



**CITY OF SOUTH PASADENA  
CITY COUNCIL CLOSED SESSION  
REGULAR MEETING AGENDA**

**City Manager's Conference Room, Second Floor, City Hall  
1414 Mission Street, South Pasadena, CA 91030**

**Wednesday, April 19, 2017, at 6:00 p.m.**

*The public may comment on Closed Session items prior to the City Council recessing to Closed Session.  
In order to address the City Council on Closed Session items, please complete a Public Comment Card.  
Time allotted per speaker: 3 minutes. The City Council will convene in Open Session at 7:30 p.m.*

**CALL TO ORDER:** Mayor Michael A. Cacciotti

**ROLL CALL:** Councilmembers Robert S. Joe, Marina Khubesrian, M.D.,  
Diana Mahmud; Mayor Pro Tem Richard D. Schneider, M.D.;  
and Mayor Michael A. Cacciotti

**PUBLIC COMMENT PERIOD FOR CLOSED SESSION ITEMS ONLY**

(Time limit is three minutes per person)

The City Council welcomes public input. Members of the public may address the City Council by completing a public comment card and giving it to the Chief City Clerk prior to the meeting. Pursuant to State law, the City Council may not discuss or take action on issues not on the meeting agenda (Government Code Section 54954.2).

**CLOSED SESSION AGENDA ITEMS**

**A. Labor Negotiations**

CONFERENCE WITH LEGAL COUNSEL – LABOR NEGOTIATIONS, Pursuant to Government Code Section 54957.6:

City Negotiators: City Manager Sergio Gonzalez, Human Resources Manager Mariam Lee Ko, and City Attorney Teresa L. Highsmith; and Attorney Steve Berliner

Represented Employee Organizations: Firefighters' Association (FFA)  
Police Officers' Association (POA)  
Public Service Employees' Association (PSEA) Full Time Unit  
PSEA– Part Time Unit

Unrepresented Employees: Management Employees

**B. Initiation of Litigation**

CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION, Pursuant to Government Code Section 54956.9 (d)(4):

Number of Cases: 2

**C. Anticipated Litigation**

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION, Pursuant to Government Code Section 54956.9(d)(2)

Number of Anticipated Cases: 1

**D. Conference with Real Property Negotiators**

CONFERENCE WITH REAL PROPERTY NEGOTIATORS, Pursuant to Government Code Section 54957.6

Properties: Citywide Street Light Poles

Agency Negotiators: City Manager Sergio Gonzalez; City Attorney Teresa L. Highsmith

Opposing Counsel: Southern California Edison

Issue: Price and Terms of Payment

**E. Public Employee Appointment**

PUBLIC EMPLOYEE APPOINTMENT, Pursuant to Government Code Section 54957

Title: City Manager

*I declare under penalty of perjury that I posted this notice of agenda on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City's website as required by law.*

04/13/2017

Date

*Natalie Sanchez*

Natalie Sanchez,  
Management Assistant



**CITY OF SOUTH PASADENA  
CITY COUNCIL REGULAR MEETING AGENDA**

**Amedee O. "Dick" Richards, Jr. Council Chamber  
1424 Mission Street, South Pasadena, CA 91030**

**Wednesday, April 19, 2017, at 7:30 p.m.**

*In order to address the City Council, please complete a Public Comment Card.  
Time allotted per speaker is three minutes.  
No agenda item may be taken after 11:00 p.m.*

- CALL TO ORDER:** Mayor Michael A. Cacciotti
- ROLL CALL:** Councilmembers Robert S. Joe, Marina Khubesrian, M.D., Diana Mahmud; Mayor Pro Tem Richard D. Schneider, M.D.; and Mayor Michael A. Cacciotti
- INVOCATION:** Councilmember Khubesrian  
*\*In permitting a nonsectarian invocation, the City does not intend to proselytize, advance, or disparage any faith or belief. Neither the City nor the City Council endorses any particular belief or form of invocation.*
- PLEDGE OF ALLEGIANCE:** Councilmember Khubesrian
- 1. CLOSED SESSION ANNOUNCEMENTS:** A Closed Session Agenda has been posted separately

**PRESENTATIONS**

- 2. Presentation by the Pasadena Humane Society on Available Animal Adoptions**
- 3. Presentation from Upper San Gabriel Valley Municipal Water District on Local Water Supply**
- 4. Proclamation declaring April 24, 2017 as "Remembrance of the Armenian Genocide Day" in the City of South Pasadena**
- 5. Proclamation declaring April 2017 as "DMV/Donate Life California Month" in the City of South Pasadena**

**COMMUNICATIONS**

**6. Councilmembers Communications**

Time allotted per Councilmember is three minutes. Additional time will be allotted at the end of the City Council Meeting agenda, if necessary.

**7. City Manager Communications**

**8. Merchant Minute**

**9. Reordering of and Additions to the Agenda**

**PUBLIC COMMENTS AND SUGGESTIONS**

(Time limit is three minutes per person)

The City Council welcomes public input. Members of the public may address the City Council by completing a public comment card and giving it to the Chief City Clerk prior to the meeting. At this time, the public may address the City Council on items that are not on the agenda. Pursuant to state law, the City Council may not discuss or take action on issues not on the meeting agenda, except that members of the City Council or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.

**OPPORTUNITY TO COMMENT ON CONSENT CALENDAR**

In order to address the City Council, please complete a Public Comment card. Time allotted per speaker is three minutes. Items listed under the consent calendar are considered by the City Manager to be routine in nature and will be enacted by one motion unless an audience member or Councilmember requests otherwise, in which case the item will be removed for separate consideration. Any motion relating to an ordinance or a resolution shall also waive the reading of the ordinance or resolution and include its introduction or adoption as appropriate.

**CONSENT CALENDAR**

**10. Minutes of the City Council Meeting of March 15, 2017**

Recommendation

Approve the minutes of the March 15, 2017 Regular City Council Meeting.



**11. Prepaid Warrants, General City Warrants, and Payroll**

Recommendation

Approve the City of South Pasadena Prepaid Warrants Nos. 197624 through 197941 in the amount of \$3,196,719.17; General City Warrants Nos. 197942 through 198059 in the amount of \$1,207,501.67; Payroll dated March 24, 2017, in the amount of \$440,886.86; and Payroll dated April 7, 2017, in the amount of \$460,088.39.

**12. Monthly Investment Reports for February 2017**

Recommendation

Receive and file the Monthly Investment Reports for February 2017.

**13. Discretionary Fund Requests from Councilmember Khubesrian in the Amount of \$500, Councilmember Mahmud in the Amount of \$1,000, Mayor Pro Tem Schneider in the Amount of \$1,500, Mayor Cacciotti in the Amount of \$500, and Councilmember Joe in the Amount of \$500 for the Purpose of the Ray Bradbury Mural at the South Pasadena Public Library**

Recommendation

Approve the discretionary fund requests by Councilmember Khubesrian designating \$500, Councilmember Mahmud designating \$1,000, Mayor Pro Tem Schneider designating \$1,500, Mayor Cacciotti designating \$500, and Councilmember Joe designating \$500, for the purpose of the Ray Bradbury Mural at the South Pasadena Public Library.

**14. Authorization to Execute an Arroyo Verdugo Communities Joint Powers Agreement**

Recommendation

Authorize the Mayor to execute an Arroyo Verdugo Communities Joint Powers Agreement to form the Arroyo Verdugo Joint Powers Authority.

**15. Approve and Authorize the City Manager to Execute a Subrecipient Agreement for Fiscal Year 2016 Urban Area Security Initiative (UASI) Grant Program in the Amount of \$100,000**

Recommendation

1. Approve the agreement and exhibits between the City of South Pasadena and the City of Los Angeles for the Fiscal Year 2016 Urban Area Security Initiative Grant Program (UASI-2016).
2. Authorize the City Manager to execute the agreement and all related documents including future amendments.

**16. Authorization to Amend Agreement with Kennedy Jenks Consultants for the Garfield Reservoir Replacement Project**

Recommendation

Authorize the City Manager to execute a contract amendment with Kennedy Jenks Consultants for an additional not-to-exceed amount of \$9,290.00 for the additional work not included in the original scope of work.

**17. Authorization to Amend Agreement with MWH Americas, Inc., for Environmental Study and Additional Services for the Graves Reservoir Replacement Project**

Recommendation

Authorize the City Manager to execute a contract amendment with MWH Americas, Inc., for an additional not-to-exceed amount of \$18,994.98 for the additional work not included in the original scope of work.

**18. Approval of Purchase Order with Frontier Ford in the Amount of \$39,139.75 for the Purchase of a 2017 Ford F-250 CNG Truck**

Recommendation

1. Accept a bid dated February 28, 2017 from Frontier Ford for the purchase of a 2017 Ford F-250 CNG Truck in the amount of \$39,139.75.
2. Reject all other bids received.
3. Declare the Public Works Department 1992 GMC Sonoma as surplus property and instruct staff to dispose of the item in accordance with South Pasadena Municipal Code Section 2.99-29 and City Surplus Disposal Policy.

**19. Award of Contract to Universal Coatings Inc., in the Amount of \$113,093.25 for the Citywide Roofing Project**

Recommendation

1. Accept a bid dated March 14, 2017 from Universal Coatings Inc., for the construction of the Citywide Roofing Project.
2. Reject all other bids received.
3. Authorize the City Manager to enter into a contract with Universal Coatings Inc., for a not-to-exceed amount of \$113,093.25 for construction services.

**20. Award of Contract to Faithful+Gould, Inc., to Perform a Facility Condition Assessment of City Buildings**

Recommendation

1. Accept a proposal dated February 23, 2017 from Faithful+Gould, Inc., to perform a facility condition assessment of City of South Pasadena buildings.
2. Reject all other proposals received.
3. Authorize the City Manager to execute an agreement with Faithful+Gould, Inc., for a not-to-exceed amount of \$47,715.

**21. Adoption of a Resolution Initiating the Proceedings and Ordering of the Preparation of the Engineer's Report for Fiscal Year 2017-18 Lighting and Landscaping Maintenance District**

Recommendation

1. Adopt a resolution entitled "A Resolution of the City Council of the City of South Pasadena, California, initiating the proceedings for the Fiscal Year 2017-18 levy and collection of assessments for certain Lighting and Landscape Maintenance in an existing district and ordering the preparation of a report pursuant to the provisions of Division 15, Part 2, of the Streets and Highways Code of the State of California."
2. Authorize the preparation of the Engineer's Report for the annual levy and collection of assessments.

**22. Authorize Purchase of Staff Laptops and Public Computers for the South Pasadena Public Library and Recreation Center**

Recommendation

1. Waive purchasing requirements and authorize purchase utilizing co-operative purchasing agreements through the National Association of State Procurement Officers pursuant to South Pasadena Municipal Code Section 2.99-29(19).
2. Approve expenditures from the State of California Cathode Ray Tube Settlement Fund to purchase 32 computers for use by City staff and members of the public at the South Pasadena Public Library and Recreation Center totaling \$28,896.54.

**23. Adoption of a Resolution Approving Funding Agreement No. 920000000F5308 for South Pasadena’s ATMS, Central TCS, and FOIC for Fair Oaks Avenue – LACMTA Call for Projects ID No. F5308 and FTIP No. LAF5308 Funded by Los Angeles County Metropolitan Transportation Authority**

Recommendation

1. Authorize the City Manager to execute Funding Agreement No. 920000000F5308 for the engineering design and construction of Advanced Traffic Management System (ATMS), Central Traffic Control System (TCS), and fiber-optic cables (FOIC) on Fair Oaks Avenue between Columbia Street and Huntington Drive.
2. Adopt a resolution entitled, “A Resolution of the City Council of the City of South Pasadena, California, adopting Funding Agreement No. 920000000F5308 for South Pasadena’s ATMS, Central TCS, and FOIC for Fair Oaks Avenue – LACMTA Call for Projects ID No. F5308 and FTIP No. LAF5308.”
3. Appropriate the amount of \$115,900 from the General Fund Reserve to Account No. 104-9000-9203 for required twenty-five percent local match funds for the Project.

**24. Approval of Second Contract Amendment with KOA Corporation for Additional Historic Resource Evaluation Report Services for the HSIP-funded In-Roadway Warning Lights Project**

Recommendation

Approve, and authorize the City Manager to execute, the Second Amendment to the Contract with KOA Corporation in the amount of \$25,455 for additional Historic Resource Evaluation Report services for the Highway Safety Improvement Program (HSIP) funded In-Roadway Warning Lights (flashing crosswalks) Project.

**25. Approval of Purchase Order with Conceptual Site Furnishing, Inc. in the Amount of \$63,904.69 for the Purchase of Bus Benches and Trash Receptacles**

Recommendation

Accept a bid dated December 22, 2016, from Conceptual Site Furnishing, Inc. and authorize staff to purchase bus benches and trash receptacles in the amount of \$63,904.69 and reject all other bids.

**26. Letter of Support to the California Department of Transportation Designating Fair Oaks Avenue and a Portion of Huntington Drive as United States Bicycle Routes 66**

Recommendation

Authorize a Letter of Support to the California Department of Transportation designating Fair Oaks Avenue and a portion of Huntington Drive as part of the proposed United States Bike Route (USBR) 66 through the City of South Pasadena.

**27. Approval of Contract with Peckham & McKenney for Executive Search Services**

Recommendation

Authorize a contract with Peckham & McKenney to immediately begin an executive search for the position of City Manager.

**PUBLIC HEARING**

**28. Request for Review of Planning Commission Decisions that Denied Appeals and Upheld Decisions of the Design Review Board for Development at 1746 and 1750 Hanscom Drive**

Recommendation

Uphold the Planning Commission's decision to approve the proposed new homes located at 1746 and 1750 Hanscom Drive.

**ACTION/DISCUSSION**

**29. Adoption of a Resolution Approving the Last and Final Recognized Obligation Payment Schedule**

Recommendation

Adopt a resolution entitled "A Resolution of the Successor Agency to the Community Redevelopment Agency of the City of South Pasadena, California, adopting a last and final Recognized Obligation Payment Schedule."

**30. Approval of a Contract Amendment with Integrated Consulting Group, Inc., in the Amount of \$157,280, Provide Input on Funding; Review Related Design Documents, and Adoption of a Resolution to Reimburse Expenditures for the South Pasadena Community Center**

Recommendation

1. Review floor plans and elevation for the Community Center.
2. Approve a contract amendment, subject to the approval by the City Attorney, with Integrated Consulting Group, Inc., in the amount of \$157,280 for the remaining California Environmental Quality Act and site studies.
3. Approve an appropriation and a transfer of \$157,280 from the Community Center/Maintenance Yard Designated Reserve account.
4. Review and provide input on funding strategies for the Center.
5. Adopt a resolution entitled "A Resolution of the City Council of the City of South Pasadena, California, declaring its intention to reimburse expenditures from the proceeds of tax exempt obligation to be issued by the City or entity related thereto and directing certain actions."

**REPORTS**

**31. Receive and File a Six Month Performance Review of the Transit Division’s Data Management Software System**

Recommendation

Receive and file a six month performance review of the Transit Division’s data management software system.

**COUNCILMEMBERS COMMUNICATIONS (continued)**

**ADJOURNMENT**

**FUTURE CITY COUNCIL MEETINGS  
(OPEN SESSION)**

May 3, 2017	Regular City Council Meeting	Council Chamber	7:30 p.m.
May 17, 2017	Regular City Council Meeting	Council Chamber	7:30 p.m.
June 7, 2017	Regular City Council Meeting	Council Chamber	7:30 p.m.

**PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS**

Prior to meetings, City Council Meeting agenda packets are available at the following locations:

- City Clerk’s Division, City Hall, 1414 Mission Street, South Pasadena, CA 91030;
- South Pasadena Public Library, 1100 Oxley Street, South Pasadena, CA 91030; and
- City website: [www.southpasadenaca.gov/agendas](http://www.southpasadenaca.gov/agendas)

Agenda related documents provided to the City Council are available for public inspection in the City Clerk’s Division, and on the City’s website at [www.southpasadenaca.gov/agendas](http://www.southpasadenaca.gov/agendas). During the meeting, these documents will be available for inspection as part of the “Reference Binder” kept in rear of the City Council Chamber.

Regular meetings are broadcast live on Time-Warner Cable Channel 19 and AT&T Channel 99. Meetings are also streamed live via the internet at [www.southpasadenaca.gov/agendas](http://www.southpasadenaca.gov/agendas).

**AGENDA NOTIFICATION SUBSCRIPTION**

Individuals can be placed on an email notification list to receive forthcoming agendas by calling the City Clerk’s Division at (626) 403-7230.

**ACCOMMODATIONS**



The City of South Pasadena wishes to make all of its public meetings accessible to the public. Meeting facilities are accessible to persons with disabilities. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Hearing assistive devices are available in the Council Chamber. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

*I declare under penalty of perjury that I posted this notice of agenda on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City's website as required by law.*

04/13/2017

Date

Natalie Sanchez,

Management Assistant

CITY OF SOUTH PASADENA

PROCLAMATION



Declaring April 24, 2017,  
as "Remembrance of the Armenian Genocide Day"  
in the City of South Pasadena

WHEREAS, on April 24, 1915, the Turkish Government perpetrated against Armenian people what is commonly referred to as the first genocide of the twentieth century, which continued until 1923 and resulted in the death of 1.5 million Armenian men, women, and children; and

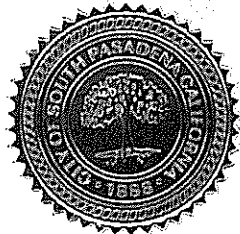
WHEREAS, it is important to remind ourselves about human tragedies that have taken place; and

WHEREAS, those who survived the Armenian Genocide and their successors have had to work hard to make these tragic events known to the world; and

WHEREAS, as a community, it is appropriate for us to stand together and join our Armenian brothers and sisters in this centennial anniversary of the Armenian Genocide in an effort to memorialize their fallen ancestors and to ensure that this horrible act is not repeated; and

WHEREAS, as we remember the past, let us also dedicate ourselves to building a greater future by educating our community about the Armenian Genocide, and other crimes against humanity, as a testament to mankind's indomitable spirit.

NOW, THEREFORE, I, Michael A. Cacciotti, Mayor, on behalf of the City Council of the City of South Pasadena, hereby declare April 24, 2017, as a "Remembrance of the Armenian Genocide Day" in the City of South Pasadena.



\_\_\_\_\_  
Michael A. Cacciotti, Mayor

\_\_\_\_\_  
April 19, 2017  
Date



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CITY OF SOUTH PASADENA  
**PROCLAMATION**



Declaring April 2017,  
as "DMV/Donate Life California Month"  
in the City of South Pasadena

- WHEREAS, organ, tissue, marrow and blood donation are life-giving acts recognized worldwide as expressions of compassion to those in need; and
- WHEREAS, more than 118,000 individuals nationwide and more than 21,000 in California are currently on the national organ transplant waiting list, and on average, 22 people die each day while waiting due to the shortage of donated organs; and
- WHEREAS, more than 600,000 units of blood per year are needed to meet the need in California; at any given time, 6,000 patients are in need of volunteer marrow donors; and
- WHEREAS, a single individual's donation of the heart, lungs, liver, kidneys, pancreas and small intestine can save up to eight lives; donation of tissue can save and heal the lives of up to 50 others; and a single blood donation can help three people in need; and
- WHEREAS, millions of lives each year are saved and healed by donors of organs, tissues, marrow and blood; and
- WHEREAS, the spirit of giving and decision to donate are not restricted by age or medical condition; and
- WHEREAS, over 13 million Californians have signed up with the state-authorized Donate Life California Donor Registry to ensure their wishes to be organ and tissue donors are honored; and
- WHEREAS, California residents can sign up with the Donate Life California Registry by checking "YES!" when applying for or renewing their driver's license or I.D. card, or by signing up at [www.donatelifecalifornia.org](http://www.donatelifecalifornia.org) or [www.donovidacalifornia.org](http://www.donovidacalifornia.org).

NOW, THEREFORE, I, Michael A. Cacciotti, Mayor, on behalf of the City Council of the City of South Pasadena, hereby declare April 2017, as "DMV/Donate Life California Month" in the City of South Pasadena, and encourage all Californians to consider contributing to this worthwhile cause.



\_\_\_\_\_  
Michael A. Cacciotti, Mayor

April 19, 2017  
Date

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**Wednesday, March 15, 2017**  
**Minutes of the Regular Meeting of the City Council**

**CALL TO ORDER**

A Regular Meeting of the South Pasadena City Council was called to order by Mayor Cacciotti on Wednesday, March 15, 2017, at 7:45 p.m., in the Amedee O. "Dick" Richards, Jr., Council Chamber, located at 1424 Mission Street, South Pasadena, California.

**ROLL CALL**

**Present:** Councilmembers Joe, Khubesrian, and Mahmud; Mayor Pro Tem Schneider; and Mayor Cacciotti.

**Absent:** None.

**City Staff**

**Present:** Sergio Gonzalez, City Manager; Teresa L. Highsmith, City Attorney; Evelyn G. Zneimer, City Clerk; and Anthony J. Mejia, Chief City Clerk were present at Roll Call. Other staff members presented reports or responded to questions as indicated in the minutes.

**INVOCATION**

Mayor Pro Tem Schneider gave the invocation.

**PLEDGE OF ALLEGIANCE**

Mayor Pro Tem Schneider led the Pledge of Allegiance.

**CLOSED SESSION ANNOUNCEMENTS**

**1. Closed Session Announcements**

The Regular Closed Session of the City Council of March 15, 2017, was called to order by Mayor Pro Tem Schneider at 6:30 p.m.

The meeting convened into Closed Session to discuss the following items as listed on the Closed Session Regular Meeting Agenda:

A. CONFERENCE WITH LEGAL COUNSEL – LABOR NEGOTIATIONS, Pursuant to Government Code Section 54957.6:

City Negotiators: City Manager Sergio Gonzalez, Human Resources Manager Mariam Lee Ko, and City Attorney Teresa L. Highsmith

Represented Employee

Organizations: Firefighters’ Association (FFA)  
Police Officers’ Association (POA)  
Public Service Employees’ Association (PSEA) Full Time Unit  
PSEA– Part Time Unit

Unrepresented Employees: Management Employees

B. CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION, Pursuant to Government Code Section 54956.9 (d)(4):

Number of Cases: 1

C. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION, Pursuant to Government Code Section 54956.9 (d)(1):

Name of Case: City of Gardena v. Los Angeles Regional Water Quality Control Board and State Water Resources Control Board, Los Angeles County Superior Court Case No. BS156342

City Attorney Highsmith reported that the City Council provided direction to staff regarding the agendaed Closed Session Items, but did not take any reportable action.

**PRESENTATIONS**

**2. Presentation of a Certificate of Recognition to Judson Studios for Manufacturing the World’s Largest Stained Glass Mural in the City of South Pasadena**

Mayor Cacciotti presented a Certificate of Recognition to David Judson, representing Judson Studios, for manufacturing of the World’s largest stained glass mural in South Pasadena.

**3. Presentation of a Proclamation Declaring March 31, 2017 as “Library Volunteer Recognition Day” in the City of South Pasadena**

Mayor Cacciotti presented a Proclamation to Brendan Durrett, President of the Library Board of Trustees, declaring March 31, 2017, as “Library Volunteer Day” in South Pasadena.

4. **Presentation by South Pasadena Arts Council on the South Pasadena Utility Box Art Project; Phase 2**

Howard Spector, representing the South Pasadena Arts Council (SPARC), narrated a PowerPoint presentation entitled "SPARC Box Art Project 2016-17." The City Council commended the artists on the quality of their artwork and thanked SPARC for coordinating the project.

**COMMUNICATIONS**

5. **Councilmembers Communications**

Councilmember Joe reported on the Los Angeles County Sanitation District Hazardous Waste Drop-Off Program, noting that South Pasadena residents recycled thousands of gallons of hazardous waste.

Councilmember Khubesrian requested that the City Council agendaize donation of \$500 of her discretionary funds towards the Ray Bradbury mural at the South Pasadena Library, second by Councilmember Mahmud; spoke on the results of the March 2017 Special Election, noting that South Pasadena voters supported the passage of Measure H; commended State Senator Portantino for recognizing local women during Women's History Month; thanked Mayor Cacciotti for his efforts to promote and coordinate the 626 Golden Streets Festival; displayed photos depicting recent General Plan Focus Group and Community Budget meetings.

Councilmember Mahmud requested that the City Council agendaize donation of \$1,000 of her discretionary funds towards the Ray Bradbury mural at the South Pasadena Library, second by Mayor Cacciotti; requested that the City Council agendaize an update on mosquito abatement by the San Gabriel Valley Mosquito and Vector Control District at an upcoming City Council meeting, second by Councilmember Khubesrian; advised residents to abate standing water near their homes to prevent mosquito breeding; noted that the local area remains in drought conditions and residents should continue to conserve water; reported on her recent activities and meetings related to stormwater compliance.

Mayor Cacciotti reported on his attendance at the South Coast Air Quality Management District meeting, noting that the Board approved the Air Quality Attainment Plan; stated the California Parks and Recreation Society has recognized the City of South Pasadena for being the first to be a Certified American Green Zone City; commended City staff for their efforts to make the 626 Golden Streets Festival a success; pointed out that residents have several opportunities to participate in General Plan and Community Budget meetings.

6. **City Manager Communications**

City Manager Gonzalez encouraged residents to participate in upcoming meetings regarding the City's Budget, General Plan update, and a community meeting on renters' concerns; displayed photos depicting the newly installed shade structure at the Dog Park.

**7. Merchant Minute**

Mayor Cacciotti introduced Laurie Hendricks, owners of Laurie Hendricks Gallery, who invited the community to visit her gallery located on Mission Street; advised that she offers art classes, that the gallery space is now shared with a local coffee shop owner, and yoga is offered on Wednesdays.

**8. Reordering of and Additions to the Agenda**

None.

**PUBLIC COMMENTS**

None.

**CONSENT CALENDAR**

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to approve the Consent Calendar Item Nos. 9, 11, 12, 13, 17, 18, and 19; with Item Nos. 10, 14, 15, 16, and 20 pulled for separate discussion.

**9. Minutes of the City Council Meeting of March 1, 2017**

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to approve the minutes of the March 1, 2017 City Council Meeting.

**11. Monthly Investment Reports for January 2017**

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to receive and file the Monthly Investment Reports for January 2017.

**12. Adoption of a Resolution to Destroy Expired Records, Per the City of South Pasadena Record Retention Schedule**

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to adopt Resolution No. 7507 entitled "A Resolution of the City Council of the City of South Pasadena, California, approving the destruction of certain City records from the Management Services Department."

13. **Acceptance of Project Completion and Authorization to File a Notice of Completion for the Fletcher Avenue Street Improvement Project and Authorization to Release Retention Payment in the Amount of \$47,541 to Vido Samarzich, Inc.**

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to:

1. Accept the project improvements as complete and authorize the issuance of a Notice of Completion for the Fletcher Avenue Street Improvement Project.
2. Authorize payment of the retention to Vido Samarzich, Inc., in the amount of \$47,541 subsequent to the recordation of the Notice of Completion with the Los Angeles County Registrar-Recorder/County Clerk.

17. **Award of Construction Contract to Cerco Engineering for the Construction of the Demonstration Garden**

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to:

1. Accept a bid dated February 28, 2017, from Cerco Engineering for the construction of the Demonstration Garden and authorize the City Manager to enter into a contract with the Contractor for an amount not-to-exceed \$108,446.
2. Approve an appropriation in the amount of \$50,000 from the Water Efficiency Fund for the Project.
3. Approve an appropriation in the amount of \$70,000 for the remaining balance including a 10 percent contingency from the Park Impact Fee for the Project.
4. Reject all other bids received.

18. **Authorize a Letter of Support for Assembly Bill 17 Regarding a Transit Pass Program for Free or Reduced-fare Transit Passes**

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to authorize a letter of support for Assembly Bill 17 which would create a Transit Pass Program to provide free or reduced-fare transit passes to specified pupils and students.

19. **Authorize a Letter of Support for Senate Bill 589 Regarding Municipal Storm Sewer Systems**

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to authorize a letter of support for Senate Bill 589 relating to water quality and MS4 permit compliance challenges.



**ITEMS REMOVED FROM THE CONSENT CALENDAR FOR DISCUSSION****10. Prepaid Warrants, General City Warrants, and Payroll**

Mayor Cacciotti requested that City staff provide an explanation regarding the high cost of certain AT&T bills. In response to inquiry, Deputy Fire Chief Riddle advised that the Fire Department purchased a replacement energy-efficient, commercial refrigerator.

MOTION BY MAYOR CACCIOTTI, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to approve the City of South Pasadena Prepaid Warrants Nos. 197417 through 197460 in the amount of \$373,027.45; General City Warrants Nos. 197461 through 197623 in the amount of \$316,369.28; Payroll dated March 10, 2017, in the amount of \$478,875.95.

**14. Adopt a Joint Tax Transfer Resolution between the San Gabriel Valley Mosquito and Vector Control District, Los Angeles County, and City of South Pasadena for the Proposed Annexation to the San Gabriel Valley Mosquito and Vector Control District**

Public Works Director Toor summarized the City's efforts to annex into the San Gabriel Valley Mosquito and Vector Control District; advised that the estimated assessment fee will be \$11 per residential property.

Mayor Pro Tem Schneider advised that he is opposed to the proposed annexation, noting that Zika virus has not been detected or transmitted in California; pointed out that residents will be required to contribute approximately \$75,000 on an ongoing annual basis.

Councilmember Mahmud reported on her attendance at a presentation by the San Gabriel Vector and Mosquito Control District regarding local mosquito conditions; pointed out that the Asian tiger mosquito has been detected in the local region, is known to be aggressive, and is capable of transmitting dangerous viruses.

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 4-1 (MAYOR PRO TEM SCHNEIDER VOING NO), to adopt Resolution No. 7508 entitled "A Joint Resolution of the Board of Supervisors of the County of Los Angeles and the Governing Bodies of the San Gabriel Valley Mosquito and Vector Control District and City of South Pasadena, approving and accepting the negotiated exchange of property tax revenue resulting from Annexation No. 2016-31 to the San Gabriel Valley Mosquito and Vector Control District."

**15. Adoption of a Debt Management Policy**

Councilmember Mahmud noted that she circulated the Debt Management Policy with suggested amendments; requested that the subject policy be further amended to include a statement regarding the necessity to seek City Council approval prior to issuance of debt.

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY MAYOR PRO TEM SCHNEIDER, CARRIED 5-0, to adopt a Debt Management Policy, as amended.

**16. Award of Contract with Castlerock Environmental, Inc., in the Amount of \$39,345 for the Asbestos/Lead Abatement for the Eddie Park House**

Community Services Director Pautsch advised that the Eddie House cannot be utilized until the facility is abated; stated that the proposed improvement will enable the City to utilize the facility for rentals and special events; noted that additional structural improvements and restorations are needed and will be addressed in the future.

In response to City Council inquiry, City Manager Gonzalez spoke on the importance of developing an overall strategy to address facility maintenance, noting that there is a pending project for roofing improvements at various City facilities.

Mayor Cacciotti requested that City staff provide a cost estimate for deferred facility maintenance as part of the upcoming budget process.

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to:

1. Accept price quote dated February 3, 2017, from Castlerock Environmental, Inc., for the asbestos/lead abatement at the Eddie Park House.
2. Authorize the City Manager to enter into a contract with Castlerock Environmental, Inc., for a not-to-exceed amount of \$39,345.
3. Reject all other bids received.

**ACTION/DISCUSSION**

**20. Reappoint Ontario Mayor Paul Leon to the Metro Gold Line Foothill Extension Construction Authority Board of Directors and Reappoint Daniel Evans as a Non-Voting Member**

Deputy City Clerk Jimenez presented the staff report and responded to City Council inquiries.

In response to City Council inquiry, City Manager Gonzalez advised that City staff worked with Metro and they have approved the installation of disabled access ramps for the South Pasadena Gold Line stations; advised that the Metro Gold Line Extension Construction Authority (Construction Authority) does not have the jurisdiction to address improvements at existing stations.

Daniel Evans, non-voting member of the Construction Authority, advised that all Gold Line stations are constructed to accommodate three car trains; stated that Metro will need to consider whether to increase the frequency of train intervals sooner than six minutes.

Councilmember Mahmud noted that the Construction Authority and Metro should consider the possibility that train frequency may be sooner than six-minute intervals and develop mitigation measures.

Mayor Cacciotti opened and closed the Public Comment period, there being no one desiring to speak on this item.

MOTION BY COUNCILMEMBER JOE, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to adopt Resolution No. 7509 entitled "A Resolution of the City Council of the City of South Pasadena, California, appointing specific representatives to the Metro Gold Line Foothill Construction Authority," with direction that Daniel Evans provide a status report at least twice annually and Ontario Mayor Paul Leon provide a status report, as needed.

## **21. Consideration of Appointing a City Council Liaison to the Design Review Board**

Deputy City Clerk Jimenez presented the staff report and responded to City Council inquiries.

In response to City Council inquiries, Planning and Building Director Watkins summarized the history of the Design Review Board (DRB), noting that the legislative history lacks an explanation as to the rationale for not appointing a City Council Liaison to the DRB; advised that the DRB has a focused and limited purview regarding building design; summarized the criteria for determining whether a particular project requires review by the Cultural Heritage Commission, DRB, or Planning Commission; stated that he expects the updated Cultural Heritage Commission Ordinance and Historic Property Inventory List to be presented to the City Council by May 2017.

Mayor Cacciotti opened and closed the Public Comment period, there being no one desiring to speak on this item.

MOTION BY MAYOR PRO TEM SCHNEIDER, to appoint a City Council Liaison to the Design Review Board. The Motion died for lack of a second.

