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**AGENDA FOR THE
CONCURRENT REGULAR MEETINGS OF
THE CITY COUNCIL OF THE CITY OF COMMERCE AND
THE GOVERNING BODY OF THE SUCCESSOR AGENCY TO
THE COMMERCE COMMUNITY DEVELOPMENT COMMISSION
(HEREINAFTER "SUCCESSOR AGENCY")**

**COUNCIL CHAMBERS
5655 JILLSON STREET, COMMERCE, CALIFORNIA**

TUESDAY, OCTOBER 15, 2013 – 6:30 P.M.

CALL TO ORDER

Mayor/Chairperson Aguilar

PLEDGE OF ALLEGIANCE

Scott Wasserman
Director of Parks and Recreation Department

INVOCATION

Mayor Pro Tempore/Vice Chairperson Leon

ROLL CALL

Deputy City Clerk Alexander

APPEARANCES AND PRESENTATIONS

PUBLIC COMMENT

Citizens wishing to address the City Council and Successor Agency on any item on the agenda or on any matter not on the agenda may do so at this time. However, State law (Government Code Section 54950 et seq.) prohibits the City Council/Successor Agency from acting upon any item not contained on the agenda posted 72 hours before a regular meeting and 24 hours before a special meeting. Upon request, the City Council/Successor Agency may, in their discretion, allow citizen participation on a specific item on the agenda at the time the item is considered by the City Council/Successor Agency. Request to address City Council/Successor Agency cards are provided by the City Clerk/Secretary. If you wish to address the City Council/Successor Agency at this time, please complete a speaker's card and give it to the City Clerk/Secretary prior to commencement of the City Council/ Successor Agency meetings. Please use the microphone provided, clearly stating your name and address for the official record and courteously limiting your remarks to five (5) minutes so others may have the opportunity to speak as well.

To increase the effectiveness of the Public Comment Period, the following rules shall be followed:

No person shall make any remarks which result in disrupting, disturbing or otherwise impeding the meeting.

CITY COUNCIL/SUCCESSOR AGENCY REPORTS

CONSENT CALENDAR

Items under the Consent Calendar are considered to be routine and may be enacted by one motion. Each item has backup information included with the agenda, and should any Councilmember or Board Member desire to consider any item separately he/she should so indicate to the Mayor/Chairperson. If the item is desired to be discussed separately, it should be the first item under Scheduled Matters.

1. Approval of Warrant Register Nos. 6A and 6B

The **City Council and Successor Agency** will consider for approval, respectively, the bills and claims set forth in Warrant Registers No. 6A, dated October 15, 2013, and 6B for the period October 2, 2013 to October 10, 2013.

2. Proclamation - World Polio Day

The **City Council** will consider proclaiming October 24, 2013, as "World Polio Day" in the City of Commerce.

3. Approval of Certificate Recognizing 438th Anniversary of Aguascalientes, Aguascalientes, Mexico

At the request of Mayor Aguilar, the **City Council** will consider for approval a Certificate in recognition of the 438th Anniversary of the City's Sister City of Aguascalientes, Aguascalientes, Mexico.

4. A Resolution of the City Council of the City of Commerce, California, Amending the Annual Operating Budget for Fiscal Year 2013-2014, and Amending Resolution No. 13-78

The **City Council** will consider for approval and adoption a proposed Resolution amending the annual operating budget for Fiscal Year 2013-2014, and amending Resolution No. 13-78.

PUBLIC HEARINGS

SCHEDULED MATTERS

5. Presentation – Grant Consulting and Writing Services, California Consulting LLC

At the request of Councilmember Altamirano and Councilmember Robles, the **City Council** will consider for receipt and filing and thereafter, take the appropriate action as deemed necessary with respect to, a presentation on Grant Consulting and Writing Services, provided by Mr. Steve Samuelian, and his company, California Consulting LLC.

6. 3rd Annual Relay for Life Commerce Event and Request to Waive All Fees Associated Therewith

The **City Council** will consider, and provide appropriate direction as deemed necessary with respect to, approving a request allowing the

CONCURRENT REGULAR COUNCIL/SUCCESSOR AGENCY AGENDA

10/15/2013 – 6:30 p.m.

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American Cancer Society (“ACS”) the use of Veterans Memorial Park Stadium for the 3rd Annual Relay for Life Commerce event scheduled for April 12 -13, 2014, **and** the use of the Senior Center for the Relay for Life Kick-Off Event on Saturday, October 26, 2013, and waiving all fees associated with this event.

ACS will be required to provide all applicable evidence of insurance, along with an Additional Insured Endorsement naming the City of Commerce as additional insured and indicating that coverage is primary and non-contributory.

7. 3rd Annual Day of Service

The **City Council** will consider and take the appropriate action as deemed necessary with respect to, the “Day of Service” event commemorating the birthday anniversary of Doctor Martin Luther King, Jr., scheduled for Monday, January 20, 2014.

8. Camp Commerce Sessions for Civic Organizations

The **City Council** will consider for receipt and filing and thereafter, take the appropriate action as deemed necessary with respect to, the proposed Camp Commerce sessions for Civic organizations.

9. Hall Of Champions Induction Process

The **City Council** will consider and take the appropriate action as deemed necessary with respect to, the Hall of Champions Induction process as proposed by the Department of Parks & Recreation and approved by the Parks & Recreation Commission.

This item was first presented to the City Council on September 17, 2013. The department was directed to return to Council with additional information.

10. Commission Appointment

The **City Council** will make the appropriate appointment to the following Commission: Youth Advisory Commission.

ORDINANCES AND RESOLUTIONS

11. An Ordinance of the City Council of the City of Commerce, California, Amending Sections 9.06.020 (“Prohibited Conduct Generally”) of Title 9 (“Peace, Safety and Morals”) of the Commerce Municipal Code – Second Reading

The **City Council** will consider for approval and adoption a proposed Ordinance amending Sections 9.06.020 (“Prohibited Conduct Generally”) of Title 9 (“Peace, Safety and Morals”) of the Commerce Municipal Code.

The proposed Ordinance was approved for first reading on October 1, 2013.

12. A Resolution of the City Council of the City of Commerce, California, Approving the Standard Contract for City Project No. 1301 Between the City of Commerce and MTM Construction, Inc. for the Central Library Renovation Project

The **City Council** will consider for approval and adoption a proposed Resolution approving the Standard Contract for City Project No. 1301

between the City of Commerce and MTM Construction, Inc. for the Central Library Renovation Project.

13. A Resolution of the City Council of the City of Commerce, California, Approving a Retainer Agreement with Public Safety Consulting, Inc. for Investigation Services

The **City Council** will consider for approval and adoption a proposed Resolution approving a Retainer Agreement with Public Safety Consulting, Inc., for Investigation Services.

CIP PROGRESS REPORT

14. Update – Fiscal Year 2013/14 Capital Improvement Program Progress Report

The **City Council** will consider for receipt and filing, and take appropriate action as deemed necessary with respect to, the fiscal year 2013/14 Capital Improvement Program progress report.

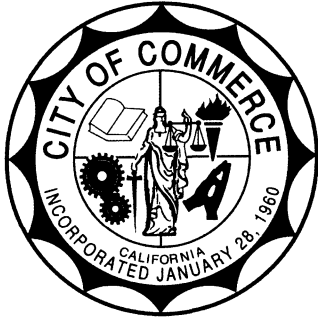
I-710 LOCAL ADVISORY COMMITTEE UPDATE – None

RECESS TO CLOSED SESSION – No Items

ADJOURNMENT

Adjourn to Tuesday, November 5, 2013, at 5:00 a.m. in the City Council Chambers.

**LARGE PRINTS OF THIS AGENDA ARE AVAILABLE UPON REQUEST
FROM THE CITY CLERK'S OFFICE, MONDAY-FRIDAY,
8:00 A.M. - 6:00 P.M.**



AGENDA REPORT

Meeting Date: October 15, 2013

TO: Honorable City Council
FROM: City Administrator
SUBJECT: Proclamation - World Polio Day

RECOMMENDATION:

Approve the designation.

MOTION:

Approve the recommendation.

BACKGROUND/ANALYSIS:

"World Polio Day" aims to increase awareness about polio virus and to encourage further actions to reduce it from spreading. The commemoration of the day also highlights the success of global strategies in reducing the spread of the disease.

Although polio was eradicated in the United States in 1979, it still exists in other parts of the world. The Rio Hondo-Vernon Rotary Club is asking the City Council to proclaim October 24 as "World Polio Day" in the City of Commerce to bring awareness to the disease in hopes that it can be completely eradicated.

The Rio Hondo-Vernon Rotary Club, which Commerce is a member, is part of a worldwide network of over 34,000 Rotary Clubs. Mr. Eddie Tafoya, Executive Director to the Commerce Industrial Council serves as the Rio Hondo-Vernon Rotary Club's "World Polio Day" Coordinator.

FISCAL IMPACT:

There is no fiscal impact associated with this agenda item report.

RELATIONSHIP TO 2012 STRATEGIC GOALS:

This report before the Council is not applicable to any specific 2012 strategic goal.

Respectfully submitted,


Jorge Rifa
City Administrator

Fiscal impact reviewed by:


Vilko Domic
Director of Finance

Approved as to form:


Eduardo Olivo
City Attorney

AGENDA ITEM No. _____

2

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF COMMERCE
PROCLAIMING OCTOBER 24, 2013 AS
WORLD POLIO DAY

***WHEREAS**, the City of Commerce expresses support for World Polio Day and applauds the efforts of Rotary International to fight polio; and*

***WHEREAS**, Rotary International was founded on February 23, 1905 in Chicago, Illinois and is the world's first, as well as one of the largest non-profit service organizations comprised of over 1.2 million Rotary professional and business leaders in over 34,000 clubs in 200 countries and geographic areas; and*

***WHEREAS**, the Rotary motto "Service Above Self" inspires members to provide humanitarian service, encourage high ethical standards, and promote good will and peace in the world; and*

***WHEREAS**, Rotary in 1985 launched PolioPlus and spearheaded the Global Polio Eradication Initiative with the World Health Organization, U.S. Centers for Disease Control and Prevention, and UNICEF to immunize the children of the world against polio; and*

***WHEREAS**, polio cases have dropped by 99 percent since 1988 and the world stands on the threshold of eradicating the disease; and*

***WHEREAS**, to date, Rotary has contributed more than \$1 billion and countless volunteer hours to protect more than two billion children in 122 countries; and*

***WHEREAS**, Rotary and the Bill & Melinda Gates Foundation have extended their existing fundraising partnership that could generate up to \$525 million in new funding for polio eradication; and*

***WHEREAS**, these efforts provide much needed operational support, medical personnel, laboratory equipment and educational materials for health workers and parents; and*

***WHEREAS**, in addition, Rotary has played a major role in decisions by donor governments to contribute \$8 billion to the effort; and*

***WHEREAS**, there are over 2,600 Rotary club members in more than 60 clubs in and near this City sponsoring service projects to address such critical issues as poverty, health, hunger, illiteracy, and the environment in their local communities, and abroad:*

***NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Commerce does hereby support and proclaim October 24, 2013 as World Polio Day in the City of Commerce, and encourages all citizens to join with our local Rotary Clubs and Rotary International in the fight for a polio-free world.*

Signed this 15th day of October 2013.

Joe Aguilar
Mayor

ATTEST:

Teresa Jackson, CMC
Interim City Clerk



AGENDA REPORT

MEETING DATE: October 15, 2013

TO: Honorable City Council
FROM: City Administrator
SUBJECT: CERTIFICATE—CITY OF AGUASCALIENTES 438TH ANNIVERSARY

RECOMMENDATION:

At the request of Mayor Aguilar, the City Council will consider for approval a City certificate in recognition of the City of Aguascalientes' 438th Anniversary.

MOTION:

Council discretion.

BACKGROUND:

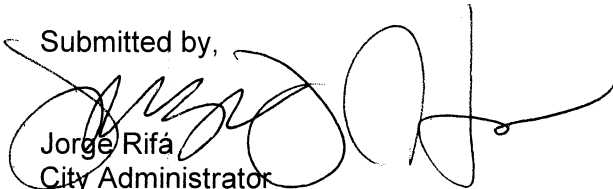
The City of Aguascalientes will celebrate its 438th anniversary this month. The City of Aguascalientes and the City of Commerce have shared a warm, dynamic relationship as sister cities for over 40 years. Over the course of our relationship with our Sister City, we have collaborated on various social projects that have contributed and improved the quality of life for the people of Aguascalientes.

BUDGET IMPACT:

None.

RELATIONSHIP TO 2012 STRATEGIC GOALS:

This report before Council is not applicable to any specific Council strategic goal.

Submitted by,

Jorge Rifa
City Administrator

The City Council
Of
The City of Commerce
Commends
The City of Aguascalientes

On the occasion of their 438th Anniversary.

The Commerce City Council is proud to acknowledge this historic event as we look back on a long and fruitful relationship with our sister city of Aguascalientes. Our cities have benefitted from mutual cultural exchange and collaborated on countless social projects that have improved the quality of life for the people of Aguascalientes.

We are honored to serve as a sister city to Aguascalientes and cherish the relationship we have shared in sacred fellowship for over 40 years. For all of these reasons, it is our pleasure and our honor to wish the City of Aguascalientes continued success and a happy 438th Anniversary.

