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, JULY 17, 2012 – 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.
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(a) -2- matter

1. Willmore vs. City of El Segundo, et al, LASC Case No. BC485025

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to Government Code §54956.9(b): -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

CONFERENCE WITH CITY’S LABOR NEGOTIATOR (Gov’t Code §54957.6): -1- matters

1. Represented Group: Supervisory and Professional Employees Association (SPEA).
   Negotiators: Greg Carpenter, City Manager

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

1. Lease of City Owned Property (Price and Terms):
   Real Property: City owned Golf Course ("The Lakes") located on Sepulveda Boulevard (Assessor Parcel Number: 4138-014-913).
   City’s Negotiator: Greg Carpenter, City Manager
   Potential Lessee/Negotiating Party: Centercal Properties, Inc.
6:00 P.M.

SPECIAL ORDER OF BUSINESS -1- matter:

1. Interview of candidates and potential appointments to the Planning Commission, Library Board of Trustees, and Senior Housing Board. (Note: the interviews will commence at approximately 6:00 p.m. and take place in the West Conference Room in City Hall.)
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EL SEGUNDO CITY COUNCIL
COUNCIL CHAMBERS - 350 Main Street

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REGULAR MEETING OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, JULY 17, 2012 - 7:00 P.M.

7:00 P.M. SESSION

CALL TO ORDER

INVOCATION – Father Alexei Smith, St. Andrew Russian Greek Catholic Church

PLEDGE OF ALLEGIANCE – Council Member Atkinson
PRESENTATIONS

a) Proclamation – Designating July as Park and Recreation Month.
b) Presentation – Regarding the Scattergood Generating Station Unit 3 Repowering Project for the Los Angeles Department of Water and Power.

ROLL CALL

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A. PROCEDURAL MOTIONS

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

B. SPECIAL ORDERS OF BUSINESS (PUBLIC HEARING)

C. UNFINISHED BUSINESS

D. REPORTS OF COMMITTEES, COMMISSIONS AND BOARDS

1. Consideration and possible action to announce the appointments to the Planning Commission, Library Board of Trustees and Senior Citizen Housing Corporation Board.
(Fiscal Impact: None)
Recommendation – 1) Announce the appointees to the Planning Commission, Library Board of Trustees and Senior Housing Corporation Board, if any; 2) Alternatively discuss and take other 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 2588062 - 2588233 on Register No. 18 in the total amount of $278,327.36 and Wire Transfers from 6/07/12 through 6/21/12 in the total amount of $2,193,447.18; Warrant Numbers 2588234 – 2588434 on Register No. 19 in the total amount of $1,127,088.05 and wire Transfers from 6/22/12 through 7/05/12 in the total amount of $637,532.37
Recommendation – Approve Warrant Demand Registers 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 the adoption of a Conflict of Interest Code required by the Political Reform Act (Government Code Section 81000 et. Seq.) rescinding Resolution Nos. 4679 and 4766 and adopting a new resolution approving a new Conflict of Interest Code.
(Fiscal Impact: None)
Recommendation – 1) Adopt resolution; 2) Alternatively discuss and take other action related to this item.

5. Consideration and possible action regarding a thirty (30) day provisional appointment extension for the position of Interim Administrative Specialist in the Fire Department.
(Fiscal Impact: $2,100.00)
Recommendation – 1) Approve the thirty (30) day provisional appointment extension for the position of Interim Administrative Specialist; 2) Alternatively discuss and take other action related to this item.

6. Consideration and possible action to authorize the Chief of Police to hire on additional officer and promote a Sergeant and Lieutenant utilizing asset forfeiture funds.
(Fiscal Impact: $411,944.00 over 3 years from the Asset Forfeiture fund balance)
Recommendation – 1) Approve the Chief of Police to hire on additional officer and promote a Sergeant and Lieutenant utilizing asset forfeiture; 2) Alternatively discuss and take other action related to this item.
7. Consideration and possible action regarding rejecting all bids received for Projects 12-06 (construction related to Group 46 of the City’s Residential Sound Installation (RSI) Program) and 12-07 (construction related to Group 47 of the City’s Residential Sound Installation (RSI) Program).
(Fiscal Impact: None)
Recommendation – 1) Reject all bids received for Project 12-06 (Group 46 of the RSI Program); 2) Reject all bids received for Project 12-07 (Group 47 of the RSI Program); 3) Alternatively discuss and take other action related to this item.

8. Consideration and possible action regarding approval of a Professional Services Agreement with AKM Consulting Engineers to provide inspection services for the Sanitary Sewer System Rehabilitation Project at various locations within the Smoky Hollow Specific Plan area and Maple Ave. between Lairport St. and Nash St. within the City of El Segundo. Project No.: PW 11-09.
(Fiscal Impact: $100,000.00)
Recommendation – 1) Authorize the City Manager to execute a Professional Services Agreement in a form as approved by the City Attorney with AKM Consulting Engineers for an amount not to exceed $90,000.00; 2) Authorize an additional appropriation of $100,000.00 from the Sewer Enterprise Fund; 3) Alternatively, discuss and take other action related to this item.

9. Consideration and possible action to award a standard Public Works Contract to Premier Developing Services, Inc. for the construction of a new masonry building for the Water Department’s telemetry system, Project No. PW 12-04
(Fiscal Impact: $100,000.00)
Recommendation – 1) Authorize the City Manager to execute a standard Public Works Contract in a form as approved by the City Attorney with Premier Developing Services, Inc. in the amount of $92,500.00; 2) Alternatively, discuss and take other action related to this item.

10. Consideration and possible action regarding adoption of Plans and Specifications for the slurry sealing of the streets in the area bounded by Sheldon Street, Mariposa Avenue, El Segundo Boulevard and Sepulveda Boulevard. Project No.: PW 12-05
(Fiscal Impact: $225,000.00)
Recommendation – 1) Adopt Plans and Specifications; 2) Authorize staff to advertise the project for receipt of construction bids; 3) Alternatively, discuss and take other action related to this item.
11. Consideration and possible action to award a standard Public Works Contract to Rojas Construction for the City’s 2011-2012 Annual sidewalk, curb and gutter repair/replacement program and other minor improvements at various locations citywide. Project No.: PW 12-03
(Fiscal Impact: $100,000.00)
Recommendation – 1) Authorize the City Manager to execute a standard Public Works Contract in a form as approved by the City Attorney with Rojas Construction, in the amount of $57,540.00; 2) Alternatively, discuss and take other action related to this item.

CALL ITEMS FROM CONSENT AGENDA

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 Fisher –

   Mayor Pro Tem Fuentes –

   Mayor Jacobson -
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MEMORIALS –

CLOSED SESSION

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REPORT OF ACTION TAKEN IN CLOSED SESSION (if required)

ADJOURNMENT

POSTED:

DATE: 7-11-12

TIME: 2:15 pm

NAME: [Signature]
Proclamation

City of El Segundo,

WHEREAS, Parks and recreation programs are an integral part of communities throughout this country, including the City of El Segundo; and

WHEREAS, Our parks and recreation are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens, and contributing to the economic and environmental well-being of a community and region; and

WHEREAS, Parks and recreation programs build healthy, active communities that aid in the prevention of chronic disease, provide therapeutic recreation services for those who are mentally or physically disabled, and also improve the mental and emotional health of all citizens; and

WHEREAS, Parks and recreation programs increase a community’s economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS, Parks and recreation areas are fundamental to the environmental wellbeing of our community; and

WHEREAS, Parks and natural recreation areas improve water quality, protect groundwater, prevent flooding, improve the quality of the air we breathe, provide vegetative buffers to development, and produce habitat for wildlife; and

WHEREAS, Our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS, The U.S. House of Representatives has designated July as Parks and Recreation Month; and

WHEREAS, The City of El Segundo recognizes the benefits derived from parks and recreation resources.

NOW, THEREFORE, the Mayor and members of the City Council of the City of El Segundo, California, do hereby proclaim July 2012 as Parks & Recreation Month, and urge all El Segundo residents to enjoy, recognize, and help promote the benefits derived from quality recreation and park experiences, which provide something of value to everyone.

Mayor Carl Jacobson
Mayor Pro Tem Suzanne Fuentes
Council Member Bill Fisher
Council Member Dave Atkinson
Council Member Marie Funnell
PRESENTATIONS

b) Presentation – Regarding the Scattergood Generating Station Unit 3 Repowering Project for the Los Angeles Department of Water and Power.
AGENDA DESCRIPTION:
Consideration and possible action to announce the appointments to the Planning Commission, Library Board of Trustees and Senior Citizen Housing Corporation Board.
(Fiscal Impact: None)

RECOMMENDED COUNCIL ACTION:
1. Announce the appointees to the Planning Commission, Library Board of Trustees and Senior Citizen Housing Corporation Board, 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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<th># of Openings</th>
<th>Appointee(s)</th>
<th>Term Expire(s)</th>
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**NOTES**

Any corrections to this form must be initialed by the city manager.

**FINANCE ORIENTATION**

The finance orientation is designed to provide an overview of the financial operations and policies of the city.

**RECORDS**

All financial records are maintained in accordance with the city's financial policies and procedures.

**TAXES**

The city collects various taxes to fund different departments and services.

**GAS AND ELECTRICITY**

The city provides gas and electricity services to its residents.

**STATE OF CALIFORNIA**

The state of California provides financial assistance to the city in the form of grants and subsidies.

**DATE OF APPEARANCE**

The date of appearance is important for documenting the financial transactions and events of the city.
### CITY OF EL SEGUNDO
### PAYMENTS BY WIRE TRANSFER
### 6/07/12 THROUGH 6/21/12

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**2,193,447.18**

DATE OF RATIFICATION: 07/03/12  
TOTAL PAYMENTS BY WIRE: 2,193,447.18

Certified as to the accuracy of the wire transfers by:

Deputy City Treasurer  
Date: 6/21/12

Director of Finance  
Date: 6/25/12
CITY OF EL SEGUNDO
PAYMENTS BY WIRE TRANSFER
6/22/12 THROUGH 7/05/12

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<td>6/22-7/5/12</td>
<td>Workers Comp Activity</td>
<td>57,751.49</td>
<td>SCRMA checks issued</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>637,532.37</strong></td>
</tr>
</tbody>
</table>

DATE OF RATIFICATION: 07/17/12
TOTAL PAYMENTS BY WIRE: 637,532.37

Certified as to the accuracy of the wire transfers by:

Deputy City Treasurer

Director of Finance

City Manager

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, JUNE 19, 2012 – 5:00 P.M.