The City Council took no action regarding this matter. The City Council agreed this matter may be reconsidered following consideration of the Cultural Heritage Commission Ordinance, as determined by the City Manager.

## **ADJOURNMENT**

Mayor Cacciotti adjourned the Regular City Council Meeting at 9:50 p.m.

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Evelyn G. Zneimer  
City Clerk

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Michael A. Cacciotti  
Mayor

Minutes approved by the South Pasadena City Council on April 19, 2017.

**City of South Pasadena/  
Redevelopment Successor Agency/  
Public Financing Authority  
Agenda Report**

*Michael A. Cacciotti, Mayor/Agency Chair  
Richard D. Schneider, M.D., Mayor Pro Tem/Agency Vice Chair  
Robert S. Joe, Council/Agency Member  
Marina Khubesrian, M.D., Council/Agency Member  
Diana Mahmud, Council/Agency Member*

*Evelyn G. Zneimer, City Clerk/Agency Secretary  
Gary E. Pia, City Treasurer*

COUNCIL AGENDA: April 19, 2017  
 TO: Honorable Mayor and City Council  
 VIA: Sergio Gonzalez, City Manager *SG*  
 FROM: David Batt, Finance Director *DB*  
 SUBJECT: **Approval of Prepaid Warrants in the Amount of \$3,196,719.17,  
 General City Warrants in the Amount of \$1,207,501.67 and Payroll  
 in the Amount of \$900,975.25**

**Recommendation**

It is recommended that the City Council approve the Warrants as presented.

**Fiscal Impact**

Prepaid Warrants:

Warrant # 197624 – 197941 \$ 3,196,719.17

General City Warrants:

Warrant # 197942 – 198059 \$ 1,207,501.67

Payroll 03-24-17 \$ 440,886.86

Payroll 04-07-17 \$ 460,088.39

RSA:

Prepaid Warrants \$

General City Warrants

Payroll 03-24-17 \$

Payroll 04-07-17 \$

Total \$ 5,305,196.09

**Commission Review and Recommendation**

This matter was not reviewed by a Commission.

**Legal Review**

The City Attorney has not reviewed this item.

**Public Notification of Agenda Item**

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website.

Attachments:

1. Warrant Summary
2. Prepaid Warrant List
3. General City Warrant List
4. Payroll 03-24-17 and Payroll 04-07-17
5. Redevelopment Successor Agency Check Summary Total

**ATTACHMENT 1**  
**Warrant Summary**

**City of South Pasadena  
Demand/Warrant Register  
Recap by fund**

Fund No.	Date 04.19.17 Amounts			
	Prepaid	Written	Payroll	
General Fund	101	629,763.94	145,188.94	528,693.08
Insurance Fund	103		2,288.16	
Street Improvement Program	104	3,630.00	550,403.81	
Facilities & Equip.Cap. Fund	105	5,001.18	17,000.00	
Local Transit Return "A"	205	12,110.95	6,620.15	17,445.38
Local Transit Return "C"	207	3,460.34		11,947.65
Sewer Fund	210	428,368.04	2,229.90	23,083.33
CTC Traffic Improvement	211			
Street Lighting Fund	215	51,122.08	783.07	10,721.11
Public,Education & Govt Fund	217			
Clean Air Act Fund	218			
Business Improvement Tax	220	324.00	82.50	
Gold Line Mitigation Fund	223			
Mission Meridian Public Garage	226	1,608.26		
Housing Authority Fund	228			
State Gas Tax	230	11,168.31	602.55	29,885.27
County Park Bond Fund.	232	1,221.88	1,608.82	
Measure R	233			
MSRC Grant Fund	238			
Bike & Pedestrian Paths	245			
BTA Grants	248		40.15	
Golden Streets Grant	249	180,637.55	23,520.75	
Capital Growth Fund	255			
CDBG	260	13,263.14	107,240.75	
Asset Forfeiture	270			
Police Grants - State	272	773.31	637.70	
Homeland Security Grant	274			
Park Impact Fees	275	2,871.13	42,460.22	
HSIP Grant	277			
Arroyo Seco Golf Course	295	119,037.37		
Sewer Capital Projects Fund	310	24,249.49	158,388.71	135.25
Water Fund	500	619,385.64	148,405.49	110,024.87
2016 Water Revenue Bonds Fund	505	636,942.99		
Public Financing Authority	550	105,841.67		
Payroll Clearing Fund	700	345,937.90		169,039.31
<b>Column Totals</b>		<b>3,196,719.17</b>	<b>1,207,501.67</b>	<b>900,975.25</b>
<b>City Report Totals</b>			<b>5,305,196.09</b>	

**Recap by fund**

Fund No.	Amounts			
	Prepaid	Written	Payroll	
RSA	227	-	-	-
<b>Column Totals</b>		-	-	-
<b>RSA Report Totals</b>				

Grand Report Total	Amounts		
	Prepaid	Written	Payroll
	3,196,719.17	1,207,501.67	900,975.25
		<u>5,305,196.09</u>	

Michael A. Cacciotti, Mayor

*David Batt*  
David Batt, Finance Director

Evelyn G. Zneimer, City Clerk

**ATTACHMENT 2**  
**Prepaid Warrant List**

<b>Voided Checks</b>	
<b>197094</b>	<b>\$4,326.30</b>
<b>187830</b>	<b>\$107.80</b>
<b>197146</b>	<b>\$150.00</b>
<b>197350</b>	<b>\$250.00</b>
<b>197461</b>	<b>\$817.27</b>
<b>197497</b>	<b>\$817.27</b>
<b>197628</b>	<b>\$75.00</b>
<b>197655</b>	<b>\$300.00</b>
<b>197336</b>	<b>\$43.55</b>
<b>196742</b>	<b>\$900.28</b>



# Accounts Payable

## Check Detail

User: mfestejo  
 Printed: 04/12/2017 - 2:22PM



Check Number	Check Date		Amount
<b>ESSD8011 - 210 East Sound! Line Item Account</b>			
197921	04/07/2017		
Inv	2017-0324502		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/24/2017	Citywide Reading Program-"Pillar of Fire" Stage Lighting & Video	101-8010-8011-8085-000	350.00
Inv 2017-0324502 Total			350.00
197921 Total:			350.00
<b>ESSD8011 - 210 East Sound! Total:</b>			350.00
<b>ABD0130 - Abdalla, Anthony Line Item Account</b>			
197717	03/30/2017		
Inv	4/10-14/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	Reimb. PD Training Expenses	101-4010-4011-8210-000	160.00
Inv 4/10-14/17 Total			160.00
197717 Total:			160.00
<b>ABD0130 - Abdalla, Anthony Total:</b>			160.00
<b>ATGC8530 - Acorn Technology Corp. Line Item Account</b>			
197624	03/09/2017		
Inv	22358		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/01/2017	IT Services 2/17 - Managed IT Monitoring	101-3010-3032-8170-000	697.50
Inv 22358 Total			697.50
Inv	22358*		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/01/2017	IT Services 2/17 - Adjustment	101-3010-3032-8170-000	-310.00
Inv 22358* Total			-310.00
Inv	22358-1561		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
	02/01/2017	IT Services 2/17 - PD Open Ticket Report	425.00
		101-4010-4011-8170-000	
	Inv 22358-1561	Total	425.00
	Inv 22358-1567		
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
	02/01/2017	IT Services 2/17 - PD Dispatch Laptops	270.00
	101-4010-4011-8170-000		
	Inv 22358-1567	Total	270.00
	Inv 22358-1574		
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
	02/01/2017	IT Services 2/17 - IT Users Group	180.00
	101-3010-3032-8170-000		
	Inv 22358-1574	Total	180.00
	Inv 22358-1575		
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
	02/01/2017	IT Services 2/17 - Telephone System	445.00
	101-3010-3032-8170-000		
	Inv 22358-1575	Total	445.00
	Inv 22358-1576		
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
	02/01/2017	IT Services 2/17 - PD Encrypted Wireless Comm.	150.00
	101-4010-4011-8170-000		
	Inv 22358-1576	Total	150.00
	Inv 22358-1577		
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
	02/01/2017	IT Services 2/17 - PD Squad Cars	260.00
	101-4010-4011-8170-000		
	Inv 22358-1577	Total	260.00
	Inv 22358-1578		
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
	02/01/2017	IT Services 2/17 - Replacement Monitor	80.00
	101-3010-3032-8170-000		
	Inv 22358-1578	Total	80.00
	Inv 22358-1579		
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
	02/01/2017	IT Services 2/17 - PD Dispatch Upgrade	897.50
	101-4010-4011-8170-000		
	Inv 22358-1579	Total	897.50
	Inv 22358-1580		
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
	02/01/2017	IT Services 2/17 - CENIC Installation	297.50
	101-8010-8011-8020-000		
	Inv 22358-1580	Total	297.50

Check Number	Check Date		Amount
Inv	22358-1581		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/01/2017	IT Services 2/17 - PD Laptops	101-4010-4011-8170-000	167.50
02/01/2017	IT Services 2/17 - General - City	101-3010-3032-8170-000	5,955.00
02/01/2017	IT Services 2/17 - General - PD	101-4010-4011-8170-000	2,522.50
Inv 22358-1581 Total			8,645.00
197624 Total:			12,037.50
197922	04/07/2017		
Inv	22449		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	IT Svcs 2/17 - Managed IT Monitoring	101-3010-3032-8170-000	697.50
Inv 22449 Total			697.50
Inv	22449*		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	IT Svcs 2/17 - Adjustment	101-3010-3032-8170-000	180.00
Inv 22449* Total			180.00
Inv	22449-1582		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	IT Svcs 2/17 - IT Users Group	101-3010-3032-8170-000	310.00
Inv 22449-1582 Total			310.00
Inv	22449-1583		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	IT Svcs 2/17 - Police Open Ticket Report	101-4010-4011-8170-000	340.00
Inv 22449-1583 Total			340.00
Inv	22449-1585		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	IT Svcs 2/17 - Adobe Software for PD	101-4010-4011-8170-000	150.00
Inv 22449-1585 Total			150.00
Inv	22449-1591		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	IT Svcs 2/17 - Dispatch Upgrade	101-4010-4011-8170-000	1,202.50
Inv 22449-1591 Total			1,202.50
Inv	22449-1592		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	IT Svcs 2/17 - Dispatch Laptops	101-4010-4011-8170-000	560.00

Check Number	Check Date		Amount
Inv 22449-1592	Total		560.00
Inv 22449-1593			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	IT Svcs 2/17 - Squad Cars	101-4010-4011-8170-000	300.00
Inv 22449-1593	Total		300.00
Inv 22449-1595			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	IT Svcs 2/17 - General - City	101-3010-3032-8170-000	3,747.50
Inv 22449-1595	Total		3,747.50
Inv 22449-1595**			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	IT Svcs 2/17 - General - Police	101-4010-4011-8170-000	1,065.00
Inv 22449-1595**	Total		1,065.00
Inv 22449-1596			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	IT Svcs 2/17 - CENIC Installation	101-8010-8011-8020-000	1,562.50
Inv 22449-1596	Total		1,562.50
197922	Total:		10,115.00
ATGC8530 - Acorn Technology Corp.	Total:		22,152.50
ADA0143 - Adamson Police Products	Line Item Account		
197718	03/30/2017		
Inv 238284			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2017	PD Equipment	101-4010-4011-8134-000	63.05
Inv 238284	Total		63.05
197718	Total:		63.05
ADA0143 - Adamson Police Products	Total:		63.05
AEA8021 - AED Institute of America Inc.	Line Item Account		
197814	04/07/2017		
Inv 031017M5			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/10/2017	AED Readiness Equipment Renewal 5/2017 - 4/2018	101-8010-8011-8020-000	300.00
Inv 031017M5	Total		300.00

Check Number	Check Date	Amount
197814 Total:		300.00
<b>AEAH8021 - AED Institute of America Inc. Total:</b>		300.00
<b>AFLA7010 - AFLAC Line Item Account</b>		
197798	04/06/2017	
Inv	P/R/E 4/2/17	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/04/2017	Optional Ins	700-0000-0000-2255-000
		1,159.79
Inv P/R/E 4/2/17 Total		1,159.79
197798 Total:		1,159.79
<b>AFLA7010 - AFLAC Total:</b>		1,159.79
<b>ASOP8030 - Aire Serv of Pasadena Line Item Account</b>		
197719	03/30/2017	
Inv	53341185	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/10/2017	Library - Diagnose & Repair/Replace Heater	101-6010-6601-8120-000
		400.00
Inv 53341185 Total		400.00
197719 Total:		400.00
197815	04/07/2017	
Inv	53341186	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/10/2017	Library Conf. Room - Pilot Ignition Module	101-6010-6601-8120-000
		319.13
Inv 53341186 Total		319.13
Inv 53379214		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/23/2017	FD Ventilation Duct Cleaning	101-6010-6601-8120-000
		500.00
Inv 53379214 Total		500.00
197815 Total:		819.13
<b>ASOP8030 - Aire Serv of Pasadena Total:</b>		1,219.13
<b>AKDC9265 - AKD Consulting Line Item Account</b>		
197682	03/23/2017	

Check Number	Check Date		Amount
Inv	CSP 2017-2		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/23/2017	City's WaterFacilitiesCapital ImprovementProject Mgmt Svcs1/17	500-6010-6711-8170-000	6,603.00
Inv CSP 2017-2 Total			6,603.00
197682 Total:			6,603.00
197816	04/07/2017		
Inv	CSP 2017-3		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/20/2017	City's Water Facilities Capital Improvement Project Mgmt Svc2/17	500-6010-6711-8170-000	6,231.00
Inv CSP 2017-3 Total			6,231.00
197816 Total:			6,231.00
<b>AKDC9265 - AKD Consulting Total:</b>			<b>12,834.00</b>
<b>AHWY2501 - Aleshire &amp; Wynder LLP Line Item Account</b>			
197625	03/09/2017		
Inv	Jan 2017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2017	Holy Family Church Specific Plan Svcs 1/17	101-2010-2501-8160-000	1,200.00
Inv Jan 2017 Total			1,200.00
197625 Total:			1,200.00
197923	04/07/2017		
Inv	Feb 2017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2017	Holy Family Church Specific Plan Svcs 2/17	101-2010-2501-8160-000	525.00
Inv Feb 2017 Total			525.00
197923 Total:			525.00
<b>AHWY2501 - Aleshire &amp; Wynder LLP Total:</b>			<b>1,725.00</b>
<b>ALH0179 - Alhambra Car Wash Line Item Account</b>			
197817	04/07/2017		
Inv	Feb 2017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/06/2017	PD Car Washes 2/17	101-4010-4011-8100-000	54.00
Inv Feb 2017 Total			54.00

197817 Total: 54.00

**ALH0179 - Alhambra Car Wash Total:** 54.00

**ACMT2920 - All City Management Line Item Account**

197720            03/30/2017  
 Inv    47713

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	PD School Crossing Guard Svcs 2/12-25/17	101-4010-4011-8180-000	5,398.83
Inv 47713 Total			5,398.83

197720 Total: 5,398.83

197818            04/07/2017  
 Inv    47966

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/15/2017	PD School Crossing Guard Svcs 2/16-3/11/17	101-4010-4011-8180-000	6,231.74
Inv 47966 Total			6,231.74

197818 Total: 6,231.74

**ACMT2920 - All City Management Total:** 11,630.57

**AMCG6710 - AM Conservation Group Inc. Line Item Account**

197819            04/07/2017  
 Inv    0224387

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/22/2017	Water Saving Devices Giveaways-Kitchen Faucet Aerators & Show	500-3010-3012-8032-000	1,104.36
Inv 0224387 Total			1,104.36

197819 Total: 1,104.36

**AMCG6710 - AM Conservation Group Inc. Total:** 1,104.36

**AMZN8030 - Amazon/SYNCB Line Item Account**

197820            04/07/2017  
 Inv    088874483689

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/23/2017	Supplies	101-8030-8032-8020-000	63.05
Inv 088874483689 Total			63.05

Inv 120512462136

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/17/2017	Supplies	101-8030-8032-8020-000	38.89

Inv 120512462136 Total 38.89

Inv 225560526128

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	Supplies	101-8030-8032-8020-000	61.07

Inv 225560526128 Total 61.07

Inv 301196441940

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/16/2017	Supplies	101-8030-8032-8268-000	385.11

Inv 301196441940 Total 385.11

197820 Total: 548.12

AMZN8030 - Amazon/SYNCB Total: 548.12

**AMII1021 - American Micro Imaging Inc. Line Item Account**

197924 04/07/2017

Inv 47773

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2017	City Clerk Archive Records Scanning Svcs	101-1020-1021-8180-000	6,408.87

Inv 47773 Total 6,408.87

197924 Total: 6,408.87

AMII1021 - American Micro Imaging Inc. Total: 6,408.87

**AME0217 - American Public Works Assn. Line Item Account**

197821 04/07/2017

Inv ID# 699582

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	2017 - 2018 PW Membership	101-6010-6011-8060-000	237.50

Inv ID# 699582 Total 237.50

197821 Total: 237.50

AME0217 - American Public Works Assn. Total: 237.50

**AMER814 - American Water Works Ass'n. Line Item Account**



Check Number	Check Date		Amount
197822	04/07/2017		
Inv	00034261		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/21/2016	Membership 2017-2018 - Anteneh Tesfaye	500-6010-6711-8060-000	2,118.00
Inv 00034261 Total			2,118.00
197822 Total:			2,118.00
<b>AMER814 - American Water Works Ass'n. Total:</b>			2,118.00
<b>AME0229 - Ameritas Line Item Account</b>			
197670	03/23/2017		
Inv	P/R/E 3/21/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2017	Vision Ins. Apr-17	700-0000-0000-2268-000	3,272.84
Inv P/R/E 3/21/17 Total			3,272.84
197670 Total:			3,272.84
<b>AME0229 - Ameritas Total:</b>			3,272.84
<b>ANT0243 - Antrim's Security Co., Inc. Line Item Account</b>			
197823	04/07/2017		
Inv	50641		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	Cabinet Padlocks, Key Duplication & Access Hardware	101-6010-6601-8020-000	156.51
02/28/2017	Cabinet Padlocks, Key Duplication & Access Hardware	215-6010-6115-8020-000	156.51
02/28/2017	Cabinet Padlocks, Key Duplication & Access Hardware	215-6010-6201-8020-000	156.51
Inv 50641 Total			469.53
Inv	50772		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2017	Re-Key Door Hardware	101-6010-6601-8120-000	103.96
Inv 50772 Total			103.96
197823 Total:			573.49
<b>ANT0243 - Antrim's Security Co., Inc. Total:</b>			573.49
<b>ARA0260 - Aramark Uniform Services Line Item Account</b>			
197824	04/07/2017		
Inv	532279774		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	Uniform Svcs	101-6010-6601-8132-000	18.13

Check Number	Check Date		Amount
03/09/2017	Uniform Svcs	215-6010-6201-8132-000	13.18
03/09/2017	Uniform Svcs	215-6010-6310-8132-000	29.26
03/09/2017	Uniform Svcs	230-6010-6116-8132-000	238.92
03/09/2017	Uniform Svcs	500-6010-6711-8132-000	19.23
03/09/2017	Uniform Svcs	500-6010-6710-8132-000	116.58
03/09/2017	Uniform Svcs	210-6010-6501-8132-000	13.18

Inv 532279774 Total 448.48

Inv 532296939

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/16/2017	Uniform Svcs	215-6010-6310-8132-000	40.78
03/16/2017	Uniform Svcs	500-6010-6711-8132-000	19.13
03/16/2017	Uniform Svcs	101-6010-6601-8132-000	18.00
03/16/2017	Uniform Svcs	500-6010-6710-8132-000	53.93
03/16/2017	Uniform Svcs	210-6010-6501-8132-000	13.08
03/16/2017	Uniform Svcs	215-6010-6201-8132-000	40.78
03/16/2017	Uniform Svcs	230-6010-6116-8132-000	221.17

Inv 532296939 Total 406.87

Inv 532314063

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	Uniform Svcs	101-6010-6601-8132-000	15.53
03/23/2017	Uniform Svcs	500-6010-6711-8132-000	16.64
03/23/2017	Uniform Svcs	500-6010-6710-8132-000	93.37
03/23/2017	Uniform Svcs	230-6010-6116-8132-000	61.73
03/23/2017	Uniform Svcs	215-6010-6310-8132-000	70.48
03/23/2017	Uniform Svcs	215-6010-6201-8132-000	10.58
03/23/2017	Uniform Svcs	210-6010-6501-8132-000	10.58

Inv 532314063 Total 278.91

197824 Total: 1,134.26

ARA0260 - Aramark Uniform Services Total: 1,134.26

ARC6011 - ARC Line Item Account

197721 03/30/2017

Inv 9028844

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/08/2017	PW Storm Drain Maps Print Svcs	101-6010-6011-8050-000	674.63

Inv 9028844 Total 674.63

197721 Total: 674.63

197825 04/07/2017

Inv 9079376

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/14/2017	PW Copies	101-6010-6011-8050-000	77.83

Check Number	Check Date		Amount
Inv 9079376	Total		77.83
Inv 9082192			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/16/2017	Plan/Bldg Copies	101-7010-7011-8050-000	199.58
Inv 9082192	Total		199.58
Inv 9082264			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/16/2017	Plan/Bldg Copies	101-7010-7011-8050-000	233.92
Inv 9082264	Total		233.92
197825	Total:		511.33
<b>ARC6011 - ARC Total:</b>			1,185.96
<b>ARCA9255 - Arcadis US Inc. Line Item Account</b>			
197683	03/23/2017		
Inv 0835344			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/10/2017	Const. Mgmt & Inspect. Svcs 2/6-3/5/17	500-9000-9266-9266-000	26,700.60
Inv 0835344	Total		26,700.60
197683	Total:		26,700.60
<b>ARCA9255 - Arcadis US Inc. Total:</b>			26,700.60
<b>ATCN9011 - AT &amp; T Line Item Account</b>			
197647	03/16/2017		
Inv 000009328046			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2017	9391036942 1/27-2/26/17	101-3010-3032-8150-000	144.12
Inv 000009328046	Total		144.12
Inv 000009328047			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2017	9391036943 1/27-2/26/17	101-3010-3032-8150-000	144.17
Inv 000009328047	Total		144.17
197647	Total:		288.29
197648	03/16/2017		

Inv 020 660 6590001

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/25/2017	626 799-4617 2/25/17	101-3010-3032-8150-000	88.66

Inv 020 660 6590001 Total 88.66

Inv 050 890 6920001

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	626 403-6412 3/1/17	101-3010-3032-8150-000	7,058.80

Inv 050 890 6920001 Total 7,058.80

Inv 051 895 9846001

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/24/2017	626 441-6301 2/24/17	101-3010-3032-8150-000	9.58

Inv 051 895 9846001 Total 9.58

Inv 051 895 9856001

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/24/2017	626 799-2407 2/24/17	101-3010-3032-8150-000	26.15

Inv 051 895 9856001 Total 26.15

197648 Total: 7,183.19

197684 03/23/2017

Inv 000009323153

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2017	CLAPDSOPAS 1/27-2/26/17	101-3010-3032-8150-000	1,577.08

Inv 000009323153 Total 1,577.08

Inv 000009325388

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2017	1191 293 1/27-2/26/17	101-3010-3032-8150-000	12.24

Inv 000009325388 Total 12.24

Inv 000009325389

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2017	2876 572 1/27-2/26/17	101-3010-3032-8150-000	0.13

Inv 000009325389 Total 0.13

Inv 000009325390

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2017	3596 634 1/27-2/26/17	101-3010-3032-8150-000	144.06

Inv 000009325390 Total 144.06

Check Number	Check Date		Amount
Inv	000009325392		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2017	6273 010 1/27-2/26/17	101-3010-3032-8150-000	144.00
Inv 000009325392 Total			144.07
Inv	000009325397		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2017	8174 053 1/27-2/26/17	101-3010-3032-8150-000	144.43
Inv 000009325397 Total			144.43
Inv	000009325398		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2017	9413 903 1/27-2/26/17	500-6010-6710-8150-000	59.49
Inv 000009325398 Total			59.49
Inv	000009325868		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2017	2513 652 1/27-2/26/17	101-3010-3032-8150-000	936.25
Inv 000009325868 Total			936.25
Inv	000009359478		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/03/2017	0587 025 2/3-3/2/17	101-3010-3032-8150-000	144.89
Inv 000009359478 Total			144.89
Inv	000009359479		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/03/2017	9465 054 2/3-3/2/17	101-3010-3032-8150-000	145.01
Inv 000009359479 Total			145.01
Inv	000009365471		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/04/2017	5778 627 2/4-3/3/17	500-6010-6710-8150-000	93.53
Inv 000009365471 Total			93.53
Inv	000009368078		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/04/2017	5005 942 2/4-3/3/17	500-6010-6710-8150-000	19.92
Inv 000009368078 Total			19.92
Inv	000009376662		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	4049 244 2/7-3/6/17	101-3010-3032-8150-000	145.44

Inv 000009376662 Total	145.44
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197684 Total:	3,566.54
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197722                      03/30/2017

Inv    000009384426

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/10/2017	1352 024 2/10-3/9/17	101-3010-3032-8150-000	422.50

Inv 000009384426 Total	422.50
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Inv    000009384427

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/10/2017	1986 425 2/10-3/9/17	101-3010-3032-8150-000	19.23

Inv 000009384427 Total	19.23
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Inv    000009384429

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/10/2017	9048 875 2/10-3/9/17	101-3010-3032-8150-000	37.12

Inv 000009384429 Total	37.12
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Inv    000009384430

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/10/2017	4358 152 2/10-3/9/17	500-6010-6710-8150-000	0.27

Inv 000009384430 Total	0.27
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Inv    000009390247

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/10/2017	0905 346 2/10-3/9/17	101-3010-3032-8150-000	3.79

Inv 000009390247 Total	3.79
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Inv    000009390251

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/10/2017	4047 783 2/10-3/9/17	101-3010-3032-8150-000	60.80

Inv 000009390251 Total	60.80
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Inv    000009390253

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/10/2017	9100 538 2/10-3/9/17	101-3010-3032-8150-000	61.39

Inv 000009390253 Total	61.39
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Inv    000009390660

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/10/2017	2870 423 2/10-3/9/17	101-3010-3032-8150-000	36.72

Check Number	Check Date		Amount
Inv 000009390660		Total	36.72
Inv 000009390661			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/10/2017	2856 294 2/10-3/9/17	101-3010-3032-8150-000	33.59
Inv 000009390661		Total	33.59
Inv 000009390662			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/10/2017	2095 213 2/10-3/9/17	101-3010-3032-8150-000	53.90
Inv 000009390662		Total	53.90
Inv 000009390668			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/10/2017	2841 274 2/10-3/9/17	101-3010-3032-8150-000	33.59
Inv 000009390668		Total	33.59
Inv 000009390715			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/10/2017	3075 470 2/10-3/9/17	101-3010-3032-8150-000	41.25
Inv 000009390715		Total	41.25
Inv 000009397125			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/10/2017	6412 115 2/10-3/9/17	101-3010-3032-8150-000	63.45
Inv 000009397125		Total	63.45
197722		Total:	867.60
197723	03/30/2017		
Inv 051 895 9433001			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/10/2017	323 254-5005	500-6010-6710-8150-000	38.18
Inv 051 895 9433001		Total	38.18
Inv 051 895 9434001			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/10/2017	323 254-5778	500-6010-6710-8150-000	38.18
Inv 051 895 9434001		Total	38.18
Inv 051 895 9452001			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/10/2017	626 441-1191	101-3010-3032-8150-000	411.26

Inv 051 895 9452001 Total	411.26
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Inv 051 895 9453001	
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/10/2017	626 441-2876	101-3010-3032-8150-000	44.47

Inv 051 895 9453001 Total	44.47
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Inv 051 895 9454001	
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/10/2017	626 441-4358	500-6010-6710-8150-000	70.23

Inv 051 895 9454001 Total	70.23
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197723 Total:	602.32
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ATT58010 - AT & T Total:	12,507.94
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**AT&T5006 - AT & T U-Verse Line Item Account**

197724	03/30/2017	
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Inv 130464796	
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2017	2/18-3/17/17	500-6010-6710-8150-000	70.00

Inv 130464796 Total	70.00
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197724 Total:	70.00
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AT&T5006 - AT & T U-Verse Total:	70.00
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**AT&T5011 - AT&T Line Item Account**

197649	03/16/2017	
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Inv 065 081-5011	
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	2/22-3/7/17	101-3010-3032-8150-000	146.13

Inv 065 081-5011 Total	146.13
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Inv 248 134-6100	
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	2/22-3/7/17	101-3010-3032-8150-000	9.31

Inv 248 134-6100 Total	9.31
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Inv 323 254-5005	
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/20/2017	1/20-2/19/17	500-6010-6710-8150-000	122.41



Check Number	Check Date		Amount
Inv 323 254-5005	Total		122.41
Inv 323 254-5778			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/20/2017	1/20-2/19/17	500-6010-6710-8150-000	185.67
Inv 323 254-5778	Total		185.67
Inv 335 259-3048			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	2/22-3/7/17	101-3010-3032-8150-000	46.71
Inv 335 259-3048	Total		46.71
Inv 626 403-1986			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/25/2017	2/26-3/25/17	101-3010-3032-8150-000	217.67
Inv 626 403-1986	Total		217.67
Inv 626 403-6412			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	3/1-31/17	101-3010-3032-8150-000	4,241.76
Inv 626 403-6412	Total		4,241.76
Inv 626 403-9048			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/25/2017	2/26-3/25/17	101-3010-3032-8150-000	455.69
Inv 626 403-9048	Total		455.69
Inv 626 441-4358			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/25/2017	2/25-3/24/17	500-6010-6710-8150-000	639.83
Inv 626 441-4358	Total		639.83
Inv 626 799-0905			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/26/2017	2/26-3/25/17	101-3010-3032-8150-000	726.90
Inv 626 799-0905	Total		726.90
Inv 626 799-2095			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/26/2017	2/26-3/25/17	101-3010-3032-8150-000	645.75
Inv 626 799-2095	Total		645.75

Check Number	Check Date		Amount
Inv	626 799-2407		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	2/22-3/7/17	101-3010-3032-8150-000	328.57
Inv 626 799-2407 Total			328.57
Inv	626 799-2452		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/26/2017	2/26-3/25/17	101-3010-3032-8150-000	213.98
Inv 626 799-2452 Total			213.98
Inv	626 799-2841		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/26/2017	2/26-3/25/17	101-3010-3032-8150-000	238.48
Inv 626 799-2841 Total			238.48
Inv	626 799-2856		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/26/2017	2/26-3/25/17	101-3010-3032-8150-000	238.48
Inv 626 799-2856 Total			238.48
Inv	626 799-2870		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/26/2017	2/26-3/25/17	101-3010-3032-8150-000	226.15
Inv 626 799-2870 Total			226.15
Inv	626 799-3075		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/26/2017	2/26-3/25/17	101-3010-3032-8150-000	402.42
Inv 626 799-3075 Total			402.42
Inv	626 799-4047		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/26/2017	2/26-3/25/17	101-3010-3032-8150-000	601.93
Inv 626 799-4047 Total			601.93
Inv	626 799-4956		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/26/2017	2/26-3/25/17	101-3010-3032-8150-000	718.82
Inv 626 799-4956 Total			718.82
Inv	626 799-9100		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/26/2017	2/26-3/25/17	101-3010-3032-8150-000	608.52

Check Number	Check Date		Amount
		Inv 626 799-9100 Total	608.52
			<hr/>
		197649 Total:	11,015.18
197725	03/30/2017		
Inv		331 265-0086	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	3/7-4/6/17	500-6010-6710-8150-000	115.39
		Inv 331 265-0086 Total	115.39
Inv		331 265-0087	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	3/7-4/6/17	101-3010-3032-8150-000	66.89
		Inv 331 265-0087 Total	66.89
Inv		331 841-0743	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	3/7-4/6/17	101-3010-3032-8150-000	66.89
		Inv 331 841-0743 Total	66.89
Inv		331 841-0756	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	3/7-4/6/17	101-3010-3032-8150-000	32.94
		Inv 331 841-0756 Total	32.94
Inv		331 841-0802	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	3/7-4/6/17	101-3010-3032-8150-000	32.94
		Inv 331 841-0802 Total	32.94
Inv		335 259-3048	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	Credit	101-3010-3032-8150-000	-23.37
		Inv 335 259-3048 Total	-23.37
Inv		335 451-0099	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	3/7-4/6/17	101-3010-3032-8150-000	66.89
		Inv 335 451-0099 Total	66.89
Inv		336 257-1753	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	3/7-4/6/17	101-3010-3032-8150-000	350.45

Inv 336 257-1753 Total			350.45
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Inv 336 257-1754			
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	3/7-4/6/17	500-6010-6710-8150-000	357.87

Inv 336 257-1754 Total			357.87
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Inv 339 342-2994			
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	3/7-4/6/17	101-3010-3032-8150-000	116.46

Inv 339 342-2994 Total			116.46
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Inv 339 343-8022			
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	3/7-4/6/17	101-3010-3032-8150-000	525.65

Inv 339 343-8022 Total			525.65
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Inv 626 282-0951			
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	3/13-4/12/17	500-6010-6711-8150-000	112.26

Inv 626 282-0951 Total			112.26
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Inv 626 282-2319			
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	3/13-4/12/17	500-6010-6710-8150-000	654.26

Inv 626 282-2319 Total			654.26
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Inv 626 405-0051			
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/11/2017	3/11-4/10/17	101-3010-3032-8150-000	478.94

Inv 626 405-0051 Total			478.94
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Inv 626 441-0182			
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	3/13-4/12/17	101-3010-3032-8150-000	226.88

