the Police Department, giving valuable information to the City Manager, City Council and the public.

ANALYSIS:

It is the mission of the Police Department to serve the community with honor and integrity. To accomplish this mission, staff must serve everyone who lives, works or visits the City through providing efficient, effective and responsive police services with the highest level of respect and professionalism for all whom the Police Department are entrusted to serve within the community.

In 2016, the Police Department management team participated in a team building workshop and developed the following five goals to serve as guide principles for serving the community with honor and integrity:

Customer Satisfaction Survey – Police ServicesPage 2 of 8

1. Reduce, solve and prevent crime through proactive and innovative policing;
2. Enhance community engagement and strengthen community support and trust;
3. Recruit, develop and retain the highest quality workforce;
4. Hold staff accountable to the highest standards of performance, ethics and professional conduct; and
5. Improve quality of life for all.

The Police Department conducted its last customer satisfaction survey for calendar year 2016. As part of the Department's continuing commitment to the goals set forth above, staff has completed a new customer satisfaction survey for calendar year 2017. It is intended to be used as a tool for gauging how well staff is meeting the expectations of customers and for focusing efforts for improvements.

The results of the survey included in this report provide Police Command Staff, the City Manager, the City Council and the public with very valuable information that can guide strategic decisions. These decisions can include, but are not limited to:

- Understanding the true perception of the community with regards to the services provided by the men and women of the Police Department, including sworn uniform personnel, detective personnel and civilian desk personnel (dispatchers), as well as other professional staff;
- Making informed and strategic decisions based on factual information with regards to staffing levels, budgeting, resource/equipment needs and service improvements;
- Focus internal communication and direction of police personnel on areas of importance and align the culture of the department with the needs of the community; and
- Provide positive and constructive feedback to all department personnel.

Police Department personnel conducted the survey successfully reaching 361 individuals who received police services from January 2017 through December 2017. This is a 20% increase in contacts over the survey completed for 2016. All surveys were completed by non-sworn professional civilian personnel with the majority of these surveys being completed by a volunteer intern.

The survey participants primarily include individuals who called for police services during the timeframe above and their requests for services varied from parking enforcement to calls for reports and medical emergencies, as well as crimes in progress. Respondents excluded were individuals who were arrested or who were a victim of a crime that legally requires confidentiality, such as child abuse, domestic violence, and sexual assault.

The survey participants were selected using the Police Department's Computer Assisted Dispatch (CAD) system. CAD incident reports were generated and all CAD reports for individuals contacted were attached to the completed survey and have been retained by the Police

Customer Satisfaction Survey – Police ServicesPage 3 of 8

Department. All the CAD reports for those not reached were also retained and the time and date of calls were noted on the CAD and maintained separately. In order to reach the 361 participants, 1,177 calls were made resulting in a 30% contact rate.

Many of the respondents provided comments, both positive and constructive, on service experiences. All participants that were reached by phone were asked to provide their opinion regarding the ability to reach the Police Department, police personnel professionalism and courtesy, response time and follow up if the case required further investigation by a Detective.

The survey covered the following key aspects of police services:

- Ability to contact police personnel via telephone;
- How quickly officers or other personnel responded to their call for service;
- The professionalism and courtesy of police personnel, sworn and civilian, with focus on patrol and dispatch personnel; and
- The overall satisfaction with the service provided by the Police Department.

Method/Data Collection.