5:00 P.M. SESSION

CALL TO ORDER - Mayor Pro Tem Fuentes at 5:01 PM

ROLL CALL

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

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

SPECIAL ORDER OF BUSINESS:

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

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Gov’t Code §54956.9(a) -2- matter

1. Willmore vs. City of El Segundo, et. al. LASC Case No. BC485025

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to Government Code §54956.9(b): -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
APPOINTMENT OF PUBLIC EMPLOYEE (Gov't. Code § 54957) – 0 - matter

CONFERENCE WITH CITY’S LABOR NEGOTIATOR (Gov't Code §54957.6): -1- matters
Represented Group: Supervisory and Professional Employees Association (SPEA).
Negotiators: Greg Carpenter, City Manager

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

1. Sale or Lease of City Owned Property (Price and Terms):
   Real Property: City owned parking lot at Corner of Main Street and Grand Avenue (Assessor Parcel Number: 4135-003-901)
   City's Negotiator: Greg Carpenter, City Manager
   Potential Purchasers/Negotiating Party: Mar Ventures, Inc. and Village Partner, Inc.

2. Lease of City Owned Property (Price and Terms):
   Real Property: City owned Golf Course ("The Lakes") located on Sepulveda Boulevard (Assessor Parcel Number: 4138-014-913).
   City's Negotiator: Greg Carpenter, City Manager
   Potential Lessee/Negotiating Party: Centercal Properties, Inc.
REGULAR MEETING OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, JUNE 19, 2012 - 7:00 P.M.

7:04 P.M. SESSION

CALL TO ORDER – Mayor Carl Jacobson

INVOCATION – John Svendsen, First Baptist Church

PLEDGE OF ALLEGIANCE – Mayor Pro Tem Fuentes

PRESENTATIONS

Presentation – Sindee Pickens, Librarian II, announcing the 2012 Summer Reading Program beginning June 25, 2012.

Proclamation – Council Member Atkinson Proclaimed July “RELAY FOR LIFE” month. Derek Lovell and Patricia Morales accepted the Proclamation on behalf of Relay for Life.

Commendation – Mayor Jacobson recognized and commended Los Angeles Kings for achieving the 2012 Stanley Cup Trophy. Jim Fox, TV Analyst and former King’s Player received the commendation on behalf of the King’s organization.

ROLL CALL

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

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

Ron Swanson – owner of S&S Hardware spoke on the upcoming Strategic Planning meeting and asked the council to take at a good look at the cities infrastructure needs when planning for the upcoming fiscal year.

Mark Newman – spoke on behalf of the Cooke’s Family Market and apologized for the negotiations breaking down with Fresh & Easy Markets.
Mike Don – the new Executive Director for the South Bay Bicycle Coalition introduced himself and let us know he was proud of the city for adopting the master plan and that the SBBC will assist the city in implementing the plan.

Liz Garnholz - spoke regarding the Strategic Plan Meeting coming up and encouraged the council to look at worst case scenarios when planning for the upcoming fiscal year.

A. PROCEDURAL MOTIONS

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

MOTION by Mayor Pro Tem Fuentes, 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)

C. UNFINISHED BUSINESS

1. Presentation: Buxton Co. Introduction to CommunityID and Status of Findings. (Lisa Hill) (Fiscal Impact: N/A)

Received and filed presentation.


Mayor Jacobson recused himself from the presentation due to conflict of interest.

Received and filed presentation.

Mayor Jacobson returned to the dais.

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. Approved Warrant Numbers 2587851- 2588061 on Register No. 17 in the total amount of $581,547.74 and Wire Transfers from 5/25/12 through 6/07/12 in the total amount of $902,129.04. 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. Ratified the El Segundo Chamber of Commerce re-nomination and appointed Denise DiPasquale to seat #10 of the South Bay Workforce Investment Board (SBWIB). Requested the City Clerk to forward a certified copy of the Council’s action to the SBWIB. (Fiscal Impact: None)

6. Approved the one-year renewal of the cost sharing agreement with BCT for operation of Transit Line 109 for FY 12/13, in conjunction with the cities of Hermosa Beach, Redondo Beach and Manhattan Beach and authorized the Mayor to execute Transit Service Operation Agreement No. 4291 in a form approved by the City Attorney. (Fiscal Impact: $43,445.00 for FY 12/13 Proposition C funds)

7. Authorized the City Manager to execute a standard Public Works Contract No. 4292 in a form as approved by the City Attorney with MNR Construction Inc. for Sanitary Sewer System Rehabilitation for various locations within the Smoky Hollow Specific Plan area and Maple Ave. between Lairport St. and Nash St. within the City of El Segundo. Project No.: PW 11-09 (Fiscal Impact: $1,116,370.00 Sewer Fund)

8. Authorized the City Manager to approve a change order with Steiny and Company for additional potholing, installing additional pull boxes and conduits, and repairing broken conduits at various locations and accepted the project for the Installation of Computer Network Equipment (conduits and appurtenances for future I-Net connection) for City facilities as complete and authorized the City Clerk to file a Notice of Completion in the County Recorder’s Office. Project No: PW 10-08. (Fiscal Impact: $374,893.69)

9. Authorized the City Manager to execute, subject to approval to form by the City Attorney, Agreement No. 4293 that requires audit services to be provided by MuniServices, LLC, not to exceed $30,000.00, regarding the 1994 Settlement Agreement and Administrative Tax Agreement between the City and Chevron regarding the City collection of gas utility user taxes from Chevron and Agreement No. 4294 between the City and Chevron to maintain the confidentiality, in accordance with Evidence Code Section 1152. (Fiscal Impact: $30,000.00)

MOTION by Council Member Atkinson, SECONDED by Council Member Fisher to approve Consent Agenda items 3, 4, 5, 6, 7, 8 and 9. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

CALL ITEMS FROM CONSENT AGENDA
F. NEW BUSINESS

10. Presentation regarding the El Segundo South Campus Specific Plan Project. Applicant: Raytheon Corporation. (Fiscal Impact: N/A) WITHDRAWN FROM AGENDA

REPORTS – CITY MANAGER - None

REPORTS – CITY ATTORNEY - None

REPORTS – CITY CLERK – Reminded the Council and public the July 3, 2012 City Council meeting is cancelled and the next regular council meeting is scheduled for July 17, 2012.

REPORTS – CITY TREASURER – None

REPORTS – CITY COUNCIL MEMBERS

Council Member Fellhauer – attended the Board of Directors meeting for Independent Cities Association.

Council Member Atkinson – visited the Desalination Plant in Redondo Beach.

Council Member Fisher – None

Mayor Pro Tem Fuentes – Attended the Rotary Services Award Ceremony and the Promotional/Badge Pinning Ceremony for Engineer Geoff Gerny. Also spoke regarding the EDI Foundation meeting exceeding their goal of raising $750,000.00 and encourage all to attend the city’s 4th of July festivities.

Mayor Jacobson – Attended the Rotary Services Award Ceremony and the Promotional/Badge Pinning Ceremony for Engineer Geoff Gerny. Invited everyone to attend the 4th of July festivities at the park.

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.

Jack Axelrod – Resident expressed his profound gratitude to the Council for maintaining fiscal responsibility to the city. Spoke on attending the Occupy LA Demonstration and also proposed several resolutions for the council’s consideration.

MEMORIALS – None
CLOSED SESSION - Recessed to Close Session at 8:37 p.m.

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.

ADJOURNMENT at 9:50 p.m.

_____________________________
Tracy Weaver, City Clerk
7:30 A.M. SESSION

CALL TO ORDER – Mayor Jacobson at 7:32 am

ROLL CALL

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

PUBLIC COMMUNICATIONS – (Related to City Business Only – 5 minute limit per person, 30 minute limit total) Pursuant to Government Code § 54954.3(a), the only public comment that will be permitted during this Special Meeting is that pertaining to the agenda item listed below. 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.

Rick Sabosky – Resident spoke concerning the current pool situation. Asked the Council to consider the debt a pool would cost the city and encouraged the council to be fiscally responsible when making their decision. Mr. Sabosky was unhappy about an email sent via a council member concerning the Strategic Planning meeting which encouraged pool proponents to show their support at this meeting.

Lee Davis – Resident spoke concerning the pool situation. Mr. Davis encouraged the Council to move forward immediately whether placing a pool at Richmond Street School or Hilltop Park. Just make a decision.

Marie Loyle – Resident and teacher at Richmond Street School spoke against placing a new pool on the Richmond Street Campus.

Sandy Sabosky – Resident and teacher at Richmond Street School spoke against placing a new pool on the Richmond Street Campus.

Alisa Lister – First grade teacher at Richmond spoke against placing a new pool on the Richmond Street Campus.

Ron Swanson – Resident spoke asking the Council to maintain fiscal responsibility to the city and encouraged the council to take care of the city infrastructure needs, take out loans if needed.
Sharon Blacksten – Resident spoke on behalf of the pool encouraging the Council to build a new pool either at Richmond Street School or the Hilltop Park site.

Mark Francis – Spoke on behalf of a new pool encouraging the Council to build a new one and think of the income a new pool would generate.

Jeff Schordorf – Resident spoke concerning the new pool, encouraging the Council to build a new one.

Keri Jaeger – Resident asked the Council to build the pool, but to please keep the residents in the loop.

