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, MARCH 17, 2015 – 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) (3): -2- matter

1. City of El Segundo vs. City of Los Angeles, et.al. LASC Case No. BS094279
2. Hooper vs. City of El Segundo, LASC Case No. BC 540995

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

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

Initiation of litigation pursuant to Government Code §54956.9(c): -0- matter.

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

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

PUBLIC EMPLOYMENT (Gov’t Code § 54957) -0- matter
CONFERENCE WITH CITY'S LABOR NEGOTIATOR (Gov't Code §54957.6): -8-
matters

1. **Employee Organizations**: Police Management Association; Police Officers
   Association; Police Support Services Employees Association; Fire Fighters
   Association; Supervisory and Professional Employees Association; City
   Employees Association; Executive Management Group (Unrepresented Group);
   Management/Confidential Group (Unrepresented Group)

   Agency Designated Representative: Steve Filarsky and City Manager

CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Gov't Code §54956.8): -0-
matters
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REGULAR MEETING OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, MARCH 17, 2015 - 7:00 P.M.

7:00 P.M. SESSION

CALL TO ORDER

INVOCATION – Rev. Dina Ferguson, St. Michael Episcopal Church

PLEDGE OF ALLEGIANCE – Mayor Pro Tem Jacobson
PRESENTATIONS

ROLL CALL

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.

CITY COUNCIL COMMENTS – (Related to Public Communications)

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)

C. UNFINISHED BUSINESS

D. REPORTS OF COMMITTEES, COMMISSIONS AND BOARDS

1. Consideration and possible action to announce the appointments to the Economic Development Advisory Council.
   (Fiscal Impact: None)

   Recommendation – 1) Announce appointees to the Economic Development Advisory Council; 2) Alternatively, discuss and take other possible action related to this item.

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 3004925 through 3005119 on Register No. 11 in the total amount of $1,395,817.04 and Wire Transfers from 2/16/2015 through 3/1/2015 in the total amount of $822,086.61.

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 adoption of Plans and Specifications for the FY 14-15 Slurry Seal Project in the area bounded by the west City boundary, the north City boundary, Sheldon Street, and Mariposa Avenue. Project No.: PW 15-16. (Fiscal Impact: $400,000.00)

Recommendation – 1) Adopt Plans and Specifications; 2) Authorize staff to advertise the project for receipt of construction bids; 3) Alternatively, discuss and take other possible action related to this item.

5. Consideration and possible action to award a Design Services Contract to AndersonPenna Partners, Inc., in a form approved by the City Attorney, to conduct outreach and develop construction plans and specifications for the Richmond St. Rehabilitation Arterial Improvement Project between El Segundo Blvd. and Holly St. (Fiscal Impact: $180,000.00)

Recommendation – 1) Authorize the City Manager to execute a Design Services Contract for $170,454 with AndersonPenna Partners, Inc., in a form approved by the City Attorney, to conduct outreach and develop construction plans and specifications for the Richmond Street Arterial Improvement Project between El Segundo Blvd. and Holly St. and provide an additional $9,546.00 in contingencies; 2) Alternatively, discuss and take other possible action related to this item.

6. Consideration and possible action to approve additional funding for Fiscal Year 2014-2015 to fill the vacant Human Resources Manager position in the Human Resources Department. (Fiscal Impact: $13,352.00)

Recommendation – 1) Approve the request for additional funding for Fiscal Year 2014-2015; 2) Alternatively, discuss and take other possible action related to this item.
7. Consideration and possible action to adopt a resolution approving the revised City of El Segundo Hazard Mitigation Plan. 
(Fiscal Impact: None)
Recommendation – 1) Adopt the resolution; 2) Alternatively, discuss and take other action related to this item.

8. Consideration and possible action regarding authorization for the Police Department to replace the Watch Commander’s Chevrolet Tahoe Flex Fuel vehicle with a National Auto Fleet 2015 police package Ford Explorer, using Equipment Replacement Funds and revenue acquired through the recent sale of BMW Motorcycles formerly assigned to the Police Department Traffic Division. (Fiscal Impact: $51,000.00)
Recommendation – 1) Authorize the Police Department to purchase one police package 2015 Ford Explorer Utility vehicle from National Auto Fleet Group under an existing contract with NJPA (National Joint Powers Alliance) contract #102811 for an estimated cost of $29,000; 2) Authorize the Police Department to purchase all related patrol equipment, graphics, video equipment, etc.; 3) Authorize staff to transfer use of the Tahoe Flex Fuel vehicle from the Patrol Division to the Traffic Division to be used as a Traffic Investigation/Commercial Enforcement unit; 4) Alternatively, discuss and take other action related to this item.

9. Consideration and possible action to receive and file this report regarding emergency work to repair dwelling units at the Park Vista Senior Housing Facility due to water intrusion without the need for bidding in accordance with Public Contracts Code §§ 20168 and 22050 and El Segundo Municipal Code (“ESMC”) §§ 1-7-12 and 1-7A-4. (Fiscal Impact: $50,000.00)
Recommendation – 1) Receive and file this report regarding emergency work to repair dwelling units at the Park Vista Senior Housing Facility due to water intrusion without the need for bidding in accordance with Public Contracts Code §§ 20168 and 22050 and El Segundo Municipal Code (“ESMC”) §§ 1-7-12 and 1-7A-4; 2) Alternatively, discuss and take other action related to this item.

10. Consideration and possible action to authorize the City Manager, or designee, to record the Notice of Completion accepting completion of work for twenty-five (25) homes related to Project RSI 14-11 (the City’s Residential Sound Insulation Program’s Group 55). (Fiscal Impact: Final Contract Amount $770,669.09)
Recommendation – 1) Authorize the City Clerk to file the City Manager’s, or designee’s, Notice of Completion in the County Recorder’s Office; 2) Authorize the City Manager, or designee, to close out Project No. RSI 14-11; 3) Alternatively, discuss and take other action related to this item.
11. Consideration and possible action to authorize the City Manager, or
designee, to record the Notice of Completion accepting completion of work
for twenty-three (23) homes related to Project RSI 14-13 (the City's
Residential Sound Insulation Program's Group 57).
(Fiscal Impact: Final Contract Amount $813,280.65)
Recommendation – 1) Authorize the City Clerk to file the City Manager's, or
designee's, Notice of Completion in the County Recorder's Office; 2) Authorize
the City Manager, or designee, to close out Project No. RSI 14-13; 3) Alternatively, discuss and take other action related to this item.

12. Consideration and possible action to authorize the City Manager, or
designee, to record the Notice of Completion accepting completion of work
for twenty-four (24) homes related to Project RSI 14-15 (the City's
Residential Sound Insulation Program's Group 59).
(Fiscal Impact: Final Contract Amount $637,261.95)
Recommendation – 1) Authorize the City Clerk to file the City Manager's, or
designee's, Notice of Completion in the County Recorder's Office; 2) Authorize
the City Manager, or designee, to close out Project No. RSI 14-15; 3) Alternatively, discuss and take other action related to this item.

13. Consideration and possible action to adopt a Resolution authorizing
overtime and portal to portal pay for El Segundo Fire Department
employees that participate in fire and other emergency responses through
the California Fire Service and Rescue Emergency Mutual Aid System.
This Resolution will enable the City to receive reimbursement for personnel
and emergency apparatus expenditures associated with fire response
throughout the State for the entire time of commitment, beginning at the
time of dispatch, to the time of return to home base. Without this
Resolution, the City would only be eligible to receive reimbursement for
expenditures for the actual hours worked at the incident.
(Fiscal Impact: Unknown)
Recommendation – 1) Adopt the Resolution authorizing overtime and portal to
portal pay; 2) Alternatively, discuss and take other action related to this item.
14. Consideration and possible action to authorize the City Manager to (1) execute an instrument for conveying property rights to CDC Mar Campus, LLC to operate, maintain and repair underground water, reclaimed water, sanitary sewer and storm drain improvements in private streets within the Corporate Campus Specific Plan in a form approved by the City Attorney; and (2) authorize the City Manager to execute an instrument for approving a sewer and storm drain easement within the Corporate Campus Specific Plan in a form as approved by the City Attorney. Applicant: CDC Mar Campus, LLC.  
(Fiscal Impact: None)  
Recommendation – 1) Discussion; 2) Authorize the City Manager to execute various instruments, in a form approved by the City Attorney, for miscellaneous water, wastewater, and storm water drainage and disposal; 3) Alternatively, discuss and take other action related to this item.

F. NEW BUSINESS

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 Dugan -

Mayor Pro Tem Jacobson –
Mayor Fuentes –

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MEMORIALS –

CLOSED SESSION

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REPORT OF ACTION TAKEN IN CLOSED SESSION (if required)

ADJOURNMENT

POSTED:

DATE: 3.11.15
TIME: 2:20 pm
NAME: [Signature]

[Signature]
AGENDA DESCRIPTION:

Consideration and possible action to announce the appointments to the Economic Development Advisory Council. (Fiscal Impact: None)

RECOMMENDED COUNCIL ACTION:

1. Announce the appointees to the Economic Development Advisory Council, if any;
2. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
None

FISCAL IMPACT: Included in Adopted Budget

Amount Budgeted: $ None
Additional Appropriation: N/A
Account Number(s):

ORIGINATED BY: Mishia Jennings, Executive Assistant
REVIEWED BY:
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:

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STATE OF CALIFORNIA
COUNTY OF LOS ANGELES

Information on actual expenditures is available in the Director of Finance’s office in the City of El Segundo.

I certify as to the accuracy of the Demands and the availability of fund for payment thereof.

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

CODES:

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

A = Payroll and Employee Benefit checks

B - F = Computer generated Early Release disbursements and/or adjustments approved by the City Manager. Such as: payments for utility services, petty cash and employee travel expense reimbursements, various refunds, contract employee services consistent with current contractual agreements, instances where prompt payment discounts can be obtained or late payment penalties can be avoided or when a situation arises that the City Manager approves.

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

FINANCE DIRECTOR  CITY MANAGER
DATE: 3/9/15 DATE: 3/9/15

VOID CHECKS DUE TO ALIGNMENT:

VOID CHECKS DUE TO INCORRECT CHECK DATE:

VOID CHECKS DUE TO COMPUTER SOFTWARE ERROR:

NOTES

[Signature]
# CITY OF EL SEGUNDO
## PAYMENTS BY WIRE TRANSFER
### 2/16/15 THROUGH 3/1/15

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**822,086.61**

**DATE OF RATIFICATION: 3/2/15**

**TOTAL PAYMENTS BY WIRE:**

Certified as to the accuracy of the wire transfers by:

**[Signature]**
Deputy City Treasurer II  
**3/9/15**

**[Signature]**
Director of Finance  
**3/9/15**

**[Signature]**
City Manager  
**3/9/15**

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, MARCH 3, 2015 – 5:00 PM

5:00 P.M. SESSION

CALL TO ORDER – Mayor Pro Tem Jacobson at 5:00 PM

ROLL CALL

Mayor Fuentes - Present
Mayor Pro Tem Jacobson - Present
Council Member Atkinson - Present
Council Member Fellhauer - Present
Council Member Dugan - 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 Fuentes announced that Council would be meeting in closed session pursuant to the items listed on the Agenda.

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) (3): -2- matter

1. City of El Segundo vs. City of Los Angeles, et.al. LASC Case No. BS094279
2. Hooper vs. City of El Segundo, LASC Case No. BC 540995

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

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

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

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

PUBLIC EMPLOYMENT (Gov't Code § 54957) -0- matter

CONFERENCE WITH CITY'S LABOR NEGOTIATOR (Gov't Code §54957.6): -8- matters

1. Employee Organizations: Police Management Association; Police Officers Association; Police Support Services Employees Association; Fire Fighters Association; Supervisory and Professional Employees Association; City Employees Association; Executive Management Group (Unrepresented Group); Management/Confidential Group (Unrepresented Group)

   Agency Designated Representative: Steve Filarsky and City Manager

CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Gov't Code §54956.8): -0- matters

Council recessed at 6:45 PM
REGULAR MEETING OF THE EL SEGUNDO CITY COUNCIL  
TUESDAY, MARCH 3, 2015 - 7:00 P.M.  

7:00 P.M. SESSION  

CALL TO ORDER – Mayor Fuentes at 7:02 PM  

INVOCATION – Wes Harding, The Bridge  

PLEDGE OF ALLEGIANCE – Council Member Fellhauer  

PRESENTATIONS  

a) Proclamation read by Council Member Fellhauer, presented to Fernando Aguilar from Tree Musketeers, proclaiming March 7, 2015 as California Arbor Day.  

b) Proclamation read by Council Member Dugan, presented to Julie Thomas Executive Director for the Santa Monica Region, proclaiming March as Red Cross Month.  

c) Presentation by Mike Herriel, Public Affairs Manager, Southern California Gas Company on the Upcoming Southern California Gas Pipeline Safety Project. Don Murray, Construction Manager, answered Council questions.  

ROLL CALL  

Mayor Fuentes - Present  
Mayor Pro Tem Jacobson - Present  
Council Member Atkinson - Present  
Council Member Fellhauer - Present  
Council Member Dugan - 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.  

Riley Brady, resident, commented on item #F12; pool design consideration for the proposed aquatics facility on the Wiseburn school site.  
Liz Garnholz, resident, questioned the letter residents received this week from the Water Department. Ms. Garnholz also commented on item #C2; the possible name change of Sepulveda Blvd. to Pacific Coast Highway.
Loretta Frye, resident, spoke concerning various items she is upset about with the community, specifically the handicap restrooms at the Joslyn Center.  
Lee Davis, resident, commented on item #F12; pool design consideration for the proposed aquatics facility on the Wiseburn school site.  
Tom Johnstone, Wiseburn Superintendent, commented on item #F12; pool design consideration for the proposed aquatics facility on the Wiseburn school site.

CITY COUNCIL COMMENTS – (Related to Public Communications)

Council commented on Public Communications.

Stephanie Katsouleas, Public Works Director, answered the water department questions.

A. PROCEDURAL MOTIONS

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

MOTION by Mayor Pro Tem Jacobson, SECONDED by Council Member Fellhauer 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)

1. Consideration and possible action to open public hearing and receive evidence regarding a modification of Vesting Tentative Map No. 72287 (approved in 2013) adopted as part of the Corporate Campus Specific Plan development project. If approved, the Project would: 1) reduce the project site area from 23.87 acres to 13 acres; 2) approve the creation of 24 lots compared to the previously approved 32 lots; and 3) limit the project to the Phase 1 area that is under construction (Elefon project) consisting of 217,637 square feet of office and retail uses on the proposed 13 acres. A Finding of Consistency with the certified Final Environmental Impact Report (previously approved by the City Council in 2013) and Addendum to the FEIR is proposed for the requested modification to the vesting tentative map.  Applicant CDC Mar Campus, LLC.  
(Fiscal Impact: None)

Mayor Fuentes stated this was the time and place for a Public Hearing related to a modification of Vesting Tentative Map No. 72287 (approved in 2013) adopted as part of the Corporate Campus Specific Plan development project. A Finding of Consistency with the certified Final Environmental Impact Report (previously approved by the City Council in 2013) and Addendum to the FEIR is proposed for the requested modification to the vesting tentative map.
City Clerk Weaver stated that proper notice had been given in a timely manner and that written communication had not been received in the City Clerk’s office.

Mayor Fuentes opened the Public Hearing.

Sam Lee, Director of Planning and Building Safety, gave a presentation.

Bill Messori, representing CDC Mar Campus, LLC, gave a brief update on the Elevon project.

MOTION by Mayor Pro Tem Jacobson, SECONDED by Council Member Dugan to close the public hearing. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

Council Discussion

Mark Hensley, City Attorney, read by title only:

RESOLUTION NO. 4906

A RESOLUTION APPROVING A FINDING OF CONSISTENCY AND APPROVING SUBDIVISION NO. SUB 14-11 (VESTING TENTATIVE MAP NO. 72287) FOR THE MODIFICATION OF VESTING TENTATIVE MAP NO. 72287 AFFECTING THE CORPORATE CAMPUSS PROJECT AREA.

MOTION by Council Member Fellhauer, SECONDED by Council Member Dugan to adopt Resolution No. 4906 approving a finding of consistency and approving subdivision No. Sub 14-11 (vesting tentative Map No. 72287) for the modification of vesting tentative Map No. 72287 affecting the corporate campus project area. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

C. UNFINISHED BUSINESS

2. Consideration and possible action to direct staff to carry out various activities in preparation for the potential name change of Sepulveda Blvd. to Pacific Coast Highway in the City of El Segundo.  
   (Fiscal Impact: None)

Greg Carpenter, City Manager, introduced the item and answered Council questions.

Stephanie Katsouleas, Public Works Director, gave a brief presentation and background information on this item. Ms. Katsouleas also answered Council questions.

Council Discussion

Al Keahi, EDAC member, answered Council questions and gave his opinion
MOTION by Council Member Fellhauer, SECONDED by Council Member Dugan to direct staff to reach out to the City of Manhattan Beach to understand their opinion on the possible name change of Sepulveda Blvd. and bring the item back at a later Council meeting with the findings. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

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.

3. Approve Warrant Numbers 3004724 through 3004924 on Register No. 10 in the total amount of $1,686,767.57 and Wire Transfers from 2/2/2015 through 2/15/2015 in the total amount of $2,910,481.42. 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.


5. Authorize the Mayor to renew the General Services Agreement, Agreement No. 4826 in a form approved by the City Attorney, between the City of El Segundo and County of Los Angeles for an additional five years commencing on July 1, 2015, to allow the City to access, on an as-needed basis, municipal support services performed by the County, such as traffic signal maintenance and other public works activities.
   (Fiscal Impact: None)

6. Receive and file this report regarding emergency work to repair dwelling units at the Park Vista Senior Housing Facility due to water intrusion without the need for bidding in accordance with Public Contracts Code §§ 20168 and 22050 and El Segundo Municipal Code (“ESMC”) §§ 1-7-12 and 1-7A-4.
   (Fiscal Impact: $50,000.00)

7. Accept work as complete for the 2013-2014 Furnishing and Application of Slurry Seal on Various Streets, Project No. PW 13-15 and authorize the City Clerk to file a Notice of Completion in the County Recorder’s Office.
   (Fiscal Impact: $729,882.45)

8. PULLED BY MAYOR FUENTES
9. Receive and file this report without objecting to the expansion of on-site sale and consumption of alcohol at an existing movie theater which currently has an active Type 47 ABC License at 831 South Nash Street (ArcLight Cinemas). 
Applicant: Art Rodriguez
(Fiscal Impact: N/A)

10. Approve and accept Final Vesting Parcel Map No. 71788 (commercial subdivision located at 888, 892 and 898 North Sepulveda Boulevard) and authorize the appropriate City Official to sign and record said Map.

11. Approve to reorganize the Economic Development Program to transfer reporting of budgeting responsibilities from the Planning and Building Safety Department to the City Manager’s Office, and authorize the City Manager to fill the vacant existing at-will classification of Economic Development Manager.
(Fiscal Impact: $50,000.00 - $60,000.00)

MOTION by Council Member Fellhauer, SECONDED by Mayor Pro Tem Jacobson to approve Consent Agenda items 3, 4, 5, 6, 7, 9, 10, and 11. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

PULLED ITEM:

8. Consideration and possible action to authorize the appropriation of existing designated funds accrued in prior fiscal years to purchase computer hardware, software and peripherals for use at City facilities in an amount not to exceed $233,600.00.
(Fiscal Impact: $233,600.00)

Council Discussion

Greg Carpenter, City Manager and Larry Klingaman, Information Systems Manager, answered Council questions.

MOTION by Mayor Fuentes, SECONDED by Council Member Fellhauer to authorize staff to appropriate existing designated funds accrued in prior fiscal years to purchase computer hardware, software and peripherals for use at City facilities in an amount not to exceed $233,600. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

F. NEW BUSINESS

12. Consideration and possible action to select a pool design option and funding plan for the new outdoor Aquatics Facility to be located at Wiseburn High School.
(Fiscal Impact: To Be Determined)
Greg Carpenter, City Manager, introduced the item.

Meredith Petit, Recreation and Parks Director, gave a presentation.

Ken Moeller, Arch Pac Inc. – Aquatic Architecture & Landscape Architecture, answered council questions.

Council Discussion

Mayor Fuentes announced a $1,000,000.00 donation has been received from Richard Lundquist, Continental Development Corporation, to help build the pool. Mr. Lundquist also offered to spear head the fundraising campaign for the pool.

MOTION by Council Member Atkinson, SECONDED by Council Member Fellhauer to approve the Full Upgrade pool design option, give the Aquatics Subcommittee the authority to negotiate amendments to the original Settlement Agreement with the Wiseburn School District and present the amended Settlement Agreement for approval at a future Council Meeting, commit $1,800,000.00 from the Aquatics Trust Account in order to start the building process, with the understanding these funds will be paid back in full through fundraising efforts. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

G. REPORTS – CITY MANAGER – Announced the Police Department is hosting “Coffee with a Cop” on Saturday, March 14, 2015 at Rock N Brews from 9:00 am to 11:00 am. Also mentioned he will check out the Joslyn restrooms per Mrs. Frye’s public comments.

H. REPORTS – CITY ATTORNEY - None

I. REPORTS – CITY CLERK – Stated she will not be at the next meeting, she will be chaperoning the HS Choir on their trip to New York.

J. REPORTS – CITY TREASURER – Not present

K. REPORTS – CITY COUNCIL MEMBERS

Council Member Fellhauer – Reminded the community of Arbor Day on Saturday, March 7, 2015 at 9:30 AM on the greenbelt on Imperial Avenue. Congratulated the Choir on their New York tour.

Council Member Atkinson – Thanked the community for coming to the meetings and participating in the City’s decisions.