The questionnaire used for our 2016 survey was recirculated for input from Command Staff and other Police Department personnel, resulting in minor adjustment of questions. The written Customer Satisfaction Survey was then created in a PDF format with a drop down for each question allowing for one of six of the below responses:

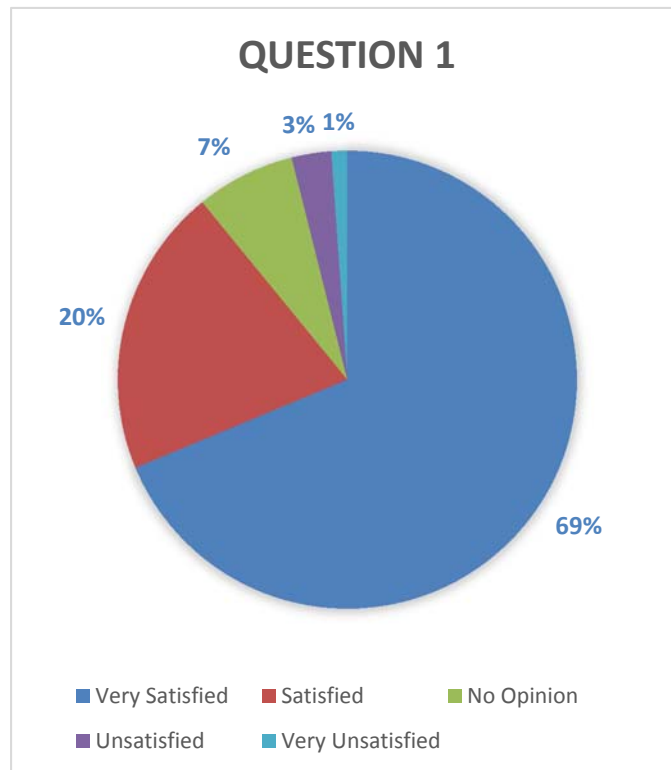
- Very satisfied
- Satisfied
- No opinion
- Dissatisfied
- Very Dissatisfied
- Not applicable

Of particular note, seven questions were asked and six of the seven resulted in all or near all respondents providing a response on the scale of one to five. Only one question relative to Detective follow up resulted in 308 of the 361 respondents not providing a response. This is again due to the fact their service call did not require a Detective to follow up for further investigation. All questions were designed and intended to solicit the participants' assessment of the Police Department's delivery of service, with focus on response time, professionalism and courtesy.

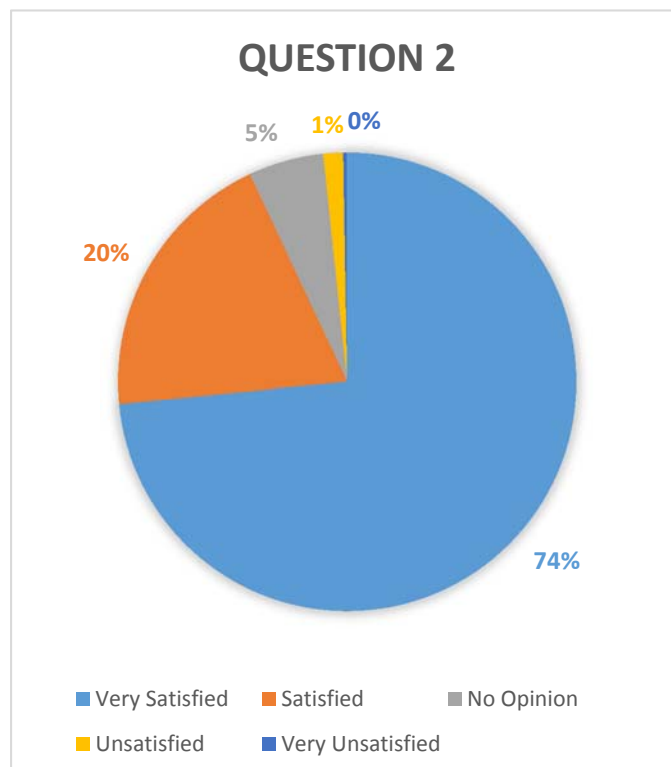
It should also be noted in a few cases, officer contact with a caller was not required or the caller asked not to be contacted. This is reflected in a few calls having no opinion or not applicable for officer professionalism or courtesy.