SPECIAL ORDERS OF BUSINESS:

1. Consideration and possible action regarding a strategic planning workshop resulting in City Council guidance to staff for preparing the Fiscal Year 2012-2013 Preliminary Budget. Staff will present a brief overview of policy issues, challenges/limitations, goals and strategies associated with preparation and planning of the fiscal year budget including, without limitation, the following matters:

   a. Objectives for the Strategic Planning Session—
      i. Provide information
      ii. Set expectations
      iii. Create a framework for decision-making
      iv. Plan for 2012-2013 Budget
      v. Discuss Department Priorities
      vi. Plan for second SP session

   b. FY 2012-2013 Strategic Plan Guiding Principles
      i. Practice financial sustainability
      ii. Provide effective and efficient government
      iii. Focus on customer and community service
      iv. Promote economic development
      v. Reinvest in infrastructure

   c. FY 2012-2013 Strategic Plan Challenges – City-Wide
      i. Reduced resources
      ii. Slow and unpredictable economic recovery
      iii. Unexpected Expenses
      iv. Competing demands
      v. Resolution of the Chevron discussions

   d. Four-Year Expenditure Reduction Summary

   e. Department Presentations – Challenges, initiatives
      i. City Manager – Greg Carpenter
      ii. Fire – Chief Kevin Smith
      iii. Police/Information Technology – Chief Mitch Tavera & Larry Klingerman
      iv. Recreation and Parks – Bob Cummings
v. Public Works – Stephanie Katsouleas  
vi. Library – Debra Brighton  
vii. Planning and Building – Sam Lee  
viii. Finance/Human Resources – Deborah Cullen  
a. Actuary – John Bartel

MAYOR JACOBSON RECESSED MEETING AT 10:05 AM – RESUMED AT 10:27 AM

Deborah Cullen, Finance Director, presented the Financial Status and Forecast.

Financial Status and Forecast
ix. Fiscal Year 2011-2012 Yearend Projections  
x. Fiscal Year 2012-2013 Preliminary Assumptions  
xii. Updated Five-Year Forecast

Greg Carpenter, City Manager, presented Infrastructure Funding and Funding Options.

f. Infrastructure Funding  
i. Funding Options

Staff was directed to return to the next Strategic Planning Session with a full list of Departments’ priorities ranked by importance.

ADJOURNMENT at 11:45 a.m.

__________________________
Tracy Weaver, City Clerk
SPECIAL MEETING OF THE EL SEGUNDO CITY COUNCIL
MONDAY, JUNE 25, 2012 – 4:00 P.M.

4:00 P.M. SESSION

CALL TO ORDER - Mayor Jacobson at 4:00 PM

ROLL CALL

Mayor Jacobson - Present
Mayor Pro Tem Fuentes - Arrived at 4:02 PM
Council Member Fisher - Present
Council Member Atkinson - Present
Council Member Fellhauer - Present

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

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(a) -3- matter

1. City of El Segundo vs. City of Los Angeles, et. al. LASC Case No. BS094279
2. Willmore vs. City of El Segundo, et. al. LASC Case No. BC485025

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to Government Code §54956.9(b): -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
CONFERENCE WITH CITY’S LABOR NEGOTIATOR (Gov’t Code §54957.6): -1-matters
Represented Group: Supervisory and Professional Employees Association (SPEA).
Negotiators: Greg Carpenter, City Manager

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

1. Sale or Lease of City Owned Property (Price and Terms):
   Real Property: City owned parking lot at Corner of Main Street and Grand Avenue (Assessor Parcel Number: 4135-003-901)
   City’s Negotiator: Greg Carpenter, City Manager
   Potential Purchasers/Negotiating Party: Mar Ventures, Inc. and Village Partner, Inc.

2. Lease of City Owned Property (Price and Terms):
   Real Property: City owned Golf Course (“The Lakes”) located on Sepulveda Boulevard (Assessor Parcel Number: 4138-014-913).
   City’s Negotiator: Greg Carpenter, City Manager
   Potential Lessee/Negotiating Party: Centercal Properties, Inc.

REPORT OF ACTION TAKEN IN CLOSED SESSION (if required)

ADJOURNMENT at 7:40 PM

__________________________
Tracy Weaver, City Clerk
AGENDA DESCRIPTION:
Consideration and possible action regarding the adoption of a Conflict of Interest Code required by The Political Reform Act (Government Code Section 81000 et. seq.) rescinding Resolution Nos. 4679 and 4766, and adopting a new resolution approving a new Conflict of Interest Code.
(Fiscal Impact: None)

RECOMMENDED COUNCIL ACTION:
1. Adopt resolution;
2. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
Draft Resolution

FISCAL IMPACT: None

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

ORIGINATED BY: Tracy Weaver
REVIEWED BY: 
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:
The California Government Code requires that no later than July of each even numbered year, the City Council shall direct the City Clerk to review and recommend changes to the Conflict of Interest Code to be adopted no later than October 1, 2012.

Since the update of the Code in 2010, the City Clerk has reviewed the current Code and is recommending the following changes resulting from the addition of designated positions pursuant to Government Code Section 87302. The addition of the Disaster Committee to the list of Commissions and Committees whose members will be required to complete a Statement of Economic Interests – Form 700 annually. The addition of the Economic Development Analyst, a new class specification approved by Council on September 20, 2011, and Principal Engineer which was inadvertently left off the last Code update.
RESOLUTION NO.

A RESOLUTION ADOPTING THE 2012 CONFLICT OF INTEREST CODE FOR THE CITY OF EL SEGUNDO IN ACCORD WITH THE POLITICAL REFORM ACT.

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

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


B. Section 18730 of the FPPC Regs. sets forth a standard conflict of interest code that may be adopted by local agencies.

C. On or about July 2012 City Clerk’s Office conducted a review of the City’s conflict of interest code in accord with Government Code § 87306.5 and determined that changes to the code, were needed at that time.

D. To fulfill its obligations under the PRA and FPPC Regs., the City Council will repeal Resolution 4679, adopted September 7, 2010 and Resolution 4766, adopted December 20, 2011, and adopt a new conflict of interest code as set forth below.

SECTION 2: Pursuant to FPPC Regs. § 18730, the City of El Segundo adopts a Conflict of Interest Code to read as follows:

"CONFLICT OF INTEREST CODE FOR THE CITY OF EL SEGUNDO"

A. Incorporation of Standard Code.

Under the terms of the Political Reform Act (Gov't Code §§ 81000 et seq.) and regulations promulgated by the Fair Political Practices Commission (2 Cal. Code of Regs. §§ 18700, et seq.), the City is required to adopt a conflict of interest code. The City of El Segundo incorporates by reference 2 Cal. Code of Regs. § 18730, and its amendments, into this Conflict of Interest Code including, without limitation, the designation of officials and employees and the disclosure categories set forth below (collectively, “the Conflict of Interest Code”).

B. Filing of Statements

Designated officials, officers and employees must file Statements of Economic Interest (Form 700) with the City Clerk or Deputy City Clerk. After receiving Statements of Economic Interests from City Council members, the City Treasurer, Planning Commission members, City Attorney, and City Manager, the City Clerk or Deputy City
Clerk, must forward the original to the Fair Political Practices Commission and retain a copy for the City’s files.

Under Government Code § 82011(c), the City Council is the code reviewing body with respect to the Conflict of Interest Code.

C. Review Procedure

Under Government Code § 87306.5, not later than July 1 of each even numbered year, the City Council must direct the City Clerk, or Deputy City Clerk, to review the Conflict of Interest Code. The City Clerk or Deputy City Clerk must submit an amended Conflict of Interest Code to the City Council if a change in the Conflict of Interest Code is necessitated by changed circumstance. If changes are not required, the City Clerk or Deputy City Clerk must submit a written statement to that effect to the City Council not later than October 1 of the same year.

D. Designated Positions

The following positions entail the making or participation in the making of decisions that may have a foreseeable material effect on the officials or officer’s financial interests.

COUNCIL, COMMISSIONS, COMMITTEES, & BOARDS

* Members of the City Council
* Members of the Planning Commission
* Members of the Aviation Safety and Noise Abatement Committee
* Members of the Capital Improvement Program Advisory Committee
* Members of the Community Cable Advisory Committee
* Members of the Disaster Committee (added Committee)
* Members of the Economic Development Advisory Council
* Members of the Environmental Committee
* Members of the Investment Advisory Committee
* Members of the Library Board of Trustees
* Members of the Recreation & Parks Commission
* Members of the Senior Housing Board

OFFICE OF THE CITY MANAGER:

* City Manager
  Assistant City Manager
  Information Systems Manager

OFFICE OF THE CITY ATTORNEY:

* City Attorney
  Assistant City Attorney
OFFICE OF THE CITY CLERK:

City Clerk
Deputy City Clerk

OFFICE OF THE CITY TREASURER:

* City Treasurer
Deputy City Treasurer

FINANCE DEPARTMENT:

Director of Finance
Fiscal Services Manager
Accounting Manager
Business Services Manager
Purchasing Agent

FIRE DEPARTMENT

Fire Chief
Deputy Fire Chief
Battalion Chief(s)

HUMAN RESOURCES DEPARTMENT

Director of Human Resources
Human Resources Manager

LIBRARY DEPARTMENT:

Director of Library Services
Librarian
Senior Librarian(s)

PLANNING & BUILDING SAFETY DEPARTMENT:

Director of Planning & Building Safety
Planning Manager
Building Safety Manager
Residential Sound Insulation Manager
Assistant Planner
Associate Planner
Building Inspector(s)
Construction Coordinator(s)

* Economic Development Analyst
Plan Check Engineer
Planning Technician
Principal Planner
Property Owner Coordinator
Senior Building Inspector(s)
Senior Plan Check Engineer

POLICE DEPARTMENT

Police Chief
Police Captain(s)

PUBLIC WORKS DEPARTMENT

Director of Public Works
Assistant City Engineer
Principal Engineer (added Position)
General Services Manager
Streets Supervisor
Water Supervisor
Wastewater Supervisor

RECREATION AND PARKS DEPARTMENT

Director of Recreation and Parks
Parks Superintendent
Recreation Superintendent

* Listed in the code for information purposes only. These positions file under Government Code Section 87200 with the Fair Political Practices Commission.

CONSULTANTS:

All consultants except those included by the City Manager in accordance with the following procedure:

The City Manager may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that requires the consultant to fully comply with the disclosure requirements described in this section. Such written determination must include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The City Manager determination is a public record and must be retained for public inspection in the same manner and location as this conflict of interest code.

