AGENDA
EL SEGUNDO CITY COUNCIL
COUNCIL CHAMBERS - 350 Main Street

The City Council, with certain statutory exceptions, can only take action upon properly posted and listed agenda items. Any writings or documents given to a majority of the City Council regarding any matter on this agenda that the City received after issuing the agenda packet are available for public inspection in the City Clerk's office during normal business hours. Such Documents may also be posted on the City's website at www.elsegundo.org and additional copies will be available at the City Council meeting.

Unless otherwise noted in the Agenda, the Public can only comment on City-related business that is within the jurisdiction of the City Council and/or items listed on the Agenda during the Public Communications portions of the Meeting. Additionally, the Public can comment on any Public Hearing item on the Agenda during the Public Hearing portion of such item. The time limit for comments is five (5) minutes per person.

Before speaking to the City Council, please come to the podium and state: Your name and residence and the organization you represent, if desired. Please respect the time limits.

Members of the Public may place items on the Agenda by submitting a Written Request to the City Clerk or City Manager's Office at least six days prior to the City Council Meeting (by 2:00 p.m. the prior Tuesday). The request must include a brief general description of the business to be transacted or discussed at the meeting. Playing of video tapes or use of visual aids may be permitted during meetings if they are submitted to the City Clerk two (2) working days prior to the meeting and they do not exceed five (5) minutes in length.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact City Clerk, 524-2305. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

REGULAR MEETING OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, February 19, 2013 – 5:00 PM

5:00 P.M. SESSION

CALL TO ORDER

ROLL CALL

PUBLIC COMMUNICATION – (Related to City Business Only – 5 minute limit per person, 30 minute limit total) Individuals who have received value of $50 or more to communicate to the City Council on behalf of another, and employees speaking on behalf of their employer, must so identify themselves prior to addressing the City Council. Failure to do so shall be a misdemeanor and punishable by a fine of $250.
SPECIAL ORDER OF BUSINESS:

CLOSED SESSION:
The City Council may move into a closed session pursuant to applicable law, including the Brown Act (Government Code Section §54960, et seq.) for the purposes of conferring with the City’s Real Property Negotiator; and/or conferring with the City Attorney on potential and/or existing litigation; and/or discussing matters covered under Government Code Section §54957 (Personnel); and/or conferring with the City’s Labor Negotiators; as follows:

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Gov’t Code §54956.9(d)(1) -1- matter

1. City of El Segundo vs. City of Los Angeles, et. al. LASC Case No. BS094279

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code §54956.9(d)(2) and (3): -0- matter.


DISCUSSION OF PERSONNEL MATTERS (Gov’t Code §54957): -0- matter

APPOINTMENT OF PUBLIC EMPLOYEE (Gov’t. Code § 54957) –0- matter

CONFERENCE WITH CITY’S LABOR NEGOTIATOR (Gov’t Code §54957.6): -0- matters

CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Gov’t Code §54956.8): -1- matters

1. Property: The Lakes Golf Course (APN Nos. 4138-014-910 and 4138-014-913.
   Agency Negotiator: City Manager
   Negotiating Parties: Centercal Properties, LLC and TopGolf, LLC
   Under Negotiation: Lease Price and Terms of City leasing The Lakes Golf Course to Centercal Properties and TopGolf.
AGENDA
EL SEGUNDO CITY COUNCIL
COUNCIL CHAMBERS - 350 Main Street

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REGULAR MEETING OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, February 19, 2013 - 7:00 P.M.

7:00 P.M. SESSION

CALL TO ORDER

INVOCATION – Lee Carlile, Pastor, United Methodist Church

PLEDGE OF ALLEGIANCE – Council Member Fellhauer

3
PRESENTATIONS
a) Proclamation – American Red Cross

ROLL CALL

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A. PROCEDURAL MOTIONS

Consideration of a motion to read all ordinances and resolutions on the Agenda by title only.

Recommendation – Approval.

B. SPECIAL ORDERS OF BUSINESS (PUBLIC HEARING)

1. Consideration and possible action to open a public hearing and receive public testimony concerning adopting resolutions approving the reinstatement of a parking permit program on the west curb line of Washington Street (from Maple Avenue to Walnut Avenue) and the south curb line of Walnut Avenue (adjacent to the Washington Plaza Home Owners Association property), and authorizing the Public Works Department to remove a concrete traffic barrier on Walnut Avenue at Washington Street.

   (Fiscal Impact: None)

   Recommendation – 1) Open the public hearing; 2) Take public testimony; 3) Adopt resolutions approving the reinstatement of a parking permit program on the west curb line of Washington Street (from Maple Avenue to Walnut Avenue) and the south curb line of Walnut Avenue (adjacent to the Washington Plaza Home Owners Association property), and authorizing the Public Works Department to remove a concrete traffic barrier on Walnut Avenue at Washington Street; 4) Alternatively, discuss and take other action related to this item.

C. UNFINISHED BUSINESS

D. REPORTS OF COMMITTEES, COMMISSIONS AND BOARDS
E. CONSENT AGENDA

All items listed are to be adopted by one motion without discussion and passed unanimously. If a call for discussion of an item is made, the item(s) will be considered individually under the next heading of business.

2. Warrant Numbers 2591168 to 2591341 on Register No. 9 in the total amount of $474,588.05 and Wire Transfers from 1/17/2013 through 1/31/2013 in the total amount of $849,161.17.

Recommendation – Approve Warrant Demand Register and authorize staff to release. Ratify Payroll and Employee Benefit checks; checks released early due to contracts or agreement; emergency disbursements and/or adjustments; and wire transfers.


Recommendation – Approval.

4. Consideration and possible action regarding 1) Approval of a new Class Specification for the at-will position of Residential Sound Insulation Design Coordinator; and 2) Adoption of Resolution establishing the basic monthly salary range for Residential Sound Insulation Design Coordinator; and 3) Introduction of an Ordinance amending El Segundo Municipal Code §1-6-4 Regarding Exclusions.

(Fiscal Impact: N/A)

Recommendation – 1) Approve the proposed Class Specification for Residential Sound Insulation Design Coordinator; 2) Adopt the Resolution establishing the Basic Monthly Salary Range for the job classification of Residential Sound Insulation Design Coordinator; 3) Introduce and Waive the First Reading of the Ordinance; 4) Alternatively, discuss and take other action related to this item.

5. Consideration and possible action regarding the City’s withdrawal from participating in the Municipal Area Express Interagency Agreement as a result of the termination of the service.

(Fiscal Impact: None)

Recommendation – 1) Approve the withdrawal from the Municipal Area Express (MAX) effective June 30, 2013; 2) Direct the City Manager to give notice of termination to the MAX Policy Steering Committee and other participating agencies as required; 3) Alternatively, discuss and take other action related to this item.
6. Consideration and possible action to adopt a Resolution approving Plans and Specifications for the installation of sub-meters on the City’s main electricity meter for City Hall, the Police Department and the Fire Station. Project No. PW 13-02
(Fiscal Impact: $0; $15,000.00 grant reimbursement)
Recommendation – 1) Adopt the plans and specifications; 2) Alternatively, discuss and take other action related to this item.

7. Consideration and possible action to authorize the City Manager to execute an amendment, in a form approved by the City Attorney, to retroactively approve additional design services with RRM Design Group for the Beach Restroom and Lifeguard Facility.
(Fiscal Impact: $12,648.00)
Recommendation – 1) Authorize the City Manager to execute an amendment, in a form approved by the City Attorney, to retroactively approve additional design and support services for the Beach Restroom and Lifeguard Facility; 2) Alternatively, discuss and take other action related to this item.

8. Consideration and possible action to award a standard Public Works Contract to Stephen Doreck Equipment Rentals, Inc. for Pressure Reducing Station Waterline Improvements at 2161 El Segundo Blvd.
Project No. 13-01
(Fiscal Impact: $38,000.00)
Recommendation – 1) Authorize the City Manager to execute a standard Public Works Contract, in a form approved by the City Attorney, with Stephen Doreck Equipment Rentals, Inc. in the amount of $33,950.00; 2) Alternatively, discuss and take other action related to this item.

9. Consideration and possible action to 1) award a 5-year Public Works Contract to 5 Star Elevator for elevator maintenance and on-call repair services for the City’s elevators and dumb waiter; and 2) authorize the City Manager to approve change orders for additional repair work, on an as-needed basis, for an annual amount not to exceed $16,148.00 during the 5-year contract period. Project No. PW 13-03.
(Fiscal Impact: $119,000.00 over five years, $23,900.00 annually)
Recommendation – 1) Waive minor irregularity identified below and award a 5-year Public Works Contract, in a form approved by the City Attorney, to 5 Star Elevator for $38,760.00 for elevator maintenance, and on-call repair services for the City of El Segundo’s five elevators and one dumb waiter; 2) Authorize the City Manager to approve change orders for additional repair work on an as-needed basis for an annual amount not to exceed $16,148.00 during the 5-year contract period; 3) Alternatively, discuss and take other action related to this item.
F. NEW BUSINESS

10. Consideration and possible action regarding approval of an extension to the previous design services contract with The Jones Payne Group, approval of a policy to have City staff perform the majority of design services related to the Residential Sound Insulation (RSI) Program and authorize staff to advertise Requests for Qualifications for supplemental design services.

