



AGENDA

EL SEGUNDO CITY COUNCIL
REGULAR MEETING
TUESDAY, JANUARY 17, 2023

4:00 PM CLOSED SESSION
6:00 PM OPEN SESSION

CITY COUNCIL CHAMBER
350 MAIN STREET, EL SEGUNDO, CA 90245

Drew Boyles, Mayor
Chris Pimentel, Mayor Pro Tem
Carol Pirsztuk, Council Member
Lance Giroux, Council Member
Ryan W. Baldino, Council Member

Tracy Weaver, City Clerk
Matthew Robinson, City Treasurer

Executive Team

Darrell George, City Manager
Barbara Voss, Deputy City Manager
Jaime Bermudez, Police Chief
Michael Allen, Community Development Dir.
Jose Calderon, IT Director
Aly Mancini, Recreation, Parks & Library Dir.

Mark Hensley, City Attorney
Joe Lillio, Chief Financial Officer
Deena Lee, Fire Chief
Rebecca Redyk, HR Director
Elias Sassoon, Public Works Dir.

MISSION STATEMENT:

“Provide a great place to live, work, and visit.”

VISION STATEMENT:

“Be a global innovation leader where big ideas take off while maintaining our unique small-town character.”

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 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, members of 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.

Those wishing to address the City Council are requested to complete and submit to the City Clerk a "Speaker Card" located at the Council Chamber entrance. You are not required to provide personal information in order to speak, except to the extent necessary for the City Clerk to call upon you, properly record your name in meeting minutes and to provide contact information for later staff follow-up, if appropriate.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at 310-524-2305. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

4:00 PM CLOSED 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 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 City Council to take action on any item not on the agenda. City Council and/or City Manager will respond to comments after Public Communications is closed.*

SPECIAL ORDERS OF BUSINESS

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

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (GOV’T CODE §54956.9(D)(1): -2- MATTER(S)

1. Richard Town (Retired Firefighter) v. City of El Segundo (Workers' Compensation Claim), WCAB Case No. ADJ1166116
2. Rebecca Smith, (Former Non-Sworn Police Department Employee) v. City of El Segundo - Binding Arbitration Personnel Case

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code §54956.9(d) (2) and (3): -1- matter.

1. Government Tort Claim filed by Keith Puckett

Initiation of litigation pursuant to Government Code §54956.9(c): -1- matter.

1. City of Los Angeles (Hyperion Water Reclamation Plant)

CONFERENCE WITH CITY’S LABOR NEGOTIATOR (GOV’T CODE §54957.6): -4- MATTER(S)

Employee Organizations: Fire Fighters Association (FFA), Police Officers Association (POA), and Supervisory Professional Employee Association (SPEA), and Professional Support Services Employee Association (PSSEA).

Representatives: Irma Moisa Rodriguez, Laura Drottz Kalty, Alex Volberding, City Manager, Darrell George, and Human Resources Director, Rebecca Redyk.

6:00 PM – CONVENE OPEN SESSION – CALL TO ORDER / ROLL CALL

INVOCATION – Pastor Scott Tannehill, The Bridge Church

PLEDGE OF ALLEGIANCE – Council Member Giroux

SPECIAL PRESENTATIONS

PUBLIC COMMUNICATIONS – (RELATED TO CITY BUSINESS ONLY – 5 MINUTE LIMIT PER PERSON, 30 MINUTE LIMIT TOTAL) *Individuals who have received value of \$50 or more to communicate to the City Council on behalf of another, and employees speaking on behalf of their employer, must so identify themselves prior to addressing the City Council. Failure to do so shall be a misdemeanor and punishable by a fine of \$250. While all comments are welcome, the Brown Act does not allow Council to take action on any item not on the agenda. The Council will respond to comments after Public Communications is closed.*

CITY MANAGER FOLLOW-UP COMMENTS

1. Hyperion Water Reclamation Plant Update

A. PROCEDURAL MOTIONS

Read All Ordinances and Resolutions on the Agenda by Title Only

Recommendation -

Approval

B. CONSENT

1. City Council Meeting Minutes

Recommendation -

1. Approve the Regular City Council Meeting minutes of December 20, 2022 and Special City Council Meeting minutes of January 12, 2023.
2. Alternatively, discuss and take other action related to this item.

2. Warrant Demand Register for November 28, 2022 through December 25, 2022

Recommendation -

1. Ratify payroll and employee benefit checks; checks released early due to contracts or agreements; emergency disbursements and/or adjustments; and, wire transfers.
2. Approve Warrant Demand Register numbers 11A, 11B, 12A, and 12B: warrant numbers 3043467 through 3043825, and 9002732 through 9002767.

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

3. Contract Award to Coastal Building Services, Inc. for Janitorial Services for City Buildings and Facilities

Recommendation -

1. Authorize the City Manager to execute a janitorial services agreement with Coastal Building Services, Inc. for various City buildings and facilities for three years with two, one-year optional renewal terms starting at \$279,376 annually, with capped inflation and minimum wage increases.

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

4. Resolution Allowing Continued Teleconferenced Public Meetings

Recommendation -

1. Approve the proposed resolution to continue the City's utilization of relaxed teleconferencing requirements under the Brown Act.

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

5. Construction Contract Award for the El Segundo Boulevard Improvement Project

Recommendation -

1. Authorize the City Manager to execute a standard public works construction contract with Sully-Miller Contracting Company for \$6,586,035.30 for the improvements to El Segundo Boulevard from Illinois Street to Isis Avenue (Project No. PW 23-02) and authorize an additional \$700,000 for construction related contingencies for a total authorization of \$7,286,035.30.

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

6. A Resolution Making Updated Findings to Support Local Amendments to the 2022 California Building Standards Model Codes

Recommendation -

1. Adopt a Resolution making updating findings to support local amendments to the 2022 California Building Standards Model Codes pursuant to California Building Standards Commission direction.

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

C. PUBLIC HEARINGS

7. Adoption of Annual Community Development Block Grant Program Project Selection for 2023-2024

Recommendation -

1. Conduct a public hearing.
2. Take testimony and other evidence as presented.
3. Adopt Resolution approving a new 2023-2024 Community Development Block Grant (CDBG) Project entitled, "El Segundo Library Park American with Disabilities Act (ADA)-Compliant Pathway Project," and appropriate 2023-2024 CDBG funds estimated at \$62,337, plus prior, unspent CDBG funds in the amount of \$77,802 for a total project budget of \$140,139.
4. Authorize the City Manager, or his designee, to execute all contracts, in a form approved by the City Attorney, with the Los Angeles County Development Authority (LACDA).
5. Alternatively, discuss and take other possible action related to this item.

D. STAFF PRESENTATIONS

8. Factual Response to Police Officers Association (POA) Communications to the Public

Recommendation -

1. Receive and file Factual Response to Police Officers Association (POA) Communications to the Public staff report.
2. Alternatively, discuss and take other action related to this item.

9. Urho Saari Swim Stadium ("The Plunge") Project

Recommendation -

1. Provide direction to staff on the proposed modifications to the conceptual design of "The Plunge" project which was previously presented to the City Council on June 1, 2021 and on October 18, 2022.
2. Receive and file the "business model" for the operations and maintenance of "The Plunge."
3. Alternatively, discuss and take other action related to this item.

10. El Segundo Fire Department 2022 Annual Report

Recommendation -

1. Receive and file the El Segundo Fire Department 2022 Annual Report, which is in alignment with the 2020-2025 El Segundo Fire Department Strategic Plan and the Commission on Fire Accreditation International (CFAI) accreditation process.
2. Alternatively, discuss and take other action related to this item.

11. Building Forward Library Infrastructure Grant Resolution

Recommendation -

1. Adopt the Resolution to receive funding for the Building Forward library infrastructure grant.
2. Alternatively, discuss and take other action related to this item.

12. Solicitation of Request for Qualifications for Planning, Design and Engineering Services for the Recreation Park Renovation Project

Recommendation -

1. Authorize staff to release the attached Request for Qualifications (RFQ) to solicit interest from qualified professionals for planning, design and engineering services for the Recreation Park Renovation Project.
2. Alternatively, discuss and take other action related to this item.

E. COMMITTEES, COMMISSIONS AND BOARDS PRESENTATIONS

F. REPORTS - CITY CLERK

G. REPORTS - CITY TREASURER

H. REPORTS - COUNCIL MEMBERS

COUNCIL MEMBER BALDINO

COUNCIL MEMBER GIROUX

COUNCIL MEMBER PIRSZTUK

13. Include the Cultural Development Fee Budget on the City Council Finance Subcommittee Agenda

Recommendation -

1. Approve including the Cultural Development Fee Budget on the City Council Finance Subcommittee agenda.

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

MAYOR PRO TEM PIMENTEL

MAYOR BOYLES

14. Assign Council Members to Serve on Committees for Various Intergovernmental and Local Agencies

Recommendation -

1. Approve and implement assignments.
2. Alternatively, discuss and take other action related to this item.

I. REPORTS - CITY ATTORNEY

J. REPORTS/FOLLOW-UP - CITY MANAGER

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.

REPORT OF ACTION TAKEN IN CLOSED SESSION (if required)

MEMORIALS

ADJOURNMENT

POSTED:

DATE: January 13, 2023

TIME: 2:00 PM

BY: Tracy Weaver, City Clerk

MEETING MINUTES OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, DECEMBER 20, 2022

CLOSED SESSION – CANCELLED DUE TO LACK OF QUORUM

OPEN SESSION – Mayor Boyles called to order at 6:01 PM

ROLL CALL

Mayor Boyles	-	Present
Mayor Pro Tem Pimentel	-	Absent
Council Member Pirsztuk	-	Present
Council Member Giroux	-	Absent
Council Member Baldino	-	Present

INVOCATION – Pastor Rob McKenna, The Bridge Church

PLEDGE OF ALLEGIANCE – Council Member Pirsztuk

SPECIAL PRESENTATIONS:

1. Commendation read by Mayor Boyles, commending Recreation, Parks and Library and El Segundo Rotary for the hosting the December 24th El Segundo's Community Christmas Dinner to be held at 12:00 PM at the Joslyn Center. Julie Stolnack, Recreation and Parks Commissioner and Valerie Smith, with the Rotary Club accepted the Commendation.

PUBLIC COMMUNICATIONS – (Related to City Business Only – 5-minute limit per person, 30-minute limit total) None

CITY MANAGER FOLLOW-UP COMMENTS:

City Manager, Darrell George and Mark Hensley, City Attorney gave an update regarding the Hyperion Water Reclamation Plant.

- A. Read all Ordinances and Resolutions on the Agenda by Title Only.

MOTION by Council Member Pirsztuk, SECONDED by Council Member Baldino to read all ordinances and resolutions on the agenda by title only. MOTION PASSED BY UNANIMOUS VOTE. 5/0

- B. CONSENT:

2. Approve Regular City Council meeting minutes of December 6, 2022, Special City Council meeting minutes (DEI Interviews) of December 8, 2022, Special City Council Meeting minutes (Closed Session) of December 13, 2022, and Special City Council Meeting minutes (Election Certification) of December 13, 2022. (Fiscal Impact: None)

3. Approve warrants demand register for through November 21, 2022 through November 27, 2022, number 10C, warrant numbers 3043398 through 3043466, and 9002728 through 9002731. Ratify Payroll and employee benefit Checks; Checks released early due to contracts or agreement; Emergency disbursements and/or adjustments; and, Wire transfers.
(Fiscal Impact: \$957,928.63 (\$286,132.24 in check warrants and \$671,796.39 in wire warrants))

4. Authorize the City Manager to approve a fourth amendment to Contract No. 6062D with Vincent Benjamin Group LLC for an additional \$112,000 to increase the contract authority in FY2022-23 to \$362,000 and the total payable compensation to \$831,950 for on-call temporary staffing services for use by all City departments, authorize the City Manager to approve a second amendment to Contract No. 6048B with Koff & Associates, a division of Gallagher Benefit Services, Inc., for an additional \$20,000 for the classification study of administrative support classifications, increasing the total payable compensation to \$69,870 and authorize the City Manager to approve a second amendment to Contract No. 6063B with Jeffery B. Love, P.C. dba JL Group LLC for an additional \$50,050 for various confidential personnel investigative services, increasing the total payable compensation to \$100,000.
(Fiscal Impact: The Vincent Benjamin Group LLC, funds from budgeted citywide vacancies will be utilized (included in the Adopted FY 2022-23 Budget), Koff & Associates, funding is included in the Adopted FY 2022-23 Budget, Jeffery B. Love, P.C. dba JL Group LLC, funding is included in the Adopted FY 2022-23 Budget)

5. Adopt Resolution No. 5383 approving the continuance of the City's Utilization of relaxed teleconferencing requirements under the Brown Act.
(Fiscal Impact: None)

6. Adopt Resolution No. 5384 approving final Vesting Parcel Map 83543 and authorize City staff and City Clerk to sign the Map for recording.
(Fiscal Impact: None)

MOTION by Council Member Baldino, SECONDED by Council Member Pirsztuk approving Consent Agenda items 2, 3, 4, 5, and 6. MOTION PASSED BY UNANIMOUS VOTE. 3/0.

C. PUB LIC HEARINGS: - None

D. STAFF PRESENTATIONS:

7. Conversion of the General Services Manager Classification from Civil Service to At-Will Status and Associated Adoption of Revised Job Title, Classification Specification, Examination Plan, and Basic Salary Range.
(Fiscal Impact: Adopted FY 2022-23 budget)

Rebecca Redyk, Human Resources Director reported on the item.

MOTION by Council Member Baldino, SECONDED by Council Member Pirsztuk approving the conversion of the General Services Manager classification from Civil Service to at-will status, approving the revision of the General Services Manager job title to General Services Superintendent and approve the revised classification specification and examination plan for the General Services Superintendent position. MOTION PASSED BY UNANIMOUS VOTE. 3/0.

Mark Hensley, City Attorney read by title only;

RESOLUTION NO. 5385

A RESOLUTION ESTABLISHING BASIC MONTHLY SALARY RANGE FOR A FULL TIME JOB CLASSIFICATION

MOTION by Council Member Baldino, SECONDED by Council Member Pirsztuk approving Resolution No. 5385. MOTION PASSED BY UNANIMOUS VOTE. 3/0.

8. Certified Unified Program Agency 2022 Program Evaluation
(Fiscal Impact: None)

Victor Morales, Environmental Safety Manager gave a presentation

Council consensus to receive and file the program evaluation.

E. COMMITTEES, COMMISSIONS AND BOARDS:

9. Open the Recruitment Process for Positions on the City's Committees, Commissions and Boards
(Fiscal Impact: None)

MOTION by Council Member Pirsztuk, SECONDED by Council Member Baldino directing staff to open the recruitment process for the positions on the CCB's. MOTION PASSED BY UNANIMOUS VOTE. 3/0.

10. Announce Appointments to the Diversity, Equity, and Inclusion Committee
(Fiscal Impact: None)

Mayor Boyles announced Lewis Hill to a full-term expiring October 31, 2025, and Emily Atmore to a partial term expiring October 31, 2024.

F. REPORTS – CITY CLERK – Wished everyone Happy Holidays and Merry Christmas!

G. REPORTS – CITY TREASURER – Not present

H. REPORTS – COUNCIL MEMBERS –

Council Member Baldino – Thanked staff for a warm welcome to Council and the City.

Council Member Giroux – Absent

Council Member Pirsztuk – Thanked Aly Mancini and Directors for a successful Employee Holiday Luncheon and invited all to the Menorah Lighting on Thursday at 5:30 PM in the Plaza.

Mayor Pro Tem Pimentel – Absent

Mayor Boyles – Attended the US Space Force Base celebrate their 3rd Birthday.

11. Mr. S. Claus' Annual Request for a Conditional Use Permit, Business License, and Various Waivers

Mayor Boyles read the various asks of Mr. S. Claus for the night of December 24th.

Council consensus to grant Mr. S. Claus his permits and variances.

I. REPORTS – CITY ATTORNEY – Wished everyone Happy Holidays.

J. REPORTS/FOLLOW-UP – CITY MANAGER – Wished everyone Happy Holidays.

MEMORIALS – None

Adjourned at 6:56 PM

Tracy Weaver, Deputy City Clerk

SPECIAL MEETING MINUTES OF THE EL SEGUNDO CITY COUNCIL
THURSDAY, JANUARY 12, 2023

CLOSED SESSION – Mayor Boyles called to order at 6:30 PM via teleconferencing

ROLL CALL

Mayor Boyles	-	Present via teleconferencing
Mayor Pro Tem Pimentel	-	Present via teleconferencing
Council Member Pirsztuk	-	Present via teleconferencing
Council Member Giroux	-	Present via teleconferencing
Ryan W. Baldino	-	Present via teleconferencing

PUBLIC COMMUNICATION – (Related to City Business Only – 5-minute limit per person, 30-minute limit total) None

SPECIAL ORDER OF BUSINESS:

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

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

1. Employee Organizations: Police Officers Association (POA)

Representative: Irma Moisa Rodriguez, City Manager, Darrell George, and Human Resources Director, Rebecca Redyk.

Adjourned at 7:07 PM

Tracy Weaver, City Clerk



City Council Agenda Statement

Meeting Date: January 17, 2023

Agenda Heading: Consent

Item Number: B.2

TITLE:

Warrant Demand Register for November 28, 2022 through December 25, 2022

RECOMMENDATION:

1. Ratify payroll and employee benefit checks; checks released early due to contracts or agreements; emergency disbursements and/or adjustments; and, wire transfers.
2. Approve Warrant Demand Register numbers 11A, 11B, 12A, and 12B: warrant numbers 3043467 through 3043825, and 9002732 through 9002767.
3. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

The warrants presented were drawn in payment of demands included within the FY 2022-2023 Adopted Budget. The total of \$12,790,750.38 (\$2,270,338.42 in check warrants and \$10,520,411.96 in wire warrants) are for demands drawn on the FY 2022-2023 Budget.

BACKGROUND:

California Government Code Section 37208 provides General Law cities flexibility in how budgeted warrants, demands, and payroll are audited and ratified by their legislative body. Pursuant to Section 37208 of the California Government Code, warrants drawn in payments of demands are certified by the City's Chief Financial Officer and City Manager as conforming to the authorized expenditures set forth in the City Council adopted budget need not be audited by the City Council prior to payment, but may be presented to the City Council at the first meeting after delivery.

In government finance, a warrant is a written order to pay that instructs a federal, state, county, or city government treasurer to pay the warrant holder on demand or after a specific date. Such warrants look like checks and clear through the banking system like

Warrant Demand Register

January 17, 2023

Page 2 of 2

checks. Warrants are issued for payroll to individual employees, accounts payable to vendors, to local governments, and to companies or individual taxpayers receiving a refund.

DISCUSSION:

The attached Warrants Listing delineates the warrants that have been paid for the period identified above. The Chief Financial Officer certifies that the listed warrants were drawn in payment of demands conforming to the adopted budget and that these demands are being presented to the City Council at its first meeting after the delivery of the warrants.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 5: Champion Economic Development and Fiscal Sustainability

Objective 5B: El Segundo approaches its work in a financially strategic and responsible way.