Presented this
15th day of October 2013

Joe Aguilar, Mayor



AGENDA REPORT

MEETING DATE: October 15, 2013

TO: Honorable City Council

FROM: City Administrator

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE, CALIFORNIA, AMENDING THE ANNUAL OPERATING BUDGET FOR FISCAL YEAR 2013-14, AND AMENDING RESOLUTION NO. 13-78

RECOMMENDATION:

Approve and adopt the proposed Resolution amending the annual operating budget for fiscal year 2013-14, and amend Resolution No. 13-78, and assign the number next in order.

MOTION:

Move to approve the recommendation.

BACKGROUND:

In July 2012, the City Council adopted the FY 2012-13 Annual Budget. Since that time, staff has provided a formal Mid-Year Budget Review and subsequent follow ups. Now with additional year end information available, there are also budget amendments that are necessary to true up year end amounts using projected surplus ending fund balance. In addition to addressing a few FYE 2012-13 items, a majority of the projected surplus ending fund balance will be allocated to address numerous FY 2013-14 items (a few were already approved via the budget process). The current estimated General Fund unassigned reserve total of approximately 13.25 million as of July 1, 2013 (a relatively small increase from the previous fiscal year). Each year City Council adopts a budget with a start date of July 1. Midway through the year staff reviews revenues and expenditures to ensure they are performing as planned. The budget amendments needed are to account for anticipated and unanticipated activity in areas the staff and the city council feel are deficient and/or needs to be addressed. The end result will have no effect on the ending fund balance mentioned above.

ANALYSIS:

With a turnaround in the economy and some one-time revenues realized as a result of the dissolution of redevelopment, the city's general fund projected surplus for FY 2012-13 is approximately \$4.5 million. The following (representing the numbers for fiscal year thru June 30, 2013) provides a synopsis of the revenues, expenditures and changes in fund balances for the General Fund:

	<u>Budgeted</u>	<u>Actual</u>
<u>Revenues</u>		
Taxes	\$ 22,204,373	\$27,276,648
Licenses and permits	2,214,400	2,490,989
Intergovernmental	1,035,967	1,601,519
Fines & forfeitures	405,567	341,099
Investment Income	295,290	71,649
Activity fees	424,242	499,791
Charges for services	21,926,833	21,573,467
Miscellaneous	<u>1,475,500</u>	<u>1,777,613</u>
Total Revenues	49,982,610	55,632,775
<u>Expenditures</u>		
General government	\$ 13,201,190	14,167,950
Community development	1,818,661	2,078,212
Public safety	15,744,371	15,977,312
Public services	4,960,268	4,873,957
Library	2,967,663	2,704,218
Parks, recreation & culture	8,484,153	7,988,311
Employee benefits	<u>3,341,226</u>	<u>3,345,038</u>
Total Expenditures	50,517,532	51,134,998

In short, the General and Card Club Funds ended the year with a healthy surplus -- **\$4,497,564**. Keeping in mind that when the City Council approved a list of recommended uses back in July, it approved the allocation of approximately **\$2.63 million** to fund the following various items and/or projects -- essentially decreasing the available surplus amount to approximately **\$1.87 million**:

- Bristow Street Improvements \$1,000,000
- Capital Outlay \$ 697,926
- Transfer to the Water Fund \$ 450,000
- Water Lease Revenue Loss \$ 240,000
- Watershed Management Program \$ 180,000
- Organizational Study \$ 50,000
- Catch Basin Screens \$ 10,000


At this time, staff is recommending allocations for the following projects (totaling **\$1,428,581**):

- Technology Infrastructure Upgrade/
Telephone System \$ 875,000
- Facility / Park Camera/
Surveillance System Upgrade \$ 250,000
- Camp Commerce Improvements \$ 150,000
- Grant Writing Initiatives \$ 50,000
- Holiday Decoration Enhancements \$ 50,000
- Other Info Tech Items \$ 53,581

FISCAL IMPACT:

In summary, City Council authorization is required to amend the approved budget by \$4,056,507 as it relates to the aforementioned items. The amendment would leave approximately \$441,272 that can either be set-aside to address additional unforeseen items and/or projects that may arise during the fiscal year, or allocate the entire amount to the Telegraph Road Improvement Project (approved by City Council November 2012) as a contingency. If said funds are not used during the fiscal year, they would fall into the General Fund Unassigned Reserve balance.

Recommended & Prepared by:


Vilko Domic
Director of Finance /City Treasurer

Respectfully submitted,


Jorge Rifa
City Administrator

Approved As To Form


Eduardo Olivo
City Attorney

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE, CALIFORNIA, AMENDING THE ANNUAL OPERATING BUDGET FOR FISCAL YEAR 2013-2014, AND AMENDING RESOLUTION NO. 13-78

WHEREAS, the City Administrator has submitted a proposed ANNUAL BUDGET for fiscal year 2013-2014;

WHEREAS, the City Council has studied and subsequently adopted the proposed Budget, received public input thereon, and approved same; and

WHEREAS, the City Administrator has submitted an amendment to the adopted ANNUAL BUDGET for fiscal year 2013-2014;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMMERCE DOES HEREBY RESOLVE, DECLARE AND DETERMINE AS FOLLOWS:

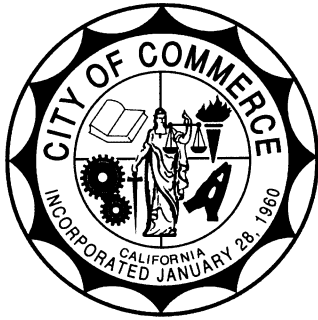
The AMENDED ANNUAL BUDGET for the 2013-2014 fiscal year in the amount of \$4,056,507 is incorporated herein by this reference and is hereby approved and adopted.

PASSED, APPROVED and ADOPTED this _____ day of _____ 2013.

Joe Aguilar
Mayor

ATTEST:

Teresa Jackson
Interim City Clerk



AGENDA REPORT

Meeting Date: October 15, 2013

TO: Honorable City Council

FROM: City Administrator

SUBJECT: PRESENTATION – GRANT CONSULTING AND WRITING SERVICES,
CALIFORNIA CONSULTING LLC

RECOMMENDATION:

At the request of Councilmember Altamirano and Councilmember Robles, the City Council will consider for receipt and filing and thereafter, take the appropriate action as deemed necessary with respect to, a presentation on Grant Consulting and Writing Services, provided by Mr. Steve Samuelian, and his company California Consulting LLC.

MOTION:

Council discretion.

BACKGROUND AND ANALYSIS:

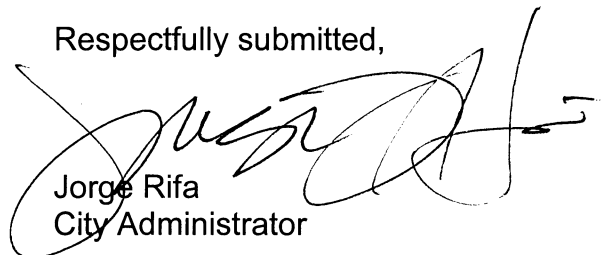
Last year the City Council requested that staff contact Mr. Samuelian to determine if he was willing to write a “challenge grant” for the City of Commerce. A “challenge grant” is a grant application written at no cost to the community. If the grant is successfully funded, this could then establish the basis for a contractual relationship based on the proven ability of the grant writer. Mr. Samuelian accepted the challenge; City staff, Mr. Samuelian, and his staff reviewed several opportunities during the course of the year and for one reason or another, each was set aside. This review included violence prevention and EDA Public Works grants. Staff continues to review potential grant opportunities through California Consulting and other sources.

At the Council’s direction, staff can present a compilation of approved grants received by the City of Commerce in the last five years.

FISCAL IMPACT:

With respect to engaging the services of California Consulting, it would be determined by the specifics of the engagement, a fee per grant application prepared or a monthly retainer.

Respectfully submitted,



Jorge Rifa
City Administrator



AGENDA REPORT

Meeting Date: October 15, 2013

TO: HONORABLE CITY COUNCIL
FROM: CITY ADMINISTRATOR
SUBJECT: AMERICAN CANCER SOCIETY RELAY FOR LIFE - REQUEST FOR THE USE OF VETERANS MEMORIAL PARK STADIUM

RECOMMENDATION:

The City Council will consider for approval allowing the American Cancer Society ("ACS") the use of the Veterans Memorial Park Stadium for the Relay for Life Commerce and waiving all fees associated with this event. ACS will be required to provide all applicable evidence of insurance, along with an Additional Insured Endorsement naming the City of Commerce as additional insured and indicating that coverage is primary and non-contributory. In addition, the City Council will consider allowing ACS to have their Relay for Life Kick Off Event on Saturday, October 26, 2013 at the Senior Center.

MOTION:

Move to approve the recommendation.

BACKGROUND:

In the past, City Council unanimously has directed staff to submit a Staff Report to allow the American Cancer Society to use the Veterans Park Stadium for its Annual Relay for Life Commerce event and have all fees associated with the rental waived. This will be the 3rd annual event held in the City of Commerce and is scheduled for Saturday April 12th – Sunday April 13th 2014.

ANALYSIS:

The event "Relay for Life" is an overnight team event that raises awareness of cancer in the community and raises funds to fight cancer. At Relay for Life, teams of friends, neighbors, families and co-workers commit to keeping at least one member walking the track for a period of 24 hours. If approved, this event will take place on the Veterans Park Stadium field again. This year's 2013 relay event, raised over \$32,000 toward Cancer research.


FISCAL IMPACT:

Council has the discretion to waive the \$1,140.00 facility fee for the 24 hour use of Veterans Stadium and the \$200 facility fee for use of the Senior Center for its Kick Off event, on Saturday, October 26, 2013. Additionally, Council did approve a supplemental budget allocation of \$3,000 for this fiscal year, to enable the Parks and Recreation Department to accommodate the Relay for Life event. No additional budget allocation is required.

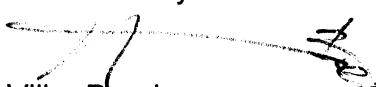
RELATIONSHIP TO STRATEGIC GOALS:

This agenda item relates to Strategic Goal #2: protecting and enhancing the quality of life for city residents.

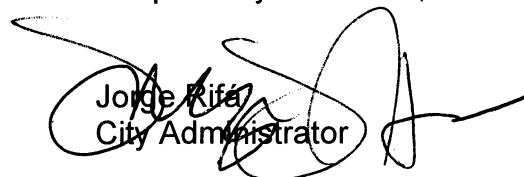
Recommended by:


Scott Wasserman
Director of Parks and Recreation

Reviewed by:


Vilko Domic
Director of Finance

Respectfully submitted,


Jorge Rifa
City Administrator

Approved as to Form:


Eduardo Olivo
City Attorney



AGENDA REPORT

Meeting Date: October 15, 2013

TO: Honorable City Council
FROM: City Administrator
SUBJECT: THIRD ANNUAL DAY OF SERVICE

RECOMMENDATION:

At Council's discretion, provide direction to conduct "Day of Service" event commemorating the birthday anniversary of Doctor Martin Luther King Jr. scheduled for Monday, January 20, 2014.

MOTION:

Council discretion.

ANALYSIS:

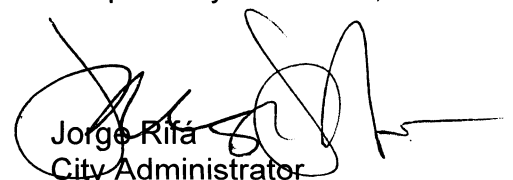
In 2012 and 2013, the City Council observed the anniversary of the birth of Martin Luther King Jr. by joining the rest of the country in a "Day of Service". This public service event was held the Saturday before Dr. King's anniversary in order to generate public attendance and participation. The previous 2012 and 2013 Day of Service focused on the cleaning and "mini makeover" of the Commerce Teen Center (2012) and the cleanup of the Bristow Park neighborhood (2013). Both events generated the participation of community. It goes without saying that community involvement and participation is the end goal. The activity is secondary. For your reference, attached is a memorandum from the now retired Director of Community Services bringing forward two project suggestions for the 2014 Day of Service.

Staff is recommending a variation of the first project suggestion. Staff is aware that the surrounding neighborhood at Pacific/Watcher is not fully supportive of adding additional amenities to this small park area because it encourages the use of the park for activities that are not fully compatible with the quiet enjoyment of the area. Instead staff would suggest the planting of at least 50 trees throughout the Veteran's Park Neighborhood including the open space at Watcher & Nye. The day of service would also include at Birstow Park E-Waste disposal and large trash bins to accommodate household waste.

FISCAL IMPACT:

At this time the fiscal impact is to be determined and will be brought back to the Council for the next Council Meeting.