(Fiscal Impact: estimated program savings of $1,000,000.00 for every 300 homes treated by the program, to allow for treatment of additional homes)

Recommendation – 1) Authorize the City Manager to execute an amendment, in a form approved by the City Attorney, to the existing contract with The Jones Payne Group; 2) Direct the City Manager, or designee, to cause City staff to perform design services related to the Residential Sound Insulation (RSI) Program to the greatest extent practicable; 3) Authorize the City Manager, or designee, to solicit Requests for Qualification (RFQ) for the following supplemental services:

   a. acoustical testing and supplemental design services;
   b. architectural design services;
   c. mechanical design services;
   d. electrical design services;
   e. structural design services;
   f. environmental consulting services;

4) Alternatively, discuss and take other action related to this item.

G. REPORTS – CITY MANAGER

H. REPORTS – CITY ATTORNEY

I. REPORTS – CITY CLERK

J. REPORTS – CITY TREASURER

K. REPORTS – CITY COUNCIL MEMBERS

   Council Member Fellhauer –

   Council Member Atkinson –

   Council Member Fisher –
Mayor Pro Tem Fuentes –

Mayor Jacobson –

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MEMORIALS –

CLOSED SESSION

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REPORT OF ACTION TAKEN IN CLOSED SESSION (if required)

ADJOURNMENT

POSTED:

DATE: 2-13-13

TIME: 2:20 PM

NAME: [Signature]

8
Proclamation
American Red Cross
AGENDA DESCRIPTION:
Consideration and possible action to open a public hearing and receive public testimony concerning adopting resolutions approving the reinstatement of a parking permit program on the west curb line of Washington Street (from Maple Avenue to Walnut Avenue) and the south curb line of Walnut Avenue (adjacent to the Washington Plaza Home Owners Association property), and authorizing the Public Works Department to remove a concrete traffic barrier on Walnut Avenue at Washington Street. (Fiscal Impact: None)

RECOMMENDED COUNCIL ACTION:
1. Open the public hearing;
2. Take public testimony;
3. Adopt resolutions approving the reinstatement of a parking permit program on the west curb line of Washington Street (from Maple Avenue to Walnut Avenue) and the south curb line of Walnut Avenue (adjacent to the Washington Plaza Home Owners Association property), and authorizing the Public Works Department to remove a concrete traffic barrier on Walnut Avenue at Washington Street;
4. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
1. A Resolution amending Resolution No. 3333 regarding preferential parking areas within the City where parking permits may be used in accordance with El Segundo Municipal Code ("ESMC") Chapter 8-5;
2. A Resolution authorizing the Public Works Director, or designee, to remove a concrete traffic barrier on Walnut Avenue at Washington Street; and
3. Map of proposed permit parking area.

FISCAL IMPACT: None

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ORIGINATED BY: Bob Turnbull, Captain
REVIEWED BY: Mitch Tavera, Chief of Police
APPROVED BY: Greg Carpenter, City Manager
BACKGROUND AND DISCUSSION:

In the area of Washington Street and Walnut Avenue, residential parking areas have historically experienced traffic and parking impacts caused by nearby commercial uses. The City Council has addressed this issue in the past. In 1985, the Council commissioned a Neighborhood Traffic Management Study, partly due to parking and traffic concerns in that area.

The study made many recommendations including restricted parking times, permit parking requirements for certain streets, and the installation of the concrete traffic barrier at Walnut Avenue and Washington Street. The original permit parking program was instituted on Washington Street between Walnut Avenue and Maple Avenue, Walnut Avenue between California Street and Washington Street, and California Street between Walnut Avenue and the alley north of Acacia Avenue in November 1985. Sometime later, the concrete traffic barrier was placed at Walnut Avenue and Washington Street. In the early 1990s, when employment ebbed in the area, the demand for parking spaces decreased. Eventually, permit parking requirements on Washington Street were no longer enforced and removed. The concrete traffic barrier was never removed.

At the May 2, 2012 Traffic Committee Meeting, the Committee recommended investigating the removal of the concrete barrier due to the changed circumstances since its installation. In June 2012, the El Segundo Police Special Operations Division conducted a survey of affected residents in the neighborhood bordered by Acacia Avenue on the north, Mariposa Avenue on the south, Washington Street on the east, and Center Street on the west. Responses were obtained from 236 total residents; 158 residences were personally surveyed, 73 responses were received via a survey website, and 5 responses were received via email. The surveys show that 41% of respondents favor the removal of the concrete traffic barrier, 29% are against its removal, and 30% have no opinion. In August 2012, the Police Department surveyed the 1400 & 1500 blocks of east Sycamore Avenue, east Walnut Avenue, and east Maple Avenue, as well as the 700 & 800 blocks of California Street regarding the implementation of a parking permit program. All residents of the Washington Plaza Home Owners Association are in favor of the program. Residents on the other surveyed streets are overall not in favor of permit parking, by a margin of 46% to 40%.

At the August 7, 2012 City Council meeting, the Police Chief presented the results of a residential survey regarding removal of the barricade, removal of a traffic control sign at the intersection of Kansas and Holly Street, and suggestions for implementation of the permit parking program. City Council asked that the issues be brought back at a future council meeting for consideration.

RECOMMENDATION

Based upon its observations and surveys, the Police Department recommends the that the City Council adopt a resolution reinstating a parking permit program on the west curb line of Washington Street (from Maple Avenue to Walnut Avenue) and the south curb line of Walnut Avenue (adjacent to the Washington Plaza Home Owners Association property). If adopted, the Resolution would also authorize the Public Works Director, or designee, to remove the concrete barrier on Walnut Avenue and Washington Street.
RESOLUTION NO. __

A RESOLUTION AUTHORIZING THE PUBLIC WORKS DEPARTMENT TO REMOVE A CONCRETE TRAFFIC BARRIER ON WALNUT AVENUE AT WASHINGTON STREET.

The City Council of the City of El Segundo does resolve as follows:

SECTION 1: The City Council finds and declares that:

A. At the May 2, 2012 Traffic Committee meeting, the Committee examined a number of parking and traffic issues associated with the residential areas adjacent to commercial properties, including the need for an existing concrete traffic barrier on Walnut Avenue at Washington Street;

B. In June 2012, the El Segundo Police Special Operations Division conducted a survey of residents in the area surrounding the traffic barrier to determine whether removal of the barrier due to the changed circumstances since its installation;

C. At the August 7, 2012, 2012 City Council meeting, the Police Chief presented the results of a residential survey regarding removal of the barricade showing that most of the residents surveyed favored removal of the barrier;

D. The effects of removing the barrier were reviewed by the City’s Planning and Building Safety Department for consistency with the circulation element of the General Plan and conformity with the El Segundo Municipal Code ("ESMC");

E. The City reviewed the project’s environmental impacts under the California Environmental Quality Act (Public Resources Code §§ 21000, et seq., “CEQA”), the regulations promulgated thereunder (14 Cal. Code of Regulations §§15000, et seq., the “CEQA Guidelines”), and the City's Environmental Guidelines (City Council Resolution No. 3805, adopted March 16, 1993);

F. On February 19, 2013, the City Council held a public hearing to receive public testimony and other evidence regarding the concrete barrier including, without limitation, information provided to the Council by the Police Department; and
G. This Resolution, and its findings, are made based upon the evidence presented to the Council at its February 19, 2013 hearing.

SECTION 2: Factual Findings and Conclusions. The City Council finds that the following facts exist:

A. The barrier was originally installed to relieve cut-through traffic flowing mainly from the commercial uses adjacent to the Washington and Walnut residential area;

B. The number of commuters utilizing those commercial uses has decreased since the time the barrier was installed, obviating the need for the concrete barrier;

C. Today, the concrete barrier unnecessarily increases the flow of traffic to other streets and inconveniences residents on Walnut and Acacia Avenue who are attempting to travel from Sepulveda Boulevard.

SECTION 3: Environmental Assessment. Because of the facts identified in Section 2 of this Resolution, removing the barrier is categorically exempt as a Class 1 or Class 5 project because, at best, it would constitute a minor alteration of existing public structures involving no expansion of use; or a minor alteration in land use limitations (see Cal. Code Regs. tit. 14, §§ 15301, 15305).