Council Member Dugan – mentioned the water bill question that was raised during Public Comments. Mr. Dugan will look further into this item.
Mayor Pro Tem Jacobson – The Automobile Driving Museum will host the Mattel Hot Wheels event on Saturday, March 7, 2015 from 10:00 am to 1:00 pm.

Mayor Fuentes – Attended the Boy Scouts Blue and Gold event, attended Congressman Ted Lieu’s oath of office event at UCLA and thanked our Police Force for their diligence during the current rise in crime.

13. Consideration and possible action to authorize the City Manager to enter into an agreement, no. 4827 in a form approved by the City Attorney with NexLevel Information Technology, Inc. for technology strategic planning services at a cost not to exceed $48,840. (Fiscal Impact: $48,840.00)

Council Discussion

Larry Klingaman, Information Systems Manager, answered Council questions.

MOTION by Mayor Pro Tem Jacobson, SECONDED by Council Member Fellhauer, to authorize the City Manager to enter into an agreement in a form specified by the City Attorney with NexLevel Information Technology, Inc. for technology strategic planning services at a cost not to exceed $48,840. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

PUBLIC COMMUNICATIONS – (Related to City Business Only – 5 minute limit per person, 30 minute limit total) Individuals who have receive 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.

Loretta Frye, resident, didn’t receive the water department letter mentioned earlier in public comments, not in favor of the Sepulveda Blvd. name change and Mrs. Frye reiterated the condition of the restrooms at the Joslyn Center.

Barbara Briney, resident, thanked the Council for approving the pool and committing to getting it built.

MEMORIALS – None

ADJOURNMENT at 9:34 PM

______________________________
Tracy Weaver, City Clerk
EL SEGUNDO CITY COUNCIL

MEETING DATE: March 17, 2015

AGENDA STATEMENT

AGENDA DESCRIPTION:
Consideration and possible action regarding adoption of Plans and Specifications for the FY 14-15 Slurry Seal Project in the area bounded by the west City boundary, the north City boundary, Sheldon Street and Mariposa Avenue. Project No.: PW 15-16 (Fiscal Impact: $400,000.00)

RECOMMENDED COUNCIL ACTION:
1. Adopt Plans and Specifications.
2. Authorize staff to advertise the project for receipt of construction bids.
3. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
Location Map
Resolution

FISCAL IMPACT: Included in Adopted Budget
Amount Budgeted: $400,000.00
Additional Appropriation: To be Determined
Account Number(s): 106-400-8206-8943 (Gas Tax)

ORIGINATED BY: Floriza Rivera, Principal Civil Engineer
REVIEWED BY: Stephanie Katsouleas, Public Works Director
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:
The Public Works Department administers a slurry sealing program as a preventative measure to extend the life of pavement Citywide. The slurry sealing process consists of the application of a thin asphalt slurry layer on existing asphalt pavement to prevent water intrusion.

The City is divided into five (5) areas for slurry; four quadrants west of Sepulveda Boulevard and one area east of Sepulveda Boulevard. Conventional pavement management practice indicates that asphalt pavement should be slurry sealed at least every eight years. The City’s cycle is within this guideline as we slurry seal the streets of these five quadrants every seven years on a rotating basis. The two years we are dormant allows the Public Works Department to accumulate enough Gas Tax Funding to ensure enough funding is available to cover most or all of the cost for slurry during the five-year active cycles. The City is currently in Year Three of its five-year rotation. The two remaining quadrants include the north-east quadrant of the residential section, and the entire area east of Sepulveda.
Staff has prepared plans and specifications for the Fiscal Year 2014/2015 Slurry Seal Program, which includes streets within the area bounded by the west City boundary, the north City boundary, Sheldon Street, and Mariposa Avenue. Staff recommends that City Council adopt the plans and specifications and authorize the project for receipt of construction bids. Please note that we are bidding at this time to secure a preferred placement in the contractor’s slurry schedule due to competition among cities for the seasonal work, but do not anticipate beginning slurry activities until August/September.

A total of $400,000 was allocated from Gas Tax funding for the capital improvement program. It is anticipated that additional funding will be after bids are received. The additional allocation, to be determined, is available from the Gas Tax fund and Measure R local return funds.
RESOLUTION NO. _____

A RESOLUTION APPROVING THE DESIGN AND PLANS FOR THE CONSTRUCTION OF THE FY 14-15 SLURRY SEAL PROJECT 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 requesting Construction of the FY 14-15 Slurry Seal Project (the "Project"). These plans are complete. Bidding for 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") following receipt of construction bids. The Project Payment Account will be 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 7th day of April, 2015.

Suzanne Fuentes, Mayor

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

By: Karl H. Berger, Assistant City Attorney
AGENDA DESCRIPTION:
Consideration and possible action to award a Design Services Contract to AndersonPenna Partners, Inc., in a form approved by the City Attorney, to conduct outreach and develop construction plans and specifications for the Richmond St. Rehabilitation Arterial Improvement Project between El Segundo Blvd. and Holly St. (Fiscal Impact: $180,000)

RECOMMENDED COUNCIL ACTION:
1. Authorize the City Manager to execute a Design Services Contract for $170,454 with AndersonPenna Partners, Inc., in a form approved by the City Attorney, to conduct outreach and develop construction plans and specifications for the Richmond Street Arterial Improvement Project between El Segundo Blvd. and Holly St. and provide an additional $9,546.00 in contingencies.
2. Alternatively, discuss and take other possible action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
Scope of Work

FISCAL IMPACT: Budget Adjustment Required
Amount Budgeted: $735,000.00
Additional Appropriation: No
Account Number(s): 301-xxx-xxxx-xxxx (Capital Improvement Program)

ORIGINATED BY: Floriza Rivera, Principal Civil Engineer
REVIEWED BY: Stephanie Katsouleas, Public Works Director
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:
The downtown and Smokey Hollow areas of El Segundo are vibrant, heavily visited commercial districts in El Segundo, and as such require a significant amount of parking for patrons visiting the restaurants, shops and businesses in these districts. However, available parking in the downtown area is limited and does not meet the overall commercial demand. Following a concept study completed in 2014 investigating ways to increase the availability of parking downtown, several actions were taken, which included freeing up additional curb space on Grand Ave. and Main St., modifying signage at the City parking structure and the Fire Station parking lot, and temporarily modifying striping on Richmond St. until the street, sidewalk, curb and gutter rehabilitation project could be implemented.

Last summer, Council allocated $735,000.00 the 2014/15 Capital Improvements Budget for rehabilitation of Richmond St. The first phase of this project calls for convening a City Council subcommittee and outreaching to the community about the proposed permanent changes to Richmond St., which as currently proposed include reducing sidewalks widths and increasing street widths to accommodate additional parking on both sides of the street. The second phase
includes preparing construction documents based on the outcome of the community and subcommittee input regarding the final design elements. In January, 2015, staff sent out Requests for Proposals (RFPs) to six consultants to complete these two phases. In February the City received three proposals from qualified consultants. The review panel, which consisted of two staff members and subcommittee members Mayor Pro-Tem Jacobson and Councilmember Dave Atkinson, reviewed the proposals and conducted oral interviews on February 23. Following interviews, the committee unanimously selected AndersonPenna Partners, Inc. as the most responsive and qualified proposer for these specific tasks. Proposal costs, which were opened after the interviews were completed, were as follows:

AndersonPenna Partners, Inc.  $170,454  
Kabbara Engineering, Inc.  $196,371  
JMC², Inc.  $183,790

Staff therefore recommends that City Council award a contract to AndersonPenna Partners, Inc. for an amount not to exceed $170,454.00 and allocate an additional $9546.00 in contingency funds.

The general timeline for this work is to: 1) conduct outreach and finalize the design concept by June, 2) draft construction documents for plan check review by the end of September and 3) adopt plans and specifications and begin bidding by the end of November. Alternatively, the plans may be bid at the beginning of January depending on how close this timeline encroaches on the holidays. Construction is expected to begin 1-2 months after a bid is awarded, depending on contract execution and mobilization time required by the contractor. Ideally, construction would start around the beginning of April to lessen potential construction delays caused by the rainy season.
Proposal to provide

Public Outreach and Professional Engineering Services for

Richmond Street Arterial Improvements

PW 15-01

February 3, 2015

Submitted by:

ANDERSON·PENNA

Partners in Project Delivery

AndersonPenna Partners, Inc.
1225 W. 190th Street, Suite 255
Gardena, CA 90248
(949) 370-3164
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1. Project Understanding (Key Issues, Approach and Scope of Work)

Project Understanding

Given the unique conditions for each of the three blocks on Richmond Street from El Segundo Boulevard to Holly Avenue, we are anticipating that the recommended design layout may vary for each block. Based on our site visits and preliminary review of the project, we have identified the following:

**El Segundo to Franklin** (commercial area)
- There are a significant number of ficus trees along this reach, although a few have been removed, and the sidewalks and curbs reflect the corresponding uplift from the trees.
- Other than a few traffic signs, benches and potted plants (and trees), the easterly side does not include any parkway obstructions. The westerly side includes a messenger drop-off cabinet and several street light poles.
- There are three (3) driveways on the east side and no driveways on the west side.
- The street is superelevated and drains from west to east.
- There are curbs only on both sides of the street – no visible gutters.
- There are a significant number of Heritage Stones that may have to be relocated/adjusted to grade.
- For the northerly half of this reach, there are numerous doors and patios which provide vertical constraints that must be joined with the proposed design.
- The existing longitudinal roadway slope is over 2% and drains to the north and south.
- A portion of the sidewalk drains toward private property.
- The existing pavement is in fair condition and appears to need rehabilitation – not reconstruction.
- ADA issues are widespread and include a significant number of tripping hazards.

**Franklin to Grand** (commercial area)
- There are a significant number of ficus trees along this reach, and the sidewalks and curbs reflect the corresponding uplift. As a result, much of the street is entirely covered by tree canopy.
- Other than a few traffic signs, benches, and a rolling gate (and trees), the easterly side does not include any parkway obstructions. The westerly side includes a manhole, several street light poles, and the biggest obstruction on the project – the extension of the patio structure and umbrellas into the public right-of-way at Second City Bistro.
- There are four (4) driveways on the east side and one (1) driveway on the west side.
- The street is superelevated and drains from west to east.
- There are curbs only on both sides of the street – no visible gutters.
- There are a significant number of Heritage Stones that may have to be relocated/adjusted to grade.
- There are numerous doors and patios which provide vertical constraints that must be joined with the proposed design.
The existing longitudinal roadway slope is over 2% and drains to Grand Avenue, where it outlets to the existing cross-gutter and then flows to the east.

A portion of the sidewalk drains toward private property.

The existing pavement is in fair condition and appears to need rehabilitation – not reconstruction.

ADA issues are widespread and include a significant number of tripping hazards, some as a result of hardscape improvements within the public right-of-way.

The mid-block crosswalk has been removed although the curb ramps remain intact.

Grand to Holly (mixed commercial/residential area)

The ficus trees along this reach have been removed relatively recently and several new species have been planted in the parkway.

Other than a few traffic signs and tables/chairs for the restaurant at the NE corner of Grand/Richmond, the easterly side does not include any sidewalk obstructions. The westerly side includes several pullboxes/manholes and several street light poles.

There are three (3) driveways on the east side and two (2) driveways on the west side.

The street appears to be crowned.

There are curbs only on both sides of the street – no visible gutters.

There are fewer Heritage Stones that may have to be relocated/adjusted to grade.

For the southerly half of this reach, there are several doors and patios which provide vertical constraints that must be joined with the proposed design.

There are numerous encroachments of private property improvements into the public right-of-way, in particular for the northerly portion of this segment - the residential properties and St. Michael's Church and Children's Center and at Studio Antiques on the west side.

The existing longitudinal roadway slope is over 2% and drains to Holly Avenue.

The existing pavement is in fair condition and appears to need rehabilitation – not reconstruction.

Any runoff from south of Holly on Richmond is tributary to the existing catch basin in the NE corner of Holly/Richmond. However, the runoff appears to flow across the intersection via AC pavement as seen in the picture to the right.

ADA issues are widespread and include a number of tripping hazards.

Key Issues

Based on our review of the RFP, field reviews, feedback from the City, and our previous experience, we have identified the following key issues.

1. **Community Outreach**. Community outreach will be a key element for this project, especially in determining the final recommendations. The APP Team includes a specialist in this field whose office is located in Manhattan Beach and who has strong ties to the entire South Bay area. In conjunction with the community outreach element, a few contentious topics that we anticipate include the following:
- **Loss of trees.** Unfortunately, ficus tree roots invariably cause sidewalk/curb/pavement uplift and eventually have to be removed. For the southerly 2 blocks of the project, the ficus trees are very mature and provide a significant shade canopy. However, they are also causing significant damage to the existing roadway, especially causing sidewalk uplift and the resultant tripping hazards. In developing alternatives, **APP has included a landscape architect on our team to assist in developing alternatives for replacement trees**, including the potential for using potted plants as identified in the February 27, 2014 Planning Commission Meeting.

- **Loading zones at the SW corner of Richmond/Grand.** The loading zones will need to be addressed, including at the SW corner of Richmond/Grand that is currently marked with yellow curb.

- **Pedestrian Access Balanced with Additional Parking.** Regardless of the location of the proposed sidewalk, providing a safe ADA-compliant passageway for the pedestrians is important. Residents and a few businesses have encroached significantly into the public right-of-way with walls, fences, landscaping, mature trees, stairs, patios and hardscape improvements. In conjunction with the sidewalk reconstruction process, we generally do not recommend any sidewalk less than 6’ wide in commercial areas.

2. **Identification of Key Constraints.** The early identification of key constraints is an important factor in preparing a realistic cost estimate, evaluating alternatives and in keeping the project on schedule. Constraints for this project include existing right-of-way width, private property improvements that have been constructed on public property, above-ground obstructions, established doorway elevations at the property line, and increasing the amount of parking. **APP will carefully evaluate each of these factors to determine the best overall design.**

3. **Creative/Practical Roadway Widening Solutions.** The APP Team has preliminarily identified some minor revisions to Alternative 2 to improve the functionality of the proposed improvements. Upon initiating the design refinement of the project and discussing the project with the City and the other stakeholders, we would explore additional revisions. Although the number of additional parking spaces may be reduced, fewer vehicular collisions and fewer door “dings” could enhance the project. Some of our potential preliminary revisions to Alternative 2 are described in the Scope of Work.

4. **Attention to Details.** Paying attention to the details is critical to the success of any project. The experience of the APP Project Team, combined with our proven QA/QC procedures, help to ensure the City that cost-effective solutions are developed and that the details of the project design are being closely scrutinized and double-checked. Specific details that are anticipated include the following:

   - **Listening** to specific concerns raised by the public and addressing them during the design process.
   - **Coordinating** early with the utility companies.
   - **Resolving** private property joins on a case-by-case basis, especially at doors and entryways.
   - **Complying** with ADA criteria.
   - **Identifying** cost-saving ideas, including avoiding critical improvements on private property where possible.
   - **Adhering** to project deadlines.

5. **Alternatives Analysis.** Not everyone will be satisfied with the recommended alternative, since it will impact existing improvements in the public right-of-way that residents have been using for many years. **Our analysis of the alternatives will**
comprehensive and will include an analysis of the various roadway elements including information collected from public outreach efforts.

6. **Innovative Design/Construction Cost Savings**

   The APP Team has established a reputation for developing innovative engineering designs throughout Southern California including:

   - City of Downey – introduced the City to pavement recycling, resulting in construction cost savings of millions of dollars;

   - City of Anaheim – designed roadway projects that have resulted in significant right-of-way cost savings due to revised alignments developed by APP staff;

   - City of Costa Mesa – in conjunction with a peer review on Bristol Street, identified pavement construction cost savings of almost 50%;

   - City of Laguna Beach – developed an alternate design strategy for the Hillcrest Sidewalk Project that resulted in design and construction cost savings of over 40%;

   - Los Angeles County Sanitation District – redesigned the drainage portion of the District’s Mesquite Railroad Project, resulting in a construction cost savings of over 50% on the drainage system.

7. **Realistic Cost Estimates.** One of the elements of the design of a project that APP pays special attention to is the preparation of realistic construction estimates. Our estimates are based on contractor bids for similar recent construction projects supplemented by direct discussion with APP’s construction personnel and contractors. Additionally, we prepare a preliminary cost estimate at an early stage to determine whether the project is within the construction budget or if adjustments need to be made.

8. **Constructability/Bid Items.** “Successfully constructed without problems” – words that our Project Team loves to hear and has become accustomed to hearing consistently. Problems during construction can negatively affect everyone associated with a project. By utilizing our construction personnel during design, using experienced engineers, paying attention to the details and by carefully reviewing our quantities and bid items, we can hear those words on this project. In particular, we will have to make sure that our payment clauses are well written and inclusive.

9. **Understanding the Design Issues.** As can be seen throughout our proposal, the APP Team takes pride in closely looking at the design issues during the proposal stage of the project. This allows us to avoid surprises during the design stage. Additionally, our Project Manager’s experience with the design of numerous roadway widening/reconstruction projects, including numerous projects with significant horizontal and vertical constraints in fully-developed areas will be invaluable.

**Approach**

APP has assembled a highly qualified and experienced team to execute the design of these projects. The APP Team overall approach will be cognizant of the following:

- Provide a design that addresses the concerns raised by the public.

- Significantly increase the number of parking spaces that are currently available.

- Address pedestrian safety and ADA-compliance.

- The design for all three segments of roadway will probably vary, especially for the northerly segment where there are a number of residential properties.
Scope of Work

The following tasks represent the scope of services required for the Richmond Street Improvement Project from El Segundo Boulevard to Holly Avenue.

A. Project Initiation

1. PROJECT KICKOFF MEETING

Within one (1) week after the City’s Notice to Proceed, APP will schedule and attend a project kickoff meeting with Public Works Staff to establish clear lines of communication, gain a full understanding of the various tasks called for in this project, including scope and nature of public outreach, work done to date, constraints already identified in the project, potential modifications to existing concepts, review and revise, if needed, the proposed project schedules, discuss project parameters and constraints, and obtain background data.

2. DOCUMENT REVIEW AND SITE VISIT

Compile and review existing documents pertinent to this project, including but not limited to existing draft design concepts, base and utility maps, etc., current striping configurations, potential street augmentations, etc. Visit the site as necessary to gain a full understanding of the scope of the project.

A thorough search of the available records will be conducted to acquire relevant data to assist in the design of the project. The information accumulated will include record drawings, City utility information, and horizontal and vertical control data. APP will prepare a table summarizing the obtained data and review with the City prior to beginning surveys and preliminary design.

The Project Team will review the project in the field and take photographs of each property along the project limits. The photographs will be filed in a photo album with a written description clearly identifying each picture. The album serves as a constant reference during design and is invaluable when discussing issues at meetings.

3. UTILITY RESEARCH (added task)

Utility research and notification will consist of the following tasks:

- Obtain plans showing location and size of all utility lines and appurtenances within the project area.
- Plot utility lines on base map.
- Cross-check plotted locations above with field review information to verify that existing lines are shown in the proper location. Utilize DIG Alert as a secondary source of verification.
- Notify and coordinate with affected utility companies regarding potential conflicts, relocations and improvements within two months of receiving a Notice to Proceed. Follow up again near the completion of draft construction documents. Two (2) sets of plans will be submitted for final notification and comment to each utility agency concurrent with APP’s 90 percent submittal to the City for plan check.

Coordination with the utilities will continue throughout the design of the project. Notices will be sent to all franchise utilities that will be impacted by the project, requesting that pertinent facilities be relocated, if necessary, prior to February 2016 and/or adjustment of the pertinent facilities made in combination with the construction project where feasible. Required relocations/adjustments will also be noted in the project specifications so that the Contractor will be aware of utility work that will have to be done by others.
B. Public Outreach and Project Management

1. CONVENE SUBCOMMITTEE

Convene a subcommittee, which will consist of two City Council members. Staff, various business representatives from the 100, 200 and 300 block of Richmond St. and residents from the 300 block of Richmond St. are also expected to participate. It is expected that the subcommittee and participants will meet up to five (5) times to better understand the goals of the project and provide design input and feedback during the design phase of the project. The Consultant, after receiving input from the subcommittee and participants, shall develop a questionnaire and distribute it to affected Richmond St. businesses and residents seeking their input and opinions as part of the design process. The questionnaire shall include but is not limited to parking stall dimensions and configurations, traffic lane and walk widths, landscaping, lighting, etc.

2. OUTREACH TO AFFECTED BUSINESSES AND RESIDENTS

Extensive outreach about the project, the ability to respond to the public and general project management are anticipated during both the design and construction phases of the project. Outreach shall be conducted via multiple venues as appropriate, and includes: traditional mailing, website postings, a Facebook page, email, phone calls, community meetings and door-to-door encounters. The extent and duration of these outreach efforts will be dependent on the outcome of the concept design phase, feedback received by the community and duration of construction. The Consultant shall receive approval from the City prior to conducting, issuing or posting any public correspondence.

Platinum PR’s “public relations and community outreach (PR/CO) specialist has effectively provided public relations services on many public works projects over the years, working as the liaison for City Departments, city residents and local media. The Anderson/Penna Team, including the public relations specialist and a landscape architect, will coordinate and host community outreach meetings to communicate clearly and consistently with abutting neighborhoods and businesses to keep them apprised of project details, changes, and convey community concerns to the project team to achieve a mutually beneficial solution where possible. We will liaise between City Hall and the affected community to keep everyone apprised of updates, changes and decisions on the project. We will also keep City Hall apprised of opinions and discussions with residents and business owners in an effort to help mitigate any/all concerns. It will be necessary to attend an initial meeting with all stakeholders to outline the plan and schedule for the project in an effort to mitigate potentially unforeseen problems.