Inv 626 441-0182 Total			226.88
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Inv 626 441-0384			
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	3/13-4/12/17	101-3010-3032-8150-000	763.61

Inv 626 441-0384 Total			763.61
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Inv 626 441-0675

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	3/13-4/12/17	101-3010-3032-8150-000	547.47

Inv 626 441-0675 Total 547.47

Inv 626 441-1191

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	3/13-4/12/17	101-3010-3032-8150-000	1,003.45

Inv 626 441-1191 Total 1,003.45

Inv 626 441-2876

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	3/13-4/12/17	101-3010-3032-8150-000	223.98

Inv 626 441-2876 Total 223.98

Inv 626 441-4602

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	3/13-4/12/17	101-3010-3032-8150-000	110.67

Inv 626 441-4602 Total 110.67

Inv 626 441-6301

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	3/13-4/12/17	101-3010-3032-8150-000	569.91

Inv 626 441-6301 Total 569.91

Inv 626 441-6497

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	3/13-4/12/17	101-3010-3032-8150-000	194.88

Inv 626 441-6497 Total 194.88

Inv 626 441-9413

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	3/13-4/12/17	500-6010-6710-8150-000	110.67

Inv 626 441-9413 Total 110.67

Inv 626 577-6657

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	3/13-4/12/17	101-3010-3032-8150-000	52.60

Inv 626 577-6657 Total 52.60

197725 Total: 6,758.58

**AT&T5011 - AT&T Total:** 17,773.76

**CIN4011 - AT&T --Cingular Wireless Line Item Account**

197626                      03/09/2017

Inv    287258938988x02

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/19/2017	PW Cell Phones 1/20-2/19/17	500-6010-6711-8020-000	187.28
02/19/2017	PW Cell Phones 1/20-2/19/17	210-6010-6501-8020-000	32.00
02/19/2017	PW Cell Phones 1/20-2/19/17	101-3010-3032-8150-000	469.79
02/19/2017	PW Cell Phones 1/20-2/19/17	500-6010-6710-8020-000	112.65

Inv 287258938988x02 Total 801.72

197626 Total: 801.72

197925                      04/07/2017

Inv    287258938988x03

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/19/2017	PW Cell Phones 2/20-3/19/17	210-6010-6501-8020-000	32.38
03/19/2017	PW Cell Phones 2/20-3/19/17	101-3010-3032-8150-000	499.73
03/19/2017	PW Cell Phones 2/20-3/19/17	500-6010-6711-8020-000	160.07
03/19/2017	PW Cell Phones 2/20-3/19/17	500-6010-6710-8020-000	112.14

Inv 287258938988x03 Total 804.32

Inv    879338213x0323

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/15/2017	FD Cell Phones 2/16-3/15/17	101-3010-3032-8150-000	91.69

Inv 879338213x0323 Total 91.69

197925 Total: 896.01

**CIN4011 - AT&T --Cingular Wireless Total:** 1,697.73

**ATH0292 - Athens Disposal Company Line Item Account**

197627                      03/09/2017

Inv    Feb 2017

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	Yard Waste Fees Feb 2017	500-0000-0000-5525-000	9,201.27

Inv Feb 2017 Total 9,201.27

Inv    Feb 2017\*

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	Low Income Fees Feb 2017	101-0000-0000-4210-001	1,232.92

Inv Feb 2017\* Total 1,232.92

Check Number      Check Date Amount

Inv    Mar 2017

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	Estimate Rubbish Fees Mar 2017	500-0000-0000-5360-000	243,022.79

Inv Mar 2017 Total 243,022.79

Inv    Mar 2017\*

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	Estimate Recycling Fees Mar 2017	500-0000-0000-5360-000	7,473.84

Inv Mar 2017\* Total 7,473.84

197627 Total: 260,930.82

**ATH0292 - Athens Disposal Company Total:** 260,930.82

**AUDI8011 - Audio Editions Line Item Account**

197826      04/07/2017

Inv    1625180

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/24/2017	Books on Cassette & CDs	101-8010-8011-8080-000	8.58

Inv 1625180 Total 8.58

197826 Total: 8.58

**AUDI8011 - Audio Editions Total:** 8.58

**AZTL1011 - Aztlan Athletics Line Item Account**

197650      03/16/2017

Inv    GS001

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/15/2017	626 Golden Street Festival	249-2010-2011-8170-000	3,285.00

Inv GS001 Total 3,285.00

Inv    GS002

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/18/2017	626 Golden Street Festival	249-2010-2011-8170-000	5,212.50

Inv GS002 Total 5,212.50

Inv    GS003

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/18/2017	626 Golden Street Festival	249-2010-2011-8170-000	2,507.50

Inv GS003 Total 2,507.50

Check Number	Check Date		Amount
Inv	GS005		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/18/2017	626 Golden Street Festival	249-2010-2011-8170-000	2,900.00
Inv GS005 Total			2,900.00
197650 Total:			13,905.00
<b>AZTL1011 - Aztlan Athletics Total:</b>			13,905.00
<b>BAK0369 - Baker &amp; Taylor Books Line Item Account</b>			
197827	04/07/2017		
Inv	4011828523		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/09/2017	Books	101-8010-8011-8080-000	1,500.20
Inv 4011828523 Total			1,500.20
Inv	4011829988		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/10/2017	Books	101-8010-8011-8080-000	174.93
Inv 4011829988 Total			174.93
Inv	4011831538		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/10/2017	Books	101-8010-8011-8080-000	45.85
Inv 4011831538 Total			45.85
Inv	4011832803		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/15/2017	Books	101-8010-8011-8080-000	243.62
Inv 4011832803 Total			243.62
Inv	4011835498		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/17/2017	Books	101-8010-8011-8080-000	852.91
Inv 4011835498 Total			852.91
Inv	4011836496		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/16/2017	Books	101-8010-8011-8080-000	152.09
Inv 4011836496 Total			152.09
Inv	4011836616		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	



Check Number	Check Date		Amount
02/17/2017	Books	101-8010-8011-8080-000	55.86
Inv 4011836616 Total			55.86
Inv 4011839534			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/23/2017	Books	101-8010-8011-8080-000	188.04
Inv 4011839534 Total			188.04
Inv 4011840144			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/23/2017	Books	101-8010-8011-8080-000	1,905.97
Inv 4011840144 Total			1,905.97
Inv 4011844763			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	Books	101-8010-8011-8080-000	49.94
Inv 4011844763 Total			49.94
Inv 4011846907			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/02/2017	Books	101-8010-8011-8080-000	22.36
Inv 4011846907 Total			22.36
197827 Total:			5,191.77
<b>BAK0369 - Baker &amp; Taylor Books Total:</b>			5,191.77
<b>BAK0366 - Baker &amp; Taylor Entertainment Line Item Account</b>			
197828	04/07/2017		
Inv B43661100			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/10/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	15.28
Inv B43661100 Total			15.28
Inv B43737260			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/13/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	16.30
Inv B43737260 Total			16.30
Inv B43844820			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/13/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	32.62

Check Number	Check Date		Amount
		Inv B43844820 Total	32.62
		Inv B45062200	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		02/28/2017      Dvds, CDs & Videos      101-8010-8011-8080-000	15.39
		Inv B45062200 Total	15.39
		Inv B45163200	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		03/01/2017      Dvds, CDs & Videos      101-8010-8011-8080-000	14.48
		Inv B45163200 Total	14.48
		Inv T54819370	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		02/13/2017      Dvds, CDs & Videos      101-8010-8011-8080-000	136.83
		Inv T54819370 Total	136.83
		Inv T54860090	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		02/14/2017      Dvds, CDs & Videos      101-8010-8011-8080-000	67.43
		Inv T54860090 Total	67.43
		Inv T54933390	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		02/15/2017      Dvds, CDs & Videos      101-8010-8011-8080-000	8.84
		Inv T54933390 Total	8.84
		Inv T54979110	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		02/16/2017      Dvds, CDs & Videos      101-8010-8011-8080-000	48.89
		Inv T54979110 Total	48.89
		Inv T55196660	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		02/21/2017      Dvds, CDs & Videos      101-8010-8011-8080-000	122.67
		Inv T55196660 Total	122.67
		Inv T55281160	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		02/22/2017      Dvds, CDs & Videos      101-8010-8011-8080-000	15.28
		Inv T55281160 Total	15.28

Inv T55520240

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	25.74

Inv T55520240 Total 25.74

Inv T55563680

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	248.86

Inv T55563680 Total 248.86

Inv T55626720

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/02/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	122.26

Inv T55626720 Total 122.26

Inv T55656850

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/02/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	11.26

Inv T55656850 Total 11.26

Inv T55680050

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/02/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	16.30

Inv T55680050 Total 16.30

Inv T55894410

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	54.21

Inv T55894410 Total 54.21

197828 Total: 972.64

**BAK0366 - Baker & Taylor Entertainment Total:** 972.64

**BCCC2011 - BankCard Center Line Item Account**

197685      03/23/2017

Inv 0210

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/30/2017	Cal-ICMA Networking Dinner - EB	101-2010-2011-8090-000	45.00

Inv 0210 Total 45.00

Inv 0210\* CR

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
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Check Number	Check Date		Amount
01/31/2017	Cal-ICMA Networking Dinner - EB CREDIT	101-2010-2011-8090-000	-45.00
Inv 0210* CR Total			-45.00
Inv 0210A			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/06/2017	Arroyo Verdugo Lunch Mtg - Gus's BBQ	101-2010-2011-8090-000	129.00
Inv 0210A Total			129.00
Inv 0210B			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/07/2017	Cal-ICMA Conf. Dinner - Hyatt Regency Monterey	101-2010-2011-8090-000	24.60
Inv 0210B Total			24.60
Inv 0210C			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/07/2017	Cal-ICMA Conf. Luggage Surcharge - Alaska Airlines	101-2010-2011-8090-000	25.00
Inv 0210C Total			25.00
Inv 0210D			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/08/2017	Cal-ICMA Conf. Lunch - Hyatt Regency Monterey	101-2010-2011-8090-000	25.02
Inv 0210D Total			25.02
Inv 0210E			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/10/2017	Cal-ICMA Conf. Hotel - Hyatt Regency Monterey	101-2010-2011-8090-000	695.34
Inv 0210E Total			695.34
Inv 0210F			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/24/2017	Coffee Mtg w/Councilmember Joe & Judy Chu - Peets Coffee & Te	101-2010-2011-8090-000	10.70
Inv 0210F Total			10.70
197685 Total:			909.66
197686	03/23/2017		
Inv 6841			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/27/2017	Sr. Center Supplies - Smart N Final	101-8030-8021-8020-000	235.40
Inv 6841 Total			235.40
Inv 6841A			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
	01/27/2017	Sr. Center Supplies - Party City	101-8030-8021-8020-000 133.71
	Inv 6841A Total		133.71
	Inv 6841AA		
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
	02/23/2017	Passport Application Fees - USPS.com	101-0000-0000-5255-000 19.95
	Inv 6841AA Total		19.95
	Inv 6841B		
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
	01/27/2017	Sr. Center Supplies - Alhambra Market	101-8030-8021-8020-000 21.29
	Inv 6841B Total		21.29
	Inv 6841C		
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
	01/31/2017	CPRS Conf. & Expo Registration - Mayor Cacciotti	101-1010-1011-8090-000 75.00
	Inv 6841C Total		75.00
	Inv 6841C*		
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
	01/31/2017	CPRS Conf. & Expo Registration - Comm. Svcs Staff	101-8030-8031-8090-000 225.00
	Inv 6841C* Total		225.00
	Inv 6841D		
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
	02/01/2017	PD Equipment - HOG Saddle	101-4010-4011-8020-000 323.65
	Inv 6841D Total		323.65
	Inv 6841E		
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
	02/01/2017	PD Equipment - Midway USA	101-4010-4011-8020-000 75.97
	Inv 6841E Total		75.97
	Inv 6841F		
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
	02/01/2017	Council Meal 2/1/17 - La Fiesta Grande	101-1010-1011-8090-000 126.37
	Inv 6841F Total		126.37
	Inv 6841G		
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
	02/03/2017	Comm. Svcs CPRS Conf. & Expo Shuttle - SuperShuttle	101-8030-8032-8090-000 76.00
	02/03/2017	Comm. Svcs CPRS Conf. & Expo Shuttle - SuperShuttle	101-8030-8031-8090-000 76.00
	Inv 6841G Total		152.00

Inv 6841H

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/02/2017	Comm. Svcs CPRS Conf. & Expo Flight - Southwest	101-8030-8031-8090-000	137.88
02/02/2017	Comm. Svcs CPRS Conf. & Expo Flight - Southwest	101-8030-8032-8090-000	285.76
02/02/2017	Comm. Svcs CPRS Conf. & Expo Flight - Southwest	101-8030-8031-8090-000	142.88

Inv 6841H Total 566.52

Inv 6841H\*

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/02/2017	Comm. Svcs CPRS Conf. & Expo Flight - Southwest - Cacciotti	101-1010-1011-8090-000	78.94

Inv 6841H\* Total 78.94

Inv 6841I

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/10/2017	Sr. Center Supplies - Smart N Final	101-8030-8021-8020-000	249.15

Inv 6841I Total 249.15

Inv 6841J

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/10/2017	Sr. Center Supplies - Trader Joes	101-8030-8021-8020-000	44.61

Inv 6841J Total 44.61

Inv 6841K

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/10/2017	PD Cite Bags for Parking Enforcement - Discount Plastic Bags	101-4010-4011-8020-000	29.45

Inv 6841K Total 29.45

Inv 6841L

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/10/2017	PD Equipment - PhoneSkope	101-4010-4011-8020-000	34.98

Inv 6841L Total 34.98

Inv 6841M

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/15/2017	Council Meal 2/15/17 - Corner Bakery	101-1010-1011-8090-000	98.00

Inv 6841M Total 98.00

Inv 6841N

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/17/2017	Passport Supplies - Vista Print	101-1020-1021-8020-000	93.48

Inv 6841N Total 93.48

Check Number	Check Date		Amount
Inv 6841O			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/14/2017	Focus Group Mtg GP/MSSP Refreshments - Jerzy Mike's Sub	101-7010-7011-8090-000	137.98
Inv 6841O Total			137.98
Inv 6841P			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/21/2017	Focus Group Mtg GP/MSSP Refreshments - Vons	101-7010-7011-8090-000	27.46
Inv 6841P Total			27.46
Inv 6841Q			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/24/2017	Focus Group Mtg GP/MSSP Refreshments - Bristol Farms	101-7010-7011-8090-000	422.77
Inv 6841Q Total			422.77
Inv 6841R			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/17/2017	Rec Egg Hunt Inflatables - YardInflatables	101-8030-8032-8264-000	467.12
Inv 6841R Total			467.12
Inv 6841S			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/20/2017	PD Firearm Magazines - Magpul	101-4010-4011-8020-000	155.61
Inv 6841S Total			155.61
Inv 6841T			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/22/2017	PW Conf. Registration - P.Toor - League of CA Cities	101-6010-6011-8090-000	325.00
Inv 6841T Total			325.00
Inv 6841U			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/22/2017	HR Job Ads - CCAPA	101-2010-2013-8040-000	330.00
Inv 6841U Total			330.00
Inv 6841V			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/24/2017	Membership WEA/WEF - Hugo Houston - WEF Tec	230-6010-6116-8060-000	247.00
Inv 6841V Total			247.00
Inv 6841W			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2017	Youth Commission Mtg - Mamma's Brick Oven Pizza	101-7010-7011-8020-000	57.73

Check Number	Check Date		Amount
Inv 6841W Total			57.73
Inv 6841X			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2017	AWWA CA - NV Registration - J.Shimmin - CA NV Section AWW	500-3010-3012-8090-000	495.00
Inv 6841X Total			495.00
Inv 6841Y			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/23/2017	DropBox Busn for Assorted City Dept - DropBox	101-3010-3032-8180-000	94.84
Inv 6841Y Total			94.84
Inv 6841Z			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/26/2017	Sr. Center Monthly Nctflix Fcc - NetFlix.com	101-8030-8021-8020-000	28.29
Inv 6841Z Total			28.29
197686 Total:			5,372.27
197687	03/23/2017		
Inv 0236			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/11/2017	CSMFO Conf. Hotel 2/7-10/17 - Best Western Hotel	101-3010-3011-8090-000	250.43
02/11/2017	CSMFO Conf. Hotel 2/7-10/17 - Best Western Hotel	500-3010-3012-8090-000	250.42
Inv 0236 Total			500.85
197687 Total:			500.85
197688	03/23/2017		
Inv 0244			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	PD Det. Joe Johnson Fuel Expenses	101-4010-4011-8020-000	390.83
Inv 0244 Total			390.83
197688 Total:			390.83
<b>BCCC4010 - BankCard Center Total:</b>			7,173.61
<b>ZAMR7000 - Billingslea, Jr., Thomas H. Line Item Account</b>			
197671	03/23/2017		
Inv P/R/E 3/21/17			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2017	Garnishment	700-0000-0000-2264-000	805.40



Check Number	Check Date		Amount
		Inv P/R/E 3/21/17 Total	805.40
		197671 Total:	805.40
		<b>ZAMR7000 - Billingslea, Jr., Thomas H. Total:</b>	805.40
		<b>WON6400 - Bob Wondries Ford Line Item Account</b>	
		197829 04/07/2017	
		Inv 534323	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		03/16/2017      PD Unit# 1406 Replace Left Front Wheel & Spare Wheel      101-4010-4011-8100-000	27.50
		Inv 534323 Total	27.50
		197829 Total:	27.50
		<b>WON6400 - Bob Wondries Ford Total:</b>	27.50
		<b>CAP4010 - CA Ass'n of Property &amp; Evidence Line Item Account</b>	
		197628 03/09/2017	
		Inv 4/3-7/17	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		03/06/2017      PD Training Registration - P.A. Hannible      101-4010-4011-8200-000	75.00
		Inv 4/3-7/17 Total	75.00
		197628 Total:	75.00
		<b>CAP4010 - CA Ass'n of Property &amp; Evidence Total:</b>	75.00
		<b>CAL0100 - CA Dental Buying Group Line Item Account</b>	
		197726 03/30/2017	
		Inv R02170714	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		02/28/2017      FD Oxygen Cylinder Rental      101-5010-5011-8025-000	123.50
		Inv R02170714 Total	123.50
		197726 Total:	123.50
		<b>CAL0100 - CA Dental Buying Group Total:</b>	123.50
		<b>CAL0627 - CA Franchise Tax Board Line Item Account</b>	
		197672 03/23/2017	

Inv P/R/E 3/21/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2017	Garnishment	700-0000-0000-2264-000	100.00

Inv P/R/E 3/21/17 Total 100.00

197672 Total: 100.00

197673 03/23/2017

Inv P/R/E 3/21/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2017	Garnishment	700-0000-0000-2264-000	317.33

Inv P/R/E 3/21/17 Total 317.33

197673 Total: 317.33

197799 04/06/2017

Inv P/R/E 4/2/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2017	Garnishment	700-0000-0000-2264-000	100.00

Inv P/R/E 4/2/17 Total 100.00

197799 Total: 100.00

197800 04/06/2017

Inv P/R/E 4/2/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2017	Garnishment	700-0000-0000-2264-000	917.20

Inv P/R/E 4/2/17 Total 917.20

197800 Total: 917.20

**CAL0636 - CA Franchise Tax Board Total:** 1,434.53

**CALA8010 - CA Library Association Line Item Account**

197830 04/07/2017

Inv 300004183

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/15/2017	2017 Membership - Brendan Durrett (Library Board of Trustees)	101-8010-8011-8257-000	40.00

Inv 300004183 Total 40.00

Inv 300004184

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/15/2017	2017 Membership - Alan Jutzi (Library Board of Trustees)	101-8010-8011-8257-000	40.00

Check Number      Check Date Amount

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Inv 300004184 Total 40.00

Inv 300004185

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/15/2017	2017 Membership - Andrew Lippman (Library Board of Trustees)	101-8010-8011-8257-000	40.00

Inv 300004185 Total 40.00

Inv 300004186

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/15/2017	2017 Membership - Rick Thomas (Library Board of Trustees)	101-8010-8011-8257-000	40.00

Inv 300004186 Total 40.00

Inv 300004187

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/15/2017	2017 Membership - Carolyn Flemming (Library Board of Trustees)	101-8010-8011-8257-000	40.00

Inv 300004187 Total 40.00

197830 Total: 200.00

**CALA8010 - CA Library Association Total:** 200.00

**CALS236 - CA Linen Services Line Item Account**

197727      03/30/2017

Inv 1378422

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	FD Dept. Supplies	101-5010-5011-8020-000	131.91

Inv 1378422 Total 131.91

197727 Total: 131.91

197831      04/07/2017

Inv 1380561

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/20/2017	FD Dept. Supplies	101-5010-5011-8020-000	129.92

Inv 1380561 Total 129.92

Inv 1382720

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2017	FD Dept Supplies	101-5010-5011-8020-000	124.27

Inv 1382720 Total 124.27

197831 Total: 254.19

CAL5236 - CA Linen Services Total:			386.10
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**CAME2015 - CA Maintenance & Environmental Line Item Account**

197728                      03/30/2017

Inv    24908

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/07/2017	Monthly Underground Storage Tank Inspection 1/17	101-7010-7011-8100-000	2.00
02/07/2017	Monthly Underground Storage Tank Inspection 1/17	101-6010-6011-8100-000	2.00
02/07/2017	Monthly Underground Storage Tank Inspection 1/17	101-2010-2011-8100-000	2.00
02/07/2017	Monthly Underground Storage Tank Inspection 1/17	101-4010-4011-8105-000	86.00
02/07/2017	Monthly Underground Storage Tank Inspection 1/17	101-5010-5011-8100-000	8.00

Inv 24908 Total			100.00
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Inv    25019

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/24/2017	Call Outs - Dispensers Not Working Properly	101-6010-6601-8120-000	171.84

Inv 25019 Total			171.84
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197728 Total:			271.84
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197832                      04/07/2017

Inv    25040

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	Yard Monthly UST Operator Inspection 2/17	101-6010-6601-8120-000	100.00

Inv 25040 Total			100.00
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Inv    25041

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	PD/FD Monthly UST Operator Inspection 2/17	101-6010-6601-8120-000	100.00

Inv 25041 Total			100.00
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197832 Total:			200.00
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<b>CAME2015 - CA Maintenance &amp; Environmental Total:</b>			<b>471.84</b>
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**CSD3010 - Ca. State Disbursement Unit Line Item Account**

197674                      03/23/2017

Inv    P/R/E 3/21/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2017	Garnishment	700-0000-0000-2264-000	400.50

Inv P/R/E 3/21/17 Total			400.50
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Check Number	Check Date		Amount
197674 Total:			400.50
197801	04/06/2017		
Inv	P/R/E 4/2/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2017	Garnishment	700-0000-0000-2264-000	400.50
Inv P/R/E 4/2/17 Total			400.50
197801 Total:			400.50
<b>CSD3010 - Ca. State Disbursement Unit Total:</b>			801.00
<b>STA5680 - CAL PERS 457 PLAN Line Item Account</b>			
197675	03/23/2017		
Inv	P/R/E 3/21/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2017	Deferred Comp	700-0000-0000-2260-000	4,076.10
Inv P/R/E 3/21/17 Total			4,076.10
197675 Total:			4,076.10
197802	04/06/2017		
Inv	P/R/E 4/2/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2017	Deferred Comp	700-0000-0000-2260-000	4,064.90
Inv P/R/E 4/2/17 Total			4,064.90
197802 Total:			4,064.90
<b>STA5680 - CAL PERS 457 PLAN Total:</b>			8,141.00
<b>CAUB9266 - California United Bank Line Item Account</b>			
197689	03/23/2017		
Inv	#23		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	Garfield Reservoir Retention - 0138174743	500-9000-9266-9266-000	10,309.80
Inv #23 Total			10,309.80
197689 Total:			10,309.80
<b>CAUB9266 - California United Bank Total:</b>			10,309.80

**CAN0607 - Cantu Graphics Line Item Account**

197729      03/30/2017

Inv 1627

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/06/2017	Transit Magnets	205-8030-8025-8050-000	70.63

Inv 1627 Total 70.63

Inv 1628

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/02/2017	Transit Post Cards	205-8030-8025-8050-000	86.95

Inv 1628 Total 86.95

Inv 1629

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/06/2017	PD Business Cards	101-4010-4011-8050-000	70.58

Inv 1629 Total 70.58

197729 Total: 228.16

197833      04/07/2017

Inv 1669

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2017	Blank Foam Core	101-7010-7011-8050-000	19.58

Inv 1669 Total 19.58

197833 Total: 19.58

**CAN0607 - Cantu Graphics Total:** 247.74

**AVA0287 - Capital Credit Inc. Line Item Account**

197730      03/30/2017

Inv 24306

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/01/2016	Bus Stop Maint., Sweeping & Trash Removal Svcs 10/16	205-8030-8024-8180-000	2,237.91

Inv 24306 Total 2,237.91

Inv 24307

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/01/2016	Unlocking Restroom Svcs- Orange Grove Park 10/16	101-6010-6601-8180-000	88.60

Inv 24307 Total 88.60

Inv 24307\*

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
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Check Number	Check Date		Amount
10/01/2016	Unlocking Restroom Svcs- Arroyo Park 10/16	232-6010-6417-8180-000	88.60
Inv 24307*	Total		88.60
Inv 24307**			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/01/2016	Unlocking Restroom Svcs- Garfield Park 10/16	232-6010-6417-8180-000	88.60
Inv 24307**	Total		88.60
Inv 24308			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/01/2016	Bus Stop Maint., Sweeping & Trash Removal Svcs 10/16	205-8030-8024-8180-000	748.78
Inv 24308	Total		748.78
197730	Total:		3,252.49
197926	04/07/2017		
Inv 24483			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/01/2016	Bus Stop Maint. 11/16	205-8030-8024-8180-000	2,237.91
Inv 24483	Total		2,237.91
Inv 24484			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/01/2016	Unlocking Restrooms Orange Grove Park 11/16	101-6010-6601-8180-000	88.60
Inv 24484	Total		88.60
Inv 24484*			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/01/2016	Unlocking Restrooms Garfield Park 11/16	232-6010-6417-8180-000	88.60
Inv 24484*	Total		88.60
Inv 24484**			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/01/2016	Unlocking Restrooms Arroyo Park 11/16	232-6010-6417-8180-000	88.60
Inv 24484**	Total		88.60
Inv 24485			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/01/2016	Machine Sweeping of Parking Lot 11/16	205-8030-8024-8180-000	748.78
Inv 24485	Total		748.78
197926	Total:		3,252.49

<span style="border: 1px solid black; border-radius: 50%; padding: 2px;">AVA0287 - Capital Credit Inc. Total:</span>	6,504.98
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**CAT0700 - Catering Systems Inc. Line Item Account**  
 197629      03/09/2017

Inv 4192

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/19/2017	Sr. Center Meals w/ 1/3-6/17	260-8030-8023-8180-000	932.14

Inv 4192 Total	932.14
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Inv 4198

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/19/2017	Sr. Center Meals w/ 1/9-13/17	260-8030-8023-8180-000	1,145.32

Inv 4198 Total	1,145.32
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Inv 4204

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/30/2017	Sr. Center Meals w/ 1/17-20/17	260-8030-8023-8180-000	999.02

Inv 4204 Total	999.02
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Inv 4207

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/31/2017	Sr. Center Meals w/ 1/23-27/17	260-8030-8023-8180-000	1,249.82

Inv 4207 Total	1,249.82
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Inv 4220

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/08/2017	Sr. Center Meals w/ 1/30-2/3/17	260-8030-8023-8180-000	1,019.92

Inv 4220 Total	1,019.92
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Inv 4228

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/16/2017	Sr. Center Meals w/ 2/6-10/17	260-8030-8023-8180-000	1,174.58

Inv 4228 Total	1,174.58
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Inv 4240

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/25/2017	Sr. Center Meals w/ 2/13-17/17	260-8030-8023-8180-000	661.74
02/25/2017	Sr. Center Meals w/ 2/13-17/17	260-8030-8023-8180-000	968.46

Inv 4240 Total	1,630.20
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Inv 4246

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/02/2017	Sr. Center Meals w/ 2/21-24/17	260-8030-8023-8180-000	1,028.28



Check Number	Check Date		Amount
Inv 4246 Total			1,028.28
197629 Total:			9,179.28
197834	04/07/2017		
Inv 4251			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	Sr. Center Meals w/ 2/27-3/3/17	260-8030-8023-8180-000	1,224.74
Inv 4251 Total			1,224.74
Inv 4257			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/16/2017	Sr. Center Meals w/ 3/6-10/17	260-8030-8023-8180-000	1,279.08
Inv 4257 Total			1,279.08
Inv 4264			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	Sr. Center Meals w/ 3/13-17/17	260-8030-8023-8180-000	1,580.04
Inv 4264 Total			1,580.04
197834 Total:			4,083.86
CAT0700 - Catering Systems Inc. Total:			13,263.14
CBEC8110 - CBE Los Angeles Line Item Account			
197731	03/30/2017		
Inv 1860355			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/20/2017	PW Copier Overages 12/20/16-1/19/17	101-6010-6011-8020-000	51.50
Inv 1860355 Total			51.50
Inv 1867351			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/20/2017	PW Copier Overages 1/20-2/19/17	101-6010-6011-8020-000	35.06
Inv 1867351 Total			35.06
197731 Total:			86.56
CBEC8110 - CBE Los Angeles Total:			86.56
CBE5011 - CBE Los Angeles Line Item Account			
197835	04/07/2017		

Check Number	Check Date		Amount
Inv	1873675		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/08/2017	Toner Shipping	101-6010-6011-8020-000	25.35
Inv 1873675 Total			25.35
197835 Total:			25.35
<b>CBE5011 - CBE Los Angeles Total:</b>			25.35
<b>CCCF2011 - CCC Foundation Line Item Account</b>			
197836	04/07/2017		
Inv	2017-01		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	626 Golden Street Festival	249-2010-2011-8170-000	10,000.00
Inv 2017-01 Total			10,000.00
197836 Total:			10,000.00
<b>CCCF2011 - CCC Foundation Total:</b>			10,000.00
<b>CDW5246 - CDW Government Inc Line Item Account</b>			
197651	03/16/2017		
Inv	GNK5620		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/13/2017	Microsoft GSA Office for PD Dispatch Center Upgrade Project	272-4010-4018-8520-000	773.31
Inv GNK5620 Total			773.31
197651 Total:			773.31
197927	04/07/2017		
Inv	HCN8817		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	Computer in EOC Displayport Cables	101-3010-3032-8530-000	282.14
Inv HCN8817 Total			282.14
Inv	HDT3639		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/12/2017	Computer in EOC MS Office Licenses	101-3010-3032-8530-000	257.77
Inv HDT3639 Total			257.77
197927 Total:			539.91

<b>Check Number</b>	<b>Check Date</b>	<b>Amount</b>
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**CDW5246 - CDW Government Inc Total:** 1,313.22

**CBSE6010 - Cell Business Equipment Line Item Account**

197630            03/09/2017

Inv    53389578

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/11/2017	PW Copier 2/17	101-0000-0000-2990-024	227.17

Inv 53389578 Total 227.17

197630 Total: 227.17

197652            03/16/2017

Inv    48542590

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/09/2016	Yard Copier 1/16	500-6010-6711-8020-000	39.20
01/09/2016	Yard Copier 1/16	101-6010-6410-8020-000	39.19
01/09/2016	Yard Copier 1/16	101-6010-6601-8020-000	39.19
01/09/2016	Yard Copier 1/16	210-6010-6501-8020-000	39.19
01/09/2016	Yard Copier 1/16	230-6010-6116-8020-000	39.19
01/09/2016	Yard Copier 1/16	500-6010-6710-8020-000	39.19

Inv 48542590 Total 235.15

Inv    50743228

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/09/2016	Yard Copier 7/16	210-6010-6501-8020-000	93.54
07/09/2016	Yard Copier 7/16	101-6010-6601-8020-000	93.54
07/09/2016	Yard Copier 7/16	500-6010-6711-8020-000	93.53
07/09/2016	Yard Copier 7/16	101-6010-6410-8020-000	93.54
07/09/2016	Yard Copier 7/16	230-6010-6116-8020-000	93.54
07/09/2016	Yard Copier 7/16	500-6010-6710-8020-000	93.54

Inv 50743228 Total 561.23

Inv    51888798

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/08/2016	Yard Copier 10/16	101-6010-6410-8020-000	113.97
10/08/2016	Yard Copier 10/16	230-6010-6116-8020-000	113.97
10/08/2016	Yard Copier 10/16	101-6010-6601-8020-000	113.97
10/08/2016	Yard Copier 10/16	210-6010-6501-8020-000	113.98
10/08/2016	Yard Copier 10/16	500-6010-6710-8020-000	113.97
10/08/2016	Yard Copier 10/16	500-6010-6711-8020-000	113.97

Inv 51888798 Total 683.83

197652 Total: 1,480.21

**CBSE6010 - Cell Business Equipment Total:** 1,707.38

Check Number	Check Date		Amount
<b>CERE9324 - Cerco Engineering Line Item Account</b>			
197631	03/09/2017		
Inv #1			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/06/2017	Library Drainage Improvement Project	101-9000-9324-9324-000	28,295.09
Inv #1 Total			28,295.09
197631 Total:			28,295.09
197732	03/30/2017		
Inv #4			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2017	Library Drainage Improvement Project	101-9000-9324-9324-000	78,052.48
Inv #4 Total			78,052.48
197732 Total:			78,052.48
197837	04/07/2017		
Inv #3			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/06/2017	Library Drainage Improvement Project	101-9000-9324-9324-000	104,981.84
Inv #3 Total			104,981.84
197837 Total:			104,981.84
<b>CERE9324 - Cerco Engineering Total:</b>			211,329.41
<b>CBMC8011 - Cerebellum Corp. Line Item Account</b>			
197838	04/07/2017		
Inv 193006			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/15/2017	Books	101-8010-8011-8080-000	263.03
Inv 193006 Total			263.03
197838 Total:			263.03
<b>CBMC8011 - Cerebellum Corp. Total:</b>			263.03
<b>CHA1111 - Chan, Anthony Line Item Account</b>			
197676	03/23/2017		
Inv P/R/E 3/21/17			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2017	Movie Detail 3/17/17	101-0000-0000-2910-200	560.00