SECTION 4: General Plan. The proposed removal conforms to the City’s General Plan as follows:

A. The removal of the concrete barrier is consistent with numerous goals, policies, and objectives of the General Plan. Specifically, it is consistent with the Circulation Element as discussed below.

B. The removal of the concrete barrier is consistent with several General Plan Circulation Element Goals, Objectives and Policies. Specifically, Goal C1 – Provision for Safe, Convenient, and Cost Effective Circulation System states: “Provide a safe, convenient, and cost-effective circulation system to serve the present and future circulation needs of the El Segundo community.” The removal of the concrete barrier updates the circulation system in order to better serve the current needs of the El Segundo community.

C. The removal of the concrete barrier is consistent with General Plan Circulation Element Objective C1-1, which states “Provide a roadway system that accommodates the City’s existing and projected land use and circulation needs.” The removal of the concrete barrier serves the City’s
existing circulation and land use needs and removes outdated and unnecessary traffic infrastructure.

D. The removal of the concrete barrier is consistent with General Plan Circulation Element Policy C1-1.8, which states: “Provide all residential, commercial, and industrial areas with efficient and safe access to the major regional transportation facilities.” Removing the concrete barrier will allow residents near Washington and Walnut Streets to conveniently access the 105 freeway and Sepulveda Boulevard in a safe and efficient manner.

SECTION 5: Zoning Consistency. The removal is consistent with the general purpose of the ESMC’s zoning regulations, which is to promote the public health, safety, and general welfare and to provide the economic and social advantages resulting from an orderly planned use of land resources. The removal of the concrete barrier will promote the orderly development of a safe and convenient circulation network in the City.

SECTION 6: Authorization. The Public Works Director, or designee, is authorized to remove the concrete barrier at Washington and Walnut Street.

SECTION 7: Reliance on Record. Each and every one of the findings and determinations in this Resolution is based on the competent and substantial evidence, both oral and written, contained in the entire record relating to the concrete barrier removal. The findings and determinations constitute the independent findings and determinations of the City Council in all respects and are fully and completely supported by substantial evidence in the record as a whole.

SECTION 8: Limitations. The City Council’s analysis and evaluation of the removal are based on the best information currently available. It is inevitable that in evaluating any project that absolute and perfect knowledge of all possible aspects of the project will not exist. One of the major limitations on analysis of the project is the City Council’s lack of knowledge of future events. In all instances, best efforts have been made to form accurate assumptions. Somewhat related to this are the limitations on the city’s ability to solve what are in effect regional, state, and national problems and issues. The City must work within the political framework within which it exists and with the limitations inherent in that framework.

SECTION 9: This Resolution will remain effective until superseded by a subsequent resolution.

SECTION 10: The Council secretary is directed to mail a copy of this Resolution to any person requesting a copy.
SECTION 11: This Resolution may be appealed within ten (10) calendar days after its adoption. All appeals must be in writing and filed with the City Clerk within this time period. Failure to file a timely written appeal will constitute a waiver of any right of appeal.

PASSED AND ADOPTED this 19th day of February, 2013.

Carl Jacobson, Mayor
City of El Segundo City Council

ATTEST:

Tracy Sherrill Weaver, City Clerk

APPROVED AS TO FORM:
Mark D. Hensley, City Attorney

By:                             
Karl H. Berger, Assistant City Attorney
RESOLUTION NO. __

A RESOLUTION AMENDING RESOLUTION NO. 3333, ADOPTED NOVEMBER 5, 1985, REGARDING PREFERENTIAL PARKING AREAS WITHIN THE CITY WHERE PARKING PERMITS MAY BE USED IN ACCORDANCE WITH EL SEGUNDO MUNICIPAL CODE CHAPTER 8-5.

BE IT RESOLVED by the Council of the City of El Segundo as follows:

SECTION 1: The City Council finds and declares as follows:

A. This Resolution is adopted in accordance with El Segundo Municipal Code ("ESMC") Chapter 8-5 for the purpose of amending previously "preferential parking" areas identified by Resolution No. 3333, adopted November 5, 1985 ("Resolution No. 3333");

B. This Resolution reviewed by the City's Planning and Building Safety Department for consistency with the circulation element of the General Plan and conformity with the El Segundo Municipal Code ("ESMC");

C. The City reviewed this Resolution's environmental impacts under the California Environmental Quality Act (Public Resources Code §§ 21000, et seq., "CEQA"), the regulations promulgated thereunder (14 Cal. Code of Regulations §§15000, et seq., the "CEQA Guidelines"), and the City's Environmental Guidelines (City Council Resolution No. 3805, adopted March 16, 1993);

D. On February 19, 2013, the City Council held a public hearing to receive public testimony and other evidence regarding, in part, this Resolution including, without limitation, information provided to the Council by the Police Department; and

E. This Resolution, and its findings, are made based upon the evidence presented to the Council at its February 19, 2013 hearing.

SECTION 2: Amendment of Zone 1 Preferential Parking Area. Section 3 of Resolution No. 3333 is amended is amended to read as follows:

"ZONE 1. No parking between the hours of 10:00 A.M. and 11:00 A.M. and between 2:00 P.M. and 3:00 P.M., Monday through Friday, except by permit on the west curb line of Washington Street (from Maple Avenue to Walnut Avenue) and, also, the south curb line of Walnut Avenue (adjacent to the Washington Plaza Homeowners Association property)."
SECTION 3: Environmental Assessment. This Resolution is exempt from the requirements of the California Environmental Quality Act (Pub. Res. Code §§ 21000, et seq.; “CEQA”) and CEQA Guidelines (Cal. Code Regs. Title 14, §§ 15000, et seq.) in accordance with CEQA Guidelines § 15305 (Class 5 – Minor Alterations in Land Use Limitations). The project involves a negligible expansion of use; there is only a minor change in the operation of an existing use. The project would not result in significant effects related to traffic, noise, air quality, or water quality and it can be adequately served by all required utilities and public services.

SECTION 4: Notification. The Public Works Director, or designee, is authorized to erect such street signs as are needed to properly notify the general public of the restrictions on parking in the preferential parking zone created through this Resolution.

SECTION 5: Supersession. Supersession of previous preferential parking zones does not affect any penalty, forfeiture, or liability incurred before, or preclude prosecution and imposition of penalties for any violation occurring before this Resolution’s effective date. Any such superseded part will remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Resolution.

SECTION 6: Effective Date of this Resolution. This Resolution will become effective immediately upon adoption and will remain in effect unless repealed or superseded.

PASSED AND ADOPTED this ___ day of _________, 2013.

______________________________
Carl Jacobson, Mayor

ATTEST:

______________________________
Tracy Sherrill Weaver,
City Clerk
APPROVED AS TO FORM:
MARK D. HENSLEY, City Attorney

By:

Karl Berger,
Assistant City Attorney
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<td>WATER UTILITY FUND</td>
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<td>WASTEWATER FUND</td>
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<td>GOLF COURSE FUND</td>
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<td>909</td>
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<td>999</td>
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<td>708</td>
<td>OUTSIDE SERVICES TRUST</td>
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</table>

**TOTAL WARRANTS**

$ 474,588.05

**STATE OF CALIFORNIA**
**COUNTY OF LOS ANGELES**

Information on actual expenditures is available in the Director of Administrative Services office in the City of El Segundo.

I certify as to the accuracy of the demands and the availability of funds for payment thereof.

For Approval: Regular checks held for City council authorization to release.

**CODES:**

A = Computer generated checks for all non-emergency/urgency payments for materials, supplies and services in support of City Operations

B = Payroll and Employee Benefit checks

H = Handwritten Early Release disbursements and/or adjustments approved by the City Manager

**FINANCE DIRECTOR:**

**CITY MANAGER:**

**DATE:** 2/14/13

**Registrar 62**
# CITY OF EL SEGUNDO
PAYMENTS BY WIRE TRANSFER
1/17/13 THROUGH 1/31/13

<table>
<thead>
<tr>
<th>Date</th>
<th>Payee</th>
<th>Amount</th>
<th>Description</th>
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<tr>
<td>1/17/2013</td>
<td>State of CA EFT</td>
<td>3,630.01</td>
<td>EFT Child support payment</td>
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<tr>
<td>1/18/2013</td>
<td>Nationwide NRS EFT</td>
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**Total Payments by Wire:** 849,161.17

**Date of Ratification:** 02/19/13

Certified as to the accuracy of the wire transfers by:

**Deputy City Treasurer**

**Date:** 1/31/13

**Director of Finance**

**Date:** 2/4/13

**City Manager**

**Date:** 2/5/13

Information on actual expenditures is available in the City Treasurer's Office of the City of El Segundo.
REGULAR MEETING OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, February 5, 2013 – 5:00 PM

5:00 P.M. SESSION

CALL TO ORDER – Mayor Jacobson at 5:00 PM

ROLL CALL

Mayor Jacobson - Present
Mayor Pro Tem Fuentes - Present
Council Member Fisher - Present
Council Member Atkinson - Present
Council Member Fellhauer - Present

PUBLIC COMMUNICATION – (Related to City Business Only – 5 minute limit per person, 30 minute limit total) Individuals who have received value of $50 or more to communicate to the City Council on behalf of another, and employees speaking on behalf of their employer, must so identify themselves prior to addressing the City Council. Failure to do so shall be a misdemeanor and punishable by a fine of $250.