Customer Satisfaction Survey – Police Services

Page 4 of 8

Survey Results In Percentages.**Question 1: How satisfied were you with your ability to contact our police department?**

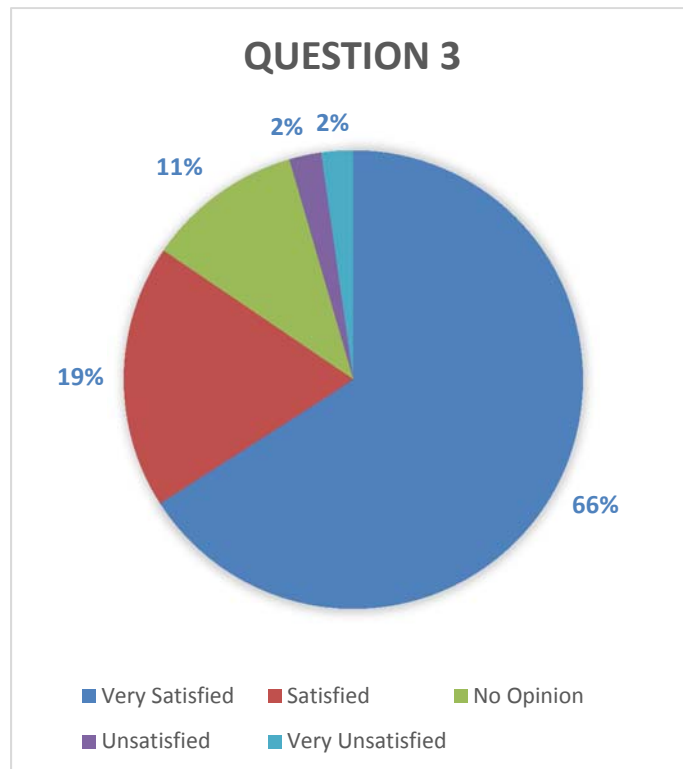
89% of the respondents were either very satisfied or satisfied as compared to 90% in 2016 showing no significant change. This is an extremely positive indicator reflecting the ease of respondents being able to reach the Police Department when we are needed.

**Question 2: How satisfied were you with the dispatcher's/911 operator's professionalism and courtesy who answered the phone?**

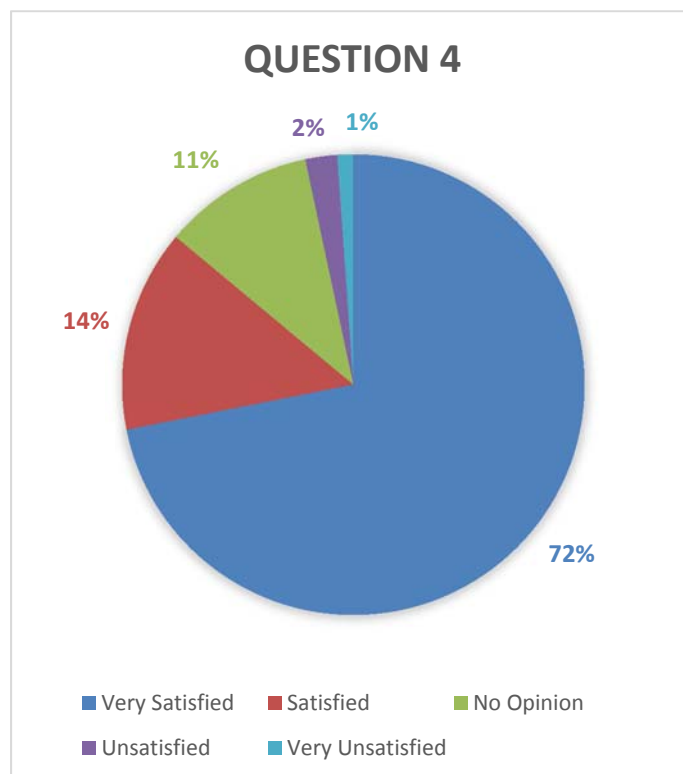
94% of survey participants indicated the Dispatchers were courteous and professional. This represents no variation from last year's (94% in 2016) degree of satisfaction. This is very positive and demonstrates staff is making a great first impression on callers when they reach the dispatch center.