PREPARED BY:

Liz Lydic, Management Analyst

REVIEWED BY:

Joseph Lillio, Chief Financial Officer

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Register 11a summary
2. Register 11b-Updated v2 summary
3. Register 12a summary
4. Register 12b summary

CITY OF EL SEGUNDO
WARRANTS TOTALS BY FUND

3043467 - 3043528
9002732 - 9002735

DATE OF APPROVAL: AS OF 12/20/2022

REGISTER # 11A

001	GENERAL FUND	245,866.33
003	EXPENDABLE TRUST FUND - OTHER	500.00
104	TRAFFIC SAFETY FUND	-
106	STATE GAS TAX FUND	-
108	ASSOCIATED RECREATION ACTIVITIES FUND	-
109	ASSET FORFEITURE FUND	-
110	MEASURE "R"	-
111	COMM. DEVEL. BLOCK GRANT	-
112	PROP "A" TRANSPORTATION	-
114	PROP "C" TRANSPORTATION	-
115	AIR QUALITY INVESTMENT PROGRAM	-
116	HOME SOUND INSTALLATION FUND	-
117	HYPERION MITIGATION FUND	94.94
118	TDA ARTICLE 3 - SB 821 BIKEWAY FUND	-
119	MTA GRANT	-
120	C.O.P.S. FUND	-
121	FEMA	-
122	L.A.W.A. FUND	-
123	PSAF PROPERTY TAX PUBLIC SAFETY	-
124	FEDERAL GRANTS	-
125	STATE GRANT	-
126	AP CUPA PROGRAM OVERSIGHT SURCHARGE	-
127	MEASURE "M"	-
128	SB-1	-
129	CERTIFIED ACCESS SPECIALIST PROGRAM	-
130	AFFORDABLE HOUSING	-
131	COUNTY STORM WATER PROGRAM	-
132	MEASURE "B"	-
202	ASSESSMENT DISTRICT #73	-
301	CAPITAL IMPROVEMENT FUND	12,428.85
302	INFRASTRUCTURE REPLACEMENT FUND	-
405	FACILITIES MAINTENANCE	-
501	WATER UTILITY FUND	2,536.06
502	WASTEWATER FUND	7,530.13
503	GOLF COURSE FUND	-
505	SOLID WASTE FUND	-
601	EQUIPMENT REPLACEMENT	-
602	LIABILITY INSURANCE	-
603	WORKERS COMP. RESERVE/INSURANCE	24,999.49
701	RETIRED EMP. INSURANCE	-
702	EXPENDABLE TRUST FUND - DEVELOPER FEES	-
704	CULTURAL DEVELOPMENT	1,500.00
708	OUTSIDE SERVICES TRUST	-
TOTAL WARRANTS		<u>\$ 296,643.80</u>

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES

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

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

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

CODES:

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

For Ratification:

A = Payroll and Employee Benefit checks

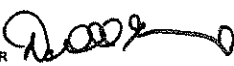
AP - U = Computer generated Early Release disbursements and/or adjustments approved by the City Manager. Such as: payments for utility services, petty cash and employee travel expense reimbursements, various refunds, contract employee services consistent with current contractual agreements, instances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

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

CHIEF FINANCIAL OFFICER

CITY MANAGER

DATE: 12/13/2022  acting CFO

DATE: 12-13-22 

VOID CHECKS DUE TO ALIGNMENT: N/A

VOID CHECKS DUE TO INCORRECT CHECK DATE: _____

VOID CHECKS DUE TO COMPUTER SOFTWARE ERROR: _____

NOTES: _____

CITY OF EL SEGUNDO
WARRANTS TOTALS BY DEPARTMENT
AS OF 12/20/2022
REGISTER # 11A

DEPT#	NAME	TOTAL
GENERAL FUND DEPARTMENTAL EXPENDITURES		
GENERAL GOVERNMENT		
1101	City Council	173.47
1201	City Treasurer	23.77
1300	City Clerk	117.74
2101	City Manager	107.13
2102	Communications	82.94
2103	El Segundo Media	
2201	City Attorney	61,720.76
2401	Economic Development	32.45
2402	Planning	
2500	Administrative Services	2,755.18
2601	Government Buildings	24,651.95
2700	Community Outreach/Planning	
2900	Nondepartmental	1,165.39
6100	Library	11,669.29
		<hr style="width: 100%; border: 0.5px solid black;"/> 102,500.07
PUBLIC SAFETY		
3100	Police	9,188.70
3200	Fire	51,039.04
2403	Building Safety	
2404	Plng/Bldg Sfty Administration	303.94
		<hr style="width: 100%; border: 0.5px solid black;"/> 60,531.68
PUBLIC WORKS		
4101	Engineering	3,980.95
4200	Streets/Park Maintenance	48,150.13
4300	Wastewater	8,181.53
4601	Equipment Maintenance	1,665.10
4801	Administration	206.44
		<hr style="width: 100%; border: 0.5px solid black;"/> 62,184.15
COMMUNITY SERVICES		
5100,5200	Recreation & Parks	7,199.37
5400	Centennial	
		<hr style="width: 100%; border: 0.5px solid black;"/> 7,199.37
EXPENDITURES		
	CAPITAL IMPROVEMENT	55,386.01
	ALL OTHER ACCOUNTS	8,842.52
	TOTAL WARRANTS	<hr style="width: 100%; border: 0.5px solid black;"/> 296,643.80 <hr style="width: 100%; border: 0.5px solid black;"/>

CITY OF EL SEGUNDO
WARRANTS TOTALS BY FUND

3043549 - 3043641
9002736 - 9002765

DATE OF APPROVAL: AS OF 12/20/2022

REGISTER # 118

001	GENERAL FUND	329,361.28
003	EXPENDABLE TRUST FUND - OTHER	-
104	TRAFFIC SAFETY FUND	-
106	STATE GAS TAX FUND	-
108	ASSOCIATED RECREATION ACTIVITIES FUND	-
109	ASSET FORFEITURE FUND	5,760.26
110	MEASURE "R"	-
111	COMM. DEVEL. BLOCK GRANT	35,530.00
112	PROP "A" TRANSPORTATION	50.00
114	PROP "C" TRANSPORTATION	140,325.74
115	AIR QUALITY INVESTMENT PROGRAM	-
116	HOME SOUND INSTALLATION FUND	-
117	HYPERION MITIGATION FUND	-
118	TDA ARTICLE 3 - SB 821 BIKEWAY FUND	-
119	MTA GRANT	-
120	C.O.P.S. FUND	-
121	FEMA	-
122	L.A.W.A. FUND	-
123	PSAF PROPERTY TAX PUBLIC SAFETY	-
124	FEDERAL GRANTS	-
125	STATE GRANT	-
126	AP CUPA PROGRAM OVERSIGHT SURCHARGE	292.00
127	MEASURE "M"	-
128	SB-1	-
129	CERTIFIED ACCESS SPECIALIST PROGRAM	3.80
130	AFFORDABLE HOUSING	-
131	COUNTY STORM WATER PROGRAM	-
132	MEASURE "S"	-
202	ASSESSMENT DISTRICT #73	-
301	CAPITAL IMPROVEMENT FUND	83,684.79
302	INFRASTRUCTURE REPLACEMENT FUND	-
405	FACILITIES MAINTENANCE	-
501	WATER UTILITY FUND	20,024.89
502	WASTEWATER FUND	6,028.02
503	GOLF COURSE FUND	-
505	SOLID WASTE FUND	-
601	EQUIPMENT REPLACEMENT	-
602	LIABILITY INSURANCE	218.78
603	WORKERS COMP. RESERVE/INSURANCE	143,442.28
701	RETIRED EMP. INSURANCE	-
702	EXPENDABLE TRUST FUND - DEVELOPER FEES	708.40
704	CULTURAL DEVELOPMENT	6,707.80
708	OUTSIDE SERVICES TRUST	-
	TOTAL WARRANTS	<u>\$ 772,119.14</u>

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES

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

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

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

CODES:

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

For Ratification:

A = Payroll and Employee Benefit checks

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

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

CHIEF FINANCIAL OFFICER

DATE: 12/13/22

[Signature]
acting CFO

CITY MANAGER

DATE:

[Signature]
12-17-22

VOID CHECKS DUE TO ALIGNMENT:

N/A

VOID CHECKS DUE TO INCORRECT CHECK DATE:

VOID CHECKS DUE TO COMPUTER SOFTWARE ERROR:

NOTES

(please see attached) 21 checks. MICR Font was not installed due to an IT update. Had to void and reissue (3043529 - 3043548)

CITY OF EL SEGUNDO
WARRANTS TOTALS BY DEPARTMENT
AS OF 12/20/2022
REGISTER # 11B

DEPT#	NAME	TOTAL
GENERAL FUND DEPARTMENTAL EXPENDITURES		
GENERAL GOVERNMENT		
1101	City Council	31,873.47
1201	City Treasurer	340.00
1300	City Clerk	3,176.48
2101	City Manager	1,591.70
2102	Communications	159.22
2103	El Segundo Media	4,642.82
2201	City Attorney	
2401	Economic Development	12,862.27
2402	Planning	2,390.14
2500	Administrative Services	65,487.38
2601	Government Buildings	44,405.93
2700	Community Outreach/Planning	
2900	Nondepartmental	1,637.81
6100	Library	8,633.60
		177,200.82
PUBLIC SAFETY		
3100	Police	38,973.72
3200	Fire	14,562.50
2403	Building Safety	
2404	Plng/Bldg Sfty Administration	2,106.16
		55,642.38
PUBLIC WORKS		
4101	Engineering	1,100.00
4200	Streets/Park Maintenance	26,586.12
4300	Wastewater	426.74
4601	Equipment Maintenance	23,654.17
4801	Administration	1,527.40
		53,294.43
COMMUNITY SERVICES		
5100,5200	Recreation & Parks	26,829.29
5400	Centennial	774.04
		27,603.33
EXPENDITURES		
	CAPITAL IMPROVEMENT	88,068.20
	ALL OTHER ACCOUNTS	370,309.98
	TOTAL WARRANTS	772,119.14

CITY OF EL SEGUNDO
WARRANTS TOTALS BY FUND

3043642 - 3043729
9002766 - 9002766

DATE OF APPROVAL: AS OF 1/3/2022

REGISTER # 12A

001	GENERAL FUND	233,051.97
003	EXPENDABLE TRUST FUND - OTHER	1,500.00
104	TRAFFIC SAFETY FUND	-
108	STATE GAS TAX FUND	12,880.39
108	ASSOCIATED RECREATION ACTIVITIES FUND	-
109	ASSET FORFEITURE FUND	-
110	MEASURE "R"	-
111	COMM. DEVEL. BLOCK GRANT	-
112	PROP "A" TRANSPORTATION	2,813.89
114	PROP "C" TRANSPORTATION	-
115	AIR QUALITY INVESTMENT PROGRAM	-
116	HOME SOUND INSTALLATION FUND	-
117	HYPERION MITIGATION FUND	-
118	TDA ARTICLE 3 - SB 821 BIKEWAY FUND	-
119	MTA GRANT	-
120	C.O.P.S. FUND	-
121	FEMA	-
122	LA W.A. FUND	-
123	PSAF PROPERTY TAX PUBLIC SAFETY	-
124	FEDERAL GRANTS	-
125	STATE GRANT	-
126	AP CUPA PROGRAM OVERSIGHT SURCHARGE	54.74
127	MEASURE "W"	-
128	SB-1	-
129	CERTIFIED ACCESS SPECIALIST PROGRAM	-
130	AFFORDABLE HOUSING	-
131	COUNTY STORM WATER PROGRAM	15,670.00
132	MEASURE "B"	-
202	ASSESSMENT DISTRICT #73	-
301	CAPITAL IMPROVEMENT FUND	16,976.30
302	INFRASTRUCTURE REPLACEMENT FUND	-
405	FACILITIES MAINTENANCE	-
501	WATER UTILITY FUND	14,093.59
502	WASTEWATER FUND	25,942.35
503	GOLF COURSE FUND	-
505	SOLID WASTE FUND	-
601	EQUIPMENT REPLACEMENT	-
602	LIABILITY INSURANCE	-
603	WORKERS COMP. RESERVE/INSURANCE	-
701	RETIRED EMP. INSURANCE	-
702	EXPENDABLE TRUST FUND - DEVELOPER FEES	1,091.82
704	CULTURAL DEVELOPMENT	12,395.72
706	OUTSIDE SERVICES TRUST	18,817.51
	TOTAL WARRANTS	\$ 355,088.28

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES

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

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

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

CODES:

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

For Ratification:

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

CHIEF FINANCIAL OFFICER

Joseph Hilda
12-20-22

CITY MANAGER

[Signature]
DATE: 12-20-22

DATE:

VOID CHECKS DUE TO ALIGNMENT:
N/A

VOID CHECKS DUE TO INCORRECT CHECK DATE:

VOID CHECKS DUE TO COMPUTER SOFTWARE ERROR:

NOTES

CITY OF EL SEGUNDO
WARRANTS TOTALS BY DEPARTMENT
AS OF 1/3/2022
REGISTER # 12A

DEPT#	NAME	TOTAL
GENERAL FUND DEPARTMENTAL EXPENDITURES		
GENERAL GOVERNMENT		
1101	City Council	5,730.80
1201	City Treasurer	
1300	City Clerk	7,573.70
2101	City Manager	6,750.00
2102	Communications	
2103	El Segundo Media	
2201	City Attorney	
2401	Economic Development	
2402	Planning	2,618.75
2405	Human and Health Services	760.00
2500	Administrative Services	24,475.13
2601	Government Buildings	24,251.59
2900	Nondepartmental	76.22
6100	Library	1,269.39
		73,505.58
PUBLIC SAFETY		
3100	Police	31,246.76
3200	Fire	23,129.66
2403	Building Safety	1,190.88
2404	Plng/Bldg Sfty Administration	18,500.00
		74,067.30
PUBLIC WORKS		
4101	Engineering	300.55
4200	Streets/Park Maintenance	55,708.68
4300	Wastewater	
4601	Equipment Maintenance	912.98
4801	Administration	428.75
		57,350.96
COMMUNITY SERVICES		
5100,5200	Recreation & Parks	12,080.66
5400	Centennial	
		12,080.66
EXPENDITURES		
CAPITAL IMPROVEMENT		13,083.00
ALL OTHER ACCOUNTS		125,000.78
TOTAL WARRANTS		355,088.28

**CITY OF EL SEGUNDO
 PAYMENTS BY WIRE TRANSFER
 12/12/22 THROUGH 12/18/22**



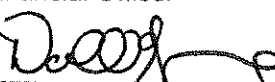
<u>Date</u>	<u>Payee</u>		<u>Description</u>
12/12/2022	IRS	277,472.82	Federal 941 Deposit
12/12/2022	Employment Development	4,637.62	State SDI payment
12/12/2022	Employment Development	67,577.03	State PIT Withholding
12/12/2022	West Basin	2,207,640.38	H2O payment
12/16/2022	US Bank	248,000.00	CD Purchase
12/5/22-12/11/22	Workers Comp Activity	66,930.82	SCRMA checks issued
12/5/22-12/11/22	Liability Trust - Claims	39,952.82	Claim checks issued/(voided)
12/5/22-12/11/22	Retiree Health Insurance		Health Reimbursement checks issued
12/5/22-12/11/22	Flexible Spending Account		Employee Health and DCA card charges
		<u>2,912,211.49</u>	

DATE OF RATIFICATION: 12/20/22

TOTAL PAYMENTS BY WIRE:

2,912,211.49

Certified as to the accuracy of the wire transfers by:

	<u>12/20/2022</u>
Acting Deputy City Treasurer II	Date
	<u>12-20-22</u>
Chief Financial Officer	Date
	<u>12-20-22</u>
City Manager	Date

Information on actual expenditures is available in the City Treasurer's Office of the City of El Segundo.

CITY OF EL SEGUNDO
WARRANTS TOTALS BY FUND

3043730 - 3043825
9002767 - 9002767

DATE OF APPROVAL: AS OF 1/3/2022

REGISTER # 128

001	GENERAL FUND	793,052.23
003	EXPENDABLE TRUST FUND - OTHER	-
104	TRAFFIC SAFETY FUND	-
106	STATE GAS TAX FUND	9,622.65
108	ASSOCIATED RECREATION ACTIVITIES FUND	-
109	ASSET FORFEITURE FUND	-
110	MEASURE "R"	-
111	COMM. DEVEL. BLOCK GRANT	-
112	PROP "A" TRANSPORTATION	-
114	PROP "C" TRANSPORTATION	-
115	AIR QUALITY INVESTMENT PROGRAM	-
116	HOME SOUND INSTALLATION FUND	-
117	HYPERION MITIGATION FUND	67.95
118	TDA ARTICLE 3 - SB 621 BIKEWAY FUND	-
119	MTA GRANT	-
120	C.O.P.S. FUND	-
121	FEMA	-
122	LAW A FUND	-
123	PSAF PROPERTY TAX PUBLIC SAFETY	-
124	FEDERAL GRANTS	-
125	STATE GRANT	-
126	AP CUPA PROGRAM OVERSIGHT SURCHARGE	117.58
127	MEASURE "M"	-
128	SB-1	-
129	CERTIFIED ACCESS SPECIALIST PROGRAM	-
130	AFFORDABLE HOUSING	-
131	COUNTY STORM WATER PROGRAM	4,669.50
132	MEASURE "B"	-
202	ASSESSMENT DISTRICT #73	-
301	CAPITAL IMPROVEMENT FUND	295.00
302	INFRASTRUCTURE REPLACEMENT FUND	-
405	FACILITIES MAINTENANCE	-
501	WATER UTILITY FUND	3,196.44
502	WASTEWATER FUND	30,255.92
503	GOLF COURSE FUND	-
505	SOLID WASTE FUND	-
601	EQUIPMENT REPLACEMENT	-
602	LIABILITY INSURANCE	1,938.71
603	WORKERS COMP. RESERVE/INSURANCE	70.88
701	RETIRED EMP. INSURANCE	-
702	EXPENDABLE TRUST FUND - DEVELOPER FEES	1,250.00
704	CULTURAL DEVELOPMENT	1,507.14
708	OUTSIDE SERVICES TRUST	-
	TOTAL WARRANTS	<u>\$ 846,487.20</u>

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES

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

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

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

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

CHIEF FINANCIAL OFFICER

DATE:

[Signature]
12/17/22
actiyefo

CITY MANAGER

DATE:

[Signature]
1-4-23

VOID CHECKS DUE TO ALIGNMENT:

N/A

VOID CHECKS DUE TO INCORRECT CHECK DATE:

VOID CHECKS DUE TO COMPUTER SOFTWARE ERROR:

NOTES

CITY OF EL SEGUNDO
WARRANTS TOTALS BY DEPARTMENT
AS OF 1/3/2022
REGISTER # 12B

DEPT#	NAME	TOTAL
GENERAL FUND DEPARTMENTAL EXPENDITURES		
GENERAL GOVERNMENT		
1101	City Council	297.57
1201	City Treasurer	52.55
1300	City Clerk	756.60
2101	City Manager	1,452.44
2102	Communications	128.56
2103	El Segundo Media	
2201	City Attorney	48,280.50
2401	Economic Development	1,615.17
2402	Planning	6,790.00
2405	Human and Health Services	940.00
2500	Administrative Services	55,760.25
2601	Government Buildings	70,432.99
2900	Nondepartmental	5,299.37
6100	Library	7,154.68
		198,960.68
PUBLIC SAFETY		
3100	Police	476,324.64
3200	Fire	36,593.83
2403	Building Safety	1,500.00
2404	Plng/Bldg Sfty Administration	863.69
		515,282.16
PUBLIC WORKS		
4101	Engineering	3,089.16
4200	Streets/Park Maintenance	39,848.42
4300	Wastewater	235.48
4601	Equipment Maintenance	9,118.92
4801	Administration	429.10
		52,721.08
COMMUNITY SERVICES		
5100,5200	Recreation & Parks	8,838.64
5400	Centennial	
		8,838.64
EXPENDITURES		
	CAPITAL IMPROVEMENT	295.00
	ALL OTHER ACCOUNTS	70,389.64
	TOTAL WARRANTS	846,487.20

**CITY OF EL SEGUNDO
 PAYMENTS BY WIRE TRANSFER
 12/19/22 THROUGH 12/25/22**

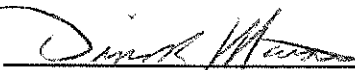


<u>Date</u>	<u>Payee</u>		<u>Description</u>
12/21/2022	Cal Pers	152,100.85	EFT Retirement Safety Police Classic - 1st Tier 28
12/21/2022	Cal Pers	117,558.46	EFT Retirement Safety Fire- Classic 30168
12/21/2022	Cal Pers	52,484.38	EFT Retirement Misc - PEPRA New 26013
12/21/2022	Cal Pers	38,287.41	EFT Retirement Misc - Classic 27
12/21/2022	Cal Pers	69,441.37	EFT Retirement Safety-Police-PEPRA New 25021
12/21/2022	Cal Pers	34,255.87	EFT Retirement Safety-Fire-PEPRA New 25020
12/21/2022	Cal Pers	15,215.30	EFT Retirement Sfty Police Classic-2nd Tier 30169
12/22/2022	US Bank	1,516,672.28	Pension Obligation Bond Interest Payment
12/22/2022	CAMP	4,000,000.00	Transfer
12/22/2022	Unum	120.10	Long Term Care Premium - January 2023
12/23/2022	IRS	280,836.31	Federal 941 Deposit
12/23/2022	Employment Development	4,442.66	State SDI payment
12/23/2022	Employment Development	70,018.69	State PIT Withholding
12/23/2022	Mission Square	48,619.98	457 payment Vantagepoint
12/23/2022	Mission Square	1,038.46	401(a) payment Vantagepoint
12/23/2022	Mission Square	2,658.25	401(a) payment Vantagepoint
12/23/2022	Mission Square	300.00	IRA payment Vantagepoint
12/23/2022	ExpertPay	2,720.76	EFT Child support payment
12/12/22-12/18/22	Workers Comp Activity	39,952.82	SCRMA checks issued
12/12/22-12/18/22	Liability Trust - Claims	-	Claim checks issued/(voided)
12/12/22-12/18/22	Retiree Health Insurance	-	Health Reimbursement checks issued
		<u>6,446,723.95</u>	

DATE OF RATIFICATION: 12/27/22

TOTAL PAYMENTS BY WIRE:

6,446,723.95

Certified as to the accuracy of the wire transfers by:

	<u>12/27/22</u>
Treasury & Customer Services Manager	Date
	<u>12/27/2022</u>
Chief Financial Officer	Date
	<u>1-4-23</u>
City Manager	Date

Information on actual expenditures is available in the City Treasurer's Office of the City of El Segundo.



City Council Agenda Statement

Meeting Date: January 17, 2023

Agenda Heading: Consent

Item Number: B.3

TITLE:

Contract Award to Coastal Building Services, Inc. for Janitorial Services for City Buildings and Facilities

RECOMMENDATION:

1. Authorize the City Manager to execute a janitorial services agreement with Coastal Building Services, Inc. for various City buildings and facilities for three years with two, one-year optional renewal terms starting at \$279,376 annually, with capped inflation and minimum wage increases.
2. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

Cost of \$279,376 per year with an annual CPI increase not to exceed 3%, and a minimum wage increase not to exceed an additional 1% per year, only if the minimum wage increases exceed the CPI increase. Funds from budgeted Government Building vacancies will be utilized (included in the Adopted FY 2022-23 Budget).

Amount Budgeted: \$279,376

Additional Appropriation: No.

Account Number: 001-400-2601-6206 (Government Buildings Contract Services)

BACKGROUND:

In 2020, proposals were sought for janitorial maintenance services for City buildings and facilities. The contract was awarded to Valley Maintenance Corp for a three-year term, expiring on September 30, 2023. However, due to several inadequacies in service, the City and the vendor mutually agreed to cancel this contract on January 31, 2023. The annual cost for Valley Maintenance Corp.'s services was \$213,710.76.

In order to ensure that the City is receiving competitive rates and services, staff requested proposals from vendors for these services. On September 19, 2022, a

Award Contract for Janitorial Services

January 17, 2023

Page 2 of 3

Request for Proposals (RFP) to provide janitorial services for a three-year term with two, one-year optional renewal terms was publicly advertised.

DISCUSSION:

On November 3, 2022, the City received and opened the following five (5) compliant vendor submittals in response to the RFP, which were evaluated by a panel.

Coastal Building Services, Inc.	\$279,376.00
Premier Property Preservation, LLC	\$291,022.00
JJ Property Maintenance Network Inc.	\$298,808.00
Commercial Building Management, Inc.	\$552,068.40
Allied Universal Janitorial Services	\$567,640.58

At the conclusion of the evaluation process, Coastal Building Services, Inc. (CBS) achieved the highest score and was selected by the panel. Staff checked the references of CBS and found the performance of their work to be satisfactory. This vendor has provided janitorial services since 1998 and has successfully completed similar work for other public agencies.

Staff respectfully recommends the City Council authorize executing a three-year with two, one-year optional renewals agreement with Coastal Building Services, Inc. to provide janitorial services, in a form approved by the City Attorney with an initial annual cost of \$279,376 and limited inflation and minimum wage increases.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 1: Enhance Customer Service, Diversity, Equity, Inclusion and Communication

Objective 1A: El Segundo provides unparalleled service to all customers.