Mayor Jacobson announced that Council would be meeting in closed session pursuant to the items listed on the agenda.

SPECIAL ORDER OF BUSINESS:

1. Consideration and possible action to appoint the City Manager as the real property negotiator with regard to the potential relocation of the City’s Residential Sound Insulation Program from 333 to 529 Main Street. The City currently has a lease with Davis & DeRosa Physical Therapy with regard to the 333 Main Street property and is negotiating the price and terms of being bought out of that lease and leasing and being relocated to 529 Main Street which is owned by Patrick Kelsey and Shauna Fisher.

MOTION by Council Member Atkinson, SECONDED by Mayor Pro Tem Fuentes to appoint the City Manager as the real property negotiator with regard to the potential relocation of the City’s Residential Sound Insulation Program from 333 to 529 Main Street. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

CLOSED SESSION:
The City Council may moved into a closed session pursuant to applicable law, including the Brown Act (Government Code Section §54960, et seq.) for the purposes of conferring with the City’s Real Property Negotiator; and/or conferring with the City Attorney on potential and/or existing litigation; and/or discussing matters covered under Government Code Section §54957 (Personnel); and/or conferring with the City’s Labor Negotiators; as follows:

1
CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Gov't Code §54956.9(d)(1) -2- matter

City of El Segundo vs. City of Los Angeles, et al. LASC Case No. BS094279
Gonzales Construction vs. City of El Segundo, et al, LASC Case No YC065812

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code §54956.9(d)(2) and (3): -0- matter.


DISCUSSION OF PERSONNEL MATTERS (Gov't Code §54957): -0- matter

APPOINTMENT OF PUBLIC EMPLOYEE (Gov't. Code § 54957) -0- matter

CONFERENCE WITH CITY'S LABOR NEGOTIATOR (Gov't Code §54957.6): -0-matters

CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Gov't Code §54956.8): -2-matters

1. **Properties**: 333 Main Street (APN No. 4136-016-029) and 529 Main Street (APN No. 4136-006-015)
   **Agency Negotiator**: City Manager
   **Negotiating Parties**: Davis & DeRosa Physical Therapy (for 333 Main Street) and Patrick Kelsey and Shauna Fisher (for 529 Main Street)
   **Under Negotiation**: Price and terms of City’s lease of 333 Main Street being purchased by owner of property and City’s Residential Sound Insulation Program leasing and being relocated to 529 Main Street.

2. **Property**: The Lakes Golf Course (APN Nos. 4138-014-910 and 4138-014-913.
   **Agency Negotiator**: City Manager
   **Negotiating Parties**: Centercal Properties, LLC and TopGolf, LLC
   **Under Negotiation**: Lease Price and Terms of City leasing The Lakes Golf Course to Centercal Properties and TopGolf.

Adjourned at 6:55 PM
REGULAR MEETING OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, February 5, 2013 - 7:00 P.M.

7:00 P.M. SESSION

CALL TO ORDER- Mayor Jacobson at 7:00 PM

INVOCATION – City Clerk, Tracy Weaver

PLEDGE OF ALLEGIANCE – Council Member Atkinson

PRESENTATIONS

a) Kevin Pulsipher, Army Reservist and El Segundo Resident, presented a Commemorative flag and certificate to Fire Chief Smith and Police Chief Tavera.

ROLL CALL

Mayor Jacobson - Present
Mayor Pro Tem Fuentes - Present
Council Member Fisher - Present
Council Member Atkinson - Present
Council Member Fellhauer - Present

PUBLIC COMMUNICATIONS – (Related to City Business Only – 5 minute limit per person; 30 minute limit total) Individuals who have received value of $50 or more to communicate to the City Council on behalf of another, and employees speaking on behalf of their employer, must so identify themselves prior to addressing the City Council. Failure to do so shall be a misdemeanor and punishable by a fine of $250. While all comments are welcome, the Brown Act does not allow Council to take action on any item not on the agenda. The Council will respond to comments after Public Communications is closed.

Denise DiPasquale – from South Bay Workforce Investment Board gave the quarterly Summary.

Loretta Frye reminded everyone that this is tax season and therefore El Segundo Senior Citizens and low income families can have their taxes done for free at the Jocelyn Center.

Jake Dykman, Tree Advocate of the month for Tree Musketeers, spoke on the Native tree. Arbor Day will be March 9, 2013.

Sam Pena, Consolidated Disposal Services, gave an update on the City’s Shred Day, stating that is was very successful. Next Shred Day will be in July.

Scott Gobble, SCE General Regional Manager of Local Public Affairs reminded the community that Edison Meters are interactive (Smart Meters).
A. PROCEDURAL MOTIONS

Consideration of a motion to read all ordinances and resolutions on the Agenda by title only. MOTION by Council Member Fellhauer, SECONDED by Mayor Pro Tem Fuentes to read all ordinances and resolutions on the agenda by title only. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

B. SPECIAL ORDERS OF BUSINESS (PUBLIC HEARING)

C. UNFINISHED BUSINESS

D. REPORTS OF COMMITTEES, COMMISSIONS AND BOARDS

E. CONSENT AGENDA

All items listed are to be adopted by one motion without discussion and passed unanimously. If a call for discussion of an item is made, the item(s) will be considered individually under the next heading of business.

1. Approved Warrant Numbers 2591002 to 2591167 on Register No. 8 in the total amount of $845,084.79 and Wire Transfers from 1/4/2013 through 1/17/2013 in the total amount of $2,821,428.72. Authorized staff to release. Ratified Payroll and Employee Benefit checks; checks released early due to contracts or agreement; emergency disbursements and/or adjustments; and wire transfers.


3. Waived the bidding process per El Segundo Municipal Code §1-7-10, as there is only one company that can meet the product specifications and authorized the purchase and installation of a replacement MagneGrip vehicle exhaust extraction system from Air Cleaning Technology (ACT) for Fire Station 1. (Fiscal Impact: $45,384.85)

4. Authorized the City Manager to approve fund appropriation in the amount of $500,000.00 from the Sewer Enterprise Fund for the Sanitary Sewer System Rehabilitation project. Project No. PW 11-09. (Fiscal Impact: $500,000.00)

5. PULLED BY MAYOR PRO TEM FUENTES
6. Authorized the City Manager to execute two contract amendments to Contract No. 4269, in forms approved by the City Attorney, with Aerotek, Inc. for temporary staffing services in the Public Works Department. 
(Fiscal Impact: $53,108.00)

7. Waived second reading and adopted Ordinance No. 1476, amending El Segundo Municipal Code Chapter 4-10 and Section 15-1-6 concerning regulation of massage establishments and massage technicians within the City of El Segundo. Applicant: City of El Segundo. 
(Fiscal Impact: None)

8. Authorized the City Clerk to file the City's Planning and Building Safety Director's Notice of Completion in the County Recorder's Office for the work on 34 homes related to the City's Residential Sound Insulation Program's Group 42 (Project No. RSI 12-01) and authorized the City Manager, or designee, to close out Project No. RSI 12-01. 
(Fiscal Impact: Final Contract Amount $1,336,244.67)

9. Delegated authority to the City Manager to approve banner requests over Sepulveda Blvd. under the City's Caltrans Banner Permit Program and directed staff to establish a processing fee for Sepulveda Blvd. banner applications. 
(Fiscal Impact: Potential Revenue)

10. Authorized an additional $100,000.00 in contingency funds from the Sewer Enterprise Fund to cover anticipated change orders in the Sanitary Sewer Rehabilitation Project and authorized the City Manager to execute an amendment in a form approved by the City Attorney, for additional work should it become necessary. Project No. PW 11-09. 
(Fiscal Impact: 100,000.00)

11. Waived minor irregularities in the bid from Karabuild Development, Inc., deleted Home 47.14 (535 East Walnut Avenue, Unit A) from the scope of work, awarded contract to Karabuild Development, Inc. for project RSI 12-11 (Group 47) and authorized the City Manager to execute a contract in a form approved by the City Attorney. 
(Estimated construction costs and retention $895,012)

12. Waived minor irregularities in the bid from Karabuild Development, Inc., awarded contract to Karabuild Development, Inc. for project RSI 12-12 (Group 48) and authorized the City Manager to execute a contract in a form approved by the City Attorney. 
(Estimated construction costs and retention $1,039,259)
MOTION by Council Member Fellhauer, SECONDED by Council Member Atkinson to approve Consent Agenda items 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, and 12. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

CALL ITEMS FROM CONSENT AGENDA

5. Consideration and possible action to adopt a resolution, retroactively authorizing emergency repair of the City Hall air conditioning system. (Fiscal Impact: $2,509.00)

MOTION by Mayor Pro Tem Fuentes, SECONDED by Council Member Fellhauer to adopt Resolution No. 4807 authorizing the City Manager to execute an amendment with Johnson Controls, Contract No. 3981E, in a form approved by the City Attorney, for work performed in September, 2012 for the emergency repair of the City Hall air conditioning system. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

F. NEW BUSINESS

REPORTS – CITY MANAGER - None

REPORTS – CITY ATTORNEY - None

REPORTS – CITY CLERK - None

REPORTS – CITY TREASURER - None

REPORTS – CITY COUNCIL MEMBERS

Council Member Fellhauer – Attended the New Mayor and Council Member training in Sacramento. Attended the Independent Cities Association Winter Seminar in Santa Barbara, CA.