At the conceptual level, this project will require consistent advanced notification to the residential and business community and possibly monthly staff meetings at the City of El Segundo. We will develop printed project fact sheets, informational collateral, and visual aids for up to five (5) stakeholder meetings as required, and represent the City during presentations and for community outreach.

Our public meetings/workshops will help gather information for consideration during design, help finalize project decisions, and provide updates to project stakeholders and the community at large.

Our PR/CR specialist will provide the City of El Segundo with all public relations services related to this project including: preparing written documents and literature for public notifications, website updates, social media communications, newsletter development and printing, face-to-face communication with residents and business owners, and response to all media inquiries. To avoid confusion, miscommunication and false information being distributed it will be very important to have one point of contact for all media related inquiries regarding this project. A City hotline and website page will be created with assistance from City staff and maintained by the PR/CR specialist. Both the website and hotline will be checked and updated regularly.
The hotline will be checked daily and all inquiries will be responded to within 24 hours. Additionally, we will set up an electronic sign-in sheet so that individuals can receive weekly eBlasts with project updates.

Up to ten regular press releases or fact sheets to local newspapers and fact sheets to libraries, churches, schools, etc. will be created and distributed during the design and construction phases of the project. They are vital to the “buy-in” process for the public. Consistent and accurate information that is dispersed regularly will help mitigate cause for concern from locals. Our PR specialist has worked with many of the local newspapers and local television and cable television which will help to expedite press releases and print media items.

At the project-level during construction, targeted work zone public information and outreach strategies will be used to communicate with road users, the general public, area residences and businesses, and appropriate public entities about project information; road conditions in the work zone area; and the safety and mobility effects of the work zone. Public information and outreach is one of the most cost-effective work zone impacts mitigation strategies in most urban areas.

Effective use of public information and outreach strategies can lead to improved driver and worker safety, less traffic delay, and reduced driver frustration during construction. Our customized messages can help businesses get their customers and employees safely through the construction and to their door. Additional outreach services may be necessary during construction to help affected businesses and residents understand construction sequencing and the full impact of construction while in front of their properties.

3. ATTEND REGULAR INTERVAL MEETINGS WITH CITY STAFF (includes Project Management/QA/QC)

Progress meetings may be in person or via phone conferences, depending on the extent of issues to be discussed. As this project has the potential to be controversial, a high degree of Consultant and City staff involvement is expected throughout the concept design and approval phase. Less involvement will be required during the construction document development phase.

Regularly scheduled meetings are a key to keeping projects on schedule, avoiding pitfalls, and keeping the lines of communication open with the City so that surprises do not occur during the final stages of the project. We are anticipating up to three face-to-face progress meetings and as many phone meetings as necessary during the design phase of project. In addition to attending meetings, Project Management will be ongoing and is directed at the organization, planning and control of the Project Team. Activities include scheduling and monitoring of the project team, cost control and an active quality control program.

While the project is executed by the technical staff, the Quality Control function is carried out to provide independent checking of the project and address constructability and bidability issues. The project is regularly reviewed by the Project Manager who monitors progress against the established work breakdown structure and schedule. Any technical difficulties, schedule slips or previously unforeseen conditions are immediately recognized, quantified and addressed. The status is reported to the client in regular project status reports. As a result, interactive, responsive and proactive project management is utilized.

Quality Control will be an on-going task throughout the duration of the project. APP initially develops a quality control work plan internally to evaluate the project team selected for the assignment. The work plan outlines the design standards and manuals to be followed, establishes checking and review procedures, and identifies assignments and responsibilities.

All design documents prepared by the APP Team are checked in detail prior to formal submittal. At key milestones throughout the design process, independent checks will be performed on the various aspects of the design. The checks will typically be performed at the preliminary, 90 percent and 100 percent levels.
C. Concept/Design Development

1. REFINE CONCEPT DESIGNS
Based on comments already received by the City, as well as input from the Subcommittee and feedback received by the community from Task B1 and B2 above, Consultant shall incorporate and refine a street design whose goal is to achieve a significant increase in the number of parking stalls in the 100, 200 and 300 block of Richmond St. while also considering parking stall dimensions, loading zones, handicap parking access, traffic flow, driveway access, sidewalk needs, etc.

Because the extent of a site survey is not anticipated to change (i.e. right-of-way widths and business access locations are fixed), we will obtain the survey information within the first 4 weeks of receiving the Notice to Proceed. We have found on other projects that the individual property owners like to see/discuss specific joins on their properties at the public meetings and completing the survey at this stage of the project will allow us to do that more accurately. The survey will be used to create the base maps. Using the prepared base maps, supplemented by field reviews, City staff and resident input, existing public right-of-way widths, ADA and other design criteria, the APP Team will refine the design of the 3 blocks of Richmond. The drawings will show the horizontal and vertical alignment of the new curb, driveway joins, private property joins, utility relocations, any drainage improvements, and conceptual landscaping. The initial landscape design effort will take the form of schematic plans and elevations that depict the intent of the City to establish a streetscape that provides for trees and plants that thrive in this urban setting and unify the diverse architectural building facades. The schematic plans will be in a loose sketch format.

Although we will more thoroughly evaluate the alternatives during the design phase of the project, based on our preliminary visual and plan research, some of the potential refinements to Alternative 2 are described below:

- Although 22’ is reasonable for a traditional street with on-street parallel parking, for the steep 62.5 degree angled parking shown, additional street width would be required to avoid encroaching into the opposing lane of traffic while backing out of the steep angled parking. **A wider drive width may be recommended to reduce accidents for cars backing out of the angled parking.**

- In conjunction with the drive width noted above, the recommended street width increases as the angle of the parking stall increases. In light of the limited right-of-way width available, **we will consider 45 degree angled parking instead of the 62.5 degree angle shown.** Although this may reduce the number of parking spaces currently shown, safety in parking operations will be enhanced.

- Although there are utility obstructions on the west side of the street and not on the east side, we generally recommend using a minimum 6’ parkway on both sides of the street in commercial areas. **A 6’ sidewalk is more accommodating to the pedestrians, especially in the downtown area.**

- The 8’-4” stall width will be further reviewed, especially for the commercial areas where moderate to heavy parking turnover is anticipated. **A 9’ stall width should be considered to improve visual angles and provide better access to patrons exiting and entering their vehicles.**

- Consideration will be given to increasing the number of handicapped parking spaces where feasible and based on community input.

2. ASSESS STREET RECONSTRUCTION NEEDS
Consultant shall identify the unique street, curb, gutter and sidewalk reconstruction and/or rehabilitation needs for each block (100, 200, 300). It is anticipated that each of the three blocks will have different rehabilitation needs, ranging from full reconstruction and sidewalk replacement to 3” grind and cap and partial sidewalk reconstruction. The Heritage Stones currently located on Richmond
Street will need to be cataloged and carefully removed such that they are replaced in exactly the same location after the sidewalks are reconstructed.

Although we do not yet have a pavement report for the project, our visual review suggests that the existing pavement may not require full reconstruction. In conjunction with the widening of the street, an overlay may be used where feasible and will help minimize the back of walk join issues as described in further detail below.

3. PRESENT FINAL DRAFT DESIGN TO CITY COUNCIL

Present Final Draft Design to City Council: The Consultant shall prepare and present a summary of the overall process, meetings held, feedback received and final designs for each of the three blocks to City Council and seek approval for a final design to move forward with construction documents.

D. Construction Documents
1. DRAFT CONSTRUCTION DOCUMENTS

Draft Construction Documents, which are based on the Concept Design Development phase and City Council approval process described above, shall be completed. Construction documents shall ensure that proper elevations are achieved for sidewalks that abut buildings, proper crowning and street drainage is maintained, that curbs and gutters meet city standards and that the Heritage Stones are removed, stored and replaced in their exact locations. Construction surveying will be a necessary component of the design and construction document phase. Coordination with other utilities is required where necessary as described above.

Street plans will be prepared using the topographic survey data to create base sheets. The improvements will include the reconstruction of portions of private improvements, where necessary, in order to provide appropriate joins. We will provide to the City 20-scale plans for the street improvements. Cross-sections will be critical to the design of the roadway improvements in order to ensure that private property elevations are being properly joined and that the street cross-fall is within an acceptable range (not too flat or too steep).

To a large extent, the roadway plans for this project will revolve around minimizing vertical joins at the private property line, especially where the existing buildings are constructed at the back of the sidewalk. Therefore we will design this project from the outside-in (use the existing back of walk elevations as the vertical control) rather than the traditional inside-out method (use the existing roadway centerline elevations as the vertical control). Since this is easier to show via an exhibit than with words, please see Figure 1 on the following page.

Figure 1

OUTSIDE-IN STREET DESIGN
NO SCALE
An initial summary of the existing constraints for the west and east sides of the street are identified below.

<table>
<thead>
<tr>
<th>Richmond Street Improvements (El Segundo – Holly)</th>
<th>Key West Side Constraints</th>
<th>Key East Side Constraints</th>
</tr>
</thead>
</table>
| **El Segundo - Franklin**                        | • 12 doors/entryways at the City R/W line between 115 and 147  
• 2 street light poles behind the existing curb and gutter  
• 1 above-grade cabinet  
• Benches and business signage within the sidewalk for several businesses | • 4 doors/entryways at the City R/W line between 140 and 146  
• Benches, potted plants and business signage within the sidewalk for several businesses |
| **Franklin - Grand**                             | • 10 doors/entryways at the City R/W line between 115 and 147  
• Major encroachment into sidewalk at Second City Bistro  
• 2 street light poles behind the existing curb and gutter  
• 1 at-grade utility manhole  
• Restaurant seating and canopies within the sidewalk  
• Loading zone S/O Grand | • 5 doors/entryways at the City R/W line between 216 and 222  
• Benches, rolling metal gate and business signage within the sidewalk for several businesses |
| **Grand - Holly**                                | • 7 doors/entryways at the City R/W line between 315 and 327  
• 3 street light poles behind the existing curb and gutter  
• 1 at-grade utility manhole  
• Furniture (337) and fencing/wall (St. Michael’s) within the public R/W for several properties – sidewalk reduced to 4’ | • 2 stairs/ramps (parking structure) at City R/W line  
• 2 doors at 99c Only Store  
• Landscaping and steps for residential properties within the public R/W for several residential properties – sidewalk reduced to 4’ |

Based on cursory review reviews of the existing topography, the tributary area for the existing Holly Avenue Storm Drain is relatively small and does not appear to warrant an extension upstream. However, the runoff from Richmond on the south side of Holly does flow across the AC pavement to the existing catch basin in the NE corner of Holly/Richmond.

APP will prepare a hydrology map and hydrology and hydraulic calculations for the area tributary to the Holly Street Storm Drain. The size of the upstream catch basin will be evaluated. Based on the results of the hydrologic and hydraulic analyses, the appropriate catch basin and connector pipe required will be designed. Any off-site drainage relocations required will be shown on the off-site improvement plans.

**2. TOPOGRAPHIC SURVEY**

Prepare a topographical survey of Richmond Street between El Segundo Boulevard and Holly Avenue.

Prepare Plans and Specifications for review and developed in accordance with the “American Public Works Association Standard Plans for Public Works Construction, Caltrans Standard Specifications, and the City of El Segundo Design requirements and Standard Detail Drawings. These plans shall include the following:

i. **Pavement Design:** Design a roadway structural section for Richmond Street between El Segundo Boulevard and Holly Avenue, which may consist of rehabilitation and/or complete reconstruction, as needed. The design requires proper testing of the existing conditions and
Proposal for Public Outreach and Professional Engineering Services  
Richmond Street Arterial Improvements, PW 15-01

approval from City Staff prior to finalizing which design option will be chosen. New curbs and sidewalks with designated top of the curb, gutter flow line and property line elevations are required. Street signage and other above ground appurtenances relocation will be necessary as required by the proposed design.

ii. Stormwater Modifications: Prepare hydrology study and determine whether a new stormwater system that can adequately convey a 50 year storm flow is needed in the 300 block of Richmond St. If needed, as determined by the City after review of the hydrology report, replace or relocate existing catch basins along Richmond Street based on the existing storm drain system which is consistent with the City’s Storm Water Prevention Ordinance.

iii. ADA Issues: All designs shall conform to Federal and State ADA requirements for handicapped accessibility along Richmond Street.

iv. Traffic: New striping plans, including street parking layout; red, yellow and green curb locations; flashing crosswalk lights at the mid-block crossing; intersection details for traffic delineation and traffic control plans to be used during construction.

Huitz-Zollars (HZ) will research at the City of El Segundo and at Los Angeles County Department of Public Works for survey records information and will calculate a ‘record’ centerline alignment to be used for the initial centerline monument recovery survey. HZ will then calculate the centerline alignment based on the location of those found monuments. The Basis of Bearings for the project will be based on recorded subdivision mapping in the area. The vertical datum will be based on the City of El Segundo Vertical Control Network or the Los Angeles County Department of Public Works NAVD88 datum for vertical control.

HZ will provide cross-sections, at 50-foot intervals, for that portion of Richmond Street from El Segundo Boulevard to Holly Avenue (± 1,600 LF). The cross-sections will extend from R/W line R/W line, and will include shots at: R/W, back of walk, top of curb or finished surface and centerline, and includes location of all existing surface improvements within the street R/W including above ground utilities, manholes, signs, trees, utility poles, traffic signal poles, and other appurtenant improvements in the specific project area. The survey will extend to S’ beyond R/W at driveway locations for ‘join’ purposes. The survey will also include: shots at doorways and walkways that may be adjacent to the R/W or ‘join’ condition; and locations of ‘Heritage Stones’ (red stones located in parkway area). Since aerial topographic mapping will not be utilized for this project, additional survey shots will be required to draw all features as shown in the Topographic Survey.

3. PLANS AND SPECIFICATIONS
Plans and specifications should be submitted to the City for review at the 60%, 90% and final stages. Consultant shall attend review meetings to discuss any City comments during these phases. All plans shall be submitted in a 24”x36” format on mylar using a standard City title block. Final plans shall also be submitted to the city in Auto-Cad 2013 format. Special provisions, technical specifications and plans shall be submitted in electronic format on a DVD accompanied by a hard copy of the complete specification document and a full size (24”x36”) hard copy of the plans. All documents shall be sealed with the stamp of the engineer, registered in the State of California, who is directly responsible for the project design. Consultant will work with City staff to obtain any other general conditions and specifications required for the final bid package.

Street Plans
Final 20-scale roadway plans will be prepared for the project based on the approved preliminary plan alternative. Included as a part of the plans will be the reconstruction and/or rehabilitation (as necessary) and widening of the street, sidewalk reconstruction, driveway reconstruction, utility relocation, landscaping modifications, locations of heritage stones, and the reconstruction of ADA-compliant curb ramps.
As discussed earlier in the scope of work, we are anticipating minimizing vertical changes at the proposed back of walk and raising the finished surface of the asphalt pavement. In conjunction with the pavement recommendations and the survey cross-sections, the top of curb profiles and roadway centerline profiles will be designed. Special attention will be given to provide realistic flowline grades, especially where the curb and gutter alignment shifts horizontally at bulbouts.

**Heritage Stones**
The Heritage Stones affected by the construction project will need to be meticulously cataloged and their exact locations documented. It is expected that the Heritage Stones will be carefully removed by the Contractor at the beginning of construction, stored and then put back in their original locations once the sidewalks are reconstructed.

**Private Property Details**
Based on the approved preliminary plan alternative, the final drawings will be prepared. The plans will include wall/curb design/relocation, driveway joins, landscape and irrigation reconstruction, planter modification/relocation, and other details required. No building modification details are anticipated.

**Landscape**
Upon approval of the Landscape Concept Plan, final PS&E will be developed for the parkway landscape and irrigation improvements. Parkway planting plans will be prepared based on the construction plan layout showing plant species, layout, container sizes and quantities. Irrigation calculations will be prepared based on the planting design using water budgets established by the City. Irrigation equipment will be based on City requirements.

**Traffic Plans**
Striping and signing plans will be prepared at a scale of 1” = 40’ with multiple street segments on a full size plan. All work will adhere to the current CAMUTCD and Caltrans 2010 Standard Plans and Specifications for striping and signing placement and installation. Work is anticipated to include providing angled parking stalls as well as on-street parallel parking stalls along Richmond. Every effort will be made to maximize the number of marked parking spaces, although as previously noted, we recommend using at most 45 degree parking. Any additional signage necessary to enhance parking safety will be considered and included. Plan sheets will contain notes and details needed to provide a complete set of plans. Technical Special Provisions will supplement the plans. The base drawings will display all existing striping, markings, parking restrictions, and signing found on Richmond Street between El Segundo Boulevard and Holly Street.

Two phased traffic control plans will be prepared at a scale of 1” = 40’ and will contain all notes and details necessary to define the specific work area. Each phase will establish the work area on one side of Richmond for improvements in the sidewalk area which includes curb return access ramps, driveways, new sidewalk sections, trees and general landscaping and drainage. Parking lanes adjacent to work areas will be closed for traffic and available only to construction crews and equipment. Traffic control plans will include placement of traffic control devices (signs, delineators, and barricades) and temporary striping (if appropriate).

The anticipated plan set will consist of the following sheets:

<table>
<thead>
<tr>
<th>Description</th>
<th># Sheets</th>
</tr>
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<tbody>
<tr>
<td>Title Sheet</td>
<td>1</td>
</tr>
<tr>
<td>Notes and Details</td>
<td>2</td>
</tr>
<tr>
<td>Street Plans (20-scale)</td>
<td>4</td>
</tr>
<tr>
<td>Private Property Plans (10-scale)</td>
<td>2</td>
</tr>
<tr>
<td>Signing/Striping Plans</td>
<td>2</td>
</tr>
<tr>
<td>Traffic Control Plans</td>
<td>4</td>
</tr>
<tr>
<td>Landscape/Irrigation</td>
<td>11</td>
</tr>
</tbody>
</table>
4. VALIDATE SURVEY AND DESIGN
The Consultant shall use a third party consulting firm to validate the design elevations prior to submitting final drawings to the City for approval. The construction documents will need to be approved by the City’s Public Works Department prior to bidding.

5. PRESENT FINAL DESIGN TO CITY COUNCIL
Present the final construction designs to City Council which shall include a summary of the anticipated construction timeline, sequencing schedule and expected impacts to businesses (as identified in E below).

E. Construction Sequencing
The City desires to minimize the impact of construction on its residents and businesses during the construction phase. The Consultant shall prepare a timetable outlining a realistic schedule for construction which includes construction methods that can be used to ensure patrons will be able to access businesses during construction. If restricting or prohibiting access to businesses is unavoidable, Consultant shall identify the duration expected and offer access solutions where feasible (e.g., alley entrance) such that patrons can reach these businesses during construction hours. Alternatively, Consultant shall recommend an alternative work schedule to minimize impacts on businesses while achieving expeditious implementation of the construction project. It is expected that each block will be completed in a single phase, thereby minimizing the disruption of parking availability in the immediate downtown area.

Prior to the development of a construction sequencing plan, a constructability review will be held to evaluate the project. The review will focus on equipment access, how the construction will be accomplished, potential impacts to adjacent properties, traffic control, driveway access and amount of time required for construction.

F. Probable Cost Estimate
Consultant shall prepare a cost estimate based on the construction documents drafted in D above. The construction cost estimate shall be prepared on a unit cost basis. City will provide boilerplate specifications.

APP will prepare preliminary quantities and cost estimates with the conceptual, preliminary and final design submittal. Unit prices will be based on current cost estimates comprised of contractor bid results and discussion with APP construction personnel. APP will also provide the City with an electronic version of our cost estimate spreadsheet, which can be utilized by the City to prepare a bid summary after the Contractor’s bids are received.

G. Bid Assistance
Consultant shall attend the pre-bid meeting, provide engineering services and be available to answer any questions from prospective bidders during the entire bid phase of the project. Consultant shall also prepare and release any required addendums to the plans and specifications during the bid phase. The City may choose to have the bidders pre-qualified. If this option is chosen, consultant shall assist the City in developing the pre-qualification requirements. Consultant shall review bids received, verify compliance with bid requirements, make reference checks and make a recommendation for contract award.

H. Construction Phase
1. ENGINEERING SUPPORT DURING CONSTRUCTION
The consultant team shall provide engineering services during the construction phase by reviewing and providing recommendations regarding contractor’s request for information, contractor’s shop drawings, submittals, change orders, periodic (average one (1) per week) site visits during construction and recommendation for final acceptance of the work. Daily inspection services, contract administration, special inspection and testing services, etc., are not included in this scope of work.

2. PUBLIC OUTREACH AND PROJECT MANAGEMENT DURING CONSTRUCTION
Consultant shall propose an hourly rate and the estimated work effort required to provide additional public outreach support and project management during construction not already identified above. This includes but is not limited to working with business and residents about the impacts expected before, during and after construction, timing of the impacts, potential solutions and coordination with the construction contractor to ensure that impacts are minimized.
2. Qualifications and Experience

AndersonPenna Partners, Inc.

AndersonPenna Partners, Inc. (APP) specializes in project delivery for local and regional public agencies and transportation authorities throughout the western United States, with an emphasis on practical, experienced and cost effective solutions. Our team of professionals provides civil engineering planning and public works design, construction oversight and inspection, project and construction management, and grant application and management. Our clients range from various cities and counties to transportation agencies and special districts. APP also provides staff augmentation for public works and planning departments, federal compliance for ARRA and other federally funded projects, railroad bridge inspection and rating, and peer plan review/plan check services.

We are a California corporation that has been in business since 2005, and are a woman-owned DBE and Certified SBE. We are headquartered in Newport Beach, CA and have more than 60 employees operating out of Southern California, as well as supporting several satellite and/or project/client offices for several field operations employees.