Goal 4: Develop Quality Infrastructure and Technology

Objective 4A: El Segundo's physical infrastructure supports an appealing, safe, and effective City.

PREPARED BY:

Erica Miramontes, Management Analyst

REVIEWED BY:

Elias Sassoon, Public Works Director

APPROVED BY:

Barbara Voss, Deputy City Manager

Award Contract for Janitorial Services

January 17, 2023

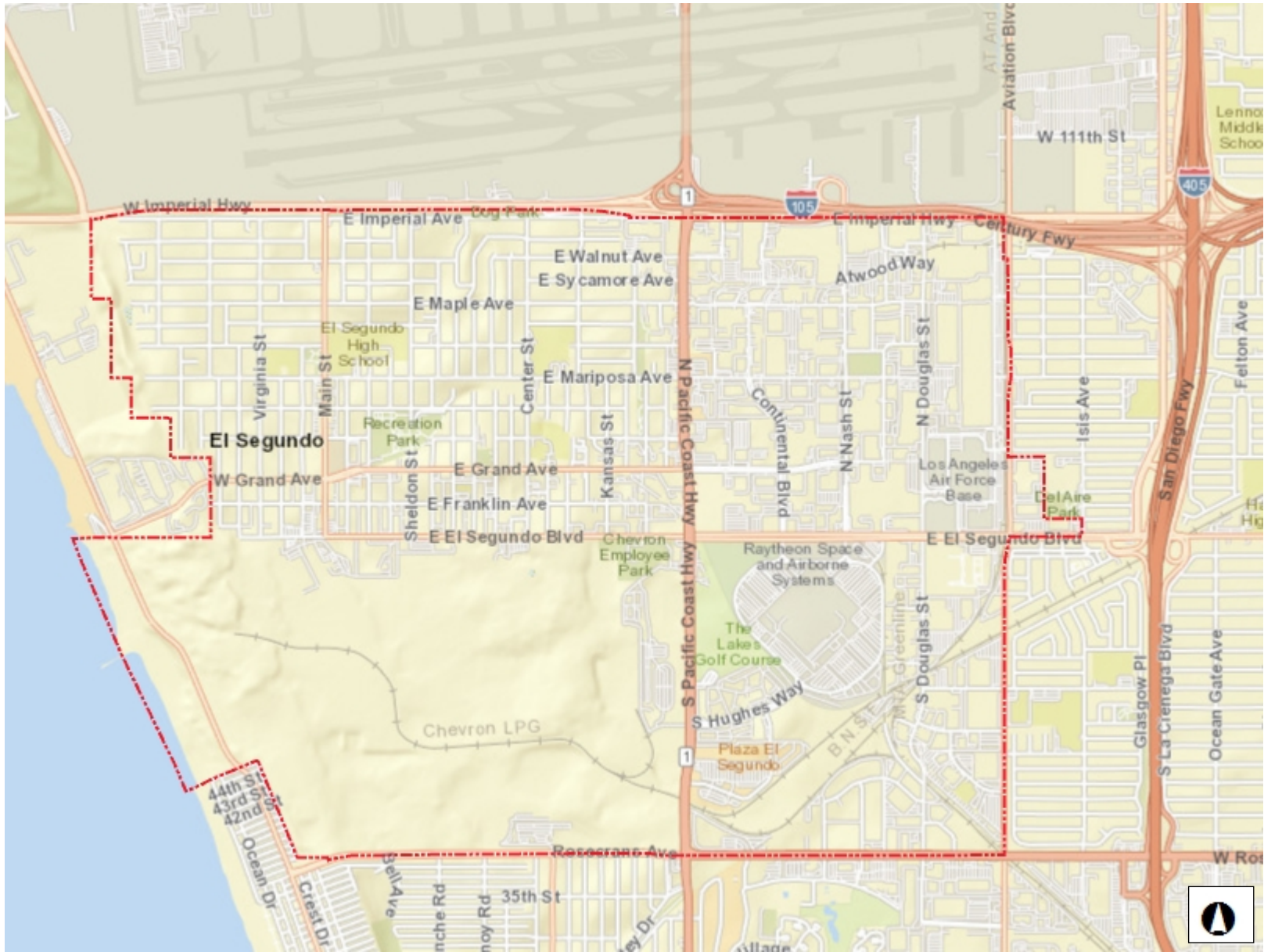
Page 3 of 3

ATTACHED SUPPORTING DOCUMENTS:

1. Vicinity Map
2. Location Map



Vicinity Map Janitorial Services

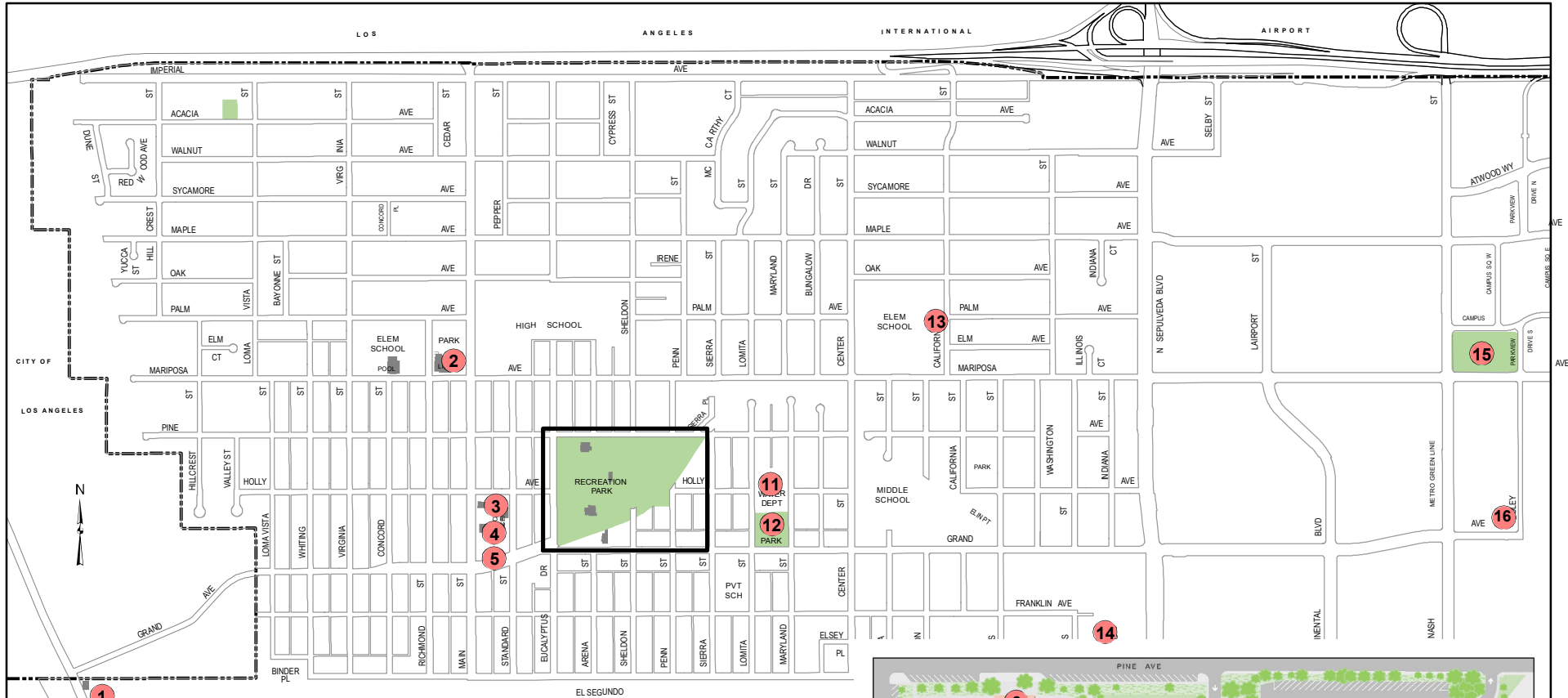


6,018.7 | 0 | 3,009.33 | 6,018.7 Feet

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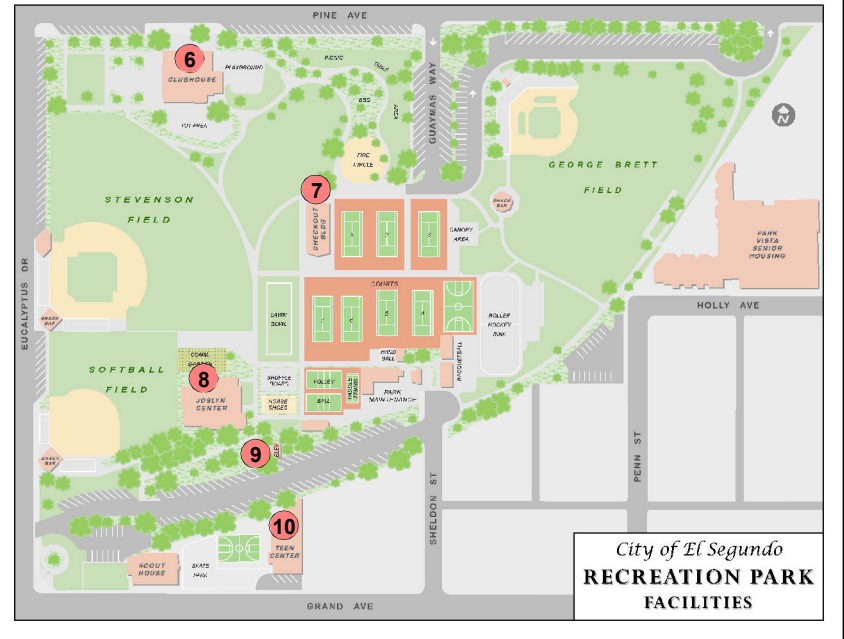
DISCLAIMER: The information shown on this map was compiled from different GIS sources. The land base and facility information on this map is for display purposes only and should not be relied upon without independent verification as to its accuracy. The City of El Segundo will not be held responsible for any claims, losses or damages resulting from the use of this map.

Location Map



CITY OF EL SEGUNDO FACILITIES

- | No. | Facility |
|-----|----------------------------------|
| 1 | Lifeguard Station |
| 2 | El Segundo City Library |
| 3 | City Hall |
| 4 | Police Station |
| 5 | Fire Department Station 1 |
| 6 | Gordon Clubhouse |
| 7 | Checkout Building (401 Sheldon) |
| 8 | Joslyn Center |
| 9 | Joslyn Elevator |
| 10 | Teen Center |
| 11 | Water Yard |
| 12 | Hilltop Park Pool |
| 13 | Camp Eucalyptus (641 California) |
| 14 | Maintenance Yard |
| 15 | Campus El Segundo |
| 16 | Wiseburn Aquatic Center |





City Council Agenda Statement

Meeting Date: January 17, 2023

Agenda Heading: Consent

Item Number: B.4

TITLE:

Resolution Allowing Continued Teleconferenced Public Meetings

RECOMMENDATION:

1. Approve the proposed resolution to continue the City's utilization of relaxed teleconferencing requirements under the Brown Act.
2. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

The proposed action would have no significant fiscal impact on the General Fund.

BACKGROUND:

Assembly Bill ("AB") 361 amended certain provisions of the Ralph M. Brown Act governing open meetings to allow teleconferencing, including internet-based video conferencing, in a manner similar to previously-issued gubernatorial executive orders. AB 361 allows a legislative body to continue utilizing teleconferencing to conduct public meetings under certain circumstances, provided it makes certain findings outlined in Government Code § 54953(e). Government Code § 54953(f) allows the municipal, but not state, legislative bodies to continue such teleconferencing until the earlier of the lifting of the Governor's state of emergency declaration or December 31, 2023, so long as certain findings are made every 30 days.

DISCUSSION:

Since the Governor's state of emergency is still effective and the County of Los Angeles Health Officer order, dated September 23, 2022, continues to strongly recommend certain masking and social distancing measures, the necessary findings can be made for the City Council to adopt the proposed Resolution allowing the continued use of "hybrid" teleconferenced meetings pursuant to Government Code §§ 54953(e) and 54953(f) for a period of 30 days from the date of the Resolution's adoption.

Resolution for Teleconferenced Meetings

January 17, 2023

Page 2 of 3

The City cannot use AB 361's relaxed teleconferencing procedures after the earlier of January 1, 2024 or a jurisdiction's lack of a proclaimed state of emergency. Since the City relies on Governor Newsom's state of emergency for purposes of authorizing AB 361 teleconferencing procedures, the rescission of this proclamation will preclude the City's use of AB 361 protocols.

Effective January 1, 2023, AB 2449 adds a limited, alternative abbreviated method for virtual, remote meetings. This method requires at least a quorum of the Council to be physically present at a public location and allows one or more members to teleconference with relaxed noticing procedures if a Councilmember has "just cause" or is experiencing an "emergency circumstances," as defined. Examples of "just cause" include, without limitation: a childcare/caregiving need; contagious illness; disability; or travel for City business. "Emergency circumstances" are a physical or family medical emergency that prevent a Councilmember from attending the meeting in person. The use of this alternative method is limited; Councilmembers cannot use relaxed teleconferencing under AB 2449 for more than three consecutive months or 20% of the Council's regular meetings within a calendar year.

Notwithstanding the relaxed teleconferencing methods in AB 361 and AB 2449, the City may still utilize traditional Brown Act teleconferencing rules, which include requirements such as noticing the teleconferenced location on the meeting agenda and providing ADA-accessible public access to such location for public comment.

The proposed resolution and associated actions were reviewed pursuant to the California Environmental Quality Act (Public Resources Code §§ 21000, et seq., "CEQA") and the regulations promulgated thereunder (14 Cal. Code of Regulations §§15000, et seq., the "CEQA Guidelines"). Based upon that review, this action is exempt from further review pursuant to CEQA Guidelines § 15269(a) because the protection of public and private property is necessary to maintain services essential to the public, health and welfare.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 1: Enhance Customer Service, Diversity, Equity, Inclusion and Communication

Objective 1A: El Segundo provides unparalleled service to all customers.

Objective 1 B: El Segundo's engagement with the community ensures excellence.

PREPARED BY:

Joaquin Vazquez, Deputy City Attorney

REVIEWED BY:

Mark Hensley, City Attorney

Resolution for Teleconferenced Meetings

January 17, 2023

Page 3 of 3

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Resolution

RESOLUTION NO. _____ -

A RESOLUTION OF THE CITY COUNCIL OF CITY OF EL SEGUNDO FINDING THAT CERTAIN CONDITIONS EXIST TO CONTINUE CONDUCTING PUBLIC MEETINGS VIA TELECONFERENCING PURUSANT TO GOVERNMENT CODE SECTION §§ 54953(e) AND 54953(f).

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

SECTION 1. *Findings.* The City Council finds and declares as follows:

- A. On March 4, 2020, Governor Gavin Newsom proclaimed a State of Emergency to exist in California due to the threat of the COVID-19 pandemic and such State of Emergency has not been rescinded by either the Governor or the California Legislature.
- B. This gubernatorial proclamation, among other things, suspended local government emergency declaration, reporting, and extension requirements of Government Code § 8630 for the duration of the COVID-19 pandemic.
- C. Effective September 16, 2021, Assembly Bill No. 361 (“AB 361”) took effect which, among other things, amends certain provisions of the Ralph M. Brown Act (“Brown Act”) governing open meetings to allow teleconferencing, including internet-based video conferencing, in a manner similar to previously issued gubernatorial executive orders.
- D. During a proclaimed state of emergency, AB 361 allows a legislative body, like the City Council, to continue utilizing teleconferencing to conduct public meetings under certain circumstances, provided the legislative body makes certain findings.
- E. The City Council has previously adopted and made findings to continue meeting via teleconferencing pursuant to AB 361 and seeks to make additional findings under Government Code § 54953(e) to continue such teleconferencing use.
- F. The Los Angeles County Department of Public Health’s latest order, dated September 23, 2022, maintains its position that masks are strongly recommended in indoor settings to prevent transmission of COVID-19.

SECTION 2. *Teleconferencing; Ratification.*

A. Pursuant to Government Code § 54953(e), the City Council has reconsidered the circumstances of the state of emergency finds as follows:

1. California continues to be in a declared state of emergency pursuant to Government Code § 8625 (the California Emergency Services Act; see Government Code § 54953(e)(3); see also Governor's Proclamation dated March 4, 2020); and
2. Based upon the Order of the Health Officer for County of Los Angeles Department of Public Health (dated September 23, 2022) and recent public Los Angeles County Department of Public Health releases, masks are still strongly recommended to curb the spread of COVID-19 (Government Code § 54953(e)(3)(B)(ii)).

B. Accordingly, to protect public health and safety the City Council:

1. Finds that it is in the public interest to conduct City Council meetings via teleconference as defined by Government Code § 54953;
2. Authorizes City Council members to appear at regular and special meetings in person; and
3. Authorizes public officials, designated by the City Manager, or designee, to attend such City Council meetings if presenting matters to the legislative body or if the official's presence at the meeting is otherwise deemed necessary by the City Manager or designee.

C. The City Council will adhere to all requirements of Government Code § 54953 governing teleconferencing during the emergency including, without limitation, posting agendas; allowing for real-time public comment via either call-in or internet-based; allowing for written communications that will be either read or summarized into the record during the meeting as determined by the City Council; and protecting the statutory and constitutional rights of all persons appearing before the legislative body.

SECTION 3. *Environmental Review.* This Resolution itself and the actions anticipated herein were reviewed pursuant to the California Environmental Quality Act (Public Resources Code §§ 21000, et seq., "CEQA") and the regulations promulgated thereunder (14 Cal. Code of Regulations §§15000, et seq., the "CEQA Guidelines"). Based upon that review, this action is exempt from further review pursuant to CEQA Guidelines § 15269(a) because the protection of public

and private property is necessary to maintain services essential to the public, health and welfare.

SECTION 4. Reporting. Every 30 days following adoption of this Resolution, the City Council will reconsider the extension of the teleconferencing method of public meetings in accordance with Government Code § 54953(e)(3). Such determinations may be placed on the consent calendar.

SECTION 5. Signature Authority. The Mayor, or presiding officer, is hereby authorized to affix his signature to this Resolution signifying its adoption by the City Council of the City of El Segundo, and the City Clerk, or her duly appointed deputy, is directed to attest thereto.

SECTION 6. Effective Date. This Resolution will take effect immediately upon adoption and will remain effective unless repealed or superseded.

SECTION 7. City Clerk Actions. The City Clerk will certify to the passage and adoption of this Resolution, enter it in the City’s book of original Resolutions, and make a record of this action in the meeting’s minutes.

PASSED AND ADOPTED this ___ day of _____, 2023.

Drew Boyles, Mayor

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

I, Tracy Weaver, City Clerk of the City of El Segundo, California, hereby certify that the whole number of members of the City Council of the City is five; that the foregoing Resolution No. _____ was duly passed and adopted by said City Council, approved and signed by the Mayor of said City, and attested to by the City Clerk of said City, all at a regular meeting of said Council held on the _____ day of _____, 2023, and the same was so passed and adopted by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Tracy Weaver, City Clerk

APPROVED AS TO FORM:
MARK HENSLEY, CITY ATTORNEY

Joaquin Vazquez, Assistant City Attorney



City Council Agenda Statement

Meeting Date: January 17, 2023

Agenda Heading: Consent

Item Number: B.5

TITLE:

Construction Contract Award for the El Segundo Boulevard Improvement Project

RECOMMENDATION:

1. Authorize the City Manager to execute a standard public works construction contract with Sully-Miller Contracting Company for \$6,586,035.30 for the improvements to El Segundo Boulevard from Illinois Street to Isis Avenue (Project No. PW 23-02) and authorize an additional \$700,000 for construction related contingencies for a total authorization of \$7,286,035.30.
2. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

The City will receive \$4,050,000 in Measure M funds, and \$786,537 in Federal Transportation Earmark Exchange funds from the Los Angeles County Metropolitan Transportation Authority. Funding reserves and appropriations were established at the September 20, 2022 Council meeting. A summary of the budget is as follows:

Amount Budgeted: \$8,187,537 (Includes funds for Construction Administration, inspection and testing)

Additional Appropriation: No

Account Number(s):

- \$4,050,000 (127-400-8203-8995) - Measure M - El Segundo Blvd CIP Project
- \$3,351,000 (114-400-8203-8995) - Prop C – El Segundo Blvd CIP Project
- \$786,537 (124-400-8203-8995) - Federal Grant Funds - Federal Earmark Exchange

BACKGROUND:

On September 20, 2022, City Council adopted the engineering plans and construction

Construction Award for El Segundo Boulevard Improvement Project

January 17, 2023

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specifications for the El Segundo Boulevard Improvement Project and authorized staff to advertise this project for construction. The project will rehabilitate existing pavement along El Segundo Boulevard (between Illinois Street and Isis Avenue) and Nash Street (between El Segundo Boulevard and Imperial Highway). Additional improvements include installation of curb ramps and bike lanes, traffic signal modifications, drainage modifications, and removal of the ficus trees to be replaced with drought resistant landscaping.

DISCUSSION:

The City Clerk received and opened the following bids on November 2, 2022:

Sully-Miller Contracting Company	\$6,586,035.30
Palp, Inc.	\$7,138,482.60
Griffith Company	\$7,617,768.00
All American Asphalt	\$8,377,072.20
Hardy & Harper, Inc.	\$9,247,000.00
Gentry General Engineering, Inc.	\$9,781,404.40

The staff checked the references and contractor's license status of the apparent low bidder, Sully-Miller, and found their contractor's license in good standing and the performance of their work to be satisfactory. Sully Miller has successfully completed similar projects for other public agencies.

The City issued a Request for Proposals (RFP) in October 2022 to professional consultant firms for construction administration, inspection and material testing services for this project and received five (5) proposals on December 8, 2022, which are currently under review. Since the City takes all bids under advisement for 90 days without price modifications, the construction award is included herein, and the construction administration, inspection and material testing contract will be brought to City Council for award in the near future.

With the Council's authorization, the El Segundo Boulevard Improvement Project is anticipated to commence in spring 2023 and be substantially completed by summer 2024.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 4: Develop and Maintain Quality Infrastructure and Technology

Objective 4A: El Segundo's physical infrastructure supports an inviting and safe community.

Objective 4B: El Segundo's technology supports effective, efficient, and proactive operations.