Check Number	Check Date		Amount
		Inv P/R/E 3/21/17 Total	560.00
		197676 Total:	560.00
		<b>CHA1111 - Chan, Anthony Total:</b>	560.00
		<b>ERCH5270 - Chan, Caroline Line Item Account</b>	
197733	03/30/2017	Inv R80063	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2017	Refund Cancelled Spring Break Camp	101-0000-0000-5270-002	670.00
	Inv R80063 Total		670.00
	197733 Total:		670.00
		<b>ERCH5270 - Chan, Caroline Total:</b>	670.00
		<b>CHAG8032 - Chang, Emily Line Item Account</b>	
197734	03/30/2017	Inv Win 17 Bal	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/28/2017	Instructor Kindermusik Class Remaining Balance	101-8030-8032-8267-000	101.24
	Inv Win 17 Bal Total		101.24
	197734 Total:		101.24
		<b>CHAG8032 - Chang, Emily Total:</b>	101.24
		<b>CITTF000 - CIT Technology Financial Services, Inc. Line Item Account</b>	
197690	03/23/2017	Inv 29988812	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/15/2017	Finance/Planning Copier	101-0000-0000-2990-024	658.82
	Inv 29988812 Total		658.82
	197690 Total:		658.82
		<b>CITTF000 - CIT Technology Financial Services, Inc. Total:</b>	658.82
		<b>COSG9265 - City of San Gabriel Line Item Account</b>	
197928	04/07/2017	Inv 10/1-12/29/16	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
02/03/2017	Fire Command Staff Svcs 10/1-12/29/16	101-5010-5011-8183-000	55,250.15
Inv 10/1-12/29/16 Total			55,250.15
197928 Total:			55,250.15
<b>COSG9265 - City of San Gabriel Total:</b>			55,250.15
<b>SOU5402 - City of South Pasadena PD Petty Cash Line Item Account</b>			
197632	03/09/2017		
Inv	03/8/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/08/2017	Reimb. Petty Cash	101-4010-4011-8090-000	166.38
03/08/2017	Reimb. Petty Cash	101-4010-4011-8020-000	17.95
03/08/2017	Reimb. Petty Cash	101-4010-4011-8000-000	11.95
Inv 03/8/17 Total			196.28
197632 Total:			196.28
197929	04/07/2017		
Inv	3/29/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/29/2017	Reimb. Petty Cash	101-4010-4011-8100-000	40.00
03/29/2017	Reimb. Petty Cash	101-4010-4011-8020-000	19.20
03/29/2017	Reimb. Petty Cash	101-4010-4011-8090-000	4.69
03/29/2017	Reimb. Petty Cash	101-4010-4011-8200-000	75.50
03/29/2017	Reimb. Petty Cash	101-4010-4011-8105-000	35.00
03/29/2017	Reimb. Petty Cash	101-4010-4011-8000-000	27.18
Inv 3/29/17 Total			201.57
197929 Total:			201.57
<b>SOU5402 - City of South Pasadena PD Petty Cash Total:</b>			397.85
<b>SOU5400 - City of South Pasadena-Fin.PettyCash Line Item Account</b>			
197633	03/09/2017		
Inv	3/9/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	Reimb. Petty Cash	101-6010-6011-8060-000	10.00
03/09/2017	Reimb. Petty Cash	101-1010-1011-8090-000	12.01
03/09/2017	Reimb. Petty Cash	500-3010-3012-8070-000	72.41
03/09/2017	Reimb. Petty Cash	500-6010-6710-8070-000	98.79
03/09/2017	Reimb. Petty Cash	101-3010-3011-8010-000	6.59
03/09/2017	Reimb. Petty Cash	500-3010-3012-8032-000	17.50
03/09/2017	Reimb. Petty Cash	101-2010-2013-8010-000	5.29
03/09/2017	Reimb. Petty Cash	230-6010-6116-7020-000	8.99
03/09/2017	Reimb. Petty Cash	101-2010-2013-8200-000	34.80
03/09/2017	Reimb. Petty Cash	230-6010-6116-8020-000	44.30

Check Number	Check Date		Amount
03/09/2017	Reimb. Petty Cash	101-3010-3032-8020-000	13.07
03/09/2017	Reimb. Petty Cash	101-3010-3011-8000-000	18.41
03/09/2017	Reimb. Petty Cash	101-2010-2013-8090-000	92.00
03/09/2017	Reimb. Petty Cash	101-2010-2011-8000-000	21.79
03/09/2017	Reimb. Petty Cash	101-6010-6601-8020-000	40.06
03/09/2017	Reimb. Petty Cash	210-6010-6501-8020-000	3.53
03/09/2017	Reimb. Petty Cash	101-3010-3011-8070-000	32.40
03/09/2017	Reimb. Petty Cash	101-6010-6410-8020-000	43.41
03/09/2017	Reimb. Petty Cash	101-2010-2013-8020-000	98.66
03/09/2017	Reimb. Petty Cash	101-3010-3011-8070-000	37.69
03/09/2017	Reimb. Petty Cash	500-3010-3012-8090-000	18.00

Inv 3/9/17 Total 729.78

197633 Total: 729.78

**SOU5400 - City of South Pasadena-Fin.PettyCash Total:** 729.78

**SOU5340 - City of South Pasadena-Library Petty Cash Line Item Account**

197634 03/09/2017

Inv 3/1/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	Reimb. Petty Cash	101-8010-8011-8080-000	19.45
03/01/2017	Reimb. Petty Cash	101-8010-8011-8010-000	156.80
03/01/2017	Reimb. Petty Cash	101-8010-8011-8020-000	21.54
03/01/2017	Reimb. Petty Cash	101-8010-8011-8070-000	31.99
03/01/2017	Reimb. Petty Cash	101-8010-8011-8090-000	28.76

Inv 3/1/17 Total 258.54

197634 Total: 258.54

**SOU5340 - City of South Pasadena-Library Petty Cash Total:** 258.54

**SOU5343 - City of South Pasadena-Recreation Line Item Account**

197691 03/23/2017

Inv 3/21/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2017	Reimb. Petty Cash	101-8030-8032-8268-000	305.76
03/21/2017	Reimb. Petty Cash	101-8030-8031-8090-000	43.90
03/21/2017	Reimb. Petty Cash	101-8030-8032-8120-000	22.26
03/21/2017	Reimb. Petty Cash	101-8030-8031-8120-000	19.20

Inv 3/21/17 Total 391.12

197691 Total: 391.12

197735 03/30/2017

Inv 3/28/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
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Check Number	Check Date		Amount
03/28/2017	Reimb. Petty Cash	101-8030-8032-8268-000	421.41
03/28/2017	Reimb. Petty Cash	101-8030-8032-8020-000	83.89
Inv 3/28/17 Total			505.30

197735 Total: 505.30

**SOU5343 - City of South Pasadena-Recreation Total: 896.42**

**CDPS1020 - Code Publishing Inc. Line Item Account**

197736 03/30/2017

Inv 55648

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/23/2017	SP Municipal Code Codification Svcs 1/17	101-1020-1021-8170-000	1,629.70

Inv 55648 Total 1,629.70

Inv 55649

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/23/2017	SP Municipal Code Codification Svcs 2/17	101-1020-1021-8170-000	227.40

Inv 55649 Total 227.40

197736 Total: 1,857.10

**CDPS1020 - Code Publishing Inc. Total: 1,857.10**

**CHWP2010 - Colantuono,Highsmith & Whatley,PC Line Item Account**

197692 03/23/2017

Inv 32557

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	Legal Svcs 2/17 - General	101-2010-2501-8160-000	9,581.96

Inv 32557 Total 9,581.96

Inv 32558

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	Legal Svcs 2/17 - Adv. Benzoni	101-2010-2501-8160-000	1,010.50

Inv 32558 Total 1,010.50

Inv 32559

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	Legal Svcs 2/17 - Labor & Equipment	101-2010-2013-8160-000	202.50

Inv 32559 Total 202.50

Inv 32560

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
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Check Number	Check Date		Amount
03/09/2017	Legal Svcs 2/17 - Misc. Litigation	101-2010-2501-8160-000	3,270.50
Inv 32560 Total			3,270.50
Inv 32561			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	Legal Svcs 2/17 - Special Projects	101-2010-2501-8160-000	5,420.50
Inv 32561 Total			5,420.50
Inv 32562			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	Legal Svcs 2/17 - V. Minjares	101-2010-2501-8160-000	141.00
Inv 32562 Total			141.00
Inv 32563			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	Legal Svcs 2/17 - Water & Utilities	101-2010-2501-8160-000	814.50
Inv 32563 Total			814.50
Inv 32564			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	Legal Svcs 2/17 - Gardena v. RWQCB	101-2010-2501-8160-000	117.50
Inv 32564 Total			117.50
197692 Total:			20,558.96
<b>CHWP2010 - Colantuono, Highsmith &amp; Whately, PC Total:</b>			20,558.96
<b>CMME4011 - Commline Inc. Line Item Account</b>			
197737	03/30/2017		
Inv 0034598			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2017	PD Unit# 1404 Repair Timer on Tray	101-4010-4011-8110-000	140.00
Inv 0034598 Total			140.00
197737 Total:			140.00
197839	04/07/2017		
Inv 0035861			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	PD Units Equipment	101-4010-4011-8100-000	95.00
Inv 0035861 Total			95.00

<b>Check Number</b>	<b>Check Date</b>			<b>Amount</b>
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Inv 0035862

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/23/2017	PD Units Equipment	101-4010-4011-8100-000		187.50

Inv 0035862 Total 187.50

Inv 0035863

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/23/2017	PD Units Equipment	101-4010-4011-8100-000		190.00

Inv 0035863 Total 190.00

Inv 0035866

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/23/2017	PD Units Equipment	101-4010-4011-8100-000		285.00

Inv 0035866 Total 285.00

Inv 0035867

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/23/2017	PD Units Equipment	101-4010-4011-8100-000		142.50

Inv 0035867 Total 142.50

Inv 0035871

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/23/2017	PD Units Equipment	101-4010-4011-8100-000		142.50

Inv 0035871 Total 142.50

Inv 0035894

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/23/2017	PD Units Equipment	101-4010-4011-8100-000		577.75

Inv 0035894 Total 577.75

Inv 0035902

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/23/2017	PD Units Equipment	101-4010-4011-8100-000		175.69

Inv 0035902 Total 175.69

Inv 0036016

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
02/21/2017	PD Patrol Units Flashlight Holders & Chargers	101-4010-4011-8100-000		907.90

Inv 0036016 Total 907.90

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197839 Total: 2,703.84

Check Number	Check Date		Amount
<b>CMME4011 - Commline Inc. Total:</b>			2,843.84
<b>COO0695 - Cook Fire Extinguisher Co Line Item Account</b>			
197738	03/30/2017		
Inv	918105		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/10/2017	FD Fire Extinguishers Maint. Svcs	101-5010-5011-8020-000	150.00
Inv 918105 Total			150.00
197738 Total:			150.00
197840	04/07/2017		
Inv	918169		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/24/2017	Citywide Fire Extinguishers Maint.	101-6010-6601-8020-000	1,230.00
Inv 918169 Total			1,230.00
Inv	918170		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/24/2017	Citywide Fire Extinguishers Maint.	101-6010-6601-8020-000	183.25
Inv 918170 Total			183.25
197840 Total:			1,413.25
<b>COO0695 - Cook Fire Extinguisher Co Total:</b>			1,563.25
<b>CORE6011 - CoreLogic Information Solutions, Inc. Line Item Account</b>			
197841	04/07/2017		
Inv	81779181		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	PW Realquest.com Svcs 2/17	101-6010-6011-8020-000	300.00
Inv 81779181 Total			300.00
197841 Total:			300.00
<b>CORE6011 - CoreLogic Information Solutions, Inc. Total:</b>			300.00
<b>JCY1111 - Corney, Jose Line Item Account</b>			
197739	03/30/2017		
Inv	4/10-14/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	Reimb. PD Training Expenses	101-4010-4011-8210-000	160.00
Inv 4/10-14/17 Total			160.00

197739 Total:		160.00
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<b>JCY1111 - Corney, Jose Total:</b>		160.00
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**CRDA1021 - Corodata Records Management Line Item Account**

197930            04/07/2017

Inv    DN1142612

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/31/2016	Off Site Records Mgmt Svcs 12/16	101-1020-1021-8170-000	38.00

Inv DN1142612 Total		38.00
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Inv    DN1145328

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/31/2017	Off Site Records Mgmt Svcs 1/17	101-1020-1021-8170-000	38.00

Inv DN1145328 Total		38.00
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Inv    RS4296321

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/31/2017	Off Site Records Mgmt Svcs 1/17	101-1020-1021-8170-000	499.82

Inv RS4296321 Total		499.82
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Inv    RS4303190

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	Off Site Records Mgmt Svcs 2/17	101-1020-1021-8170-000	326.51

Inv RS4303190 Total		326.51
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197930 Total:		902.33
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<b>CRDA1021 - Corodata Records Management Total:</b>		902.33
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**GBCT5270 - Costardi, Gabriella Line Item Account**

197740            03/30/2017

Inv    R79557

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/15/2017	Refund Cancelled Park Rsvp	101-0000-0000-5270-005	75.00

Inv R79557 Total		75.00
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197740 Total:		75.00
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GBCT5270 - Costardi, Gabriella Total:		75.00
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Check Number	Check Date		Amount
<b>MCHC8011 - Cover, Micah Line Item Account</b>			
197635	03/09/2017		
Inv	3/2/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/06/2017	Citywide Reading Program Honorarium for Performance	101-8010-8011-8085-000	300.00
Inv 3/2/17 Total			300.00
197635 Total:			300.00
<b>MCHC8011 - Cover, Micah Total:</b>			300.00
<b>CPR0551 - CPRS District XIII Line Item Account</b>			
197693	03/23/2017		
Inv	4/6/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2017	CPRS Awards & Installation Banquet Dinner 4/6/17	101-8030-8032-8020-000	105.00
Inv 4/6/17 Total			105.00
197693 Total:			105.00
<b>CPR0551 - CPRS District XIII Total:</b>			105.00
<b>DSP0755 - D &amp; S Printing Line Item Account</b>			
197653	03/16/2017		
Inv	10013		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/17/2017	Win 2016 Environmental Newsletter Print & Mail	500-3010-3012-8032-000	2,588.61
Inv 10013 Total			2,588.61
197653 Total:			2,588.61
197842	04/07/2017		
Inv	10076		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/06/2017	Library Posters for Fahrenheit 451	101-8010-8011-8085-000	108.75
Inv 10076 Total			108.75
Inv	10080		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/08/2017	Water Dept. Work Order Pads	500-6010-6710-8050-000	92.44
Inv 10080 Total			92.44

Check Number	Check Date		Amount
Inv	10085		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	Library Bookmarks & Postcards for Fahrenheit 451	101-8010-8011-8085-000	292.54
Inv 10085 Total			292.54
Inv	8016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2017	Comm. Svcs Summer Concert SponsorSolicitation Letters & Envelo	101-8030-8032-8264-000	458.22
Inv 8016 Total			458.22
197842 Total:			951.95
<b>DSP0755 - D &amp; S Printing Total:</b>			3,540.56
<b>SCDA5270 - D'Amour, Stacie Line Item Account</b>			
197741	03/30/2017		
Inv	R79555		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/15/2017	Refund Cancelled Park Rsvp	101-0000-0000-5270-005	37.50
Inv R79555 Total			37.50
197741 Total:			37.50
<b>SCDA5270 - D'Amour, Stacie Total:</b>			37.50
<b>DAYO8710 - Day One Line Item Account</b>			
197843	04/07/2017		
Inv	626006		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/22/2017	626 Golden Street Festival	249-2010-2011-8170-000	2,944.20
Inv 626006 Total			2,944.20
Inv	626007		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/22/2017	626 Golden Street Festival	249-2010-2011-8170-000	53,938.35
Inv 626007 Total			53,938.35
197843 Total:			56,882.55
<b>DAYO8710 - Day One Total:</b>			56,882.55
<b>DPMX8010 - DeepMix Entertainment Line Item Account</b>			

Check Number	Check Date		Amount
197636	03/09/2017		
Inv	3/14/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	Creative Community Focus Group Speaker 3/14/17	101-7010-7011-8020-000	100.00
Inv 3/14/17 Total			100.00
197636 Total:			100.00
<b>DPMX8010 - DeepMix Entertainment Total:</b>			100.00
<b>CTDE3012 - Dees, Catherine Line Item Account</b>			
197742	03/30/2017		
Inv	3/7/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	Refund Rebate	500-3010-3012-8032-000	100.00
Inv 3/7/17 Total			100.00
197742 Total:			100.00
<b>CTDE3012 - Dees, Catherine Total:</b>			100.00
<b>DEL0771 - Delta Dental Line Item Account</b>			
197694	03/23/2017		
Inv	P/R/E 3/19/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	Dental Ins. Apr-17	700-0000-0000-2267-000	10,883.47
Inv P/R/E 3/19/17 Total			10,883.47
197694 Total:			10,883.47
<b>DEL0771 - Delta Dental Total:</b>			10,883.47
<b>DEL3011 - DeLuxe for Business Line Item Account</b>			
197931	04/07/2017		
Inv	2039404614		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/30/2017	AP Checks	101-3010-3011-8050-000	454.87
Inv 2039404614 Total			454.87
197931 Total:			454.87
<b>DEL3011 - DeLuxe for Business Total:</b>			454.87

**DOJ4011 - Dept of Justice Line Item Account**

197743      03/30/2017

Inv    221003

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/06/2017	Applicant Fingerprinting Svcs 2/17	101-4010-4011-8020-000	352.00

Inv 221003 Total 352.00

197743 Total: 352.00

**DOJ4011 - Dept of Justice Total:**

352.00

**DIG2000 - Digital Housing & Admin., LLC Line Item Account**

197695      03/23/2017

Inv    11187

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2017	DNS Hosting	101-3010-3032-8170-000	120.00

Inv 11187 Total 120.00

197695 Total: 120.00

**DIG2000 - Digital Housing & Admin., LLC Total:**

120.00

**DTSA2945 - Division of the State Architect Line Item Account**

197932      04/07/2017

Inv    1/1-3/31/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/07/2017	Disability Access Education Fee Report 1/1-3/31/17	101-0000-0000-2945-000	243.30

Inv 1/1-3/31/17 Total 243.30

Inv    10/1-12/31/16

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/07/2017	Disability Access Education Fee Report 10/1-12/31/16	101-0000-0000-2945-000	179.10

Inv 10/1-12/31/16 Total 179.10

197932 Total: 422.40

**DTSA2945 - Division of the State Architect Total:**

422.40

**DDL8010 - Dr. Detail Ph.D Line Item Account**

197844      04/07/2017

Inv    00058

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
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Check Number	Check Date		Amount
02/24/2017	Community Room Power Wash Entrance, Carpet & Upholstery Clea	101-8010-8011-8120-000	425.00
Inv 00058 Total			425.00
Inv 00060			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/11/2017	Transit Vans Cleaning 3/11/16	205-8030-8025-8100-000	230.00
Inv 00060 Total			230.00
197844 Total:			655.00
<b>DDL8010 - Dr. Detail Ph.D Total:</b>			655.00
<b>DBAR3011 - Dunbar Armored Inc. Line Item Account</b>			
197744	03/30/2017		
Inv 3945037			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	Armored Car Svc for 3/17	500-3010-3012-8180-000	795.94
03/01/2017	Armored Car Svc for 3/17	101-3010-3041-8180-000	795.94
Inv 3945037 Total			1,591.88
Inv 3945037*			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	Armored Car Svc for Excess Svcs 2/17	101-3010-3041-8180-000	48.39
Inv 3945037* Total			48.39
197744 Total:			1,640.27
<b>DBAR3011 - Dunbar Armored Inc. Total:</b>			1,640.27
<b>ELRE8120 - El Rey Products/Applications Line Item Account</b>			
197696	03/23/2017		
Inv 5175			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2017	WMB Floor Resurfacing	101-8030-8031-8120-000	2,200.00
Inv 5175 Total			2,200.00
197696 Total:			2,200.00
<b>ELRE8120 - El Rey Products/Applications Total:</b>			2,200.00
<b>ELL1017 - Ellen's Silkscreening Line Item Account</b>			
197637	03/09/2017		

Check Number      Check Date Amount

Inv ES62132

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/24/2017	2017 Camp Med Outerwear	101-8030-8032-8268-000	76.02

Inv ES62132 Total 76.02

197637 Total: 76.02

197745      03/30/2017

Inv 62356

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/22/2017	FD Dept. Supplies	101-5010-5011-8020-000	395.85

Inv 62356 Total 395.85

197745 Total: 395.85

**ELL1017 - Ellen's Silkscreening Total:** 471.87

**HERD8010 - Erdmann, Hollis Line Item Account**

197746      03/30/2017

Inv 0000458

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/15/2017	Piano Tuner for Baldwin Piano in Community Room	101-8010-8011-8020-000	150.00

Inv 0000458 Total 150.00

197746 Total: 150.00

**HERD8010 - Erdmann, Hollis Total:** 150.00

**ETSE4400 - ETSCIENCE, LLC Line Item Account**

197845      04/07/2017

Inv R00390456

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/22/2017	Refund Business License Overpayment	101-0000-0000-4400-000	96.00
03/22/2017	Refund Business License Overpayment	101-0000-0000-4405-000	1.00

Inv R00390456 Total 97.00

197845 Total: 97.00

**ETSE4400 - ETSCIENCE, LLC Total:** 97.00

**EURO6710 - Eurofins Eaton Analytical Line Item Account**

197846      04/07/2017

Check Number	Check Date		Amount
Inv	L0306565		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	Water Quality Testing Svcs	500-6010-6711-8170-000	127.00
Inv L0306565 Total			127.00
Inv	L0306569		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	Water Quality Testing Svcs	500-6010-6711-8170-000	127.00
Inv L0306569 Total			127.00
Inv	L0308169		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/02/2017	Water Quality Testing Svcs	500-6010-6711-8170-000	85.00
Inv L0308169 Total			85.00
Inv	L0308950		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	Water Quality Testing Svcs	500-6010-6711-8170-000	240.00
Inv L0308950 Total			240.00
Inv	L0309054		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	Water Quality Testing Svcs	500-6010-6711-8170-000	85.00
Inv L0309054 Total			85.00
Inv	L0309722		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/10/2017	Water Quality Testing Svcs	500-6010-6711-8170-000	127.00
Inv L0309722 Total			127.00
Inv	L0309782		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/11/2017	Water Quality Testing Svcs	500-6010-6711-8170-000	85.00
Inv L0309782 Total			85.00
Inv	L0309783		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/11/2017	Water Quality Testing Svcs	500-6010-6711-8170-000	170.00
Inv L0309783 Total			170.00
Inv	L0310679		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/16/2017	Water Quality Testing Svcs	500-6010-6711-8170-000	127.00

Check Number	Check Date		Amount
		Inv L0310679 Total	127.00
		197846 Total:	1,173.00
		<b>EURO6710 - Eurofins Eaton Analytical Total:</b>	1,173.00
		<b>FDBC8025 - Fast Deer Bus Charter Inc. Line Item Account</b>	
		197654 03/16/2017	
		Inv 134490	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		03/10/2017      2017 Camp Med Spring Break Field Trip Knott's Berry Farm 4/5/17      205-8030-8024-8180-000	894.62
		Inv 134490 Total	894.62
		197654 Total:	894.62
		<b>FDBC8025 - Fast Deer Bus Charter Inc. Total:</b>	894.62
		<b>FED1109 - Federal Express Line Item Account</b>	
		197638 03/09/2017	
		Inv 5-562-73887	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		03/06/2017      Mgmt Svcs Overnight Shipping      101-2010-2011-8010-000	21.70
		Inv 5-562-73887 Total	21.70
		197638 Total:	21.70
		197697 03/23/2017	
		Inv 5-740-59494	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		03/17/2017      HR 3 Overnight Shipping      101-2010-2013-8010-000	103.46
		Inv 5-740-59494 Total	103.46
		197697 Total:	103.46
		<b>FED1109 - Federal Express Total:</b>	125.16
		<b>KTFY8011 - Felde, Kitty Line Item Account</b>	
		197933 04/07/2017	
		Inv 03302017	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		03/30/2017      Honorarium Key Note 2016 Volunteer Recognition Luncheon      101-8010-8011-8257-000	200.00
		Inv 03302017 Total	200.00

197933 Total:

200.00

**KTFY8011 - Felde, Kitty Total:**

200.00

**FWWS1400 - Ferguson Waterworks #1083 Line Item Account**

197847      04/07/2017

Inv 0583064

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2017	Meter Stock Inventory	500-0000-0000-1400-000	424.13

Inv 0583064 Total 424.13

Inv 0585056

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	Citywide Water Mains Materials	500-6010-6710-8020-000	533.53

Inv 0585056 Total 533.53

Inv 0585822

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	Citywide Water Mains Materials	500-6010-6710-8020-000	543.75

Inv 0585822 Total 543.75

197847 Total:

1,501.41

**FWWS1400 - Ferguson Waterworks #1083 Total:**

1,501.41

**FRAS9195 - Fieldman, Rolapp & Associates Line Item Account**

197747      03/30/2017

Inv 23000

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	Consult. Svcs - Review of City Financial Status Community Center	105-9000-9195-9195-000	5,001.18

Inv 23000 Total 5,001.18

197747 Total:

5,001.18

**FRAS9195 - Fieldman, Rolapp & Associates Total:**

5,001.18

**COBR7131 - Flex Advantage Line Item Account**

197698      03/23/2017

Inv 96955

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	Adminstration Cost	101-3010-3041-7131-000	108.00

Check Number	Check Date		Amount
Inv 96955	Total		108.00
Inv	P/R/E 3/19/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/22/2017	Retirce Health Reimbursement 4/17	101-3010-3041-7131-000	1,243.45
Inv P/R/E 3/19/17	Total		1,243.45
197698	Total:		1,351.45
<b>COBR7131 - Flex Advantage Total:</b>			1,351.45
<b>GALS5010 - Galls Line Item Account</b>			
197748	03/30/2017		
Inv	007072953		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2017	PD Uniforms & Accessories	101-4010-4011-8134-000	11.84
Inv 007072953	Total		11.84
Inv	007089409		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	PD Uniforms & Accessories	101-4010-4011-8134-000	494.00
Inv 007089409	Total		494.00
197748	Total:		505.84
<b>GALS5010 - Galls Total:</b>			505.84
<b>GTGW8520 - Game Time Line Item Account</b>			
197848	04/07/2017		
Inv	PJI-0056535		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	Arroyo Seco Playground Replacement Parts	101-8030-8031-8020-000	47.75
Inv PJI-0056535	Total		47.75
197848	Total:		47.75
<b>GTGW8520 - Game Time Total:</b>			47.75
<b>GAR5011 - Garvey Equipment Co Line Item Account</b>			
197849	04/07/2017		
Inv	100295		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/14/2017	Parks Div. Chain Saw Equipment	101-6010-6410-8020-000	66.95

<b>Check Number</b>	<b>Check Date</b>			<b>Amount</b>
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Inv 100295 Total				66.95
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197849 Total:				66.95
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<b>GAR5011 - Garvey Equipment Co Total:</b>				66.95
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**THR5910 - George L.Throop Co. Line Item Account**

197749            03/30/2017

Inv    01-724000-00

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/08/2017	Swr Div. Marking Paint for USA Locating & Glasses	210-6010-6501-8020-000	158.10

Inv 01-724000-00 Total				158.10
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197749 Total:				158.10
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197850            04/07/2017

Inv    01-718482-00

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/14/2016	Citywide Street Repairs Materials & Supplies	230-6010-6116-8020-000	847.48

Inv 01-718482-00 Total				847.48
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Inv    01-724820-00

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/16/2017	Citywide Street Repairs Materials & Supplies	230-6010-6116-8020-000	486.65

Inv 01-724820-00 Total				486.65
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Inv    01-724883-00

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2017	Citywide Street Repairs Materials & Supplies	230-6010-6116-8020-000	60.04

Inv 01-724883-00 Total				60.04
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197850 Total:				1,394.17
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<b>THR5910 - George L.Throop Co. Total:</b>				1,552.27
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**MTGL3012 - Gloin, Matthew Line Item Account**

197750            03/30/2017

Inv    3/7/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	Refund Rebate	500-3010-3012-8032-000	400.00

Inv 3/7/17 Total				400.00
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Check Number	Check Date		Amount
197750 Total:			400.00
<b>MTGL3012 - Gloin, Matthew Total:</b>			400.00
<b>GSOT2015 - Golden State Overnight Line Item Account</b>			
197851	04/07/2017		
Inv	3285438		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	PW Overnight Shipping	310-6010-6501-8170-000	9.49
Inv 3285438 Total			9.49
197851 Total:			9.49
<b>GSOT2015 - Golden State Overnight Total:</b>			9.49
<b>GOL6652 - Golden West Electric Line Item Account</b>			
197852	04/07/2017		
Inv	3087		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/16/2017	Replaced Failed Well 4 Meters @ Graves Reservoir	500-6010-6711-8110-000	361.56
Inv 3087 Total			361.56
197852 Total:			361.56
<b>GOL6652 - Golden West Electric Total:</b>			361.56
<b>GNCN5412 - Goodin Construction Inc. Line Item Account</b>			
197853	04/07/2017		
Inv	R00391169		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2017	Refund Business License Overpayment	101-0000-0000-4400-000	480.00
03/27/2017	Refund Business License Overpayment	101-0000-0000-4405-000	1.00
03/27/2017	Refund Business License Overpayment	220-0000-0000-5412-000	180.00
Inv R00391169 Total			661.00
197853 Total:			661.00
<b>GNCN5412 - Goodin Construction Inc. Total:</b>			661.00
<b>GETL8032 - Grace Entertainment LLC Line Item Account</b>			
197655	03/16/2017		
Inv	4/15/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	



Check Number	Check Date		Amount
03/10/2017	2017 Eggstravaganza Bunny Mascot Rental	101-8030-8032-8264-000	300.00
Inv 4/15/17 Total			300.00
197655 Total:			300.00
<b>GETL8032 - Grace Entertainment LLC Total:</b>			300.00
<b>CSGR8264 - Grae, Cassandra Line Item Account</b>			
197699	03/23/2017		
Inv	4/15/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/10/2017	2017 Eggstravaganza Bunny Mascot 4/15/17	101-8030-8032-8264-000	300.00
Inv 4/15/17 Total			300.00
197699 Total:			300.00
<b>CSGR8264 - Grae, Cassandra Total:</b>			300.00
<b>GRA1244 - Graffiti Control Systems Line Item Account</b>			
197751	03/30/2017		
Inv	SPAS0117		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/31/2017	Citywide Graffiti Removal Svcs 1/17	101-6010-6410-8262-000	539.00
Inv SPAS0117 Total			539.00
197751 Total:			539.00
197854	04/07/2017		
Inv	SPAS2/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	Citywide Graffiti Removal Svcs 2/17	101-6010-6410-8262-000	1,519.00
Inv SPAS2/17 Total			1,519.00
197854 Total:			1,519.00
<b>GRA1244 - Graffiti Control Systems Total:</b>			2,058.00
<b>GLCI2997 - Graphic Electric Inc. Line Item Account</b>			
197855	04/07/2017		
Inv	3/8/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/08/2017	Rewiring of Electrical @ Dog Park for Shade Structure	275-6010-6410-8170-000	1,440.00

Check Number	Check Date		Amount
		Inv 3/8/17 Total	1,440.40
		197855 Total:	1,440.40
<b>GLCI2997 - Graphic Electric Inc. Total:</b>			1,440.40
<b>GRE1270 - Greg's Automotive Services Line Item Account</b>			
197752	03/30/2017		
Inv	13859		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	Water Unit# 19 Fuel Filter Change	500-6010-6710-8100-000	84.81
Inv 13859 Total			84.81
Inv	13875		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	Water Unit# 19 Smog Check	500-6010-6710-8100-000	54.75
Inv 13875 Total			54.75
197752 Total:			139.56
197856	04/07/2017		
Inv	13922		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	Yard Unit# 328 Smog Check	230-6010-6116-8100-000	384.15
Inv 13922 Total			384.15
197856 Total:			384.15
<b>GRE1270 - Greg's Automotive Services Total:</b>			523.71
<b>MCGZ8021 - Gutierrez, Michael Line Item Account</b>			
197639	03/09/2017		
Inv	3/7/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	Reimb. Home Delivery Mileage 1/17 & 2/17	101-8030-8021-8020-000	40.66
Inv 3/7/17 Total			40.66
197639 Total:			40.66
<b>MCGZ8021 - Gutierrez, Michael Total:</b>			40.66
<b>HAA5569 - Haaker Equipment Company Line Item Account</b>			
197753	03/30/2017		