By design, our staff is comprised of professionals with extensive experience working directly for public agencies. Our familiarity and know-how gained by working side-by-side with local and regional agency staff, in developing collaborative relationships with community and business stakeholders, and by partnering effectively with state and federal regulatory agencies, delivers successfully completed projects and services, well-managed budgets, and thoroughly satisfied stakeholders and clients.

APP tailors its management approach to carefully monitor program effectiveness, and closely track work quality, quantity, and cost. Delivering projects under aggressive schedules requires careful management, administration, and oversight of project development teams from inception to completion with committed, complete ownership of all aspects.

Summary of Services

A summary of APP professional services include:

- Civil engineering design services
- Program management, construction management, and inspection services
- Project management or staff augmentation for public works/planning
- Financial consulting, assessment district formation and grant administration
- Energy efficiency consulting and construction oversight
3. Project Team

The personnel listed have current relevant experience with similar street rehabilitation projects in Southern California, and extensive working relationships with each other.

Matt Stepian, PE, Project Manager, will be able to draw on constructability and quality control support from Dino D’Emilia, PE and Bob Merrell, PE, engineers experienced with both design and construction of infrastructure projects.

The Project Team includes the following specialists, many of whom are highly experienced in street / sidewalk / parking design projects.

Organization Chart
Platinum PR Subconsultants

Trish Pietrzak founded Platinum PR in 2003 to provide public relations, community outreach, marketing and communication services to municipalities and public agencies throughout Southern California. Platinum PR knows that clear communication is vital to the interests of the City of El Segundo’s community and neighbors. Platinum PR will provide innovative approaches to communicating with your communities. They work with numerous municipalities, civic groups, public agencies, department heads and chambers of commerce to help them succeed in delivering a powerful message to their communities and stakeholders.

**Media Relations and Communication** – Platinum PR Media Relations and Communications Specialist will manage the City’s communications and media relations activities, produce internal and external publications, develop public awareness and involvement campaigns, oversee content on the City’s website and manage local government channels. They work with all departments, councils, committee and Boards to provide proactive, useful information to citizens. Their Communications Specialist will act as the primary point of contact for news media, organizations and the general public seeking information about City programs, policies, procedures, statistics, research and services. They will assist on all public affairs and strategic communications matters and serves as a liaison between departments, communities and agencies on public information matters. The Platinum PR Team ensures the right message is delivered using the right means of communication.

**Community Relations** – PR Platinum’s Community Relations Specialist will assist all members of the community who need help in gaining access to and use of various City and community services and resources. They will develop a Community Relations and Participation Program to serve as a catalyst for community change and problem solving, insuring maximum community participation by empowering citizens to access community resources and services, and by ensuring cultural sensitivity throughout the community.

**Huitt-Zollars**

Huitt-Zollars, Inc. has a staff of 450 professional, technical, and support personnel, with diversified skills, capable of handling highly complex multidiscipline assignments. The firm is consistently ranked among the nation’s top design firms by *Engineering News-Record*. Huitt-Zollars’ experience includes projects with Los Angeles and Orange County public agencies related to boundaries, easements, aerial topographic surveys, detailed design field topographic surveys, legal descriptions for bond areas, legal descriptions for utilities and underground utility investigation and the preparation of pre-construction / post-construction / monument perpetuation Record of Surveys.

Geotechnical services will be provided by **Associated Soils Engineering, Inc. (ASE)** a California Corporation, incorporated in 1974. Headquartered in Signal Hill, ASE has been in business for 38 years providing services to many municipalities and special districts as well as private industry throughout Southern California. ASE’s in-house laboratory has been certified by the State of California Department of Transportation (Caltrans), accepted by the State of California Division of State Architect (DSA) under the Laboratory Evaluation and Acceptance program (LEA 224), as well as AASHTO/CCRL and AMRL (Hot Mix Asphalt, Aggregate, Soil & Portland Cement Concrete) and the City of Los Angeles. ASE is committed to providing Geotechnical Engineering and soils and materials testing services with a high degree of professional excellence and proficiency. ASE uses its nearly four decades of Southern California experience to provide quick and cost-effective geotechnical solutions to projects. ASE currently has 12 employees working out of their Signal Hill office, including the following professional technical staff recognized by the State of California: two Certified Engineering Geologists; one Registered Geotechnical Engineer; and one Registered Civil Engineer.

**Cornerstone Studios**

Cornerstone Studios, Inc. (CSI), a California corporation established in 1998, specializes in landscape architecture, park planning, urban design, and resource analysis. CSI is a Woman-owned, Minority- and Disadvantaged-Business Enterprise (WBE, MBE, and DBE) certified by LACMTA, County
of Los Angeles, and OCTA. CSI is a professional services firm guided by its two principals, Renie Meier-Wong and Don Wilson, who each have over thirty-five years' experience. Their projects encompass a wide range of the built environment, with emphasis on outdoor improvements, park and recreation areas, schools and athletic fields, urban sites, transportation facilities, streetscapes, military facilities, housing, community centers, police and fire stations. CSI has extensive experience working with public and private clients in Southern California and throughout the U.S.

As a design-oriented firm, CSI believes successful projects are created when all involved are committed to a full partnership in the creative process. Their goal is to bring the collective experience of the client, the users, and the design team to bear on each project. Their approach encourages close interaction and exchange of ideas while insuring that the project is managed within the allotted budget and time. They do this by engaging experienced individuals and by using the latest technology to convey the design in a clear and accurate manner.

Transportation and Energy Solutions, Inc. (TES) is a small firm that has been providing transportation engineering and planning consulting services to public and private clients since its founding in October 2001, and construction administration and inspection services since 2004. TES currently has three offices in Los Angeles, Orange, and San Bernardino Counties. The partners and founding principals Nathaniel Behura, MS, MBA and Glen Pedersen, PE, have been active in the fields of transportation/traffic planning and engineering, intelligent transportation systems and energy efficient transportation solutions 25 years each. As a small firm, TES offers exceptional quality by committing a high level of involvement by one or both principals on all projects.

Since our inception in 2001, they have achieved a level of success and a reputation for quality such that we have received a number of repeat projects from agencies like the County of Los Angeles; Cities of Long Beach, Burbank, Pomona, and Azusa; San Bernardino Associated Governments and many others. They recently completed their 60th project for Burbank! One major reason for their success is that unlike many large firms, they do not designate their partners as figureheads on a project to placate their clients. On each of their project one or both of their partners are involved in a very hands-on way - as project manager or principal engineer. This allows the project manager the ability to make decisions at every level and have all the resources of the firm available to the client. Because of TES's extensive public works experience, they offer their services as extension of City staff. Well over 90 percent of their clients are public agencies and most of our work include on-call traffic engineering design and planning services. Finally, though they do not cut corners on quality of service or deliverables, they deliver these at very competitive rates, because of their low overhead. They also do not take on a large number of projects at a time, especially if it may affect the delivery of the level of service an agency deserves. Some typical traffic related services include signal design or modifications, street signing and striping, circulation analysis and design, parking analysis and design, plan checking, bicycle and pedestrian facilities planning and design, traffic impact analysis and studies, traffic surveys, warrant analysis, ITS planning and design, etc. TES is also well known for their experience with community and Council interface with traffic, parking and circulation issues.
Project Manager, Matt Stepiein, PE

Matt Stepiein, PE, brings more than 30 years of experience in municipal civil engineering. He specializes in the design and management of multi-disciplined public works infrastructure projects. In working almost exclusively on public works projects, Matt has gained valuable experience in working in highly constrained public right-of-way. This experience has translated into expertise in providing multiple alternatives, and ultimately feasible, cost-effective solutions to street widening construction projects where the adjacent private property is fully-developed.

Matt has worked on numerous high-profile roadway projects, several in downtown areas similar to Richmond Avenue, including the following:

- Katella Avenue (Anaheim Resort adjacent to Disneyland)
- Harbor Boulevard (Anaheim Resort adjacent to Disneyland)
- Pier Avenue (Hermosa Beach adjacent to the Strand)
- Firestone Boulevard (Downtown Downey revitalization)
- Lakewood Boulevard (largest roadway project ever undertaken)
- Maryland Avenue (Downtown Glendale)

- Fox Studios Renovation
- Broadway (entryway to Downtown Laguna Beach)
- Bristol Street (key Costa Mesa commercial area)
- Foothill Boulevard Vision Plan (primary arterial in Upland)
- La Palma/Tustin Intersection (key gateway to Anaheim Canyon commercial area)
- Valencia Avenue (key redevelopment area in Fullerton)
- Main Street (key arterial in Orange)
- Long Beach Boulevard (key corridor in Long Beach)
- Santa Fe Avenue (key arterial in Long Beach)
- Paseo Adelanto (key arterial in Los Rios Historic District)

Kermore Lane Improvements, City of Stanton. Project Manager responsible for preparation of plans, specifications and cost estimates for the total reconstruction of this local street which previously had no curb, gutter or sidewalk. APP developed a modified roadway cross-section that accounted for additional on-street angled parking. The final roadway structural section resulted in 50 percent construction cost savings by using the FDR process. The project included the design of water quality improvements, street lighting and redesign of private property improvements impacted by the roadway widening.

Lakewood Boulevard Widening, City of Downey. Project Manager for the preliminary and final design of three miles of streetscape and roadway widening improvements for this $30 million project. The project included extensive right-of-way acquisition, Caltrans Encroachment Permits, traffic signals and lighting, relocation of water, electrical and storm drain facilities, recycled water, median and parkway landscaping, decorative concrete intersections, scored sidewalk, pedestrian lighting, and street furniture.

Maryland Avenue Streetscape Improvements, City of Glendale. Project Manager for the roadway reconstruction of Maryland Avenue in the downtown area of the City of Glendale. Improvements consisted of storm drain, traffic, concrete pavement, landscape, and streetscape elements.
Pier Avenue Improvements, City of Hermosa Beach. Project Manager for the design of construction documents for major roadway/streetscape improvements on Pier Avenue. The improvements included kiosks, enhanced colored-concrete pavement, decorative lighting, and significant landscaping.

La Veta Avenue Widening, City of Orange. Project Manager for the widening of 1.3 miles of arterial highway in the City of Orange. The project was complicated by the extent of commercial development adjacent to the existing roadways. The project included traffic calming, median and parkway landscaping, parking lot modifications, and reconstruction of private property improvements.

La Palma Avenue and State College Boulevard Widening, City of Anaheim. Project Manager responsible for preparation of plans, specifications and cost estimates for the widening of this key arterial intersection in the City of Anaheim. The final Precise Alignment Plan resulted in significant right-of-way cost savings. The project included the design of a raised, landscaped median, bike lanes, parkway landscaping and redesign of private property improvements impacted by the roadway widening. Other elements of the project included the design of private sign relocations, water quality and utility improvements.

Hacienda/Whittier Widening Improvements, City of La Habra, CA. Project Manager responsible for the design of roadway improvements in the City of La Habra. Project included the design of roadway widening, median, sidewalk and offsite improvements, preparation of TCEs and plats, and processing through Caltrans for Fact Sheet and encroachment permit approvals.

Firestone/Lakewood Widening, City of Downey, CA. Project Manager for the design of roadway widening improvements for this key intersection in Downey. The project included median and parkway landscaping, scored sidewalk, pedestrian lighting, street furniture, and significant utility construction.

Anaheim Resort Improvement Project, City of Anaheim. Project Manager for final design of the $5 million roadway widening, storm drain, sewer, and streetscape improvements, including decorative changeable message signs, median and parkway landscaping, decorative street lighting, and decorative scored sidewalk.

La Palma/Tustin Widening, City of Anaheim, CA. Project Manager responsible for the design of roadway improvements in the City of Anaheim. Project included the design of roadway widening, median, sidewalk, retaining wall, and offsite improvements and preparation of TCEs and plats.

Atlantic Right Turn Lane at Pacific Coast Highway, City of Long Beach, CA. Project Manager responsible for the preparation of construction documents for roadway, utility and parking lot improvements at this key arterial intersection, including the design of a parking lot lighting, drainage improvements, and fencing.

La Palma/Kraemer Widening Improvements, City of Anaheim, CA. Project Manager responsible for the design of roadway improvements in the City of Anaheim. Project included the design of roadway widening, median, sidewalk, retaining wall, and offsite improvements and preparation of TCEs and plats.

Idaho/Lambert Intersection Improvements, City of La Habra, CA. Project Manager responsible for the design of roadway improvements in the City of La Habra. Project included the design of roadway widening, median, sidewalk and offsite improvements and preparation of TCEs and plats.

Broadway Pedestrian and Traffic Calming Improvements, City of Laguna Beach. Project Manager responsible for this roadway project that was designed within Caltrans right-of-way and consisted of roadway, streetscape, drainage, traffic, and grading improvements. This primary route between the City and the SR-73 and I-405 carries substantial vehicular traffic, is adjacent to the Laguna Canyon Channel and is home to many businesses. Several utilities located within the parkways were impacted. In addition to a Caltrans Encroachment Permit and Fact Sheet, the project included significant pedestrian safety improvements, median-island landscaping, Caltrans authorization forms, signing, striping, traffic control and traffic calming.

Richman Park Area Improvements, City of Fullerton. Project Manager responsible for the preparation of construction documents for roadway widening and streetscape improvements. The project included median and parkway landscaping, pedestrian improvements, and traffic signal upgrades.
Dino D’Emilia, PE, brings 30 years of project and construction management experience as well as civil engineering experience on a wide array of public works projects. Dino previously served in various capacities with California engineering firms where he was responsible for profit and loss, business development, and delivery of construction management services for many successful public capital improvement projects in Los Angeles, Orange, San Bernardino and San Diego counties. Prior to his consulting experience, he worked as a civil engineer with the Department of Water and Power in the City of Los Angeles performing design and construction service on major water and power facilities.

RELEVANT EXPERIENCE

Broadway (SR-133) Streetscape Improvements (CIP Project No. 249), City of Laguna Beach, CA. Resident engineer for this federally funded landscaping and scenic beautification project that includes storm drain, hardscape, landscape and irrigation, public art and pedestrian improvements along Broadway Street / SR-133 from Cliff Drive to Forest Avenue. This primary route between the City and the SR-73 and I-405 carries substantial vehicular traffic, is adjacent to the Laguna Canyon Channel and is home to many commercial, retail, restaurant, entertainment and artisan businesses.

Crenshaw Boulevard Rehabilitation (182nd Street to 190th Street), City of Torrance, CA. Principal-in-charge and construction manager for this $1.6 million, federally funded roadway rehabilitation and landscape improvement project. Work generally involved removal and replacement of deep lift paving sections, grind and overlay of the street limits using Asphalt Rubber Hot Mix (ARHM), hardscape and landscape improvements. The project utilized federal funds, requiring contract administration and project / documents controls in strict adherence to the Caltrans Local Assistance Procedures Manual.

Williams and Oris Alleys Paving Improvement Projects, City of Compton, CA. Principal-in-charge for project and construction management for Oris and Williams Alley street improvement projects, combined totaling $515,370.00. Work generally involved construction of paving, curb and gutter, alley approaches, handicap ramps, sidewalk replacement, and related construction work in addition to signage and pavement marking to complete the project. All work related to the adjustment of utility covers, valve and meter boxes affected by Contract work.

Del Amo Boulevard Extension Project, T-30 – Phases 1 and 2, City of Torrance, CA. Project manager, for Phase 1, supervising consultant inspector under contract with City. In Phase 2, the Construction Contract Administrator overseeing the construction of a new four-lane roadway (Del Amo Blvd) between Crenshaw Blvd and Maple Ave and widening of an existing segment of Del Amo Blvd between Maple Ave and Prairie Ave. Construction includes a new bridge over the BNSF Railway’s mainline tracks, MSE retaining walls, drainage improvements, relocation of a railroad spur track, reconstruction of affected off-site facilities and coordination with Southern California Edison and ExxonMobil Oil for relocation of their utilities. The estimated construction cost is $15 million, partially funded by the American Recovery and Reinvestment Act (ARRA), Regional Surface Transportation Program (RSTP) funds, as well as MTA and local funding sources.
Robert Merrell, PE
Quality Control Manager

Public Works Experience
- City of Rancho Palos Verdes
- City of Anaheim
- City of Oceanside
- City of Orange

Education
BS/1974/Civil Engineering/California State University, Long Beach

Registrations
1976/ PE/CA #28100

Years of Experience
Entered the profession in 1973

Bob Merrell, PE, has an extensive background in project design and construction management developed over 30 years working in public works engineering. Specific areas of expertise include freeway improvements, storm drain facilities, regional channel improvements, large dams, major arterial and collector street widenings and bridge projects.

RELEVANT EXPERIENCE

Residential Streets Rehabilitation and Sidewalk Improvements Project for Year 2013-14, Area 9, City of Rancho Palos Verdes, CA. Responsible for the overall design and plan preparation for the residential street improvements throughout Area 9 including the preparation of a detailed inventory of all existing improvements within the public right-of-way that require replacement or rehabilitation. In addition to Area 9, the plans for Area 1 and Area 5B were assembled into one large PS&E package for bidding and construction.

Residential Street Rehabilitation Project, FY 2011-12, City of Rancho Palos Verdes, CA. Assisted with the project bidding process and followed up with serving as the full time Construction Manager directly supervising the construction inspection staff. Provided continuous liaison with City staff and the community while also directing the preparation of weekly progress reports, leading the weekly meetings and directly coordinating the contractor's progress billings.

Palos Verdes Drive East Storm Drain Improvements, City of Rancho Palos Verdes, CA. Project involved design and preparation of plans, specifications and estimates for the installation of drainage improvements along Palos Verdes Drive East from Bronco to southeast of Headland Drive. Steep terrain was a constraint for the outlet into a natural drainage course. Directed the preparation of construction documents and completed the construction administration and inspection for the project.

Palos Verdes Drive South, City of Rancho Palos Verdes, CA. A portion of 25th Street (Palos Verdes Drive South) lies within an unstable land mass where settlement occurs. Over the years the “ocean side” portion of roadway had settled more than the “inland side” creating an uneven cross section. In addition, the pavement began to experience areas of stress cracking with evidence of pending pavement failure. The project included street rehabilitation plans where the overlay was variable in order to achieve better cross section. The road segment had several drainage systems that were upgraded with the rehabilitation project. Directed the preparation of construction documents and completed the construction administration and inspection for the project.

Downtown Parkway Enhancement Project, City of Oceanside. The project consisted of implementing another phase of the downtown parkway renovations. The existing parkways were generally 12 feet in width and most were made up of a varied hardcape from concrete to dirt to asphalt concrete. The improvements consisted of decorative brick inlays with tree wells. In conjunction with the parkway improvements, curb and gutter as well as drive approaches were reconstructed to extent necessary to complete the enhancement.

The City Drive Widening, City of Orange. The project consisted of design and preparation of plans specifications and estimates for the widening of The City Drive from the Garden Grove (22) Freeway to Chapman Avenue in conjunction with the development of The Block at Orange. One lane was added to each side of the existing roadway and raised medians were added along the centerline. Responsible for managing staff, coordinating subconsultants and the preparation of construction documents. Plans included plan and profile, construction details, drainage details, typical sections, and cross sections.
Joe Buckner, PE, PLS
Project Engineer

Public Works Experience
- City of Laguna Beach
- City of Irvine
- City of Buena Park
- City of Yorba Linda
- City of Orange
- City of Anaheim
- City of Tustin
- City of Santa Ana
- City of Long Beach
- City of Santa Clarita
- City of Oceanside
- City of Agoura Hills

Education
BS/1986/Civil Engineering/
Cal. State University, Fullerton

Registrations
1989/ PE/CA #45531
1995/ PLS/CA #7206

Years of Experience
Entered the profession in 1986

Joe Buckner, PE, PLS has 28 years of experience in planning and design of streets, highways, and arterial streets, right-of-way engineering, grading, sewer, water and storm drains.

RELEVANT EXPERIENCE

Engineering Design Services for the Residential Streets Rehabilitation Program for Year 2013-14, Area 9, City of Rancho Palos Verdes, CA.
Project engineer responsible for field evaluation and plan preparation for curb and gutter, sidewalk and driveway removal and replacement.

Temple Hills Sidewalk, City of Laguna Beach, CA. Responsible for the development of conceptual and final plans for the addition of 1,500 feet of new sidewalk. Project included significant public participation and development of private property reconstruction plans.

Sunshine Way Parkway Improvements, City of Anaheim, CA.
Responsible for the design of conceptual and final construction documents. The project consisted of providing a pedestrian walkway along the street as well as design an aesthetically pleasing landscape palette. The project consisted of street plan and profile, typical sections, planting and irrigation plans and grading details.

11th Street Rehabilitation, City of Buena Park, CA. Responsible for the management and preparation of rehabilitation plans and traffic control plans. The project consisted of a combination of total pavement reconstruction to edge grinds and overlay. Plans consisted of title sheet, typical sections, rehabilitation plans, traffic control plans and curb ramp details for ADA compliance. Coordination with the City and Caltrans.

Paseo de las Palomas and Buena Vista Street Rehabilitation, City of Yorba Linda, CA. Responsible for the management and preparation of rehabilitation plans and striping plans. The project consisted of edge grinding and AC overlay along Buena Vista with full width grinding for Paseo de las Palomas. AC “digouts” were identified and also shown on the plans.

25th Street (Palos Verdes Drive South) Street Rehabilitation, City of Rancho Palos Verdes. Responsible for the preparation of rehabilitation plans and drainage improvements. The project consisted of placing a variable AC overlay to smooth out the street cross section, provisions for a pedestrian access way along the road, and the upgrading of the existing drainage systems. The plans consisted of street plan and profile, typical sections, storm drain plans, specifications and estimate.