Construction Award for El Segundo Boulevard Improvement Project

January 17, 2023

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PREPARED BY:

Cheryl Ebert, Senior Civil Engineer

REVIEWED BY:

Elias Sassoon, Public Works Director

APPROVED BY:

Barbara Voss, Deputy City Manager

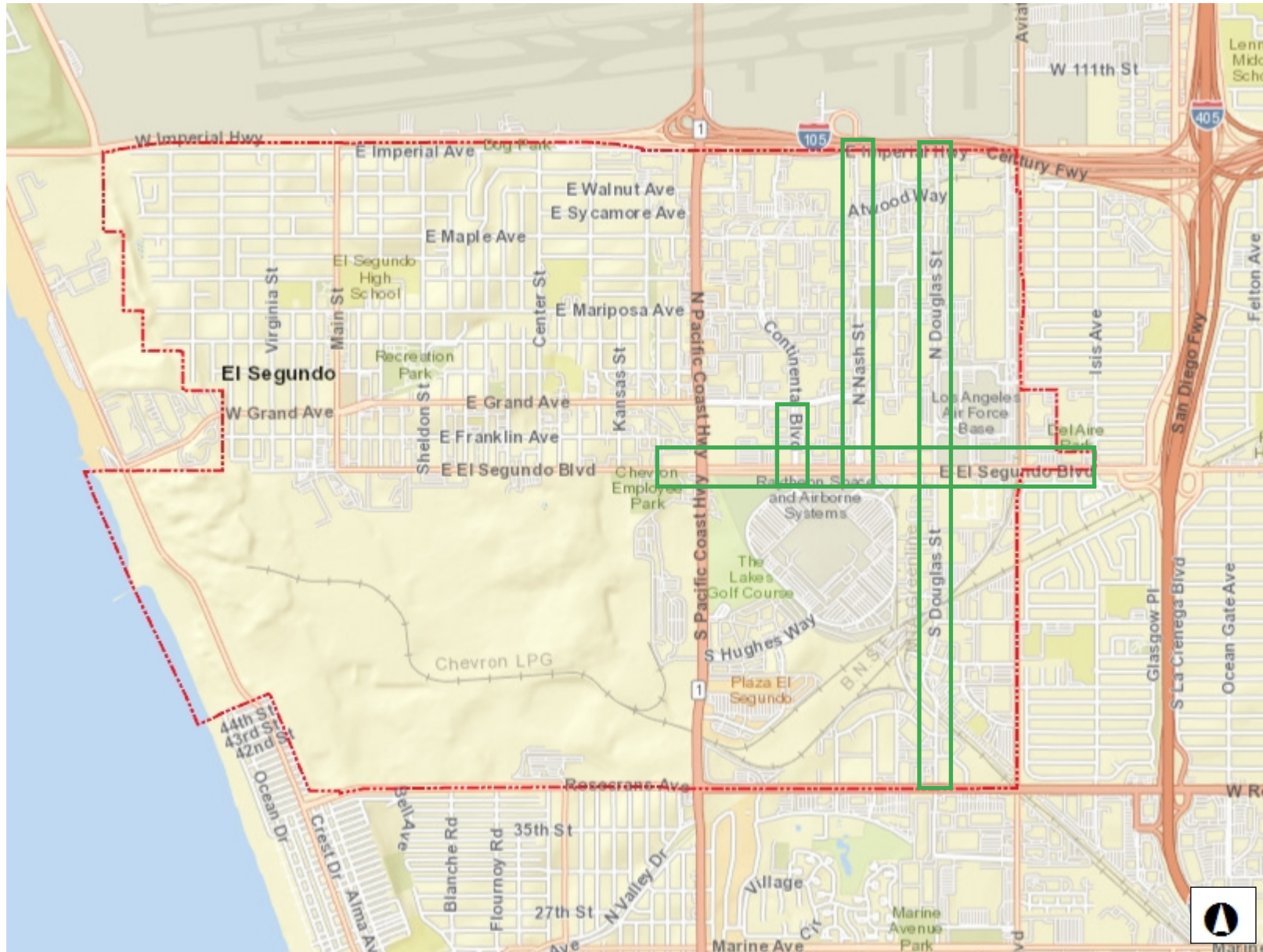
ATTACHED SUPPORTING DOCUMENTS:

1. PW 23-02 El Segundo Blvd Vicinity Map



Vicinity Map

El Segundo Boulevard Improvement Project



6,018.7 0 3,009.33 6,018.7 Feet

WGS_1984_Web_Mercator_Auxiliary_Sphere

DISCLAIMER: The information shown on this map was compiled from different GIS sources. The land base and facility information on this map is for display purposes only and should not be relied upon without independent verification as to its accuracy. The City of El Segundo will not be held responsible for any claims, losses or damages resulting from the use of this map.



City Council Agenda Statement

Meeting Date: January 17, 2023

Agenda Heading: Consent

Item Number: B.6

TITLE:

A Resolution Making Updated Findings to Support Local Amendments to the 2022 California Building Standards Model Codes

RECOMMENDATION:

1. Adopt a Resolution making updating findings to support local amendments to the 2022 California Building Standards Model Codes pursuant to California Building Standards Commission direction.
2. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Pursuant to state law, the City Council adopted Resolution No. 5373 on November 15, 2022 to make certain findings in support of local modifications to the 2022 California Building Standards Model Codes due to local climatic, geological, or topographical conditions. The City Council also adopted Ordinance No. 1641 to adopt the model codes with such local amendments.

The City filed its Resolution No. 5373 and Ordinance No. 1641 with the California Building Standards Commission (CBSC) per state law. Upon review, the CSBC requested the City make express findings for specific model code appendix chapters included in the Ordinance. Staff has prepared an updated Resolution that includes the findings and determinations for all modifications to the 2022 California Building Standards codes including the appendix chapters.

Resolution for Updated Findings

January 17, 2023

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DISCUSSION:

Based on recent litigation, the CBSC has advised that cities with local amendments to the 2022 California Building Standards Model Codes also adopt findings for the model code appendices. To provide for improved consistency, recordkeeping, and public transparency, staff recommends the City Council approve the updated Resolution which will adopt the updated and complete findings, repeal Resolution No. 5373, and become effective immediately to support the adopted model codes set forth in Ordinance No. 1641, which is already in effect. Adoption of the proposed Resolution will ensure the viability of the City's application of amendments to the adopted codes.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 2: Support Community Safety and Preparedness Objective: El Segundo is a safe and prepared city.

Goal 5: Champion Economic Development and Fiscal Sustainability

Objective 5A: El Segundo promotes economic growth and vitality for business and the community.

PREPARED BY:

Nicole Pesqueira, Fire Marshal

REVIEWED BY:

Michael Allen, AICP, Development Services Director

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Revised Resolution - 1/17/2023

RESOLUTION NO. _____

A RESOLUTION MAKING EXPRESS FINDINGS AND DETERMINATIONS SUPPORTING CITY MODIFICATIONS TO THE CALIFORNIA BUILDING STANDARDS CODE BECAUSE OF LOCAL CLIMATIC, GEOLOGICAL OR TOPOGRAPHICAL CONDITIONS.

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

SECTION 1. *Findings.* The City Council finds and declares as follows:

- A. Certain building standards and other related model codes are adopted by the State of California in the California Building Standards Code and become applicable unless amended by the City pursuant to Health and Safety Code § 17958.
- B. The City of El Segundo ("City") may adopt model codes by reference pursuant to Government Code § 50022.2 et seq.
- C. Health and Safety Code § 17958.5 authorizes the City Council to make reasonably necessary changes or modifications to the state-adopted building codes, including the California Building Standards Code, based on certain local conditions;
- D. Pursuant to Health and Safety Code § 17958.7, it is in the public interest to adopt the California Building Standards Code with the changes set forth in Ordinance No. 1641.
- E. The City's staff has determined and recommended that the modifications to the California Building Standards Code, 2022 Edition, contained herein, are reasonably necessary due to local conditions.
- F. Health and Safety Code Section 17958.7 requires the City Council to make express findings of the necessity for modifications to the building standards contained in the California Building Standards Code, 2022 Edition.

SECTION 2. *Legislative Findings.* The City further finds and declares as follows:

- A. Pursuant to the requirements of Health and Safety Code § 17958.7, the City Council expressly finds that the amendments and modifications to building standards contained in the 2022 California Building Code, 2022 California Residential Code, 2022 California Electrical Code, 2022 California Mechanical Code, 2022 California Plumbing Code, 2022 California Energy Code, 2022 California Fire Code, the 2022 California Green Building Standards Code, 2022 California Historical Building Code, 2022 California Existing Building Code, 2021 International Property Maintenance Code, as adopted by the City are reasonably necessary due to the following local climatic, geological or topographical conditions:

1. Climatic Conditions: The City is located in an area climatically classified as “semi-arid” and prone to hot and dry Santa Ana winds of high velocity. Moreover, due to the arid nature of the area, the weather during the windy period tends to be very warm and dry. Furthermore, the City is a densely populated area having buildings and structures constructed within a climate system capable of producing major winds, fire and rain related disasters, including but not limited to those caused by the Santa Ana winds and El Nino (or La Nina) subtropical-like weather. Because of the described climatic conditions, the City and the surrounding cities have historically suffered from occasional structural fires. These have often been difficult to control due to the dry winds carrying sparks and cinders to surrounding structures. These winds constitute a contributing factor, which causes small fires originating in high-density development presently being constructed in the City, which spread quickly and create the need for an increased level of fire protection. This added protection, including, but not limited to on-site protection, will supplement normal Fire Department response available in new development, and provide immediate fire protection for life and safety of multiple-occupancy occupants during fire occurrence.
2. Topographical Conditions: The City is a densely populated area having buildings and structures constructed within relatively flat and hilly topography causing structures close to develop heat island conditions due to urban development and therefore needs to be incorporated into the code to assure that new buildings and structures and additions or alterations to existing building or structures are designed and constructed in accordance with the scope and objectives of the California Codes. Traffic and circulation congested in urban areas often place Fire Department response time to emergencies at risk. This condition makes the need for enhanced on-site protection for property occupants necessary. The dry weather conditions, combined with the relatively hilly topography of the City is very hazardous to the surrounding highly populated areas in as far as flame spread is concerned. Because of the above-described topographic conditions, the City and the surrounding cities have historically suffered from occasional structural fires. These have often been difficult to control due to the dry winds carrying sparks and cinders to surrounding structures.
3. Geological Conditions: The City is a densely populated area located in the greater Los Angeles/Long Beach region having buildings constructed over and near a vast array of fault systems capable of producing major earthquakes, including but not limited to the 1994 Northridge Earthquake. During a major earthquake, emergency resources would be extremely taxed, and the ability to respond to such emergencies would be complicated. Local standards in excess of statewide minimums will assist in reducing risks associated with earthquakes and the consequent disruption of traffic flow. Due to the large number of tall buildings in this region as well as the increased fire-life safety associated with such a seismic failure, the proposed modification to have a higher minimum base seismic shear consistent with previous editions of the building codes need to be incorporated into the code to assure that new buildings and additions or

alterations to existing buildings are designed and constructed in accordance with the scope and objectives of the International Codes.

B. The City Council finds that the following table sets forth the 2022 California Building Standards Code provisions constituting building standards that have been modified pursuant to Ordinance No. 1641, and the associated local climatic, topographical, and/or geological conditions described in Section 2(A) above:

2022 California Building Code Section added or amended:	Specific Finding-- climatic, topographical and/or geological conditions (Section 2(A)):
Appendix F, H, I and J	Administrative, Climatic, Topographical, and Geological
105.1 Amended	Administrative
105.2 Amended	Administrative
105.3.2 Amended	Administrative
105.8 Added	Administrative
109.4 Amended	Administrative
109.6.1 Added	Administrative
109.6.2 Added	Administrative
109.7 Added	Administrative
110.1.1 Added	Administrative
113.3 Amended	Administrative
113.4 Added	Administrative
202 Amended	Climatic, Topographical
456 Added	Climatic, Topographical
903.2 Amended	Climatic, Topographical
903.2.22 Added	Climatic, Topographical
903.3.5.3 Added	Climatic, Topographical
903.3.8 Amended	Climatic, Topographical
903.3.9 Amended	Climatic, Topographical
903.4.2 Amended	Climatic, Topographical
909.11 Amended	Climatic, Topographical
1206.6 Added	Climatic, Topographical
1507.3.1 Amended	Climatic, Topographical
1613.5 Added	Geological
1613.5.2 Added	Geological
1613.5.3 Added	Geological
1613.5.4 Added	Geological
1613.5.5 Added	Geological
1613.7 Added	Geological
1613.8 Added	Geological
1704.6 Amended	Geological
1704.6.1 Amended	Geological
1705.3 Amended	Geological

1705.13	Amended	Geological
1807.1.4	Amended	Climatic, Geological
1807.1.6	Amended	Geological
1809.3	Amended	Geological
1809.7 and Table 1809.7	Amended	Geological
1809.12	Amended	Climatic, Geological
1810.3.2.4	Amended	Climatic, Geological
1905.1	Amended	Geological
1905.1.7	Amended	Geological
1905.1.9, 1905.1.10, and 1905.1.11	Added	Geological
2304.10.2	Amended	Geological
2304.12.2.8	Amended	Climatic, Geological
2305.4	Added	Geological
2305.5	Added	Geological
2306.2	Amended	Geological
2306.3	Amended	Geological
2307.2	Added	Geological
Table 2308.6.1	Amended	Geological
2308.6.5, Figure 2308.6.5.1, and Figure 2308.6.5.2	Amended	Geological
2308.6.8.1	Amended	Geological
2308.6.9	Amended	Geological
3115	Amended	Geological
J101.3	Amended	Topographical
J101.4	Added	Topographical
J101.5	Added	Topographical
J101.6	Added	Topographical
J101.7	Added	Topographical
J101.8	Added	Topographical
J101.9	Added	Topographical
J103.2	Amended	Topographical
J103.3	Added	Topographical
J103.4	Added	Topographical
J104.2.1	Added	Topographical
J104.2.2	Added	Topographical
J104.2.3	Added	Topographical
J109.5	Added	Topographical
J113	Added	Topographical

2022 California Residential Code Section
added or amended:

R105.2	Amended	Specific Finding-- climatic, topographical and/or geological conditions (Section 2(A)):
R105.3.2	Amended	Administrative
R105.8	Added	Administrative
R108.5.1	Added	Administrative
R108.5.2	Added	Administrative
R108.6	Amended	Administrative
R109.1.7	Added	Administrative
R109.5	Added	Administrative
R112.3	Amended	Administrative
R301.1.3.2	Amended	Geological
R 301.1.5	Added	Geological, Topographical
R301.2.2.6	Amended	Geological
R301.2.2.3.11	Added	Geological
R313.1	Amended	Climatic, Topographical
R328.1	Amended	Climatic, Topographical
R328.4	Amended	Climatic, Topographical
R328.5	Amended	Climatic, Topographical
R328.7	Amended	Climatic, Topographical
R341	Added	Climatic, Topographical
R401.1	Amended	Geological, Climatic
R403.1.2	Amended	Geological
R403.1.3.6	Amended	Geological
R403.1.5	Amended	Geological
R404.2	Amended	Climatic, Geological
R501.2	Amended	Geological
R503.2.4	Added	Geological
Table R602.3(1)	Amended	Geological
R602.3.2 and Table R602.3.2	Amended	Geological
Table R602.3(2)	Amended	Geological
R602.10.2.3	Amended	Geological
Table R602.10.3(3)	Amended	Geological
Table R602.10.4	Amended	Geological
Table R602.10.5	Amended	Geological
Figure R602.10.6.1	Amended	Geological
Figure R602.10.6.2	Amended	Geological
Figure R602.10.6.4	Amended	Geological
R606.4.4	Amended	Geological
R606.12.2.2.3	Amended	Geological
R803.2.4	Added	Geological
R905.3.1	Amended	Geological
R1001.3.1	Amended	Geological

2022 California Electrical Code Section
added or amended:

App A-F Adopted

App I-J Adopted

Specific Finding-- climatic,
topographical and/or
geological conditions
(Section 2(A)):
Administrative, Climatic,
Topographical, Geological
Administrative, Climatic,
Topographical, Geological

2022 California Mechanical Code Section
added or amended:

104.0 Amended

104.5 Amended

107.0 Amended

App F Adopted

App G Adopted

App H Adopted

Specific Finding-- climatic,
topographical and/or
geological conditions
(Section 2(A)):
Administrative
Administrative
Administrative
Climatic, Topographical
Climatic
Climatic

2022 California Plumbing Code Section
added or amended:

104.4 Amended

104.5 Amended

107.0 Amended

1211.8 Amended

App E Adopted

App G Adopted

App K Adopted

App M Adopted

App N Adopted

Specific Finding-- climatic,
topographical and/or
geological conditions
(Section 2(A)):
Administrative
Administrative
Administrative
Geological
Climatic, Topographical
Climatic
Climatic, Topographical
Climatic
Climatic

2022 California Existing Building Code Section
Added or amended: Specific Finding-- climatic,
topographical and/or
geological conditions
(Section 2(A)):

1.8.8 Amended Administrative

2022 California Green Building Standards Code Section		Specific Finding-- climatic,
Added or amended:	topographical and/or	
geological conditions		
(Section 2(A)):		
101.13	Amended	Administrative

2022 California Fire Code Section		Specific Finding-- climatic,
added or amended:		topographical and/or
		geological conditions
		(Section 2(A)):
1.11.4.1	Amended	Administrative
104.1.1	Added	Administrative
104.1.2	Added	Administrative
104.11.2	Added	Administrative
104.1.4	Added	Administrative
104.12.4	Added	Administrative
105.2	Amended	Administrative
107.4	Added	Administrative
107.7	Added	Administrative
108.2.1	Amended	Administrative
111.5	Added	Administrative
112.4	Amended	Administrative
202	Added	Administrative
308.1.4	Deleted	Climatic, Topographical
311.5	Deleted	Administrative
503.2.1	Amended	Climatic, Topographical
503.6.1	Added	Climatic, Topographical
507.2.1	Amended	Climatic, Topographical
507.5.1.1	Amended	Climatic, Topographical
510.4.2.9	Added	Climatic, Topographical
511	Added	Climatic, Topographical
901.4.8	Added	Climatic, Topographical
901.11	Added	Climatic, Topographical
901.12	Added	Climatic, Topographical
903.2	Amended	Climatic, Topographical
903.2.1-903.2.11.3	Deleted	Climatic, Topographical
903.2.22	Added	Climatic, Topographical
903.3.3.8	Added	Climatic, Topographical
903.3.5.3	Added	Climatic, Topographical

903.3.9	Amended	Climatic, Topographical
903.4.2	Amended	Climatic, Topographical
909.11	Amended	Climatic, Topographical
1207.11.3	Amended	Climatic, Topographical
1207.11.4	Amended	Climatic, Topographical
1207.11.6	Deleted	Climatic, Topographical
3305.9	Amended	Climatic, Topographical
5601.1.3	Amended	Climatic, Topographical
5601.3.1	Amended	Climatic, Topographical
5601.7	Amended	Administrative
5801.1.1	Added	Topographical
B105.2	Amended	Climatic, Topographical
13-9-3	Added	Climatic, Topographical

SECTION 3. *Severability.* If any part of this Resolution or its application is deemed invalid by a court of competent jurisdiction, the City Council intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Resolution are severable.

SECTION 4. *Repeal.* Upon adoption of this ordinance, Resolution No. 5373 will be repealed and superseded by this Resolution.

SECTION 5. *Signature Authority.* The Mayor, or presiding officer, is hereby authorized to affix his signature to this Resolution signifying its adoption by the City Council of the City of El Segundo, and the City Clerk, or her duly appointed deputy, is directed to attest thereto.

SECTION 6. *Effective Date.* This Resolution will take effect upon adoption and remain effective unless repealed or superseded.

SECTION 7. *City Clerk Direction; Transmittal to State.* The City Clerk will certify to the passage and adoption of this Resolution, enter it in the City’s book of original Resolutions, and make a record of this action in the meeting’s minutes. The City Clerk is directed to transmit a certified copy of this Resolution to the California Building Standards Commission.

PASSED, APPROVED AND ADOPTED this ____ day of _____,
2023.

Drew Boyles, Mayor

ATTEST:

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

I, Tracy Weaver, City Clerk of the City of El Segundo, California, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing Resolution No. _____ was duly passed and adopted by said City Council, approved and signed by the Mayor of said City, and attested to by the City Clerk of said City, all at a regular meeting of said Council held on the ____ day of ____ 2023, and the same was so passed and adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tracy Weaver, City Clerk

APPROVED AS TO FORM:
MARK D. HENSLEY, CITY ATTORNEY

Joaquin Vazquez, Assistant City Attorney



City Council Agenda Statement

Meeting Date: January 17, 2023

Agenda Heading: Public Hearings

Item Number: C.7

TITLE:

Adoption of Annual Community Development Block Grant Program Project Selection for 2023-2024

RECOMMENDATION:

1. Conduct a public hearing.
2. Take testimony and other evidence as presented.
3. Adopt Resolution approving a new 2023-2024 Community Development Block Grant (CDBG) Project entitled, "El Segundo Library Park American with Disabilities Act (ADA)-Compliant Pathway Project," and appropriate 2023-2024 CDBG funds estimated at \$62,337, plus prior, unspent CDBG funds in the amount of \$77,802 for a total project budget of \$140,139.
4. Authorize the City Manager, or his designee, to execute all contracts, in a form approved by the City Attorney, with the Los Angeles County Development Authority (LACDA).
5. Alternatively, discuss and take other possible action related to this item.

FISCAL IMPACT:

Included in Adopted FY 2022/23 Budget

Amount Budgeted: \$140,139

Additional Appropriation: None

Account Number(s): CDBG Fund 111-400-2781-8441

BACKGROUND:

Each year, Community Development Block Grant (CDBG) funds are allocated to cities by the Federal Housing and Urban Development Department (HUD) and administered

**Annual Adoption of 2023-2024 Community Development Block Grant Program
Project Selection
January 17, 2023
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by the Los Angeles County Development Authority (LACDA). Participating cities receive federal funding based upon the total number of cities participating in the County's program, census population counts, estimates of poverty, overcrowding and aged housing stock. The City of El Segundo has participated in the Los Angeles Urban County's CDBG Program since 1986.