Council Member Atkinson – Attended the New Mayor and Council Member training in Sacramento.

Council Member Fisher – None

Mayor Pro Tem Fuentes – Attended the Recreation and Parks Department production of Oklahoma. Update on LA County protest ballot for clean water – the county will still accept protests via email that contains your parcel number. Great job to Chief Smith and the Fire Department on the recent Blood Drive. Attended the Christmas dinner held at the Joslyn Center. Thank you to all the volunteers and businesses that contributed to the success of the dinner. Attended the South Bay Cities Chamber of Commerce Installation last week. Spoke on the possibility of education funds redistribution.
Mayor Jacobson – None

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CLOSED SESSION

ADJOURNMENT at 7:35 PM

Tracy Weaver, City Clerk
AGENDA DESCRIPTION:

Consideration and possible action regarding 1) Approval of a new Class Specification for the at-will position of Residential Sound Insulation Design Coordinator; 2) Adoption of a Resolution establishing the basic monthly salary range for Residential Sound Insulation Design Coordinator; and 3) Introduction of an Ordinance amending El Segundo Municipal Code § 1-6-4 Regarding Exclusions. (Fiscal Impact: N/A)

RECOMMENDED COUNCIL ACTION:

1. Approve the proposed Class Specification for Residential Sound Insulation Design Coordinator.
2. Adopt the Resolution establishing the Basic Monthly Salary Range for the job classification of Residential Sound Insulation Design Coordinator.
3. Introduce and Waive the First Reading of the Ordinance.
4. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:

1. Residential Sound Insulation Design Coordinator (At-Will) Class Specification
2. Resolution establishing the Basic Monthly Salary for Residential Sound Insulation Design Coordinator
3. Ordinance amending El Segundo Municipal Code § 1-6-4 Regarding Exclusions

FISCAL IMPACT: N/A

Amount Budgeted: N/A
Additional Appropriation: N/A
Account Number(s): N/A

ORIGINATED BY: Lisa Jenkins, Senior Human Resources Analyst
REVIEWED BY: Deborah Cullen, Director of Finance/Human Resources
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:

The Residential Sound Insulation (RSI) Program Manager has determined that cost savings and increased efficiency may be realized by performing design work “in house” that has traditionally been completed by contract with a design firm. In support of this end, Human Resources Staff conducted the necessary research to provide the appropriate classification so the Department may hire employees to perform this work once positions are authorized by the City Council. Based upon a job analysis, external market research, and consideration to internal equity, Staff is recommending approval of a new classification specification for Residential Sound Insulation Design Coordinator (At-Will) and a resolution establishing the associated salary range (which is equivalent to that of the Construction Coordinator classification). The designated “At-Will” status is the same as most positions allocated to the RSI Program, which operates primarily on restricted
grant-funding. As the amendment to the at-will provisions of the merit system ordinance requires a 2nd reading and a 30-day waiting period prior to adoption, Staff is requesting to establish the classification specification and begin the process of amending the municipal code so that any approved positions may be recruited for and staffed appropriately in a timely manner.
Residential Sound Insulation Design Coordinator  
(At-Will)

**Definition:** Under general supervision, surveys homes and prepares and explains construction documents in support of the City's Residential Sound Insulation (RSI) Program.

**Essential Functions:** Essential functions, as defined under the Americans with Disabilities Act, may include the following duties and responsibilities, knowledge, skills and other characteristics. This list of duties and responsibilities is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and tasks performed by positions in this class.

**Characteristic Duties and Responsibilities:**

Positions in this classification typically perform a full range of duties at a level of complexity represented by the following types of responsibilities:

Conducts on-site assessments with homeowners to determine existing conditions and acoustical needs, code issues or violations, take photographs and notes/sketches, and make appropriate recommendations for RSI improvements.

Obtains information and input from property owners regarding design preferences, explains recommendations and design options, and answers questions regarding proposed improvements, design schedule, construction process, and related issues; Obtains property owner signatures to signify acceptance of proposed improvements.

Operates AutoCAD in order to design a Site Plan and Floor Plan showing existing conditions and proposed construction.

Creates a Window Schedule, Door Schedule, and list of other RSI improvements utilizing appropriate computer software programs.

Identifies potential code violations, conduct initial research, and refer possible code violations to the Building Safety Inspector for further investigation and correction.

Identifies construction improvements or technical concerns requiring professional experts (e.g. Mechanical, Structural or Electrical Engineers, Acoustical Consultants) and provide the appropriate referral and follow-up.

Determines the Scope of Work and engineering estimates for the assigned group of homes; Complete required Title 24 Forms for the group of homes.

Assists the RSI Manager in reviewing change orders of completed projects in order to make recommendations for effective improvements to scope of work, plans, estimates and/or construction details.

Coordinates and/or facilitates administrative and/or management functions related to RSI program activities, including but not limited to conducting research and statistical analysis, preparing and presenting reports of findings, representing the City at meetings and preparing meeting agendas or presentations.
Knowledge, Skills and Other Characteristics:

- Knowledge of organization and functions of the assigned department.
- Knowledge of modern computer applications and skill in utilizing software to perform required job duties.
- Knowledge of residential construction.
- Knowledge of laws, ordinances and regulations governing residential construction, including applicable Building Code.
- Knowledge of grant requirements, laws, ordinances and regulations governing the Residential Sound Insulation Program.
- Knowledge of principles of research, statistical analysis and report preparation.
- Knowledge of computer-aided design and drafting principles and techniques and skill in using (AutoCAD) in order to create Site Plans and Floor Plans.
- Skill in taking precise measurements.
- Skill in performing mathematical computations to produce accurate estimates.
- Skill in interpreting and applying laws, ordinances and policies governing residential construction and funding of the Residential Sound Insulation Program.
- Skill in providing information and explaining laws, policies and procedures to others.
- Skill in communicating effectively orally and in writing.
- Skill in establishing and maintaining effective working relationships with other City employees and the public.

Licensing/Certification Requirements:

A valid California Driver's license is required.

Working Conditions:

Typical office environment and exposure to environmental conditions presented at homes and other locations. Field work includes on-site assessments of construction sites, warehouses, storage facilities, and occupied homes under construction. Regularly requires climbing ladders (and possibly scaffolding). Occasionally requires walking on roofs, crawling under houses and into attic spaces.

Qualifications:

A Bachelor's degree in Architecture, Construction Management or a closely related field and a minimum of one (1) year of professional work experience. Types of professional work considered qualifying include experience conducting residential construction assessments, designing or examining plans for residential construction or similar projects, managing and/or inspecting residential construction, or closely related job duties and functions. An equivalent combination of education and experience that would likely provide the knowledge and skills to perform the job will be considered.
RESOLUTION NO.________

A RESOLUTION ESTABLISHING A BASIC MONTHLY SALARY FOR THE JOB CLASSIFICATION OF RESIDENTIAL SOUND INSULATION DESIGN COORDINATOR.

The City Council of the City of El Segundo does resolve as follows:

Section 1: The City Council approves the following basic monthly salary range:

<table>
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<tr>
<th></th>
<th>Step A</th>
<th>Step B</th>
<th>Step C</th>
<th>Step D</th>
<th>Step E</th>
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<tr>
<td>Residential Sound Insulation Design Coordinator 38S</td>
<td>$5,417.87</td>
<td>$5,688.76</td>
<td>$5,973.20</td>
<td>$6,271.86</td>
<td>$6,585.45</td>
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</table>

Section 2: The City Clerk is directed to certify the adoption of this Resolution; record this Resolution in the book of the City's resolutions; and make a minute of the adoption of the Resolution in the City Council's records and the minutes of this meeting.