Descanso Avenue and Descanso Circle Street Rehabilitation, City of Buena Park, CA. Responsible for the preparation of construction documents for this project. The project consisted of street surveys, field verification, preservation of monumentation, traffic control plans, street improvements plans, specifications and engineer’s estimate. Also responsible for the Water Quality Management Plan.

Village Drive Street Rehabilitation, City of Buena Park. Responsible for the preparation of construction documents for this project. The project consisted of street surveys, field verification, traffic control plans street improvements plans, specifications and engineer’s estimate.

Katella Avenue Smart Street, City of Anaheim. As part of the Katella Avenue Smart Street improvements, several remnant parcels are owned by the City of Anaheim. The City of Anaheim is in the process of approaching adjacent land owners for the purchase of the excess land. As property owners enter into an agreement with the City, responsible for preparing Lot Line Adjustments and numerous legal description and plats for the remnant parcels. Additionally, legals and plats were prepared for the reservation of wall, footing and maintenance easements.
Ross Anderson, PE
Utilities

Project Experience
- City of Downey
- City of Puente Hills
- City of Anaheim
- City of Glamis
- City of San Clemente
- City of Santa Ana
- Los Angeles County Sanitation Districts

Education
BS/Civil Engineering, California State Polytechnic University, Pomona, 1985

Registrations
1989/PE/Civil/CA #43778

Years of Experience
Entered the profession in 1988

Ross Anderson is a Registered Civil Engineer with 25 years of experience in civil engineering and drainage design in particular. Ross specializes in the design and management of projects with an emphasis on drainage, water, and sewer for roadway projects.

RELEVANT EXPERIENCE

Blandwood Road Sewer Lift Station Replacement Project, City of Downey, CA. Project engineer responsible for the preparation of sewer plans in coordination with plans for a relocated sewer lift station. The project consisted of a reconstruction of existing sewer main, force main and portions of the existing sewer laterals closest to the main to flow to the relocated lift station.

Quill Drive Sewer, City of Downey, CA. Project engineer responsible for the preparation of sewer rehabilitation plans for a residential sewer system that had a lift station but could be designed for gravity flow. The project consisted of reconstruction of the sewer main and several sewer laterals.

Puente Hills Intermodal Materials Facility, Los Angeles County Sanitation Districts (LACSD), Puente Hills, CA. Project engineer responsible for design of wet and dry utilities for the conversion of the materials handling site for the Sanitation Districts of Los Angeles County. The project consisted of rerouting existing sewer, water and storm drain utilities.

Lakewood Boulevard Improvements, City of Downey, CA. Project engineer for the widening, reconstruction, and aesthetic improvements for four miles of Lakewood Boulevard. The $20-million project was designed and constructed in numerous phases over a ten year period.

Tustin Avenue and La Palma Blvd. Roadway Improvements, City of Anaheim, CA. Drainage engineer for the design of arterial highway widening and the associated drainage in the City of Anaheim. The improvements were distributed over two different roadways and included roadway, storm drain, soundwall and landscape/irrigation improvements. The recommended drainage work incorporated following a drainage master plan and drainage tributary to both City and Caltrans drainage systems.

Puente Hills Intermodal Materials Facility Expansion, LACSD, Puente Hills, CA. Drainage engineer for the final design of expansion of the materials handling facility for the Los Angeles County Sanitation Districts, including extensive roadway, drainage, sewer, water and retaining wall improvements.

Mesquite Regional Landfill, LACSD, Glamis, CA. Drainage designer for more than six miles of diversion channels, culverts, water quality infrastructure and associated grading. The project involved construction drawings, hydrology and hydraulics reports and construction support.

Kraemer Avenue and La Palma Boulevard Roadway Improvements, Orange County, Anaheim, CA. Drainage engineer for the roadway widening of Kraemer Avenue and La Palma Blvd. Project involved construction drawings, hydrology and hydraulics reports submitted to the County of Orange.

Prima Descheca Landfill Drainage, Orange County, San Clemente, CA. Drainage engineer for County of Orange Reuse Plan for the site expansion. The project involved the staged hydrology and culvert design for the site as it progressed to its sunset condition.

Bristol Widening Project, Orange County, Santa Ana, CA. Project engineer for street widening north and south of Mater Dei High School. Project involved hydrology approval from the County of Orange for a drainage area contributing to two different county drainage systems.
Trish Pietrzak – Public Outreach

Trish Pietrzak founded Platinum PR in 2003 to provide public relations, community outreach, marketing and communication services to municipalities and public agencies throughout Southern California. As a Community Outreach Specialist for over 15 years, Trish routinely meets with neighborhood and community organizations, individuals, churches, civic groups and schools to understand issues affecting quality of life in city neighborhoods and communities as well as promoting an understanding of programs or projects offered by her clients. Her expertise in understanding and meeting the needs of multiple stakeholders has been a trademark of her success. With superior strategic planning and organization skills, Trish has valuable experience developing and implementing comprehensive Public Relations and Community Relations Master Plans to outline short and long term goals for departments, elected officials and citizens that have measurable results. She liaises well between keeping communities informed and clients aware of public attitudes.

Compton Creek and Dominguez Channel Flood Risk and Mitigation Study
In The Cities of Carson And Long Beach Community Outreach, County of Los Angeles Flood Control District, CA. The Compton Creek and Dominguez Channel Flood Risk Mitigation Alternatives Study (Alternatives Study) begins the process of mitigating increased flood risks identified along Compton Creek and Dominguez Channel.

An integral part of this Alternatives Study process is the solicitation of community input on the alternatives associated with the project.

Mira Monte Reservoir Rehabilitation Community Outreach, City of Sierra Madre, CA. The $8-million Mira Monte Reservoirs and Booster Pump Station Rehabilitation project is the largest in Sierra Madre’s history. Located in the hillside community adjacent to the San Gabriel Mountain range, the project upgraded the keystone element of its water system to withstand a major seismic event. Outreach services included the development and implementation of a public participation plan, development and implementation of a community relations plan, development of point of contact materials including project brochures, fact sheets, handouts, and to develop community outreach efforts inclusive of public presentations at City Hall to build buy-in for the project to mitigate the possibilities of project delays due to public concerns. Regular website updates and media outreach efforts were required. Working very closely with the public works department and residents in the project area were critical to the success of the communication strategy.

Water Pipe Removal and Replacement Project in Harbor Area Community Outreach, City of Redondo Beach, CA. This project involved the removal and replacement of water pipes in the harbor area, a highly populated space with heavy pedestrian traffic. Parking was restricted, as were bike/pedestrian pathways, and at times water supply was not available to businesses and residents in the project area. Due to the age of the pipes, there was also a HazMat element to the project involving air quality. Our role was to develop point of contact materials including project brochures, fact sheets, handouts, and to develop community outreach efforts inclusive of public presentations at City Hall to build buy-in for the project to mitigate the possibilities of project delays due to public concerns. Our team set up and responded to a 24 hour hotline and walked door-to-door in the affected project area to discuss details or concerns with citizens and business owners. A written report was delivered to City staff and the project ran ahead of schedule.

Citywide Public and Community Relations, City of Pomona, CA.

Citywide Public and Community Relations, City of Sierra Madre, CA.

Alameda Corridor East Jump Start Safety Projects Community Outreach, San Gabriel Valley Cities, CA.
Nathaniel Behura – Traffic (Transportation and Energy Solutions)

Nathaniel Behura is the President of Transportation & Energy Solutions (TES), Inc., and is responsible for overall management of the firm, and for all traffic and transportation planning projects undertaken by TES. Nathaniel is a well-published author on various traffic and transportation areas, and his experience is very well rounded both in traffic planning and design areas. He was awarded ITE’s Outstanding National Traffic Engineering Council Project Award. Prior to founding TES, he was an engineer in the Traffic Engineering Division with the City of Anaheim for almost eight years, where he was responsible for transportation and traffic signal design, ITS projects, traffic and noise studies, ped crossings, school crossings, parking studies and layouts, TIA studies and design, and management of traffic engineering on-call consulting services. Nathaniel provides traffic consulting services to public agencies and private firms. His roles include managing and conducting traffic and parking studies, traffic impact studies, LOS analyses, traffic forecasts, speed surveys, delay and warrant studies, PSR studies, circulation analyses, speed studies, pedestrian crossings, Safe Routes to Schools, bus/transit analyses, speed humps, planning and analysis of trailblazer routes, DMS design/testing, ITS field device placement, funding issues, and multi-jurisdictional coordination.

Some recent projects he worked on an event management, parking and DMS implementation project for Cal State Northridge, a traffic impact study and a Traffic Operations Study for the widening of Day Street in Moreno Valley. He provided analysis of the right-turn operation for trucks into the port gates at Pier F at Long Beach and truck queue operations on the Harbor Scenic Drive project. Nathaniel also recently conducted a pedestrian crossing study in Cerritos including a lighted crosswalk and conducted a parking layout study in Placentia and parking space analysis in Pomona.

Glen Pedersen, PE – Traffic (Transportation and Energy Solutions)

Glen Pedersen, PE is the Vice-President of Transportation & Energy Solutions (TES), Inc., and is responsible for design and oversight for all public works design projects undertaken by TES. These projects have included various local projects involving design and implementation of traditional traffic control and Intelligent Transportation Systems (ITS) devices, on-call design and traffic engineering services, and plan checking of transportation related plans, specifications and estimates. Glen has more than 25 years of traffic/transportation/ITS experience. He has designed and managed many traffic projects that have included the design of new and modified traffic signals; signing/striping; roadway and interchange lighting; communications including twisted pair and fiber optics; and traffic control, staging and detours. Glen has provided designs for traffic signals, traffic calming and traffic operations for numerous projects, more recently for the Cities of Long Beach, Burbank, Pomona and Azusa through TES’ on-call traffic engineering contracts. He was also the engineer-of-record for numerous traffic engineering studies (pedestrian crossings, intersection improvements, speed studies, parking design, etc.). In addition, Glen has worked on many local ITS projects that have included design of fiber optic, wireless, and twisted pair, CCTV, DMS, system detection for the Cities of Burbank, Azusa, Long Beach, Pomona, Palmdale, Anaheim, Santa Ana, Buena Park, Glendale,
OCTA, Caltrans, Nevada DOT, Arizona DOT, Florida and Virginia. His roles on these projects have included project management, advisory, quality control, design, special provisions, estimates, training, preparation of design guidelines, and technology assessments.

**Don Wilson – Landscape and Irrigation (Cornerstone Studios)**

Don Wilson is skilled in coordination of multi-disciplinary teams of technical consultants toward completion of project designs. He has over 30 years’ experience in the field of landscape architecture and planning and on a variety of projects with extensive experience in design and alteration of new and existing facilities. His responsibilities encompass the initial fieldwork, data gathering, site analysis and documentation, design, and construction observation. He has prepared master plans, visual studies, water conservation studies, and guidelines for parks, schools, and housing communities. He has been responsible for the preparation of landscape architectural designs that emphasize lower maintenance, compatible plant associations, accessibility for all, and re-use of sites and materials.

**Irvine Business Complex Sidewalk Improvements, Phases II & III, Irvine, CA.**

As project manager, responsible for overseeing concept design and construction documents. This project included the survey of existing irrigation and trees in the vicinity of proposed sidewalk in several business districts. He coordinated the survey with the Arborist and the City to determine tree removal and walkway locations.

**Katella Avenue/Smart Street Landscape Improvements, Anaheim, CA.** Served as project manager on this new median and existing parkway project accountable for supervising work including design and construction documents. He also provided planting design in accordance with a previously prepared master plan. The project included new medians with tree, shrubs, and groundcover planting, and parkway planting of trees and shrubs. He was also responsible for overseeing the design of a new irrigation system for the project.

**Lakewood Boulevard Landscape Improvements, Phases 1 and 2, Downey, CA.** Serving as project manager, guided all aspects of the work including concept design and construction documents. He prepared a planting design for the medians and parkways based on a master plan previously adopted by the city. The project included enriched concrete paving for sidewalks and streets, pedestrian lighting, street trees, and irrigation along an approximate two-mile section of this main street.

**Northwood Street Improvements, Irvine, CA.** As project manager, was responsible for overseeing work including concept design, construction documents, and construction observation. His role as the designer was to provide planting design for intersections, parkways, and entries for numerous streets in Northwood neighborhoods.
Ted Riddell, PG, CEG - Geotechnical Engineering (Associated Soils)

Ted Riddell has over 25 years of experience in all phases of geotechnical projects. He has managed or worked on projects for private and public sectors including planning, geologic mapping, coordinating, conducting and writing of preliminary investigations, supervision, direction of field personnel and site inspections during grading to final drafting and report writing of completed projects.

Beach Blvd and Whittier Blvd Intersection Improvement Project, City of La Habra: Geotechnical project manager for the pavement recommendations and percolation tests, including obtaining permits from Caltrans to conduct the testing and sampling.

Firestone Boulevard Improvements, City of Downey: Geotechnical project manager for the pavement and utility recommendations, including pavement recycling alternatives.

Broadway Improvements, City of Laguna Beach: Geotechnical project manager for grading, pavement and utility recommendations, including obtaining permits from the County of Orange to conduct the testing and sampling.

Imperial Highway Improvements, City of Anaheim: Geotechnical project manager for the pavement and retaining wall recommendations.

James Garvin, PLS – Survey (Huitz-Zollars)

Jim Garvin, PLS has 25 years of experience in the preparation, processing and management of a wide range of mapping projects, including Topographic Surveys, Right-of-Way Engineering, Consultant Map Checking Services, Subdivision maps such as Tract Maps, Parcel Maps, and Condominium Plans, Boundary Analysis and Record of Survey preparation, the preparation of legal descriptions, Construction Staking and ALTA/ACSM Land Title Survey maps. He has been responsible for all phases of the project including proposal preparation, contract negotiations, client interface and satisfaction, scheduling, project coordination, production, and quality control.

Huitz-Zollars is currently an on-call survey firm for several agencies in Southern California, and provides survey services to several southern California firms. Jim has worked with Matt Stepien by supplying surveying and legal description services for the following projects during the last three years:

- Firestone Boulevard Rehabilitation in Downey
- Lakewood Boulevard 3A Improvements in Downey
- Spring Street Rehabilitation in Long Beach
- Atlantic Avenue Street Rehabilitation in Long Beach
- Long Beach Boulevard Street Rehabilitation Project in Long Beach
- Workman Mill Road Improvements in the City of Industry
- Whittier Boulevard Improvements in La Habra

Education
BA/1985/Geologic
Science, University of California, Santa Barbara

Registrations
1987/PG/CA #5657
1990/CEG/CA #1775

Education
Undergraduate Studies,
Fullerton College

Registrations
1990/PLS/CA#6343

Professional Affiliations
California Land Surveyors
Association - State and Orange County Chapter
American Congress of Surveying and Mapping – Southern California Section
Board of Governors - Southern California Association of Civil Engineers and Land Surveyors
Southern California Surveyors Joint Apprenticeship Committee Member
4. Project Schedule

Illustrated is the APP Team schedule for completing design services for the Richmond Street Improvement Project. All key milestones assume two-three weeks for City reviews.

<table>
<thead>
<tr>
<th>Task Name</th>
<th>Start</th>
<th>Finish</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Project Initiation</td>
<td>Wed 4/1/15</td>
<td>Wed 4/8/15</td>
</tr>
<tr>
<td>Kickoff</td>
<td>Wed 4/1/15</td>
<td>Wed 4/1/15</td>
</tr>
<tr>
<td>Research and Review</td>
<td>Wed 4/1/15</td>
<td>Wed 4/8/15</td>
</tr>
<tr>
<td>C. Concept/Design Development</td>
<td>Mon 5/4/15</td>
<td>Mon 7/20/15</td>
</tr>
<tr>
<td>Refine Concept Plans</td>
<td>Mon 5/4/15</td>
<td>Mon 6/1/15</td>
</tr>
<tr>
<td>Assess Reconstruction Needs</td>
<td>Mon 5/4/15</td>
<td>Mon 6/1/15</td>
</tr>
<tr>
<td>City Review</td>
<td>Mon 6/1/15</td>
<td>Wed 6/10/15</td>
</tr>
<tr>
<td>Council Approval</td>
<td>Tue 6/16/15</td>
<td>Tue 6/16/15</td>
</tr>
<tr>
<td>D. Construction Documents</td>
<td>Mon 4/20/15</td>
<td>Mon 10/26/15</td>
</tr>
<tr>
<td>Geotech</td>
<td>Tue 6/16/15</td>
<td>Mon 7/13/15</td>
</tr>
<tr>
<td>Ground Survey</td>
<td>Mon 4/20/15</td>
<td>Mon 5/4/15</td>
</tr>
<tr>
<td>60% Plans</td>
<td>Tue 6/16/15</td>
<td>Mon 7/20/15</td>
</tr>
<tr>
<td>City Review</td>
<td>Mon 7/20/15</td>
<td>Mon 8/10/15</td>
</tr>
<tr>
<td>90% PS&amp;E</td>
<td>Mon 8/10/15</td>
<td>Mon 9/7/15</td>
</tr>
<tr>
<td>City Review</td>
<td>Mon 9/7/15</td>
<td>Mon 9/21/15</td>
</tr>
<tr>
<td>Final PS&amp;E</td>
<td>Mon 9/21/15</td>
<td>Mon 10/5/15</td>
</tr>
<tr>
<td>City Final Review</td>
<td>Mon 10/5/15</td>
<td>Mon 10/19/15</td>
</tr>
<tr>
<td>Approved PS&amp;E</td>
<td>Mon 10/26/15</td>
<td>Mon 10/26/15</td>
</tr>
</tbody>
</table>
Appendix

Quality Assurance/Quality Control (QA/QC) Management Process

QA/QC is a key component to any project, and a critical component for this project that encompasses numerous property owners, temporary encroachment permits and design elements. Quality Control will be an ongoing task throughout the project. The initial effort will be in the development of a project specific checklist that will establish specific tasks that need to be accomplished, the estimated completion date and a signature block for the project manager to sign that the task has been completed and reviewed. Bob Merrell, PE is responsible for overall QA/QC, and will ensure that all checklist items are addressed by the project manager.

Submittals: For each of the milestone submittals, the project manager will be responsible to ensure that the submittal meets the scope requirements. In addition to plan and specification review, the Project Manager will evaluate progress and review the results of the comparison with the Senior Design Engineer and, to the extent possible, develop a plan to keep the project within budget and on time.

Schedule: The Joe Buckner, PE, PLS, Project Engineer will prepare and maintain a Microsoft Project schedule that focuses on delivering the project. The schedule, task lists and progress reports will be used to list each task in the project to enable our Project Manager to hold members accountable for delivery. We will provide a summary report regularly that shows tasks completed, items that have changed, and schedule updates.

Our Strategic Approach to a Quality Product:

- **Understand the Project:** Quality control starts at the beginning of the project through planning and controls. At the forefront of the project, our project manager will discuss the proposed scope of work, projected schedule, and estimated costs in detail with the City to ensure that the project scope and goals are fully understood from the onset.

- **The Right People for the Project:** Our project team has extensive, relevant experience in completing roadway design projects in Los Angeles and Orange Counties and within the City. The team that has been formed will hit the ground running, delivering on schedule and within budget.

- **Communication:** Our project manager has an excellent track record communicating with clients, subconsultants, staff, and stakeholders. Frequent communication and tracking of project progress is integral to his approach to every project.

- **Familiar Subconsultants:** The subconsultants for this team have been selected because of their expertise, their prior performance, and we have successfully completed other projects together.