On May 19, 2020, the City Council approved a Cooperation Agreement with LACDA to continue participating in the Los Angeles Urban County CDBG Program for a three-year period beginning July 1, 2021 through June 30, 2024. 2023-2024 will be the final year of the current three-year funding cycle. The City's estimated CDBG funding allocation for Fiscal Year 2023-2024 is \$62,337. This is a planning estimate only; LACDA will confirm the City's final FY 2023-2024 CDBG allocation in the spring of 2023.

The City did not implement a 2022-2023 CDBG project. Thus, unallocated, prior year CDBG funds of \$77,802 may be appropriated along with the City's new 2023-2024 CDBG allocation for a total estimated CDBG Program budget of \$140,139.

DISCUSSION:

The City typically uses its CDBG funds to ensure compliance with Americans with Disabilities Act (ADA) requirements. Since 2007, CDBG funds have supported the installation of approximately 325 ADA-compliant accessible curb ramps throughout the City, construction of ADA-compliant improvements at City-owned parking lot facilities, and currently, the City Hall ADA Restroom Improvement Project.

Construction of an ADA-compliant accessible pathway project is an example of an eligible activity under the CDBG Program. In particular, constructing an ADA-compliant pathway at El Segundo Library Park will increase pedestrian mobility throughout the park, promote safety improvements, and allow unobstructed paths of travel for elderly and severely disabled persons to successfully navigate Library Park. Generally, the project will include demolition and removal of existing asphalt to construct an accessible concrete pathway, a concrete curb with metal hand railing, and eight ADA-accessible curb ramps.

This project is consistent with the City's Capital Improvement Program and will be included in the FY 2023-24 City budget. A combination of Gas Tax and Measure M funding will be budgeted in FY 2023-24 to cover any shortfall in funding for the project.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 4: Develop and Maintain Quality Infrastructure and Technology

Objective 4A: El Segundo's physical infrastructure supports an inviting and safe

**Annual Adoption of 2023-2024 Community Development Block Grant Program
Project Selection
January 17, 2023
Page 3 of 3**

community.

PREPARED BY:

Michael Allen, AICP, Development Services Director

REVIEWED BY:

Michael Allen, AICP, Development Services Director

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Community Development Block Grant Resolution

RESOLUTION NO. 23-

**A RESOLUTION OF THE EL SEGUNDO CITY COUNCIL APPROVING THE
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FOR 2023-2024**

WHEREAS, on August 22, 1974, the President of the United States signed into law the Housing and Community Development Act of 1974 (Act); and

WHEREAS, the primary goals of Title 1 of the Act are the development of viable urban communities by providing decent housing and a suitable living environment, and expanding economic opportunities, principally for persons of low and moderate income; and

WHEREAS, the City of El Segundo contracts with the Los Angeles County Development Authority for the disbursement of Community Development Block Grant Funds through the Small Cities Program; and

WHEREAS, the City of El Segundo will receive approximately \$62,337 in 2023-2024 Community Development Block Grant Funds and will carry forward unallocated CDBG Funds from prior years in an amount of \$77,802 for a total amount of approximately \$140,139 to construct an Americans with Disabilities Act (ADA) compliant pathway at El Segundo Library Park that removes architectural and material barriers for senior and disabled persons; and

WHEREAS, the City Council has conducted a public hearing, with the required prior noticing to provide the public an opportunity to comment on the proposed program in accordance with the program requirements for the 2023-2024 Community Development Block Grant Program.

NOW, THEREFORE, THE CITY COUNCIL DOES HEREBY ORDER AND RESOLVE AS FOLLOWS:

SECTION 1. The City Council hereby approves the Community Development Block Grant (CDBG) Program for the proposed construction of an ADA-compliant accessible pathway at El Segundo Library Park and instructs staff to submit the necessary CDBG documents and a copy of this Resolution to the Los Angeles County Development Authority.

SECTION 2. The City Council authorizes the City Manager or designee to execute all necessary contracts and agreements with the Los Angeles County Development Authority, in order complete the proposed CDBG Program changes which may be reviewed as necessary by the City Attorney.

SECTION 3. The City Council further authorizes the City Manager or designee to adjust the 2023-2024 CDBG Program and budget, as necessary, to take into account the final CDBG allocation from the U.S. Department of Housing and Urban Development, any amounts remaining unspent at the close of the preceding fiscal year, and programmatic changes necessary to fulfill the requirements of the CDBG Program.

SECTION 4. The City Clerk shall certify to the adoption of this Resolution and thenceforth and thereafter the same shall be in full force and effect.

PASSED, APPROVED, and ADOPTED this 17th day of January, 2023.

Ayes:
Noes:
Absent:
Abstain:

Drew Boyles,
Mayor, City of El Segundo, California

ATTEST:

Tracy Weaver,
City Clerk



City Council Agenda Statement

Meeting Date: January 17, 2023

Agenda Heading: Staff Presentations

Item Number: D.8

TITLE:

Factual Response to Police Officers Association (POA) Communications to the Public

RECOMMENDATION:

1. Receive and file Factual Response to Police Officers Association (POA) Communications to the Public staff report.
2. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

There is no fiscal impact to receive and file this report.

BACKGROUND:

The El Segundo Police Officers' Association (POA) Memorandum of Understanding (MOU) expired on September 30, 2021. The parties completed one round of negotiations and were not able to reach agreement. The parties are in the process of a second round of negotiations. This report details the salary and benefits included in the City's proposal and the expired MOU, as well as information on Police Department staffing and resource expenditures and crime statistics.

DISCUSSION:

City Offers to POA

On September 23, 2021, representatives from the (POA) and the City began meeting and conferring in good faith to negotiate a successor contract. After five meetings, the POA declared impasse on February 9, 2022.

The POA requested a Factfinding through the Public Employee Relations Board (PERB), and a hearing was held on June 20, 2022. The Factfinding Chair issued a Factfinding Report and Recommendations on July 17, 2022 which is available on the

Factual Response to Police Officers Association (POA) Communications to the Public

January 17, 2023

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[City's website](#). The non-binding recommendations were not imposed on the POA by the City.

On March 25, 2022, representatives from the (POA) and the City again began meeting and conferring in good faith to negotiate a successor contract. The City updated a total compensation survey of salary and benefits on September 18, 2022 utilizing the comparable agencies of Culver City, Gardena, Hawthorne, Hermosa Beach, Inglewood, Los Angeles City, Los Angeles County, Manhattan Beach, Redondo Beach, Torrance, and Santa Monica. The City issued its fifth and "Last, Best, and Final Offer" (LBFO) on October 7, 2022 to the POA for consideration. The terms offered placed the total compensation of both the Officer and Sergeant ranks near the top of survey cities. Additionally, they receive a lifetime medical benefit at the same contribution amount as active employees upon retirement with CalPERS and the City. This contribution is currently \$1,650 per month. Only one of the comparable agencies has a similar retiree medical benefit. This offer included the following:

- 4.5 year contract term, from October 1, 2021 to June 30, 2026;
- \$10,000 retention bonus;
- A total of 10.5% in base salary increases, effective as follows:
 - 3% effective retroactive to July 1, 2022
 - 3% effective July 1, 2023
 - 3% effective July 1, 2024
 - 1.5% effective July 1, 2025
- Increase City contributions to insurance as follows:
 - Vision and dental insurance from \$135 to \$184.25;
 - Coverage for basic life insurance from \$10,000 to \$50,000;
 - Medical Insurance from \$1,650 to \$1,700 effective January 1, 2023; from \$1,700 to \$1,750 effective January 1, 2024; City contribution will thereafter increase by 3% annually, not to exceed 90% of the CalPERS Region 3 Kaiser Family rate.
- Binding Arbitration for both discipline appeals and litigation;
- Residency Requirement (within 100 miles of El Segundo) for all personnel hired on or after January 1, 2023.

The City also offered the POA an alternative that does not include binding arbitration; it includes the same increases to insurance contributions, the residency requirement, and offers a total of 5.25% in base salary increases.

Factual Response to Police Officers Association (POA) Communications to the Public

January 17, 2023

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The binding arbitration component of the City's offer provides that all legal claims brought by officers against the City would be resolved through binding arbitration. The City would be responsible for paying for the arbitrator (currently between \$600 and \$900 per hour) and the legal counsel representing the City. Officers would be entitled to pursue any legal claims that they have against the City and would be entitled to all damages, including legal fees if provided for by law, against the City as part of the arbitration process.

Salary and Benefit Adjustments Provided in Prior MOU

The prior MOU term was October 1, 2018, through September 20, 2021 which included the COVID-19 pandemic. During this time, the City experienced deep General Fund revenue cuts but the terms and conditions were fully honored by the City with no layoffs, no pause on salary step increases, and no elimination or reduction of cost-of-living increases. Below are the salaries and benefit provisions that were provided to POA employees:

FY 2018-19:

- Automatic 9% Cost of Living Adjustment (COLA) for each POA member
- Automatic \$75 per month increase in City paid medical contributions (from \$1,425 to \$1,500 per month) for each POA member
- Automatic \$3,750 retention bonus paid to 26 POA members
- 5% step increase with satisfactory job performance in addition to the 9% COLA, totaling a 14% raise for eligible members
- Automatic 10% step increase (going from step E to step F) in addition to the 9% COLA, totaling a 19% raise for eligible members

FY 2019-20:

- Automatic 2% Cost of Living Adjustment (COLA) for each POA member
- Automatic \$75 per month increase in City paid medical contributions (from \$1,500 to \$1,575 per month) for each POA member
- 5% step increase with satisfactory job performance in addition to the 2% COLA, totaling a 7% raise for 18 POA members
- Automatic 10% step increase in addition to the 2% COLA, totaling a 12% raise for 2 POA members

Factual Response to Police Officers Association (POA) Communications to the Public

January 17, 2023

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FY 2020-21:

- Automatic 2% Cost of Living Adjustment (COLA) for each POA member
- Automatic \$75 per month increase in City paid medical contributions (from \$1,575 to \$1,650 per month) for each POA member
- Automatic \$3,750 retention bonus paid to 30 POA members
- 5% step increase with satisfactory job performance in addition to the 2% COLA, totaling a 7% raise for 15 members
- Automatic 10% step increase in addition to the 2% COLA, totaling a 12% raise for 9 POA members

The POA employee salaries and benefits are available on the [Transparent California](#) website.

Police Department Staffing and Resource Expenditures

Prior to 2009, the Police Department was authorized to hire seventy-two (72) sworn officers. For the last thirteen years, the Police Department has been authorized to hire sixty-two (62) sworn officers. The POA claims that authorized Police Officer levels have recently been reduced are not accurate.

During 2022-2023 budget hearing, the City Council authorized the Police Department to hire all previously frozen positions which included the following: one (1) Lieutenant, one (1) Sergeant, and two (2) officers. The Police Department is authorized to hire sixty-two (62) sworn officers. The department is currently staffed with fifty-nine (59) sworn officers and continues to work closely with the Human Resources Department to actively recruit.

In October 2022, a recruitment was conducted for Lieutenant and an internal candidate was recently promoted to the position. Also, in October 2022, an internal candidate was promoted to Sergeant off the existing eligible list. An additional Sergeant recruitment is planned for February 2023. For the three (3) vacancies, we have seven (7) officer candidates in background processing.

With the City's CalPERS retirement formula of 3@50 for Tier 1 and 3@55 for Tier 2, employees are eligible to retire at age 50 or 55 respectively. Currently, seven (7) officers are eligible to retire with an additional eight (8) attaining eligibility by the end of calendar year 2023.

Factual Response to Police Officers Association (POA) Communications to the Public

January 17, 2023

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The following expenditures were made for Police Department resources:

2020

- Police Department firing range remodel- \$274, 716
- Mobile Digital Computers for police vehicles- \$121,109
- Updated gym equipment- \$41,924
- The Counseling Team International for mental health services- \$17,640

2021

- Zebra convenient printers for patrol tablets- \$11,699
- The Counseling Team International for mental health services- \$10,980

2022

- 10 patrol vehicles and outfitting costs- \$692,703
- 65 Taser devices for all patrol officers- \$181,988.60
- Women's Bathroom Remodel Project- \$144,044
- Contract for improvements of the Firearms Range Acco Engineered Systems, Inc.- \$29,533
- The Counseling Team International for mental health services- \$5,500

Crime Statistics

State and County laws and directives have changed traditional policing. Zero bail policies prevent the Police Department from keeping arrestees in custody. Proposition 57 and 47, passed by voters in 2014 redefined certain offenses previously classified as felonies now as misdemeanors. This change has impacted property crime rates throughout California and continues an upward trend. Law enforcement agencies are endeavoring to revamp the law to reinstate provisions to reduce crime.

Comparison of 2021 to 2022 yearly data through November 2022, Part 1 Crime (violent crimes and property crimes) has increased 6%, with burglary accounting for most crimes. Crime statistics have increased throughout Los Angeles County, this is not unique to the City of El Segundo. Our City continues to be a very safe community, with violent crime extremely rare, particularly within our residential areas.

While labor negotiations are ongoing, the City remains committed to public safety and to fiscal responsibility.

Factual Response to Police Officers Association (POA) Communications to the Public

January 17, 2023

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CITY STRATEGIC PLAN COMPLIANCE:

Goal 1: Enhance Customer Service, Diversity, Equity, Inclusion and Communication

Objective 1A: El Segundo provides unparalleled service to all customers.

Objective 1 B: El Segundo's engagement with the community ensures excellence.

Goal 2: Support Community Safety and Preparedness

Objective: El Segundo is a safe and prepared city.

Goal 3: Promote a Quality Workforce Through Teamwork and Organizational Efficiencies

Objective: El Segundo is an employer of choice and consistently hires for the future, with a workforce that is inspired, world-class, engaged and innovative.

PREPARED BY:

Rebecca Redyk, Human Resources Director

REVIEWED BY:

Rebecca Redyk, Human Resources Director

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

None



City Council Agenda Statement

Meeting Date: January 17, 2023

Agenda Heading: Staff Presentations

Item Number: D.9

TITLE:

Urho Saari Swim Stadium ("The Plunge") Project

RECOMMENDATION:

1. Provide direction to staff on the proposed modifications to the conceptual design of "The Plunge" project which was previously presented to the City Council on June 1, 2021 and on October 18, 2022.
2. Receive and file the "business model" for the operations and maintenance of "The Plunge."
3. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

Budgeted Amount: \$2,500,000 plus \$2,500,710 (Chevron Contribution - \$500,000, L.A. Chargers Headquarters Agreement - \$2,000,000, \$710 - Interest), for a total of \$5,000,710

Current Balance: \$4,152,672 (\$848,038 has been encumbered for design)

Additional Appropriation: None

Account Number(s): 301-400-8186-8236 (Plunge Rehabilitation 2020) & 702-233-5101-5418 (Trust Fund for Plunge Rehab Reserve)

Approximately \$10.7M is expected to be available for this project in FY 2025-2026 as follows:

- \$4,152,672 - Current balance
- \$4,500,000 - City General Fund Budget (\$1,500,000 per year for three years – FY 2023-2024 through FY 2025-2026)
- \$1,000,000 - L.A. Chargers Headquarters (Ordinance #1631) - \$2,000,000 has been paid to date and is included in the current balance above.
- \$1,000,000 - Provided by ESUSD (Agreement 5586)

Urho Saari Swim Stadium (“The Plunge”) Project

January 17, 2023

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BACKGROUND:

For the conceptual phase in FY 20-21, the City hosted community surveys, a virtual community meeting, and stakeholder meetings with staff and Recreation and Parks Commission members to assist in guiding the conceptual design based on the results of the needs assessment. The Recreation and Parks Commission discussed the needs assessment and conceptual design at its meetings on April 21 and May 19, 2021. On May 19, 2021 the Recreation and Parks Commission voted 5-0 to recommend the City Council move forward with the enhanced conceptual design for the Urho Saari Swim Stadium. In June 2021, the conceptual plan was presented to City Council with a consensus to proceed into the design phase of renovating the facility.

On October 18, 2022, the updated design, with a cost estimate of \$11.6M, was presented to City Council with modifications to the June 2021 design as follows:

- Two lifts (elevators) had to be added to meet the American Disability Act (ADA) requirements.
- The restrooms and the entrance lobby on the first floor needed to be modified as a result of adding the two lifts.
- The entrance facade of the building needed to be saved due to the historical nature of the facility.
- A Fire Alarm System needed to be added, per Fire Marshall.
- A room was recommended to be added to accommodate the IT-related components. The cost of this room was not included in the \$11.6M estimate.
- An exit door needed to be added per Fire Marshall.
- The IBI Group recommended a modified lay-out for the locker rooms/showers/restrooms which would facilitate better circulation.

DISCUSSION:

In the discussion at the October 18, 2022 Council meeting, the City Council directed staff to find elements that could be eliminated from the design to reduce the cost of the project and bring back an updated presentation. Additionally, the City Council requested staff to create a business model for the facility to understand the operation and maintenance costs of the facility. This model prepared by staff shows that \$259,000 is needed for operating supplies, and \$942,000 is needed for staffing expense per year, for a total expense of approximately \$1.2M per year. This model includes a programming component at the Plunge which could generate \$442,842 in revenue. Staff and IBI Group will present the updated conceptual design and the business model to the City Council and seek direction for the final design.

Urho Saari Swim Stadium (“The Plunge”) Project

January 17, 2023

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In summary, the capital improvement cost estimate could be reduced by approximately \$2M by eliminating the following proposed elements:

- The second level community terrace
- The bleachers near the small pool
- The redesigned open-concept lobby space
- HVAC equipment
- Exterior painting of the building

To preserve the integrity of the project design, staff recommends including these items as "alternate bid items/alternate design" in the final construction plans, specifications, and bid documents. This will allow staff to have these elements constructed as part of the project if a competitively low bid is received and/or if additional funding becomes available through fundraising efforts or other revenue sources.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 4: Develop and Maintain Quality Infrastructure and Technology

Objective 4A: El Segundo's physical infrastructure supports an inviting and safe community.

Objective 4B: El Segundo's technology supports effective, efficient, and proactive operations.

PREPARED BY:

Cheryl Ebert, Senior Civil Engineer

REVIEWED BY:

Elias Sassoon, Public Works Director

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

None



City Council Agenda Statement

Meeting Date: January 17, 2023

Agenda Heading: Staff Presentations

Item Number: D.10

TITLE:

El Segundo Fire Department 2022 Annual Report

RECOMMENDATION:

1. Receive and file the El Segundo Fire Department 2022 Annual Report, which is in alignment with the 2020-2025 El Segundo Fire Department Strategic Plan and the Commission on Fire Accreditation International (CFAI) accreditation process.
2. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

The El Segundo Fire Department (ESFD) continues to move through the accreditation process, which has become the gold standard by which to evaluate fire departments. The ESFD 2020-2025 Strategic Plan captured community input through external and internal stakeholders. External stakeholders provided community priorities, community expectations, fire department strengths and weaknesses and opportunities for improvement. The five strategic initiatives of our plan include workforce development, training, external communications, and internal communications.

The accreditation process is the framework for the fire department's vision and goals each year. Our most significant accomplishment this year was the completion of the Community Risk Assessment and Standard of Cover. These documents, along with the strategic plan and the detailed 2022 annual report, are available on the ESFD website: www.elsegundofd.org

El Segundo Fire Department 2022 Annual Report

January 17, 2023

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DISCUSSION:

The El Segundo Fire Department responded to 3,077 emergency incidents in 2022. That is a 16% increase from 2021. Total training hours for the year were 11,255, with an emphasis on leadership and supervisory professional development. The Environmental Safety Division completed 395 inspections and 24 plan checks. The Fire Prevention division completed 1,543 inspections, 599 plan checks, and issued 479 permits.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 1: Enhance Customer Service, Diversity, Equity, Inclusion and Communication

Objective 1A: El Segundo provides unparalleled service to all customers.

Objective 1 B: El Segundo's engagement with the community ensures excellence.

Goal 2: Support Community Safety and Preparedness

Objective: El Segundo is a safe and prepared city.