Check Number	Check Date		Amount
Inv M04635			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/24/2017	Compressed Natural Gas Comb. Vacuum Swr Jet Truck	210-6010-6501-8540-000	425,507.21
Inv M04635 Total			425,507.21
197753 Total:			425,507.21
197857	04/07/2017		
Inv W45599			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2017	Compressed Natural Gas Comb. Vacuum Swr Jet Truck	210-6010-6501-8540-000	649.81
Inv W45599 Total			649.81
197857 Total:			649.81
<b>HAA5569 - Haaker Equipment Company Total:</b>			426,157.02
<b>HAC6711 - Hach Company Line Item Account</b>			
197858	04/07/2017		
Inv 10333610			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/22/2017	Reagent CI-17 Chlorine Analyser Pump Station	500-6010-6711-8020-000	722.75
Inv 10333610 Total			722.75
197858 Total:			722.75
<b>HAC6711 - Hach Company Total:</b>			722.75
<b>HGSI6010 - Harry's Glass Shop Inc. Line Item Account</b>			
197754	03/30/2017		
Inv 28879			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	Library Community Room Repair Broken Window	101-6010-6601-8120-000	385.69
Inv 28879 Total			385.69
197754 Total:			385.69
<b>HGSI6010 - Harry's Glass Shop Inc. Total:</b>			385.69
<b>HAFR7000 - Hartford Line Item Account</b>			
197803	04/06/2017		

Check Number	Check Date		Amount
Inv	P/R/E 4/2/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2017	Life Insurance 4/17	700-0000-0000-2254-000	843.75
Inv P/R/E 4/2/17 Total			843.75
197803 Total:			843.75
<b>HAFR7000 - Hartford Total:</b>			843.75
<b>HDSW1400 - HD Supply Waterworks Line Item Account</b>			
197755	03/30/2017		
Inv	G471757		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/20/2017	Water Distribution Water Meter Stock Supplies	500-0000-0000-1400-000	18,833.33
Inv G471757 Total			18,833.33
197755 Total:			18,833.33
<b>HDSW1400 - HD Supply Waterworks Total:</b>			18,833.33
<b>HPSL2021 - High Point Strategies LLC Line Item Account</b>			
197756	03/30/2017		
Inv	184		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/08/2017	SR-710 3C Consulting Fees Jan & Feb 2017	101-2010-2021-8170-000	4,000.00
Inv 184 Total			4,000.00
197756 Total:			4,000.00
<b>HPSL2021 - High Point Strategies LLC Total:</b>			4,000.00
<b>HIST7000 - Historic Resources Group Line Item Account</b>			
197656	03/16/2017		
Inv	9528		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/17/2016	Historic Preservation Consulting Svcs Oct - Nov 2016	101-7010-7011-8170-000	4,000.00
Inv 9528 Total			4,000.00
197656 Total:			4,000.00
<b>HIST7000 - Historic Resources Group Total:</b>			4,000.00

**HOM1515 - Home Depot Credit Services Line Item Account**

197640      03/09/2017

Inv 1010170

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/12/2017	Supplies	101-6010-6601-8020-000	478.88

Inv 1010170 Total 478.88

Inv 2772405

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/11/2017	Supplies	215-6010-6201-8130-000	324.82

Inv 2772405 Total 324.82

Inv 3103936

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/10/2017	Supplies	101-6010-6601-8020-000	35.83

Inv 3103936 Total 35.83

Inv 3892368

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/20/2017	Supplies	101-4010-4011-8020-000	2,439.09

Inv 3892368 Total 2,439.09

Inv 3903612

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/10/2017	Supplies	101-8030-8032-8264-000	164.17

Inv 3903612 Total 164.17

Inv 4091223

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/09/2017	Supplies	101-6010-6601-8120-000	191.02

Inv 4091223 Total 191.02

Inv 7040969

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/06/2017	Supplies	101-6010-6601-8020-000	283.29

Inv 7040969 Total 283.29

Inv 8040959

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/05/2017	Supplies	500-6010-6710-8130-000	487.74

Inv 8040959 Total 487.74

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197640 Total: 4,404.84

197700              03/23/2017

Inv 1132847

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/21/2017	Supplies	101-8030-8032-8268-000	195.55

Inv 1132847 Total 195.55

Inv 1221290

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/01/2017	Supplies	275-6010-6410-8170-000	640.49

Inv 1221290 Total 640.49

Inv 1775865

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/21/2017	Supplies	101-6010-6601-8020-000	179.76
02/21/2017	Supplies	215-6010-6201-8020-000	179.75

Inv 1775865 Total 359.51

Inv 1972255

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/21/2017	Supplies	500-6010-6711-8020-000	487.40

Inv 1972255 Total 487.40

Inv 300653

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/02/2017	Supplies	275-6010-6410-8170-000	790.24

Inv 300653 Total 790.24

Inv 5012825

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/07/2017	Supplies	101-6010-6601-8020-000	106.78

Inv 5012825 Total 106.78

Inv 5050916

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/07/2017	Supplies	215-6010-6201-8020-000	199.83
02/07/2017	Supplies	101-6010-6601-8020-000	199.84

Inv 5050916 Total 399.67

Inv 5972730

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2017	Supplies	500-6010-6711-8020-000	297.76

Inv 5972730 Total 297.76

Inv 6904461

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/16/2017	Supplies	101-8030-8032-8268-000	564.93

Inv 6904461 Total 564.93

Inv 8022574

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/14/2017	Supplies	101-6010-6601-8020-000	55.88

Inv 8022574 Total 55.88

Inv 8742014

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/14/2017	Supplies	101-6010-6601-8020-000	130.79

Inv 8742014 Total 130.79

Inv 9120817

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/03/2017	Supplies	230-6010-6116-8020-000	201.51

Inv 9120817 Total 201.51

Inv 9642316

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/03/2017	Supplies	101-8030-8032-8268-000	1,196.82

Inv 9642316 Total 1,196.82

197700 Total: 5,427.33

**HOM1515 - Home Depot Credit Services Total:** 9,832.17

**HDUA5412 - Home Depot USA, Inc. Line Item Account**

197859      04/07/2017

Inv R00390253

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/20/2017	Refund Business License Duplicate Payment	101-0000-0000-4405-000	1.00
03/20/2017	Refund Business License Duplicate Payment	220-0000-0000-5412-000	90.00
03/20/2017	Refund Business License Duplicate Payment	101-0000-0000-4400-000	240.00

Inv R00390253 Total 331.00

197859 Total: 331.00

**HDUA5412 - Home Depot USA, Inc. Total:** 331.00

**HRCS2011 - Housing Rights Center Line Item Account**

Check Number	Check Date		Amount
197860	04/07/2017		
	Inv #5		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2017	Consulting Svcs Housing Mediation & Educational OutreachSvc11/	101-2010-2011-8180-000	945.63
	Inv #5 Total		945.63
197860 Total:			945.63
<b>HRCS2011 - Housing Rights Center Total:</b>			945.63
<b>HHPS4011 - Huntington Health Physicians Line Item Account</b>			
197757	03/30/2017		
	Inv 8850		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	PD Booking Approval for County Jail-Jennifer More	101-4010-4011-8170-000	100.00
	Inv 8850 Total		100.00
197757 Total:			100.00
<b>HHPS4011 - Huntington Health Physicians Total:</b>			100.00
<b>CM1610 - ICMA Line Item Account</b>			
197677	03/23/2017		
	Inv P/R/E 3/21/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2017	Deferred Comp	700-0000-0000-2260-000	4,175.55
	Inv P/R/E 3/21/17 Total		4,175.55
197677 Total:			4,175.55
197804	04/06/2017		
	Inv P/R/E 4/2/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2017	Deferred Comp	700-0000-0000-2260-000	4,166.55
	Inv P/R/E 4/2/17 Total		4,166.55
197804 Total:			4,166.55
<b>ICM1610 - ICMA Total:</b>			8,342.10
<b>MSC8031 - IMS Commercial Ice Systems Refrigeration Line Item Account</b>			
197861	04/07/2017		



Check Number	Check Date		Amount
Inv 42960			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/08/2017		101-8030-8031-8110-000	181.45
Inv 42960 Total			181.45
197861 Total:			181.45
<b>IMSC8031 - IMS Commercial Ice Systems Refrigeration Total:</b>			181.45
<b>INT4896 - Inter-Con Security Systems Inc Line Item Account</b>			
197862	04/07/2017		
Inv 424007			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/09/2017	PD Parking Enforcement Svcs 1/17	101-4010-4011-8180-000	3,733.73
Inv 424007 Total			3,733.73
Inv 424150			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	PD Parking Enforcement Svcs 2/17	101-4010-4011-8180-000	4,144.14
Inv 424150 Total			4,144.14
197862 Total:			7,877.87
<b>INT4896 - Inter-Con Security Systems Inc Total:</b>			7,877.87
<b>HCC8025 - Irwindale Industrial Clinic Line Item Account</b>			
197758	03/30/2017		
Inv 279976-715950			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	Drug Screen SAMHSATesting	205-8030-8025-8020-000	45.00
Inv 279976-715950 Total			45.00
197758 Total:			45.00
<b>HCC8025 - Irwindale Industrial Clinic Total:</b>			45.00
<b>JSAR4011 - Jack's Auto Repair Line Item Account</b>			
197701	03/23/2017		
Inv 15262			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	MS Toyota Prius Water Pump Replacement	101-2010-2011-8100-000	339.15
Inv 15262 Total			339.15

197701 Total:			339.15
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197759      03/30/2017

Inv 15260

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/06/2017	PD Unit# 1201 Replace Batteries	101-4010-4011-8100-000	718.06

Inv 15260 Total			718.06
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Inv 15264

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/10/2017	PD Unit# 0133 Replace Catalytic Converter & Transmission Mount	101-4010-4011-8100-000	776.13

Inv 15264 Total			776.13
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Inv 15267

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/14/2017	PD Unit# 0521 Replace Wiper Motor, Wheel Bearing & Parking Bra	101-4010-4011-8100-000	1,745.71

Inv 15267 Total			1,745.71
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Inv 15268

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	PD Unit# 0735 Oil Change & Maint. Svc	101-4010-4011-8100-000	74.87

Inv 15268 Total			74.87
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197759 Total:			3,314.77
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197863      04/07/2017

Inv 15261

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2017	PD Unit# 1404 Replace Battery & Front Right Axle Shaft	101-4010-4011-8100-000	1,096.95

Inv 15261 Total			1,096.95
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Inv 15272

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/16/2017	PD Unit# 0416 Replace Radiator, Condenser & Oil Change Maint.S	101-4010-4011-8100-000	828.78

Inv 15272 Total			828.78
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Inv 15283

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/20/2017	Transit Van# 78 Oil Change & Maint. Svcs	205-8030-8025-8100-000	61.46

Inv 15283 Total			61.46
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Check Number	Check Date		Amount
Inv	15293		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2017	Transit Van# 74 45 Day Inspection Svc Maint.	205-8030-8025-8100-000	52.50
Inv 15293 Total			52.50
197863 Total:			2,039.69
<b>JSAR4011 - Jack's Auto Repair Total:</b>			5,693.61
<b>ANJC3012 - Jacobs, Andrew Line Item Account</b>			
197760	03/30/2017		
Inv	3/7/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	Refund Rebate	500-3010-3012-8032-000	200.00
Inv 3/7/17 Total			200.00
197760 Total:			200.00
<b>ANJC3012 - Jacobs, Andrew Total:</b>			200.00
<b>JCEQ8042 - Jacobsen Equipment Line Item Account</b>			
197761	03/30/2017		
Inv	90109149		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/02/2017	Golf Course Tractors	295-8040-8042-8520-000	119,037.37
Inv 90109149 Total			119,037.37
197761 Total:			119,037.37
<b>JCEQ8042 - Jacobsen Equipment Total:</b>			119,037.37
<b>JYJF8267 - Jeffries, Joyce Line Item Account</b>			
197934	04/07/2017		
Inv	3/27/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2017	Instructor Spring Card Making Class	101-8030-8021-8267-000	25.00
Inv 3/27/17 Total			25.00
197934 Total:			25.00
<b>JYJF8267 - Jeffries, Joyce Total:</b>			25.00

Check Number	Check Date		Amount
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**JCDD440 - Jennifer Chen DDS Inc. Line Item Account**

197864                      04/07/2017

Inv    R00391213

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/15/2017	Refund Business License Fee Overpayment	101-0000-0000-4400-000	50.00

Inv R00391213 Total 50.00

197864 Total: 50.00

**JCDD440 - Jennifer Chen DDS Inc. Total:**

50.00

**JHMS8020 - JHM Supply Line Item Account**

197865                      04/07/2017

Inv    92422/1

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/14/2017	Citywide Irrigation Supplies	101-6010-6410-8020-000	53.57

Inv 92422/1 Total 53.57

197865 Total: 53.57

**JHMS8020 - JHM Supply Total:**

53.57

**JHA307 - John L. Hunter Associates, Inc. Line Item Account**

197866                      04/07/2017

Inv    SOPASNP0117

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/03/2017	Environmental Compliance NPDES Consulting Svcs 1/17	101-6010-6015-8170-000	751.25

Inv SOPASNP0117 Total 751.25

197866 Total: 751.25

**JHA307 - John L. Hunter Associates, Inc. Total:**

751.25

**RBKR8010 - Kerr, Robert Line Item Account**

197657                      03/16/2017

Inv    3/16/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/14/2017	City-wide Reading Program Honorarium 3/16/17	101-8010-8011-8085-000	400.00

Inv 3/16/17 Total 400.00

197657 Total: 400.00

Check Number	Check Date		Amount
<b>RBKR8010 - Kerr, Robert Total:</b>			400.00
<b>KNO2555 - Knotts Berry Farm Line Item Account</b>			
197658	03/16/2017		
Inv	047RKM4133741		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/10/2017	2017 Camp Med Spring Break Field Trip 4/5/17	101-8030-8032-8268-000	775.00
Inv 047RKM4133741 Total			775.00
197658 Total:			775.00
<b>KNO2555 - Knotts Berry Farm Total:</b>			775.00
<b>KOAC6010 - KOA Line Item Account</b>			
197867	04/07/2017		
Inv	JB63126x2		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/16/2017	Engineering Design Svcs-Grevelia St. & Garfield Ave. St. Improve	104-9000-9203-9203-000	2,670.00
03/16/2017	Engineering Design Svcs-Grevelia St. & Garfield Ave. St. Improve	500-9000-9300-9300-000	2,670.00
Inv JB63126x2 Total			5,340.00
197867 Total:			5,340.00
<b>KOAC6010 - KOA Total:</b>			5,340.00
<b>LTAP5500 - L.A.C. M. T. A. Line Item Account</b>			
197868	04/07/2017		
Inv	100423		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	Metro Passes	205-0000-0000-5500-000	540.00
03/13/2017	Metro Passes	205-2010-2210-8250-000	540.00
Inv 100423 Total			1,080.00
197868 Total:			1,080.00
<b>LTAP5500 - L.A.C. M. T. A. Total:</b>			1,080.00
<b>LOS2230 - L.A.C. Registrar-Recorder Line Item Account</b>			
197702	03/23/2017		
Inv	1979-HDP		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/20/2017	Negative Declaration - 1249 Kolle Ave.	101-7010-7011-8040-000	75.00
Inv 1979-HDP Total			75.00

Check Number	Check Date		Amount
197702		Total:	75.00
197869	04/07/2017		
Inv	15303		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/20/2017	Notice of Exemption - Demo Garden Project	101-6010-6011-8020-000	75.00
Inv 15303 Total			75.00
197869 Total:			75.00
<b>LOS2227 - L.A.C. Registrar-Recorder Total:</b>			150.00
<b>LAC3032 - L.A.C. Sheriff's Dept. Line Item Account</b>			
197805	04/06/2017		
Inv	P/R/E 4/2/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2017	Garnishment	700-0000-0000-2264-000	100.00
Inv P/R/E 4/2/17 Total			100.00
197805 Total:			100.00
<b>LAC3032 - L.A.C. Sheriff's Dept. Total:</b>			100.00
<b>LDCR6410 - LandCare USA LLC Line Item Account</b>			
197762	03/30/2017		
Inv	33996		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/18/2017	Shrubs Planted - 1146 Diamond Ave.	104-9000-9203-9203-000	960.00
Inv 33996 Total			960.00
197762 Total:			960.00
197870	04/07/2017		
Inv	45258		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/25/2017	Citywide Landscape Maint Svcs 2/17	232-6010-6417-8180-000	765.00
02/25/2017	Citywide Landscape Maint Svcs 2/17	101-6010-6410-8180-000	14,138.00
02/25/2017	Citywide Landscape Maint Svcs 2/17	215-6010-6416-8180-000	3,675.00
Inv 45258 Total			18,578.00
197870 Total:			18,578.00

Check Number	Check Date		Amount
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**LDCR6410 - LandCare USA LLC Total:** 19,538.00

**LAWO2010 - Law Offices of Jones & Mayer Line Item Account**

197641            03/09/2017

Inv    75384

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/31/2016	Legal Svcs 8/16 - General Litigation	101-2010-2501-8160-000	1,184.00

Inv 75384 Total 1,184.00

Inv    78861

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/31/2016	Legal Svcs 8/16 - 1827 Bushnell Appeal	101-2010-2501-8160-000	203.50

Inv 78861 Total 203.50

Inv    78862

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/31/2016	Legal Svcs 8/16 - General Matters	101-2010-2501-8160-000	111.00

Inv 78862 Total 111.00

197641 Total: 1,498.50

197703            03/23/2017

Inv    81494

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	Legal Svcs 2/17 - 1827 Bushnell Appeal	101-2010-2501-8160-000	148.00

Inv 81494 Total 148.00

197703 Total: 148.00

**LAWO2010 - Law Offices of Jones & Mayer Total:** 1,646.50

**LEA2214 - League of CA Cities Line Item Account**

197871            04/07/2017

Inv    103919

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/14/2017	2017 Local Streets & Roads Assessment	101-6010-6011-8020-000	400.00

Inv 103919 Total 400.00

197871 Total: 400.00

**LEA2214 - League of CA Cities Total:** 400.00

Check Number	Check Date		Amount
<b>NLEM8010 - Lem, Nancy Line Item Account</b>			
197872	04/07/2017		
Inv	020317		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/04/2017	Poster Design Gene Clark Tribute	101-8010-8011-8040-000	100.00
Inv 020317 Total			100.00
197872 Total:			100.00
<b>NLEM8010 - Lem, Nancy Total:</b>			100.00
<b>WLLW5200 - Lewis, William Line Item Account</b>			
197763	03/30/2017		
Inv	#39743		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/08/2017	Refund Misc. Application 39743 Fees	101-0000-0000-5200-004	1,568.98
Inv #39743 Total			1,568.98
197763 Total:			1,568.98
<b>WLLW5200 - Lewis, William Total:</b>			1,568.98
<b>LGSE6116 - LGS Engineering Line Item Account</b>			
197764	03/30/2017		
Inv	1511		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/03/2017	Yard Compressed Natural Gas Station Survey Svcs	230-6010-6116-8170-000	2,100.00
Inv 1511 Total			2,100.00
197764 Total:			2,100.00
<b>LGSE6116 - LGS Engineering Total:</b>			2,100.00
<b>LCW7456 - Liebert Cassidy Whitmore Line Item Account</b>			
197704	03/23/2017		
Inv	1436888		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2017	Legal Svcs - Personnel Matters 2/17	101-2010-2013-8160-000	1,092.00
Inv 1436888 Total			1,092.00
Inv 1436889			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2017	Legal Svcs - Personnel Matters 2/17	101-2010-2013-8160-000	245.00



Check Number	Check Date		Amount
Inv 1436889		Total	245.00
Inv 1436890			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2017	Legal Svcs - Personnel Matters 2/17	101-2010-2013-8160-000	470.00
Inv 1436890		Total	470.00
Inv 1436891			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2017	Legal Svcs - Personnel Matters 2/17	101-2010-2013-8160-000	3,741.60
Inv 1436891		Total	3,741.60
Inv 1436893			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2017	Legal Svcs - Personnel Matters 2/17	101-2010-2013-8160-000	252.00
Inv 1436893		Total	252.00
Inv 1437231			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2017	Legal Svcs - Personnel Matters 2/17	101-2010-2013-8160-000	420.00
Inv 1437231		Total	420.00
197704		Total:	6,220.60
197873	04/07/2017		
Inv 3/15/17			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/06/2017	SGV Employment Relations Consortium Training 3/15/17	101-2010-2013-8200-000	40.00
Inv 3/15/17		Total	40.00
197873		Total:	40.00
LCW7456 - Liebert Cassidy Whitmore		Total:	6,260.60
JHNL2920 - Lim, John		Line Item Account	
197765	03/30/2017		
Inv R78338			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/20/2017	Refund Cancelled Youth House Deposit	101-0000-0000-2920-000	250.00
Inv R78338		Total	250.00
197765		Total:	250.00

Check Number	Check Date		Amount
<b>JHNL2920 - Lim, John Total:</b>			250.00
<b>LIT7777 - Litwin, Louis Line Item Account</b>			
197766	03/30/2017		
Inv	3/13/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/14/2017	PD Admin Hearings 3/13/17	101-4010-4011-8180-000	135.00
Inv 3/13/17 Total			135.00
197766 Total:			135.00
<b>LIT7777 - Litwin, Louis Total:</b>			135.00
<b>LACG1011 - Los Angeles Community Garden Council Line Item Account</b>			
197705	03/23/2017		
Inv	2017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/22/2017	Plot Dues for Sr. Center Garden Plot	101-8030-8021-8020-000	30.00
Inv 2017 Total			30.00
197705 Total:			30.00
<b>LACG1011 - Los Angeles Community Garden Council Total:</b>			30.00
<b>BRLW2920 - Low, Brenda Line Item Account</b>			
197706	03/23/2017		
Inv	R79560		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/14/2017	Refund Youth House Deposit Fee 3/11/17	101-0000-0000-2920-000	250.00
Inv R79560 Total			250.00
197706 Total:			250.00
<b>BRLW2920 - Low, Brenda Total:</b>			250.00
<b>MJRI2950 - Magic Jump Rentals Inc. Line Item Account</b>			
197659	03/16/2017		
Inv	170861		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/24/2017	2017 Spring Eggstravaganza Rock Wall & Inflatables 4/15/17	101-8030-8032-8264-000	1,111.50
Inv 170861 Total			1,111.50

Check Number	Check Date		Amount
197659 Total:			1,111.50
<b>MJRI2950 - Magic Jump Rentals Inc. Total:</b>			1,111.50
<b>MBSS1021 - Marathon Business Solutions Line Item Account</b>			
197642	03/09/2017		
Inv 3261			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/21/2017	CC Reconfiguration of Shelving System Svcs	101-1020-1021-8180-000	417.00
Inv 3261 Total			417.00
197642 Total:			417.00
<b>MBSS1021 - Marathon Business Solutions Total:</b>			417.00
<b>SYMR5270 - Martinez, Sonya Line Item Account</b>			
197767	03/30/2017		
Inv R79556			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/15/2017	Refund Cancelled Park Rsvp	101-0000-0000-5270-005	37.50
Inv R79556 Total			37.50
197767 Total:			37.50
<b>SYMR5270 - Martinez, Sonya Total:</b>			37.50
<b>MBFEC106 - Marx Bros. Fire Extinguisher Co. Line Item Account</b>			
197768	03/30/2017		
Inv S31402			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/07/2017	WMB Semi-Annual Inspection Ansul R-102	101-8030-8031-8110-000	114.47
Inv S31402 Total			114.47
197768 Total:			114.47
197874	04/07/2017		
Inv S31448			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	Semi Annual Inspection	101-8030-8021-8120-000	90.00
Inv S31448 Total			90.00
197874 Total:			90.00

MBFEC106 - Marx Bros. Fire Extinguisher Co. Total: 204.47

**CRMC5270 - McNeel, Corey Line Item Account**

197875 04/07/2017

Inv R79804

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2017	Refund Cancelled Park Rsvp	101-0000-0000-5270-005	37.50

Inv R79804 Total 37.50

197875 Total: 37.50

**CRMC5270 - McNeel, Corey Total:** 37.50

**JNMG5270 - Meng, Janice Line Item Account**

197769 03/30/2017

Inv R79559

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/15/2017	Refund Cancelled Park Rsvp	101-0000-0000-5270-005	150.00

Inv R79559 Total 150.00

197769 Total: 150.00

**JNMG5270 - Meng, Janice Total:** 150.00

**MMV9126 - Mission Meridian Village POA Line Item Account**

197876 04/07/2017

Inv COM001

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	POA Dues Hospital Utility 3/17	226-2010-2029-8060-000	804.13

Inv COM001 Total 804.13

Inv COM002

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	POA Dues Parking 3/17	207-2010-2260-8061-000	1,730.17

Inv COM002 Total 1,730.17

Inv COMM001

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2017	POA Dues Hospital Utility 4/17	226-2010-2029-8060-000	804.13

Inv COMM001 Total 804.13

Check Number	Check Date		Amount
Inv	COMM002		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2017	POA Dues Parking 4/17	207-2010-2260-8061-000	1,730.17
Inv COMM002 Total			1,730.17
197876 Total:			5,068.60
<b>MMV9126 - Mission Meridian Village POA Total:</b>			5,068.60
<b>JCQM2920 - Mora, Jacqueline Line Item Account</b>			
197643	03/09/2017		
Inv	R79357		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/08/2017	Refund Youth House Deposit Rental 3/4/17	101-0000-0000-4894-000	120.00
03/08/2017	Refund Youth House Deposit Rental 3/4/17	101-0000-0000-2920-000	250.00
03/08/2017	Refund Youth House Deposit Rental 3/4/17	101-0000-0000-2925-001	90.00
Inv R79357 Total			460.00
197643 Total:			460.00
<b>JCQM2920 - Mora, Jacqueline Total:</b>			460.00
<b>MOR2900 - Morrow &amp; Holman Plumbing Inc Line Item Account</b>			
197770	03/30/2017		
Inv	P-02-2210		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/15/2017	Garfield Park Clear Clogged Drain	101-6010-6410-8020-000	125.00
Inv P-02-2210 Total			125.00
Inv	P-1452-12		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/29/2016	WMB Irrigation Repairs	101-6010-6410-8020-000	110.00
Inv P-1452-12 Total			110.00
197770 Total:			235.00
<b>MOR2900 - Morrow &amp; Holman Plumbing Inc Total:</b>			235.00
<b>VRMZ7000 - Munoz, Valerie Line Item Account</b>			
197678	03/23/2017		
Inv	P/R/E 3/21/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2017	Garnishment	700-0000-0000-2264-000	750.00

Inv P/R/E 3/21/17 Total			750.00
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197678 Total:			750.00
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197806	04/06/2017		
Inv	P/R/E 4/2/17		

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2017	Garnishment	700-0000-0000-2264-000	750.00

Inv P/R/E 4/2/17 Total			750.00
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197806 Total:			750.00
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<b>VRMZ7000 - Munoz, Valerie Total:</b>			1,500.00
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**MON3111 - MWH Americas Inc. Line Item Account**

197877	04/07/2017		
Inv	1741587		

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/02/2017	GravesRsvr Engineering Svcs- 12/17/16 - 2/17/17	500-9000-9289-9289-000	29,845.15

Inv 1741587 Total			29,845.15
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197877 Total:			29,845.15
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<b>MON3111 - MWH Americas Inc. Total:</b>			29,845.15
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**NCRS6711 - National Construction Rentals Line Item Account**

197771	03/30/2017		
Inv	4665177		

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/22/2017	Temp. Fence for Wilson Well# 2 2/23-3/22/17	500-6010-6711-8020-000	29.70

Inv 4665177 Total			29.70
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197771 Total:			29.70
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<b>NCRS6711 - National Construction Rentals Total:</b>			29.70
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**NDAP6310 - Nat'l Driver Accountability Program Line Item Account**

197878	04/07/2017		
Inv	3638		

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/07/2016	PW Annual Svc Fee - Driver Accountability	101-6010-6011-8100-000	33.50

Inv 3638 Total			33.50
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Check Number	Check Date		Amount
197878	Total:		33.50
<b>NDAP6310 - Nat'l Driver Accountability Program Total:</b>			33.50
<b>CRNT3012 - Nicolet, Charles Line Item Account</b>			
197772	03/30/2017		
Inv	03/7/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	Refund Rebate	500-3010-3012-8032-000	100.00
Inv 03/7/17 Total			100.00
197772	Total:		100.00
<b>CRNT3012 - Nicolet, Charles Total:</b>			100.00
<b>PEG4590 - NUFIC Line Item Account</b>			
197807	04/06/2017		
Inv	P/R/E 4/2/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2017	A.D. & D. Ins	700-0000-0000-2256-000	1,038.25
Inv P/R/E 4/2/17 Total			1,038.25
197807	Total:		1,038.25
<b>PEG4590 - NUFIC Total:</b>			1,038.25
<b>BLOB8011 - Oberst Jr., Bill Line Item Account</b>			
197707	03/23/2017		
Inv	3/24/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/22/2017	Citywide Reading Program Honorarium	101-8010-8011-8085-000	500.00
Inv 3/24/17 Total			500.00
197707	Total:		500.00
<b>BLOB8011 - Oberst Jr., Bill Total:</b>			500.00
<b>OCL8011 - OCLC Inc. Line Item Account</b>			
197879	04/07/2017		
Inv	0000516921		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	Cataloguing Svcs	101-8010-8011-8110-000	1,556.05

Inv 0000516921 Total		1,556.05
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197879 Total:		1,556.05
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<b>OCL8011 - OCLC Inc. Total:</b>		<b>1,556.05</b>
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**OFF4011 - Office Solutions Line Item Account**

197773            03/30/2017

Inv I-01111545

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/14/2017	PD Office Supplies	101-4010-4011-8000-000	89.90

Inv I-01111545 Total		89.90
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Inv I-01111613

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/14/2017	PD Office Supplies	101-4010-4011-8000-000	86.21

Inv I-01111613 Total		86.21
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Inv I-01112319

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/15/2017	PD Office Supplies	101-4010-4011-8000-000	40.34

Inv I-01112319 Total		40.34
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Inv I-01113979

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/17/2017	PD Office Supplies	101-4010-4011-8000-000	169.11

Inv I-01113979 Total		169.11
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Inv I-01114151

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/17/2017	PD Office Supplies	101-4010-4011-8000-000	697.20

Inv I-01114151 Total		697.20
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Inv I-01115545

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/22/2017	PD Office Supplies	101-4010-4011-8000-000	359.18

Inv I-01115545 Total		359.18
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Inv I-01118140

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/24/2017	PD Office Supplies	101-4010-4011-8000-000	295.38

Inv I-01118140 Total		295.38
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Check Number	Check Date		Amount
Inv	I-01119314		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	PD Office Supplies	101-4010-4011-8000-000	22.77
Inv I-01119314 Total			22.77
197773 Total:			1,760.09
197880	04/07/2017		
Inv	I-01129144		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/15/2017	PD Office Supplies	101-4010-4011-8000-000	685.39
Inv I-01129144 Total			685.39
197880 Total:			685.39
<b>OFF4011 - Office Solutions Total:</b>			<b>2,445.48</b>
<b>OMEG4011 - Omega Polygraph Line Item Account</b>			
197881	04/07/2017		
Inv	01515		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/31/2016	PD Polygraph Examinations	101-4010-4011-8170-000	900.00
Inv 01515 Total			900.00
197881 Total:			900.00
<b>OMEG4011 - Omega Polygraph Total:</b>			<b>900.00</b>
<b>OSHS6101 - Orchard Business/SYNCB Line Item Account</b>			
197660	03/16/2017		
Inv	0220069		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/06/2017	Supplies	101-6010-6601-8120-000	28.67
Inv 0220069 Total			28.67
Inv	022272		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/09/2017	Supplies	500-6010-6710-8020-000	98.96
Inv 022272 Total			98.96
Inv	024336		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/22/2017	Supplies	500-6010-6711-8020-000	54.71

Check Number	Check Date		Amount
Inv 024336		Total	54.71
Inv 024449			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/23/2017	Supplies	101-6010-6601-8020-000	110.50
Inv 024449		Total	110.50
Inv 024549			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/24/2017	Supplies	101-6010-6601-8020-000	7.72
Inv 024549		Total	7.72
Inv 025334			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	Supplies	101-6010-6601-8020-000	91.84
Inv 025334		Total	91.84
Inv 033922			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/14/2017	Supplies	101-6010-6601-8020-000	5.63
Inv 033922		Total	5.63
Inv 044270			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/09/2017	Supplies	101-6010-6601-8020-000	151.83
Inv 044270		Total	151.83
Inv 062744			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/23/2017	Supplies	500-6010-6710-8020-000	53.66
Inv 062744		Total	53.66
Inv 062861			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2017	Supplies	101-5010-5011-8120-000	159.05
Inv 062861		Total	159.05
Inv 154968			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/13/2017	Supplies	101-4010-4011-8100-000	50.13
Inv 154968		Total	50.13

Inv 155358

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/15/2017	Supplies	101-4010-4011-8000-000	86.76

Inv 155358 Total

86.76

Inv 155595

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/16/2017	Supplies	230-6010-6116-8020-000	23.66

Inv 155595 Total

23.66

Inv 157473

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/24/2017	Supplies	230-6010-6116-8020-000	53.65

Inv 157473 Total

53.65

Inv 158301

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	Supplies	101-6010-6601-8020-000	120.71

Inv 158301 Total

120.71

Inv 158517

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	Supplies	101-6010-6410-8020-000	140.89

Inv 158517 Total

140.89

197660 Total:

1,238.37

**OSHS6101 - Orchard Business/SYNCB Total:**

1,238.37

**ORI2659 - Oriental Trading Co., Inc. Line Item Account**

197774 03/30/2017

Inv 682335811-01

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/17/2017	2017 Egg Hunt Event Supplies	101-8030-8032-8264-000	480.69