Section 3: This Resolution will become effective upon the effective date of Ordinance No. _______ amending El Segundo Municipal Code Section 1-6-4 regarding Exclusions and will remain effective unless repealed or superseded.

PASSED AND ADOPTED this ___ day of ____________, 2013.

Carl Jacobson,
Mayor

ATTEST:

Tracy Weaver, City Clerk

APPROVED AS TO FORM:

Karl H. Berger, City Attorney
ORDINANCE NO. _______

AN ORDINANCE AMENDING EL SEGUNDO MUNICIPAL CODE
§1-6-4 REGARDING EXCLUSIONS.

The City Council of the City of El Segundo does ordain as follows:

SECTION 1: The City Council finds as follows:

A. The El Segundo Municipal Code ("ESMC") provides that the City Council may from time to time by Ordinance designate departments, appointive officers, or employees of the City; and

B. It is in the best interest of the City to list all existing officers and members of departments excluded from the Personnel Merit System; and

SECTION 2: ESMC § 1-6-4 is amended in its entirety to read as follows:

"Sec 1-6-4. EXCLUSIONS

Those officers and members of departments in addition to department heads and elected officers who are expressly excluded from the merit system are:

Assistant City Manager
City Attorney
City Manager
City Engineer
Construction Coordinator
Economic Development Analyst
Economic Development Manager
Residential Sound Insulation Design Coordinator
Property Owner Coordinator
Senior Executive Assistant"

SECTION 3: Repeal of any provision of the ESMC herein will not affect any penalty, forfeiture, or liability incurred before, or preclude prosecution and imposition of penalties for any violation occurring before, this Ordinance's effective date. Any such repealed part will remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Ordinance.

SECTION 4: If any part of this Ordinance or its application is deemed invalid by a court of competent jurisdiction, the city council intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Ordinance are severable.
SECTION 5: The City Clerk is directed to certify the passage and adoption of this Ordinance; cause it to be entered into the City of El Segundo's book of original ordinances, make a note of the passage and adoption in the records of this meeting, and, within fifteen (15) days after the passage and adoption of this Ordinance, cause it to be published or posted in accordance with California law.

SECTION 6: This Ordinance will become effective on the thirty-first (31st) day following its passage and adoption.

PASSED AND ADOPTED this _____ day of ______________, 2013.

_________________________________
Carl Jacobson, Mayor
CERTIFICATION

STATE OF CALIFORNIA )
COUNTY OF LOS ANGELES ) SS
CITY OF EL SEGUNDO )

I, Tracy Weaver, City Clerk of the City of El Segundo, California, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing Ordinance No. was duly introduced by said City Council at a regular meeting held on the ___ day of __________, __________, and was duly passed and adopted by said City Council, approved and signed by the Mayor, and attested to by the City Clerk, all at a regular meeting of said Council held on the ___ day of ____________, __________, and the same was so passed and adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

______________________________
Tracy Weaver, City Clerk

APPROVED AS TO FORM:

______________________________
Mark D. Hensley, City Attorney
AGENDA DESCRIPTION:

Consideration and possible action regarding the City’s withdrawal from participating in the Municipal Area Express Interagency Agreement as a result of the termination of the service. (Fiscal Impact: None)

RECOMMENDED COUNCIL ACTION:

1. Approve the withdrawal from the Municipal Area Express (MAX) effective June 30, 2013.
2. Direct the City Manager to give notice of termination to the MAX Policy Steering Committee and other participating agencies as required.
3. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:

1. Interagency Agreement for the MAX Commuter Bus Service, Section 14

FISCAL IMPACT: None

Amount Budgeted: N/A
Additional Appropriation: N/A
Account Number(s): N/A

ORIGINATED BY: Meredith Petit, Recreation Superintendent

REVIEWED BY: Bob Cummings, Director of Recreation and Parks

APPROVED BY: Greg Carpenter, City Manager

BACKGROUND & DISCUSSION:

The City of El Segundo has participated in the Municipal Area Express (MAX) commuter transit program since 1991 in cooperation with the cities of Lawndale, Los Angeles, Rancho Palos Verdes, Torrance, Lomita, and the County of Los Angeles. This transit system operates various routes during peak morning and afternoon commuting hours and provides a transportation alternative for South Bay area residents and employees to commute to employment areas east of Sepulveda Blvd. throughout the South Bay and into areas of L.A. County, including the El Segundo employment center. The service is operated by the Lead Agency, the City of Torrance, while the Policy Steering Committee (PSC) comprised of representatives from the participating agencies guides decision making.

The City of Rancho Palos Verdes officially withdrew from the MAX program as of June 30, 2011, and as a result, MAX service was reduced accordingly at the direction of the Policy Steering Committee (PSC). Furthermore, the City of Torrance notified the participating agencies of its future intentions of withdrawing from the MAX program due to a decrease in boardings, increases in each agency’s annual cost share, and the anticipation of future capital replacement costs. After an assessment by the Torrance Transportation Committee in early 2012, it was determined that the City of Torrance would relinquish its participation and duties of Lead Agency as of June 30, 2012, unless the PSC approved the operation of the service for FY 12/13 utilizing reserve funds, which was indeed approved at a Special Meeting on March 5, 2012. It was also determined that if another participating agency was not interested in taking
on the role of Lead Agency, the service would likely be terminated due to lack of supporting participants, funding, and other resources.

Over the past several months Lead Agency staff has been conducting meetings with local businesses and military establishments that are served by the MAX transit routes to help determine alternative transportation options for commuters as the MAX service is terminated. Additionally, the cities of Torrance, Lomita and Lawndale, and the County of Los Angeles have submitted their official notices to withdrawal from the service as of June 30, 2013.

Pursuant to Section 14 (A) of the MAX Inter-Agency Agreement, the City of El Segundo must provide written notice of withdrawal to each participating agency, at the direction of the governing body. Additionally, pursuant to Section 14 (B) of the agreement, an agency withdrawing from participation may be held responsible for costs relating to its termination. It is undetermined at this time what the estimated costs shall be, if any, as the PSC has the option of funding the service termination expenses with any surplus reserves after the completion of FY 12/13 operations.

It is recommended that the City Council authorize the City Manager to notify the participating agencies of its withdrawal from the MAX program, effective June 30, 2013.
14. Termination of Agreement

A. In addition to the grounds of termination provided in Section twelve (12), any AGENCY may withdraw from this Agreement at the end of a given fiscal year by giving written notice to the LEAD AGENCY and the PSC of such intent to terminate a minimum of ninety (90) days, preferably one hundred and eighty (180) days, prior to the end of any given fiscal year, which ends on June 30. The Lead Agency may withdraw from this Agreement by giving written notice to the PSC of such intent to terminate a minimum of 120 days prior to the end of any given fiscal year, which ends on June 30. Within thirty (30) days after such notice is received by the PSC, or at its next regularly scheduled meeting, the PSC shall meet and determine whether to terminate MAX or re-apportion the respective share of any AGENCY terminating participation in MAX.

B. An AGENCY that terminates, at any point, its participation in MAX is responsible for the reasonable costs relating to its termination, including but not limited to: (1) Removal of stop and route signage, (2) changes to system signage due to route changes, (3) cost of printing new brochures, (4) costs of updating the website, (5) LEAD AGENCY's reasonable administrative costs using the composite hourly rate, and (6) as appropriate, the cost of early retirement of vehicles from the MAX fleet.

C. This Agreement may also be terminated at any time by agreement of the PSC. In the event the PSC decides to terminate MAX, the LEAD AGENCY shall terminate all agreements with its CONTRACTOR. AGENCIES shall be responsible for all costs, according to the jurisdictional share formula in Section 6, resulting from termination, including the costs resulting from termination of the CONTRACTOR agreements.

D. If the Agreement is terminated, each AGENCY shall be responsible for its jurisdictional share, as described in Section 6, of the termination costs. Termination costs include the items listed in Section 14(B) and Section 14(C). Additionally, there may be other termination costs, including but not limited to: notification costs relating to termination of service, expenses relating to the sale of vehicles in the MAX fleet, and possible reimbursement to the Federal Transit Administration. In the event the costs of termination are less than the sums held by the LEAD AGENCY, the LEAD AGENCY shall remit, within thirty (30) days after all termination costs have been paid, each AGENCY's jurisdictional share of the remaining balance.