PREPARED BY:

Deena Lee, Fire Chief

REVIEWED BY:

Deena Lee, Fire Chief

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Total ESFD Incidents in 2022

El Segundo Fire Department

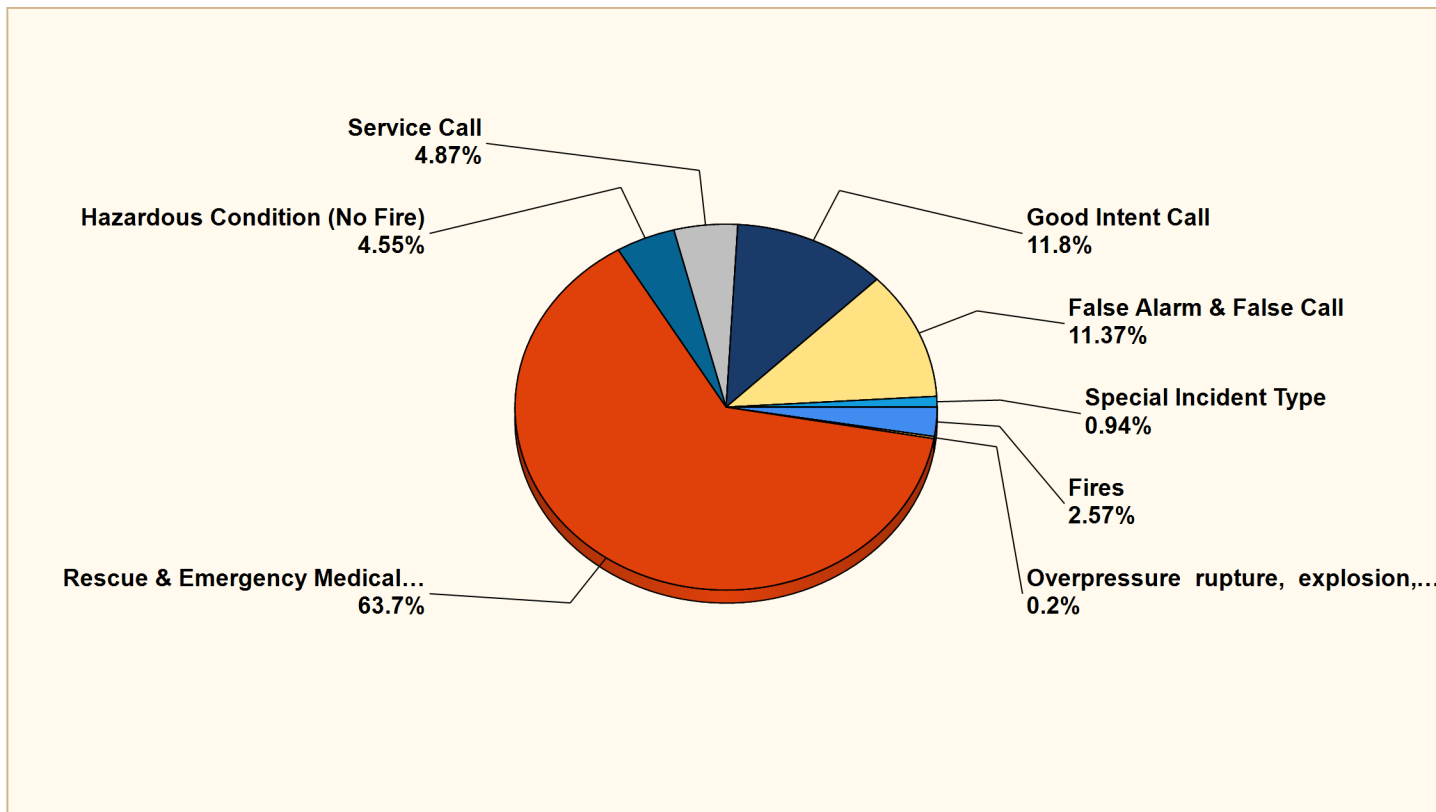
El Segundo, CA

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2022 | End Date: 12/31/2022



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	79	2.57%
Overpressure rupture, explosion, overheating - no fire	6	0.2%
Rescue & Emergency Medical Service	1960	63.7%
Hazardous Condition (No Fire)	140	4.55%
Service Call	150	4.87%
Good Intent Call	363	11.8%
False Alarm & False Call	350	11.37%
Special Incident Type	29	0.94%
TOTAL	3077	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



emergencyreporting.com
Doc Id: 553
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Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
100 - Fire, other	2	0.06%
111 - Building fire	22	0.72%
112 - Fires in structure other than in a building	3	0.1%
113 - Cooking fire, confined to container	7	0.23%
118 - Trash or rubbish fire, contained	7	0.23%
131 - Passenger vehicle fire	5	0.16%
140 - Natural vegetation fire, other	1	0.03%
142 - Brush or brush-and-grass mixture fire	16	0.52%
143 - Grass fire	2	0.06%
150 - Outside rubbish fire, other	1	0.03%
151 - Outside rubbish, trash or waste fire	6	0.2%
154 - Dumpster or other outside trash receptacle fire	2	0.06%
160 - Special outside fire, other	1	0.03%
162 - Outside equipment fire	3	0.1%
163 - Outside gas or vapor combustion explosion	1	0.03%
210 - Overpressure rupture from steam, other	1	0.03%
211 - Overpressure rupture of steam pipe or pipeline	1	0.03%
221 - Overpressure rupture of air or gas pipe/pipeline	1	0.03%
251 - Excessive heat, scorch burns with no ignition	3	0.1%
300 - Rescue, EMS incident, other	7	0.23%
311 - Medical assist, assist EMS crew	1	0.03%
320 - Emergency medical service, other	11	0.36%
321 - EMS call, excluding vehicle accident with injury	1800	58.5%
322 - Motor vehicle accident with injuries	68	2.21%
323 - Motor vehicle/pedestrian accident (MV Ped)	10	0.32%
324 - Motor vehicle accident with no injuries.	27	0.88%
331 - Lock-in (if lock out , use 511)	3	0.1%
350 - Extrication, rescue, other	1	0.03%
353 - Removal of victim(s) from stalled elevator	28	0.91%
356 - High-angle rescue	1	0.03%
381 - Rescue or EMS standby	3	0.1%
400 - Hazardous condition, other	14	0.46%
410 - Combustible/flammable gas/liquid condition, other	3	0.1%
411 - Gasoline or other flammable liquid spill	3	0.1%
412 - Gas leak (natural gas or LPG)	23	0.75%
413 - Oil or other combustible liquid spill	1	0.03%
420 - Toxic condition, other	2	0.06%
421 - Chemical hazard (no spill or leak)	3	0.1%
422 - Chemical spill or leak	3	0.1%
424 - Carbon monoxide incident	2	0.06%
440 - Electrical wiring/equipment problem, other	24	0.78%
441 - Heat from short circuit (wiring), defective/worn	3	0.1%
442 - Overheated motor	5	0.16%
444 - Power line down	25	0.81%
445 - Arcing, shorted electrical equipment	23	0.75%
451 - Biological hazard, confirmed or suspected	5	0.16%
460 - Accident, potential accident, other	1	0.03%
500 - Service Call, other	9	0.29%
510 - Person in distress, other	3	0.1%
511 - Lock-out	15	0.49%
512 - Ring or jewelry removal	2	0.06%
520 - Water problem, other	32	1.04%
522 - Water or steam leak	32	1.04%
531 - Smoke or odor removal	7	0.23%
540 - Animal problem, other	5	0.16%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
541 - Animal problem	5	0.16%
542 - Animal rescue	4	0.13%
550 - Public service assistance, other	10	0.32%
551 - Assist police or other governmental agency	5	0.16%
552 - Police matter	5	0.16%
553 - Public service	13	0.42%
554 - Assist invalid	1	0.03%
555 - Defective elevator, no occupants	1	0.03%
561 - Unauthorized burning	1	0.03%
600 - Good intent call, other	11	0.36%
611 - Dispatched & cancelled en route	197	6.4%
621 - Wrong location	6	0.2%
622 - No incident found on arrival at dispatch address	133	4.32%
651 - Smoke scare, odor of smoke	8	0.26%
652 - Steam, vapor, fog or dust thought to be smoke	3	0.1%
653 - Smoke from barbecue, tar kettle	1	0.03%
671 - HazMat release investigation w/no HazMat	4	0.13%
700 - False alarm or false call, other	6	0.2%
710 - Malicious, mischievous false call, other	5	0.16%
711 - Municipal alarm system, malicious false alarm	35	1.14%
715 - Local alarm system, malicious false alarm	6	0.2%
730 - System malfunction, other	11	0.36%
731 - Sprinkler activation due to malfunction	1	0.03%
733 - Smoke detector activation due to malfunction	30	0.98%
734 - Heat detector activation due to malfunction	2	0.06%
735 - Alarm system sounded due to malfunction	45	1.46%
736 - CO detector activation due to malfunction	12	0.39%
740 - Unintentional transmission of alarm, other	25	0.81%
741 - Sprinkler activation, no fire - unintentional	2	0.06%
742 - Extinguishing system activation	1	0.03%
743 - Smoke detector activation, no fire - unintentional	49	1.59%
744 - Detector activation, no fire - unintentional	12	0.39%
745 - Alarm system activation, no fire - unintentional	101	3.28%
746 - Carbon monoxide detector activation, no CO	7	0.23%
900 - Special type of incident, other	10	0.32%
911 - Citizen complaint	19	0.62%
TOTAL INCIDENTS:	3077	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.





City Council Agenda Statement

Meeting Date: January 17, 2023

Agenda Heading: Staff Presentations

Item Number: D.11

TITLE:

Building Forward Library Infrastructure Grant Resolution

RECOMMENDATION:

1. Adopt the Resolution to receive funding for the Building Forward library infrastructure grant.
2. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

Current Amount Budgeted: \$185,000

Account Number(s): 301-400-8201-8710 (Capital Improvement Fund - Library Elevators)

Additional Appropriation: Staff is requesting an additional appropriation of \$179,590 for the acceptance of the grant.

- \$179,590 to be appropriated to 125-400-6101-xxxx (State Grants for Library - specific account to be determined)
- \$179,590 to be recognized as revenue for the award of the State Grant and applied to 125-300-6101-xxxx (State Library Grant Revenue - specific account to be determined)

BACKGROUND:

The July 1, 2021 California budget, signed by Governor Newsom, included \$439 million in one-time funds to support California libraries' safety and critical maintenance projects. The money is administered by the California State Library and awarded to libraries through the Building Forward grant, which requires a 50/50 match from the libraries' jurisdictions. During the Fiscal Year 2021/22 mid-year budget review, with City Council's

Building Forward Library Grant Resolution

January 17, 2023

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approval, the Finance Department set aside \$185,000 in anticipation of receiving a Building Forward grant award from the California State Library. The grant application period opened February 2022 and, at the direction of the Community Services Director, the Library Manager applied for a grant of \$179,590 to work on the three areas of facility maintenance. The Library received a letter of intent to award the grant to El Segundo on September 12, 2022, and a grant acceptance package on November 4, 2022. The grant provides for infrastructure work to be carried out and completed by March 2026.

DISCUSSION:

As a grant recipient, the City of El Segundo is required to authorize a resolution in which the City agrees to the terms of the grant and provides confirmation that the City has matching funds to complete the project. Upon City Council approval, Library staff will submit the Resolution and other documents to the California State Library to ensure compliance with requirements.

The infrastructure projects subject to grant fund programming are identified in the City's document "Capital Improvement Program Fiscal Year 2021/22 through 2025/26," the El Segundo Public Library has three major areas of facility maintenance requiring repair or replacement: waterproofing the southwest wall, replacement of outdated elevator equipment and replacement of outdated HVAC equipment. Per the report, the Library's south wall is experiencing ground level water intrusion which has resulted in cracks, peeling paint and wall material failures; interior and exterior work are needed to correct this problem, including subsurface drainage, installation of proper waterproofing and removal and replacement of the interior finish. The elevator, installed in the Library's 1993 remodel, has reached the end of its life cycle and breaks down intermittently.

When elevator breakdowns occur, patrons unable to use the stairs to access the ground floor must walk around the outside of the building and enter the Children's area at the east ground floor entrance. Given the age of the elevator equipment, replacement parts are difficult to find and repairs can take a great deal of time to complete. The HVAC system, likewise installed in 1993 and at the end of its lifecycle, breaks down on a regular basis, making the building too warm for patrons and staff in the summer and too cold in the winter. Replacement parts for the HVAC system are difficult to find and often require newly manufactured pieces.

Estimated costs for this work, as shown on the CIP document and later provided by the Public Works' Engineering Division, are \$359,180.

South Wall Repair Work - \$125,600
Elevator Equipment Replacement - \$190,400
HVAC Equipment Replacement - \$43,180

CITY STRATEGIC PLAN COMPLIANCE:

Building Forward Library Grant Resolution

January 17, 2023

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Goal 1: Enhance Customer Service, Engagement, and Communications; Embrace Diversity, Equity, and Inclusion.

Objective 1A: El Segundo Provides Unparalleled Service to Internal and External Customers

Goal 4: Develop and Maintain Quality Infrastructure and Technology

Objective 1A: El Segundo's Physical Infrastructure Supports an Appealing, Safe and Effective Community

PREPARED BY:

Mark Herbert, Library Manager

REVIEWED BY:

Aly Mancini, Recreation, Parks and Library Director

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Library Infrastructure Grant Resolution
2. El Segundo Public Library Building Forward Grant Award Letter
3. Capital Improvement Program Justification for Library Wall, Elevator and HVAC Work
4. Building Forward Council Presentation

RESOLUTION NO. _____

A RESOLUTION APPROVING ACCEPTANCE AND EXECUTION OF SB 129 CALIFORNIA STATE LIBRARY BUILDING FORWARD INFRASTRUCTURE GRANT FUNDS FOR EL SEGUNDO PUBLIC LIBRARY REPAIRS FOR ACCESSIBILITY AND HEALTH.

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

SECTION 1. *Findings.* The City Council finds and determines as follows:

- A. The Legislature and Governor of the State of California ("State") have provided funds for the Senate Bill 129 California Budget Act's appropriation of grant funding ("Grant Funds") for California State Library ("State Library") Building Forward Infrastructure program ("Program").
- B. The State Legislature has delegated the responsibility for the administration of this Program and establishment of necessary Program procedures to the State Library.
- C. The State Library require a resolution from the City Council certifying actions related to the Grant Funds before execution of a Grant Funds agreement.
- D. In correspondence dated October 19, 2022, the State Library notified the City that it had been awarded \$179,590 in Grant Funds, and the City Council seeks to authorize the acceptance of the funds and execution of necessary documentation to effectuate State Library disbursement of funds to the City.
- E. The City proposes to utilize Grant Funds to implement library repairs for accessibility and health at the El Segundo Public Library.
- F. The City has the legal authority and is authorized to enter into an agreement with the State of California.

SECTION 2. *Actions.* Pursuant to the findings above, the City Council:

- A. Confirms that, pursuant and subject to all of the terms and provisions of the California Budget Act of 2021, the El Segundo Public Library Director of Recreation, Parks and Library, or designee, duly prepared and filed an application Grant Funds.
- B. Authorizes the City's acceptance of the \$179,590 award of Grant Funds under the Program in accordance with the City's Grant Funds application.
- C. Acknowledges that, during the City's Fiscal Year 2021-22 mid-year budget review, the City Council approved up to \$200,000 to be set aside in anticipation of a possible matching funds for the Program's Grant Funds.
- D. Authorizes and directs the City Manager, or designee, to execute and submit the funding agreement, and other necessary documentation with the State Library to accept the Grant Funds and carry out the City's authorized actions under the Program.

E. Certifies that the City's actions programming the Grant Funds will comply with any laws and regulations including, without limitation, the California Environmental Quality Act, legal requirements for building codes, health and safety codes, the California Labor Code, disabled access laws, and, that prior to commencement of the project, all applicable permits will have been obtained.

SECTION 3. Severability. If any part of this Resolution or its application is deemed invalid by a court of competent jurisdiction, the City Council intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Resolution are severable.

SECTION 4. Electronic Signatures. This Resolution may be executed with electronic signatures in accordance with Government Code §16.5. Such electronic signatures will be treated in all respects as having the same effect as an original signature.

SECTION 5. Signature Authority. The Mayor, or presiding officer, is hereby authorized to affix his signature to this Resolution signifying its adoption by the City Council of the City of El Segundo, and the City Clerk, or her duly appointed deputy, is directed to attest thereto.

SECTION 6. Effective Date. This Resolution will take effect immediately upon adoption and will remain effective unless repealed or superseded.

SECTION 7. City Clerk Direction. The City Clerk will certify to the passage and adoption of this Resolution, enter it in the City's book of original Resolutions, and make a record of this action in the meeting's minutes.

PASSED, APPROVED AND ADOPTED this ____ day of _____,
2023.

Drew Boyles, Mayor

ATTEST:

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

I, Tracy Weaver, City Clerk of the City of El Segundo, California, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing Resolution No. _____ was duly passed and adopted by said City Council, approved and signed by the Mayor of said City, and attested to by the City Clerk of said City, all at a regular meeting of said Council held on the ____ day of ____ 2023, and the same was so passed and adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tracy Weaver, City Clerk

APPROVED AS TO FORM:
MARK D. HENSLEY, CITY ATTORNEY

Joaquin Vazquez, Deputy City Attorney



October 19, 2022

Mark Herbert
Library Manager
City of El Segundo Community Services Department
111 W Mariposa Ave,
El Segundo, CA 90245

Subject: Building Forward, Library Infrastructure Grant
EL SEGUNDO PUBLIC LIBRARY
El Segundo Public Library
Grant No. BF-1-21-018

Dear Mark Herbert:

This letter confirms the California State Library's award of \$179,590 in Building Forward grant funds to the City of El Segundo Community Services Department for the Library Repairs for Accessibility and Health project at the El Segundo Public Library. These grant funds are intended to be used toward the project components detailed in the Intent to Fund letter dated September 12, 2022, and on the last page of this letter.

Per your application and the requirements set forth in SB 129 (2021), the City of El Segundo Community Services Department will contribute \$179,590 toward the project. Match funds are subject to the same restrictions as grant funds; may not be spent on any unallowable costs; and must be spent during the grant period at the same rate as grant funds.

This grant is governed by the Grant Agreement and Certification of Compliance. These documents, along with the first allocation claim form, will be sent separately to your organization's authorized representative by email through DocuSign and they must be signed using the DocuSign system.

The following supporting documents are also required and must be submitted through the State Library's online grant portal at: <https://webportalapp.com/sp/buildingforward>:

- Final Project Budget
- Final Project Implementation Plan

Library – Courts Building
P.O. Box 942837
Sacramento, CA 94237-0001

916-323-9759
csl-adm@library.ca.gov
www.library.ca.gov

- A resolution from the grantee organization's governing body approving acceptance of grant funds and designating an Authorized Representative allowed to enter into agreements on behalf of the organization
- If applicable: A letter from the grantee organization's Chief Financial Officer, Finance Director, or equivalent confirming availability of matching funds (Required for all grantees contributing local match funds.)
- If applicable: A current facility lease with a term extending at least ten years after the end of the grant period. (Required for all projects involving leased buildings.)

The City of El Segundo Community Services Department will receive \$89,795 of the award following the submission and approval of all required documents. The remaining funds will be made available following the grantee's completion of the requirements outlined in the Grant Agreement and Certification of Compliance document included in the Award Packet, and in accordance with the payment schedule.

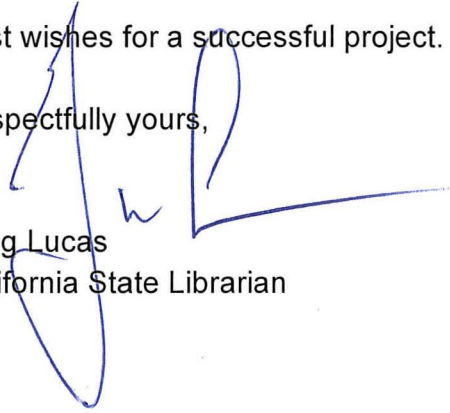
Please complete and submit all supporting documents within 30 days of receipt of this letter. Contact your grant monitor if you are not able to provide all documentation by that time.

The State Library grant monitor for this project is Libby Carlson. Your grant monitor can be reached by email at libby.carlson@library.ca.gov or phone at (916) 603-6705. Your grant monitor will be available to assist you throughout your grant period.

Hard copies of this correspondence will not follow. Please keep the entirety of this correspondence for your files and consider these award materials as your original documents.

Best wishes for a successful project.

Respectfully yours,


Greg Lucas
California State Librarian

Building Forward Library Infrastructure Grant Program
BF-1-21-018
Page 3

Enclosures: Grant Agreement (for reference only)
Final Project Budget Form and List of Unallowable Costs
Final Project Implementation Plan Form
Sample Authorizing Resolution

CC: Libby Carlson
Annly Roman
Reed Strege
State Library Fiscal Office

THE BASICS – YOUR GRANT AWARD

The following provides all the basic information about your grant and managing your grant.

Grant #:	BF-1-21-018
Organization:	City of El Segundo Community Services Department
Library:	EL SEGUNDO PUBLIC LIBRARY - El Segundo Public Library
Project Title:	Library Repairs for Accessibility and Health
Grant Award Amount:	\$179,590
Local Match Amount:	\$179,590
Total Project Budget:	\$359,180
Grant Period Start Date:	Upon execution of Grant Agreement
Grant Period End Date:	No later than March 2026
Approved Uses (Outputs):	Replace HVAC System Replace Elevator Repair moisture and mold damage to South wall

Please understand that it can take from six to eight weeks after a completed claim form with no errors has been received before grant funds are delivered. If you have not received your payment after eight weeks, please contact your grant monitor.

REPORTING

The City of El Segundo Community Services Department is required to provide financial and narrative reports throughout the grant period as outlined in the Grant Agreement and Certificate of Compliance. A final financial and narrative report will be due within 30 days after the project is complete. Grantees will also be required to provide updates throughout the grant period upon request. Progress documentation (e.g. photos or video of grant-funded work) will be required with each report. Reports should be submitted to your grant monitor.

PAYMENTS

Grant payments will be made based on the payment schedule specified in the Grant Agreement. Ten percent (10%) of the full grant award will be withheld until the end of the project period. It is payable only if the grant recipient fulfills all project reporting requirements and expends all funds, or returns all unspent grant funds, by the time specified in the grant terms and conditions. Note: This 10% is separate from the project contingency (if one was included in the budget).

GRANT MONITOR CONTACT

We want your project to be successful. Please work with your grant monitor throughout implementation of your project.

Grant Monitor:	Libby Carlson
Email Address:	libby.carlson@library.ca.gov
Phone Number:	(916) 603-6705

CAPITAL IMPROVEMENT PROGRAM FISCAL 2021/22 through 2025/26

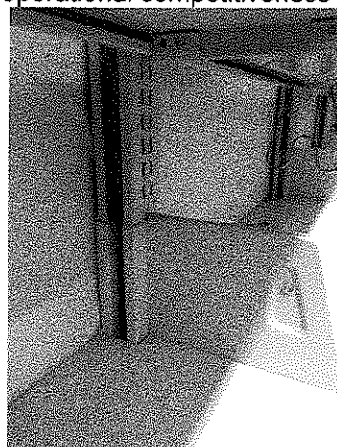
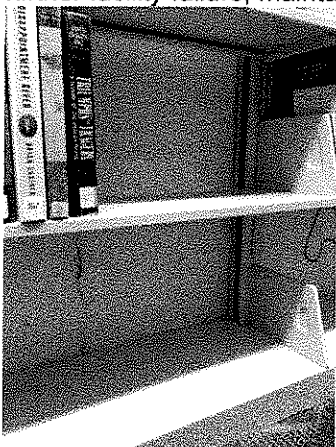
PROJECT TITLE	Citywide Facilities Improvements Project – Library South Wall Waterproofing and Rehabilitation Project
REQUESTING DEPARTMENT	Public Works Department
DESCRIPTION	Water Proofing Assessment and Repair
GENERAL PLAN REFERENCE	

JUSTIFICATION

The Library Building was built in 1948 and the southwest wing was added later in 1963. Before Pandemic, this facility was open to the general public for reading, researching, working, holding meetings at conference rooms, doing homework, tutoring, and participating in creative events organized by the library staff. The south wall of the building is experiencing water intrusion issues. On the 1st floor wall behind the bookshelves, multiple wall cracks and failures are visible. In the basement, mold growths were discovered behind the existing wallpaper that were removed, treated and painted a couple of years ago. It is just a matter of time when more failures will occur if not addressed.