E. Disclosure Requirements
Designated employees must disclose all interests as required by the Political Reform Act and regulations promulgated thereto. When a new position classification is created by the Human Resources Department for City Council approval, the Human Resources Department will recommend that the City Council decide whether the new position will be required to file a Statement of Economic Interest and be included as a designated position in the Conflict of Interest Code.

When the City Council establishes a Commission, Committee, or Board, the City Council will decide whether the members of the Commission, Committee or Boards be included as a designated position in the Conflict of Interest Code and the members of the Commission, Committee or Board so designated by the City Council, will be required to file a Statement of Economic Interest.”

SECTION 3: Resolution No. 4679 (adopted September 7, 2010) and Resolution 4766 (adopted December 20, 2011) and any other resolution or policy purporting to establish a conflict of interest code, are superseded by this Resolution and thus repealed in their entirety.

SECTION 4: Repeal of any provision of any resolution or policy herein will not affect any penalty, forfeiture, or liability incurred before, or preclude prosecution and imposition of penalties for any violation occurring before, this Resolution’s effective date. Any such repealed part will remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Resolution.

SECTION 5: The City Clerk will certify to the passage and adoption of this Resolution and enter it into the book of original resolutions.

SECTION 6: This Resolution will become effective immediately upon adoption.

PASSED AND ADOPTED this 17th day of July, 2012.

Carl Jacobson, Mayor

ATTEST:

__________________________
Tracy Weaver, City Clerk

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

By: _________________________
Karl H. Berger, Assistant City Attorney
AGENDA DESCRIPTION:
Consideration and possible action regarding a thirty (30) day provisional appointment extension for the position of Interim Administrative Specialist in the Fire Department. (Fiscal Impact: $2,100)

RECOMMENDED COUNCIL ACTION:
1. Approve the thirty (30) day provisional appointment extension for the position of Interim Administrative Specialist;
2. Alternatively, discuss and take other actions related to this item.

ATTACHED SUPPORTING DOCUMENTS:
El Segundo City Code Section 1-6-13

FISCAL IMPACT: $2,100
Amount Budgeted: None
Additional Appropriation: N/A
Account Number(s):

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

BACKGROUND AND DISCUSSION:
The Fire Department had been staffed with two Administrative Specialist positions for many years. In 2007, one of those positions was downgraded to Office Specialist II in order to reduce the budget. In 2010, the remaining Administrative Specialist position in the Fire Department was eliminated to reduce the budget. Elimination of the higher level position of Administrative Specialist resulted in duties and responsibilities such as billing and collections not being able to be performed by the lower classification of Office Specialist II. This has created an extraordinary hardship on the Fire Department’s Senior Management Analyst by causing that position to have to absorb the billing and collections duties along with numerous others duties and responsibilities through the various other positions that have been eliminated in the Fire Department in recent years. For the last six (6) months, the Fire Department has had the Office Specialist II serve in an interim role as Administrative Specialist to reduce the burden of the impacts on the Senior Management Analyst position. Staff is requesting that the City Council authorize that the provisional appointment be continued for an additional thirty (30) days. Staff intends to recommend that the City Council consider a permanent reclassification through the upcoming budget process.
In accordance with El Segundo City Code (ESCC) Section 1-6-13(c), no person shall be employed by the City under provisional appointment for more than six (6) months in any fiscal year. The Code further states the provisional appointment may be extended for not more than thirty (30) days with Council approval. Council approved a thirty (30) day extension on June 5, which is effective through July 18, 2012. Staff is requesting a thirty (30) day extension through August 17, 2012. It is the Department’s intent to request additional thirty (30) day extensions through the remainder of the fiscal year to comply with ESCC Section 1-6-13(c).
restored to the same employment list from which the original appointment was made and in the same rank as when the original appointment was made.

F. Request For Certification: When request for certification from an employment list has been received, certification shall be made in conformance with the following provisions:

1. If a re-employment list exists for the class, the highest name on the list shall be certified for each vacancy to be filled. Promotional and/or open employment lists shall not be certified if there are any names on the re-employment list for the class.

2. If there are less than three (3) qualified names on the promotional list, the appointing power may request additional highest one or two (2) names to be certified from the open competitive list if the list exists.

3. If no re-employment or promotional lists exist, the Personnel Officer shall certify to the department head from the open competitive employment list as prescribed in subsection 1-6-9B of this Chapter.

4. Except for re-employment lists, when all appropriate employment lists for a class contain a total of fewer than three (3) names, the department head may, with approval of the City Manager, make provisional appointments until additional names are secured through another examination.

5. No person shall be appointed to any classified service position unless that person has the qualifications for the position as set forth in the specifications for the class.

G. Expiration Of Lists: Employment lists shall expire at such time as the Personnel Officer determines; provided, that:

1. Names shall remain on the re-employment list for a period of not less than three (3) years;

2. Promotional and open competitive lists shall have an expiration date of one year unless otherwise announced in the notice of examination. (Ord. 586, 4-10-1962)

1-6-13: APPOINTMENT IN CLASSIFIED SERVICE:

A. Basis For Appointments: Appointments and promotions to vacant positions in the classified service shall be based on merit and fitness to be ascertained insofar as practicable by competitive examination. Appointments and promotions shall be made by the City Manager upon recommendation of the various department heads.

B. Names Transmitted By Personnel Officer: When appointments and promotions are to be made to vacancies in the classified service, the names of the highest eligible persons willing to accept appointment shall be transmitted by the Personnel Officer to the department head in the order in which they appear on the list as follows: for one vacancy the names of three (3), for two (2) or secondary vacancies the names of five (5), for each additional or each subsequent vacancy, three (3)
additional names shall be submitted and appointment shall be limited to any of these eligible persons.

C. Provisional Appointment: In the absence of appropriate employment lists, a provisional appointment may be made of a person meeting the qualifications established for the classification. Any employment list shall be established within six (6) months, for any permanent position filled by provisional appointment. No person shall be employed by the City under provisional appointment for a total of more than six (6) months in any fiscal year except that the City Manager may, with approval of the City Council, extend the period of any provisional appointment for not more than thirty (30) days by any one action.

D. Special Credit Not Allowed: No special credit shall be allowed in any examination or the establishment of any employment or promotional lists, for service rendered under a provisional appointment.

E. Temporary Appointments: Appointments to temporary, emergency and seasonal positions may but need not be made from eligible lists and those appointed shall not be in the classified service. Appointments of this type shall include temporary employment for the replacement of employees on leave of absence other than military leave, or vacation, emergency appointments to meet emergencies which threaten life, property or the general welfare of the City, or for work seasonal in nature.

F. Filling Vacancy During Suspension: During the period of suspension of any employee, or pending final action on proceedings to review the suspension, demotion or dismissal of an employee, the vacancy created may be filled only by temporary appointment.

G. Transfer: With the approval of the City Manager, an employee may be transferred by the department head from one position to another position in the same class or a comparable class at the same salary level. If the transfer involves a change from one department in the classified service to another department in the classified service, the department heads and the employee involved must consent thereto before the action shall be considered effective. Transfers shall not serve to affect in any way the status, rights and privileges of an employee under this Chapter.

H. Reinstatement: The department head may, with the approval of the City Manager, reinstate to a vacant position any person who has resigned in good standing to a position in a class or equivalent class in which he had acquired status in the classified service; provided, that the reinstatement is accomplished within one year of the date of resignation. A reinstatement may, at the discretion of the department head, take precedence over any employment list except a re-employment list. (Ord. 586, 4-10-1962)

1-6-14: PROBATIONARY PERIOD:

A. Length Of Probation: All original and promotional appointments shall be for a probationary period of one year. During the probation period the em-
AGENDA DESCRIPTION:
Consideration and possible action to authorize the Chief of Police to hire one additional officer and promote a Sergeant and Lieutenant utilizing asset forfeiture funds. (Fiscal Impact: $411,944 over 3 years from the Asset Forfeiture fund balance)

RECOMMENDED COUNCIL ACTION:
1. Authorize the Chief of Police to hire one additional officer and promote a Sergeant and Lieutenant utilizing asset forfeiture funds;
2. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
LA IMPACT Cost/Savings Analysis

FISCAL IMPACT:
Amount Budgeted: $0
Additional Appropriation: $411,944
Account Number(s): 109-265-000-1265(Designated Federal Asset Forfeiture)

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

BACKGROUND AND DISCUSSION:
The Los Angeles Interagency Metropolitan Police Apprehension Crime Task Force (LA IMPACT) is a compilation of numerous Federal, State and local Law Enforcement agencies in Los Angeles County. Their primary focus is to investigate major crimes, with an emphasis on dismantling mid to major level drug trafficking organizations. The Los Angeles County Police Chiefs' Association founded the task force and currently acts as the Board of Directors. The El Segundo Police Department has actively participated in LA IMPACT since it was first established in 1991.

LA IMPACT is one of the most prolific, innovative and progressive crime task forces in the country through its wide range of abilities and expertise. Since its inception, it has grown to approximately 63 sworn officers assigned from 30 different Los Angeles County law enforcement agencies. Many of the task force members are seasoned investigators from a myriad of different disciplines who possess expertise outside the realm of narcotic enforcement. This enables LA IMPACT to provide a diverse range of investigative services in the areas of
property crimes, financial crimes and crimes against persons, in addition to narcotic enforcement during times of mutual aid by requesting entities.

LA IMPACT's primary area of expertise is narcotic enforcement. The task force is known for its surveillance capabilities and possesses the most extensive surveillance resources in California. LA IMPACT has specialized proficiency in the following areas: major drug trafficking organizations, money laundering, clandestine laboratory investigations, transportation and parcel interdiction, and gang enforcement. LA IMPACT is the primary clandestine laboratory response team for Los Angeles County.

Participation in this task force serves as a force multiplier, in that during times of need, we are able to call upon this vast resource for assistance with such issues as surveillance, air support, parcel interdiction, criminal racketeering, financial crimes and warrant service. Although the mission of LA IMPACT is to primarily address drug trafficking, this all-purpose multi-agency task force has been expanded to include issues related to realignment and will help to locate and arrest violent parolees who choose to re-offend in El Segundo.