- **Schedule Control:** We have project management tools that forecast staff requirements and labor allocations three month in advance.
## Street Design Checklist

<table>
<thead>
<tr>
<th>Date Completed</th>
<th>Initials</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>1. Research and Data Gathering</td>
</tr>
<tr>
<td></td>
<td></td>
<td>a. Meet with client to review project</td>
</tr>
<tr>
<td></td>
<td></td>
<td>b. Obtain as-built plans, maps, utility records, etc.</td>
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<td></td>
<td></td>
<td>c. Preliminary job-walk, photos, etc.</td>
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<tr>
<td></td>
<td></td>
<td>d. Determine review process, including outside agencies</td>
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<tr>
<td></td>
<td></td>
<td>e. Meet with outside agencies</td>
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<td></td>
<td></td>
<td>f. Research in-house files and mapping logs to obtain pertinent information from previous projects.</td>
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<tr>
<td></td>
<td></td>
<td>2. Conduct preliminary in-house design team meeting</td>
</tr>
<tr>
<td></td>
<td></td>
<td>a. Review project assignment</td>
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<tr>
<td></td>
<td></td>
<td>b. Clarify responsibilities</td>
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<tr>
<td></td>
<td></td>
<td>c. Identify potential problems</td>
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<tr>
<td></td>
<td></td>
<td>d. Develop project approach</td>
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<tr>
<td></td>
<td></td>
<td>3. Develop preliminary list of plans to be prepared</td>
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<td>4. Review design checklists for types of plans to be prepared (street, storm drain, structural, etc.)</td>
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<td>5. Refine project schedule from proposal</td>
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<td></td>
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<td><strong>6. Submit first utility notice</strong></td>
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<td></td>
<td></td>
<td>7. Identify design constraints</td>
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<td></td>
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<td>8. Request outside services:</td>
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<td></td>
<td></td>
<td>• Geotech</td>
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<td></td>
<td></td>
<td>• Structural</td>
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<td></td>
<td>• Landscaping</td>
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<td></td>
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<td>• Environmental</td>
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<tr>
<td></td>
<td></td>
<td>• Survey</td>
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<td></td>
<td></td>
<td>• Other (specify)</td>
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<tr>
<td></td>
<td></td>
<td>9. List design assumptions</td>
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<td></td>
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<td>10. Prepare preliminary design (±30%)</td>
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<tr>
<td></td>
<td></td>
<td>a. Alignment study</td>
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<td></td>
<td></td>
<td>b. Preliminary layouts</td>
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<td></td>
<td></td>
<td>c. Preliminary cost estimate (compare with budget)</td>
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<tr>
<td></td>
<td></td>
<td>d. Alternatives analysis</td>
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<tr>
<td></td>
<td></td>
<td><strong>11. QA/QC REVIEW</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td>12. Revise per QA/QC Comments</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>13. Submit to client</strong></td>
</tr>
<tr>
<td>Date Completed</td>
<td>Initials</td>
<td>Description</td>
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<tr>
<td>----------------</td>
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<tr>
<td></td>
<td></td>
<td>14. Develop design parameters</td>
</tr>
<tr>
<td></td>
<td></td>
<td>a. Stationing</td>
</tr>
<tr>
<td></td>
<td></td>
<td>b. Cross sections</td>
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<tr>
<td></td>
<td></td>
<td>c. Drawing scales</td>
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<tr>
<td></td>
<td></td>
<td>d. Calculations</td>
</tr>
<tr>
<td></td>
<td></td>
<td>e. Min longitudinal slopes</td>
</tr>
<tr>
<td></td>
<td></td>
<td>f. Min and max cross-slopes</td>
</tr>
<tr>
<td></td>
<td></td>
<td>g. Standard plans</td>
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<tr>
<td></td>
<td></td>
<td>h. Specs</td>
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<tr>
<td></td>
<td></td>
<td>15. Prepare ±90% plans and cost estimate</td>
</tr>
<tr>
<td></td>
<td></td>
<td>16. Review with designer to identify:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>a. Intent</td>
</tr>
<tr>
<td></td>
<td></td>
<td>b. Format</td>
</tr>
<tr>
<td></td>
<td></td>
<td>c. Items to be added later (notes, details, etc.)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>d. Intermediate deadlines for present assignment</td>
</tr>
<tr>
<td></td>
<td></td>
<td>17. Establish submittal and internal deadlines</td>
</tr>
<tr>
<td></td>
<td></td>
<td>18. Review completed plans and calculations</td>
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<tr>
<td></td>
<td></td>
<td>19. Obtain plans prepared by consultants</td>
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<tr>
<td></td>
<td></td>
<td>20. Develop list bid items and prepare quantity estimates</td>
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<tr>
<td></td>
<td></td>
<td>21. Prepare specifications (see flowchart for specifications)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>22. Prepare cost estimate</td>
</tr>
<tr>
<td></td>
<td></td>
<td>23. QA/QC REVIEW</td>
</tr>
<tr>
<td></td>
<td></td>
<td>24. Revise per QA/QC comments</td>
</tr>
<tr>
<td></td>
<td></td>
<td>25. Make revisions; evaluate impacts of revisions on rest of project</td>
</tr>
<tr>
<td></td>
<td></td>
<td>26. Submit plans to client and outside agencies for review</td>
</tr>
<tr>
<td></td>
<td></td>
<td>27. Submit plans to utility owners for review</td>
</tr>
<tr>
<td></td>
<td></td>
<td>28. Make revisions following reviews</td>
</tr>
<tr>
<td></td>
<td></td>
<td>29. Submit final plans to client and agencies for approvals</td>
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<tr>
<td>Consultant's Services</td>
<td>Project Manager</td>
<td>Project Engineer</td>
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<td>---------------------------------------------</td>
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<td><strong>Task A - Project Initiation</strong></td>
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<td>1. Project Kickoff Meeting</td>
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<td>2. Document Review and Site Visit</td>
<td>4</td>
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<tr>
<td>3. Utility Research</td>
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<td><strong>Task B - Public Outreach/Proj Management</strong></td>
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<tr>
<td>1. Convene Subcommittee (5 mtgs)</td>
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<tr>
<td>2. Outreach to Business and Residents</td>
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<td>3. Attend Meetings with City Staff (3)</td>
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<tr>
<td><strong>Task C - Concept/Design Development</strong></td>
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<tr>
<td>1. Refine Concept Designs</td>
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<tr>
<td>2. Assess Street Reconstruction Needs</td>
<td>4</td>
<td>6</td>
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<tr>
<td>3. Present Final Draft Design to City Council</td>
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<td>6</td>
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<tr>
<td><strong>Subtotal - Task C</strong></td>
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<tr>
<td><strong>Task D - Construction Documents</strong></td>
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<tr>
<td>1. Draft Construction Documents</td>
<td>18</td>
<td>36</td>
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<tr>
<td>2. Topographic Survey</td>
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<td>2</td>
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<tr>
<td>3. Plans and Specifications</td>
<td>24</td>
<td>48</td>
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<tr>
<td>4. Validate Survey and Design</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>5. Present Final Design to City Council</td>
<td>4</td>
<td>6</td>
</tr>
<tr>
<td><strong>Subtotal - Task D</strong></td>
<td>48</td>
<td>94</td>
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<tr>
<td><strong>Task E - Construction Sequencing</strong></td>
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<tr>
<td><strong>Task F - Probable Cost Estimate</strong></td>
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<tr>
<td><strong>Task G - Bid Assistance</strong></td>
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<td>8</td>
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<tr>
<td><strong>Task H - Construction Phase</strong></td>
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<td></td>
</tr>
<tr>
<td>1. Engineering Support</td>
<td>4</td>
<td>8</td>
</tr>
<tr>
<td>2. Public Outreach and Project Management</td>
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<td>4</td>
</tr>
<tr>
<td><strong>Subtotal - Task H</strong></td>
<td>8</td>
<td>12</td>
</tr>
<tr>
<td><strong>Total Hours</strong></td>
<td>123</td>
<td>195</td>
</tr>
<tr>
<td><strong>Total Fee</strong></td>
<td>$20,910</td>
<td>$25,350</td>
</tr>
</tbody>
</table>

1 Platinum PR (public outreach)
2 T&ES (traffic)
3 Associated Soils (geotech)
4 Huitz Zollars (survey)
5 Civil Works (3rd party review)
6 Cornerstone Studios (landscape)
EL SEGUNDO CITY COUNCIL
AGENDA STATEMENT

MEETING DATE: March 17, 2015
AGENDA HEADING: Consent Agenda

AGENDA DESCRIPTION:
Consideration and possible action to approve additional funding for Fiscal Year 2014-15 to fill the vacant Human Resources Manager position in the Human Resources Department. (Fiscal Impact: $13,352).

RECOMMENDED COUNCIL ACTION:

1. Approve the request for additional funding for Fiscal Year 2014-15.
2. Alternatively, discuss and take other possible action related to this item.

ATTACHED SUPPORTING DOCUMENTS:

1. Human Resources Organization Chart

FISCAL IMPACT:

| Amount Budgeted: | $134,156.70 |
| Additional Appropriation: | $13,352.00 |
| Account Number(s): | 001-400-2506-4101 |

ORIGINATED BY: Martha A. Dijkstra, Human Resources Director
REVIEWED BY: Martha A. Dijkstra, Human Resources Director
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:

The Human Resources (HR) Department has undergone various organizational changes during the last several years. On September 18, 2007, Council approved dissolution of the Administrative Services Department and established a separate Human Resources Department. The approved organizational structure consisted of four (4) full-time human resources positions (Human Resources Director, Human Resources Manager, Human Resources Specialist\(^1\), and Office Specialist-HR\(^2\)) and two permanent, part-time Office Specialists assigned to City Reception and Mailroom operations, functions which also fall under the purview of the Human Resources Department.

The Department underwent another change effective January 2011 when the Human Resources Director retired. At that time, the Human Resources Department became a Division under the Finance Department. Council approved adding a Senior Human Resources Analyst position to maintain the staffing complement at four (4) full-time human resources positions, which was deemed the minimum number needed to continue administering a comprehensive human resources program efficiently and effectively.

In July 2013, Council approved restoring the Human Resources Department and approved filling the position of Human Resources Director from within. Due to the City’s fiscal constraints, the Human Resources Manager position remained vacant, however, with the recent resignation of the

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\(^1\) Retitled Human Resources Analyst in 2009
\(^2\) Retitled Human Resources Assistant in 2012
Senior Human Resources Analyst, it is critical that the vacancy be filled at the level originally allocated which was Human Resources Manager.

The Human Resources Manager is a key position in the Human Resources Department as it is responsible for 1) supervising subordinate staff and most human resources functions, 2) exercising a higher level of problem-solving and decision-making in order to resolve very complex human resources and organizational problems, and 3) acting as Director when required. This level of responsibility and accountability is outside the scope of the current Senior Human Resources Analyst classification. Furthermore, filling and funding the Human Resources Manager position will assist the Department in its retention and succession planning efforts.

The recruitment efforts to fill this position are currently underway. Interviews will be scheduled later this month and it is our goal to fill this position by May 1, 2015. The fiscal impact is a conservative calculation based on filling the position by this date and assumes the incumbent will be hired at the top step of the range, which is currently $8975.54 per month. It should be noted that a portion of the current budget allocation is being used to fund the services of a part-time Human Resources Analyst who was recently hired as an interim measure to assist staff with the increased recruitment and selection workload and other human resources services as needed.
CITY OF EL SEGUNDO
HUMAN RESOURCES DEPARTMENT
(Approved 2007 Organizational Structure)*

- Human Resources Director
  - Human Resources Manager
    - Human Resources Analyst
      (originally HR Specialist)
    - Human Resources Assistant
      (originally Office Spec—HR)
    - Office Specialist
      (2 p/t positions)
      (Main Reception)

*Staff is requesting restoring 2007 budgeted positions to reflect original staffing allocations.
CITY OF EL SEGUNDO
HUMAN RESOURCES DEPARTMENT
(Current Organizational Structure)

- Human Resources Director
  - Sr. Human Resources Analyst
    - Human Resources Analyst (formerly HR Specialist)
      - Human Resources Assistant
        (formerly Office Spec I-HR)
      - Office Specialist
        2 part-time positions
        (Main Reception)
AGENDA DESCRIPTION:

Consideration and possible action to adopt a resolution approving the revised City of El Segundo Hazard Mitigation Plan. (Fiscal Impact: None)

RECOMMENDED COUNCIL ACTION:

1. Adopt the attached resolution;
2. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:

Resolution

FISCAL IMPACT: $

<table>
<thead>
<tr>
<th>Amount Budgeted:</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>Additional Appropriation:</td>
<td>N/A</td>
</tr>
<tr>
<td>Account Number(s):</td>
<td></td>
</tr>
</tbody>
</table>

PREPARED BY: Denise Davis, Emergency Services Coordinator
REVIEWED BY:  
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND & DISCUSSION:

The Federal Disaster Mitigation Act (2000 requires local governments to develop and submit hazard mitigation plans as a condition of receiving Hazard Mitigation Grant Program (HMGP) and other Mitigation project grants. Hazard mitigation activities may be implemented prior to, during, or after an event. However, it has been demonstrated that hazard mitigation is most effective when based on an inclusive, comprehensive, long-term plan that is developed before a disaster occurs. Plan approval by the Federal Emergency Management Agency (FEMA) is a prerequisite to receiving federal hazard mitigation grant funds. (See 42 USC § 5165(a).)

The previous City of El Segundo Hazard Mitigation Plan was written and adopted in 2009. A new plan was developed in January, 2015, and was disseminated to City departments, stakeholders within the city, neighboring cities and agencies, and was placed on the City website for review by the general public. The review served to fulfill requirements of 44 CFR Part 201, the federal regulations governing the planning process, plan content, and the process for obtaining approval of the plan from FEMA. From the review, appropriate changes were made to the plan and it has been deemed ready for adoption by the City of El Segundo City Council.

Hazard mitigation is “any sustained action taken to reduce or eliminate the long-term risk to human life and property from hazards” (44 CFR § 201.2.). In general, hazard mitigation is work done to minimize the impact of a hazard event before it occurs. The goal of such mitigation efforts is to reduce losses from future disasters. The purpose of mitigation planning is for local governments to identify the hazards that may impact them, identify a plan of actions and activities to reduce losses from those hazards, and to establish a coordinated process to implement the plan, through the use of
the City’s resources (44 CFR § 201.1(b)). The City’s implementation of mitigation actions, which include long-term strategies that may involve planning, policy changes, programs, projects, and other activities, is the primary objective of the planning process. This type of planning will supplement the City’s comprehensive emergency management program.

The El Segundo Hazard Mitigation Plan identifies and profiles each potential hazard within the City. The plan provides a description of the type, location and extent of all hazards that can affect the jurisdiction. The plan also includes information on previous occurrences of hazard events and on the probability of future hazard events. For example, the highest risk to the City is an earthquake. There is a 67% probability of a 6.7 magnitude or larger quake occurring in the greater Los Angeles area within 30 years. If this were to occur, El Segundo would receive significant ground shaking and potential structure damage to buildings. The amount of damage depends on the location of the earthquake fault and the magnitude of the quake. The next highest risk to the City is a hazardous materials incident. The probability of a hazardous materials incident occurring in any given year is high, based on the number of incidents per year, but these types of incidents are isolated and would not affect the entire city at one time such as with an earthquake. The next highest risks include transportation incidents and pipeline emergencies and oil spills. A risk assessment was conducted for the plan that identifies the types and numbers of existing and future buildings, infrastructure, and critical facilities located in the City; an estimate of the potential dollar losses to vulnerable structures identified in the plan, a description of the methodology used to prepare the estimate, and a general description of land uses and development trends within the community so that mitigation options can be considered in future land use decisions.

The Hazard Mitigation Plan includes a mitigation strategy that provides the City’s blueprint for reducing the potential losses identified in the risk assessment, based on existing authorities, policies, programs, and resources. The hazard mitigation strategy includes mitigation goals, actions, and projects to reduce or avoid long-term vulnerabilities to the identified hazards. Examples of hazard mitigation projects are to evaluate City and non-City facilities identified as potential shelter sites for structural integrity, or develop a public outreach and awareness program about the hazards in El Segundo, and mitigation actions community members can do in their homes. The hazard mitigation strategy also includes an action plan, describing how the actions identified in the plan will be prioritized, implemented, and administered by the City through prioritization of actions from the results of a cost benefit review of the proposed projects. FEMA also requires the plan to address the City’s participation in the National Flood Insurance Program (NFIP), and continued compliance with NFIP requirements.

Finally the plan must demonstrate it has been reviewed and revised to reflect changes in development, progress in local mitigation efforts, and changes in priorities of the City. Hazard mitigation plans must be submitted for approval within five years in order to continue to be eligible for mitigation project grant funding.

The El Segundo Hazard Mitigation Plan will be submitted to the State of California Office of Emergency Services for their review and if found to contain the requirements of 44 CFR Parts 201 and 206, be forward to FEMA for a final review and approval. Per Requirement §201.6(c)(5), the plan must include documentation that the plan has been formally adopted by the governing body of the jurisdiction requesting approval of the plan (e.g., El Segundo City Council). Adoption by the local governing body demonstrates the City of El Segundo’s commitment to fulfilling the hazard mitigation goals and actions outlined in the plan. Adoption also legitimizes the plan and authorizes responsible agencies to execute their responsibilities. The El Segundo Hazard Mitigation Plan is complete and ready to be adopted by the El Segundo City Council.
RESOLUTION

A RESOLUTION TO ADOPT THE JANUARY 2015 CITY OF EL SEGUNDO HAZARD MITIGATION PLAN.

WHEREAS, the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988 (Public Law 93-288), as amended, 42 U.S.C. 5165, and the National Flood Insurance Act of 1968, as amended, 42 U.S.C. 4001 et seq., and Title 44 Code of Federal Regulations (CFR) §201.6 require that local governments develop and submit hazard mitigation plans to the Federal Emergency Management Agency as a condition of receiving Hazard Mitigation Grant Program (HMGP) and other Mitigation project grants; and

WHEREAS, the El Segundo Hazard Mitigation Plan identifies and profiles each potential hazard that can affect the City, includes information on the probability of future hazard events, and contains a risk assessment that distinguishes the critical facilities located in the City by an estimate of the potential dollar losses to vulnerable structures identified in the plan; and

WHEREAS, the El Segundo Hazard Mitigation Plan will define the sustained actions taken to reduce or eliminate the long-term risk to human life and property from hazards, which set the stage for successful long-term recovery for the City of El Segundo; and

WHEREAS, the El Segundo Hazard Mitigation Plan outlines a long-term strategy that includes mitigation actions and projects, which may involve planning, policy changes, programs, projects, and other activities to reduce losses from future disasters; and

WHEREAS, hazard mitigation plan approval by FEMA is a prerequisite to receiving federal hazard mitigation grant funds (42 USC § 5165(a); and

WHEREAS, per 44 CFR §201.6(c)(5), the plan must include documentation that the plan has been formally adopted by the governing body of the jurisdiction to demonstrate the City of El Segundo’s commitment to fulfilling the hazard mitigation goals and actions outlined in the plan, and to legitimize the plan and authorize responsible agencies to execute their responsibilities; and

WHEREAS, the El Segundo Department Directors, City Attorney, stakeholders and the general public have reviewed the Hazard Mitigation Plan and all appropriate edits, recommendations, and organizational changes have been resolved within the plan; and

BE IT FURTHER RESOLVED, with the concurrence of the Mayor, that by the adoption of this Resolution, the City of El Segundo hereby ADOPTS the January 2015 City of El Segundo Hazard Mitigation Plan.
PASSED AND ADOPTED this 17 day of March, 2015.

______________________________
Suzanne Fuentes, 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 regarding authorization for the Police Department to replace the Watch Commander’s Chevrolet Tahoe Flex Fuel vehicle with a National Auto Fleet 2015 police package Ford Explorer, using Equipment Replacement Funds and revenue acquired through the recent sale of BMW Motorcycles formerly assigned to the Police Department Traffic Division.
(Fiscal Impact: $51,000)

RECOMMENDED COUNCIL ACTION:

1) Authorize the Police Department to purchase one police package 2015 Ford Explorer Utility vehicle from National Auto Fleet Group under an existing contract with NIPA (National Joint Powers Alliance) contract #102811 for an estimated cost of $29,000.

2) Authorize the Police Department to purchase all related patrol equipment, graphics, video equipment, etc.

3) Authorize staff to transfer use of the Tahoe Flex Fuel vehicle from the Patrol Division to the Traffic Division to be used as a Traffic Investigation / Commercial Enforcement unit.

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

ATTACHED SUPPORTING DOCUMENTS:

- State of California contract pricing and specifications for 2015 police package Ford Explorer from National Auto Fleet Group
- Quote from South Bay Regional Public Communications Authority for Explorer Build-Out

FISCAL IMPACT: $

Amount Budgeted: $64,434.00 – Equipment Replacement
Additional Appropriation: N/A
Account Number(s): 601-400-3101-8105

ORIGINATED BY: Valerie Cameron, Administrative Officer
REVIEWED BY: Mitch Tavera, Chief of Police
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:

The Watch Commander Tahoe was put into service in September of 2009 with an original service life expectancy of five years. During the economic shortfall occurring several years ago, that proposed service life was extended an additional two years; however, recent overwhelming system failures have now made that life expectancy implausible.
Since January of 2014, the Tahoe has experienced over $20,000 in repair costs, which included a $7,450 engine rebuild. Being that this vehicle is the sole unit assigned to the on duty Field Supervisor, it gets used every shift, every day.

Thus, in light of these aforementioned maintenance issues, staff believes it’s no longer feasible for this unit to be continually used on a daily basis; however, being that such a large sum has been expended to repair some of these recent issues, staff requests the Tahoe be transferred to the Police Department Traffic Division to be utilized as a supplemental Traffic unit.

As such, this vehicle would not be used on a daily basis, but rather on a case by case basis when needed for traffic collision investigations and commercial enforcement. In this capacity, this unit would be utilized by the Traffic Investigator and Commercial Enforcement Officer to transport equipment and tools that cannot be carried on a motorcycle unit.

The Equipment Replacement Fund has a balance of $36,000 for the replacement of the Watch Commander’s Chevrolet Tahoe. Additional funding recently garnered from the sale of two former police BMW motorcycles ($7,085) and the paid insurance claim replacing the cost of a totaled police BMW motorcycle ($21,349) provided another $28,434 to the Equipment Replacement Fund, which results in a total of $64,434 in funds to be used toward the purchase of the 2015 Ford Explorer and its required equipment and graphics (Not to exceed $51,000).
National Auto Fleet Group

1/14/2015

GARY MULLINS
CITY OF EL SEGUNDO
PUBLIC WORKS
150 ILLINOIS ST
EL SEGUNDO, California, 90245

Dear GARY MULLINS,

National Auto Fleet Group is pleased to quote the following vehicle(s) for your consideration.
One (1) New/Unused (2015 Ford Utility Police Interceptor (K8A) AWD 4dr.) and delivered to your specified location, each for

One Unit

Base Price .............................. $26,248.92
Tax (9.00 %) ............................ $2,362.40
Title fee ................................ $8.75
Total ..................................... $28,620.07

- per the attached specifications. Price includes 1 additional key(s), and 1 service manual(s).

This vehicle(s) is available under the National Joint Powers Alliance Contract 102811. Please reference this Bid number on all purchase orders. Payment terms are Net 30 days after receipt of vehicle.

Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.