A combination of exterior and interior work will need to happen to address the proper waterproofing correction necessary to salvage the south wall. The majority of the wall area will need to be exposed which will involve ground excavation due to the building having a basement. The exposed wall will then be assessed, treated, provide proper waterproofing, subsurface drainage, get tested before the land surface is restored. The interior finish will be removed and replaced.

It is prudent for the City to accumulate funds needed to repair and waterproof the City Library's south wall to avoid further facility failure, maintain operational competitiveness and protect public and employees from potential hazards.



CIPAC COMMENTS

ESTIMATED COST	FUNDS ALLOCATED TO DATE	EXPENSES TO DATE	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26
\$120,000							

CIPAC SCORE

Score	HS	SC	RI	JL	CO	CI	TOT

FUNDING SOURCES	COST - BREAKDOWN	
	DESCRIPTION	ESTIMATED COST
	1. DESIGN	
	2. CONSTRUCTION	
	3. MANAGEMENT/INSPECTION	
	4. CONTINGENCIES	
	5. OTHER (LIST) Soils Engineer Rep.	
	Survey	
	TOTAL	

All costs shown in current dollars

CIPAC FORM

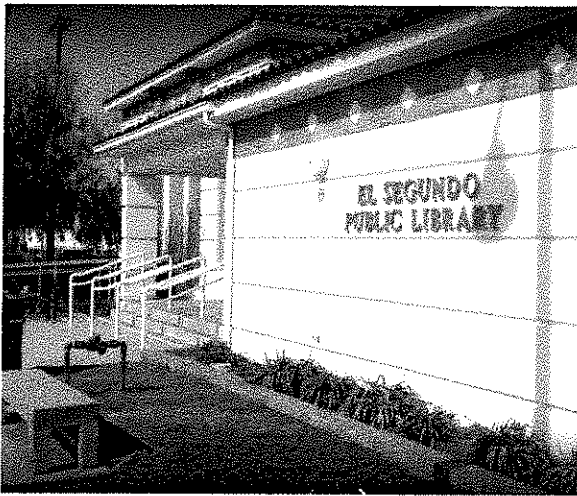
CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2021/22 through 2025/26

PROJECT TITLE	Library Elevator Project
REQUESTING DEPARTMENT	
DESCRIPTION	Maintenance of the library elevator
GENERAL PLAN REFERENCE	

JUSTIFICATION

The hydraulic machinery serving the library elevator is reaching the end of its life cycle and is due for replacement. It is vital to replace this equipment to maintain accessibility to all floors of the library.

In 2018, a consultant (EMG) was hired to conduct a comprehensive building assessment to identify immediate maintenance and capital needs. In that report, it was recommended to address the above issues to meet current building and safety standards and that maintenance requirements are not deferred, thereby jeopardizing the value of these assets.



CIPAC COMMENTS

ESTIMATED COST	FUNDS ALLOCATED TO DATE	EXPENSES TO DATE	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26
\$185,000			\$185,000				

CIPAC SCORE

Score	HS	SC	RI	JL	CO	CI	TOT

FUNDING SOURCES	COST - BREAKDOWN	
	DESCRIPTION	ESTIMATED COST
	1. DESIGN	
	2. CONSTRUCTION	
	3. MANAGEMENT/INSPECTION	
	4. CONTINGENCIES	
	5. OTHER (LIST) Soils Engineer Rep.	
	Survey	
	TOTAL	

All costs shown in current dollars

CIPAC FORM

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2021/22 through 2025/26

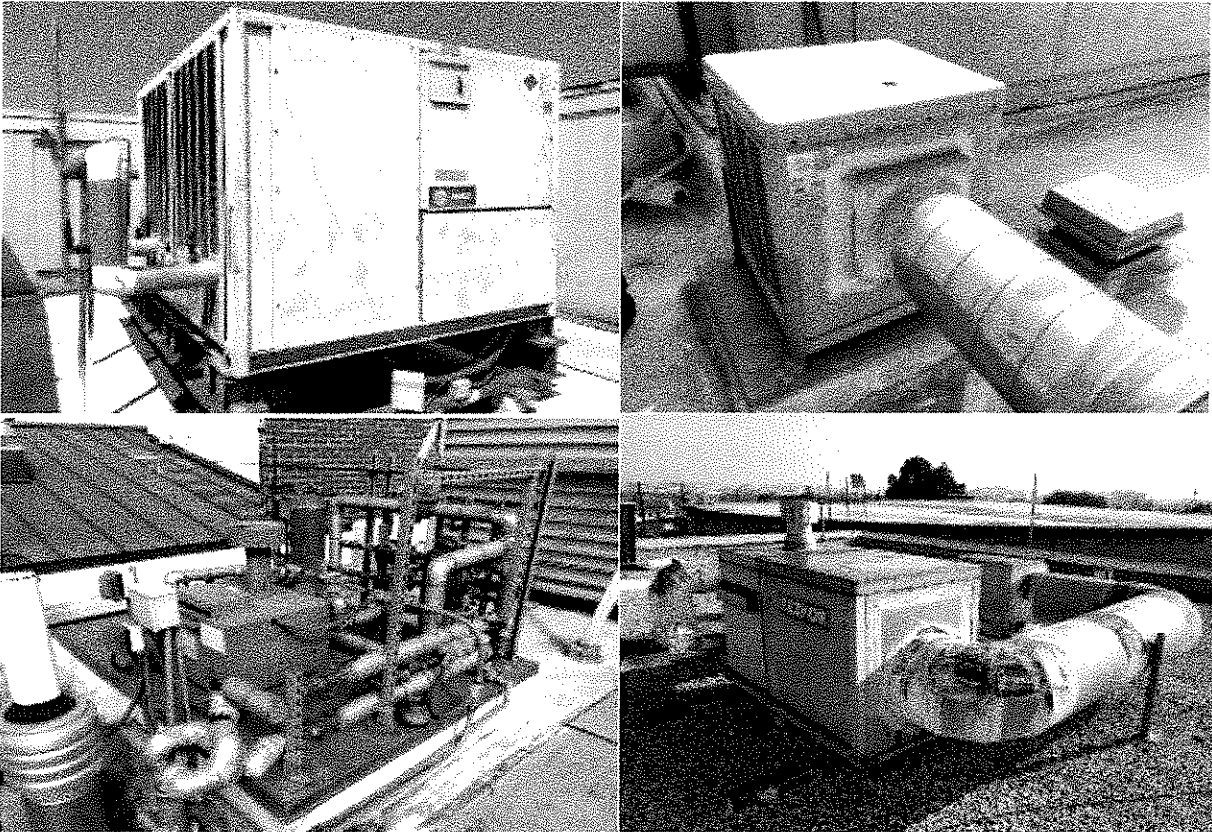
PROJECT TITLE	HVAC Improvement Project
REQUESTING DEPARTMENT	
DESCRIPTION	Mechanical HVAC improvements at the City Hall, Police Station, Fire Station #1, Fire Station #2, Library and City Maintenance Yard
GENERAL PLAN REFERENCE	

JUSTIFICATION

The HVAC at all building facilities needs replacement. The refrigerant is not in compliance with current regulations, the ductwork requires cleaning, the rooftop mechanical units have reached the end of their life cycles and the performance is not what provides a comfortable controllable work environment.

The HVAC improvements needed for the Police Station involve replacing more substantial portions of the HVAC system than in the other facilities. The Police Station will need all its interior air handlers replaced as they are failing and there are no repair parts available due to the age of the components. Additionally, the boiler, chiller, distribution pumps, rooftop exhaust fans, and rooftop packaged HVAC units are all in need of replacement. It is vital these are replaced as soon as possible to continue providing clean and circulated air to our Police personnel. Due to the extensive replacement of rooftop HVAC equipment, roof patching and repair will be factored into the budget for the Police Station. The majority of HVAC work for the Police Station is scheduled for FY 2021/22.

In 2018, a consultant (EMG) was hired to conduct a comprehensive building assessment to identify immediate maintenance and capital needs. In that report, it was recommended to address the above issues to meet current building and safety standards and that maintenance requirements are not deferred, thereby jeopardizing the value of these assets.



CIPAC COMMENTS

ESTIMATED COST	FUNDS ALLOCATED TO DATE	EXPENSES TO DATE	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26
\$948,560			\$ 448,360	\$ 220,640	\$ 145,880	\$ 74,180	\$ 59,500

CIPAC SCORE

Score	HS	SC	RI	JL	CO	CI	TOT

FUNDING SOURCES

COST - BREAKDOWN

	DESCRIPTION	ESTIMATED COST
	1. DESIGN	
2. CONSTRUCTION		
3. MANAGEMENT/INSPECTION		
4. CONTINGENCIES		
5. OTHER (LIST)	Soils Engineer Rep.	
	Survey	
	TOTAL	

All costs shown in current dollars

CIPAC FORM

Resolution to Adopt the State of California Building Forward Infrastructure Grant

In the El Segundo Capital Improvement Program Fiscal Year 2021/22 through 2025/26, three areas of facilities maintenance needs were identified for the Library:

1. Waterproofing the south wall from moisture damage
2. Replacement of outdated elevator equipment
3. Replacement of outdated HVAC equipment

The south wall experiences water intrusion issues at the ground level, resulting in cracks, peeling paint, and crumbling wall materials. A powdery material settles on the shelves and books.



Installed in the Library's 1993 remodel, the elevator has reached the end of its lifecycle and breaks down intermittently. Replacement parts are difficult to find and can take long periods of time to acquire and install. During down-times people unable to use the stairs must exit the building and then re-enter from the park doors.



Likewise installed in the Library's 1993 remodel, the HVAC system is at the end of its lifecycle, breaking down frequently and requiring lengthy periods of time for manufacturing new parts and repair work. During down-times the building becomes too hot or too cold for patrons and staff.



Estimates for repair work, as shown in the Capital Improvement Plan document, are:

South Wall Repair Work -- \$125,600

Elevator Equipment Replacement -- \$190,400

HVAC Equipment Replacement -- \$43,180

Total -- \$359,180

For the 2021 California Library budget, Governor Newsome signed a bill to provide one-time funds of \$439 million in support of California library infrastructure safety and critical maintenance projects. The funds are administered by the California State Library as the Building Forward infrastructure grant, which requires a 50/50 match from awardees.

During the Fiscal Year 2021/22 mid-year budget review, City Council approved \$200,000 to be set aside by the Finance Department in anticipation of receiving an award.

In February 2022, the Library Manager was directed to apply for a Building Forward grant of \$179,590 for wall, elevator, and HVAC work, with an additional \$179,590 to be provided by the City. The El Segundo Public Library received an intent to award letter from the State Library in September 2022. An acceptance package was received November 2022.

As a potential Building Forward grant recipient, the City of El Segundo is required to authorize a resolution to accept the terms of the grant and staff are bringing the resolution to City Council for their consideration.



City Council Agenda Statement

Meeting Date: January 17, 2023

Agenda Heading: Staff Presentations

Item Number: D.12

TITLE:

Solicitation of Request for Qualifications for Planning, Design and Engineering Services for the Recreation Park Renovation Project

RECOMMENDATION:

1. Authorize staff to release the attached Request for Qualifications (RFQ) to solicit interest from qualified professionals for planning, design and engineering services for the Recreation Park Renovation Project.
2. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

Included in the adopted FY 2022-23 Budget. No additional appropriation is required. Once the RFQ process is complete, staff will return to City Council with a recommendation to award a contract with the selected consulting firm.

BACKGROUND:

The City of El Segundo is seeking to renovate and improve Recreation Park to continue serving the evolving needs of its residents and a detailed plan will be required to carry out this objective. Staff is requesting authorization to release an RFQ to identify a qualified design and engineering team to produce a comprehensive plan, including conceptual design and engineering plans for Phase One improvements. Phase One improvements represent the City Council's highest priority items as follows:

1. Teen Plaza, including the Teen Center, Skate Park and the basketball court immediately adjacent to the Teen Center.
2. Improvements to Brett Field, Stevenson Field and the softball field, including infield improvements, outfield improvements, scoreboards, lighting, fencing and irrigation.
3. Renovation and possible reallocation of the tennis, pickleball, paddleball and racquetball courts.

RFQ for the Recreation Park Plan Renovation Project

January 17, 2023

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4. Re-imagine an underutilized section of Recreation Park, including the lawn bowling, horseshoe toss, bean bag toss, and shuffleboard areas.

DISCUSSION:

Guiding principles for the selected team to assist in preparation of the plan are as follows:

- Preference for updating existing structures and retaining the general park layout, with focus on addressing deficiencies, not demolition and replacement.
- Evaluate each park area to best meet the current and future needs of the community.
- Prepare a conceptual plan including designs for all phases of Recreation Park improvements to facilitate implementation and promote design consistency.

Staff anticipates a two-step process to select a project team, wherein the first step is a review of each team's qualifications. The selected teams shall have a successful track record of creatively and efficiently designing and implementing high quality park and public facility projects. Staff will identify the teams with the strongest qualifications based on their project history, successfully implemented projects, and client recommendations. The highest scoring teams will be invited to interview with City staff and to then submit a detailed proposal based upon discussions with staff. Assuming the achievement of a mutually acceptable agreement, staff shall recommend a project team and contract for City Council's approval.

Staff anticipates the following RFQ schedule, but recognizes that some changes may become necessary. Staff proposes the release of the RFQ on January 18, 2023.

Project Schedule	
January 18, 2023	RFQ Release Date
January 25, 2023, 10:00 a.m. PST OR January 30, 2023, 3:00 p.m. PST	Mandatory Site Tour at Recreation Park (must attend one of the two tours)
February 1, 2023, 11:00 a.m. PST	Qualifications Due
February 1-5, 2023	City Staff Review of Qualifications
February 6-7, 2023	Interviews with Top Firms
February 8-13, 2023	Agreement Negotiations

RFQ for the Recreation Park Plan Renovation Project

January 17, 2023

Page 3 of 3

February 21, 2023	Staff Recommendation of Team/Approval of Contract by City Council
February 28, 2023	Commence Project

CITY STRATEGIC PLAN COMPLIANCE:

Goal 1: Enhance Customer Service, Diversity, Equity, Inclusion and Communication

Objective 1A: El Segundo provides unparalleled service to all customers.

Objective 1 B: El Segundo's engagement with the community ensures excellence.

Goal 4: Develop and Maintain Quality Infrastructure and Technology

Objective 4A: El Segundo's physical infrastructure supports an inviting and safe community.

PREPARED BY:

Brandee Thornton, Sr. Admin Specialist

REVIEWED BY:

Aly Mancini, Recreation, Parks and Library Director

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Request for Qualifications



REQUEST FOR QUALIFICATIONS (RFQ)

CALL TO FIRMS SPECIALIZING IN THE PLANNING, DESIGN & ENGINEERING OF PARK AND RECREATION FACILITIES

PARK DESIGN AND ENGINEERING PROFESSIONAL SERVICES FOR RECREATION PARK RENOVATION PROJECT RFQ No. 23-01

Location: 401 Sheldon Street, El Segundo, CA 90245

Allocated budget for future construction of Phase One park improvements: \$5 to \$8 million.

City of El Segundo, Recreation, Parks and Library Department

January 18, 2023

To whom it may concern,

The City of El Segundo (City) is inviting firms (or teams of firms) specializing in the planning, design and engineering of park and recreation facilities to submit their qualifications for consideration by the City. The City expects to select from among the submittals a qualified team to then propose a detailed scope of services, budget and schedule to produce a plan for the renovation and improvement of various amenities in Recreation Park located at 401 Sheldon Street, El Segundo, CA 90245. Interested parties may obtain a copy of this RFQ by accessing the City of El Segundo website:

<https://www.elsegundo.org/government/departments/city-clerk/bid-rfp>

Five (5) hard copies and one (1) electronic copy of the qualifications submittal must be received by the City Clerk no later than:

11:00 a.m. PST, February 1, 2023

City of El Segundo
City Clerk's Office
350 Main Street
El Segundo, CA 90245

Late proposals will not be accepted.

Section 1: Introduction and Project Description

The City of El Segundo is inviting firms specializing in the planning, design and engineering of park and recreation facilities to submit their qualifications to produce a conceptual plan including detailed engineering plans for the renovation and improvements to various amenities in the City's Recreation Park (Park) located at 401 Sheldon Street. It is anticipated that the selected team shall be awarded a contract to produce an overall conceptual plan and detailed engineering plans for Phase One of Recreation Park renovations. Phase One improvements represent an aggregation of the City's highest priority items and are expected to focus on the following areas:

1. Teen Plaza, including the Teen Center, skatepark and basketball court immediately adjacent to the Teen Center.
2. Improvements to three ballfields (Brett Field, Stevenson Field and Softball Field) including infield improvements, outfield improvements, score boards, lighting, fencing and irrigation.
3. Tennis, pickleball, paddleball and racquetball court renovations.
4. Re-imagining an underutilized section of Park including lawn bowling, horseshoe toss, bean bag toss and shuffleboard areas.

Subsequent park improvement phases shall be determined by the plan recommendations and future available funding. All services shall be provided in accordance with the City's standard Professional Services Agreement, Attachment A.

Background and History

Recreation Park is the largest park in the City of El Segundo and contains approximately 17 acres. It was originally constructed in 1954 to include baseball and softball fields, tennis and basketball courts, concession stands, community center and picnic space. Additional buildings were subsequently constructed including the Checkout Building in 1961, the Joslyn Center in 1966 and the Teen Center in 1980. The Park also provides volleyball, pickleball, paddle tennis and racquetball courts, as well as a roller hockey rink and community garden.

The Park is a treasured community asset that houses many of the City's social and recreational activities. However, given the age and heavy utilization of the Park, substantial renovations are needed to bring its facilities to a current standard.

Considerations will include:

- Updating existing structures and addressing deficiencies, not demolition and replacement.
- Re-imagining each Park area to best meet the current and future needs of the community.
- Designing a plan that will include high level conceptual plans for additional phases of Recreation Park improvements to facilitate implementation and promote design consistency.
- Retaining the overall layout of Park and existing structures.

Recreation Park Needs Assessment 2021

On February 18, 2020, City Council authorized staff to issue a Request for Proposals (RFP) to conduct a Recreation Park Needs Assessment. The RJM Design Group was selected to carry out a study to evaluate conditions at the park and to provide park improvement recommendations. The RJM Design Group presented the Recreation Park Needs Assessment to City Council on November 16, 2021, and a copy of the Recreation Park Needs Assessment can be found at the link provided, Attachment B. This needs assessment is expected to provide important baseline data to assist the selected team's work.

Mandatory Site Tour

Parties interested in submitting their qualification for consideration by the City shall be required to send a representative to a mandatory site visit at 401 Sheldon Street El Segundo, CA 90245, on January 25, 2023 at 10 am PST.

Note: Please check City of El Segundo website under Bids/RFQ section for up-to-date information.

Section 2: Submittal Requirements

The RFQ submittal, shall at a minimum include the following information:

- A. Cover Letter including contact information for the team's designated point person including name, title, address, phone number and email address. The selected team will need to have the capacity to complete detailed Design Development and Construction Documents for the Project.
- B. Project Approach including respondent's understanding of the Project and a description of the team's approach to the Project.
- C. Qualifications demonstrating firm's expertise in successfully managing projects of comparable size and scope, including work for public agencies. Special consideration shall be given to teams demonstrating the ability to employ strategies in the context of public contracting to reduce the cost and accelerate completion of projects. References must be provided.
- D. Personnel and Project Management including a list of key project staff and their qualifications, including sub-consultants, if any. Include an organization chart of the proposed project team including hourly rates. Include a statement committing the project manager and other key personnel for the entire project from start-up to completion, noting workload and availability.
- E. Statement of Acceptance that the selected team shall execute the attached Professional Services Agreement, provide proof of insurance as noted in the agreement and obtain and maintain a City Business License for the duration of its design and construction services.

Section 3: Administration and Management

The selected design and engineering team shall provide a detailed plan for project management, communications, coordination, and quality control to ensure successful and timely completion of its contractual obligations. The selected design and engineering team shall submit progress reports with each monthly invoice. It is important that the selected team strictly adhere to the project schedule and ensure timely completion. The work shall commence upon the issuance of a Notice to Proceed.

The selected design and engineering team shall attend designated meetings of the El Segundo Recreation and Parks Commission and City Council, as well as any other designated meetings through all phases of Project completion.

Section 4: Selection Process

City staff anticipates a two-step process to select a project team wherein the first step is a review of team qualifications. First and foremost, the selected team shall have a successful track record of efficiently designing and implementing high quality park and public facility projects. Staff intends to identify the team(s) with the strongest qualifications based on their project history and client recommendations. The highest scoring teams shall be invited to an in-person interview with a panel of City staff including the City Manager, Director of Public Works and Director of Recreation, Parks and Library. The selected team shall then be invited to submit a detailed proposal based on discussions with staff. Assuming the achievement of a mutually acceptable agreement, staff shall recommend a project team and contract for City Council approval.

City staff shall make a recommendation to the City Council regarding the award of a contract based upon its evaluation. The City reserves the right to reject any or all proposals, in whole or part, to waive any informality or irregularity in any proposal, and to accept the proposal which, in its discretion, is in the best interest of the City.

All RFQs will be evaluated based on the following criteria:

- Consultant team qualifications, demonstrated project experience and successful track record (40%)
- Understanding of the project and approach (30%)
- Responsiveness and completeness of RFQ (15%)
- Understanding of Issues and Challenges (10%)
- References (5%)

RFQ Schedule

The City anticipates the following RFQ schedule but reserves the right to make changes as may become necessary.

<i>Project Schedule</i>	
January 18, 2023	RFQ Release Date
January 25, 2023, 10:00 am PST OR January 30, 2023, 3:00 pm PST	Mandatory Site Tour at Recreation Park (must attend one of the two tours)
February 1, 2023, 11:00 am PST	Qualifications Due
February 1-5, 2023	City Staff Review of Qualifications
February 6-7, 2023	Interviews with Top Firms
February 8-13, 2023	Agreement Negotiations
February 21, 2023	Staff Recommendation of Team/Approval of Contract by City Council
February 28, 2023	Commence Project

Section 5: Insurance Requirements

Type of Insurance	Limits
Commercial general liability	\$2,000,000
Professional liability	\$1,000,000
Business automobile liability	\$1,000,000
Workers Compensation	Statutory requirement

Refer to attached Professional Service Agreement template (Attachment A) for complete details.