Customer Satisfaction Survey – Police Services

Page 5 of 8

**Question 3: How satisfied were you with the time it took for an officer or officers to arrive to your call for service?**

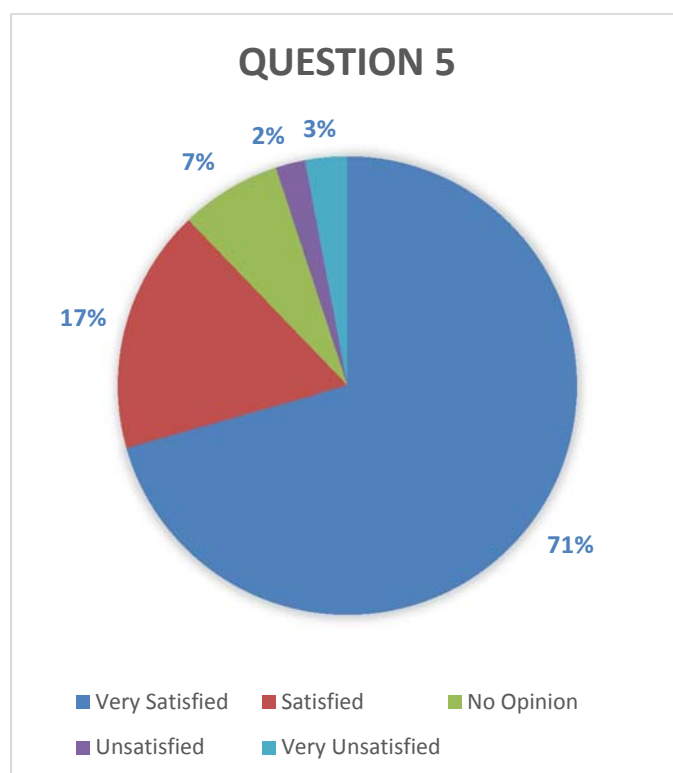
85% of callers were either very satisfied or satisfied with an additional 11% having no opinion on response time. Only 4% indicated they were not satisfied at any level with response time. Last year showed a lower degree of the combined very satisfied, satisfied and no opinion responses (91% in 2016 versus 96% in 2017).

**Question 4: How satisfied were you with the courtesy and professionalism of the officer?**

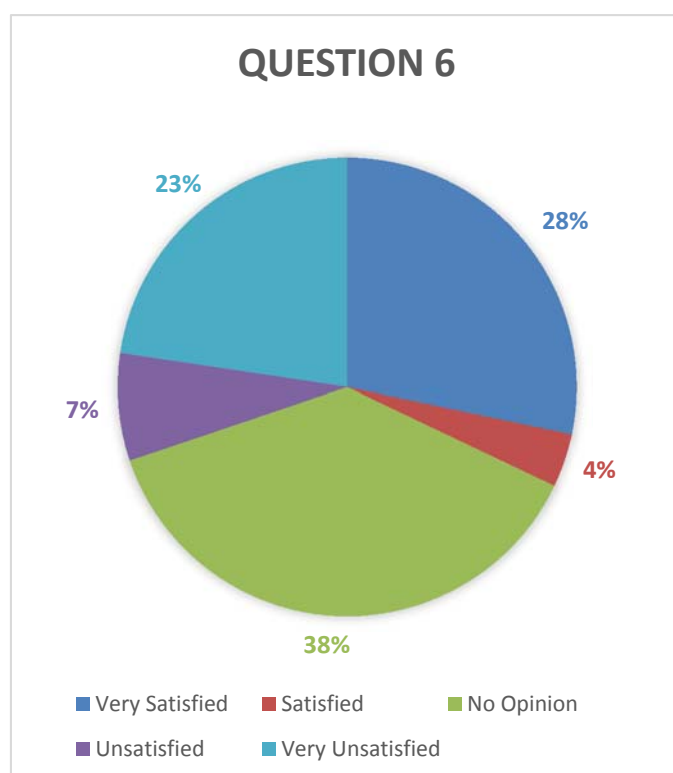
86% of respondents were either very satisfied or satisfied with the courtesy and professionalism of officers. This is a slight reduction from the 88% last year. Only 3% of the respondents felt officers were not professional or courteous, which is a very slight increase from the 2% last year. Although the Police Department strives for 100% satisfaction, the survey results are very positive and a credit to the officers making contact with the people of the community. The Police Department will continue to work to increase the number of very satisfied and work on minimizing the dissatisfied respondents.