Respectfully submitted,


Jorge Rifa
City Administrator

Attachment:
Memo on Day of Service Community Services Department



Administration
2013 SEP 17 PM 5:

INTEROFFICE MEMORANDUM

TO: City Administrator **DATE: September 17, 2013**

FROM: Director of Safety and Community Services

SUBJECT: Community Services Commission Recommendations for Day of Service Event 2014

At its meeting of September 12, 2013, the Community Services Commission discussed ideas and suggestions for the upcoming Day of Service event, to take place near Martin Luther King Day, 2014. Commissioner Joanna Flores presented two project ideas at the meeting. After a discussion, the Commission decided unanimously to recommend the following ideas:

1. Green Space at Corner of Pacific & Watcher

Convert this vacant area to a park or add benches, and possibly paint a mural on the wall. Residents have requested this during previous Neighborhood Watch Meetings held at this location. Gloria Molina's office offers matching fund grants for agencies to use towards "green space" locations. Commissioner Flores spoke with a representative who appeared interested in this idea. The "Tree Now" program might also have funds available for this purpose. This may be possibly be more of a Parks/Maintenance project, but can be in conjunction with Day of Service.

2. Bleachers at Rosewood Park


Paint the bleachers. The bleachers look unattractive and need to be painted.

Commissioner Joanna Flores personally contacted a representative at the Home Depot in Commerce to solicit donations for our Day of Service event. The person she spoke with appeared to be interested in supporting our event. He/she requested a letter from the City indicating the specific items needed. This must be done at least 3 months prior to the event, and preferably hand delivered. I have the contact information.

As with past projects, either of the above options will require collaboration from other departments; primarily Parks and Recreation as it relates to maintenance and gardening if Option #1 is selected.

Please advise further direction.

Thank you,


Loretta Gutierrez



AGENDA REPORT

Meeting date: 10/15/13

TO: Honorable City Council

FROM: City Administrator

SUBJECT: CAMP COMMERCE SESSIONS FOR CIVIC ORGANIZATIONS

RECOMMENDATION:

Receive a report on and thereafter consider and take appropriate action as deemed necessary with respect to the proposed Camp Commerce sessions for Civic organizations.

MOTION:

Council discretion.

BACKGROUND:

This item has been agendized at the request of Councilmembers Altamirano and Baca Del Rio.

Many years ago, various civic organizations were granted their own exclusive sessions, at Camp Commerce. The members of civic organizations were required to pay the fee for Camp Commerce and were afforded all services, programming, and amenities available to patrons attending regularly scheduled camp sessions. These exclusive Camp Commerce sessions for civic and service organizations were discontinued over 10 years ago, due to concerns that the benefit was made available to some organizations but not others.

ANALYSIS:

If Council wishes to offer organizations the opportunity for exclusive group sessions at Camp Commerce, the Department recommends converting 4 existing sessions per year into group sessions for civic organizations, only. Service organizations will not be eligible. (Civic organizations are required to maintain membership of at least 51% residents, whereas service organizations do not have a residency requirement.) The department currently offers a total of 40 camp sessions per year and offering 4 to civic organizations would leave 36 sessions remaining, for residents.

The Department has identified 2 camp sessions in April and 2 in September that can be converted into group sessions, for civic organizations. The Department would conduct a drawing each November, to randomly select 4 civic organizations per year to receive an exclusive group session, at Camp Commerce. The 4 organizations could choose available dates based on the order in which they are selected. Once an organization has been selected for a group session at Camp Commerce, the organization will not be eligible for future drawings until all civic organizations have been selected and had an opportunity to enjoy a group session, at Camp Commerce. If there are 17 civic organizations and 4 are selected each year, it will take 5 years for all to have the opportunity to enjoy a group session at Camp Commerce.

Members in each civic organization would be eligible to attend the camp sessions, provided that their name appears on the membership rosters provided by each civic organization. All participants will be required to pay the \$15 fee, whether they are

residents or non-residents.

The City currently recognizes 17 civic and 7 service organizations as follows:

Civic organizations that would qualify for exclusive Camp Commerce sessions include:

Asamblea Un Nuevo Comienzo	Auld Lang Syne Club
Boy Scouts – Troops #473	Commerce Aquatics Booster Club
Commerce Evening Lions Club	Commerce Garden Club
Commerce Senior Citizens Club	Commerce Sister City Association
Commerce Social Club	Divina Misericordia
Model City Democratic Club	New Life Family Church
St. Marcellinus Altar Society	Sociedad de San Vicente de Paul
Society of Our Lady of Guadalupe	United Family of Bristow
St. Marcellinus Holy Name Society	

Service organizations that would not qualify for exclusive Camp Commerce sessions include:

American GI Forum	Girl Scouts of Greater Los Angeles
First Baptist Church of Commerce	St. Marcellinus C.C.D.
Organization for the Physically Impaired	
Woman's Club of Rosewood Park	
Los Angeles Communities Advocating for Unity, Social Justice and Action, Inc.	

FISCAL IMPACT:

This activity can be carried out without any fiscal impact to the Department of Parks and Recreation. Because the Department recommends converting existing camp sessions into group sessions, there is no cost to add new sessions. The Department would expect revenue generated through the payment of camp fees (\$15) to be equal to the revenue that is currently generated for the four sessions that will be converted into exclusive camp sessions for civic organizations.

RELATIONSHIP TO STRATEGIC GOALS:

This agenda item relates to Council's historic goal of supporting civic organizations that serve Commerce residents. There are currently 17 civic organizations that will qualify for exclusive Camp Commerce sessions, on a rotating basis.

Recommended by:



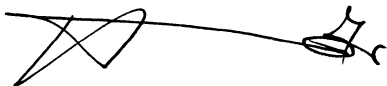
Scott Wasserman
Director of Parks and Recreation

Respectfully submitted,



Jorge Rifa
City Administrator

Fiscal Impact reviewed by:



Vilko Domic
Director of Finance

Approved as to Form:



Eduardo Olivo
City Attorney



AGENDA REPORT

Meeting date: October 15, 2013

TO: Honorable City Council

FROM: City Administrator

SUBJECT: HALL OF CHAMPIONS INDUCTION PROCESS

RECOMMENDATION:

Council discretion.

MOTION:

Council discretion.

BACKGROUND:

On September 17, 2013, the City Council directed staff to return at a later date with the following information:

1. The number of inductees allowed in the Hall of Champions annually.
2. The cost of plaques that were presented during the power point presentation.
3. The possibility of finding sponsors for Hall of Champions display.

The department respectfully presents the following information:

1. The department recommends a maximum of two inductees per year based on the limited amount of qualified candidates.
2. The department recommends a framed photo with a small inscription on the frame. The cost is approximately \$200 per frame. Council inquired about the possibility of a 3 dimensional bust plaque, similar to the Baseball Hall of Fame. This will be approximately \$3,500, which the department does not recommend.
3. Mr. Steve Craig of Craig Realty Group has toured the Brenda Villa Aquatic Center atrium and has graciously offered his services in helping the department design the Hall of Champion display and possibly being a sponsor.

ANALYSIS:

Eligibility for Nomination:

On March 21, 2013, the Parks & Recreation Commission voted unanimously to recommend to Council the creation of a City of Commerce Athletic Hall of Champions to be located in the atrium of the Brenda Villa Aquatic Center.

The purpose of the City of Commerce Athletic Hall of Champions is to recognize and honor those Commerce athletes who excelled in their respective sports and who helped to bring honor, recognition, distinction and excellence to the City of Commerce by their conduct both on and off the field, court, swimming pool or other venue of competition. This recognition will help maintain the spirit, pride and sense of community as well as serve as a historical account of the great athletic traditions of the City of Commerce.

Examples:

- Selected to a national team or win a national title;
- Setting a national, state or regional record;
- Obtaining professional status in a sport;

Athletes are eligible for nomination 5 years after their last date of City competition. They must be in good standing as determined by the Parks and Recreation Commission. Such athletes must have competed in a City of Commerce funded team or sport that competed and excelled at a level equal to Junior Olympics, AAU, or other high levels at a regional, or national level. The nominee must have accomplished in setting new individual or team records or titles, and/or made an impact on teams and that won national or regional titles.

Nomination is also open to coaches, who must have participated with distinction and/or made significant contributions to athletics for the City of Commerce as evidenced, for example, by the success of their teams and the acknowledgment of their former athletes. Such coaches shall be eligible for nomination beginning 10 years after employment with the City of Commerce.

Nomination Process:

A candidate may be nominated for Hall of Champions by any resident of the community. Formal nomination shall be made using the nomination form prescribed for such purpose and made available to the public. The nomination form must be received by Parks and Recreation Department by February 1st of each year. Application forms can be sent to the nominee by the Parks and Recreation Department.

All applications are to remain confidential, until it is placed on the Parks and Recreation Commission agenda. Information relating to a nominee's career statistics, records, achievements, etc. must be supported by accompanying documentation or sources cited so that the information may be verified independently.

All applications must be received by the Parks and Recreation Department by February 1st of the nominating year, in order to be considered for induction during the July 4th festivities. The nomination form will be available through the Parks and Recreation Department and on the City web site.

Once presented as an eligible nominee, a candidate who is not elected shall automatically be reconsidered annually until he/she has been considered for five years. Thereafter, re-nomination may occur at any time. The Department will notify any nominators if their nominee was not selected.

Election Process:

All nominations shall need at least three votes by the Parks and Recreation Commission in order to nominate, review, and forward nominees to the City Council for final approval. The results will then be placed on the City Council Agenda for Council's review and approval. All nominees will need a three vote by Council to be inducted into the Hall of Champions.

Induction Ceremony:

The induction ceremony shall take place during the 4th of July festivities. Inductees will have a chance to say a few words and have a photo opportunity with the City Council and their coaches. Their names will be added to the Hall of Champions perpetual Plaque located in the Brenda Villa Aquatic Center.

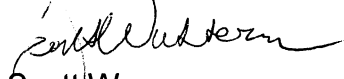
FISCAL IMPACT:

If Council accepts staff's recommendation to use the \$200 plaque with a photo, the Department can absorb these expenses within the existing budget and no supplemental budget allocation will be necessary. However, if Council prefers to use the 3 dimensional bust plaque that costs \$3,500, the Department will require a supplemental budget allocation of \$7,000 per year to carry out this activity (2 plaques per year).

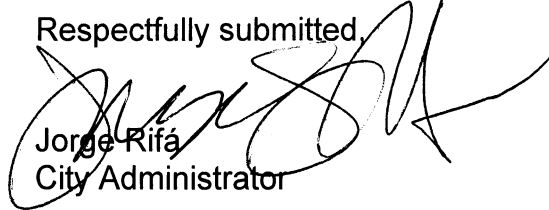
RELATIONSHIP TO STRATEGIC GOALS:

This agenda item relates to Council's historic emphasis of recognizing members of the community who excel in City sports programs. Many residents benefit from participation in City sports programs by excelling in collegiate or professional sports and using their expertise to enhance the lives of others, as a coach. The Hall of Champions seeks to celebrate the achievements and contributions of these individuals.

Recommended by:


Scott Wasserman
Director of Parks and Recreation

Respectfully submitted,


Jorge Rifa
City Administrator

Fiscal Impact reviewed by:


Vilko Domic
Director of Finance

Approved as to Form:


Eduardo Olivo
City Attorney



AGENDA REPORT

Meeting Date: October 15, 2013

TO: Honorable City Council
FROM: City Administrator
SUBJECT: City Commission Appointment

RECOMMENDATION:

Make the appropriate appointment to the Youth Advisory Commission.

MOTION:

Council discretion.

BACKGROUND:

Pursuant to Resolution No. 97-15, as amended, each Councilmember makes one appointment to the various Commissions and Committees of the City, with the terms of office of each appointee being for a period not to exceed two years, expiring at the next General Municipal Election. The term of office shall continue until the appointment and qualification of successor appointees. The Council makes the appointments of any sixth or more members, industrial members and Council members of the applicable Commissions and Committees.

ANALYSIS:

Under the provisions of Resolution No. 97-15, as amended, the current terms of all Commissioners and Committee Members expired on March 19, 2013.

It is recommended that appointments be made to the following Commissions and Committees at this time, with all terms to expire March 17, 2015, unless otherwise indicated Youth Advisory Commission.

A list of the current Commissioners and Committee Members is attached for Council's convenience.

FISCAL IMPACT:

This activity may be carried out without additional impact on the current operating budget.

RELATIONSHIP TO 2012 STRATEGIC GOALS:

This item is not related to a specific 2012 Strategic Goal.