ANALYSIS:

Over the past twenty years, the El Segundo Police Department has participated in LA IMPACT in various capacities. Chief Tim Grimmond was one of the founding leaders and the first Director when he was a Captain. For several of the early years, we housed a team of investigators (Group 1, currently housed at Hawthorne Police Department) in the West Garden Room below City Hall. More importantly, in excess of ten El Segundo Police Department employees at all ranks have played pivotal roles assigned to LA IMPACT either as an investigator (officer) or in the management role as a Deputy Director (Lieutenant).

It has been seven years since we have had the opportunity to occupy a management position as Deputy Director as these positions are highly sought after. More recently, in January 2011, we removed an officer assigned to Group 1 as an investigator to accomplish minimum staffing levels in Patrol due to early retirements. Since that time, Staff has met with the current leaders of LA IMPACT to discuss the El Segundo Police Department's involvement in the task force and was informed of several changes effective July 1, 2012.

Currently, LA IMPACT is in need of a Lieutenant to fill a Deputy Director position overseeing day-to-day operations of the organization. This opportunity to re-join LA IMPACT will enhance our professional image and offers a breadth of experience to our Lieutenant ranks.

Additionally, the asset forfeiture distribution to participating agencies is changing. Effective July 1, 2012, those law enforcement agencies enrolled and actively participating in LA IMPACT will receive a guaranteed budgeted equity distribution of assets projected at approximately $100,000 paid quarterly during fiscal year 2012/13.

Lastly, the future asset forfeiture distribution per rank/department is changing. Effective July 1, 2012, the rank of Lieutenant will receive 2% of overall seizures which is currently paid at 1.5%. Based upon the prior four years of dividends received from LA Impact, our Finance Department conservatively estimated that this 2% would equate to approximately $100,000 annually. LA IMPACT has told us this distribution could be more like $120,000 annually. The remaining
increase in salary and benefit costs can initially be absorbed by the annual asset forfeiture fund balance (see attached cost/savings analysis).

RECOMMENDATION:

Staff recommends that City Council authorize the Chief of Police to hire one additional officer and promote a Sergeant and Lieutenant utilizing asset forfeiture funds. This provides the Chief the ability to transfer a current Lieutenant to LA IMPACT for a minimum of three years and backfill this created vacancy. Our current programs, projects and organizational command structure require that our existing internal supervision span of control remains status quo.

It is staff’s belief the asset forfeiture account can sustain this assignment for a minimum of three years without notable impact to the fund. If in fact staff discovers over time that the fund is unable to sustain the cost, then the Lieutenant ranks will be reduced by one through attrition. This assignment would be included in our current Lieutenant rotation for career development and succession planning.
## Police Promotions

### Increase in Salary and Benefit Costs:

<table>
<thead>
<tr>
<th>Position</th>
<th>Step</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Total:</th>
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<td>Sergeant</td>
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<td>$267,676</td>
<td>$281,060</td>
<td>$295,112</td>
<td>$843,848</td>
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</table>

**Less:**

1. 1st Year Officer Funding from A/F:
   - $131,904

2. 2% x Annual Dividends from LA Impact:
   - $100,000
   - $100,000
   - $100,000
   - $300,000
   - $300,000

3. A/F Annual Funding:
   - $231,904
   - $231,904
   - $231,904
   - $431,904
   - $431,904

4. Additional Funding Needed:
   - $35,772
   - $181,060
   - $195,112
   - $411,944

### Available Sources:

1. A/F Fund Balance:
   - $126,437
   - $126,437
   - $126,437
   - $379,312
   - $379,312

2. Proposed Nonpersonnel A/F Expend Reductions:
   - $32,632

### Assumptions:

1. New officer would be funded out of Asset Forfeiture Year 1.
2. Annual Dividends estimated at 2% of average LA IMPACT's seizures of approx $100,000 based on LA IMPACT Acctg Manager
3. Excess Funding by Asset Forfeiture estimated based on the prior 5-year increase in fund balance
AGENDA DESCRIPTION:

Consideration and possible action regarding rejecting all bids received for Projects 12-06 (construction related to re-Bid of Group 46 of the City’s Residential Sound Insulation (RSI) Program) and 12-07 (construction related to Group 47 of the City’s Residential Sound Insulation (RSI) Program).

(Fiscal Impact: $0)

RECOMMENDED COUNCIL ACTION:

1. Reject all bids received for Project 12-06 (re-Bid of Group 46 of the RSI Program)
2. Reject all bids received for Project 12-07 (Group 47 of the RSI Program); and/or
3. Alternatively, discuss and take other action related to these items.

ATTACHED SUPPORTING DOCUMENTS:

1. Bid Log for Project 12-06 (re-Bid of Group 46 of the RSI Program)
2. Bidder’s Proposal and Statements submitted by Avi-Con, Inc. dba CA Construction for Project 12-06
3. Bidder’s Proposal and Statements submitted by Big West Construction Corporation for Project 12-06
4. Letter from Big West Construction Corporation dates June 12, 2012 regarding the bid from Avi-Con Inc. dba CA Construction
5. Bid Log for Project 12-07 (Group 47 of the RSI Program)
6. Bidder’s Proposal and Statements submitted by Karabuild Development, Inc. for Project 12-07
7. Bidder’s Proposal and Statements submitted by Avi-Con, Inc. dba CA Construction for Project 12-07

FISCAL IMPACT: Included in Adopted Budget

Amount Budgeted: $12,000,000.00
Additional Appropriation: N/A
Account Number(s): 116-400-0000-8960 (RSI Program Construction)

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

BACKGROUND & DISCUSSION:

Project 12-06 (Group 46 re-Bid) On

June 12, 2012 the City Clerk’s office opened bids for Project 12-06 (construction related to Group 46 of the City’s Residential Sound Insulation (RSI) Program. Two bids were received, and the results were as follows:
Avi-Con, Inc. dba CA Construction  $422,740.00  
Big West Construction Corporation  $603,475.00

These bid amounts were compared to the City staff estimate of $274,815.00

Staff reviewed the bid from Avi-Con, Inc. dba CA Construction (hereafter referred to simply as “Avi-Con”) and found that the bid was non-responsive. As it seems that there are numerous reasons that the bid is non-responsive, staff ended its review after identifying following reasons:

1. Avi-Con did not place their signature and date next to the page number of the Bidder’s Proposal and Statement to exemplify their understanding that they have read, become familiar with, and understand all of the requirements of the Contract Documents
2. The bidder identified the entity as a corporation, but did not provide evidence of authority to sign on behalf of the corporation, as required
3. The Designation of Manufacturers and Suppliers was not completed, listing “N/A” for the Supplier and Contract Value of each listed category, and listing “TBD” for several categories. Additionally, the form lists manufacturers that are known to not produce products that meet the requirements of the project.
4. Submittals were not provided to the City, and Avi-Con failed to provided required submittals despite attempts to contact them and an extension of the deadline being afforded to them
5. References were not provided for subcontractors that are identified to perform more than ten percent (10%) of the work (Sheldon’s Heating & Air in Riverside, CA was identified in the Bid as a company to perform 15.8% of the work)
6. Avi-Con, Inc., dba CA Construction is not licensed to perform roofing or hazardous material abatement (according to the Contractor’s State License Board website, www.cslb.ca.gov, the company maintains only Class A and B licenses, not the required ASB and C39 Certifications), and no subcontractor was listed to perform such work required of the project

Staff also reviewed the bid from Big West Construction Corporation (hereafter referred to simply as “Big West”) be deemed non-responsive, as the pricing is more than double the estimate of City staff, and is of the opinion that the pricing does not accurately reflect the work described in the Contract Documents based on that assessment. Additionally, there appear to be some minor areas of concern that could additionally deem the bid non-responsive, including:

1. No amounts were provided for the “Property Sub-Total” for each home (although it can easily be concluded that each would be equal to the “Bid Amount” for each home there were no “Owner Upgrades” listed for any home)
2. Big West supplemented its Bidder’s Bond with a Cashier’s Check along with an explanation and the statement of “If we are the low bidder, we will provide a Bid Bond for the total and request our cashiers check be returned.
3. The Bidder declared that it has not submitted all compliance reports in connection to previous contracts subject to the Equal Employment Opportunity Clause – and would be required to submit a compliance report on Standard Form 100, “Employee Information Report EEO-1” prior to award of the contract.

Project 12-07 (Group 47)

On June 19, 2012 the City Clerk’s office opened bids for Project 12-07 (construction related to Group 47 of the City’s Residential Sound Insulation (RSI) Program. Two bids were received, and the results were as follows:
Karabuild Development, Inc. $561,436.00
Avi-Con, Inc. dba CA Construction $772,300.00

These bid amounts were compared to the City staff estimate of $236,156.00

Staff reviewed the bid from Karabuild Development, Inc. (hereafter referred to simply as “Karabuild”) and found that the bid was non-responsive, as the pricing is more than double the estimate of City staff, and is of the opinion that the pricing does not accurately reflect the work described in the Contract Documents based on that assessment. As it seems that there are other reasons that the bid is non-responsive, staff ended its review after identifying the following additional issue:

1. Bidder did not properly complete the Designation of Subcontractors form, listing “TBD” for number of employees for each subcontractor, and listing “NTE 27,000” (presumably “Not to exceed” $27,000) which suggests that the scope of work is unclear between Karabuild and Allied Environmental.

Additionally, there appear to be some minor areas of concern with the bid from Karabuild that could additionally deem the bid non-responsive, including:

1. No amounts were provided for the “Bid Amount” for each home (although it can easily be concluded that each would be equal to the “Property Sub-Total” for each home there were no “Owner Upgrades” listed for any home).

Staff recommends that the bid from CA Construction be deemed non-responsive, as the pricing is more than triple the estimate of City staff, and exhibits many of the issues identified as reasons that their bid for Group 46 (Project 12-06) exhibited.