Sincerely,

John O'vych
National Fleet Manager
Email: john.ovych@gmail.com

Office: 562-618-0928
Fax: 562-684-4872
In order to Finalize your Quote, please submit this purchase packet to your governing body for Purchase Order Approval. Once you issue a Purchase Order please send by:

Fax: (831) 480-8497

Mail: National Auto Fleet Group
490 Auto Center Drive
Watsonville, CA 95076

Email: Jcooper@nationalautofleetgroup.com

We will then send a W-9 if you need one

Please contact our main office with any questions:
1-855-289-6572
# Vehicle Configuration Options

## ENGINE

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>99R</td>
<td>ENGINE: 3.7L V6 Ti-VCT FFV, -inc: High efficient police calibrated displacement technology is optimal for long days spent idling or on the job (STD)</td>
</tr>
</tbody>
</table>

## TRANSMISSION

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>44C</td>
<td>TRANSMISSION: 6-SPEED AUTOMATIC, -inc: Exclusively police calibrated for maximum acceleration and faster closing speeds (STD)</td>
</tr>
</tbody>
</table>

## PRIMARY PAINT

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>BU</td>
<td>MEDIUM BROWN METALLIC</td>
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</tbody>
</table>

## SECONDARY PAINT

<table>
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<tr>
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<th>Description</th>
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</table>

## PAINT SCHEME

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>STANDARD PAINT</td>
</tr>
</tbody>
</table>

## SEAT TYPE

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>9W</td>
<td>CHARCOAL BLACK, HEAVY-DUTY CLOTH FRONT BUCKET SEATS/VINYL REAR, -inc: Unique, 6-way power track driver (fore/aft/up/down tilt w/manual recline), 2-way manual lumbar and passenger 2-way manual track (fore/aft, w/manual recline)</td>
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</table>

## AXLE RATIO

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>3.65 AXLE RATIO, (STD)</td>
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## ADDITIONAL EQUIPMENT

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>153</td>
<td>FRONT LICENSE PLATE BRACKET</td>
</tr>
<tr>
<td>52P</td>
<td>HIDDEN DOOR LOCK PLUNGER/RR DOOR HANDLES INOPERABLE</td>
</tr>
<tr>
<td>17T</td>
<td>RED/WHITE DOME LAMP IN CARGO AREA</td>
</tr>
</tbody>
</table>

## OPTION PACKAGE

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>500A</td>
<td>PREFERRED EQUIPMENT PACKAGE 500A</td>
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</tbody>
</table>

## SHIP THRU CODES
<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
</table>

1/14/2015

Sell, service, and deliver letter
# 2015 Fleet/Non-Retail Ford Utility Police Interceptor AWD 4dr

## WINDOW STICKER

<table>
<thead>
<tr>
<th>CODE</th>
<th>MODEL</th>
<th>MSRP</th>
</tr>
</thead>
<tbody>
<tr>
<td>K3A</td>
<td>2015 Ford Utility Police Interceptor AWD 4dr</td>
<td>$30,405.00</td>
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### OPTIONS

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Price</th>
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<tbody>
<tr>
<td>99R</td>
<td>ENGINE: 3.7L V6 TI-VCT FFV, -inc: High efficient police calibrated displacement technology is optimal for long days spent idling or on the job (STD)</td>
<td>INC</td>
</tr>
<tr>
<td>44C</td>
<td>TRANSMISSION: 6-SPEED AUTOMATIC, -inc: Exclusively police calibrated for maximum acceleration and faster closing speeds (STD)</td>
<td>$0.00</td>
</tr>
<tr>
<td>8U</td>
<td>MEDIUM BROWN METALLIC</td>
<td>$0.00</td>
</tr>
<tr>
<td>9W</td>
<td>CHARCOAL BLACK, HEAVY-DUTY CLOTH FRONT BUCKET SEATS/VINYL REAR, -inc: Unique, 8-way power track driver (fore/aft,up/down lift w/manual recline), 2-way manual lumbar and passenger 2-way manual track (fore/aft, w/manual recline)</td>
<td>$0.00</td>
</tr>
<tr>
<td>8U</td>
<td>STANDARD PAINT</td>
<td>$0.00</td>
</tr>
<tr>
<td>6D</td>
<td>3.65 AXLE RATIO, (STD)</td>
<td>$0.00</td>
</tr>
<tr>
<td>153</td>
<td>FRONT LICENSE PLATE BRACKET</td>
<td>$0.00</td>
</tr>
<tr>
<td>52P</td>
<td>HIDDEN DOOR LOCK PLUNGER/RER DOOR HANDLES INOPERABLE</td>
<td>$160.00</td>
</tr>
<tr>
<td>17T</td>
<td>RED/WHITE DOME LAMP IN CARGO AREA</td>
<td>$50.00</td>
</tr>
<tr>
<td>500A</td>
<td>PREFERRED EQUIPMENT PACKAGE 500A</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

### SUBTOTAL

$30,615.00

### Advert/ Adjustments

$0.00

### Manufacturer Destination Charge

$895.00

### TOTAL PRICE

$31,510.00

Est City: 16 (Est) MPG

Est Highway: 21 (Est) MPG

Est Highway Cruising Range: 390.60 mi

Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.
### Standard Equipment

**MECHANICAL**

<table>
<thead>
<tr>
<th>Feature</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Engine</td>
<td>3.7L V6 Ti-VCT FFV -inc: High efficient police calibrated displacement technology is optimal for long days spent idling or on the job</td>
</tr>
<tr>
<td>Transmission</td>
<td>6-Speed Automatic -inc: Exclusively police calibrated for maximum acceleration and faster closing speeds</td>
</tr>
<tr>
<td>3.65 Axle Ratio</td>
<td></td>
</tr>
<tr>
<td>GVWR</td>
<td>6,300 lbs</td>
</tr>
<tr>
<td>Transmission w/Oil Cooler</td>
<td></td>
</tr>
<tr>
<td>Automatic Full-Time All-Wheel Drive</td>
<td></td>
</tr>
<tr>
<td>Engine Oil Cooler</td>
<td></td>
</tr>
<tr>
<td>78-Amp/Hr 750CCA Maintenance-Free Battery</td>
<td></td>
</tr>
<tr>
<td>HD 220 Amp Alternator</td>
<td></td>
</tr>
<tr>
<td>Police/Fire</td>
<td></td>
</tr>
<tr>
<td>Gas-Pressurized Shock Absorbers</td>
<td></td>
</tr>
<tr>
<td>Front And Rear Anti-Roll Bars</td>
<td></td>
</tr>
<tr>
<td>Electric Power-Assist Steering</td>
<td></td>
</tr>
<tr>
<td>18.5 Gal, Fuel Tank</td>
<td></td>
</tr>
<tr>
<td>Dual Stainless Steel Exhaust</td>
<td></td>
</tr>
<tr>
<td>Permanent Locking Hubs</td>
<td></td>
</tr>
<tr>
<td>Strut Front Suspension w/Coil Springs</td>
<td></td>
</tr>
<tr>
<td>Multi-Link Rear Suspension w/Coil Springs</td>
<td></td>
</tr>
<tr>
<td>4-Wheel Disc Brakes w/4-Wheel ABS, Front Vented Discs, Brake Assist and Hill Hold Control</td>
<td></td>
</tr>
</tbody>
</table>

**EXTERIOR**

<table>
<thead>
<tr>
<th>Feature</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wheels</td>
<td>18&quot; x 8&quot; 5-Spoke Painted Black Steel -inc: center caps and full size spare</td>
</tr>
<tr>
<td>Tires</td>
<td>P245/55R18 AS BSW</td>
</tr>
<tr>
<td>Steel Spare Wheel</td>
<td></td>
</tr>
<tr>
<td>Spare Tire Mounted Inside Under Cargo</td>
<td></td>
</tr>
<tr>
<td>Clearcoat Paint</td>
<td></td>
</tr>
<tr>
<td>Body-Colored Front Bumper w/Black Rub Strip/Fascia Accent</td>
<td></td>
</tr>
<tr>
<td>Body-Colored Rear Bumper w/Black Rub Strip/Fascia Accent</td>
<td></td>
</tr>
<tr>
<td>Black Bodyside Cladding and Black Wheel Well Trim</td>
<td></td>
</tr>
<tr>
<td>Black Side Windows Trim and Black Front Windshield Trim</td>
<td></td>
</tr>
<tr>
<td>Black Door Handles</td>
<td></td>
</tr>
<tr>
<td>Black Power Side Mirrors w/Convex Spotter and Manual Folding</td>
<td></td>
</tr>
<tr>
<td>Fixed Rear Window w/Fixed Interval Wiper, Heated Wiper Park and Defroster</td>
<td></td>
</tr>
<tr>
<td>Deep Tinted Glass</td>
<td></td>
</tr>
<tr>
<td>Speed Sensitive Variable Intermittent Wipers</td>
<td></td>
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<tr>
<td>Front Windshield -inc: Sun Visor Strip</td>
<td></td>
</tr>
<tr>
<td>Galvanized Steel/Aluminum Panels</td>
<td></td>
</tr>
<tr>
<td>Lip Spoiler</td>
<td></td>
</tr>
<tr>
<td>Black Grille</td>
<td></td>
</tr>
<tr>
<td>Liftgate Rear Cargo Access</td>
<td></td>
</tr>
<tr>
<td>Tailgate/Rear Door Lock Included w/Power Door Locks</td>
<td></td>
</tr>
</tbody>
</table>
ENTERTAINMENT

Radio: AM/FM/CD/MP3 Capable -inc: clock, 6 speakers and 4.2" color LCD screen center-stack Smart Display.
Radio w/Speed Compensated Volume Control and Steering Wheel Controls
Integrated Roof Antenna

INTERIOR

Cloth Bucket Front Seats w/Vinyl Back Material and Manual Driver Lumbar
4-Way Passenger Seat -inc: Manual Recline and Fore/Aft Movement
60-40 Folding Split-Bench Front Facing Fold Forward Seatback Vinyl Rear Seat
Manual Tilt Steering Column
Gauges -inc: Speedometer, Odometer, Engine Coolant Temp, Tachometer, Engine Hour Meter, Trip Odometer and Trip Computer
Power Rear Windows and Fixed 3rd Row Windows
5 Person Seating Capacity
Cruise Control w/Steering Wheel Controls
Manual Air Conditioning
HVAC -inc: Underseat Ducts
Locking Glove Box
Driver Foot Rest
Interior Trim -inc: Metal-Look Instrument Panel Insert, Metal-Look Door Panel Insert and Metal-Look Interior Accents
Full Cloth Headliner
Urethane Gear Shift Knob
Day-Night Rearview Mirror
Driver And Passenger Visor Vanity Mirrors
Mini Overhead Console w/Storage and 2 12V DC Power Outlets
Front And Rear Map Lights
Fade-To-Off Interior Lighting
Full Vinyl/Rubber Floor Covering
Carpet Floor Trim
Cargo Features -inc: Cargo Tray/Organizer
Cargo Space Lights
Dashboard Storage, Driver And Passenger Door Bins
Power Adjustable Pedals
Power 1st Row Windows w/Driver 1-Touch Down
Delayed Accessory Power
Power Door Locks
Systems Monitor
Redundant Digital Speedometer
Trip Computer
Analog Display
Manual Adjustable Front Head Restraints
2 x 12V DC Power Outlets
Air Filtration

**SAFETY**

<table>
<thead>
<tr>
<th>Feature</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advancetrac w/Roll Stability Control Electronic Stability Control (ESC)</td>
</tr>
<tr>
<td>And Roll Stability Control (RSC)</td>
</tr>
<tr>
<td>ABS And Driveline Traction Control</td>
</tr>
<tr>
<td>Side Impact Beams</td>
</tr>
<tr>
<td>Dual Stage Driver And Passenger Seat-Mounted Side Airbags</td>
</tr>
<tr>
<td>Low Tire Pressure Warning</td>
</tr>
<tr>
<td>Dual Stage Driver And Passenger Front Airbags</td>
</tr>
<tr>
<td>Safety Canopy System Curtain 1st And 2nd Row Airbags</td>
</tr>
<tr>
<td>Airbag Occupancy Sensor</td>
</tr>
<tr>
<td>Rear Child Safety Locks</td>
</tr>
<tr>
<td>Outboard Front Lap And Shoulder Safety Belts - inc: Rear Center 3 Point, Height Adjusters and Pretensioners</td>
</tr>
<tr>
<td>QUAN</td>
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<tr>
<td>------</td>
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<td>1.00</td>
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SUBTOTAL $20,543.08
TAX $1,817.38
TOTAL $22,360.46
AGENDA DESCRIPTION:

Consideration and possible action to receive and file this report regarding emergency work to repair dwelling units at the Park Vista Senior Housing Facility due to water intrusion without the need for bidding in accordance with Public Contracts Code §§ 20168 and 22050 and El Segundo Municipal Code ("ESMC")§ 1-7-12 and 1-7A-4. (Fiscal Impact: $50,000.00)

RECOMMENDED COUNCIL ACTION:

(1) Receive and file this report regarding emergency work to repair dwelling units at the Park Vista Senior Housing Facility due to water intrusion without the need for bidding in accordance with Public Contracts Code §§ 20168 and 22050 and El Segundo Municipal Code ("ESMC")§ 1-7-12 and 1-7A-4.

(2) Alternatively, discuss and take other possible action related to this item.

ATTACHED SUPPORTING DOCUMENTS:

None

FISCAL IMPACT: Included in Adopted Budget

Amount Budgeted: $50,000.00

Additional Appropriation: No

Account Number(s): 405-400-0000-6215 (Facilities Maintenance: Repairs and Maintenance)

ORIGINATED BY: Stephanie Katsouleas, Director of Public Works

REVIEWED BY: Gregg Kovacevich, Assistant City Attorney

APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:

Emergency work to repair three dwelling units at the Park Vista Senior Housing Facility due to water intrusion caused by improperly sloped decks is still underway. Surveying was completed in January and designs for the repair, which included three primary options, were submitted at the end of February. The plans immediately went into planning and building review. Once approved, bidding and award of the construction portion of the project will commence, which is imminent.

Public Contracts Code § 22050 (c) requires that the City Council receive updates at every regularly scheduled meeting until the emergency repair is completed. Therefore, staff recommends that City Council receive and file this report on the status of the emergency repair to address the water intrusion issues at Park Vista Senior Housing Facility.

9
AGENDA DESCRIPTION:
Consideration and possible action to authorize the City Manager, or designee, to record the Notice of Completion accepting completion of work for twenty-five (25) homes related to Project RSI 14-11 (the City's Residential Sound Insulation Program's Group 55). (Final Contract Amount: $770,669.09)

RECOMMENDED COUNCIL ACTION:
1. Authorize the City Clerk to file the City Manager’s, or designee’s, Notice of Completion in the County Recorder’s Office;
2. Authorize the City Manager, or designee, to close out Project No. RSI 14-11; and/or
3. Alternatively discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
Notice of Completion
List of homes included in Group 55 (Exhibit A to the Notice of Completion)

FISCAL IMPACT: Included in Adopted Budget

<table>
<thead>
<tr>
<th>Amount Budgeted</th>
<th>Additional Appropriation</th>
<th>Account Number(s)</th>
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<tbody>
<tr>
<td>$840,865</td>
<td>N/A</td>
<td>116-400-0055-8960</td>
</tr>
</tbody>
</table>

ORIGINATED BY: James S. O'Neill, Program Manager
REVIEWED BY: Sam Lee, Director of Planning and Building Safety
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:
The RSI Program offers modifications to owners of qualifying residential property in the City of El Segundo that reduce interior sound levels of noise generated by air traffic from neighboring Los Angeles International Airport (LAX).

At its meeting September 2, 2014 the City Council awarded a construction contract to Big West Construction Corporation for the construction of twenty-six (26) homes, commonly referred to as Group 55 of the RSI Program.

The work has now been completed and the final contract amount is $770,669.09.
NOTICE OF COMPLETION OF CONSTRUCTION PROJECT

Project Name: Residential Sound Insulation Program – Group 55
Project No.: RSI 14-11

Notice is given pursuant to California Civil Code §§ 3093, et seq. that:

1. The undersigned is an officer of the owner of interest of the property described below.
2. The project owner’s name is: City of El Segundo
3. The full addresses of the project are: attached as Exhibit A and incorporated by reference
4. A work of improvement on the property hereinafter described was field reviewed by City representatives on: see attached Exhibit A
5. The work done was: Residential Sound Insulation Program Improvements
6. On September 2, 2014, City Council of the City of El Segundo accepted the work of this contract as being complete and directed the recording of this Notice of Completion in the Office of the County Recorder.
7. The name of the Contractor for such work of improvement was: Big West Construction, Inc.
8. The property on which said work of improvement was completed is in the City of El Segundo, County of Los Angeles, State of California, and is described as follows: Private Residence(s) listed in Exhibit A
9. The street address of said properties are: set forth in Exhibit A

Dated: ____________________

Sam Lee
Planning and Building Safety Director

VERIFICATION

I, the undersigned, say: I am the Director of Planning and Building Safety of the City El Segundo, the declarant of the foregoing Notice of Completion; I have read said Notice of Completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury the foregoing is true and correct.

Executed on ____________________ at El Segundo, California.

Sam Lee
Planning and Building Safety Director

Notice of Completion
<table>
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<tr>
<th>RSI Number</th>
<th>Project Address</th>
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<td>55.01</td>
<td>770 West Imperial Avenue #30</td>
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<td>122 West Walnut Avenue</td>
</tr>
<tr>
<td>55.04</td>
<td>732 Loma Vista Street</td>
</tr>
<tr>
<td>55.05</td>
<td>Dropped from group</td>
</tr>
<tr>
<td>55.06</td>
<td>1132 East Acacia Avenue</td>
</tr>
<tr>
<td>55.07</td>
<td>650 West Maple Avenue</td>
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<td>55.08</td>
<td>227 West Maple Avenue</td>
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<td>55.09</td>
<td>624 West Oak Avenue</td>
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<td>55.10</td>
<td>329 East Sycamore Avenue</td>
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<td>55.11</td>
<td>624 West Maple Avenue</td>
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<tr>
<td>55.12</td>
<td>324 West Sycamore Avenue</td>
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<tr>
<td>55.13</td>
<td>521 East Sycamore</td>
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<td>55.14</td>
<td>528 West Maple Avenue</td>
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<tr>
<td>55.15</td>
<td>532 West Maple Avenue</td>
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<tr>
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<td>823 Penn Street</td>
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<tr>
<td>55.17</td>
<td>823-1/2 Penn Street</td>
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<td>55.18</td>
<td>1123 East Acacia Avenue</td>
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<td>55.19</td>
<td>853 McCarthy Court</td>
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<td>55.20</td>
<td>231 West Maple Street</td>
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<td>55.21</td>
<td>543 East Walnut Avenue #1</td>
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<td>55.22</td>
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<td>55.26</td>
<td>543 East Walnut Avenue #6</td>
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</table>
AGENDA DESCRIPTION:
Consideration and possible action to authorize the City Manager, or designee, to record the Notice of Completion accepting completion of work for twenty-three (23) homes related to Project RSI 14-13 (the City's Residential Sound Insulation Program's Group 57).
(Final Contract Amount: $813,280.65)

RECOMMENDED COUNCIL ACTION:
1. Authorize the City Clerk to file the City Manager’s, or designee’s, Notice of Completion in the County Recorder's Office;
2. Authorize the City Manager, or designee, to close out Project No. RSI 14-13; and/or
3. Alternatively discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
Notice of Completion
List of homes included in Group 57 (Exhibit A to the Notice of Completion)

FISCAL IMPACT: Included in Adopted Budget

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<tr>
<th>Amount Budgeted:</th>
<th>$843,310</th>
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<td>Account Number(s):</td>
<td>116-400-0059-8960</td>
</tr>
</tbody>
</table>

ORIGINATED BY: James S. O'Neill, Program Manager
REVIEWED BY: Sam Lee, Director of Planning and Building Safety
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:
The RSI Program offers modifications to owners of qualifying residential property in the City of El Segundo that reduce interior sound levels of noise generated by air traffic from neighboring Los Angeles International Airport (LAX).

At its meeting September 2, 2014 the City Council awarded a construction contract to Big West Construction Corporation for the construction of twenty-three (23) homes, commonly referred to as Group 57 of the RSI Program.

The work has now been completed and the final contract amount is $813,280.65.
NOTICE OF COMPLETION OF CONSTRUCTION PROJECT

Project Name: Residential Sound Insulation Program – Group 57
Project No.: RSI 14-13

Notice is given pursuant to California Civil Code §§ 3093, et seq. that:

1. The undersigned is an officer of the owner of interest of the property described below.
2. The project owner’s name is: City of El Segundo
3. The full addresses of the project are: attached as Exhibit A and incorporated by reference
4. A work of improvement on the property hereinafter described was field reviewed by City representatives on: see attached Exhibit A
5. The work done was: Residential Sound Insulation Program Improvements
6. On September 2, 2014, City Council of the City of El Segundo accepted the work of this contract as being complete and directed the recording of this Notice of Completion in the Office of the County Recorder.
7. The name of the Contractor for such work of improvement was: Spec Construction Co., Inc.
8. The property on which said work of improvement was completed is in the City of El Segundo, County of Los Angeles, State of California, and is described as follows: Private Residence(s) listed in Exhibit A
9. The street address of said properties are: set forth in Exhibit A

Dated: ____________________________

Sam Lee
Planning and Building Safety Director

VERIFICATION

I, the undersigned, say: I am the Director of Planning and Building Safety of the City El Segundo, the declarant of the foregoing Notice of Completion; I have read said Notice of Completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury the foregoing is true and correct.

Executed on ______________________ at El Segundo, California.