Recommended by:


Victoria M. Alexander
Deputy City Clerk

Respectfully submitted,


Jorge J. Rifa
City Administrator

Attachments: Current Commission/Committee Roster

AGENDA ITEM No. 10

CITY OF COMMERCE
COMMUNITY SERVICES COMMISSION

<u>NAME, ADDRESS & PHONE NUMBER</u>	<u>ORIGINAL APPT. DATE</u>	<u>LAST REAPPT. DATE</u>	<u>TERM EXPIRES</u>	<u>TAKEN OATH AND COMPLETED APPL.</u>	<u>FINGER-PRINTED</u>	<u>APPOINTED BY</u>
CHAIRPERSON SANDRA JIMENEZ 7167 Kuhl Dr. 323-719-3296 Jimenez197230@yahoo.com	4/5/11	4/2/2013	3/18/2015	A/O	Y	Del Rio
VICE CHAIRPERSON YOLIE ACOSTA 5836 Ferguson St #1 323-422-0706 yacosta@lda.org	3/22/11	4/2/2013	3/18/2015	A/O	Y	Aguilar
JOANNA FLORES 4931 Jillson St. 323-369-6676 joaneflores@gmail.com	5/3/11	4/2/2013	3/18/2015	A/O	Y	Robles
ERNESTO GONZALEZ 6013 Bartmus St 323-721-2357 323-633-3251 egonzalez8783@gmail.com	4/16/2013		3/18/2015	A/O	Y	Altamirano
RODRIGO GALLEGOS 5024 Harbor St. 323-263-6240	4/2/2013		3/18/2015	A/O	Y	Leon

COMMENTS:

Staff Liaison: Loretta Gutierrez, Interim Director of Community Services (Ext. 2386)

Meets: 2nd Thursday of each month at 6:00 p.m. Council Chambers

CITY OF COMMERCE
EDUCATION COMMISSION

<u>NAME, ADDRESS & PHONE NUMBER</u>	<u>ORIGINAL APPT. DATE</u>	<u>LAST REAPPT. DATE</u>	<u>TERM EXPIRES</u>	<u>TAKEN OATH AND COMPLETED APPL.</u>	<u>FINGER-PRINTED</u>	<u>APPOINTED BY</u>
CHAIRPERSON ED MILES 2554 Boris Ave. 323-721-3815	9/6/11	4/2/2013	3/18/2015	A/O	Y	Aguilar
VICE CHAIRPERSON MARCO HERRERA 6704 Watcher St. 562-760-6202 maherrer5@gmail.com	4/19/11	4/2/2013	3/18/2015	A/O	Y	Robles
LIBBY STOKES 2236 Ransom St. 323-265-4411	3/26/12	4/2/2013	3/18/2015	A/O	Y	Del Rio
CARMEN MARQUEZ COOPER 2578 Fidelia Ave. 562-400-7182	8/21/12	4/2/2013	3/18/2015	A/O	Y	Leon
EVELYN DIAZ 7543 Neenah St. 323-888-2365 (h) 323-556-1208 (c) evelynd14@aol.com	4/3/12	5/23/2013	3/18/2015	A/O	Y	Altamirano

COMMENTS:

Staff Liaison: Beatriz Sarmiento, Interim Director of Library Services (Ext. 2217)

Meets: 2nd Monday of each month at 6:00 p.m. in the Council Chambers

CITY OF COMMERCE

LIBRARY COMMISSION

<u>NAME, ADDRESS & PHONE NUMBER</u>	<u>ORIGINAL APPT. DATE</u>	<u>LAST REAPPT. DATE</u>	<u>TERM EXPIRES</u>	<u>TAKEN OATH AND COMPLETED APPL.</u>	<u>FINGER-PRINTED</u>	<u>APPOINTED BY</u>
CHAIRPERSON DANIEL LARIOS 2422 Commerce Way 323-722-0089 lariosd@gmail.com	3/22/11	4/2/2013	3/18/2015	A/O	Y	Robles
VICE CHAIRPERSON LETTIE JARAMILLO 2207 S. Eastern Ave. Apt. 3 323-482-4646	4/7/09	5/23/2013	3/18/2015	A/O	Y	Altamirano
JOSIE BETANCOURT 2544 Commerce Way 323-718-0863 jbetancourt@generalveneer.com josiebetancourt@yahoo.com	10/20/10	3/22/11 4/2/2013	3/18/2015	A/O	Y	Aguilar
BEATRIZ MANCIA 5573 Pueblo Ct. 323-728-4064 betymancia@yahoo.com	6/2/09	3/22/11 4/2/2013	3/18/2015	A/O	Y	Del Rio
ERNIE VELA 5026 Gafford St. Mailing: 2160 S. Atlantic Blvd. 323-262-3977	12/1/09	3/22/11 4/2/2013	3/18/2015	A/O	Y	Leon

COMMENTS:

Staff Liaison: Beatriz Sarmiento, Interim Director of Library Services (Ext. 2217)

Meets: 4th Tuesdays of each month at 5:30 p.m. Council Chambers

CITY OF COMMERCE

PARKS & RECREATION COMMISSION

<u>NAME, ADDRESS & PHONE NUMBER</u>	<u>ORIGINAL APPT. DATE</u>	<u>LAST REAPPT. DATE</u>	<u>TERM EXPIRES</u>	<u>TAKEN OATH AND COMPLETED APPL.</u>	<u>FINGER-PRINTED</u>	<u>APPOINTED BY</u>
CHAIRPERSON NICKY ANN LEON 7224 Paseo Del Rio 562-776-0113 NL17@hotmail.com	12/16/08	3/22/11 4/2/2013	3/18/2015	A/O	Y	Leon
VICE CHAIRPERSON RUDY TORRES 2313 Hepworth St 323-262-7643	3/22/11	4/2/2013	3/18/2015	A/O	Y	Robles
CHRIS GRIEGO 2517 Gaspar Ave 323-829-0773 Cgriego1@msn.com	4/17/12	4/16/2013	3/18/2015	A/O	Y	Altamirano
LAURA PEREZ 5835 Bartmus Ave. 323-646-6901 Laura.perez@hilton.com	4/5/2005	3/17/2009 3/22/11 7/2/2013	3/18/2015	A/O	Y	Del Rio
STEVE VIESCA 2459 Elkgrove Ave. 323-721-0438 sviesca1@aol.com	1/17/06	3/22/11 7/2/2013	3/18/2015	A/O	Y	Aguilar

COMMENTS:

Staff Liaison: Scott Wasserman, Interim Director of Parks & Recreation (Ext. 2368)

Meets: 1st Thursday of each month at 6:00 p.m. Council Chambers

CITY OF COMMERCE
PLANNING COMMISSION

<u>NAME, ADDRESS & PHONE NUMBER</u>	<u>ORIGINAL APPT. DATE</u>	<u>LAST REAPPT. DATE</u>	<u>TERM EXPIRES</u>	<u>TAKEN OATH AND COMPLETED APPL.</u>	<u>FINGER-PRINTED</u>	<u>APPOINTED BY</u>
CHAIRPERSON						
JOHN DIAZ 5027 Nobel St. 562-858-2995 Johnnydiazr1@yahoo.com	5/3/11	4/2/2013	3/18/2015	A/O	Y	Del Rio
VICE CHAIRPERSON						
JORGE MONTES 6382 Camino Del Sol 562-445-5238 munntz@gmail.com	4/10/12	4/2/2013	3/18/2015	A/O	Y	Robles
ANNELLE GRAJEDA 2547 Leo Ave. 323-721-0689 Annelle.grajeda@yahoo.com	4/3/12	4/2/2013	3/18/2015	A/O	Y	Aguilar
JULISSA ALTAMIRANO 5932 Jillson St. 323-695-9488 jwlsz33@yahoo.com	11/28/2012	4/16/2013	3/18/2015	A/O	Y	Altamirano
NANCY BARRAGAN 5553 E. Village Dr. 323-725-6609	4/2/2013		3/18/2015	A/O	Y	Leon

COMMENTS:

Staff Liaison: Matt Marquez, City Planner (Ext. 2349)

Meets: 4th Wednesday of each month at 6:30 p.m. Council Chambers

CITY OF COMMERCE
SENIOR CITIZENS COMMISSION

<u>NAME, ADDRESS & PHONE NUMBER</u>	<u>ORIGINAL APPT. DATE</u>	<u>LAST REAPPT. DATE</u>	<u>TERM EXPIRES</u>	<u>TAKEN OATH AND COMPLETED APPL.</u>	<u>FINGER-PRINTED</u>	<u>APPOINTED BY</u>
CHAIRPERSON SANDY CORNEJO 2453 Senta Ave. 323-726-8170 Home 213-598-2730 Cell	7/3/12	4/2/2013	3/18/2015	A/O	Y	Leon
VICE CHAIRPERSON SHARON ROWE 5617 Mission Way 323-422-1533 Sharonrowe683@yahoo.com	4/3/12	4/16/2013	3/18/2015	A/O	Y	Altamirano
ADELITA ZEPEDA 2230 S. Eastern Ave., Apr. #37 323-722-8842	5/7/13		3/18/2015	A/O	Y	Aguilar
CHARLES CALDERON 2533 Fidelia 323-974-8995 Charlierealtor21@live.com	4/5/11	4/2/2013	3/18/2015	A/O	Y	Robles
EDDIE ESPINOSA 2553 Leo Ave. 728-8514	8/5/13		3/18/2015			Baca Del Rio

COMMENTS:

Staff Liaison: Scott Wasserman, Interim Director of Parks & Recreation (Ext. 2368)

Meets: 1st Wednesday of each month at 12:30 p.m. Council Chambers

CITY OF COMMERCE
TRAFFIC COMMISSION

<u>NAME, ADDRESS & PHONE NUMBER</u>	<u>ORIGINAL APPT. DATE</u>	<u>LAST REAPPT. DATE</u>	<u>TERM EXPIRES</u>	<u>TAKEN OATH AND COMPLETED APPL.</u>	<u>FINGER-PRINTED</u>	<u>APPOINTED BY</u>
CHAIRPERSON CARL N. BAKER 4870 Astor Ave. (H) 323-331-1142 (W) 213-276-2053 (Cell) 323-331-1142 Sparky_prophets@msn.com	4/10/12	4/2/2013	3/18/2015	A/O	Y	Del Rio
VICE CHAIRPERSON JAVIER VAZQUEZ 6518 Ferguson Dr. 323-405-5600 rojoazul@sbcglobal.net	5/3/11	4/2/2013	3/18/2015	A/O	Y	Robles
ISABEL CALDERA 5101 Jillson St. 323-269-2372 home 323-318-0265 cell isabelcaldera7@gmail.com	4/2/2013		3/18/2015	A/O	Y	Leon
CATHY DUARTE 2225 Coutts Ave 323-496-5422 catwomans007@yahoo.com	4/16/2013		3/18/2015	A/O	Y	Altamirano
ANTONIO R. GONZALEZ, SR. 2412 Senta Ave. 323-728-9766 qbnlion@yahoo.com	4/17/07	3/22/11 4/2/2013	3/18/2015	A/O	Y	Aguilar

COMMENTS:

Staff Liaison: Danilo Batson, Assistant Director of Public Services (Ext. 2335)

Meets: 2nd Wednesday of each month at 6:30 p.m. Council Chambers

CITY OF COMMERCE
YOUTH ADVISORY COMMISSION

<u>NAME, ADDRESS & PHONE NUMBER</u>	<u>ORIGINAL APPT. DATE</u>	<u>LAST REAPPT. DATE</u>	<u>TERM EXPIRES</u>	<u>TAKEN OATH AND COMPLETED APPL.</u>	<u>FINGER-PRINTED</u>	<u>APPOINTED BY</u>
CHAIRPERSON To Be Determined						
VICE CHAIRPERSON						
MONICA RODARTE 5143 Farrar St 323-269-6735	4/3/12	4/2/2013	3/18/2015	A/O	Y	Leon
VACANT			3/18/2015			Aguilar
JONATHAN GONZALEZ 1542 S. Duncan Ave. 323-614-9515	12/18/12	4/2/2013	3/18/2015	A/O		Del Rio
ALYSSA MATAS 2213 S. Eastern Ave. #2 323-728-2253	10/20/10	3/22/11 5/23/13	3/18/2015	A/O	Y	Altamirano
VANESSA GONZALEZ 1544 S. Duncan Ave. 323-359-1602	1/15/13	4/2/2013	3/18/2015	A/O		Robles

COMMENTS: **Members of this Commission MUST submit to fingerprint requirements at 18th birthday and membership to this Commission expires on date of 20th Birthday.**

Staff Liaison: Lucinda Blancarte, Recreation Specialist (Ext. 4435)

Meets: 1st Monday of each month at 7:00 p.m. Teen Center

CITY OF COMMERCE
BEAUTIFICATION COMMITTEE

<u>NAME, ADDRESS & PHONE NUMBER</u>	<u>ORIGINAL APPT. DATE</u>	<u>LAST REAPPT. DATE</u>	<u>TERM EXPIRES</u>	<u>TAKEN OATH AND COMPLETED APPL.</u>	<u>FINGER-PRINTED</u>	<u>APPOINTED BY</u>
CHAIRPERSON To be determined						
VICE CHAIRPERSON To be determined						
VACANT			3/18/2015			Del Rio
VACANT			3/18/2015			Leon
VACANT			3/18/2015			Aguilar
RON PEREZ 2236 Ransom St. 323-263-2758	4/7/09	3/22/11	3/18/2015	A/O	Y	Vacant (appointed by former C/M Fierro)
CONNIE GARCIA 6936 Agra St. 562-927-7107 562-319-7636	4/5/11		3/18/2015	A/O	Y	Robles

COMMENTS:

Staff Liaison: Alex Hamilton, Assistant Director of Community Development

Meets: 2nd Tuesday of each month at 3:30 p.m. City Hall North Conference Room

CITY OF COMMERCE

PAGEANT STEERING COMMITTEE

<u>NAME, ADDRESS & PHONE NUMBER</u>	<u>ORIGINAL APPT. DATE</u>	<u>LAST REAPPT. DATE</u>	<u>TERM EXPIRES</u>	<u>APPOINTED BY</u>
CHAIRPERSON LEILANI DAVIS 2218 S. Firtzgerald Ave. 323-867-0547 <u>Lanid28@yahoo.com</u>	7/6/10	3/22/11 4/2/2013	3/18/2015	Aguilar
VICE CHAIRPERSON To Be Determined				
VACANT			3/18/2015	Robles
CHRISTINA OLIVAS 2517 Gaspar Ave. 323-819-9120 <u>Cao3266@lausd.net</u>	4/17/12	4/2/2013	3/18/2015	Altamirano
SANDRA CORNEJO 2453 Senta Ave 323-726-8170 Home 213-598-2730 Cell	3/22/11	4/2/2013	3/18/2015	Leon
ARACELI RIVAS 2280 Coutts Ave. 323-780-0556	5/7/09	3/22/11 4/2/2013	3/18/2015	Del Rio

COMMENTS: Pageant Steering Committee does not require Oath/Application or Fingerprinting.