Inv 682335811-01 Total

480.69

197774 Total:

480.69

**ORI2659 - Oriental Trading Co., Inc. Total:**

480.69

**PHCP9255 - Pacific Hydrotech Corp. Line Item Account**

197708 03/23/2017

Check Number	Check Date		Amount
Inv #23			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	Garfield Reservoir Replacement Project 2/17	500-9000-9266-9266-000	195,886.68
Inv #23 Total			195,886.68
197708 Total:			195,886.68
<b>PHCP9255 - Pacific Hydrotech Corp. Total:</b>			195,886.68
<b>PAL1111 - Palmieri, Michael Line Item Account</b>			
197775	03/30/2017		
Inv 3/6-8/17			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/10/2017	Reimb. PD Training Expense	101-4010-4011-8200-000	110.67
Inv 3/6-8/17 Total			110.67
197775 Total:			110.67
<b>PAL1111 - Palmieri, Michael Total:</b>			110.67
<b>PHS4011 - Pasadena Humane Society Line Item Account</b>			
197776	03/30/2017		
Inv March 2017			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/02/2017	PD Animal Control Svcs 3/17	101-4010-4011-8180-000	9,742.00
Inv March 2017 Total			9,742.00
197776 Total:			9,742.00
<b>PHS4011 - Pasadena Humane Society Total:</b>			9,742.00
<b>PWP4465 - Pasadena Water &amp; Power Line Item Account</b>			
197644	03/09/2017		
Inv 80176-1			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/16/2017	Water Usage 60 E. State St. 1/11-2/13/17	500-6010-6711-8231-000	4,801.49
Inv 80176-1 Total			4,801.49
197644 Total:			4,801.49
<b>PWP4465 - Pasadena Water &amp; Power Total:</b>			4,801.49

Check Number      Check Date Amount

**PCMG3032 - PCM-G Line Item Account**

197935      04/07/2017

Inv B01395380101

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/14/2017	Demo Surface Pro 4 & Type Cover	101-3010-3032-8530-000	109.04
03/04/2017	Demo Surface Pro 4 & Type Cover	101-3010-3032-8530-000	2.12

Inv B01395380101 Total 111.16

197935 Total: 111.16

**PCMG3032 - PCM-G Total:**

111.16

**APEN8010 - Penn, Ann Line Item Account**

197661      03/16/2017

Inv 3/30/15

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/02/2015	Reimb. Volunteer Recogn Lunch Postage	101-8010-8011-8257-000	107.80

Inv 3/30/15 Total 107.80

197661 Total: 107.80

**APEN8010 - Penn, Ann Total:**

107.80

**PER4290 - Pers Health Insurance Line Item Account**

197679      03/23/2017

Inv P/R/E 3/21/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2017	Health Ins. Apr-17	700-0000-0000-2262-000	115,191.73
03/21/2017	Health Ins. Apr-17	101-3010-3041-7131-000	46,878.98

Inv P/R/E 3/21/17 Total 162,070.71

197679 Total: 162,070.71

**PER4290 - Pers Health Insurance Total:**

162,070.71

**PER4770 - Pers Retirement Line Item Account**

197680      03/23/2017

Inv P/R/E 3/21/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2017	Retirement Svc Period 3/6-3/19/17	700-0000-0000-2240-000	89,230.58

Inv P/R/E 3/21/17 Total 89,230.58

197680 Total: 89,230.58

Check Number	Check Date		Amount
197808	04/06/2017		
Inv	P/R/E 4/2/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2017	Retirement Svc Period 3/20-4/2/17	700-0000-0000-2240-000	88,774.07
Inv P/R/E 4/2/17 Total			88,774.07
197808 Total:			88,774.07
<b>PER4770 - Pers Retirement Total:</b>			<b>178,004.65</b>
<b>PCRI7101 - Personal Court Reporters Inc. Line Item Account</b>			
197882	04/07/2017		
Inv	73641		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/13/2016	Transcribing Svcs SP CC Mtg 7/6/16	101-7010-7011-8170-000	518.10
Inv 73641 Total			518.10
Inv	88383		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/08/2017	Transcribing Svcs SP CC Mtg 3/1/17	101-7010-7011-8170-000	585.00
Inv 88383 Total			585.00
Inv	88384		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/08/2017	Transcribing Svcs SP PC Mtg 2/27/17	101-7010-7011-8170-000	558.00
Inv 88384 Total			558.00
197882 Total:			1,661.10
<b>PCRI7101 - Personal Court Reporters Inc. Total:</b>			<b>1,661.10</b>
<b>PNCR8025 - Phoenix Cars LLC Line Item Account</b>			
197936	04/07/2017		
Inv	1703001		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2017	Transit Clipper Creek Charger & Stand for PEV E450 Bus	205-8030-8024-8540-000	2,973.41
Inv 1703001 Total			2,973.41
197936 Total:			2,973.41
<b>PNCR8025 - Phoenix Cars LLC Total:</b>			<b>2,973.41</b>

**PHOE4610 - Phoenix Group Information Systems Line Item Account**

197883            04/07/2017

Inv    022017184

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/15/2017	PD Citation/Permit Processing Svcs 2/17	101-0000-0000-4460-000	436.50
03/15/2017	PD Citation/Permit Processing Svcs 2/17	101-0000-0000-4610-000	1,162.25
Inv 022017184 Total			1,598.75

197883 Total: 1,598.75

**PHOE4610 - Phoenix Group Information Systems Total:**

1,598.75

**PBGF8031 - Pitney Bowes Global Fin. Svc LLC Line Item Account**

197709            03/23/2017

Inv    3101075608

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/02/2017	Postage Meter Lease 3/30-6/29/17	101-4010-4011-8010-000	96.52
03/02/2017	Postage Meter Lease 3/30-6/29/17	101-2010-2021-8010-000	96.52
03/02/2017	Postage Meter Lease 3/30-6/29/17	101-2010-2013-8010-000	96.52
03/02/2017	Postage Meter Lease 3/30-6/29/17	101-2010-2011-8010-000	96.52
03/02/2017	Postage Meter Lease 3/30-6/29/17	101-1020-1021-8010-000	96.52
03/02/2017	Postage Meter Lease 3/30-6/29/17	101-5010-5011-8010-000	96.52
03/02/2017	Postage Meter Lease 3/30-6/29/17	101-6010-6011-8010-000	96.52
03/02/2017	Postage Meter Lease 3/30-6/29/17	500-3010-3012-8010-000	96.52
03/02/2017	Postage Meter Lease 3/30-6/29/17	101-3010-3011-8010-000	96.52
03/02/2017	Postage Meter Lease 3/30-6/29/17	101-7010-7011-8010-000	96.52

Inv 3101075608 Total 965.20

197709 Total: 965.20

**PBGF8031 - Pitney Bowes Global Fin. Svc LLC Total:**

965.20

**PIT8031 - Pitney Bowes-Reserve Account Line Item Account**

197710            03/23/2017

Inv    34133033

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/20/2017	Reimb. Postage Meter	101-1020-1021-8010-000	102.06
03/20/2017	Reimb. Postage Meter	101-2010-2013-8010-000	2.58
03/20/2017	Reimb. Postage Meter	101-7010-7011-8010-000	552.23
03/20/2017	Reimb. Postage Meter	101-5010-5011-8010-000	139.73
03/20/2017	Reimb. Postage Meter	101-2010-2021-8010-000	16.50
03/20/2017	Reimb. Postage Meter	500-3010-3012-8010-000	1.40
03/20/2017	Reimb. Postage Meter	101-2010-2011-8010-000	4.33
03/20/2017	Reimb. Postage Meter	101-4010-4011-8010-000	675.93
03/20/2017	Reimb. Postage Meter	101-3010-3011-8010-000	957.82
03/20/2017	Reimb. Postage Meter	101-6010-6011-8010-000	322.92

Inv 34133033 Total 2,775.50

197710 Total:		2,775.50
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<b>PIT8031 - Pitney Bowes-Reserve Account Total:</b>		2,775.50
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**POS5265 - Post Alarm Systems Line Item Account**

197711      03/23/2017

Inv    953608

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/06/2017	WMB Monitoring Fee 4/17	101-8030-8031-8180-000	46.45

Inv 953608 Total		46.45
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197711 Total:		46.45
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<b>POS5265 - Post Alarm Systems Total:</b>		46.45
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**POS8787 - Postmaster Line Item Account**

197884      04/07/2017

Inv    #183

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/20/2017	Annual Fee for Permit# 183	101-8030-8021-8000-000	225.00

Inv #183 Total		225.00
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197884 Total:		225.00
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<b>POS8787 - Postmaster Total:</b>		225.00
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**PRIM4011 - PRI Management Group Line Item Account**

197885      04/07/2017

Inv    5/10/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/24/2017	PD Training Registration - SSA Grangetto	101-4010-4011-8200-000	195.00

Inv 5/10/17 Total		195.00
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Inv    5/10/17\*

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/24/2017	PD Training Registration - Det. Sanchez & Clerk Gonzales	101-4010-4011-8200-000	390.00

Inv 5/10/17* Total		390.00
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197885 Total:		585.00
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<b>PRIM4011 - PRI Management Group Total:</b>		585.00
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Check Number      Check Date Amount

**PEDS6010 - Prime Electric Distributors Line Item Account**

197886      04/07/2017

Inv S1353177.001

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/22/2017	PD Gray Electrical Cover	101-6010-6601-8020-000	57.22

Inv S1353177.001 Total 57.22

197886 Total: 57.22

**PEDS6010 - Prime Electric Distributors Total:**

57.22

**DRDP8030 - Prothero, Dr. Donald R. Line Item Account**

197887      04/07/2017

Inv 4/11/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/24/2017	Lecture 4/11/17	101-8030-8021-8267-000	100.00

Inv 4/11/17 Total 100.00

197887 Total: 100.00

**DRDP8030 - Prothero, Dr. Donald R. Total:**

100.00

**RFCI8180 - Raftelis Financial Consult.Svcs. Inc. Line Item Account**

197888      04/07/2017

Inv SPCA1608-03

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/08/2017	Conduct Comprehensive Citywide Waste Water 1/17	210-6010-6501-8180-000	1,115.00

Inv SPCA1608-03 Total 1,115.00

Inv SPCA1610-02

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/08/2017	Conduct Comprehensive Citywide Waste Water 1/17	210-6010-6501-8180-000	500.00

Inv SPCA1610-02 Total 500.00

197888 Total: 1,615.00

**RFCI8180 - Raftelis Financial Consult.Svcs. Inc. Total:**

1,615.00

**RBRI2920 - Rai, Rosalba Line Item Account**

197889      04/07/2017

Inv R79806

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
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Check Number	Check Date		Amount
03/22/2017	Refund Youth House Deposit 3/18/17	101-0000-0000-2920-000	250.00
Inv R79806 Total			250.00
197889 Total:			250.00
<b>RBRI2920 - Rai, Rosalba Total:</b>			250.00
<b>RCSI2013 - RCS Investigations &amp; Consult. LLC Line Item Account</b>			
197890	04/07/2017		
Inv 3516			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/22/2017	Background Check/Investigation Fees	101-2010-2013-8170-000	4,100.00
Inv 3516 Total			4,100.00
197890 Total:			4,100.00
<b>RCSI2013 - RCS Investigations &amp; Consult. LLC Total:</b>			4,100.00
<b>REF6601 - Refrigeration Supplies Distrib Line Item Account</b>			
197891	04/07/2017		
Inv 1439026-00			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/22/2017	Work Light, Ice Machine Filter & Condensation Pump	101-6010-6601-8120-000	191.33
Inv 1439026-00 Total			191.33
197891 Total:			191.33
<b>REF6601 - Refrigeration Supplies Distrib Total:</b>			191.33
<b>ROWI2011 - Right of Way Inc. Line Item Account</b>			
197892	04/07/2017		
Inv 26339			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/22/2017	626 Golden Street Festival	249-2010-2011-8170-000	99,850.00
Inv 26339 Total			99,850.00
197892 Total:			99,850.00
<b>ROWI2011 - Right of Way Inc. Total:</b>			99,850.00
<b>ROS2021 - Rossmann and Moore, LLP Line Item Account</b>			
197777	03/30/2017		

Check Number	Check Date		Amount
Inv	Feb 2017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/02/2017	Legal Svcs 710 Fwy Extension 2/17	101-2010-2021-8160-000	1,204.00
Inv Feb 2017 Total			1,204.00
197777 Total:			1,204.00
<b>ROS2021 - Rossmann and Moore, LLP Total:</b>			1,204.00
<b>CHRR4610 - Rowland, Charlotte Line Item Account</b>			
197893	04/07/2017		
Inv	222930		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/16/2017	Refund Citation	101-0000-0000-4610-000	108.00
Inv 222930 Total			108.00
197893 Total:			108.00
<b>CHRR4610 - Rowland, Charlotte Total:</b>			108.00
<b>SGV5685 - S.G.V. Medical Center Line Item Account</b>			
197778	03/30/2017		
Inv	790052		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/14/2017	PD Blood Alcohol w/Drawal-Ryank Bough	101-4010-4011-8170-000	48.00
Inv 790052 Total			48.00
Inv	792419		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/23/2017	PD Blood Alcohol w/Drawal - Vivian Law	101-4010-4011-8170-000	48.00
Inv 792419 Total			48.00
197778 Total:			96.00
<b>SGV5685 - S.G.V. Medical Center Total:</b>			96.00
<b>SOU5230 - S.P.Firefighters L-3657 Line Item Account</b>			
197809	04/06/2017		
Inv	P/R/E 4/2/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2017	Assn Dues	700-0000-0000-2250-000	2,450.00
Inv P/R/E 4/2/17 Total			2,450.00

Check Number	Check Date	Amount
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Inv P/R/E 4/2/17\*

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	Amount
04/04/2017	Assn Ins	700-0000-0000-2252-000	180.74

Inv P/R/E 4/2/17\* Total 180.74

197809 Total: 2,630.74

**SOU5230 - S.P.Firefighters L-3657 Total:** 2,630.74

**SOU5435 - S.P.P. O. A. Line Item Account**

197810 04/06/2017

Inv P/R/E 4/2/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	Amount
04/04/2017	Assn Dues & Ins	700-0000-0000-2246-000	4,057.05

Inv P/R/E 4/2/17 Total 4,057.05

197810 Total: 4,057.05

**SOU5435 - S.P.P. O. A. Total:** 4,057.05

**SOU5451 - S.P.Public Srvc Empl. Ass'n Line Item Account**

197811 04/06/2017

Inv P/R/E 4/2/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	Amount
04/04/2017	Assn Dues & Svc Fee	700-0000-0000-2248-000	1,647.00

Inv P/R/E 4/2/17 Total 1,647.00

197811 Total: 1,647.00

**SOU5451 - S.P.Public Srvc Empl. Ass'n Total:** 1,647.00

**SOU5250 - S.P.Review & The Quarterly Magazine Line Item Account**

197779 03/30/2017

Inv 5691

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	Amount
12/19/2016	Bus Stop Benches & Receptacles Improvement Ads	205-9000-9220-9220-000	48.00

Inv 5691 Total 48.00

Inv 5833

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	Amount
01/26/2017	Water Dept. 2017 Ford F-250 Ads	500-6010-6711-8050-000	64.00

Check Number	Check Date		Amount
Inv 5833 Total			64.00
Inv 5876			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/10/2017	Legal Notice - Demo Garden Ads	101-6010-6011-8050-000	256.00
Inv 5876 Total			256.00
197779 Total:			368.00
197894	04/07/2017		
Inv 5884			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/16/2017	Public Notice - GP/MSSP	101-7010-7011-8040-000	756.00
Inv 5884 Total			756.00
Inv 5926			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/24/2017	Water Utility Vehicle Ads	500-6010-6710-8050-000	56.00
Inv 5926 Total			56.00
Inv 5936			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	Energy/Water RFP Ads	101-6010-6011-8040-000	64.00
Inv 5936 Total			64.00
Inv 5939			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/16/2017	Public Notice - ZCA Marijuana	101-7010-7011-8040-000	64.00
Inv 5939 Total			64.00
Inv 597			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	Fire Dept Yearly Subscription 4/2017 - 4/2018	101-5010-5011-8080-000	60.00
Inv 597 Total			60.00
Inv 696			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	Subscription	101-8030-8031-8020-000	60.00
Inv 696 Total			60.00
Inv 697			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	Subscription	101-8030-8031-8020-000	60.00

Check Number	Check Date		Amount
Inv 697 Total			60.00
197894 Total:			1,120.00
197937	04/07/2017		
Inv 5694			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/19/2016	Public Notice Comm. Dev. Block Grant	101-1020-1021-8040-000	28.00
Inv 5694 Total			28.00
Inv 5874			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/10/2017	Public Notice Ordinance #2312	101-1020-1021-8040-000	192.00
Inv 5874 Total			192.00
197937 Total:			220.00
<b>SOU5250 - S.P.Review &amp; The Quarterly Magazine Total:</b>			1,708.00
<b>LOUB4610 - Sabatella, Lou Line Item Account</b>			
197895	04/07/2017		
Inv 211134943			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/16/2017	Refund Citations	101-0000-0000-4610-000	108.00
Inv 211134943 Total			108.00
197895 Total:			108.00
<b>LOUB4610 - Sabatella, Lou Total:</b>			108.00
<b>SAN4958 - San Marino Security System Line Item Account</b>			
197896	04/07/2017		
Inv 60075			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2017	Sr. Center Upgrade Security Sys. Monitoring Apr - Nov 2017	101-8030-8021-8180-000	1,864.00
Inv 60075 Total			1,864.00
197896 Total:			1,864.00
<b>SAN4958 - San Marino Security System Total:</b>			1,864.00
<b>ELVS2920 - Sanchez, Elvis Line Item Account</b>			
197780	03/30/2017		

Check Number	Check Date		Amount
Inv R79358			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	Refund WMB Deposit Rental 2/25/17	101-0000-0000-2920-000	500.00
Inv R79358 Total			500.00
197780 Total:			500.00
<b>ELVS2920 - Sanchez, Elvis Total:</b>			500.00
<b>SAXE2013 - Saxe-Clifford PH.D, Susan Line Item Account</b>			
197897	04/07/2017		
Inv 17-0222-2			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/22/2017	Psychological Evaluations Screening Svcs	101-2010-2013-8170-000	450.00
Inv 17-0222-2 Total			450.00
197897 Total:			450.00
<b>SAXE2013 - Saxe-Clifford PH.D, Susan Total:</b>			450.00
<b>PUSY4460 - Schelly, Paul Line Item Account</b>			
197781	03/30/2017		
Inv B140753			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/15/2017	Refund Permit	101-0000-0000-4460-000	55.00
Inv B140753 Total			55.00
197781 Total:			55.00
<b>PUSY4460 - Schelly, Paul Total:</b>			55.00
<b>SDSI0107 - Security Design Systems, Inc. Line Item Account</b>			
197782	03/30/2017		
Inv 210168			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	PD Maint. on Cameras & Access Control 3/17	101-4010-4011-8110-000	60.00
Inv 210168 Total			60.00
Inv 210169			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	PD Maint. on Cameras & Access Control 3/17	101-4010-4011-8110-000	290.00
Inv 210169 Total			290.00

Inv 210170

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	PD Maint. on Cameras & Access Control 3/17	101-4010-4011-8110-000	226.00

Inv 210170 Total 226.00

197782 Total: 576.00

197898 04/07/2017

Inv 210167

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2017	PD Maint. on Cameras 4/17	101-4010-4011-8110-000	65.00

Inv 210167 Total 65.00

197898 Total: 65.00

**SDSI0107 - Security Design Systems, Inc. Total:** 641.00

**SMSC6711 - Smardan Supply Co. Line Item Account**

197899 04/07/2017

Inv S2987415.001

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/16/2017	Angle Needle Valve for Sample Station Maint.	500-6010-6711-8020-000	82.05

Inv S2987415.001 Total 82.05

197899 Total: 82.05

**SMSC6711 - Smardan Supply Co. Total:** 82.05

**SOU6666 - So. CA Edison Co. Line Item Account**

197662 03/16/2017

Inv 3-008-8091-11

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	2/1-3/1/17	215-6010-6201-8140-000	3,954.34

Inv 3-008-8091-11 Total 3,954.34

Inv 3-008-8091-11\*

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	9/27/16-2/1/17 & 10/12/16-2/1/17	215-6010-6201-8140-000	221.99

Inv 3-008-8091-11\* Total 221.99

Inv 3-008-8091-12

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
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Check Number	Check Date		Amount
03/09/2017	2/1-3/1/17	215-6010-6201-8140-000	867.67
Inv 3-008-8091-12 Total			867.67
Inv 3-008-8091-13			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	2/1-3/1/17	215-6010-6201-8140-000	7,689.81
Inv 3-008-8091-13 Total			7,689.81
Inv 3-008-8091-14			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	2/1-3/1/17	215-6010-6201-8140-000	11.56
Inv 3-008-8091-14 Total			11.56
Inv 3-008-8091-16			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	2/3-3/7/17	215-6010-6201-8140-000	157.27
Inv 3-008-8091-16 Total			157.27
Inv 3-008-8091-17			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	2/3-3/7/17	215-6010-6201-8140-000	63.98
Inv 3-008-8091-17 Total			63.98
Inv 3-008-8091-18			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	2/3-3/7/17	215-6010-6201-8140-000	58.24
Inv 3-008-8091-18 Total			58.24
Inv 3-008-8091-19			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	2/3-3/7/17	215-6010-6201-8140-000	51.01
Inv 3-008-8091-19 Total			51.01
Inv 3-008-8091-20			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	2/3-3/7/17	215-6010-6201-8140-000	82.85
Inv 3-008-8091-20 Total			82.85
Inv 3-008-8091-21			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	2/3-3/7/17	215-6010-6201-8140-000	89.34
Inv 3-008-8091-21 Total			89.34

Check Number	Check Date		Amount
Inv	3-008-8091-22		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	2/3-3/7/17	215-6010-6201-8140-000	48.45
Inv 3-008-8091-22 Total			48.45
Inv	3-008-8091-23		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	2/3-3/7/17	215-6010-6201-8140-000	81.68
Inv 3-008-8091-23 Total			81.68
Inv	3-008-8091-24		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	2/3-3/7/17	215-6010-6201-8140-000	80.15
Inv 3-008-8091-24 Total			80.15
Inv	3-008-8436-55		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	2/3-3/7/17	215-6010-6201-8140-000	146.64
Inv 3-008-8436-55 Total			146.64
Inv	3-022-6898-28		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/02/2017	1/27-2/28/17	215-6010-6115-8140-000	24.01
Inv 3-022-6898-28 Total			24.01
Inv	3-025-4910-19		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	2/3-3/7/17	215-6010-6115-8140-000	118.86
Inv 3-025-4910-19 Total			118.86
Inv	3-026-3223-65		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	1/27-2/28/17	215-6010-6115-8140-000	38.39
Inv 3-026-3223-65 Total			38.39
Inv	3-026-6343-40		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	2/3-3/7/17	215-6010-6115-8140-000	18.03
Inv 3-026-6343-40 Total			18.03
Inv	3-029-2458-05		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	1/27-2/28/17	101-8030-8031-8140-000	54.33

Check Number	Check Date		Amount
Inv 3-029-2458-05		Total	54.33
Inv 3-032-4192-98			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	1/27-2/28/17	215-6010-6201-8140-000	60.05
Inv 3-032-4192-98		Total	60.05
Inv 3-035-3494-19			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	1/27-2/28/17	215-6010-6115-8140-000	52.25
Inv 3-035-3494-19		Total	52.25
Inv 3-045-0630-89			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	2/1-3/1/17	215-6010-6201-8140-000	15.82
Inv 3-045-0630-89		Total	15.82
197662		Total:	13,986.72
197783	03/30/2017		
Inv 3-000-5677-90			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	500-6010-6711-8152-000	1,646.40
Inv 3-000-5677-90		Total	1,646.40
Inv 3-000-5950-21			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	101-6010-6410-8140-000	87.33
Inv 3-000-5950-21		Total	87.33
Inv 3-000-5950-22			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	101-6010-6410-8140-000	174.89
Inv 3-000-5950-22		Total	174.89
Inv 3-000-7125-63			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	101-6010-6015-8140-000	23.31
Inv 3-000-7125-63		Total	23.31
Inv 3-000-7125-66			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	500-6010-6711-8140-000	38.41

Check Number	Check Date	Amount
Inv 3-000-7125-66 Total		38.41
Inv 3-000-7152-57		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/23/2017	2/16-3/20/17	101-6010-6410-8140-000
		25.27
Inv 3-000-7152-57 Total		25.27
Inv 3-000-8455-69		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000
		68.24
Inv 3-000-8455-69 Total		68.24
Inv 3-000-9969-52		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/23/2017	2/16-3/20/17	101-6010-6410-8140-000
		12.10
03/23/2017	2/16-3/20/17	215-6010-6201-8140-000
		12.11
Inv 3-000-9969-52 Total		24.21
Inv 3-001-1810-93		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/23/2017	2/1-3/1/17	101-6010-6410-8140-000
		38.12
Inv 3-001-1810-93 Total		38.12
Inv 3-001-1810-94		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/23/2017	2/16-3/20/17	500-6010-6711-8140-000
		38.84
Inv 3-001-1810-94 Total		38.84
Inv 3-001-1810-98		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/23/2017	2/16-3/20/17	500-6010-6711-8152-000
		28,573.75
Inv 3-001-1810-98 Total		28,573.75
Inv 3-001-1811-29		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/23/2017	2/16-3/20/17	101-6010-6601-8140-000
		4,622.87
Inv 3-001-1811-29 Total		4,622.87
Inv 3-001-1811-44		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/23/2017	2/16-3/20/17	215-6010-6201-8140-000
		102.81
03/23/2017	2/16-3/20/17	101-6010-6410-8140-000
		102.80
Inv 3-001-1811-44 Total		205.61

Inv 3-001-1811-45

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	101-6010-6410-8140-000	90.20
03/23/2017	2/16-3/20/17	215-6010-6201-8140-000	90.21

Inv 3-001-1811-45 Total 180.41

Inv 3-001-1811-48

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000	43.58

Inv 3-001-1811-48 Total 43.58

Inv 3-001-1811-56

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000	62.95

Inv 3-001-1811-56 Total 62.95

Inv 3-001-1811-58

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/1-3/1/17	101-6010-6410-8140-000	33.54

Inv 3-001-1811-58 Total 33.54

Inv 3-001-1811-59

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000	38.57

Inv 3-001-1811-59 Total 38.57

Inv 3-001-1811-63

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	101-6010-6410-8140-000	24.26

Inv 3-001-1811-63 Total 24.26

Inv 3-001-1811-67

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000	34.50

Inv 3-001-1811-67 Total 34.50

Inv 3-001-1811-68

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	101-8010-8011-8140-000	42.51

Inv 3-001-1811-68 Total 42.51

Check Number	Check Date		Amount
Inv	3-001-1811-69		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/1-3/1/17	215-6010-6201-8140-000	23.19
Inv 3-001-1811-69 Total			23.19
Inv	3-001-1811-75		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000	96.94
Inv 3-001-1811-75 Total			96.94
Inv	3-001-1811-76		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000	60.25
Inv 3-001-1811-76 Total			60.25
Inv	3-001-1811-77		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000	39.11
Inv 3-001-1811-77 Total			39.11
Inv	3-001-1811-79		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000	36.54
Inv 3-001-1811-79 Total			36.54
Inv	3-001-1811-80		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000	31.39
Inv 3-001-1811-80 Total			31.39
Inv	3-001-1811-86		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	101-6010-6410-8140-000	24.86
Inv 3-001-1811-86 Total			24.86
Inv	3-001-1811-87		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	500-6010-6711-8140-000	31.56
Inv 3-001-1811-87 Total			31.56
Inv	3-001-1811-89		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/1-3/1/17	215-6010-6201-8140-000	16.77

Check Number	Check Date		Amount
03/23/2017	2/1-3/1/17	101-6010-6410-8140-000	16.77
Inv 3-001-1811-89 Total			33.5
Inv 3-001-1811-90			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000	49.40
Inv 3-001-1811-90 Total			49.40
Inv 3-001-1811-91			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000	69.58
Inv 3-001-1811-91 Total			69.58
Inv 3-001-1811-92			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000	14.73
Inv 3-001-1811-92 Total			14.73
Inv 3-001-1811-93			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000	56.46
Inv 3-001-1811-93 Total			56.46
Inv 3-001-1811-95			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	101-6010-6410-8140-000	26.63
Inv 3-001-1811-95 Total			26.63
Inv 3-001-1811-98			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000	15.42
Inv 3-001-1811-98 Total			15.42
Inv 3-001-1812-06			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	101-6010-6410-8140-000	29.86
Inv 3-001-1812-06 Total			29.86
Inv 3-001-1812-07			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	500-6010-6711-8140-000	26.92
Inv 3-001-1812-07 Total			26.92

Check Number	Check Date		Amount
Inv	3-001-1812-08		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000	59.03
Inv 3-001-1812-08 Total			59.03
Inv	3-001-1812-09		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/1-3/1/17	101-6010-6410-8140-000	300.32
Inv 3-001-1812-09 Total			300.32
Inv	3-001-1812-10		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	232-6010-6417-8140-000	78.26
Inv 3-001-1812-10 Total			78.26
Inv	3-001-1812-11		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000	33.29
Inv 3-001-1812-11 Total			33.29
Inv	3-001-1812-12		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000	31.37
Inv 3-001-1812-12 Total			31.37
Inv	3-001-1812-25		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	101-6010-6410-8140-000	25.82
Inv 3-001-1812-25 Total			25.82
Inv	3-001-1812-26		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	101-6010-6410-8140-000	877.03
Inv 3-001-1812-26 Total			877.03
Inv	3-001-1812-27		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000	53.34
Inv 3-001-1812-27 Total			53.34
Inv	3-001-1812-31		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	101-6010-6410-8140-000	41.60



Inv 3-001-1812-31 Total 41.60

Inv 3-001-1812-32

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/1-3/1/17	101-6010-6410-8140-000	13.46

Inv 3-001-1812-32 Total 13.46

Inv 3-001-1812-33

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	500-6010-6711-8140-000	34.75

Inv 3-001-1812-33 Total 34.75

Inv 3-001-1812-34

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	500-6010-6711-8152-000	41.63

Inv 3-001-1812-34 Total 41.63

Inv 3-001-1812-35

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000	15.27

Inv 3-001-1812-35 Total 15.27

Inv 3-001-1812-36

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	101-6010-6410-8140-000	86.85

Inv 3-001-1812-36 Total 86.85

Inv 3-001-1812-38

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	101-6010-6410-8140-000	24.01

Inv 3-001-1812-38 Total 24.01

Inv 3-001-1812-39

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000	51.57

Inv 3-001-1812-39 Total 51.57

Inv 3-001-9413-97

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	500-6010-6711-8152-000	2,015.61

Inv 3-001-9413-97 Total 2,015.61

Check Number	Check Date		Amount
Inv 3-002-4372-43			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000	69.80
Inv 3-002-4372-43 Total			69.80
Inv 3-002-4473-12			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	500-6010-6711-8140-000	24.86
Inv 3-002-4473-12 Total			24.86
Inv 3-003-7341-83			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/1-3/1/17	101-6010-6410-8140-000	11.56
Inv 3-003-7341-83 Total			11.56
Inv 3-004-3214-58			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	500-6010-6711-8140-000	37.72
Inv 3-004-3214-58 Total			37.72
Inv 3-004-4562-56			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000	67.00
Inv 3-004-4562-56 Total			67.00
Inv 3-016-0678-82			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6201-8140-000	96.71
Inv 3-016-0678-82 Total			96.71
Inv 3-022-6051-15			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000	82.32
Inv 3-022-6051-15 Total			82.32
Inv 3-022-6897-57			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000	25.36
Inv 3-022-6897-57 Total			25.36
Inv 3-022-6897-89			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000	24.13

Check Number	Check Date		Amount
Inv 3-022-6897-89		Total	24.13
Inv 3-022-6897-99			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000	24.40
Inv 3-022-6897-99		Total	24.40
Inv 3-022-6898-05			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000	23.73
Inv 3-022-6898-05		Total	23.73
Inv 3-022-6898-17			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	2/16-3/20/17	215-6010-6115-8140-000	25.08
Inv 3-022-6898-17		Total	25.08
197783		Total:	40,989.83
197938	04/07/2017		
Inv 3-002-4472-77			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/25/2017	2/23-3/24/17	101-8010-8011-8140-000	2,358.38
Inv 3-002-4472-77		Total	2,358.38
Inv 3-002-4472-78			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/25/2017	2/23-3/24/17	101-8030-8021-8140-000	804.80
Inv 3-002-4472-78		Total	804.80
Inv 3-003-6653-57			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/25/2017	2/23-3/24/17	101-6010-6410-8140-000	764.79
Inv 3-003-6653-57		Total	764.79
Inv 3-011-4089-57			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/25/2017	2/23-3/24/17	215-6010-6115-8140-000	55.71
Inv 3-011-4089-57		Total	55.71
Inv 3-022-6897-72			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/25/2017	2/23-3/24/17	215-6010-6115-8140-000	23.09

Check Number	Check Date	Amount
Inv 3-022-6897-72 Total		23.09
Inv 3-022-6898-28		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/25/2017	2/23-3/24/17	215-6010-6115-8140-000
		23.09
Inv 3-022-6898-28 Total		23.09
Inv 3-023-6580-86		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/25/2017	2/23-3/24/17	215-6010-6201-8140-000
		26.50
Inv 3-023-6580-86 Total		26.50
Inv 3-023-7462-29		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/25/2017	2/23-3/24/17	215-6010-6115-8140-000
		164.35
Inv 3-023-7462-29 Total		164.35
Inv 3-023-7844-31		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/25/2017	2/23-3/24/17	215-6010-6115-8140-000
		25.18
Inv 3-023-7844-31 Total		25.18
Inv 3-023-8283-79		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/25/2017	2/23-3/24/17	215-6010-6115-8140-000
		29.73
Inv 3-023-8283-79 Total		29.73
Inv 3-026-3223-65		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/25/2017	2/23-3/24/17	215-6010-6115-8140-000
		33.74
Inv 3-026-3223-65 Total		33.74
Inv 3-028-7013-82		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/25/2017	2/23-3/24/17	101-6010-6410-8140-000
		122.03
Inv 3-028-7013-82 Total		122.03
Inv 3-028-7594-32		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/25/2017	2/23-3/24/17	500-6010-6711-8152-000
		2,254.12
Inv 3-028-7594-32 Total		2,254.12