Customer Satisfaction Survey – Police Services

Page 6 of 8

**Question 5: How satisfied were you with the service provided by the officer?**

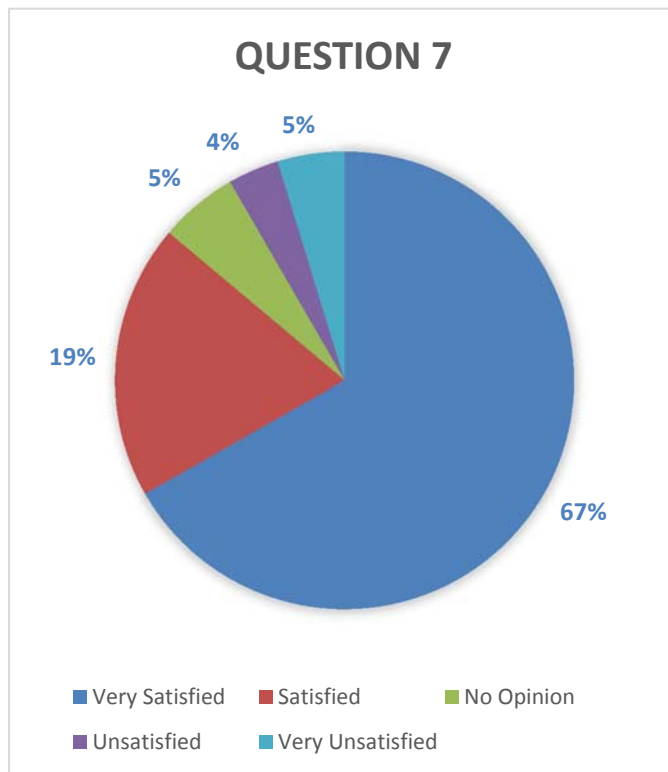
88% stated they were either very satisfied or satisfied with the service. This is a slight improvement over the prior year. Additionally, only 7% indicated no opinion which can be a combination of factors including making a call for service that did not require contact with the officer or having a different expectation for the results that may not have been possible given the nature and facts surrounding the call. 5% of the respondents were dissatisfied with the service provided by officers, which is a slight increase from 3% in 2016.

**Question 6: If a detective was assigned to your case, how satisfied were you with the follow up provided by the detective?**

It should be noted that only 53 of the 361 respondents required or believed their case required detective follow up. 70% of the respondents indicated they were either very satisfied, satisfied or had no opinion as compared to 73% in 2016.

Customer Satisfaction Survey – Police Services

Page 7 of 8

**Question 7: Overall, how satisfied are you with the services provided by the San Fernando Police Department?**

86% of respondents stated they were either very satisfied or satisfied with the overall services provided by the Police Department as compared to 88% in 2016.

BUDGET IMPACT:

There is no budget impact associated with receiving and filing this report. Staff time involved in compiling and analyzing the survey is included in the Fiscal Year 2018-2019 Adopted Budget.

CONCLUSION:

Overall, the dedicated men and women of the Police Department continue to do an excellent job of maintaining positive relationships with the people who live, visit and work in or own businesses in the City. Despite reductions in staffing, shortages in personnel, difficulty in recruiting qualified candidates, budget constraints, and changes in the legal landscape, such as propositions 47, 57 and AB109, department officers and staff have done an exemplary job of presenting a positive image of the City and department. As reflected in the above results, Police Department personnel remain focused on delivering service with honor and integrity.