Staff Liaison: Adolfo Marquez, Interim Senior Recreation Supervisor (Ext. 2343)

Meets: Unscheduled

CITY OF COMMERCE

I-710 LOCAL ADVISORY COMMITTEE (AD HOC)

Fingerprinting is not a requirement of the I-710 Local Advisory Committee.

<u>NAME, ADDRESS & PHONE NUMBER</u>	<u>ORIGINAL APPT. DATE</u>	<u>LAST REAPPT. DATE</u>	<u>TERM EXPIRES</u>	<u>TAKEN OATH AND COMPLETED APPL.</u>	<u>APPOINTED BY</u>
CHAIRPERSON JOE AGUILAR				n/a	Council
VICE CHAIRPERSON (to be determined)					
BOB EULA 4623 Leonis St. 323-262-5609 <u>madbob-rr@hotmail.com</u>	8/6/03	3/22/11 4/2/2013	3/18/2015	A/O	Aguilar
MIKE ALVARADO 5514 Mission Way 323-722-8673 Home 323-547-2678 Cell <u>alvaradoatyourservice@yahoo.com</u>	4/2/2013		3/18/2015	A/O	Robles
AUGUSTINE PEREZ 1427 S. Sydney Dr. 323-262-1936 Aperez215@toromail.csudh.edu	4/16/13		3/18/2015	A/O	Altamirano
ED MILES 2554 Boris Ave 323-721-3815	4/16/13		3/18/2015	A/O	Baca Del Rio
VACANCY			3/18/2015		Leon

I-710 LOCAL ADVISORY COMMITTEE (AD HOC) (Continued)

Page 2

COMMUNITY BASED ORGANIZATION APPOINTEE

East Yard Communities for Environmental Justice

ANGELO LOGAN	9/7/04	3/22/11	3/18/2015	A/O	Council
2317 Atlantic Ave.		4/2/2013			
323-263-2113					
alogan@eycej.org					
(Designated Alternate – Isella Ramirez; iramirez@eycej.org)					

COMMUNITY BASED ORGANIZATION APPOINTEE

United Families of Bristow Park

JESUS CERVANTES	3/22/11	4/2/2013	3/18/2015	A/O	Council
1434 S. McDonnell					
323-264-7392					
(Designated Alternate – Pending)					

INDUSTRIAL APPOINTEE

EDDIE TAFOYA		4/2/2013	3/18/2015	Not Completed	Council
Industrial Council					
6055 Washington Blvd., Ste 110					
323-728-7222					
eddie@industrialcouncil.org					
(Designated Alternate – Pending)					

INDUSTRIAL APPOINTEE

JON R. RENO	5/17/11	4/2/2013	3/18/2015	A/O	Council
Heger Industrial					
5701 S. Eastern Ave., Ste 101					
323-727-1144					
(Designated Alternate – Robert G. Thornburgh)					

PLANNING COMMISSION APPOINTEE

Nancy Barragan	5/22/2013		3/18/2015	Not Applicable	Planning Comm
(Designated Alternate – Jorge Montes)					

TRAFFIC COMMISSION APPOINTEE

Javier Vazquez	6/12/2013		3/18/2015	Not Applicable	Traffic Comm
(Designated Alternate – Cathy Duarte)					

MEMBER AT-LARGE

XOCHITL YBARRA	4/5/11	4/2/2013	3/18/2015	A/	Council
2311 Bedessen Ave					
323-314-8322					
xochitlybarra@gmail.com					

CITY OF COMMERCE

I-710 LOCAL ADVISORY COMMITTEE (AD HOC) (Continued)

Page 3

MEMBER AT-LARGE

JIM PARROS 99 Cent Store 4000 Union Pacific Ave 323-980-8154 (Designated Alternate – Don Arter)	6/21/11	4/2/2013	3/18/2015	A/O	Council
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COMMENTS: Fingerprinting is NOT requirement of the I-710 Local Advisory Committee.

Staff Liaison: Alex Hamilton, Assistant Director of Community Development (Ext. 2330)

Meets: 2nd & 4th Tuesday of each month at 6:30 p.m. City Hall Emergency Operations Center (EOC) **[Committee only meets on as needed basis.]**

NOTE:

AT THE APRIL 2, 2013 CITY COUNCIL MEETING, IT WAS THE CONSENSUS OF THE COUNCIL TO CONTINUE APPOINTMENTS TO THIS TASK FORCE TO DETERMINE CONSOLIDATING WITH THE I-710 LOCAL ADVISORY COMMITTEE (AD HOC) AND TO COME UP WITH OTHER ALTERNATIVES.

CITY OF COMMERCE

ENVIRONMENTAL JUSTICE ADVISORY TASK FORCE

<u>NAME, ADDRESS & PHONE NUMBER</u>	<u>ORIGINAL APPT. DATE</u>	<u>LAST REAPPT. DATE</u>	<u>TERM EXPIRES</u>	<u>TAKEN OATH AND COMPLETED APPL.</u>	<u>FINGER- PRINTED</u>	<u>APPOINTED BY</u>
CHAIRPERSON						
<u>PROFESSIONAL MEMBER</u>						
ANGELO LOGAN East Yard Communities for Environmental Justice 2317 Atlantic Blvd. 323-263-2113	10/5/04	3/22/11 4/2/2013	3/18/2015	A/O	Y	Council
VICE CHAIRPERSON (to be determined)						
MIGUEL ORTEGA 4923 Kinsie St. 323-268-0050	5/15/12		3/18/2015		Y	Altamirano
FERNANDO BONADA 1539 Miracle Pl. 323-728-8235	11/20/07	3/22/11	3/18/2015		Y	Leon
<u>VACANT</u>			<u>3/18/2015</u>			<u>Aguilar</u>
NORMA DAMAS 2447 Senta Ave 323-828-0934 nrmdamas@yahoo.com	6/21/11		3/18/2015			Del Rio
KRISTINA SANTANA 2221 S Eastern Ave #1 323-728-6288 ksantana@cal.berkeley.edu (prefers communication via email)	6/21/11		3/18/2015			Robles

CITY OF COMMERCE

ENVIRONMENTAL JUSTICE ADVISORY TASK FORCE (Continued)

Page 2

PROFESSIONAL MEMBER

ANDREA M. HRICKO	6/5/07	3/22/11	3/18/2015	Y	Council
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Keck School of Medicine, USC/
 Director of Community Outreach and
 Education Programs, Southern California
 Environmental Health Sciences Center and
 Children’s Environmental Health Center
 1540 Alcazar St., CHP 236
 Los Angeles, CA 90033
 323-442-3077

**LARGE/SMALL BUSINESS & INDUSTRIAL/
 ORGANIZED LABOR MEMBER**

EDDIE TAFOYA	6/19/07	3/22/11	3/18/2015	Y	Council
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Industrial Council of the
 City of Commerce
 6055 Washington Blvd., Ste. 110
 323-728-7222
 Fax: 728-7565
eddie@industrialcouncil.org

**LARGE/SMALL BUSINESS & INDUSTRIAL/
 ORGANIZED LABOR MEMBER**

STEPAN ALTOUNIAN	5/3/11		3/18/2015		Council
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Sealwize
 7136 East Slauson Ave
 323-720-9077

COMMENTS: Application, Oath and Fingerprinting **are** a requirement of the Environmental Justice Advisory Task Force.

Staff Liaison: Alex Hamilton, Assistant Director of Community Development (Ext. 2330)

Meets: to be determined at later date.



AGENDA REPORT

DATE: October 15, 2013

TO: HONORABLE CITY COUNCIL

FROM: CITY ADMINISTRATOR

SUBJECT: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COMMERCE, CALIFORNIA AMENDING SECTION 9.06.020 ("PROHIBITED CONDUCT GENERALLY") OF TITLE 9 ("PEACE, SAFETY AND MORALS") OF THE COMMERCE MUNICIPAL CODE -- SECOND READING

RECOMMENDATION:

Approve and adopt the Ordinance and assign the number next in order.

MOTION:

- 1) Move to read the Ordinance by title only.
- 2) Move to approve and adopt the Ordinance and assign the number next in order.
- 3) Roll Call Vote.

ANALYSIS:

During the May 7, 2013 City Council Meeting, City staff requested that the City Council prohibit smoking in City parks. The Commerce Municipal Code has no specific language that prohibits smoking in City parks. The proposed Ordinance will amend the City code by adding the following:

CMC Section 9.06.020 – Prohibited Conduct Generally

Within the limits of any of the parks, it is unlawful for any person or persons to do any of the acts hereinafter specified:

- (22) To smoke or possess any lit cigar, cigarette or pipe in the park, or in the parking lots for the park, unless the City has designated a specific smoking area.**

Any person failing to comply with this provision shall be guilty of an infraction pursuant to Commerce Municipal Code Section 9.06.062.

The proposed Ordinance was approved for first reading on October 1, 2013.

FISCAL IMPACT:

There will be no fiscal impact as a result of the adoption of this Ordinance.

Reviewed by,

Vilko Domic
Finance Director

Approved as to form,
Eduardo Olivo
City Attorney

Respectfully submitted,

Jorge Rifa
City Administrator

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COMMERCE, CALIFORNIA AMENDING SECTIONS 9.06.020 ("PROHIBITED CONDUCT GENERALLY") OF TITLE 9 ("PEACE, SAFETY AND MORALS") OF THE COMMERCE MUNICIPAL CODE

WHEREAS, smoking in the City of Commerce (the "City") parks affects public use of the facility; and

WHEREAS, the City is required to protect the public health and public safety in and around public areas; and

WHEREAS, the City finds that smoking is a potential risk to public health or public safety in and around the City parks and desires to prohibit smoking in these areas.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMMERCE DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Section 9.06.020 of the Commerce Municipal Code is hereby amended to read as follows:

Within the limits of any of the parks, it is unlawful for any person or person to do any of the acts hereinafter specified:

- (1) To hitch, fasten, lead, drive or let loose any animal or fowl of any kind, provided that this shall not apply to dogs when led by a cord or chain, not more than six feet long;
- (2) To ride or drive horses or other animals. The provisions of Chapter 9.50 regulate the operation of bicycles, skateboards, rollerblades, roller skates and coaster devices in or on city property and city facilities.
- (3) To carry or discharge any firearms, firecrackers, rockets, torpedoes or any other fireworks, or airgun or slingshot.
- (4) To cut, break, injure, deface or disturb any tree, shrub, plant, rock, building, cage, pen, monument, fence, bench or other structure, apparatus or property; or to pluck, pull up, cut, take or remove any shrub, plant, brush or flower; or to mark or write upon, paint or deface in any manner, any building, monument, fence, bench or other structure;
- (5) To cut or remove any wood, turf, grass, soil, rock, sand, gravel, or fertilizer;
- (6) To swim, fish in, to bathe, wade in, or pollute the water of any fountain, pond, lake or stream;
- (7) To make or kindle a fire except in picnic stoves, braziers or fire pits provided for that purpose;
- (8) To camp or lodge therein;
- (9) To cook, prepare serve or eat any lunch, barbecue or picnic except at the places provided therefore;
- (10) To wash dishes or to empty salt water or other waste liquids elsewhere than in the sinks provided for such purposes;
- (11) To leave garbage, cans, bottles, papers or other refuse elsewhere than in receptacles provided therefore;
- (12) To play, or engage in any game, excepting at such place as shall be especially set apart for that purpose; to play or engage in the games or activities known as tackle football or soccer, except as part of scheduled park activities;
- (13) To play or bet at or against any game which is played, conducted, dealt or carried on with cards, dice or other device, for money, chips, shells, credit or any other representative of value, or to maintain or exhibit any gambling table or other instrument of gambling or gaming;
- (14) To indulge in riotous, boisterous, threatening, or indecent conduct, or abusive, threatening profane or indecent language;

Ordinance No. _____

- (15) To disturb in any manner any picnic, meeting, service, concert, exercise or exhibition;
- (16) To post, place or erect on any public property any bills, notices, paper or advertising devices or matter of any kind;
- (17) To sell or offer for sale any merchandise, article or thing, whatsoever;
- (18) To practice, carry on, conduct or solicit for any trade, occupation, business or profession;
- (19) To remain, stay or loiter in any public park between the hours of ten p.m. and five a.m. of the following day;
- (20) To fail to obey the directions of the director or other park attendants to cease and desist from any activities prohibited by this chapter; to fail to obey the directions of the director or other park attendants to cease and desist from any activities which they deemed to involve an unreasonable risk of injury to self or to other park patrons; to fail to obey the directions of the director or other park attendants to cease and desist from any activities which they determine to be inappropriate for a public park;
- (21) To fail to leave the park premises when directed to so by the director or other park attendants because of violation of any of the provisions of this chapter, or to return to the park on the same calendar day after having complied with a direction to leave the park.
- (22) To smoke or possess any lit cigar, cigarette, or pipe in the park, unless the City has designated a specific smoking area.**

SECTION 2. Severability. If any section, subsection, paragraph, sentence, clause or phrase of this Chapter is declared by a court of competent jurisdiction to be unconstitutional or otherwise invalid, such decision shall not affect the validity of the remaining portions of this Chapter. The City Council declares that it would have adopted this Chapter, and each section, subsection, sentence, clause, phrase or portion thereof, irrespective of the fact that any one or more sections, subsections, phrases, or portions be declared invalid or unconstitutional.