Re-Bidding

This is the second time bids have been received for all but one of the homes in these groups. Originally, construction for twenty-nine (29) of these thirty (30) homes was bid as Project 12-05. As authorized by the City Council on May 1, 2012, City staff split the homes from that project into two projects and advertised for new bids in hopes of having work completed prior to Thanksgiving of this year, as well as to help determine if smaller projects would allow for more contractors to bid. While it seems that the smaller projects did attract one new bidder, Avi-Con, it did not truly meet the intended goals set by the City with the rebidding at that time. A comparison of the City staff’s estimate and the bid prices received for the homes is included at the end of this staff report (prior to the attachments).

Staff is recommending that the City combine the projects, and rebid all thirty (30) homes (similar to the original Project 12-05) in an attempt to, once again, attract multiple bids and get competitive pricing that more accurately reflects the work and is closer to City staff estimates.

City staff would advertise the revised 46 project in the 26th El Segundo Herald, with bids due on August 28th. Allowing time for staff to review new bids received, staff expects that new bids would be brought to the City Council for consideration at its meeting on September 18th.
<table>
<thead>
<tr>
<th>Address</th>
<th>Staff Estimate</th>
<th>Original Bid from Karabuild</th>
<th>Current Bid from Avi-Con</th>
<th>Current Bid from Big West</th>
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<tbody>
<tr>
<td>121 W. Oak</td>
<td>$48,156</td>
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<td>654 W. Palm</td>
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<td>----------------------------------------------------------</td>
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<td>1 Big West Construction</td>
<td>$603,475.00</td>
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</tr>
<tr>
<td>2 Avi-Con, Inc. dba CA Construction 981 Iowa Avenue, Suite A Riverside, CA 92507</td>
<td>$422,740.00</td>
<td></td>
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</tr>
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</table>

Staff Present: [Signatures] City Clerk's Office

City Clerk's Office
RSI, Representative
To the Mayor and City Council
City of El Segundo
350 Main St.
El Segundo, CA 90245

I declare, under penalty of perjury, that I have carefully examined, become familiar with, and understand all of the requirements of the Contract Documents and conditions under which the Work must be performed, including the City of El Segundo’s current Municipal Code, and am fully informed as to all conditions and matters which can in any way affect the Work or its cost, and agree to the following:

To perform all Work in strict conformity with the requirements of the Contract Documents for

Project Number RSI 12-06
“Residential Sound Insulation Program - Group 46 re-Bid”

at the following lump sum price:

<table>
<thead>
<tr>
<th>RSI ID</th>
<th>Property Address</th>
<th>Description</th>
<th>Staff Estimate</th>
<th>Bid Amount</th>
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</table>

**Total Bid (Contract Sum)**

Four hundred twenty-two thousand two hundred forty-four dollars $422,744

In case of discrepancy between the words and figures, the words must prevail.

**Contractor Representative:**

Signature: [Signature]

Date: 6/12/12

Name (printed or typed): Aron Avila

Title: President/CEO

Name of Firm: Avi-Con, Inc. dba CA Construction

Address: 981 Iowa Avenue Suite A

Riverside, CA 92507

Telephone Number: 951-781-8055

Contractor's State License Number: 588602

License Expiration Date: 6/30/12

Type of Entity: [ ] Sole Proprietorship [ ] Partnership [X] Corporation*

* If Corporation, evidence of authority to sign must be attached
To the Mayor and City Council
City of El Segundo
350 Main St.
El Segundo, CA 90245

I declare, under penalty of perjury, that I have carefully examined, become familiar with, and understand all of the requirements of the Contract Documents and conditions under which the Work must be performed, including the City of El Segundo's current Municipal Code, and am fully informed as to all conditions and matters which can in any way affect the Work or its cost, and agree to the following:

To perform all Work in strict conformity with the requirements of the Contract Documents for

**Project Number RSI 12-06**

"Residential Sound Insulation Program - Group 46 re-Bid"

<table>
<thead>
<tr>
<th>RSI ID</th>
<th>Property Address</th>
<th>Description</th>
<th>Staff Estimate</th>
<th>Bid Amount</th>
<th>Property Sub-Total</th>
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<tr>
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<td>RSI Improvements</td>
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<td>$26,515</td>
<td>$</td>
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</table>
**City of El Segundo**  
Residential Sound Insulation Program

<table>
<thead>
<tr>
<th></th>
<th>1034 E. Imperial Ave., Unit F</th>
<th>RSI Improvements</th>
<th>$11,264.00.</th>
<th>$29,315</th>
<th>$</th>
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**Total Bid (Contract Sum)**

*SIX HUNDRED THREE THOUSAND, FOUR HUNDRED SEVENTY-FIVE*  
(Dollars)

$603,475.00

In case of discrepancy between the words and figures, the words must prevail.

Contractor Representative:  
Signature:  
Date: 6/12/2012  
Name (printed or typed):  
Title: Vice President  
Name of Firm: Big West Construction Corporation  
Address: 15331 Normandie Ave  
IRVINE, CA. 92604  
Telephone Number: 949-795-2219

Contractor's State License Number: 812085

License Expiration Date: 8-31-2012

Type of Entity: ☑ Corporation*  
☐ Sole Proprietorship  
☐ Partnership  
☐ Other

* If Corporation, evidence of authority to sign must be attached
June 12, 2012

City of El Segundo
Residential Sound Insulation Program
350 Main Street
El Segundo, Ca 90245

Subject: Protest of Bid on Group 46 Rebid

Reference: Bid From Avi-Con Inc. dba CA Construction

The following are items missing from the referenced bid.

1. Abatement Contractor not identified on Appendix B-12
2. No References included for Subcontracts over 10% or $10,000
3. No prices listed on B-08 for Suppliers.
4. TBD for Fireplace Doors, Thermostats, and Ventilators does not meet the normal specified requirements.
5. Appendix B-06 shows 0% and no documented Good Faith Effort.
6. Bid Bond is not Sealed by the Bidder as required.

I am requesting that this bid be deemed non-responsive and award made to Big West Construction Corporation.

If you have any questions, please contact me.

[Signature]
Tom Carr
Vice President
Big West Construction Corporation
<table>
<thead>
<tr>
<th>COMPANY NAME/ADDRESS</th>
<th>Bid Amount</th>
</tr>
</thead>
</table>
| 1 Karabuild Development, Inc.  
17337 Ventura Blvd, #215  
Encino, CA 91316 | $ 561,436.00 |
| 2 Avi-Con, Inc. dba Ca Construction  
981 Iowa Ave., Ste A  
Riverside, CA 92507 | $ 772,300.00 |
| 3                     |             |
| 4                     |             |
| 5                     |             |
| 6                     |             |
| 7                     |             |
| 8                     |             |
| 9                     |             |
| 10                    |             |

Staff Present:  
City Clerk's Office  
City Clerk's Office  
RSI, Representative
City of El Segundo
Residential Sound Insulation Program

To the Mayor and City Council
City of El Segundo
350 Main St.
El Segundo, CA 90245

I declare, under penalty of perjury, that I have carefully examined, become familiar with, and understand all of the requirements of the Contract Documents and conditions under which the Work must be performed, including the City of El Segundo’s current Municipal Code, and am fully informed as to all conditions and matters which can in any way affect the Work or its cost, and agree to the following:

To perform all Work in strict conformity with the requirements of the Contract Documents for

Project Number RSI 12-07
“Residential Sound Insulation Program – Group 47”

at the following lump sum price:

<table>
<thead>
<tr>
<th>RSI ID</th>
<th>Property Address</th>
<th>Description</th>
<th>Staff Estimate</th>
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<th>Property Sub-Total</th>
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<tr>
<td>47.01</td>
<td>312 East Maple Avenue</td>
<td>RSI Improvements</td>
<td>$24,612.00</td>
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Bidding Form
Appendix B-01
Bidder’s Proposal and Statement

Last Modified: May 10, 2012

54
City of El Segundo
Residential Sound Insulation Program

RSI 12-07 (Group 47)

<table>
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<th>47.15</th>
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<th>RSI Improvements</th>
<th>$10,465.00</th>
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</table>

Total Bid (Contract Sum)

Five Hundred Forty One Thousand Four Hundred

In case of discrepancy between the words and figures, the words must prevail.

Contractor Representative: Ara Karajerjian

Signature

Date: 6/19/2012

Name (printed or typed)

Title: CEO

Contractor’s State License Number: B 837099

Name of Firm: Karabuild Development, Inc.

Address: 17337 Ventura Blvd., #215

Encino, CA 91316

Telephone Number: 818-817-933

License Expiration Date: April 30, 2014

Type of Entity: □ Sole Proprietorship □ Partnership □ Corporation* □ Other

* If Corporation, evidence of authority to sign must be attached

Bidding Form Appendix B-01 Last Modified: May 10, 2012

Bidder’s Proposal and Statement
To the Mayor and City Council  
City of El Segundo  
350 Main St.  
El Segundo, CA 90245

I declare, under penalty of perjury, that I have carefully examined, become familiar with, and understand all of the requirements of the Contract Documents and conditions under which the Work must be performed, including the City of El Segundo’s current Municipal Code, and am fully informed as to all conditions and matters which can in any way affect the Work or its cost, and agree to the following:

To perform all Work in strict conformity with the requirements of the Contract Documents for  

**Project Number RSI 12-07**  
“Residential Sound Insulation Program — Group 47”

<table>
<thead>
<tr>
<th>RSI ID</th>
<th>Property Address</th>
<th>Description</th>
<th>Staff Estimate</th>
<th>Bid Amount</th>
<th>Property Sub-Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>47.01</td>
<td>312 East Maple Avenue</td>
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<td>$24,612.00</td>
<td>$48,162</td>
<td>$72,774.00</td>
</tr>
<tr>
<td>47.02</td>
<td>222 East Acacia Avenue</td>
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<td>$38,490.00</td>
<td>$78,930</td>
<td>$117,420.00</td>
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<td>$55,630.00</td>
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<tr>
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<td>47.06</td>
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</table>
City of El Segundo
Residential Sound Insulation Program

RSI 12-07 (Group 47)

| 47.15 | 850 Main Street, Unit M | RSI Improvements | $10,465.00 | $44,312 | $44,312 |

Total Bid (Contract Sum)

Seven hundred seventy two thousand three hundred dollars

$772,300.00

In case of discrepancy between the words and figures, the words must prevail.