Section 6: Title VI

The City of El Segundo seeks to ensure equity in access to its programs, activities, and services so that every citizen has the greatest opportunity to achieve and obtain the foundations necessary for self-sufficiency and success. All departments and agencies are committed to ensuring that no person is subjected to discrimination, excluded from participation in or denied the benefits of its services on the basis of race, color, national origin, sex, age, creed, disability or English language proficiency, as provided by the Title VI of the Civil Rights Act of 1964, 49 CFR part 21 and all related regulations and directives.

Section 7: Additional Information

The successful team shall be selected by the City Council acting within its sole discretion. The City Council is under no obligation to contract with any consultant. All documents, drawings, and findings that are associated with Project shall be the property of the City of El Segundo.

To be considered, proposers must submit:

- One (1) electronic copy of their proposal, in a PDF file, to allcityclerks@elsegundo.org The subject title needs to read **“RFQ#23-01 Professional Services for Recreation Park Renovation Project”**. The person submitting the RFQ must include in their email, full name, title, company name and phone number. Once the City Clerk’s office receives the electronic copy of the RFQ, staff will reply to the email acknowledging receipt of the electronic RFQ. Submittals received after the scheduled submittal deadline will not be accepted.

AND

- Five (5) hard copies in a sealed envelope with the name and address of the company submitting qualifications should be clearly marked with the words **“Request for Qualifications (RFQ #23-01)”** and the title **“Professional Services for Recreation Park Renovation Project”**.

ALL SUBMITTALS MUST BE SUBMITTED NO LATER THAN:

11:00A.M. PST on February 1st, 2023 to:

**Office of the City Clerk City of El Segundo
350 Main Street
El Segundo, CA 90245-3813**

Any submittals received after the scheduled submittal deadline will not be accepted.

If you have any questions or need additional information, please contact Aly Mancini at 310-524-2730 or amancini@elsegundo.org.

Sincerely,

Aly Mancini
Recreation, Parks and Library Director

Attachments:

Attachment A City of El Segundo, Professional Services Agreement (PSA)

Attachment B Needs Assessment [here](#)

<https://cityofelsegundo.sharefile.com/d-sd424c7683d5d4b56b11c03f044959113>



**PROFESSIONAL SERVICES AGREEMENT
BETWEEN
THE CITY OF EL SEGUNDO AND**

This AGREEMENT is made and entered into this ____ day of _____, 201____, by and between the CITY OF EL SEGUNDO, a municipal corporation and general law city ("CITY") and _____ [name]_____, _____ [type of organization]_____ ("CONSULTANT"). The parties agree as follows:

1. CONSIDERATION.

- A. As partial consideration, CONSULTANT agrees to perform the work listed in the SCOPE OF SERVICES, below;
- B. As additional consideration, CONSULTANT and CITY agree to abide by the terms and conditions contained in this Agreement;
- C. As additional consideration, CITY agrees to pay CONSULTANT a sum not to exceed _____ dollars (\$_____) for CONSULTANT's services. CITY may modify this amount as set forth below. Unless otherwise specified by written amendment to this Agreement, CITY will pay this sum as specified in the attached Exhibit "A," which is incorporated by reference.

2. SCOPE OF SERVICES.

- A. CONSULTANT will perform services listed in the attached Exhibit "____," which is incorporated by reference.
- B. CONSULTANT will, in a professional manner, furnish all of the labor, technical, administrative, professional and other personnel, all supplies and materials, equipment, printing, vehicles, transportation, office space and facilities, and all tests, testing and analyses, calculation, and all other means whatsoever, except as herein otherwise expressly specified to be furnished by CITY, necessary or proper to perform and complete the work and provide the professional services required of CONSULTANT by this Agreement.

3. PERFORMANCE STANDARDS. While performing this Agreement, CONSULTANT will use the appropriate generally accepted professional standards of practice existing at the time of performance utilized by persons engaged in providing similar services. CITY will continuously monitor CONSULTANT's services. CITY will notify CONSULTANT of any deficiencies and CONSULTANT will have fifteen (15) days after such notification to

cure any shortcomings to CITY's satisfaction. Costs associated with curing the deficiencies will be borne by CONSULTANT.

4. **PAYMENTS.** For CITY to pay CONSULTANT as specified by this Agreement, CONSULTANT must submit a detailed invoice to CITY which lists the hours worked and hourly rates for each personnel category and reimbursable costs (all as set forth in Exhibit " ") the tasks performed, the percentage of the task completed during the billing period, the cumulative percentage completed for each task, the total cost of that work during the preceding billing month and a cumulative cash flow curve showing projected and actual expenditures versus time to date.

5. **NON-APPROPRIATION OF FUNDS.** Payments due and payable to CONSULTANT for current services are within the current budget and within an available, unexhausted and unencumbered appropriation of the CITY. In the event the CITY has not appropriated sufficient funds for payment of CONSULTANT services beyond the current fiscal year, this Agreement will cover only those costs incurred up to the conclusion of the current fiscal year.

6. **FAMILIARITY WITH WORK.**

- A. By executing this Agreement, CONSULTANT agrees that it has:
 - i. Carefully investigated and considered the scope of services to be performed;
 - ii. Carefully considered how the services should be performed; and
 - iii. Understands the facilities, difficulties, and restrictions attending performance of the services under this Agreement.
- B. If services involve work upon any site, CONSULTANT agrees that CONSULTANT has or will investigate the site and is or will be fully acquainted with the conditions there existing, before commencing the services hereunder. Should CONSULTANT discover any latent or unknown conditions that may materially affect the performance of the services, CONSULTANT will immediately inform CITY of such fact and will not proceed except at CONSULTANT's own risk until written instructions are received from CITY.

7. **TERM.** The term of this Agreement will be from _____, to _____. Unless otherwise determined by written amendment between the parties, this Agreement will terminate in the following instances:

- A. Completion of the work specified in Exhibit "A";

- B. Termination as stated in Section 15.

8. TIME FOR PERFORMANCE.

- A. CONSULTANT will not perform any work under this Agreement until:
 - i. CONSULTANT furnishes proof of insurance as required under Section 22 of this Agreement; and
 - ii. CITY gives CONSULTANT a written notice to proceed.
- B. Should CONSULTANT begin work on any phase in advance of receiving written authorization to proceed, any such professional services are at CONSULTANT's own risk.

9. TIME EXTENSIONS. Should CONSULTANT be delayed by causes beyond CONSULTANT's control, CITY may grant a time extension for the completion of the contracted services. If delay occurs, CONSULTANT must notify the Manager within forty-eight (48) hours, in writing, of the cause and the extent of the delay and how such delay interferes with the Agreement's schedule. The Manager will extend the completion time, when appropriate, for the completion of the contracted services.

10. CONSISTENCY. In interpreting this Agreement and resolving any ambiguities, the main body of this Agreement takes precedence over the attached Exhibits; this Agreement supersedes any conflicting provisions. Any inconsistency between the Exhibits will be resolved in the order in which the Exhibits appear below:

- A. Exhibit: [redacted] : Scope of Work.
- B. Exhibit: [redacted] : Budget
- C. Exhibit: [redacted] Proposal for Services

11. CHANGES. CITY may order changes in the services within the general scope of this Agreement, consisting of additions, deletions, or other revisions, and the contract sum and the contract time will be adjusted accordingly. All such changes must be authorized in writing, executed by CONSULTANT and CITY. The cost or credit to CITY resulting from changes in the services will be determined in accordance with written agreement between the parties.

12. TAXPAYER IDENTIFICATION NUMBER. CONSULTANT will provide CITY with a Taxpayer Identification Number.

13. PERMITS AND LICENSES. CONSULTANT, at its sole expense, will obtain and maintain during the term of this Agreement, all necessary permits, licenses, and certificates that may be required in connection with the performance of services under this Agreement.

14. WAIVER. CITY's review or acceptance of, or payment for, work product prepared by CONSULTANT under this Agreement will not be construed to operate as a waiver of any rights CITY may have under this Agreement or of any cause of action arising from CONSULTANT's performance. A waiver by CITY of any breach of any term, covenant, or condition contained in this Agreement will not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant, or condition contained in this Agreement, whether of the same or different character.

15. TERMINATION.

- A. Except as otherwise provided, CITY may terminate this Agreement at any time with or without cause.
- B. CONSULTANT may terminate this Agreement at any time with CITY's mutual consent. Notice will be in writing at least thirty (30) days before the effective termination date.
- C. Upon receiving a termination notice, CONSULTANT will immediately cease performance under this Agreement unless otherwise provided in the termination notice. Except as otherwise provided in the termination notice, any additional work performed by CONSULTANT after receiving a termination notice will be performed at CONSULTANT's own cost; CITY will not be obligated to compensate CONSULTANT for such work.
- D. Should termination occur, all finished or unfinished documents, data, studies, surveys, drawings, maps, reports and other materials prepared by CONSULTANT will, at CITY's option, become CITY's property, and CONSULTANT will receive just and equitable compensation for any work satisfactorily completed up to the effective date of notice of termination, not to exceed the total costs under Section 1(C).
- E. Should the Agreement be terminated pursuant to this Section, CITY may procure on its own terms services similar to those terminated.
- F. By executing this document, CONSULTANT waives any and all claims for damages that might otherwise arise from CITY's termination under this Section.

16. OWNERSHIP OF DOCUMENTS. All documents, data, studies, drawings, maps, models, photographs and reports prepared by CONSULTANT under this Agreement are CITY's property. CONSULTANT may retain copies of said documents and materials as desired but will deliver all original materials to CITY upon CITY's written notice. CITY agrees that use of CONSULTANT's completed work product, for purposes other than identified in this Agreement, or use of incomplete work product, is at CITY's own risk.

17. PUBLICATION OF DOCUMENTS. Except as necessary for performance of service under this Agreement, no copies, sketches, or graphs of materials, including graphic art work, prepared pursuant to this Agreement, will be released by CONSULTANT to any other person or public CITY without CITY's prior written approval. All press releases, including graphic display information to be published in newspapers or magazines, will be approved and distributed solely by CITY, unless otherwise provided by written agreement between the parties.

18. INDEMNIFICATION.

A. CONSULTANT agrees to the following:

- i. *Indemnification for Professional Services.* CONSULTANT will save harmless and indemnify and at CITY's request reimburse defense costs for CITY and all its officers, volunteers, employees and representatives from and against any and all suits, actions, or claims, of any character whatever, brought for, or on account of, any injuries or damages sustained by any person or property resulting or arising from any negligent or wrongful act, error or omission by CONSULTANT or any of CONSULTANT's officers, agents, employees, or representatives, in the performance of this Agreement, except for such loss or damage arising from CITY's sole negligence or willful misconduct.**
- ii. *Indemnification for other Damages.* CONSULTANT indemnifies and holds CITY harmless from and against any claim, action, damages, costs (including, without limitation, attorney's fees), injuries, or liability, arising out of this Agreement, or its performance, except for such loss or damage arising from CITY's sole negligence or willful misconduct. Should CITY be named in any suit, or should any claim be brought against it by suit or otherwise, whether the same be groundless or not, arising out of this Agreement, or its performance, CONSULTANT will defend CITY (at CITY's request and with counsel satisfactory to CITY) and will indemnify CITY for any judgment rendered against it or any sums paid out in settlement or otherwise.**

B. For purposes of this section "CITY" includes CITY's officers, officials, employees, agents, representatives, and certified volunteers.

C. It is expressly understood and agreed that the foregoing provisions will survive termination of this Agreement.

- D. The requirements as to the types and limits of insurance coverage to be maintained by CONSULTANT as required by Section 22, and any approval of said insurance by CITY, are not intended to and will not in any manner limit or qualify the liabilities and obligations otherwise assumed by CONSULTANT pursuant to this Agreement, including, without limitation, to the provisions concerning indemnification.

19. ASSIGNABILITY. This Agreement is for CONSULTANT's professional services. CONSULTANT's attempts to assign the benefits or burdens of this Agreement without CITY's written approval are prohibited and will be null and void.

20. INDEPENDENT CONTRACTOR. CITY and CONSULTANT agree that CONSULTANT will act as an independent contractor and will have control of all work and the manner in which it is performed. CONSULTANT will be free to contract for similar service to be performed for other employers while under contract with CITY. CONSULTANT is not an agent or employee of CITY and is not entitled to participate in any pension plan, insurance, bonus or similar benefits CITY provides for its employees. Any provision in this Agreement that may appear to give CITY the right to direct CONSULTANT as to the details of doing the work or to exercise a measure of control over the work means that CONSULTANT will follow the direction of the CITY as to end results of the work only.

21. AUDIT OF RECORDS. CONSULTANT will maintain full and accurate records with respect to all services and matters covered under this Agreement. CITY will have free access at all reasonable times to such records, and the right to examine and audit the same and to make transcript therefrom, and to inspect all program data, documents, proceedings and activities. CONSULTANT will retain such financial and program service records for at least three (3) years after termination or final payment under this Agreement.

22. INSURANCE.

- A. Before commencing performance under this Agreement, and at all other times this Agreement is effective, CONSULTANT will procure and maintain the following types of insurance with coverage limits complying, at a minimum, with the limits set forth below:

<u>Type of Insurance</u>	<u>Limits</u>
Commercial general liability:	\$2,000,000
Professional Liability	\$1,000,000
Business automobile liability	\$1,000,000

Workers compensation

Statutory requirement

- B. Commercial general liability insurance will meet or exceed the requirements of the most recent ISO-CGL Form. The amount of insurance set forth above will be a combined single limit per occurrence for bodily injury, personal injury, and property damage for the policy coverage. Liability policies will be endorsed to name CITY, its officials, and employees as “additional insureds” under said insurance coverage and to state that such insurance will be deemed “primary” such that any other insurance that may be carried by CITY will be excess thereto. Such endorsement must be reflected on ISO Form No. CG 20 10 11 85 or 88, or equivalent. Such insurance will be on an “occurrence,” not a “claims made,” basis and will not be cancelable or subject to reduction except upon thirty (30) days prior written notice to CITY.
- C. Professional liability coverage will be on an “occurrence basis” if such coverage is available, or on a “claims made” basis if not available. When coverage is provided on a “claims made basis,” CONSULTANT will continue to renew the insurance for a period of three (3) years after this Agreement expires or is terminated. Such insurance will have the same coverage and limits as the policy that was in effect during the term of this Agreement and will cover CONSULTANT for all claims made by CITY arising out of any errors or omissions of CONSULTANT, or its officers, employees or agents during the time this Agreement was in effect.
- D. Automobile coverage will be written on ISO Business Auto Coverage Form CA 00 01 06 92, including symbol 1 (Any Auto).
- E. CONSULTANT will furnish to CITY duly authenticated Certificates of Insurance evidencing maintenance of the insurance required under this Agreement and such other evidence of insurance or copies of policies as may be reasonably required by CITY from time to time. Insurance must be placed with insurers with a current A.M. Best Company Rating equivalent to at least a Rating of “A:VII.”
- F. Should CONSULTANT, for any reason, fail to obtain and maintain the insurance required by this Agreement, CITY may obtain such coverage at CONSULTANT’s expense and deduct the cost of such insurance from payments due to CONSULTANT under this Agreement or terminate pursuant to Section 15.

23. USE OF SUBCONTRACTORS. CONSULTANT must obtain CITY’s prior written approval to use any consultants while performing any portion of this Agreement. Such approval must approve of the proposed consultant and the terms of compensation.

24. INCIDENTAL TASKS. CONSULTANT will meet with CITY monthly to provide the status on the project, which will include a schedule update and a short narrative description of progress during the past month for each major task, a description of the work remaining and a description of the work to be done before the next schedule update.

25. NOTICES. All communications to either party by the other party will be deemed made when received by such party at its respective name and address as follows:

If to CONSULTANT:

[Company].
[address]

Attention:
Phone:
Email:

If to CITY:

City of El Segundo
350 Main Street
El Segundo, CA

Attention:
Phone:
Email:

Any such written communications by mail will be conclusively deemed to have been received by the addressee upon deposit thereof in the United States Mail, postage prepaid and properly addressed as noted above. In all other instances, notices will be deemed given at the time of actual delivery. Changes may be made in the names or addresses of persons to whom notices are to be given by giving notice in the manner prescribed in this paragraph.

26. CONFLICT OF INTEREST. CONSULTANT will comply with all conflict of interest laws and regulations including, without limitation, CITY’s conflict of interest regulations.

27. SOLICITATION. CONSULTANT maintains and warrants that it has not employed nor retained any company or person, other than CONSULTANT’s bona fide employee, to solicit or secure this Agreement. Further, CONSULTANT warrants that it has not paid nor has it agreed to pay any company or person, other than CONSULTANT’s bona fide employee, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. Should CONSULTANT breach or violate this warranty, CITY may rescind this Agreement without liability.

28. THIRD PARTY BENEFICIARIES. This Agreement and every provision herein is generally for the exclusive benefit of CONSULTANT and CITY and not for the benefit of any other party. There will be no incidental or other beneficiaries of any of CONSULTANT’s or CITY’s obligations under this Agreement.

29. INTERPRETATION. This Agreement was drafted in and will be construed in accordance with the laws of the State of California, and exclusive venue for any action involving this agreement will be in Los Angeles County.

30. COMPLIANCE WITH LAW. CONSULTANT agrees to comply with all federal, state, and local laws applicable to this Agreement.

31. ENTIRE AGREEMENT. This Agreement, and its Exhibit(s), sets forth the entire understanding of the parties. There are no other understandings, terms or other agreements expressed or implied, oral or written. This Agreement will bind and inure to the benefit of the parties to this Agreement and any subsequent successors and assigns.

32. RULES OF CONSTRUCTION. Each Party had the opportunity to independently review this Agreement with legal counsel. Accordingly, this Agreement will be construed simply, as a whole, and in accordance with its fair meaning; it will not be interpreted strictly for or against either Party.

33. SEVERABILITY. If any portion of this Agreement is declared by a court of competent jurisdiction to be invalid or unenforceable, then such portion will be deemed modified to the extent necessary in the opinion of the court to render such portion enforceable and, as so modified, such portion and the balance of this Agreement will continue in full force and effect.

34. AUTHORITY/MODIFICATION. The Parties represent and warrant that all necessary action has been taken by the Parties to authorize the undersigned to execute this Agreement and to engage in the actions described herein. This Agreement may be modified by written amendment.

35. ACCEPTANCE OF ELECTRONIC SIGNATURES. The Parties agree that this Agreement, agreements ancillary to this Agreement, and related documents to be entered into in connection with this Agreement will be considered signed when the signature of a party is delivered by electronic (.pdf) or facsimile transmission. Such electronic or facsimile signature will be treated in all respects as having the same effect as an original signature.

36. CAPTIONS. The captions of the paragraphs of this Agreement are for convenience of reference only and will not affect the interpretation of this Agreement.

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

38. FORCE MAJEURE. Should performance of this Agreement be prevented due to fire, flood, explosion, acts of terrorism, war, embargo, government action, civil or military authority, the natural elements, or other similar causes beyond the Parties' reasonable

control, then the Agreement will immediately terminate without obligation of either party to the other.

39. STATEMENT OF EXPERIENCE. By executing this Agreement, CONSULTANT represents that it has demonstrated trustworthiness and possesses the quality, fitness and capacity to perform the Agreement in a manner satisfactory to CITY. CONSULTANT represents that its financial resources, surety and insurance experience, service experience, completion ability, personnel, current workload, experience in dealing with private consultants, and experience in dealing with public agencies all suggest that CONSULTANT is capable of performing the proposed contract and has a demonstrated capacity to deal fairly and effectively with and to satisfy a public CITY.

[Signatures on next page]

Agreement No. ____*[City Clerk assigns]*__

IN WITNESS WHEREOF the parties hereto have executed this Agreement the day and year first hereinabove written.

CITY OF EL SEGUNDO

____*[consultant company name]*____

Darrell George,
City Manager

[signature]

[type name]

[type title]

ATTEST:

Tracy Weaver,
City Clerk

APPROVED AS TO FORM:

Mark D. Hensley,
City Attorney



City Council Agenda Statement
Meeting Date: January 17, 2023
Agenda Heading: Council Member Pirsztuk
Item Number: 13

TITLE:

Include the Cultural Development Fee Budget on the City Council Finance Subcommittee Agenda

RECOMMENDATION:

1. Approve including the Cultural Development Fee Budget on the City Council Finance Subcommittee agenda.
2. Alternatively, discuss and take other action related to the item.

FISCAL IMPACT:

None.

BACKGROUND:

The City Council Finance Subcommittee was established to conduct in depth discussions and review of items related to the City's finances and budget.

DISCUSSION:

Discussion of the Cultural Development Fee budget in the City Council Finance Subcommittee meeting(s) would facilitate the overall management and best use of funds received.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 5: Champion Economic Development and Fiscal Sustainability

Objective 5B: El Segundo approaches its work in a financially strategic and responsible way.

Cultural Development Fee Budget

January 17, 2023

Page 2 of 2

PREPARED BY:

Carol Pirsztuk, Council Member

REVIEWED BY:

Darrell George, City Manager

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

None



City Council Agenda Statement

Meeting Date: January 17, 2023

Agenda Heading: Mayor Boyles

Item Number: 14

TITLE:

Assign Council Members to Serve on Committees for Various Intergovernmental and Local Agencies

RECOMMENDATION:

1. Approve and implement assignments.
2. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

None.

BACKGROUND:

After the seating of every newly elected Council Member, the Mayor considers appointments to serve on various intergovernmental agencies, local agencies and subcommittees.

DISCUSSION:

A table listing proposed Council appointments to intergovernmental agencies, local agencies and subcommittees.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 1: Enhance Customer Service, Diversity, Equity, Inclusion and Communication

Objective 1 B: El Segundo's engagement with the community ensures excellence.

PREPARED BY:

Mishia Jennings, Executive Assistant to City Council

Assign Council Members to various intergovernmental agencies, local agencies and subcommittees.

January 17, 2023

Page 2 of 2

REVIEWED BY:

Barbara Voss, Deputy City Manager, Darrell George, City Manager

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Proposed Council Assignments

THE TABLE LISTING PROPOSED COUNCIL ASSIGNMENTS WILL BE DELIVERED UNDER SEPARATE COVER