SECTION 3. Effective Date. This ordinance shall become effective thirty (30) calendar days from and after its adoption.

SECTION 4. The City Clerk shall attest to the adoption of this Ordinance and shall cause this Ordinance to be posted in the manner required by law.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2013.

CITY OF COMMERCE

By: _____
Joe Aguilar, Mayor

ATTEST:

Teresa Jackson, CMC
Interim City Clerk



AGENDA REPORT

MEETING DATE: October 15, 2013

TO: HONORABLE CITY COUNCIL
FROM: CITY ADMINISTRATOR
SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE, CALIFORNIA, APPROVING THE STANDARD CONTRACT FOR CITY PROJECT NO. 1301 BETWEEN THE CITY OF COMMERCE AND MTM CONSTRUCTION, INC. FOR THE CENTRAL LIBRARY RENOVATION PROJECT

RECOMMENDATION:

Approve the Resolution, which will approve the Standard Contract for City Project No. 1301 between the City of Commerce and MTM Construction, Inc. for the Central Library Renovation Project, and assign the number next in order.

MOTION:

Move to approve the recommendation.

BACKGROUND:

On October 18, 2011, the City Council approved the Project Plans and Specifications, as prepared by Adrian-Gaus Architects, and Notice Inviting Sealed Bids, for the City of Commerce Library Renovation Project (the "Project"). On December 20, 2011, the City Clerk received and opened 14 bids for the Project. On February 7, 2012, the City Council approved Resolution No. 12-15, which rejected all of the bids that had been submitted for the Project.

On February 16, 2012, the City Council received a presentation from Adrian-Gaus Architects that contained several alternatives on the next step for the Project. The City Council directed staff to proceed with an alternative Project design and a reduced budget.

On June 19, 2012, the City Council approved a conceptual re-design of the Project. On May 23, 2013, the City Council received a presentation by Adrian-Gaus Architects on the final conceptual design of the Project. The Project, as currently designed, is consistent with the City of Commerce's (the "City") goal and desire to modernize, upgrade and provide the Commerce community with an outstanding library and library services. Therefore, on June 4, 2013, the City Council approved the Project Plans and Specifications and authorized staff to advertise for sealed bids.

On June 12, 2013, the City sent out a Notice Inviting Sealed Bids for the Project (hereafter, the "Notice Inviting Bids"). Pursuant to Addendum No. 3 to the Notice Inviting Bids, the sealed bids were required to be submitted on or before August 7, 2013. On August 7, 2013, the City Clerk received and opened 23 bids for the Project, which ranged from \$3,260,000 to \$4,950,000.

On October 1, 2013, the City Council determined that MTM Construction, Inc. submitted the lowest, responsive and responsible bid for the Central Library Renovation Project. Staff and the City Attorney were directed to prepare a contract between the City and MTM Construction, Inc. for the project.

ANALYSIS:

A. Receipt of the Bids.

The Project schedule was established as follows:

TASK	ESTIMATED DATE
Issue Notice Inviting Bids	June 12, 2013
Bid Advertisement Period	30 Days
Mandatory Pre-Bid Meeting	June 26, 2013
Bids Due And Opened In Public By City Clerk	August 7, 2013
Award Of Contract	October 8, 2013
Contract, Bonds And Insurance To City	November 4, 2013
Pre-Construction Meeting	October 28, 2013
Issue Notice To Proceed With Construction	November 6, 2013
Construction Duration	236 working days from Notice to Proceed (or November 6, 2013)

On August 7, 2013, the City Clerk received the following proposals:

Name	City	Bid Amount
TOBO Construction, Inc.	Los Angeles, CA	\$3,260,000.00
CAL-CITY Construction, Inc.	Cerritos, CA	\$3,263,206.00
AVI-CON, Inc., dba: CA Construction	Riverside, CA	\$3,471,000.00
MTM Construction, Inc.	City of Industry, CA	\$3,680,000.00
The Sun Group Inc dba: The Sun Group	Costa Mesa, CA	\$3,688,300.00
Ruiz Brothers Construction Co.	City of Commerce	\$3,698,163.00
Mallcraft Inc.	Pasadena, CA	\$3,699,000.00
Sanders Construction Services	Lake Forest, CA	\$3,736,000.00
Inland Building Construction Services	San Bernardino	\$3,766,100.00
CWS Systems, Inc.	Pasadena, CA	\$3,774,000.00
Woodcliff Corporation	Los Angeles, CA	\$3,850,000.00
KEMCORP Construction Inc.	Chino, CA	\$3,925,000.00
AXIS Construction Inc.	Glendale, CA	\$3,993,000.00
Morillo Construction, Inc.	Pasadena, CA	\$4,029,000.00
Minako America Corporation	Gardena, CA	\$4,077,700.00
Adams/Mallory Construction Co., Inc.	Placentia, CA	\$4,101,498.00
Western Alta Construction, Inc	Tustin, CA	\$4,164,690.00
States Link Construction Inc.	Buena Park, CA	\$4,265,000.00
G2K Construction, Inc.	Agoura Hills, CA	\$4,272,000.00
RC Construction Services, Inc.	Rialto, CA	\$4,319,000.00
PLYCORP	Norco, CA	\$4,469,000.00
Toby B Hayward	Monrovia, CA	\$4,513,027.00
Shefir Construction, Inc.	Beverly Hills, CA	\$4,950,000.00

B. Disqualification of the AVI-CON, Inc. Bid

On October 1, 2013, City staff recommended to the Council that AVI-CON's bid be denied for: (1) not demonstrating that AVI-CON has the experience and qualifications necessary for the Project; (2) not providing accurate information for AVI-CON's references on the Bidder Qualification Form; and (3) failing to list the subcontractor on the Proposed Subcontractor Form for the Video on Demand component of the Notice Inviting Bids. No one appeared on behalf of AVI-CON at the City Council meeting. After conducting a public hearing and considering all of the evidence presented, the City Council determined that AVI-CON was not a responsible bidder for the Project and that their bid was not responsive. The City Council therefore disqualified and rejected their bid.

C. Disqualification of the TOBO Construction, Inc. Bid.

On October 1, 2013, City staff recommended that the City Council reject TOBO's bid because TOBO had: (1) failed to comply with the subcontractor listing requirements in the Notice Inviting Bids; (2) failed to list a qualified subcontractor for the Video on Demand component as required by Section 16785 of the Notice Inviting Bids; and (3) failed establish that it was qualified to provide the Library Material Relocation work as required by Section 12500 of the Notice Inviting Bids. TOBO appeared at the City Council meeting and presented arguments in opposition to the staff's recommendations. After reviewing the evidence and hearing the arguments by staff and TOBO, the City Council determined that TOBO's bid was no responsive because of the reasons set forth by staff and that their bid was therefore rejected.

D. Withdrawal of Bid by Cal-City Construction.

On August 12, 2013, Cal-City advised that they had made a mistake on their bid and that they would like to withdraw it. On October 1, 2013, the City Council accepted the withdrawal of the Cal-City bid.

E. Denial of Sanders Construction Protest.

On August 14, 2013, the City received a bid protest from Sanders Construction Services (the "Protest"). On October 1, 2013, the City Council reviewed the substance of the protest and decided to deny the protest based on the arguments presented by staff.

F. Acceptance of MTM Construction's Bid.

On October 1, 2013, the City Council determined that MTM Construction, Inc., had submitted the lowest, responsible and responsive bid for the Project and therefore accepted MTM Construction's bid in the amount of \$ \$3,680,000.00 for the Project. The City Council directed the City Attorney to prepare the Construction Contract between the City and MTM Construction for the Project.

On October 1, 2013, the City Council approved Resolution No. 13-115, which set forth the above actions taken by the City Council regarding the Project.

The proposed Contract has been reviewed by City staff and the City Attorney and is recommended for approval.

FISCAL IMPACT:

As part of the FY 2011/2012 Capital Improvement Project Budget, the City Council approved the following funding allocations:

- Central Library Renovation Project (040-5180-54043-10134)..... \$6,600,000
- Council Chambers/Sr. Ctr. Walkway Project (040-5180-57010-10144).. \$ 500,000
- Total Funding..... \$7,100,000

On February 16, 2012, the City Council approved Alternative 2 – Re-Design with the following funding allocation: [Note: Redesign removed the Council Chambers/Senior Center Walkway Project scope of work as part of the cost reduction design.]

Admin. and Design Services Expenditures up to 1/09/12	\$1,237,794
Estimated Admin. and Design Services to complete Redesign	\$600,000
Estimated Construction Cost	\$3,000,000
TOTAL PROJECT BUDGET (ADJUSTED/REDUCED)	\$4,837,794

As of May 23, 2013, the City has expended \$1,458,533 and has \$4,300,000 remaining on the Library bond. Our most recent construction estimate places the final total budget for the Project at \$5,516,953.

RELATIONSHIP TO 2009 STRATEGIC GOALS:

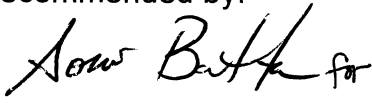
The issue before the Council is applicable to the following Council's strategic goal: "Protect and Enhance Quality of Life in the City of Commerce." Although, there are no specific objectives connected to this issue, the City is responsible for ensuring that city-owned buildings and grounds are in good and safe order for public and staff use.

Respectfully submitted,



Jorge Rifa
City Administrator

Recommended by:




Beatriz Sarmiento
Director of Library Services



Alex Hamilton
Assistant Director of Community Development

Reviewed by:




Paul Banuelos
Project Manager

Fiscal impact reviewed by:



Vilko Domic
Finance Director

Approved as to form,



Eduardo Olivo
City Attorney

Attachments: Resolution
Standard Contract Agreement

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE, CALIFORNIA,
 APPROVING THE STANDARD CONTRACT FOR CITY PROJECT NO. 1301 BETWEEN
 THE CITY OF COMMERCE AND MTM CONSTRUCTION, INC. FOR THE CENTRAL
 LIBRARY RENOVATION PROJECT

WHEREAS, on October 18, 2011, the City Council approved the Project Plans and Specifications and Notice Inviting Sealed Bids, for the City of Commerce Library Renovation Project (the "Project"). On December 20, 2011, the City Clerk received and opened 14 bids for the Project. On February 7, 2012, the City Council approved Resolution No. 12-15, which rejected all of the bids that had been submitted for the Project; and

WHEREAS, on February 16, 2012, the City Council received a presentation from Adrian-Gaus Architects that contained several alternatives on the next step for the Project. The City Council directed staff to proceed with an alternative Project design and a reduced budget; and

WHEREAS, on June 19, 2012, the City Council approved a conceptual re-design of the Project. On May 23, 2013, the City Council received a presentation by Adrian-Gaus Architects on the final conceptual design of the Project. On June 4, 2013, the City Council approved the Project Plans and Specifications and authorized staff to advertise for sealed bids; and

WHEREAS, on June 12, 2013, the City sent out a Notice Inviting Sealed Bids for the Project ("Notice Inviting Bids"). Pursuant to Addendum No. 3 to the Notice Inviting Bids, the sealed bids were required to be submitted on or before August 7, 2013. On August 7, 2013, the City Clerk received and opened 23 bids for the Project, which ranged from \$3,260,000 to \$4,950,000; and

WHEREAS, the City Clerk received the following proposals:

Name	City	Bid Amount
TOBO Construction, Inc.	Los Angeles, CA	\$3,260,000.00
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Sanders Construction Services	Lake Forest, CA	\$3,736,000.00
Inland Building Construction Services	San Bernardino	\$3,766,100.00
CWS Systems, Inc.	Pasadena, CA	\$3,774,000.00
Woodcliff Corporation	Los Angeles, CA	\$3,850,000.00
KEMCORP Construction Inc.	Chino, CA	\$3,925,000.00
AXIS Construction Inc.	Glendale, CA	\$3,993,000.00
Morillo Construction, Inc.	Pasadena, CA	\$4,029,000.00
Minako America Corporation	Gardena, CA	\$4,077,700.00
Adams/Mallory Construction Co., Inc.	Placentia, CA	\$4,101,498.00
Western Alta Construction, Inc	Tustin, CA	\$4,164,690.00
States Link Construction Inc.	Buena Park, CA	\$4,265,000.00
G2K Construction, Inc.	Agoura Hills, CA	\$4,272,000.00
RC Construction Services, Inc.	Rialto, CA	\$4,319,000.00
PLYCORP	Norco, CA	\$4,469,000.00
Toby B Hayward	Monrovia, CA	\$4,513,027.00
Shefir Construction, Inc.	Beverly Hills, CA	\$4,950,000.00;

and

WHEREAS, on October 1, 2013, City staff recommended to the Council that AVI-CON's bid be denied for: (1) not demonstrating that AVI-CON has the experience and qualifications necessary for the Project; (2) not providing accurate information for AVI-CON's references on the Bidder Qualification Form; and (3) failing to list the subcontractor on the Proposed Subcontractor Form for the Video on Demand component of the Notice Inviting Bids. No one appeared on behalf of AVI-CON at the City Council meeting. After conducting a public hearing and considering all of the evidence presented, the City Council determined that AVI-CON was not a responsible bidder for the Project and that their bid was not responsive. The City Council therefore disqualified and rejected their bid; and