Check Number	Check Date		Amount
Inv	3-029-2458-05		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/25/2017	2/23-3/24/17	101-8030-8031-8140-000	62.77
Inv 3-029-2458-05 Total			62.77
Inv	3-032-0513-93		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/25/2017	2/23-3/24/17	215-6010-6115-8140-000	51.36
Inv 3-032-0513-93 Total			51.36
Inv	3-032-2521-62		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/25/2017	2/23-3/24/17	215-6010-6201-8140-000	74.94
Inv 3-032-2521-62 Total			74.94
Inv	3-032-4192-98		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/25/2017	2/23-3/24/17	215-6010-6201-8140-000	51.05
Inv 3-032-4192-98 Total			51.05
Inv	3-033-3452-62		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/25/2017	2/23-3/24/17	500-6010-6710-8140-000	466.50
Inv 3-033-3452-62 Total			466.50
Inv	3-035-3494-19		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/25/2017	2/23-3/24/17	215-6010-6115-8140-000	47.16
Inv 3-035-3494-19 Total			47.16
Inv	3-035-6502-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/25/2017	2/23-3/24/17	101-6010-6601-8140-000	241.49
Inv 3-035-6502-21 Total			241.49
Inv	3-037-6075-39		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/25/2017	2/23-3/24/17	215-6010-6115-8140-000	53.06
Inv 3-037-6075-39 Total			53.06
Inv	3-045-8045-41		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/25/2017	2/23-3/24/17	232-6010-6417-8140-000	24.22

<b>Check Number</b>	<b>Check Date</b>	<b>Amount</b>
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Inv 3-045-8045-41 Total		24.22
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197938 Total:		7,758.06
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SOU6666 - So. CA Edison Co. Total:		62,734.61
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**SCIV4011 - South Cities Investigations Line Item Account**

197784            03/30/2017

Inv    SPPD-17-1

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	PD Background Investigation Svcs	101-4010-4011-8170-000	3,300.00

Inv SPPD-17-1 Total		3,300.00
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197784 Total:		3,300.00
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SCIV4011 - South Cities Investigations Total:		3,300.00
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**SCLD6601 - South Coast Lighting & Design Line Item Account**

197939            04/07/2017

Inv    1006645

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/19/2017	Milan & Orange Grove LED Street Lights 360 Degrees	215-6010-6201-8020-000	407.66

Inv 1006645 Total		407.66
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197939 Total:		407.66
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SCLD6601 - South Coast Lighting & Design Total:		407.66
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**CEAP7000 - South Pasadena Part Time Employees Assn. Line Item Account**

197812            04/06/2017

Inv    P/R/E 4/2/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2017	Assn Dues	700-0000-0000-2249-000	432.00

Inv P/R/E 4/2/17 Total		432.00
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197812 Total:		432.00
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CEAP7000 - South Pasadena Part Time Employees Assn. Total:		432.00
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**SPMS2920 - SPMS Tiger Club Booster Club Inc. Line Item Account**

197900            04/07/2017

Check Number	Check Date		Amount
Inv	R79805		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/22/2017	Refund WMB Deposit Rental 3/18/17	101-0000-0000-2920-000	500.00
Inv R79805 Total			500.00
197900 Total:			500.00
<b>SPMS2920 - SPMS Tiger Club Booster Club Inc. Total:</b>			500.00
<b>STAS236 - Stanley Pest Control Line Item Account</b>			
197785	03/30/2017		
Inv	R00390374		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	Refund Duplicate Business License Payment	101-0000-0000-4400-000	144.00
03/09/2017	Refund Duplicate Business License Payment	220-0000-0000-5412-000	54.00
03/09/2017	Refund Duplicate Business License Payment	101-0000-0000-4405-000	1.00
Inv R00390374 Total			199.00
197785 Total:			199.00
<b>STAS236 - Stanley Pest Control Total:</b>			199.00
<b>STAS219 - Staples Business Advantage Line Item Account</b>			
197663	03/16/2017		
Inv	3299312557		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/14/2016	Mgmt Svcs Kitchen & Office Supplies	101-2010-2011-8000-000	39.77
Inv 3299312557 Total			39.77
Inv	3299928342		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/21/2016	Mgmt Svcs Kitchen & Office Supplies	101-2010-2011-8000-000	19.29
Inv 3299928342 Total			19.29
Inv	3300557707		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2016	Mgmt Svcs Kitchen & Office Supplies	101-2010-2011-8000-000	27.02
Inv 3300557707 Total			27.02
Inv	3308911630		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/21/2016	Mgmt Svcs Kitchen & Office Supplies	101-2010-2011-8000-000	29.30
Inv 3308911630 Total			29.30

Inv 3308911631

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/21/2016	Mgmt Svcs Kitchen & Office Supplies	101-2010-2011-8000-000	217.46
07/21/2016	Mgmt Svcs Kitchen & Office Supplies	101-2010-2011-8020-000	83.23

Inv 3308911631 Total 300.69

Inv 3309614159

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/29/2016	Mgmt Svcs Kitchen & Office Supplies	101-2010-2011-8000-000	108.99

Inv 3309614159 Total 108.99

Inv 3311048574

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/07/2016	Mgmt Svcs Kitchen & Office Supplies	101-2010-2011-8000-000	454.06

Inv 3311048574 Total 454.06

Inv 3313825595

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/02/2016	Mgmt Svcs Kitchen & Office Supplies	101-2010-2011-8000-000	185.62

Inv 3313825595 Total 185.62

Inv 3315353026

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/20/2016	Mgmt Svcs Kitchen & Office Supplies	101-2010-2011-8020-000	33.28
09/20/2016	Mgmt Svcs Kitchen & Office Supplies	101-2010-2011-8000-000	86.41

Inv 3315353026 Total 119.69

Inv 3315555369

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/23/2016	Mgmt Svcs Kitchen & Office Supplies	101-2010-2011-8000-000	301.49

Inv 3315555369 Total 301.49

Inv 3317630345

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/08/2016	Mgmt Svcs Kitchen & Office Supplies	101-2010-2011-8000-000	51.88

Inv 3317630345 Total 51.88

Inv 3318373861

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/16/2016	Mgmt Svcs Kitchen & Office Supplies	101-2010-2011-8000-000	155.30
10/16/2016	Mgmt Svcs Kitchen & Office Supplies	101-2010-2011-8020-000	35.95

Inv 3318373861 Total 191.25



Inv 3319136112			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/26/2016	Mgmt Svcs Kitchen & Office Supplies	101-2010-2011-8000-000	36.49

Inv 3319136112 Total			36.49
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Inv 3319293206			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/28/2016	Mgmt Svcs Kitchen & Office Supplies	101-2010-2011-8020-000	186.19
10/28/2016	Mgmt Svcs Kitchen & Office Supplies	101-2010-2011-8000-000	47.76

Inv 3319293206 Total			233.95
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Inv 3319293208			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/28/2016	Mgmt Svcs Kitchen & Office Supplies	101-1010-1011-8020-000	28.97

Inv 3319293208 Total			28.97
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Inv 3324354331			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/16/2016	Mgmt Svcs Kitchen & Office Supplies	101-2010-2011-8000-000	272.16
12/16/2016	Mgmt Svcs Kitchen & Office Supplies	101-1010-1011-8020-000	8.77
12/16/2016	Mgmt Svcs Kitchen & Office Supplies	101-2010-2011-8020-000	156.89

Inv 3324354331 Total			437.82
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Inv 3324354332			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/16/2016	Mgmt Svcs Kitchen & Office Supplies	101-2010-2011-8000-000	8.16

Inv 3324354332 Total			8.16
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Inv 3324904357			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/23/2016	Mgmt Svcs Kitchen & Office Supplies	101-2010-2011-8000-000	226.92

Inv 3324904357 Total			226.92
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Inv 3324904358			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/23/2016	Mgmt Svcs Kitchen & Office Supplies	101-1020-1021-8180-000	87.19

Inv 3324904358 Total			87.19
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Inv 3324904362			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/23/2016	Mgmt Svcs Kitchen & Office Supplies	101-2010-2011-8000-000	17.97

Inv 3324904362 Total			17.97
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Check Number      Check Date Amount

Inv 3325398086

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/30/2016	Mgmt Svcs Kitchen & Office Supplies	101-2010-2011-8000-000	8.16

Inv 3325398086 Total 8.16

Inv 3326563558

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/07/2017	Mgmt Svcs Kitchen & Office Supplies	101-1020-1021-8180-000	434.98

Inv 3326563558 Total 434.98

Inv 3327614116

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/20/2017	Mgmt Svcs Kitchen & Office Supplies	101-1020-1021-8180-000	430.75

Inv 3327614116 Total 430.75

Inv 3327789758

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/21/2017	Mgmt Svcs Kitchen & Office Supplies	101-2010-2011-8020-000	180.20
01/21/2017	Mgmt Svcs Kitchen & Office Supplies	101-2010-2011-8000-000	464.43

Inv 3327789758 Total 644.63

197663 Total: 4,425.04

197786              03/30/2017

Inv 3329941452

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/08/2017	Yard Office Supplies	101-6010-6011-8020-000	450.49

Inv 3329941452 Total 450.49

Inv 3330625236

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/16/2017	PD Office Supplies	101-4010-4011-8000-000	135.23

Inv 3330625236 Total 135.23

Inv 3331107225

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/21/2017	PD Office Supplies	101-4010-4011-8000-000	108.74

Inv 3331107225 Total 108.74

Inv 3331228930

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/23/2017	PD Office Supplies	101-4010-4011-8000-000	255.89

Inv 3331228930 Total 255.89

Check Number	Check Date		Amount
Inv	3331228932		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/23/2017	PD Office Supplies	101-4010-4011-8000-000	57.52
Inv 3331228932 Total			57.52
Inv	3331228933		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/23/2017	Rec Office Supplies	101-8030-8032-8000-000	78.31
Inv 3331228933 Total			78.31
Inv	3331307156		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/24/2017	PD Office Supplies	101-4010-4011-8000-000	20.84
Inv 3331307156 Total			20.84
Inv	3332404463		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	PD Office Supplies	101-4010-4011-8000-000	38.05
Inv 3332404463 Total			38.05
Inv	3332404467		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	PD Office Supplies	101-4010-4011-8000-000	307.78
Inv 3332404467 Total			307.78
Inv	3332561756		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/03/2017	FD Office Supplies	101-5010-5012-8020-000	108.74
Inv 3332561756 Total			108.74
Inv	3332561760		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/03/2017	Rec Office Supplies	101-8030-8032-8000-000	106.56
Inv 3332561760 Total			106.56
197786 Total:			1,668.15
197901	04/07/2017		
Inv	3331107221		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/21/2017	Plan/Bldg Office Supplies	101-7010-7011-8000-000	51.93
Inv 3331107221 Total			51.93

Inv 3331228928

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/23/2017	Plan/Bldg Office Supplies	101-7010-7011-8000-000	38.88

Inv 3331228928 Total 38.88

Inv 3331228934

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/23/2017	PW/Yard Office Supplies	500-6010-6711-8000-000	274.01

Inv 3331228934 Total 274.01

Inv 3331228935

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/23/2017	PW/Yard Office Supplies	101-6010-6601-8000-000	10.39
02/23/2017	PW/Yard Office Supplies	101-6010-6410-8000-000	10.39
02/23/2017	PW/Yard Office Supplies	210-6010-6501-8020-000	10.39
02/23/2017	PW/Yard Office Supplies	230-6010-6116-8000-000	10.39
02/23/2017	PW/Yard Office Supplies	500-6010-6710-8000-000	10.39
02/23/2017	PW/Yard Office Supplies	215-6010-6201-8000-000	10.39
02/23/2017	PW/Yard Office Supplies	500-6010-6711-8000-000	33.98

Inv 3331228935 Total 96.32

Inv 3332404460

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	Plan/Bldg Office Supplies	101-7010-7011-8000-000	47.84

Inv 3332404460 Total 47.84

Inv 3332404468

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	PW/Yard Office Supplies	230-6010-6116-8000-000	76.07
03/01/2017	PW/Yard Office Supplies	210-6010-6501-8020-000	76.07

Inv 3332404468 Total 152.14

Inv 3332404469

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	Comm. Svcs Office Supplies	101-8030-8021-8000-000	99.68

Inv 3332404469 Total 99.68

Inv 3332743139

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/04/2017	Finance Office Supplies	101-3010-3011-8000-000	5.26

Inv 3332743139 Total 5.26

Inv 3332901212

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
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Check Number	Check Date		Amount
03/05/2017	Finance Office Supplies	101-3010-3011-8000-000	160.71
03/05/2017	Plan/Bldg Office Supplies	101-7010-7011-8000-000	102.80
03/05/2017	Mgmt Svcs Office Supplies	101-2010-2011-8020-000	109.50
Inv 3332901212 Total			373.05
Inv 3332901214			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/05/2017	Comm. Svcs Office Supplies	101-8030-8021-8000-000	115.28
Inv 3332901214 Total			115.28
Inv 3332979015			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/08/2017	Mgmt Svcs Office Supplies	101-2010-2011-8020-000	25.81
Inv 3332979015 Total			25.81
Inv 3332979016			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/08/2017	PD Office Supplies	101-4010-4011-8000-000	621.91
Inv 3332979016 Total			621.91
Inv 3332979017			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/08/2017	Transit Office Supplies	205-8030-8025-8000-000	365.00
Inv 3332979017 Total			365.00
Inv 3333050467			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	Library Office Supplies	101-8010-8011-8000-000	105.66
Inv 3333050467 Total			105.66
Inv 3333050468			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	Plan/Bldg Office Supplies	101-7010-7011-8000-000	129.13
Inv 3333050468 Total			129.13
Inv 3333050469			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	PD Office Supplies	101-4010-4011-8000-000	169.00
Inv 3333050469 Total			169.00
Inv 3333581064			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/15/2017	FD Office Supplies	101-5010-5011-8000-000	446.86

Check Number	Check Date		Amount
Inv 3333581064		Total	446.86
Inv 3333581075		CR	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/15/2017	Library Office Supplies CREDIT	101-8010-8011-8000-000	-8.21
Inv 3333581075		CR Total	-8.21
Inv 3333653271			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/16/2017	FD Office Supplies	101-5010-5011-8000-000	184.82
Inv 3333653271		Total	184.82
197901	Total:		3,294.37
<b>STA5219 - Staples Business Advantage Total:</b>			9,387.56
<b>SCO3311 - State Controllers Office Line Item Account</b>			
197787	03/30/2017		
Inv FAUD-00000848			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	Annual Street Report FY 15-16	230-6010-6116-8180-000	1,672.20
Inv FAUD-00000848		Total	1,672.20
197787	Total:		1,672.20
<b>SCO3311 - State Controllers Office Total:</b>			1,672.20
<b>SRYC5011 - Stericycle Inc. Line Item Account</b>			
197902	04/07/2017		
Inv 3003781545			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2017	FD Medical Waste Pick Up	101-5010-5011-8025-000	126.75
Inv 3003781545		Total	126.75
197902	Total:		126.75
<b>SRYC5011 - Stericycle Inc. Total:</b>			126.75
<b>STSM1020 - Studio Spectrum Line Item Account</b>			
197664	03/16/2017		
Inv 18561			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/31/2017	AV Svcs 1/17	101-1020-1021-8180-000	2,850.00

Check Number	Check Date		Amount
Inv 18561	Total		2,850.00
Inv 18580			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	AV Svcs 2/17	101-1020-1021-8180-000	2,975.00
Inv 18580	Total		2,975.00
197664	Total:		5,825.00
<b>STSM1020 - Studio Spectrum Total:</b>			5,825.00
<b>SUN8556 - Sun Badge Company Line Item Account</b>			
197903	04/07/2017		
Inv 372846			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/22/2017	FD Badges	101-5010-5011-8020-000	221.43
Inv 372846	Total		221.43
197903	Total:		221.43
<b>SUN8556 - Sun Badge Company Total:</b>			221.43
<b>SUVA8022 - Sunset Vans Inc. Line Item Account</b>			
197904	04/07/2017		
Inv 11803			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2017	Transit Van# 75 60 Day Inspection Svcs	205-8030-8025-8100-000	140.00
Inv 11803	Total		140.00
Inv 11804			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2017	Transit Van# 74 60 Day Inspection Svcs	205-8030-8025-8100-000	90.00
Inv 11804	Total		90.00
197904	Total:		230.00
<b>SUVA8022 - Sunset Vans Inc. Total:</b>			230.00
<b>SPWS8020 - SupplyWorks Line Item Account</b>			
197788	03/30/2017		
Inv 387708670			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
12/29/2016	PD Janitorial Supplies	101-4010-4011-8120-000	599.50
Inv 387708670	Total		599.50
Inv 392721692			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/22/2017	PD Janitorial Supplies	101-4010-4011-8120-000	579.64
Inv 392721692	Total		579.64
197788 Total:			1,179.14
197905	04/07/2017		
Inv 393932827			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	Janitorial Supplies	101-6010-6601-8120-000	293.55
Inv 393932827	Total		293.55
Inv 394763023			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/15/2017	Library Janitorial Supplies	101-8010-8011-8120-000	345.56
Inv 394763023	Total		345.56
Inv 395800204			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/24/2017	Disposable Gloves for Kitchen	101-8030-8021-8020-000	26.90
Inv 395800204	Total		26.90
197905 Total:			666.01
<b>SPWS8020 - SupplyWorks Total:</b>			<b>1,845.15</b>
<b>WLSR5260 - Suter, William Line Item Account</b>			
197906	04/07/2017		
Inv R06186			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	Refund Lost & Paid Library Material	101-0000-0000-5260-003	28.00
Inv R06186	Total		28.00
197906 Total:			28.00
<b>WLSR5260 - Suter, William Total:</b>			<b>28.00</b>
<b>BNYM6712 - The Bank of New York Mellon Trust Company, N.A. Line Item Account</b>			



Check Number	Check Date		Amount
197665	03/16/2017		
Inv	SOPASAWTR16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	2016 Water Revenue Refunding Bonds	505-6010-6712-8331-000	636,942.99
Inv SOPASAWTR16 Total			636,942.99
197665 Total:			636,942.99
<b>BNYM6712 - The Bank of New York Mellon Trust Company, N.A. Total:</b>			<b>636,942.99</b>
<b>BCCA8011 - The Book Club of CA Line Item Account</b>			
197907	04/07/2017		
Inv	21703		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/22/2016	2017 Membership Renewal 1/1/2017 - 12/31/17	101-8010-8011-8060-000	95.00
Inv 21703 Total			95.00
197907 Total:			95.00
<b>BCCA8011 - The Book Club of CA Total:</b>			<b>95.00</b>
<b>SOU5030 - The Gas Company Line Item Account</b>			
197789	03/30/2017		
Inv	072 519 1300 5		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2017	2/13-3/15/17	101-6010-6410-8140-000	34.84
Inv 072 519 1300 5 Total			34.84
Inv	080 919 2900 3		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2017	2/13-3/15/17	101-6010-6601-8140-000	619.06
Inv 080 919 2900 3 Total			619.06
Inv	080 919 3600 8		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2017	2/13-3/15/17	101-8030-8031-8140-000	97.13
Inv 080 919 3600 8 Total			97.13
Inv	083 019 3600 4		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2017	2/13-3/15/17	500-6010-6710-8140-000	94.92
Inv 083 019 3600 4 Total			94.92

Check Number	Check Date		Amount
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Inv 135 519 3700 9

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2017	2/13-3/15/17	101-8010-8011-8140-000	144.87

Inv 135 519 3700 9 Total 144.87

Inv 137 619 3700 5

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2017	2/13-3/15/17	101-8030-8021-8140-000	118.85

Inv 137 619 3700 5 Total 118.85

Inv 148 220 0900 8

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2017	2/13-3/15/17	101-6010-6410-8140-000	81.58

Inv 148 220 0900 8 Total 81.58

197789 Total: 1,191.25

**SOU5030 - The Gas Company Total:** 1,191.25

**LIG4889 - The Light House Line Item Account**

197908 04/07/2017

Inv 0302890

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/06/2016	Code Blue Dust Cover	215-6010-6115-8020-000	28.05

Inv 0302890 Total 28.05

197908 Total: 28.05

**LIG4889 - The Light House Total:** 28.05

**TIM4011 - Time Warner Cable Line Item Account**

197666 03/16/2017

Inv 008 0012179

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/06/2017	PD Cable Svcs 3/16-4/15/17	101-4010-4011-8110-000	197.60

Inv 008 0012179 Total 197.60

Inv 008 0224964

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	Internet Upgrade 3/8-4/7/17	101-3010-3032-8150-000	359.42

Inv 008 0224964 Total 359.42

Check Number	Check Date		Amount
Inv 008 0269985			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	City Hall 2nd Modern Svcs 3/17-4/16/17	101-3010-3032-8150-000	146.79
Inv 008 0269985 Total			146.79
Inv 008 0311688			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/02/2017	1100 Oxley St. Ethernet Fiber 3/11-4/10/17	101-3010-3032-8180-000	1,219.58
Inv 008 0311688 Total			1,219.58
Inv 008 0311704			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/02/2017	Yard Ethernet Fiber 3/11-4/10/17	101-3010-3032-8180-000	1,219.58
Inv 008 0311704 Total			1,219.58
Inv 008 0311712			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/02/2017	City Hall Ethernet Fiber 3/11-4/10/17	101-3010-3032-8180-000	1,190.00
Inv 008 0311712 Total			1,190.00
197666 Total:			4,332.97
197712	03/23/2017		
Inv 008 0251967			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/12/2017	1102 Oxley St. 3/22-4/21/17	101-8030-8021-8110-000	191.19
Inv 008 0251967 Total			191.19
197712 Total:			191.19
197790	03/30/2017		
Inv 008 0012005			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2017	Library 3/29-4/28/17	101-8010-8011-8180-000	1.58
Inv 008 0012005 Total			1.58
Inv 008 0070193			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2017	Skate Park Cable 4/1-30/17	101-4010-4011-8110-000	73.96
Inv 008 0070193 Total			73.96
197790 Total:			75.54

197909	04/07/2017		
Inv 008 0011783			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	Camp Med Internet 3/19-4/18/17	101-8030-8032-8268-000	78.15
Inv 008 0011783 Total			78.15
197909 Total:			78.15

197940	04/07/2017		
Inv 008 0224964			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/28/2017	Internet Upgrade 4/8-5/7/17	101-3010-3032-8150-000	359.42
Inv 008 0224964 Total			359.42
197940 Total:			359.42

**TIM4011 - Time Warner Cable Total:** 5,037.27

**TOM4455 - Tom's Clothing & Uniforms Inc Line Item Account**

197910	04/07/2017		
Inv 7198			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/26/2017	PD Motor Boots	101-4010-4011-8134-000	456.75
Inv 7198 Total			456.75
Inv 8175			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	FD Dress Uniforms	101-5010-5011-8020-000	238.16
Inv 8175 Total			238.16
Inv 8406			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/08/2017	FD Dept. Supplies	101-5010-5011-8020-000	32.63
Inv 8406 Total			32.63
Inv 8483			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	PD Name Tag	101-4010-4011-8134-000	5.44
Inv 8483 Total			5.44
197910 Total:			732.98

Check Number	Check Date		Amount
<b>TOM4455 - Tom's Clothing &amp; Uniforms Inc Total:</b>			732.98
<b>TRAS998 - Transtech Engineers Inc. Line Item Account</b>			
197911	04/07/2017		
Inv	20171327		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/01/2017	Bldg Svcs & Plan Check Svcs 1/17	101-7010-7011-8180-000	18,558.13
Inv 20171327 Total			18,558.13
Inv	20171328		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/01/2017	Bldg Svcs & Plan Check Svcs 1/17	101-7010-7011-8180-000	7,867.76
Inv 20171328 Total			7,867.76
197911 Total:			26,425.89
<b>TRAS998 - Transtech Engineers Inc. Total:</b>			26,425.89
<b>TRE9241 - Trench Shoring Line Item Account</b>			
197912	04/07/2017		
Inv	1094126-0001		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	K-Rail Rental for Wall on Hansom Dr.	230-6010-6116-8180-000	601.00
Inv 1094126-0001 Total			601.00
197912 Total:			601.00
<b>TRE9241 - Trench Shoring Total:</b>			601.00
<b>UCL6115 - UCLA Center for Prehospital Care Line Item Account</b>			
197913	04/07/2017		
Inv	1759		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	FD Paramedic Training 3/17	101-5010-5011-8170-000	1,928.08
Inv 1759 Total			1,928.08
197913 Total:			1,928.08
<b>UCL6115 - UCLA Center for Prehospital Care Total:</b>			1,928.08
<b>ULRI2994 - Ulrich, Clarence Line Item Account</b>			
197713	03/23/2017		

Check Number      Check Date Amount

Inv 3/24/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/02/2017	SP Sr. Center Disco Sr. Prom Entertainer 3/24/17	101-8030-8021-8020-000	300.00

Inv 3/24/17 Total 300.00

197713 Total: 300.00

**ULRI2994 - Ulrich, Clarence Total:** 300.00

**UND6710 - Underground Service Alert Line Item Account**

197914      04/07/2017

Inv 220170689

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	Underground Svc Alerts 2/17	500-6010-6710-8020-000	243.00

Inv 220170689 Total 243.00

197914 Total: 243.00

**UND6710 - Underground Service Alert Total:** 243.00

**POR4707 - United Site Services, Inc. Line Item Account**

197915      04/07/2017

Inv 114-5041173

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	Portable Toilet Svc for Skate Park 2/28-3/27/17	101-8030-8032-8180-000	302.21

Inv 114-5041173 Total 302.21

197915 Total: 302.21

**POR4707 - United Site Services, Inc. Total:** 302.21

**VSAM8030 - V & S Pasadena Inc. - AAMCO Line Item Account**

197667      03/16/2017

Inv 145298

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/26/2017	Water Unit#8 Emergency Transmission Repair	500-6010-6711-8100-000	1,800.00

Inv 145298 Total 1,800.00

197667 Total: 1,800.00

**VSAM8030 - V & S Pasadena Inc. - AAMCO Total:** 1,800.00

Check Number	Check Date		Amount
<b>VCMT6010 - Valley Construction Mgmt Line Item Account</b>			
197916	04/07/2017		
Inv	SD0625-11		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	Swr Rehab. & Replacement Project Const. Mgmt & InspectionSvc2	310-6010-6501-8170-000	24,240.00
Inv SD0625-11 Total			24,240.00
197916 Total:			24,240.00
<b>VCMT6010 - Valley Construction Mgmt Total:</b>			24,240.00
<b>VALL8011 - Valley Library Bindery Line Item Account</b>			
197917	04/07/2017		
Inv	7006		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/31/2017	Bindery Books	101-8010-8011-8020-000	70.16
Inv 7006 Total			70.16
197917 Total:			70.16
<b>VALL8011 - Valley Library Bindery Total:</b>			70.16
<b>MLVS2920 - Vargas, Malinda Line Item Account</b>			
197791	03/30/2017		
Inv	R79359		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/08/2017	Refund WMB Deposit Rental 3/4/17	101-0000-0000-5270-009	150.00
03/08/2017	Refund WMB Deposit Rental 3/4/17	101-0000-0000-2920-000	500.00
Inv R79359 Total			650.00
197791 Total:			650.00
<b>MLVS2920 - Vargas, Malinda Total:</b>			650.00
<b>VERW6711 - Verizon Wireless Line Item Account</b>			
197645	03/09/2017		
Inv	9778978263		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/19/2017	Water Dept. Tablets & Ipad Internet Svcs 12/20/16-1/19/17	500-6010-6711-8150-000	149.14
Inv 9778978263 Total			149.14
197645 Total:			149.14

<b>Check Number</b>	<b>Check Date</b>		<b>Amount</b>
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197714      03/23/2017

Inv 9780652356

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/19/2017	Water Distribution Tablet & Ipad Internet Svcs 1/20-2/19/17	500-6010-6711-8150-000	298.28

Inv 9780652356 Total 298.28

Inv 9780905484

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/23/2017	Mobile Broadband 1/24-2/23/17	101-3010-3032-8150-000	16.07

Inv 9780905484 Total 16.07

197714 Total: 314.35

197941      04/07/2017

Inv 9782706873

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	Mobile Broadband 2/24-3/23/17	101-3010-3032-8150-000	16.09

Inv 9782706873 Total 16.09

197941 Total: 16.09

**VERW6711 - Verizon Wireless Total:** 479.58

**VER8011 - Vernon Library Supplies Inc Line Item Account**

197918      04/07/2017

Inv 0086485

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/23/2017	Black Ribbon Cartridges	101-8010-8011-8000-000	120.06
02/23/2017	Black Ribbon Cartridges	101-0000-0000-2700-000	-9.66

Inv 0086485 Total 110.40

197918 Total: 110.40

**VER8011 - Vernon Library Supplies Inc Total:** 110.40

**ING1680 - Voya Financial Line Item Account**

197681      03/23/2017

Inv P/R/E 3/21/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2017	Deferred Comp	700-0000-0000-2260-000	2,805.30

Inv P/R/E 3/21/17 Total 2,805.30



Check Number	Check Date		Amount
197681 Total:			2,805.30
197813	04/06/2017		
Inv	P/R/E 4/2/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2017	Deferred Comp	700-0000-0000-2260-000	2,847.30
Inv P/R/E 4/2/17 Total			2,847.30
197813 Total:			2,847.30
<b>ING1680 - Voya Financial Total:</b>			5,652.60
<b>VUL6601 - Vulcan Materials Co. &amp; Affiliates Line Item Account</b>			
197646	03/09/2017		
Inv	71272513		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/17/2016	Cold Mix & Concrete Sand	500-6010-6710-8020-000	690.06
10/17/2016	Cold Mix & Concrete Sand	230-6010-6116-8020-000	690.05
Inv 71272513 Total			1,380.11
197646 Total:			1,380.11
197715	03/23/2017		
Inv	71396634		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2017	Cold Mix & Concrete Sand	230-6010-6116-8020-000	749.62
03/17/2017	Cold Mix & Concrete Sand	500-6010-6710-8020-000	749.61
Inv 71396634 Total			1,499.23
197715 Total:			1,499.23
<b>VUL6601 - Vulcan Materials Co. &amp; Affiliates Total:</b>			2,879.34
<b>WFBK1020 - Wells Fargo Bank Line Item Account</b>			
197668	03/16/2017		
Inv	SOPASAWTR2013		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/06/2017	2013 Water Revenue Bonds	550-6010-6712-8341-000	103,343.76
Inv SOPASAWTR2013 Total			103,343.76
Inv	SOPASAWTR2013*		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/06/2017	2013 Water Revenue Bonds	550-0000-0000-1021-000	-2.09

Check Number	Check Date		Amount
		Inv SOPASAWTR2013* Total	-2.09
197668		Total:	103,341.67
197669	03/16/2017		
		Inv 1418284	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/03/2017	2013 Water Revenue Ref Bonds Fee 3/26/17 - 3/25/18	550-6010-6712-8232-000	2,500.00
		Inv 1418284 Total	2,500.00
197669		Total:	2,500.00
<b>WFG06712 - Wells Fargo Bank Total:</b>			105,841.67
<b>WES4152 - West Coast Arborists, Inc. Line Item Account</b>			
197792	03/30/2017		
		Inv 123149	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/15/2017	Arborists Svcs 2/1-15/17	101-6010-6410-8170-000	660.00
		Inv 123149 Total	660.00
		Inv 123150	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/15/2017	Tree Svcs & Emergency Response Svcs 2/1-15/17	215-6010-6310-8180-000	1,650.00
02/15/2017	Tree Trimming Svcs 2/1-15/17	215-6010-6310-8180-000	5,600.00
02/15/2017	Remove & Replace 53 Trees Throughout the City 2/1-15/17	215-6010-6310-9181-000	9,505.00
		Inv 123150 Total	16,755.00
197792		Total:	17,415.00
197919	04/07/2017		
		Inv 122641-A	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/31/2017	Tree Trimming Svcs 1/16-31/17	215-6010-6310-9181-000	4,725.00
01/31/2017	Remove & Replace 53 Trees Throughout the City 1/16-31/17	215-6010-6310-9181-000	7,867.00
		Inv 122641-A Total	12,592.00
		Inv 123604	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	Arborists Svcs 2/16-28/17	101-6010-6410-8170-000	660.00
		Inv 123604 Total	660.00
		Inv 123794	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
03/07/2017	Tree Planting in FairOaksMedian & TreeReplacement Part of Claim	215-6010-6310-8180-000	195.00
Inv 123794 Total			195.00
197919 Total:			13,447.00
<b>WES4152 - West Coast Arborists, Inc. Total:</b>			<b>30,862.00</b>
<b>WIT6353 - Wittman Enterprises LLC Line Item Account</b>			
197793	03/30/2017		
Inv 1702059			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	Paramedic Payment 2/17	101-0000-0000-5290-001	3,491.93
Inv 1702059 Total			3,491.93
197793 Total:			3,491.93
<b>WIT6353 - Wittman Enterprises LLC Total:</b>			<b>3,491.93</b>
<b>WON6410 - Wondries Toyota Line Item Account</b>			
197794	03/30/2017		
Inv 1034670			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	PD Unit# 1501 Oil Change & Multi Point Inspection Svcs	101-4010-4011-8100-000	103.63
Inv 1034670 Total			103.63
197794 Total:			103.63
<b>WON6410 - Wondries Toyota Total:</b>			<b>103.63</b>
<b>RRXF5010 - Xerox Financial Svcs Line Item Account</b>			
197716	03/23/2017		
Inv 768656			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/11/2017	Citywide Copier Lease March 2017	101-3010-3032-8300-000	1,880.14
Inv 768656 Total			1,880.14
197716 Total:			1,880.14
<b>RRXF5010 - Xerox Financial Svcs Total:</b>			<b>1,880.14</b>
<b>YTI1023 - Y Tire Sales Line Item Account</b>			
197795	03/30/2017		