Staff recognizes that there is always room for improvement. As mentioned in the earlier portion of this report, the data collected by the survey is a tool for Command Staff to utilize to focus on areas of improvement, such as Detective follow up and the perception related to response time.

Customer Satisfaction Survey – Police ServicesPage 8 of 8

This report will be used to:

- Recognize positive results and reward outstanding performance;
- Refocus attention on areas requiring improvement;
- Review staffing and personnel assignments to make the most effective and efficient use of our limited resources; and
- Reinforce the message that customer service is a priority which requires timely response, courtesy, professionalism and follow up.

As the Police Department continues to recruit and successfully train new police officers, staff will be able to improve response times, visit Detective staffing levels and focus on training for personnel to enhance customer service skills. As indicated earlier in this report, the Police Department established five goals at its 2016 team building workshop and these will continue to serve as guiding principles towards serving the community.

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AGENDA REPORT

To: Mayor Sylvia Ballin and Councilmembers

From: Alexander P. Meyerhoff, City Manager
By: Anthony Vairo, Chief of Police

Date: December 3, 2018

Subject: Consideration to Co-Sponsor American Red Cross Sound the Alarm Event at Recreation Park

RECOMMENDATION:

It is recommended that the City Council:

- a. Approve City co-sponsorship of American Red Cross Sound the Alarm Event at the Recreation Park ("Event"); and
- b. Approve the use of the City Seal for the Event on print material pursuant to City Council Resolution No. 6904 (Attachment "A"); and
- c. Authorize staff to market the event through the City water bills, website and social media outlets.

BACKGROUND:

1. In May 2003, the City Council adopted Resolution No. 6904 to control and prevent unauthorized use of the seal. For an outside organization to use the City seal, the Resolution requires prior approval by a majority of the City Council.
2. In early 2018, Mayor Ballin and staff met with American Red Cross and discussed working to develop a coalition as part of the American Red Cross Prepare SoCal Initiative. The City has been identified by the American Red Cross as a vulnerable community in the event of disasters. The Police Department was designated to take the primary role as the department responsible for disaster preparedness.
3. The collaboration is known as Prepare SoCal-City of San Fernando and consists of community members, faith-based organizations, and City staff. This collaboration meets monthly and is designed to create a more resilient community in preparation for a disaster or major incident.

Consideration to Co-Sponsor American Red Cross Sound the Alarm Event on February 9, 2019Page 2 of 2

In November 2018, staff was contacted by the American Red Cross to request co-sponsorship of a “Sound the Alarm” day in the City and assist with efforts to market the event.

ANALYSIS:

American Red Cross is an established and respected national non-profit organization with local offices focusing on disaster preparedness. They are proposing to host a “Sound the Alarm” day for San Fernando residents at Recreation Park on February 9, 2019. This event will provide free smoke/fire alarms to any interested resident. The alarms will be installed properly by trained volunteers from the American Red Cross at no charge to the resident. The intent of the event is to prevent loss of life and property from fire disasters because residents are not equipped with proper working alarms. The American Red Cross reports that more lives are lost each year as a result of fires than any other disaster.

This particular co-sponsorship request is for use of the City logo on marketing material prepared by American Red Cross, permission to distribute the flyers for the event in the City’s water bills, and marketing of the event through the City’s website and social media outlets.

BUDGET IMPACT:

There is minimal budget impact associated with co-sponsoring the “Sound the Alarm” event with American Red Cross. The City’s sponsorship will be limited to distribution of flyers printed by American Red Cross in the water bills in December 2018 and January 2019 and creating electronic posts for the event on the City website and social media outlets.

CONCLUSION:

Staff recommends the City Council support the proposed “Sound the Alarm” event by co-sponsoring the event, allowing use of the City seal, and authorizing staff to market the event through the City water bills, website and social media outlets.

ATTACHMENT:

A. 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
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