WHEREAS, on October 1, 2013, City staff recommended that the City Council reject TOBO's bid because TOBO had: (1) failed to comply with the subcontractor listing requirements in the Notice Inviting Bids; (2) failed to list a qualified subcontractor for the

Video on Demand component as required by Section 16785 of the Notice Inviting Bids; and (3) failed establish that it was qualified to provide the Library Material Relocation work as required by Section 12500 of the Notice Inviting Bids. TOBO appeared at the City Council meeting and presented arguments in opposition to the staff's recommendations. After reviewing the evidence and hearing the arguments by staff and TOBO, the City Council determined that TOBO's bid was not responsive because of the reasons set forth by staff and that their bid was therefore rejected; and

WHEREAS, on August 12, 2013, Cal-City advised that they had made a mistake on their bid and that they would like to withdraw it. On October 1, 2013, the City Council accepted the withdrawal of the Cal-City bid; and

WHEREAS, on August 14, 2013, the City received a bid protest from Sanders Construction Services (the "Protest"). On October 1, 2013, the City Council reviewed the substance of the protest and decided to deny the protest based on the arguments presented by staff; and

WHEREAS, on October 1, 2013, the City Council determined that MTM Construction, Inc. had submitted the lowest, responsible and responsive bid for the Project and therefore accepted MTM Construction, Inc.'s bid in the amount of \$ \$3,680,000.00 for the Project. The City Council directed the City Attorney to prepare the Standard Contract between the City and MTM Construction for the Project; and

WHEREAS, on October 1, 2013, the City Council approved Resolution No. 13-115, which set forth the above actions taken by the City Council regarding the Project; and

WHEREAS, the proposed Contract has been reviewed by City staff and the City Attorney and is recommended for approval.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMMERCE DOES HEREBY RESOLVE, DECLARE AND DETERMINE AS FOLLOWS:

SECTION 1: The recitals set forth above are true and correct and are incorporated by reference herein.

SECTION 2: Standard Contract for City Project No. 1301 between the City of Commerce and MTM Construction, Inc. for the Central Library Renovation Project is hereby approved. The Mayor is hereby authorized to execute the Contract for and on behalf of the City of Commerce.

PASSED, APPROVED and ADOPTED this _____ day of _____, 2013.

CITY OF COMMERCE

By: _____
Joe Aguilar, Mayor

ATTEST:

Teresa Jackson, CMC
Interim City Clerk

**CITY OF COMMERCE
STANDARD CONTRACT
CITY PROJECT NO. 1301
IN THE CITY OF COMMERCE, CALIFORNIA**

THIS AGREEMENT is made and entered into this 15th day of October 2013, by and between the CITY OF COMMERCE, a Municipal corporation (the "CITY") and MTM Construction, Inc. ("CONTRACTOR").

RECITALS

WHEREAS, the CITY duly advertised a Notice Inviting Bids to be submitted on or before (the "PROJECT");

WHEREAS, on October 1, 2013, the City Council accepted the bid of CONTRACTOR as the lowest responsible, responsive bid received and directed that a written contract be entered into with CONTRACTOR for the PROJECT.

NOW, THEREFORE, in consideration of the promises and the mutual covenants and agreements herein contained, the parties do hereby agree as follows:

ARTICLE I. CONTRACT DOCUMENTS.

The CONTRACT DOCUMENTS for the PROJECT shall consist of the Notice Inviting Sealed Bids, the Instructions to Bidders, Bidders Proposal, Addendums, General Specifications and all referenced specifications, details, standard drawings, and appendices, together with this Contract and all required bonds, and insurance certificates. All of the "Contract Documents" are intended to complement the other documents so that any work called for in one, and not mentioned in the others, or vice versa, is to be executed the same as if mentioned in all of said documents. The CONTRACT DOCUMENTS are incorporated herein by this reference and made part hereof as though they were fully set forth herein.

ARTICLE II. THE WORK.

For and in consideration of the payments and agreements to be made and performed by CITY, CONTRACTOR agrees to furnish all materials and perform all work required for the PROJECT and to fulfill all other obligations as set forth in the CONTRACT DOCUMENTS.

ARTICLE III. COMPENSATION.

CONTRACTOR hereby agrees to receive and accept the total amount of \$3,680,000, which is based on performing all of the work shown on Bidders Proposal as full compensation for furnishing all materials, performing all work, and fulfilling all obligations hereunder. Said compensation shall cover all expenses, losses, damages, and consequences arising out of the nature of the work during its progress or prior to its acceptance including those for well and faithfully completing the work and the whole thereof in the manner and time specified in the CONTRACT DOCUMENTS, and also including those arising from actions of the elements, unforeseen difficulties or obstructions encountered in the prosecution of the work, suspension or discontinuance of the work, and all other unknowns or risks of any description connected with the work. CITY shall herein retain ten percent (10%) of said price until said time as the provisions of Article XII herein have been met.

ARTICLE IV. UNDOCUMENTED WORKERS.

CONTRACTOR hereby promises and agrees to comply with all of the provisions of Federal and/or State law as the same shall apply to this PROJECT pertaining to the employment of unauthorized aliens as defined therein. Should CONTRACTOR so employ unauthorized aliens for the performance of work and/or services covered by this Contract, and should the Federal Government impose sanctions against the CITY for use of unauthorized aliens, CONTRACTOR hereby agrees to, and shall, reimburse CITY for the cost of all such sanctions imposed, together with any and all costs, including attorneys' fees, incurred by the CITY in connection therewith.

ARTICLE V. NOTICE TO PROCEED.

CONTRACTOR shall commence work on the date specified in the Notice to Proceed to be issued to CONTRACTOR by the CITY and shall complete work on the PROJECT within sixty (60) calendar days from the commencement thereof.

ARTICLE VI. DISCOVERY OF HAZARDOUS OR LATENT CONDITIONS.

- A. CONTRACTOR shall, without disturbing the condition, notify CITY in writing as soon as CONTRACTOR, or any subcontractor, agent or employees have knowledge and reporting is possible, of the discovery of any of the following conditions:
1. The presence of any material that the CONTRACTOR believes is hazardous waste, as defined in Section 25117 of the Health and Safety Code;
 2. Subsurface or latent physical conditions at the site differing from those indicated in the specifications; or,
 3. Unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in this Contract.
- B. Pending a determination by the CITY of appropriate action to be taken, CONTRACTOR shall provide security measures (e.g., fences) adequate to prevent the hazardous waste or physical conditions from causing bodily injury to any person.
- C. CITY shall promptly investigate the reported conditions. If CITY, through the City Engineer or his/her designee, and in the exercise of its sole discretion, determines that the conditions do materially differ, or do involve hazardous waste, and will cause a decrease or increase in the CONTRACTOR's cost of or time required for performance of any part of the work, then CITY shall issue a change order.
- D. In the event of a dispute between CITY and CONTRACTOR as to whether the conditions materially differ or involve hazardous waste or cause a decrease or increase in the CONTRACTOR's cost of, or time required for performance of any part of the work, CONTRACTOR shall not be excused from any schedule completion date, and shall proceed with all work to be performed under the Contract. CONTRACTOR shall retain any and all rights which pertain to the resolution of disputes and protests between the parties.

ARTICLE VII. INDEMNIFICATION.

CONTRACTOR shall hold harmless, defend, and indemnify CITY and its officers, officials, employees, and volunteers from and against all claims, damages, losses, and expenses including

attorney fees arising out of the performance of the work described herein, caused in whole or in part by any negligent act or omission of the CONTRACTOR, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, except where caused by the active negligence, sole negligence, or willful misconduct of the CITY.

ARTICLE VIII. PERFORMANCE BOND AND PAYMENT BOND (LABOR AND MATERIALS).

Within the time period set forth in the CONTRACT DOCUMENTS and prior to commencing the Work on the PROJECT, the CONTRACTOR shall file with the CITY good and sufficient labor and material payment bond (Payment Bond) and performance bond (Performance Bond) in the amount of one hundred percent (100%) of the Contract sum covering performance of the Work other than the professional design services portion of the Work. The amounts of the Payment Bond and Performance Bond shall be increased as, when and in the amount of any Change Orders that are executed increasing the Contract sum, the Contract shall, upon request by the CITY, provide evidence of such increases. Should the Payment Bond or Performance Bond or any Surety on such bond become or be determined by the CITY to be insufficient, it shall be replaced within ten days by a bond that fully complies with the requirements of this Paragraph. No further payments to the Contract for the Work performed shall be made or due until the CONTRACTOR has fully complied with the requirements of this Paragraph.

ARTICLE IX. INSURANCE REQUIREMENTS.

Prior to commencing work hereunder, CONTRACTOR shall provide the CITY with proof of insurance naming the CITY and each of its directors, officers, agents, and employees as additional-named insureds on a policy or policies of insurance providing and maintaining the coverages set forth in the Insurance Schedule attached hereto as Exhibit A. CITY shall have the right to hold the policies and policy renewals, and CONTRACTOR shall promptly furnish to CITY all renewal notices and all receipts of paid premiums. In CITY may make proof of loss if not made promptly by CONTRACTOR.

ARTICLE X. LIQUIDATED DAMAGES.

The parties agree that it would be impractical and extremely difficult to fix the actual damages to the CITY in the event the PROJECT is not commenced and/or completed on or before the dates specified for commencement and completion of the PROJECT in the CONTRACT DOCUMENTS. The parties have considered the facts of breach of this Contract and have agreed that the liquidated damages sum hereinafter set forth is reasonable as liquidated damages in the event of a breach, and that said sum shall be presumed to be the amount of the damages sustained by the CITY in the event of such a breach. The parties therefore agree that in the event such work is not begun and/or completed and accepted by the times so specified in the CONTRACT DOCUMENTS, the sum of One thousand dollars (\$1000) shall be presumed to be the amount of damages suffered by the CITY for each day's delay in the starting and/or completion and acceptance of said PROJECT after the dates specified in the CONTRACT DOCUMENTS for the start and/or completion thereof, and CONTRACTOR hereby agrees to pay said sum of One thousand dollars (\$1000) as liquidated damages for each day of delay in the starting and/or completion and acceptance of said PROJECT beyond the date specified in the CONTRACT DOCUMENTS. Any and all such liquidated damage assessed shall be done so in accordance with that certain edition of the Specification for Public Works Construction, currently in effect as of the date of this Contract. The payment of such

liquidated damages is not intended as a forfeiture or penalty within the meaning of California Civil Code § 3275 or § 3369.

ARTICLE XI. COMPLIANCE WITH APPLICABLE LAWS.

CONTRACTOR hereby promises and agrees to comply with all of the provisions of all applicable state and federal laws in connection with the performance of its obligations under this Contract.

ARTICLE XII. NOTICE OF COMPLETION.

Upon completion of the PROJECT and acceptance of same by the City Council, the CITY Administrator shall have cause to be recorded a Notice of Completion with the office of the Los Angeles County Recorder; and, after thirty-five (35) days from the date said Notice of Completion is recorded, the Director of Finance of CITY shall release the funds retained pursuant to Article III hereof; provided there have been no mechanics' liens or stop notices filed against said work which have not been paid, withdrawn or eliminated as liens against said work.

ARTICLE XIII. NON-ASSIGNABILITY.

This Contract shall not be assignable, either in whole or in part, by the CONTRACTOR.

ARTICLE XIV. CUMULATIVE REMEDIES.

The provisions of this Contract are cumulative and in addition to and not in limitation of any rights or remedies available to CITY.

ARTICLE XV. ATTORNEY'S FEES.

If either party to this Contract is required to initiate or defend, or is made a party to, any action or proceeding in any way connected with this agreement, the party prevailing in the final judgment in such action or proceeding, in addition to any other relief which may be granted, shall be entitled to reasonable attorney's fees and costs. Attorney's fees shall include reasonable costs for investigating such action.

IN WITNESS WHEREOF the parties hereto have caused this Contract to be executed on the date first above written by their respective officers duly authorized in that behalf.

CITY OF COMMERCE

MTM Construction, Inc.

By: _____
Joe Aguilar, Mayor

By: _____
Hac Song Lee, President

ATTEST:

APPROVED AS TO FORM:

By: _____
Teresa Jackson, CMC
Interim City Clerk

By: _____
Eduardo Olivo,
City Attorney

**EXHIBIT A
INSURANCE REQUIREMENTS**

On or before beginning any of the work called for by any term of this Contract, CONTRACTOR, at its own cost and expense, shall carry, maintain for the duration of this Contract, and provide proof thereof that is acceptable to CITY of its procurement of the insurance specified below from insurers and under forms of insurance satisfactory in all respects to CITY. Such insurance shall not be in derogation of CONTRACTOR's obligations to provide indemnity under this Contract.