Sam Lee
Planning and Building Safety Director

Notice of Completion
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<td>925 Pepper Street, Unit 1</td>
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<td>57.03</td>
<td>925 Pepper Street, Unit 3</td>
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<td>57.04</td>
<td>925 Pepper Street, Unit 4</td>
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<tr>
<td>57.05</td>
<td>725 Bayonne Street</td>
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<tr>
<td>57.06</td>
<td>222 W. Walnut Ave</td>
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<tr>
<td>57.07</td>
<td>1202 East Acacia Avenue</td>
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<td>57.08</td>
<td>1105 F. Walnut Ave.</td>
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<td>57.09</td>
<td>537 E. Maple Ave.*/813 Penn</td>
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<td>57.10</td>
<td>514 E. Sycamore Ave.</td>
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<td>57.11</td>
<td>1005 E. Acacia Avenue</td>
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<tr>
<td>57.12</td>
<td>860 Lomita Street</td>
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<td>57.13</td>
<td>1126 E. Acacia Ave.</td>
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<td>740 Virginia Street</td>
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<td>57.15</td>
<td>1049 E. Acacia Ave.</td>
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<td>841 McCarthy Ct</td>
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<td>832 Lomita St.</td>
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<td>1220 E. Walnut Ave.</td>
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<td>57.22</td>
<td>629 East Maple Ave.</td>
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<tr>
<td>57.23</td>
<td>814 Bungalow Dr.</td>
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</table>
AGENDA DESCRIPTION:
Consideration and possible action to authorize the City Manager, or designee, to record the Notice of Completion accepting completion of work for twenty-four (24) homes related to Project RSI 14-15 (the City's Residential Sound Insulation Program's Group 59).
(Final Contract Amount: $637,261.95)

RECOMMENDED COUNCIL ACTION:
1. Authorize the City Clerk to file the City Manager's, or designee's, Notice of Completion in the County Recorder's Office;
2. Authorize the City Manager, or designee, to close out Project No. RSI 14-15; and/or
3. Alternatively discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
Notice of Completion
List of homes included in Group 59 (Exhibit A to the Notice of Completion)

FISCAL IMPACT: Included in Adopted Budget
Amount Budgeted: $657,546
Additional Appropriation: N/A
Account Number(s): 116-400-0059-8960

ORIGINATED BY: James S. O'Neill, Program Manager
REVIEWED BY: Sam Lee, Director of Planning and Building Safety
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:
The RSI Program offers modifications to owners of qualifying residential property in the City of El Segundo that reduce interior sound levels of noise generated by air traffic from neighboring Los Angeles International Airport (LAX).

At its meeting September 2, 2014 the City Council awarded a construction contract to Big West Construction Corporation for the construction of twenty-four (24) homes, commonly referred to as Group 59 of the RSI Program.

The work has now been completed and the final contract amount is $637,261.95.
NOTICE OF COMPLETION OF CONSTRUCTION PROJECT

Project Name: Residential Sound Insulation Program – Group 59
Project No.: RSI 14-15

Notice is given pursuant to California Civil Code §§ 3093, et seq. that:

1. The undersigned is an officer of the owner of interest of the property described below.
2. The project owner's name is: City of El Segundo
3. The full addresses of the project are: attached as Exhibit A and incorporated by reference
4. A work of improvement on the property hereinafter described was field reviewed by City representatives on: see attached Exhibit A
5. The work done was: Residential Sound Insulation Program Improvements
6. On September 2, 2014, City Council of the City of El Segundo accepted the work of this contract as being complete and directed the recording of this Notice of Completion in the Office of the County Recorder.
7. The name of the Contractor for such work of improvement was: Spec Construction Co., Inc.
8. The property on which said work of improvement was completed is in the City of El Segundo, County of Los Angeles, State of California, and is described as follows: Private Residence(s) listed in Exhibit A
9. The street address of said properties are: set forth in Exhibit A

Dated: ____________________________

Sam Lee
Planning and Building Safety Director

VERIFICATION

I, the undersigned, say: I am the Director of Planning and Building Safety of the City El Segundo, the declarant of the foregoing Notice of Completion; I have read said Notice of Completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury the foregoing is true and correct.

Executed on ______________________ at El Segundo, California.

Sam Lee
Planning and Building Safety Director

Notice of Completion
<table>
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<tr>
<th>RSI Number</th>
<th>Project Address</th>
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<td>59.01</td>
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<td>1131 East Acacia Avenue</td>
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<td>59.18</td>
<td>854 Loma Vista Street</td>
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<td>59.19</td>
<td>1211 East Sycamore Avenue</td>
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<tr>
<td>59.20</td>
<td>820 Bungalow Drive, Unit 1</td>
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<td>59.21</td>
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<td>840 Lomita Street</td>
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<td>59.25</td>
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</tbody>
</table>
AGENDA DESCRIPTION:
Consideration and possible action to adopt a Resolution authorizing overtime and portal to portal pay for El Segundo Fire Department employees that participate in fire and other emergency responses through the California Fire Service and Rescue Emergency Mutual Aid System. This Resolution will enable the City to receive reimbursement for personnel and emergency apparatus expenditures associated with fire response throughout the State for the entire time of commitment, beginning at the time of dispatch, to the time of return to home base. Without this Resolution, the City would only be eligible to receive reimbursement for expenditures for the actual hours worked at the incident. (Fiscal Impact: Unknown)

RECOMMENDED COUNCIL ACTION:
1. Adopt the Resolution authorizing overtime and portal to portal pay;
2. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
A Resolution Authorizing Overtime and Portal to Portal Pay

FISCAL IMPACT: Unknown
Amount Budgeted: None
Additional Appropriation: None
Account Number(s): n/a

ORIGINATED BY: Kevin S. Smith, Fire Chief
REVIEWED BY: Kevin S. Smith, Fire Chief
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:
The El Segundo Fire Department participates as part of the California Fire Service and Rescue Emergency Mutual Aid System. The El Segundo Fire Department is at times called upon to respond to wildfires and other significant emergencies throughout the State of California as part of the Mutual Aid System. Under certain conditions, the City of El Segundo may be reimbursed for costs associated with El Segundo providing fire personnel and emergency apparatus to emergencies as part of the Mutual Aid System. The California Fire Assistance Agreement (CFAA) is a negotiated reimbursement mechanism for local government fire agency responses as part of the Mutual Aid System. Recent changes to the CFAA require a Resolution be adopted by the local agency governing body in order to be eligible to be reimbursed for the entire time of commitment of fire personnel and emergency apparatus, beginning at the time of initial dispatch from home base, to the time of return to the home base. If local agencies do not adopt a Resolution that indicates compensation for all hours worked, local agencies will only be
reimbursed for the actual hours worked at an incident. This would eliminate reimbursement for travel time and mileage to and from the incident. El Segundo has been reimbursed for portal to portal costs associated with previous incidents. It will benefit the City fiscally to ensure that future emergencies that our fire personnel and emergency apparatus respond to continue to be reimbursed from portal to portal. Staff recommends that the City Council adopt the Resolution Authorizing Overtime and Portal to Portal Pay for Employees.
RESOLUTION NO.__________

A RESOLUTION AUTHORIZING OVERTIME AND PORTAL TO PORTAL PAY FOR EMPLOYEES

Be it resolved by the Council of the City of El Segundo as follows:

Section 1:

WHEREAS, the El Segundo Fire Department is a public agency located in the County of Los Angeles, State of California, and

WHEREAS, it is the City of El Segundo’s desire to provide fair and legal payment to all its employees for time worked; and

WHEREAS, the El Segundo Fire Department has in its employ, Fire department response personnel including: Fire Chief, Battalion Chief, Fire Captain, Engineer, Firefighter/Paramedic, Firefighter; and

WHEREAS, the City of El Segundo will compensate its employees portal to portal while in the course of their employment and away from their official duty station and assigned to an emergency incident, in support of an emergency incident, or pre-positioned for emergency response; and

WHEREAS, the City of El Segundo will compensate its employees overtime in accordance with their current Memorandum of Understating while in the course of their employment and away from their official duty station and assigned to an emergency incident, in support of an emergency incident, or pre-positioned for emergency response.

NOW THEREFORE BE IT RESOLVED that the conditions set forth in this resolution, as stated above, take effect upon adoption by the El Segundo City Council.

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

PASSED AND ADOPTED this 17th day of March, 2015.

_________________________________
Suzanne Fuentes, Mayor
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 Resolution No. ______ 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 17th day of March, 2015, 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

By:

David King, Assistant City Attorney
AGENDA DESCRIPTION:
Consideration and possible action to authorize the City Manager to (1) execute an instrument for conveying property rights to CDC Mar Campus, LLC to operate, maintain and repair underground water, reclaimed water, sanitary sewer and storm drain improvements in private streets within the Corporate Campus Specific Plan in a form approved by the City Attorney; and (2) authorize the City Manager to execute an instrument for approving a sewer and storm drain easement within the Corporate Campus Specific Plan in a form as approved by the City Attorney. Applicant: CDC Mar Campus, LLC (Fiscal Impact: None)

RECOMMENDED COUNCIL ACTION:
1. Discussion;
2. Authorize the City Manager to execute various instruments, in a form approved by the City Attorney, for miscellaneous water, wastewater, and storm water drainage and disposal; and
3. Alternatively, discuss and take other possible action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
1. Draft quitclaim deed regarding easement rights in private streets within the Corporate Campus Specific Plan
2. Draft easement regarding easement rights in private streets within the Corporate Campus Specific Plan
3. Draft easement affecting wastewater and storm water drainage in the Corporate Campus Specific Plan

FISCAL IMPACT: None

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ORIGINATED BY: Kimberly Christensen, AICP, Planning Manager
REVIEWED BY: Stephanie Katsouleas, Public Works Director
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:

I. Background and Discussion

CDC Mar Campus, LLC filed a request to replace an easement recorded on June 19, 2009 as Instrument No. 20090717071 and with a new easement for water, wastewater and storm water drainage within the Corporate Campus Specific Plan area (see Exhibit 2). This request is
prompted by the change of the site plan: a street identified as Campus Square East will no longer be developed and a street identified as Campus Square West will become a private driveway. The replacement easement will allow for operating, maintaining, and repairing various public improvements within the private streets and the private driveway in the amended project site.

Additionally, CDC Mar Campus also requested the City to execute an easement related to storm water. The purpose of this easement will allow for the operation, maintenance and repair of underground wastewater and storm drain improvements on, under and adjacent to the real property shown in the attached Exhibit 3.

P:\Planning & Building Safety\0 Planning - Old\Kim\Corporate Campus\Corporate Campus Easements and Quitclaims CC sr..3.17.2015.doc
QUITCLAIM DEED

This Quitclaim Deed is given by the City of El Segundo, a general law city and municipal corporation ("City") to CDC Mar, LLC ("Grantee") with respect to the real property identified in the attached Exhibit A, which is incorporated by reference (the "Property") and based on the following facts.

1. Recitals.
   A. On June 14, 2009, a document was recorded in the Official Records of the County Recorder's office as Instrument No. 20090717071 by which Grantee's predecessor in interest gave City easement rights to operate, maintain and repair underground water, reclaimed water, sanitary sewer and storm drain improvements in private streets in the City as more fully described and shown on Exhibit.
   
   B. Since the time that the Grant Deed was recorded, the Site Plan for the Property has changed and one of the streets indicated on the Grant Deed, Campus Square East, will no longer be developed as a street.
   
   C. Based on the change in Site Plan, City and Grantee desire to change the terms of the original easements by quitclaiming all interest back to Grantee and having Grantee provide new easements to City more accurately reflecting the current terms and conditions.

2. City does hereby REMISE, RELEASE AND QUITCLAIM to Grantee any and all interest that it may have obtained by way of the Grant Deed for Easement Rights conveyed to City by Instrument NO. 20090717071.

Executed as of ________________, 2015.

CITY:

CITY OF EL SEGUNDO,
a municipal corporation
By: ______________________
Title: ______________________
STATE OF CALIFORNIA
COUNTY OF

On __________________ before me, ____________________________, [here insert name and title of officer], personally appeared ____________________________, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under penalty of perjury under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature__________________________________________ (Seal)
EXHIBIT "A"
EXHIBIT "A"

EASEMENT TO OPERATE, MAINTAIN AND REPAIR UNDERGROUND WATER,
RECLAIMED WATER, SANITARY SEWER AND STORM DRAIN IMPROVEMENTS.
IN THE CITY OF EL SEGUNDO
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA

SCALE: 1"=250'

PSOMAS

Plotted: 10/22/14 11:50:55 \west1\Projects\CAMPUS_EL_SEGUNDO\100100\SURVEY\EXHIBIT\PL\PL-EX08.dwg jchiappe
GRANT DEED
(To the City of El Segundo)

For a valuable consideration, receipt of which is acknowledged,

CDC Mar, LLC ("Grantor") grants to the City of El Segundo, a general law city and municipal corporation ("City") a perpetual and nonexclusive easement for the operation, maintenance and repair of underground water, reclaimed water, sanitary sewer, and storm drain improvements ("Improvements") on, under and adjacent to the real property (the "Property") identified in the attached Exhibit "A," (the "Easement").

1. Easement Rights. Grantor includes the following rights as part of the Easement burdening the Property:

   A. The right of ingress and egress to and from said Easement for all purposes associated with the Improvements including, without limitation, construction, operation, repair and maintenance.

   B. Grantor agrees not to construct any additional improvements within the Easement. City has the right to remove any improvement that unreasonably interferes with the Easement including, without limitation, the right to trim or remove any landscaping within the Easement boundaries that unreasonably interferes with its use of this Easement.

   C. The right to transfer and convey easement rights to other public utilities for public utility purposes associated with the Improvements.

2. City acknowledges and agrees that certain other utilities ("Other Utilities") cross the Improvements at various points and that the Easement is subject to the rights of the owners/operators to operate and maintain the Other Utilities.

3. Indemnification.

   A. Grantor indemnifies and holds City harmless from and against any claim, action, damages, costs (including, without limitation, reasonable attorney's fees), injuries, or liability (collectively "Claims"), arising from City's use of private property, streets,
roads, or other right-of-ways when exercising its rights pursuant to this Easement except to the extent such Claims are caused by the active negligence or willful misconduct of the City. Should City be named in any suit, or should any claim be brought against it by suit or otherwise, whether the same be groundless or not, arising from City’s utilization of the Easement, Grantor will defend City (at City’s request and with counsel satisfactory to City) and will indemnify City for any judgment rendered against it or any sums paid out in settlement or otherwise, except to the extent such Claims are caused by the active negligence or willful misconduct of the City.

B. For purposes of this section, “City” includes City’s elected and appointed officials, officers, employees, and agents.

4. Binding upon Successors. All terms and conditions in this Easement will be binding upon the parties, their successors, and assigns. The benefits and burdens herein are intended to and will run with the land. This is the entire agreement between the parties and will not be modified except by written instrument signed by all the parties.

5. Authority. Grantor expressly warrants and represents that they have the power to grant this Easement in accordance with its terms.

CDC MAR CAMPUS LLC,
a California limited liability company

By: Continental Development Corporation,
a California corporation
Its: Managing Member

By:

__________________________
Richard C. Lundquist
President

By:

__________________________
Leonard E. Blakesley, Jr.
Executive Vice President and Secretary
ACCEPTANCE OF PROPERTY INTEREST
by
CITY OF EL SEGUNDO

This is to certify that the interest in real property conveyed by the deed or grant dated _____ from _____ to the city of El Segundo, a general law city and municipal corporation, is accepted by the undersigned officer on behalf of the City pursuant to authority conferred by City Council Resolution No. 4255 adopted on April 2, 2002 and the City consents to recordation thereof by its duly authorized officer.

Greg Carpenter, Date
City Manager

ATTEST:

Tracy Weaver, Date
City Clerk

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

Karl H. Berger, Date
Assistant City Attorney
STATE OF CALIFORNIA

COUNTY OF

On _______________ before me, ____________________________, [here insert name and title of officer], personally appeared ________________________, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under penalty of perjury under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature_________________________________________ (Seal)
EXHIBIT "A"
EXHIBIT "A"

EASEMENT TO OPERATE, MAINTAIN AND REPAIR UNDERGROUND WATER, RECLAIMED WATER, SANITARY SEWER AND STORM DRAIN IMPROVEMENTS.
IN THE CITY OF EL SEGUNDO
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA
EASEMENT, SEWER AND STORM DRAIN
AGREEMENT RELATING TO
PRIVATE GREENWAY

This Agreement is entered into this ___ day of ____________, 2015 by and between CDC Mar, LLC (Grantor) and the City of El Segundo, a general law city and municipal corporation ("City") with respect to the real property identified in the attached Exhibit A, which is incorporated by reference (the "Property"). The Property is a greenway which is part of the Campus Specific Plan.

1. Grant of Sewer Easement. Grantor hereby grants to the City a perpetual easement for the operation, maintenance and repair of underground sanitary sewer improvements ("Sewer") on, under and adjacent to the real property (the "Property") as shown on the attached Exhibit "B" for a twelve foot sewer easement, with a fourteen foot radius around the manhole in the Property ("Easement").

   A. The grant of Easement includes the right of ingress and egress to and from said Easement for all purposes associated with the Sewer including, without limitation, construction, operation, repair and maintenance.

   B. Grantor agrees not to erect, place or maintain, nor to permit the erection, placement or maintenance of any building, or other structures except, small shrubs, paved streets, greenways, driveway, parking surfaces, sidewalks, patios, gutters, and drains on said Easement.

   C. Grantor indemnifies and holds City harmless from and against any claim, action, damages, costs (including, without limitation, reasonable attorney’s fees), injuries, or liability (collectively “Claims”), arising from City’s use of private property, streets, roads, or other right-of-ways when exercising its rights pursuant to this Easement except to the extent such Claims are caused by the active negligence or willful misconduct of the City. Should City be named in any suit, or should any claim be brought against it by suit or otherwise, whether the same be groundless or not, arising from City’s utilization of the Easement, Grantor will defend City (at City’s request and with counsel satisfactory to City) and will indemnify City for any judgment rendered against it or any sums paid out in settlement or otherwise, except to the
extent such Claims are caused by the active negligence or willful misconduct of the City. For purposes of this indemnification, “City” includes City’s elected and appointed officials, officers, employees, and agents.

2. Storm Drain. There is a storm drain within the Property that will be private and maintained by Grantor or the elevon Association. Grantor agrees to accept storm drain flow of up to ________________ from properties located within City, but outside the boundaries of the Campus Specific Plan.

3. Binding upon Successors. All terms and conditions in this Agreement will be binding upon the parties, their successors, and assigns. The benefits and burdens herein are intended to and will run with the land. This is the entire agreement between the parties and will not be modified except by written instrument signed by all the parties.

4. Authority. Each party expressly warrants and represents that it has the power to sign this Agreement in accordance with its terms.

**ACCEPTANCE OF PROPERTY INTEREST**
**by**
**CITY OF EL SEGUNDO**

This is to certify that the interest in real property conveyed by the deed or grant dated _____ from _____ to the city of El Segundo, a general law city and municipal corporation, is accepted by the undersigned officer on behalf of the City pursuant to authority conferred by City Council Resolution No. 4255 adopted on April 2, 2002 and the City consents to recordation thereof by its duly authorized officer.

Greg Carpenter, City Manager

Date

ATTEST:

Tracy Weaver, City Clerk

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

By:__________________________
Karl H. Berger,
Assistant City Attorney
STATE OF CALIFORNIA

COUNTY OF

On __________________ before me, __________________ [here insert name and title of officer], personally appeared __________________, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under penalty of perjury under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature______________________________

(Seal)
STATE OF CALIFORNIA

COUNTY OF

On __________________ before me, ________________________________ [here insert name and title of officer], personally appeared ________________________________, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under penalty of perjury under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature__________________________ (Seal)
STATE OF CALIFORNIA

COUNTY OF

On _______________ before me, __________________________, [here insert name and title of officer], personally appeared __________________________, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under penalty of perjury under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

______________________________

(Signature)
EXHIBIT "A"
LEGAL DESCRIPTION OF GREENWAY
(FORMER CAMPUS SQUARE EAST)
EXHIBIT "B"
12' WIDE AND 14' RADIUS SANITARY SEWER EASEMENT
LOTS 9 THROUGH 11 AND 23 THROUGH 24,
TRACT NO. 53570, M.B. 1323, PAGES 22 THROUGH 28,
of Maps, Records of Los Angeles County.

SCALE: 1"=140'

NOTE: For reduced size prints, original scale is in inches

DATE: 10/06/14 REVISED ON: 03/01/15
JOB No: 1CDC010100
PL-1LGL01
LEGAL DESCRIPTION
SANITARY SEWER EASEMENT

Those parcels of land over portions of Lots 9, 10, 11, 14, 23, 24 and 25, of Tract No. 53570, in the City of El Segundo, County of Los Angeles, State of California, as per map filed in Book 1323, Pages 22 through 28, inclusive, of Maps, Records of said County, described as follows:

Parcel 1:
A strip of land 12.00 feet wide, the centerline of which is described as follows:

Beginning at a point on the northerly line of said Lot 24, distant hereon North 90°00′00″ West 261.80 feet from the northeasterly corner of said Lot 9; thence South 00 °00′00″ West 226.42 feet to Point “A”.

The sidelines of said strip to terminate northerly at the northerly line of said Lots 9 and 24.

Parcel 2:
A strip of land 12.00 feet wide, the centerline of which is described as follows:

Beginning at the hereinabove described Point “A”; thence South 00 °00′00″ West 478.35 feet to Point “B”.

Parcel 3:
An easement having a radius of 14.00 feet from the hereinabove described Point “A”.

Excepting therefrom that portion within said Parcels 1 and 2.

Parcel 4:
An easement having a radius of 14.00 feet from the hereinabove described Point “B”.
Excepting therefrom that portion within said Parcel 2.

This Legal Description is delineated on the accompanying “Exhibit B” and is made a part hereof for reference purposes and is not intended for the use in the division and/or conveyance of land in violation of the Subdivision Map Act of the State of California.

John Chiappe Jr., PLS 7230
PSOMAS
Date: 3/1/2015