15. Inability to Perform

The LEAD AGENCY will not be required to administer or provide MAX during the time and to the extent that it is prevented from performing by acts of God, fire, strike, civil disorder, loss of transportation facilities, loss of funding, lockout, commandeering of
EL SEGUNDO CITY COUNCIL
AGENDA STATEMENT

AGENDA DESCRIPTION:
Consideration and possible action to adopt a Resolution approving Plans and Specifications for the installation of sub-meters on the City's main electricity meter for City Hall, the Police Department and the Fire Station. Project No. PW 13-02 (Fiscal Impact: $0; $15,000.00 grant reimbursement)

RECOMMENDED COUNCIL ACTION:
1. Adopt the plans and specifications
2. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
Resolution

FISCAL IMPACT: None
Amount Budgeted: $15,000.00
Additional Appropriation: N/A
Account Number(s):

ORIGINATED BY: Stephanie Katsouleas, Public Works Director
REVIEWED BY: Stephanie Katsouleas, Public Works Director
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:
In May, 2010 the City was awarded a $486,500 grant from Southern California Edison to implement a series of energy conversation and efficiency programs. One task called for in the scope of work is to utilize a utility management software program to track and analyze electricity consumption among qualifying City buildings (those which have high usage, such as City Hall).

The City Hall electrical meter records collective usage for three buildings - the Police Department, Fire Department and City Hall, and must be “separated” in order to track usage of the individual facilities. To do this, staff will need to install three sub-meters off the main meter’s branch lines, which constitutes a capital improvement project. Staff recommends that City Council adopt the plans and specifications and attached resolution, and authorize the project for receipt of construction bids.
RESOLUTION NO. __

A RESOLUTION APPROVING THE DESIGN AND PLANS FOR THE CONSTRUCTION OF SUBMETERS FOR THE CITY HALL MASTER ELECTRICAL METER. PURSUANT TO GOVERNMENT CODE SECTION 830.6 AND ESTABLISHING A PROJECT PAYMENT ACCOUNT.

The City Council of the City of El Segundo does resolve as follows:

SECTION 1: The City Council finds and declares as follows:

A. The City Engineer prepared specifications and plans installing sub-meters on the City Hall master electrical meter (the "Project"). These plans are complete. Construction of the Project may begin;

B. The City Council wishes to obtain the immunities set forth in Government Code § 830.6 with regard to the plans and construction of the Project.

SECTION 2: Design Immunity; Authorization.

A. The design and plans for the Project are determined to be consistent with the City’s standards and are approved.

B. The design approval set forth in this Resolution occurred before actual work on the Project construction commenced.

C. The approval granted by this Resolution conforms with the City’s General Plan.

D. The City Engineer, or designee, is authorized to act on the City’s behalf in approving any alterations or modifications of the design and plans approved by this Resolution.

E. The approval and authorization granted by this Resolution is intended to avail the City of the immunities set forth in Government Code § 830.6.

SECTION 3: Project Payment Account. For purposes of the Contract Documents administering the Project, the City Council directs the City Manager, or designee, to establish a fund containing sufficient monies from the current fiscal year budget to pay for the Project ("Project Payment Account"). The Project Payment Account is the sole source of funds available for the Contract Sum, as defined in the Contract Document administering the Project.

SECTION 4: The City Clerk is directed to certify the adoption of this Resolution.

SECTION 5: This Resolution will become effective immediately upon adoption.
PASSED AND ADOPTED this ___ day of _____________, 20__.

Carl Jacobson, Mayor

ATTEST:

Tracy Weaver, City Clerk

APPROVED AS TO FORM:
MARK D. HENSLEY, City Attorney

By:
Karl H. Berger, Assistant City Attorney
AGENDA DESCRIPTION:
Consideration and possible action to authorize the City Manager to execute an amendment, in a form approved by the City Attorney, to retroactively approve additional design services with RRM Design Group for the Beach Restroom and Lifeguard Facility (Fiscal Impact: $12,648.00)

RECOMMENDED COUNCIL ACTION:
1. Authorize the City Manager to execute an amendment, in a form approved by the City Attorney, to retroactively approve additional design and support services for the Beach Restroom and Lifeguard Facility.
2. Alternatively, discuss and take other possible action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
None

FISCAL IMPACT: Budget Adjustment Required
Amount Budgeted: $294,554.00
Additional Appropriation: Yes $12,648.00
Account Number(s): 301-400-8202-8969 (LA County Grant: Lifeguard Station)

ORIGINATED BY: Stephanie Katsouleas, Public Works Director
REVIEWED BY: Stephanie Katsouleas, Public Works Director
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:
In 2009, the City awarded a contract to RRM Design Group to develop architectural designs, plans and specifications for the construction of a new Beach Restroom and Lifeguard Facility. Its effort included concept, preliminary and final design; preparation of CEQA documents; site survey and topographical map; preparation; geotechnical investigations; sewer discharge assessment; LEED assessment and other environmental opportunities; construction document and construction phase support.

Over the course of the project, additional design and support services were needed above and beyond the original scope of due to unforeseen circumstances in construction as well as staff initiated changes. These include:

- Additional design work to ensure Americans with Disabilities Act (ADA) access between the building, which belongs to El Segundo, and the parking lot, which belongs to Los Angeles County. The ADA design component for the building itself was included in the spec, but it was left out for the deck area surrounding the building. Installation of an ADA compliant deck was therefore addressed/designed during construction (before the concrete pour). The revised deck design includes a new ADA ramp and handrails,
allowing a compliant path of travel between the parking lot and the bathrooms and rinse station.

- Additional design consultant time for oversight support during construction. Due to several construction/coordination delays and multiple change orders, additional oversight time was requested by staff from RRM, which included attendance at additional construction meetings, plan/design reviews and punch list visits beyond that called for in the original scope.

Staff recommends that City Council authorize the City Manager to execute a retroactive amendment with RRM for additional design and support services for the Beach Restroom and Lifeguard Facility and appropriate $12,648.00 from the original grant.
EL SEGUNDO CITY COUNCIL  
AGENDA STATEMENT  
AGENDA DESCRIPTION:
Consideration and possible action to award a standard Public Works Contract to Stephen Doreck Equipment Rentals, Inc. for Pressure Reducing Station Waterline Improvements at 2161 El Segundo Blvd. Project No. PW 13-01 (Fiscal Impact: 38,000.00)

RECOMMENDED COUNCIL ACTION:
1. Authorize the City Manager to execute a standard Public Works Contract, in a form approved by the City Attorney, with Stephen Doreck Equipment Rentals, Inc. in the amount of $33,950.00
2. Alternatively, discuss and take other possible action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
Location map

FISCAL IMPACT: Additional Appropriation Needed

<table>
<thead>
<tr>
<th>Amount Budgeted:</th>
<th>$0</th>
</tr>
</thead>
<tbody>
<tr>
<td>Additional Appropriation:</td>
<td>Yes 38,000.00</td>
</tr>
<tr>
<td>Account Number(s):</td>
<td>401-400-0000-8228 (Economic Uncertainty Fund)</td>
</tr>
</tbody>
</table>

ORIGINATED BY: Lifan Xu, Principal Engineer

REVIEWED BY: Stephanie Katsouleas, Public Works Director

APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:

On March 16, 2010, El Segundo City Council declared old Fire Station 2, Located at 2161 E. El Segundo Blvd., as Surplus property and authorized its sale. As part of the purchase agreement conditions, the City is constructing a new, smaller building within the easement area where the existing telemetry equipment will be relocated. That project is currently near completion.

In the meantime, the new property owner, Brian Sweeney, discovered that an abandoned (but charged) waterline exists outside the easement area and is still part of the City’s active water infrastructure. The waterline, which extends beyond the pressure reducing station, was originally installed to operate a turbine but abandoned more than a decade ago and is no longer needed for the City’s water operations purpose. In the interest of an expeditious resolution, Mr. Sweeney and the City have agreed to equally share the cost of removing the 24-inch steel water pipeline and capping it at the last pressure reducing station valve. The City’s portion would be covered by the proceeds from the sale of Fire Station 2, which is currently undesignated and held in the Economic Uncertainty Fund. Once completed, Mr. Sweeney will reimburse the City for 50% of the total cost of the construction project.
On January 15, 2013, the City Council adopted plans and specifications for Project No.PW13-01, Pressure Reducing Station Waterline Improvement at 2161 E. El Segundo Blvd. project and authorized staff to advertise for receipt of construction bids.

On January 31, 2013, the City Clerk received and opened six (6) bids as follows:

1. R Dependable Construction Inc. $33,500.00
2. Stephen Doreck Equipment Rentals, Inc. $33,950.00
3. MNR Construction Inc. $47,380.00
4. Atlas-Allied, Inc. $56,800.00
5. Malibu Pacific Tennis Court, Inc. $97,143.00
6. John T. Malloy $190,000.00

Although the R Dependable Construction, Inc. submitted the lowest bid, his bid was deemed non-responsive and disqualified because the contractor stated that it would sub-contract out 100% of the project to another company, in violation of the Standard Specifications for Public Works Construction, Section 2-3.2.