1. Comprehensive General Liability and Automobile Liability Insurance Coverage.

CONTRACTOR shall carry and maintain Comprehensive General Liability and Automobile Liability Insurance which provides the following:

Minimum coverage: Bodily injury limits of \$5,000,000 for each person and \$5,000,000 for each occurrence; property damage limits of \$5,000,000 for each occurrence, \$5,000,000 aggregate.

Products/Completed Operations Hazard Insurance in an amount of not less than FIVE MILLION DOLLARS (\$5,000,000);

A combined single limit policy with aggregate limits in an amount of not less than Five MILLION DOLLARS (\$5,000,000) shall be considered equivalent to the said required minimum limits set forth herein above.

If a Commercial General Liability Insurance form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Contract or the general aggregate limit shall be at least twice the required occurrence limit. Such coverage shall include but shall not be limited to, protection against claims arising from bodily and personal injury, including death resulting there from, and damage to property resulting from activities contemplated under this Contract, including the use of owned and non-owned real property and automobiles. Insurance coverage shall not be subject to any type of pollution exclusion or owned property exclusions.

2. Errors and Omissions Insurance Coverage.

CONTRACTOR shall carry and maintain Errors and Omissions Coverage Insurance which provides a minimum coverage of at least \$1,000,000 for each occurrence, \$2,000,000 aggregate, triggered by manifestation of injury.

3. Automobile Liability.

CONTRACTOR shall carry and maintain Automobile Liability Insurance which provides a minimum coverage of at least \$5,000,000 per accident for bodily injury and property damage.

4. Worker's Compensation.

CONTRACTOR shall carry and maintain worker's compensation in the amount of \$1,000,000 as required by the California Labor Code for all persons employed directly or indirectly in connection with this Contract by CONTRACTOR. To the extent that CONTRACTOR utilizes any subcontractor for the performance of any part of the work under this Contract,

CONTRACTOR shall require and assure that such subcontractor also carry and maintain worker's compensation as required by the California Labor Code for all persons directly or indirectly in connection with this Contract.

5. Additional Insureds.

The CITY, its officers, agents and employees must be named as additional insureds or as additional loss payees in all insurance policies required by this Contract. An endorsement to this effect shall be delivered to CITY prior to the commencement of any work. Satisfaction of any deductible requirement shall be the responsibility of CONTRACTOR. Such insurance shall be primary and noncontributory with any other insurance maintained by the CITY.

6. Notice of Cancellation.

CONTRACTOR agrees to oblige its insurance agent or broker and insures to provide CITY with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

7. Severability Clause.

Each of the policies of insurance shall contain a clause substantially as follows:

The insurance afforded by this policy applies separately to each insured against whom a claim or suit is made or suit is brought, except with respect to the limit of the insurer's liability.

8. Qualifications of Insurer.

All policies of insurance shall be issued by an insurance company acceptable to CITY and authorized to issue said policy in the State of California.

9. Approval of Insurer.

The insurance carrier providing the insurance shall be chosen by CONTRACTOR subject to approval by CITY, provided that such approval shall not be unreasonably withheld.

10. Payment of Premiums.

All premiums on insurance policies shall be paid by CONTRACTOR making payment, when due, directly to the insurance carrier, or in a manner agreed to by CITY.

11. Evidence of Insurance and Claims.

CONTRACTOR shall provide certificates of insurance to CITY as evidence of insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. The Agency's Risk Manager must approve insurance certificates and endorsements prior to commencement of performance. Current certification of insurance shall be kept on file with the CITY at all times during the term of this Contract. The CITY reserves the right to require complete, certified copies of all required insurance policies, at any time.

END OF SECTION



AGENDA REPORT

MEETING DATE: October 15, 2013

TO: HONORABLE CITY COUNCIL

FROM: CITY ADMINISTRATOR

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE, CALIFORNIA, APPROVING A RETAINER AGREEMENT WITH PUBLIC SAFETY CONSULTING, INC. FOR INVESTIGATION SERVICES

RECOMMENDATION:

Approve the Resolution and assign the number next in order.

MOTION:

Move to approve recommendation.

BACKGROUND/ANALYSIS:

On July 16, 2013, City Council requested that the City look into allegations contained in an anonymous letter dated June 16, 2013 that was read into the record during public comment. On September 3, 2013, the City Council directed staff to proceed with locating an investigator to investigate the contents of the complaint.

Human Resources, the City Attorney and the City Administrator have identified an attorney/investigator, Betty Kelepecz of Public Safety Consulting, Inc., who specializes in personnel investigations for governmental agencies. [A copy of Ms. Kelepecz's brief statement of qualifications is attached hereto.] Ms. Kelepecz's rate is \$140 per hour. Staff recommends that the retainer agreement for Ms. Kelepecz's services be approved, so that she can proceed with the investigation.

FISCAL IMPACT:

The services are being provided at the rate of \$140 per hour. The exact amount that will be incurred is not known at this time.

Respectfully submitted,

Mike Casalou
Director of Human Resources

Reviewed by,

Jorge Rifa
City Administrator

Reviewed by,

Vilko Domic
Finance Director

Approved as to form,

Eduardo Olivo
City Attorney

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE,
CALIFORNIA, APPROVING A RETAINER AGREEMENT WITH PUBLIC SAFETY
CONSULTING, INC. FOR INVESTIGATION SERVICES

WHEREAS, at the July 16, 2013, the City Council requested that the City look into allegations contained in an anonymous letter dated June 16, 2013, that was read into the record during public comment; and

WHEREAS, on September 3, 2013, the City Council directed staff to proceed with locating an investigator to investigate the contents of the complaint; and

WHEREAS, City Staff have identified, Betty Kelepecz of Public Safety Consulting, Inc., a well-qualified attorney/ investigator who specializes in personnel investigations; and

WHEREAS, City Staff recommends that the retainer agreement for Ms. Kelepecz's services be approved, so that she can proceed with the investigation.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMMERCE DOES HEREBY RESOLVE AND ORDERS AS FOLLOWS:

Section 1. The Retainer Agreement between the City of Commerce and Public Safety Consulting Services, Inc., is hereby approved. The Mayor is hereby authorized to execute the Agreement for and on behalf of the City of Commerce.

PASSED, APPROVED and ADOPTED this 15th day of October, 2013.

Joe Aguilar, Mayor

ATTEST:

Teresa Jackson
Interim City Clerk

JEFFREY B. LOVE, ESQ

PAT MCCURRY

ED PECINOVSKY

CHUCK THOMAS

GEORGE A. VANECEK

DARYL M. WICKER

BETTY P. KELEPECZ, ESQ

Norman A. Traub Associates
California License PI21509
5409 Via Fonte, Yorba Linda, Ca 92886-5006
(714) 693-3428.

Ms Kelepecz is a licensed California Attorney and an investigator for Norman A. Traub Associates, an organization specializing in investigations involving sexual harassment, employee dishonesty and other acts of misconduct, excessive force complaints, hostile work environment, executive background investigations and training in governmental ethics. Investigator Kelepecz' primary focus is governmental entities: Cities, Counties, Special Districts, Colleges and School Districts and private sector companies. She also is an expert on Ports and Airports and works with the Transportation Security Administration (TSA).

RELATED GOVERNMENT EXPERIENCE: Retired as a Commander in the Los Angeles Police Department (LAPD). After retiring she served as the Chief of Police of the San Diego Harbor Police Department. Her vast experience includes: President of a public safety consulting firm; Lab Director of a private forensic DNA lab; Senior Vice President of a company offering data sharing solutions for government agencies. As a LAPD Police Commander, she was in charge of Risk-Management. Ms Kelepecz was also the commander of the personnel divisions (250 employees) which oversaw the Human Resources of over 13,000 employees and was in charge of internal investigation units of the Los Angeles Police Department. During her career as a law enforcement executive she was given the responsibility to lead most of the operational and support functions of the police department. With the combination of field experience, investigation skills, scientific background, leadership and management and legal skills as an attorney, she is an excellent investigator in the field of allegations of employee/employer misconduct.

EDUCATION:

Juris Doctor, Southwestern Law School
Bachelor of Science, University of Southern California (Biology)
Graduate of the FBI National Academy, FBI LEEDS and PERF SMIP
Graduate of the FBI Instructor Development Course
Numerous courses in Investigation, Management, Leadership

SELECTED ORGANIZATIONS, AWARDS AND RECOGNITION:

California Bar Association
Past President, National Association of Women Law Enforcement Executives
Director, IJIS (Integrated Justice Information Systems) Institute
Recipient, NAWLEE Woman Law Enforcement Executive of the Year
Recipient, PERF Gary P. Hayes Award for law enforcement leadership
First Woman to be promoted to the position of Commander in the 126 year history of the Los Angeles Police Department
Fluent in conversational Spanish and Italian



AGENDA REPORT

MEETING DATE: October 15, 2013

TO: HONORABLE CITY COUNCIL
FROM: CITY ADMINISTRATOR
SUBJECT: FISCAL YEAR 2013/14 CAPITAL IMPROVEMENT PROGRAM
PROGRESS REPORT

RECOMMENDATION:

Consider for receipt and filing, and take appropriate action as deemed necessary with respect to the FY 2013/14 Capital Improvement Program Progress Report.

MOTION:

Move to approve recommendation.

BACKGROUND/ANALYSIS:

On August 5, 2013, the City Council approved the Fiscal Year 2013/14 Capital Improvement Program Projects Budget. Updates are provided below on five key projects:

Staff continues to work diligently on the implementation of this year's Capital Improvement Program. Below find information on projects with significant changes/accomplishments:

WASHINGTON BLVD MAJOR IMPROVEMENT (WIDENING & RECONSTRUCTION):

The project involves the widening and reconstruction of the approximately 2.8 mile segment of Washington Boulevard just west of the I-5 Freeway to the just beyond Indiana Street. The project involves adding a 3rd travel lane in each direction, increase turn radius and medians, upgrade traffic signals and street lighting and improve the sidewalks. The plans and specifications are being prepared by RBF Engineering and are 95% complete. Release of the plans and specifications out to bid is expected early 2014 with construction to commence by late Summer 2014. Key milestones to complete prior to release of the plans and specifications include:

- Preparation of project plans and specifications by RBF Engineering are 95% complete and pending final approval from the City Council regarding the landscape design for the project.
- Staff is currently reviewing the plans for constructability including traffic control and staging and value engineering items (ongoing).
- Due to the funding sources, the project requires Caltrans Local Assistance approvals and final funding approval from the California Transportation Commission CTC and MTA. CTC final consideration of the funding approval is expected January 2014.

CENTRAL LIBRARY RENOVATION:

On October 1, 2013, the City Council determined that MTM Construction, Inc. submitted the lowest, responsive and responsible bid for the Central Library Renovation Project. A construction contract between the City and MTM Construction will be presented to the City Council on October 15th for approval. The total number of working days allotted to complete the project is 236 calendar days. Staff estimates a construction start date of November 6, 2013 with the project complete by July 1, 2014.

26th STREET STATION (COMMERCE METROLINK STATION):

Plans and Specifications have been prepared for upgrades to the facility to include ADA improvements, enhanced parking lot lighting, and overall parking lot improvements to enhance vehicular and pedestrian ingress/egress. On November 17th, staff will request City Council authorization to release plans and specifications to bid out the improvements. It is anticipated that contract award will take place early 2014 with completion of all improvements by Spring 2014.

EMERGENCY OPERATIONS CENTER CONSTRUCTION (EOC GRANT):

The project involved the construction of stand-alone Emergency Operations Center to will support the coordination and oversight of emergency response in Commerce. The project is complete and a walk-through of the facility by the City Council is set up for October 17th.

TELEGRAPH ROAD STREET IMPROVEMENT PROJECT:

On September 3, 2013, the City Council awarded a services agreement to JMDiaz, Inc. for the preparation of plans and specifications for the Telegraph Road Street Improvement Project. The City was a recipient of a \$1.8 million dollar grant through the I-5 Consortium Cities and MTA for the I-5 Pre-Construction Mitigation Project. The project involves various improvements relating to Telegraph Road including the resurfacing and restriping of the street in the City of Commerce between Atlantic Boulevard to the southerly city limit. Preparation of plans and specifications is expected to be complete by late 2014 with construction to commence late 2014/early 2015.

FISCAL IMPACT:

The proposed activities can be carried out at this time without additional impact on the current operating budget, as funding for this activity has been approved and included in the FY 2013/14 Capital Improvement Program Budget.

RELATIONSHIP TO 2012 STRATEGIC GOALS:

The issue before the Council is applicable to the following Council's strategic goal: *"Improve and maintain infrastructure and beautify our community"* as identified in the 2012 Strategic Plan.

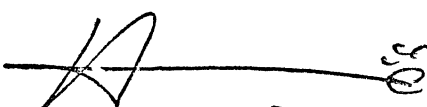
Prepared and recommended by:


Alex Hamilton, Assistant Director of
Community Development

Respectfully submitted,


Jorge Rifa,
City Administrator

Fiscal impact reviewed by:


Vilko Domic
Director of Finance

Approved as to form:


Eduardo Olivo
City Attorney