Contractor Representative: ____________________________

Signature: ____________________________ Date: 01/18/12

Aaron Avila

Name (printed or typed)

Title: President/CEO

Name of Firm: Avi-Con, Inc. dba CA Construction

Address: 981 Iowa Avenue Suite A

Riverside, CA 92507

Telephone Number: 951-761-8055

Contractor’s State License Number: 588602

License Expiration Date: 6/30/12

Type of Entity: ☐ Sole Proprietorship ☐ Partnership ☑ Corporation* ☐ Other

* If Corporation, evidence of authority to sign must be attached

Bidding Form Appendix B-01
Bidder’s Proposal and Statement

Last Modified: May 10, 2012
AGENDA DESCRIPTION:

Consideration and possible action regarding approval of a Professional Services Agreement with AKM Consulting Engineers to provide inspection services for the Sanitary Sewer System Rehabilitation Project at various locations within the Smoky Hollow Specific Plan area and Maple Ave. between Lairport St. and Nash St. within the City of El Segundo. Project No.: PW 11-09. (Fiscal Impact: $100,000.00)

RECOMMENDED COUNCIL ACTION:

1. Authorize the City Manager to execute a Professional Services Agreement in a form as approved by the City Attorney with AKM Consulting Engineers for an amount not to exceed $90,000.00

2. Authorize an additional appropriation of $100,000 from the Sewer Enterprise Fund; or

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

ATTACHED SUPPORTING DOCUMENTS:

Proposal from AKM Consulting Engineers

FISCAL IMPACT: Budget Adjustment Required

Amount Budgeted: $0
Additional Appropriation: Yes $100,000.00
Account Number(s): 502-400-8204-8647 (Sewer Enterprise Fund)

ORIGINATED BY: Andre Haghverdian, Principal Engineer
REVIEWED BY: Stephanie Katsouleas, Public Works Director
signature1
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:

On April 3, 2012, the City Council approved a contract with MNR Construction Inc. to 1) replace approximately 3,400 lineal feet of deteriorated vitrified clay sewer pipe (VCP) and install sewer liners in approximately 1,600 lineal feet of VCP within the Smoky Hollow Specific Plan area and 2) install new 15” sewer main in Maple Ave. between Lairport St. & Nash St.

Staff is requesting that City Council authorize an additional appropriation of $100,000 from the Sewer Enterprise Fund for this project, which includes $90,000 for AKM Consulting Engineer’s construction inspection services and $10,000 for contingency purposes. AKM has extensive expertise in sewer construction management and has been utilized by the City on a number of occasions for related services, including the City’s 2009 Sewer Replacement Project. Staff has
determined that AKM best meets the needs of the City for this project. The services provided by AKM Consulting Engineers include are but not limited to:

- Coordinate between the contractor, sub-contractor, and the City to ensure that construction activities are performed on schedule and in accordance with the plans and specifications.
- Monitor and report on contractor’s daily progress, processes submittals and request for information (RFT’s).
- Prepare and distribute daily reports on construction activities and progress.
- Conduct weekly construction meetings with the contractor, sub-contractors and the City staff.

Staff recommends awarding a professional services agreement to AKM Consulting Engineers to provide construction inspection for the construction phase of the sanitary sewer rehabilitation project.
July 2, 2012

City of El Segundo
350 Main Street
El Segundo, California 90245-3613

Attention: Mr. Andre Haghverdian, P.E.
Principal Engineer

Subject: Proposal to Provide Inspection Services for the El Segundo Sanitary Sewer System Rehabilitation Project, Project No: PW 11-09

Dear Mr. Haghverdian:

AKM Consulting Engineers is pleased to submit this proposal for the subject project in response to your request.

AKM Consulting Engineers will provide construction inspection services to the City of El Segundo through a well qualified inspector for field control, conformance with contract plans and specifications, and contract documentation. We have assumed that all soils sampling and testing, including bedding, backfill, aggregate base, and asphalt concrete sampling and testing and compaction testing will be performed by a consultant hired by the City. The scope of work anticipated for the project involves the following tasks:

**TASK 1 – PRECONSTRUCTION**

A. Prior to beginning the project, the Project Inspector will become completely familiar with the project plans, specifications, applicable City standards and the standards of other agencies having jurisdiction over the project, and all other construction related documents. He will also become familiar with the traffic control requirements, the baseline construction schedule, construction sequence, and permit requirements. Any questions regarding interpretation, meaning or intent arising from the Inspector’s review shall be clarified with the City prior to commencement of the project.

B. The Project Inspector will attend the pre-construction conference to be scheduled by the City. We anticipate that the meeting will be attended by representatives of the City of El Segundo, the Contractor, and all other project stakeholders such as local authorities including police and fire departments, other affected utility/facility owners’ personnel, affected community members such as residents, and any other regulatory agency having jurisdiction over the project. We expect that the meeting will review the project objectives, introduce key personnel for the City, AKM, and Contractor,
define their roles on the project, discuss the Contractor's initial CPM Construction Schedule; review labor compliance requirements, progress payment procedures, and project record keeping; establish lines of communication, appropriate site conduct, and other procedures; and discuss public relations concerns and procedures, and potential utility and traffic safety problems. A written record of attendance and detailed meeting minutes of items discussed will be prepared and distributed to all attendees by AKM. AKM will submit a draft copy of the pre-construction meeting minutes to the City for review and comment prior to distributing the draft minutes to the other attendees for comment. After incorporating all comments, AKM will distribute a final copy of the pre-construction meeting minutes to all attendees.

C. AKM Project Inspector will review the traffic control plan prior to beginning the project. The traffic control plan will be the basis for verifying compliance. The Project Inspector will review the traffic control daily to verify that it is being maintained intact and as designed and that traffic control devises have not been tampered with or moved from their intended positions.

TASK 2 – CONSTRUCTION PHASE

A. During construction, AKM will provide a Project Inspector to observe the work and its compliance with the contract documents.

Daily reports will be created for each day on the project. The daily report will contain a summary of work completed and all construction activities occurring at the site. The summary will contain specific times and durations that work or events occurred. The daily report will also document weather conditions; drawing, specification and stationing references for work completed; traffic control measures taken by the Contractor; quantity of materials used; quantity of materials not used yet stored on site; equipment on site and whether the equipment was used; time that equipment was used on the project; and the names, labor classifications, and hours worked for all Contractor Employees including subcontractors. Detailed descriptions will be provided to document any conversations with the Contractor's Field Superintendent or other Contractor Personnel, information given to the Contractor, non-compliance notices issued, any construction issues identified by the Contractor, and any visitors to the project site and their purpose for being there.

The Inspector will make notations in the daily report regarding the safety measures employed by the Contractor; any safety concerns, violations, or deficiencies noticed; and action taken by the Contractor to correct them.

The daily report will also contain notations regarding potential conflicts that may result in a request by the Contractor for a contract change order. If no issue or conflict is discovered for a particular day, the Inspector will note that in the report.

Time noted and dated photographs of construction activities will be included in the daily report. The photographs will contain descriptive captions explaining the work, location of the work at the project site and position/direction the photograph was taken from. Sketches, drawings, or details will be prepared by the Inspector as necessary to explain and document daily construction activities, and will be included in the daily report.
Daily reports will be completed the same day the inspections were conducted to ensure the accuracy and completeness of the report. Signed hardcopies of the report will be transmitted to the City at the conclusion of the project, or at any other frequency desired by the City.

B. AKM will verify that the Contractor has notified all affected utilities for the project. This will entail verifying that the Contractor has contacted Dig Alert and that all utilities have clearly marked the location of their facilities. During exploratory excavations, “potholing,” the Project Inspector will provide inspection observing that the utility is located, accurately measured and documented, and any conflicts are identified. When utility conflicts are encountered, AKM will verify that the Contractor immediately notifies the utility owner as well as the City. If it is determined that a conflicting utility must be removed or relocated, AKM will advise the utility owner accordingly in writing. AKM will continually keep the City informed of all utility coordination and relocation issues until resolution.

C. AKM Project Inspector will attend the progress meetings, record the meeting’s discussions, prepare meeting minutes as described in Task 1B above.

D. AKM will process Contractor submittals and distribute them to the City for review. AKM will pre-screen submittals to verify they are complete and relevant prior to distributing to the City for technical review. AKM will create a project submittal register to track each submittal and identify the date the submittal was received by AKM, the date it was transmitted to the City for review, the date the submittal was returned by the City and the noted status of the submittal (no exceptions taken, revise and resubmit, make corrections noted or submit specified items), and the date submittal was returned to the Contractor. The submittal register will also track each re-submittal as noted above when re-submittal for an item is required. AKM will distribute the comments back to the Contractor as well as the final submittals.

E. Requests for information, submittals, shop drawings, proposed contract change orders and plan revisions will be processed, tracked and logged both in hardcopy and in electronic format. At the conclusion of the project, AKM will submit electronic copies of all project correspondence, submittals, meeting notes/minutes, contract change orders and schedules in DVD format, or other format acceptable to the City.

F. AKM will immediately notify the City in writing when a conflict, dispute, design problem and/or potential contract change order arises. Contract change order proposals will be received by the Project Inspector and reviewed for merit and reasonableness of cost. If determined to be appropriate, the change order will be forwarded to the City for review and comment. AKM will also prepare a written justification for the contract change order including a schedule impact analysis, cost estimate, a detailed description of the extra work, background information surrounding the issue, resolution alternatives and recommendations for action by the City. AKM will maintain cost accounting records on authorized work performed under unit costs, actual cost for labor and materials, and other required basis for accounting records. AKM will not authorize work without conference with and prior written approval by the City.

G. Responses to requests for information or clarification of interpretations issues pertaining solely to construction activities will generally be addressed by AKM’s Project Inspector in consultation with the
City. Issues pertaining to project design, interpretation, and/or meaning and intent of the Contract Documents will be forwarded to the City for review and response.