The next lowest responsible bidder was Stephen Doreck Equipment Rentals, Inc. Staff checked references and the contractor’s license status. Stephen Doreck Equipment Rentals, Inc. has satisfactorily completed similar or larger projects for many other public agencies. Staff recommends that City Council award a standard public works contract to Stephen Doreck Equipment Rentals, Inc. in the amount of $33,950 with additional $4,050.00 for contingencies. Staff also recommends that City Council authorize an appropriation of $38,000.00 from the Economic Uncertainty fund to cover the cost of the work and contingency.
AGENDA DESCRIPTION:

Consideration and possible action to 1) award a 5-year Public Works Contract to 5 Star Elevator for elevator maintenance and on-call repair services for the City's elevators and dumb waiter; and 2) authorize the City Manager to approve change orders for additional repair work, on an as-needed basis, for an annual amount not to exceed $16,148.00 during the 5-year contract period. Project No. PW 13-03 (Fiscal Impact: $119,500 over five years, $23,900 annually)

RECOMMENDED COUNCIL ACTION:

1. Waive minor irregularity identified below and award a 5-year Public Works Contract, in a form approved by the City Attorney, to 5 Star Elevator for $38,760 for elevator maintenance, and on-call repair services for the City of El Segundo's five elevators and one dumb waiter.

2. Authorize the City Manager to approve change orders for additional repair work on an as-needed basis for an annual amount not to exceed $16,148.00 during the 5-year contract period

3. Alternatively, discuss and take other possible action related to this item.

ATTACHED SUPPORTING DOCUMENTS:

None

FISCAL IMPACT: $119,500 over 5 years ($23,900 annually)

Amount Budgeted: $23,900.00 annually
Additional Appropriation: No
Account Number(s): 001-400-2601-6206 (Government Buildings: Contract Services)

ORIGINATED BY: Floriza Rivera, Principal Engineer

REVIEWED BY: Stephanie Katsouleas, Public Works Director

APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:

The City of El Segundo operates five elevators and one dumb waiter at various city facilities. The previous maintenance contract with Amtech Elevator Service expired last October and was not renewed. Instead staff prepared and released new bid specifications that expanded the scope of work to include on-call repair services as needed. Historically, the City’s elevator contracts covered only routine maintenance activities, while repairs were addressed on an emergency basis. It became apparent after several recent mechanical failures that elevator companies are reluctant, and even refuse to make repairs to elevators that they do not also routinely service,
citing liability and risk as the primary reasons for declining work. For this reason, staff took measures to include “repair” in its bid specifications and simplify the entire repair process when the need arises. Creating the proper bidding documents, plans and specifications for this broader scope took longer than expected, but was completed and released for bid on January 15, 2013.

Bids were due on January 31, 2013. Four vendors responded with the following rates for annual maintenance:

<table>
<thead>
<tr>
<th>Company</th>
<th>Annual Bid</th>
<th>Five-Year Total Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 Star Elevator</td>
<td>$7,752</td>
<td>$38,760</td>
</tr>
<tr>
<td>Excelsior Elevator</td>
<td>$8,520</td>
<td>$42,600</td>
</tr>
<tr>
<td>Amtech Elevator Services</td>
<td>$8,760</td>
<td>$43,800</td>
</tr>
<tr>
<td>Inclinator Company of California</td>
<td>$10,800</td>
<td>$54,000</td>
</tr>
</tbody>
</table>

Staff evaluated all four bids and determined that there were minor irregularities regarding how the bid totals were presented. Two companies submitted a 5-year total amount; one submitted an annual total; and the fourth submitted a monthly total. However, in each case the bid amounts and associated time they represent are clearly stated and can easily be compared using appropriate multipliers or dividers to determine a common comparison. The bid package also asked vendors to include an hourly rate for emergency repairs. However, these rates were not used to determine the low bidder because the extent of emergency repairs over five years is unknown.

Staff contacted references for the apparent lowest bidder, 5 Star Elevator, and confirmed that it performed similar work for a variety of agencies with positive reviews. Staff therefore recommends that City Council (a) waive the minor irregularity as to the bid amount; and (b) award a 5-year maintenance agreement for $38,760 to 5 Star Elevator as the lowest responsible bidder for the services requested. Part of the agreement with 5 Star Elevator would include authorization for the City Manager to execute change orders for as-needed elevator repairs not to exceed $16,148 annually for five years. The annual adopted budget identifies $23,900 for elevator services, of which $7,752 will cover maintenance and $16,148 will cover repairs on an as-needed basis.
AGENDA DESCRIPTION:
Consideration and possible action regarding approval of an extension to the previous design services contract with The Jones Payne Group, approval of a policy to have City staff perform the majority of design services related to the Residential Sound Insulation (RSI) Program and authorize staff to advertise Requests for Qualifications for supplemental design services.
(Fiscal Impact: estimated program savings of $1,000,000 for every 300 homes treated by the program, to allow for treatment of additional homes)

RECOMMENDED COUNCIL ACTION:
1. Authorize the City Manager to execute an amendment, in a form approved by the City Attorney, to the existing contract with The Jones Payne Group;
2. Direct the City Manager, or designee, to cause City staff perform design services related to the Residential Sound Insulation (RSI) Program to the greatest extent practicable;
3. Authorize the City Manager, or designee, to solicit Requests for Qualification (RFQ) for the following supplemental services:
   a. acoustical testing and supplemental design services
   b. architectural design services;
   c. mechanical design services;
   d. electrical design services;
   e. structural design services;
   f. environmental consulting services;
4. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
1. None

FISCAL IMPACT: Included in Adopted Budget
Amount Budgeted: $1,500,000.00
Additional Appropriation: N/A
Account Number(s): 116-400-0000-6214 (RSI - Professional & Technical)

PREPARED BY: James O’Neill, Program Manager
REVIEWED BY: Sam Lee, Director of Planning and Building Safety
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND & DISCUSSION:
In accordance with Federal Aviation Administration (FAA) regulations, the City has historically advertised a Request for Qualifications (RFQ) for design and testing services to provide the City with technical specifications and designs for homes to be sound insulated. Those design services were typically provided by one or two principal design firms.

During the past two years, City staff was quite successful in revising, completing and developing design
plans without a design firm consultant. Moving forward with a goal of treating as many homes as possible with received funding, City staff is recommending that City staff perform design services related to the Residential Sound Insulation (RSI) Program to the greatest extent practicable as a cost saving measure to help achieve that objective. Using a benchmark of 300 homes as an example, City staff would anticipate a new primary consultant contract would cost approximately $1,500,000 as the rate consultants have charged for design work for single family homes has risen to an average of $5,000 or more per home. Using City staff, supplemented with consultants in specialized areas, the cost is anticipated to be approximately $500,000.

City staff is proposing to hire two Design Coordinators who would perform the functions previously provided by principal design firms. These individuals would be supplement with consultants on an “as-needed” basis to aid with specialized aspects of design such as mechanical and electrical engineering; architectural services; and structural engineering.

Using such outside vendors is likely to be infrequent; it would be limited to rare instances where a home has a unique architectural element that needs to be addressed to achieve program goals, keeping City staff informed of new and upcoming changes to codes and regulations (e.g., Title 24 energy requirements) and assisting with structural concerns that might arise from a typically proposed improvement (e.g., widening the opening of an existing window to comply with egress code requirements.)

Furthermore, an acoustical engineering firm would be hired by the City to not only supplement the Design Coordinators on an as-needed basis, but perform the required acoustical tests at ten-percent of homes to be treated and provide reports needed to comply with requirements of the Federal Aviation Administration (FAA) and Los Angeles World Airports.

Lastly, an environmental consulting firm would be hired by the City to review the City’s existing technical specifications and policies regarding contractors handling of hazardous materials. This would include asbestos and lead based paint. Such a firm would also assist the City’s Construction Coordinators in reviewing contractor’s proposals for contractor’s handling of such materials during their work at homes.

It is expected that Requests for Qualifications for all described consultant services would be advertised within the next few weeks, and staff would bring recommendations back to City Council in June.

In an oversight by staff, the most recent design services contract expired on September 30, 2011. However, The Jones Payne Group continued to provide requested services in good faith. Staff is requesting an extension to its contract through September 30, 2013 (the end of the current fiscal year) in order to properly process all invoices. This extension does not require additional appropriation of funds, as the total expenditures do not exceed the previous appropriation, but is only an extension of time to cover the time period of the invoice.

Please remember that eighty percent (80%) of the costs associated with the Residential Sound Insulation Program are covered by the federal grant funding from the Federal Aviation Administration (FAA). This remains a funding source until those funds identified in the Grant Implementation Plan to the City of Los Angeles are exhausted. Remaining expenses, except for elective “Owner Upgrades” selected by property owners, are paid for by funding received as part of the settlement agreement with Los Angeles World Airports (LAWA).