H. When AKM determines the Contractor’s work in progress or completed work to be deficient and not in conformance with the contract requirements, or that the Contractor has refused to comply with the Contract, a non-compliance notice will be issued. The Contractor’s Field Superintendent will immediately be verbally notified of the non-compliance and the requirement for corrective action to be taken. AKM will follow up with a written notice, on a form acceptable to the City, sent to the Contractor’s address on record. The form will reference the date and time the non-compliance was determined, the name of the Field Superintendent who was notified, sections of the project specifications and/or pages of the plans that substantiate the non-compliance, a thorough description of the non-compliance, how the work was determined to be non-compliant (inspection, testing, or other means), the estimated value of the non-complying work and if the work is defective and is to be repaired/corrected or if the work is rejected and must be removed and replaced with work complying with the plans, specifications and all applicable regulations. The form will be signed and dated by the Project Inspector and sent to the Contractor via regular mail. An electronic PDF copy will also be immediately transmitted to the Contractor via email. The form will contain a signature block for the Contractor to sign, date and send back to AKM to acknowledge receipt of the non-compliance notice.

I. The Inspector will make daily observations at the project site to verify compliance with the City’s NPDES permits and requirements, SWPPP plans and all other local, state, and federal laws and regulations. When non-compliance is determined, the Contractor will be issued a non-compliance notice as described in Paragraph H of this section.

J. The Project Inspector will regularly monitor that the Contractor is keeping record as-built drawings reflecting the actual locations, materials, quantities and dimensions of the work constructed including differences resulting from shop drawing revisions, and change order modifications. The Project Inspector will also maintain a record set of as-built drawings and update the drawings as soon as any variances are known. At the conclusion of the project, the Project Inspector will review the Contractor’s as-built drawings to verify that all variations from the original contract drawings have been accurately recorded. Once verified to be accurate, the final as-built drawings will be transmitted to the City for review and/or approval.

K. The AKM Project Inspector will observe all sanitary sewer facility testing and verify that all testing and flushing is conducted in accordance with the Contract Documents and will carefully document all results.

L. The Project Inspector will review the completed work quantities at the conclusion of the project with the Contractor's Field Superintendent and/or Project Manager at the project site. AKM will review the Contractor’s completed as-built drawings at this time. AKM will then review the payment request for accuracy and completeness and review any other required paperwork such as certified payroll reports, statements of compliance and updated progress schedules. Once the payment request and all required paperwork are correct, AKM will forward them to the City with a statement of recommendation for payment.
TASK 3 – POST CONSTRUCTION PHASE

A. Once the Project Inspector determines the project has reached completion, the City will be notified and a final inspection/walk through will be recommended. It is anticipated that the final inspection/walk through will include City engineering staff, City maintenance staff, and AKM.

B. Based on the findings and results of the final inspection/walk through, AKM will develop a punch list of work to be completed and/or corrected. When the punch list is submitted to the Contractor, AKM will obtain the Contractor’s schedule for completing the punch list. AKM will conduct inspections based on the Contractor’s punch list completion schedule and verify that all items are complete.

C. During project closeout, AKM will obtain from the Contractor any and all required guarantees, certifications, affidavits, warranties, and other documents required by the project’s Contract Documents. AKM will review the documents to verify that they are complete and accurate. AKM will notify the Contractor of incomplete or inaccurate documents and obtain revisions. Once complete, AKM will transmit all of the documentation to the City.

D. When AKM has ascertained that all work under contract has been completed and that the Contractor has fulfilled each and every aspect of the contract, AKM will review and recommend that the City process Contractor’s final payment and release of retention funds.

E. Following the processing of the Contractor’s final payment, AKM will transmit all original project documents and electronic copies to the City.

F. A final report will be created by AKM and submitted to the City at the conclusion of the project. It will include a summary of the project, list of all contract change orders, review of total contract change order amount relative to the original contract amount; review of the project schedule and actual time of completion; list problems during construction and provide recommendations to avoid them on future projects.

We estimate a total of 800 hours of work for the scope of work detailed above. We propose to complete this scope of work on a time and materials basis for $84,000 ($105/hour), plus an expense budget of $6,000 for a total fee of $90,000.

We appreciate the opportunity to submit this proposal, and look forward to being of service to the City of El Segundo. Should you have any questions or require additional information, please do not hesitate to contact the undersigned.

Very truly yours

AKM Consulting Engineers

Zeki Kayiran, P.E
Principal

AKM Proposal No. 12-1074-07-02
AGENDA DESCRIPTION:
Consideration and possible action to award a standard Public Works Contract to Premier Developing Services, Inc. for the construction of a new masonry building for the Water Department's telemetry system, Project No. PW 12-04 (Fiscal Impact: $100,000.00)

RECOMMENDED COUNCIL ACTION:
1. Authorize the City Manager to execute a standard Public Works Contract in a form as approved by the City Attorney with Premier Developing Services, Inc. in the amount of $92,500.00
2. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
Location Map

FISCAL IMPACT: Included in Adopted Budget
Amount Budgeted: $100,000.00
Additional Appropriation: No
Account Number(s): 401-400-0000-8228 (Economic Uncertainty Fund)

ORIGINATED BY: Andre Haghverdian, Principal Engineer
REVIEWED BY: Stephanie Katsouleas, Public Works Director
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:
On May 1, 2012, the City Council adopted plans and specifications for constructing a Masonry Building for the Water Department’s Telemetry System (2161 E. El Segundo Blvd.) and authorized staff to advertise the project for receipt of construction bids. This project will involve relocation of the existing telemetry equipment to a new 8’x10’ masonry building located within the City’s easement next to the county’s facility (see site map for detail), which results from the sale of most of the Fire Station 2 property.

On June 26, 2012, the City Clerk received and opened eight (8) bids as follows:

1. Premier Developing Services, Inc. $ 92,500.00
2. Pacific Construction Co., Inc. $ 94,800.00
3. Fleming Environmental, Inc. $ 99,420.00
4. Robert D. Gosney Construction $114,000.00
5. Fortex Construction $115,952.00
6. Pyramid Building & Eng., Inc. $125,000.00
7. 4-Con Engineering, Inc.  $134,800.00
8. Specon, Corp. $192,755.00

The lowest responsible bidder was Premier Developing Services, Inc. Staff checked references and contractor's license status and is satisfied with the feedback provided. Staff recommends awarding a standard public works contract to Premier Developing Services, Inc. in the amount of $92,500.00 with additional $7,500.00 for contingencies.

The construction is tentatively scheduled to start in early September 2012 and finished by mid November 2012. As part of this project the existing telemetry equipment will be relocated to the new constructed building and it will allow future building demolition work and development of the new site.
AGENDA DESCRIPTION:

Consideration and possible action regarding adoption of Plans and Specifications for the slurry sealing of the streets in the area bounded by Sheldon Street, Mariposa Avenue, El Segundo Boulevard and Sepulveda Boulevard (the southeast quadrant). Project No.: PW 12-05 (Fiscal Impact: $225,000.00)

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 possible other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:

Location Map

FISCAL IMPACT: Included in Adopted Budget

Amount Budgeted: $225,000.00
Additional Appropriation: No
Account Number(s): 106-400-8206-8943 (Gas Tax: Local Street Rehab)

ORIGINATED BY: Andre Haghverdian, Principal 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 seven-year cycle is within this recommended standard.

Staff has prepared plans and specifications for the Fiscal Year 2011/2012 Slurry Seal Program, which includes streets within the area bounded by Sheldon Street, Mariposa Avenue, El Segundo Boulevard and Sepulveda Boulevard (i.e., the southeast quadrant). This area was last slurry sealed in 2005/2006 and is the next section due in the seven-year rotation. Funding for this project is available from Gas Tax and was recommended for funding in the approved 2011-12 Capital Improvement Program report.
Slurry Seal Program History and Proposed FY 2011-12 Project
AGENDA DESCRIPTION:
Consideration and possible action to award a standard Public Works Contract to Rojas Construction for the City’s 2011-2012 Annual sidewalk, curb and gutter repair/replacement program and other minor improvements at various locations citywide. Project No.: PW 12-03. (Fiscal Impact: $100,000.00)

RECOMMENDED COUNCIL ACTION:
1. Authorize the City Manager to execute a standard Public Works Contract in a form as approved by the City Attorney with Rojas Construction, in the amount of $57,540.00
2. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
Location Map

FISCAL IMPACT: Included in Adopted Budget
Amount Budgeted: $100,000.00
Additional Appropriation: No
Account Number(s): 106-400-8206-8604 (Gas Tax: Curb Replacement)

ORIGINATED BY: Andre Haghverdian, Principal Engineer
REVIEWED BY: Stephanie Katsouleas, Public Works Director
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:
On April 3, 2012, the City Council adopted plans and specifications for the 2011-2012 maintenance, repair and replacement of curbs, gutters, displaced sidewalks and driveways and authorized staff to advertise the project for competitive bids. On June 5, 2012, the City Clerk received and opened the following seven (7) bids:

1. Rojas Construction $57,540.00
2. Pacific Construction Co. Inc. $62,688.00
3. ARC Construction $65,993.00
4. Ruiz Engineering Co. $71,566.82
5. Nobest Inc. $85,004.00
6. El Camino Construction $91,639.45
7. Kalban, Inc. $94,128.00
The lowest responsible bidder was Rojas Construction. Staff checked their references and contractor’s license status and is satisfied with the references given. Therefore, staff recommends awarding a standard public works contract to Rojas Construction in the amount of $57,540.00 with $5,800.00 for contingencies.

The bids received were lower than expected. Therefore, staff is also requesting that City Council 1) authorize 1) staff to negotiate for additional concrete work by Rojas Construction at the unit bid rate for the remaining $32,460.00 available to spend through this year’s Gas Tax allocation and 2) $10,000 for construction contingencies. Staff proposes installing a sidewalk on Main Street between Imperial Hwy. and Imperial Ave. to provide pedestrians a safe pathway to the bus stop on Imperial Hwy. Currently, many pedestrians who use bus commuting services walk in the street to get to and from the bus stop, which creates a dangerous condition when drivers turn off Imperial Hwy. to Main St. Any remaining funds would be used to complete other concrete priorities identified on the rolling list of repairs needed.