Check Number	Check Date		Amount
Inv	0002373		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/23/2017	PD Tires	101-4010-4011-8100-000	8,136.56
Inv 0002373 Total			8,136.56
197795 Total:			8,136.56
<b>YTI1023 - Y Tire Sales Total:</b>			8,136.56
<b>RSBY2013 - Yudin, Rosenberg Line Item Account</b>			
197920	04/07/2017		
Inv	1702-2200001		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/15/2017	Payment for Forrecy Case-Work Performed 1/17 & 2/17	101-2010-2013-8160-000	1,232.00
Inv 1702-2200001 Total			1,232.00
197920 Total:			1,232.00
<b>RSBY2013 - Yudin, Rosenberg Total:</b>			1,232.00
<b>ZECN5200 - Zepeda's Construction Line Item Account</b>			
197796	03/30/2017		
Inv	3/13/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	Refund Inspection Fee	101-0000-0000-5200-004	17.10
Inv 3/13/17 Total			17.10
197796 Total:			17.10
<b>ZECN5200 - Zepeda's Construction Total:</b>			17.10
<b>ZUMAR103 - Zumar Industries, Inc. Line Item Account</b>			
197797	03/30/2017		
Inv	0169172		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/02/2017	Street Name Signs	230-6010-6116-8180-000	1,071.51
03/02/2017	Street Name Signs	230-6010-6116-8020-000	1,071.52
Inv 0169172 Total			2,143.03
197797 Total:			2,143.03
<b>ZUMAR103 - Zumar Industries, Inc. Total:</b>			2,143.03

Check Number      Check Date

Amount

Total:

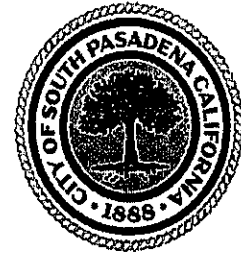
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3,196,719.17  
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**ATTACHMENT 3**  
**General City Warrant List**

# Accounts Payable

## Check Detail

User: mfestejo  
 Printed: 04/12/2017 - 11:14AM



Check Number	Check Date		Amount
<b>AKDC9265 - AKD Consulting Line Item Account</b>			
197942	04/19/2017		
Inv	CSP 2017-4		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/06/2017	City's Water Facilities Capital Improvement Project Mgmt Svcs3/17	500-6010-6711-8170-000	8,184.00
Inv CSP 2017-4 Total			8,184.00
197942 Total:			8,184.00
<b>AKDC9265 - AKD Consulting Total:</b>			8,184.00
<b>ALH0181 - Alhambra Hospital Med Ctr Line Item Account</b>			
197943	04/19/2017		
Inv	3/2017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2017	FD Medical Supplies	101-5010-5011-8025-000	63.74
Inv 3/2017 Total			63.74
197943 Total:			63.74
<b>ALH0181 - Alhambra Hospital Med Ctr Total:</b>			63.74
<b>ALL0197 - All Star Fire Equipment, Inc. Line Item Account</b>			
197944	04/19/2017		
Inv	196641		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	FD Safety Equipment	101-5010-5011-8134-000	765.22
Inv 196641 Total			765.22
Inv	197102		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/20/2017	FD Safety Equipment CERT. Account	101-5010-5012-8520-000	1,037.48
Inv 197102 Total			1,037.48
Inv	197197		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
03/23/2017	FD Safety Equipment	101-5010-5011-8134-000	1,607.84
Inv 197197 Total			1,607.84
Inv 197259			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2017	FD Safety Clothing	101-5010-5011-8134-000	293.76
Inv 197259 Total			293.76
197944 Total:			3,704.30
<b>ALL0197 - All Star Fire Equipment, Inc. Total:</b>			3,704.30
<b>ALLI3041 - Alliant Insurance Svcs Inc. Line Item Account</b>			
197945	04/19/2017		
Inv 1/1-3/31/17			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2017	Special Events Reporting 1/1-3/31/17	101-0000-0000-2970-001	1,704.92
Inv 1/1-3/31/17 Total			1,704.92
197945 Total:			1,704.92
<b>ALLI3041 - Alliant Insurance Svcs Inc. Total:</b>			1,704.92
<b>AMT0229 - Amtech Elevator Services Line Item Account</b>			
197946	04/19/2017		
Inv DVA08398317			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/20/2017	Citywide Elevator Maint. 3/17	101-6010-6601-8120-000	391.48
Inv DVA08398317 Total			391.48
197946 Total:			391.48
<b>AMT0229 - Amtech Elevator Services Total:</b>			391.48
<b>ARA0260 - Aramark Uniform Services Line Item Account</b>			
197947	04/19/2017		
Inv 532331299			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/30/2017	Uniform Svcs	500-6010-6711-8132-000	15.45
03/30/2017	Uniform Svcs	101-6010-6601-8132-000	14.35
03/30/2017	Uniform Svcs	230-6010-6116-8132-000	70.63
03/30/2017	Uniform Svcs	215-6010-6310-8132-000	9.39
03/30/2017	Uniform Svcs	215-6010-6201-8132-000	9.40
03/30/2017	Uniform Svcs	210-6010-6501-8132-000	9.40



Check Number	Check Date		Amount
03/30/2017	Uniform Svcs	500-6010-6710-8132-000	73.00
Inv 532331299 Total			201.61
Inv 532348450			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/06/2017	Uniform Svcs	230-6010-6116-8132-000	126.15
04/06/2017	Uniform Svcs	215-6010-6201-8132-000	84.35
04/06/2017	Uniform Svcs	101-6010-6601-8132-000	16.00
04/06/2017	Uniform Svcs	500-6010-6711-8132-000	17.10
04/06/2017	Uniform Svcs	215-6010-6310-8132-000	63.35
04/06/2017	Uniform Svcs	210-6010-6501-8132-000	11.08
04/06/2017	Uniform Svcs	500-6010-6710-8132-000	171.64
Inv 532348450 Total			489.67
197947 Total:			691.29
<b>ARA0260 - Aramark Uniform Services Total:</b>			691.29
<b>ARC6011 - ARC Line Item Account</b>			
197948	04/19/2017		
Inv 9091213			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/22/2017	CNG Upgrade Project Print Svcs	101-6010-6011-8050-000	141.31
Inv 9091213 Total			141.31
197948 Total:			141.31
<b>ARC6011 - ARC Total:</b>			141.31
<b>CIN4011 - AT&amp;T --Cingular Wireless Line Item Account</b>			
197949	04/19/2017		
Inv 287014917916x03			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/08/2017	City Mobile Devices 2/9-3/8/17	101-3010-3032-8150-000	420.00
03/08/2017	City Mobile Devices 2/9-3/8/17	500-6010-6710-8150-000	53.31
Inv 287014917916x03 Total			473.31
Inv 287269956155x03			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/06/2017	PD Mobile Devices 2/7-3/6/17	101-3010-3032-8150-000	219.52
Inv 287269956155x03 Total			219.52
197949 Total:			692.83

Check Number	Check Date		Amount
CIN4011 - AT&T --Cingular Wireless Total:			692.83
AZTL1011 - Aztlan Athletics Line Item Account			
197950	04/19/2017		
Inv	GS002B		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/12/2017	626 Golden Street Festival	249-2010-2011-8170-000	5,212.50
Inv	GS002B Total		5,212.50
Inv	GS003B		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/12/2017	626 Golden Street Festival	249-2010-2011-8170-000	2,507.50
Inv	GS003B Total		2,507.50
Inv	GS004		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/12/2017	626 Golden Street Festival	249-2010-2011-8170-000	3,490.75
Inv	GS004 Total		3,490.75
Inv	GS005B		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/12/2017	626 Golden Street Festival	249-2010-2011-8170-000	2,900.00
Inv	GS005B Total		2,900.00
Inv	GS006		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/12/2017	626 Golden Street Festival	249-2010-2011-8170-000	2,800.00
Inv	GS006 Total		2,800.00
Inv	GS07B		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/12/2017	626 Golden Street Festival	249-2010-2011-8170-000	1,200.00
Inv	GS07B Total		1,200.00
Inv	GS08		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/12/2017	626 Golden Street Festival	249-2010-2011-8170-000	3,368.00
Inv	GS08 Total		3,368.00
Inv	GS09		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/12/2017	626 Golden Street Festival	249-2010-2011-8170-000	2,042.00
Inv	GS09 Total		2,042.00

197950 Total:	23,520.75
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<b>AZTL1011 - Aztlan Athletics Total:</b>	23,520.75
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**BCOH5290 - Blue Cross of CA Line Item Account**

197951            04/19/2017

Inv    056M80029

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/10/2017	Refund Paramedic Payment in Error RE# 056M80029	101-0000-0000-5290-001	1,680.33

Inv 056M80029 Total	1,680.33
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197951 Total:	1,680.33
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<b>BCOH5290 - Blue Cross of CA Total:</b>	1,680.33
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**BRO4011 - Brownells Line Item Account**

197952            04/19/2017

Inv    13801654.00

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2017	Firearms Parts for PD Special Enforcement Team	101-4010-4011-8020-000	264.72

Inv 13801654.00 Total	264.72
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197952 Total:	264.72
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<b>BRO4011 - Brownells Total:</b>	264.72
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**CJCC9368 - C.J. Concrete Construction Inc. Line Item Account**

197953            04/19/2017

Inv    4400

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2017	Sidewalk Replacement & ADA Access Ramp Project	260-9000-9264-9264-000	107,240.75

Inv 4400 Total	107,240.75
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197953 Total:	107,240.75
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<b>CJCC9368 - C.J. Concrete Construction Inc. Total:</b>	107,240.75
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**CAL0100 - CA Dental Buying Group Line Item Account**

197954            04/19/2017

Inv    R03170710

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2017	FD Oxygen Cylinder Rental	101-5010-5011-8025-000	123.50

○ Inv R03170710 Total		123.50
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197954 Total:		123.50
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<b>CAL0100 - CA Dental Buying Group Total:</b>		123.50
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**CAL5236 - CA Linen Services Line Item Account**

197955            04/19/2017

Inv    1385277

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/03/2017	FD Supplies	101-5010-5011-8020-000	131.36

Inv 1385277 Total		131.36
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197955 Total:		131.36
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<b>CAL5236 - CA Linen Services Total:</b>		131.36
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**CAN0607 - Cantu Graphics Line Item Account**

197956            04/19/2017

Inv    1665

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	Mgmt Svcs 6 Large Format Posters	101-1010-1011-8090-000	316.88

Inv 1665 Total		316.88
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Inv    1676

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/24/2017	FD Dept. Supplies	101-5010-5011-8020-000	402.38

Inv 1676 Total		402.38
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Inv    1684

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/29/2017	PD Laminations	101-4010-4011-8050-000	10.60

Inv 1684 Total		10.60
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197956 Total:		729.86
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<b>CAN0607 - Cantu Graphics Total:</b>		729.86
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**AVA0287 - Capital Credit Inc. Line Item Account**

197957            04/19/2017

Inv    25199

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
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Check Number	Check Date		Amount
03/01/2017	Bus Stop Maint., Sweeping & Trash Removal Svcs 3/17	205-8030-8024-8180-000	2,275.95
Inv 25199 Total			2,275.95
Inv 25200			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	Unlocking of Restrooms 3/17 - Orange Grove Park	101-6010-6601-8180-000	90.11
Inv 25200 Total			90.11
Inv 25200*			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	Unlocking of Restrooms 3/17 - Arroyo Park	232-6010-6417-8180-000	90.11
Inv 25200* Total			90.11
Inv 25200**			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	Unlocking of Restrooms 3/17 - Garfield Park	232-6010-6417-8180-000	90.11
Inv 25200** Total			90.11
Inv 25201			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	Machine Sweeping of Parking Lot 3/17	205-8030-8024-8180-000	761.51
Inv 25201 Total			761.51
197957 Total:			3,307.79
AVA0287 - Capital Credit Inc. Total:			3,307.79
CWNC2501 - Carl Warren & Company Line Item Account			
197958	04/19/2017		
Inv 66392			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2017	Liability Claims Admin Fees 3/17	103-2010-2501-8020-000	2,288.16
Inv 66392 Total			2,288.16
197958 Total:			2,288.16
CWNC2501 - Carl Warren & Company Total:			2,288.16
CAT0700 - Catering Systems Inc. Line Item Account			
197959	04/19/2017		
Inv 4271			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/30/2017	Sr. Center Meals w/ 3/20-24/17	101-8030-8021-8180-000	1,174.58

Check Number	Check Date		Amount
Inv 4271 Total			1,174.58
197959 Total:			1,174.58
<b>CAT0700 - Catering Systems Inc. Total:</b>			1,174.58
<b>CBEC8110 - CBE Los Angeles Line Item Account</b>			
197960	04/19/2017		
Inv 1875108			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/20/2017	PW Copier Overages 2/20-3/16/17	101-6010-6011-8020-000	38.85
Inv 1875108 Total			38.85
197960 Total:			38.85
<b>CBEC8110 - CBE Los Angeles Total:</b>			38.85
<b>CERE9324 - Cerco Engineering Line Item Account</b>			
197961	04/19/2017		
Inv #5			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2017	Library Drainage Improvement Project	101-9000-9324-9324-000	31,196.10
Inv #5 Total			31,196.10
197961 Total:			31,196.10
<b>CERE9324 - Cerco Engineering Total:</b>			31,196.10
<b>CRIM4010 - Chaidez, Hector Line Item Account</b>			
197962	04/19/2017		
Inv 191616538			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/02/2017	PD Predictive Policing Svcs 3/17	101-4010-4011-8170-000	2,080.00
Inv 191616538 Total			2,080.00
197962 Total:			2,080.00
<b>CRIM4010 - Chaidez, Hector Total:</b>			2,080.00
<b>SSC3012 - Charities, Esperanza Line Item Account</b>			
197963	04/19/2017		

Check Number	Check Date		Amount
Inv	3/28/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/28/2017	Refund Rebate	500-3010-3012-8032-000	100.00
Inv 3/28/17 Total			100.00
197963 Total:			100.00
<b>ESSC3012 - Charities, Esperanza Total:</b>			100.00
<b>ANCG2920 - Chong, Angela Line Item Account</b>			
197964	04/19/2017		
Inv	R78127		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/28/2017	Refund Youth House Rental Deposit 3/25/17	101-0000-0000-2920-000	250.00
Inv R78127 Total			250.00
197964 Total:			250.00
<b>ANCG2920 - Chong, Angela Total:</b>			250.00
<b>GLE2563 - City of Glendale Line Item Account</b>			
197965	04/19/2017		
Inv	GLN0000007221		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2017	PD ICIS Roamer Fees Apr - June 2017	101-4010-4011-8180-000	1,275.00
Inv GLN0000007221 Total			1,275.00
197965 Total:			1,275.00
<b>GLE2563 - City of Glendale Total:</b>			1,275.00
<b>CMME4011 - Commline Inc. Line Item Account</b>			
197966	04/19/2017		
Inv	0036181		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/28/2017	PD Unit# 1407 Repair Driver's Side Spot Light	101-4010-4011-8100-000	140.00
Inv 0036181 Total			140.00
197966 Total:			140.00
<b>CMME4011 - Commline Inc. Total:</b>			140.00

<b>Check Number</b>	<b>Check Date</b>		<b>Amount</b>
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**LHCY5270 - Cyran, Leah Line Item Account**

197967      04/19/2017

Inv    R80387

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2017	Refund Cancelled Spanish for Toddlers Class	101-0000-0000-5270-002	199.00

Inv R80387 Total 199.00

197967 Total: 199.00

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**LHCY5270 - Cyran, Leah Total:**

199.00

**DSP0755 - D & S Printing Line Item Account**

197968      04/19/2017

Inv    8017

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/24/2017	Music for Strangers Film Night Posters	101-8010-8011-8050-000	108.75

Inv 8017 Total 108.75

Inv    8026

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/29/2017	Yukiko Matsuyama Event Flyers	101-8010-8011-8050-000	106.58

Inv 8026 Total 106.58

Inv    8028

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/29/2017	Library Volunteer Recognition Day Programs	101-8010-8011-8257-000	1,337.63

Inv 8028 Total 1,337.63

Inv    8030

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/30/2017	Yukiko Matsuyama Event Posters	101-8010-8011-8050-000	108.75

Inv 8030 Total 108.75

197968 Total: 1,661.71

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**DSP0755 - D & S Printing Total:**

1,661.71

**ASHD8267 - Delery, Ashley Line Item Account**

197969      04/19/2017

Inv    March 2017

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/03/2017	Instructor Pep Up Fitness Classes	101-8030-8021-8267-000	206.40

Inv March 2017 Total 206.40



Check Number	Check Date	Amount
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197969 Total:

206.40

**ASHD8267 - Delery, Ashley Total:**

206.40

**DIG0800 - Digital Telecommunications Corp Line Item Account**

197970 04/19/2017

Inv 26725

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2017	Telephone Line Svcs 5/17	101-3010-3032-8150-000	850.00

Inv 26725 Total 850.00

197970 Total:

850.00

**DIG0800 - Digital Telecommunications Corp Total:**

850.00

**EOTA8010 - Edmond Otis Line Item Account**

197971 04/19/2017

Inv SPPL-17/001

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/22/2017	Library Training Workshop Svcs	101-8010-8011-8170-000	1,400.00

Inv SPPL-17/001 Total 1,400.00

197971 Total:

1,400.00

**EOTA8010 - Edmond Otis Total:**

1,400.00

**EME18021 - Electro Medical Equipment Inc, Line Item Account**

197972 04/19/2017

Inv 0041734

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/22/2017	Latex Fitness Bands	101-8030-8021-8020-000	114.31
03/22/2017	Latex Fitness Bands	101-0000-0000-2700-000	-7.87

Inv 0041734 Total 106.44

197972 Total:

106.44

**EME18021 - Electro Medical Equipment Inc. Total:**

106.44

**ELL1017 - Ellen's Silkscreening Line Item Account**

197973 04/19/2017

Inv E62751

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
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Check Number	Check Date		Amount
03/21/2017	Comm. Svcs Dept. Polo Shirts w/ Embroideries DEPOSIT	101-8030-8032-8020-000	500.00
Inv E62751	Total		500.00
Inv EE62783			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/30/2017	Community Services Sweatshirts	101-8030-8021-8020-000	153.17
Inv EE62783	Total		153.17
197973 Total:			653.17
<b>ELL1017 - Ellen's Silkscreening Total:</b>			653.17
<b>ENT8216 - Entersect Line Item Account</b>			
197974	04/19/2017		
Inv 317EP30995			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	PD Detective On-Line Svcs 10/31/16-10/30/17	101-4010-4011-8170-000	909.50
Inv 317EP30995	Total		909.50
197974 Total:			909.50
<b>ENT8216 - Entersect Total:</b>			909.50
<b>EURO6710 - Eurofins Eaton Analytical Line Item Account</b>			
197975	04/19/2017		
Inv L0312485			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2017	Water Quality Testing Svcs	500-6010-6711-8170-000	85.00
Inv L0312485	Total		85.00
Inv L0312513			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2017	Water Quality Testing Svcs	500-6010-6711-8170-000	85.00
Inv L0312513	Total		85.00
197975 Total:			170.00
<b>EURO6710 - Eurofins Eaton Analytical Total:</b>			170.00
<b>FSOC4010 - F.S.O.C. LLC Line Item Account</b>			
97976	04/19/2017		

Check Number	Check Date		Amount
Inv	S.Pasadena PD1		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2017	PD Firearms Case & Organizer	272-4010-4018-8520-000	637.70
Inv S.Pasadena PD1 Total			637.70
197976 Total:			637.70
<b>FSOC4010 - F.S.O.C. LLC Total:</b>			637.70
<b>FWWS1400 - Ferguson Waterworks #1083 Line Item Account</b>			
197977	04/19/2017		
Inv	0585593		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2017	Water Meter to Replace Failed Meter @ 1800 State Street	500-0000-0000-1400-000	721.11
Inv 0585593 Total			721.11
197977 Total:			721.11
<b>FWWS1400 - Ferguson Waterworks #1083 Total:</b>			721.11
<b>FHCM5011 - Foothill Communications Line Item Account</b>			
197978	04/19/2017		
Inv	1871		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/10/2017	FD Troubleshoot RA81	101-5010-5011-8020-000	110.00
Inv 1871 Total			110.00
197978 Total:			110.00
<b>FHCM5011 - Foothill Communications Total:</b>			110.00
<b>FNRT4011 - Forensic Nurse Response Team Line Item Account</b>			
197979	04/19/2017		
Inv	03-07-17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2017	PD SART Exam DR-17-0515	101-4010-4011-8170-000	800.00
Inv 03-07-17 Total			800.00
197979 Total:			800.00
<b>FNRT4011 - Forensic Nurse Response Team Total:</b>			800.00

**GALS5010 - Galls Line Item Account**

197980                      04/19/2017

Inv    007203315

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/20/2017	PD Rain Gear	101-4010-4011-8134-000	244.68

Inv 007203315 Total 244.68

Inv    007262153

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/29/2017	PD LAPD Vest	101-4010-4011-8134-000	729.84

Inv 007262153 Total 729.84

197980 Total: 974.52

**GALS5010 - Galls Total:** 974.52

**GAR5011 - Garvey Equipment Co Line Item Account**

197981                      04/19/2017

Inv    100427

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/20/2017	Parks Division - Stump Grinder	101-6010-6410-8020-000	381.10

Inv 100427 Total 381.10

197981 Total: 381.10

**GAR5011 - Garvey Equipment Co Total:** 381.10

**THR5910 - George L.Throop Co. Line Item Account**

197982                      04/19/2017

Inv    01-725805-00

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/29/2017	Orange Grove St. Lighting Knock Down	215-6010-6201-8020-000	386.21

Inv 01-725805-00 Total 386.21

Inv    01-726255-00

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/03/2017	Park Maint. Tools	101-6010-6410-8020-000	423.62

Inv 01-726255-00 Total 423.62

197982 Total: 809.83

**THR5910 - George L.Throop Co. Total:** 809.83

**GRE1270 - Greg's Automotive Services Line Item Account**

197983      04/19/2017

Inv    13956

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/20/2017		500-6010-6710-8100-000		342.83

Inv 13956 Total 342.83

197983 Total: 342.83

**GRE1270 - Greg's Automotive Services Total:**

342.83

**GRE8010 - Grey House Publishing Line Item Account**

197984      04/19/2017

Inv    343831

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/14/2017	Books	101-8010-8011-8080-000		469.25
03/14/2017	Books	101-0000-0000-2700-000		-36.75

Inv 343831 Total 432.50

197984 Total: 432.50

**GRE8010 - Grey House Publishing Total:**

432.50

**HATC8025 - Halls Auto Tech Center Line Item Account**

197985      04/19/2017

Inv    261117303

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/18/2017	Transit Van# 77 Heater Actuator Defroster Repair	205-8030-8025-8100-000		802.96

Inv 261117303 Total 802.96

Inv    261117350

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/12/2017	Transit Van# 74 45 Day & Wheelchair Inspection	205-8030-8025-8100-000		75.00

Inv 261117350 Total 75.00

Inv    261117504

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/29/2017	Transit Van# 78 Heater Actuator Defroster Repair	205-8030-8025-8100-000		946.14

Inv 261117504 Total 946.14

Inv    261117518

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/29/2017	Transit Van# 74 Replace Tire	205-8030-8025-8100-000		207.55

Check Number	Check Date		Amount
		Inv 261117518 Total	207.55
		197985 Total:	2,031.65
		<b>HATC8025 - Halls Auto Tech Center Total:</b>	2,031.65
		<b>JNHN4011 - Hannible, Janee Line Item Account</b>	
		197986 04/19/2017	
		Inv 4/3-7/17	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		04/10/2017      Reimb. PD Training Expenses      101-4010-4011-8200-000	161.04
		Inv 4/3-7/17 Total	161.04
		197986 Total:	161.04
		<b>JNHN4011 - Hannible, Janee Total:</b>	161.04
		<b>HYBS8180 - Haynes Building Services LLC Line Item Account</b>	
		197987 04/19/2017	
		Inv 32513	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		01/20/2017      Monthly Janitorials Cleaning Svcs 1/17      101-6010-6601-8180-000	10,386.05
		01/20/2017      Monthly Janitorials Cleaning Svcs 1/17      232-6010-6417-8180-000	714.30
		Inv 32513 Total	11,100.35
		Inv 32877	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		03/01/2017      Monthly Janitorials Cleaning Svcs 3/17      232-6010-6417-8180-000	714.30
		03/01/2017      Monthly Janitorials Cleaning Svcs 3/17      101-6010-6601-8180-000	10,386.05
		Inv 32877 Total	11,100.35
		197987 Total:	22,200.70
		<b>HYBS8180 - Haynes Building Services LLC Total:</b>	22,200.70
		<b>HEA7778 - Healthcare Partners Line Item Account</b>	
		197988 04/19/2017	
		Inv 896A55688-20	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		04/10/2017      Refund Paramedic Payment in Error RE# 896A55688-20      101-0000-0000-5290-001	1,875.03
		Inv 896A55688-20 Total	1,875.03

Check Number	Check Date		Amount
197988 Total:			1,875.03
<b>HEA7778 - Healthcare Partners Total:</b>			1,875.03
<b>HPSL2021 - High Point Strategies LLC Line Item Account</b>			
197989	04/19/2017		
Inv 186			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/28/2017	SR710 3C Consulting Fees	101-2010-2021-8170-000	4,000.00
Inv 186 Total			4,000.00
197989 Total:			4,000.00
<b>HPSL2021 - High Point Strategies LLC Total:</b>			4,000.00
<b>HDDR9257 - Hood Doctors Line Item Account</b>			
197990	04/19/2017		
Inv 4110			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/20/2017	WMB Kitchen Exhaust Hood Cleaning Services	101-8030-8031-8110-000	395.00
Inv 4110 Total			395.00
197990 Total:			395.00
<b>HDDR9257 - Hood Doctors Total:</b>			395.00
<b>IMGN8032 - iMagen Line Item Account</b>			
197991	04/19/2017		
Inv 15087			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2017	250 Stylus Pens	101-8030-8032-8020-000	81.56
Inv 15087 Total			81.56
197991 Total:			81.56
<b>IMGN8032 - iMagen Total:</b>			81.56
<b>ICGI8031 - Integrated Consulting Group Inc. Line Item Account</b>			
197992	04/19/2017		
Inv 201713			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2017	San Pascual Stables Consulting Svcs 3/17	101-8030-8031-8180-000	2,700.00

Check Number	Check Date		Amount
		Inv 201713 Total	2,700.00
		197992 Total:	2,700.00
		<b>ICGI8031 - Integrated Consulting Group Inc. Total:</b>	2,700.00
		<b>JLAI9258 - J Lou Architect Inc. Line Item Account</b>	
	197993	04/19/2017	
	Inv	201718	
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
	01/01/2017	WMB Improvement Project	105-9000-9258-9258-000
			17,000.00
		Inv 201718 Total	17,000.00
		197993 Total:	17,000.00
		<b>JLAI9258 - J Lou Architect Inc. Total:</b>	17,000.00
		<b>JSAR4011 - Jack's Auto Repair Line Item Account</b>	
	197994	04/19/2017	
	Inv	15296	
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
	03/31/2017	Transit Van# 74 Replace Brake Pads & Light Bulbs	205-8030-8025-8100-000
			995.25
		Inv 15296 Total	995.25
	Inv	15300	
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
	03/31/2017	Transit Van# 75 45 Day Inspection Svc	205-8030-8025-8100-000
			52.50
		Inv 15300 Total	52.50
	Inv	15302	
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
	04/03/2017	PD Unit# 1201 Replace All Brake Pads & Headlamp Bulb	101-4010-4011-8100-000
			506.01
		Inv 15302 Total	506.01
	Inv	15311	
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
	04/07/2017	Transit Van#77 Oil Change & Maint. Svcs	205-8030-8025-8100-000
			83.65
		Inv 15311 Total	83.65
		197994 Total:	1,637.41
		<b>JSAR4011 - Jack's Auto Repair Total:</b>	1,637.41



Check Number	Check Date		Amount
<b>JJLS9266 - Jackson &amp; Jackson Land Services Line Item Account</b>			
197995	04/19/2017		
Inv	15405KJ		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/16/2017	Title Report for Garfield Reservoir	500-9000-9266-9266-000	800.00
Inv 15405KJ Total			800.00
197995 Total:			800.00
<b>JJLS9266 - Jackson &amp; Jackson Land Services Total:</b>			800.00
<b>JHA307 - John L. Hunter Associates, Inc. Line Item Account</b>			
197996	04/19/2017		
Inv	2/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/24/2017	Environmental Compliance NPDES Consulting Svcs 2/17	101-6010-6015-8170-000	1,813.75
Inv 2/17 Total			1,813.75
197996 Total:			1,813.75
<b>JHA307 - John L. Hunter Associates, Inc. Total:</b>			1,813.75
<b>TMKY4610 - Kelly, Thomas Line Item Account</b>			
197997	04/19/2017		
Inv	222135205		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/30/2017	Refund Citation	101-0000-0000-4610-000	48.00
Inv 222135205 Total			48.00
197997 Total:			48.00
<b>TMKY4610 - Kelly, Thomas Total:</b>			48.00
<b>KOAC6010 - KOA Line Item Account</b>			
197998	04/19/2017		
Inv	JB53108x6		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/10/2017	Mission Street Bike Improvement 1/2-29/17	101-2010-2021-8170-000	1,400.00
Inv JB53108x6 Total			1,400.00
Inv JB53108x7			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
03/23/2017	Mission Street Bike Improvement 1/30-2/26/17	101-2010-2021-8170-000	2,032.50
Inv JB53108x7 Total			2,032.50
197998 Total:			3,432.50
<b>KOAC6010 - KOA Total:</b>			3,432.50
<b>CRKW8010 - Koslowski, Carl Line Item Account</b>			
197999	04/19/2017		
Inv	4/7/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/06/2017	Honorarium 4/7/17 Library Film Screening w/Morgan Neville	101-8010-8011-8020-000	50.00
Inv 4/7/17 Total			50.00
197999 Total:			50.00
<b>CRKW8010 - Koslowski, Carl Total:</b>			50.00
<b>KUNK8021 - Koutnik, Steven Line Item Account</b>			
198000	04/19/2017		
Inv	Jan-Mar 2017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/03/2017	Reimb. Mileage for Home Delivery Meals	101-8030-8021-8020-000	39.86
Inv Jan-Mar 2017 Total			39.86
198000 Total:			39.86
<b>KUNK8021 - Koutnik, Steven Total:</b>			39.86
<b>LATS9203 - L.A. Traffic Signal Transportation Inc. Line Item Account</b>			
198001	04/19/2017		
Inv	32-1666F		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2017	Traffic Signal Improvement-Monterey Rd & Via Del Rey	104-9000-9203-9203-000	63,926.45
Inv 32-1666F Total			63,926.45
198001 Total:			63,926.45
<b>LATS9203 - L.A. Traffic Signal Transportation Inc. Total:</b>			63,926.45
<b>UR7778 - L.N. Curtis &amp; Sons Line Item Account</b>			
198002	04/19/2017		

Check Number	Check Date		Amount
Inv	86129		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/03/2017	FD Machinery & Equipment	101-5010-5011-8520-000	20,264.48
Inv 86129 Total			20,264.48
198002 Total:			20,264.48
<b>CUR7778 - L.N. Curtis &amp; Sons Total:</b>			20,264.48
<b>LABR4400 - Lasarte Bros Line Item Account</b>			
198003	04/19/2017		
Inv	R00390425		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2017	Refund Duplicate Payment Busn. License	101-0000-0000-4405-000	1.00
04/05/2017	Refund Duplicate Payment Busn. License	220-0000-0000-5412-000	45.00
04/05/2017	Refund Duplicate Payment Busn. License	101-0000-0000-4400-000	120.00
Inv R00390425 Total			166.00
198003 Total:			166.00
<b>LABR4400 - Lasarte Bros Total:</b>			166.00
<b>NCLG4610 - Legg, Nancy Line Item Account</b>			
198004	04/19/2017		
Inv	222135489		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/11/2017	Refund Citation	101-0000-0000-4610-000	48.00
Inv 222135489 Total			48.00
198004 Total:			48.00
<b>NCLG4610 - Legg, Nancy Total:</b>			48.00
<b>KTLW2920 - Lew, Kristene Line Item Account</b>			
198005	04/19/2017		
Inv	R78661		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/28/2017	Refund WMB Rental Deposit 3/25/17	101-0000-0000-2920-000	500.00
Inv R78661 Total			500.00
198005 Total:			500.00

Check Number	Check Date		Amount
<b>KTLW2920 - Lew, Kristene Total:</b>			500.00
<b>LPPM8257 - Lippman, Andy Line Item Account</b>			
198006	04/19/2017		
Inv	3/31/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/06/2017	Reimb. Food for Volunteer Recognition Lunch	101-8010-8011-8257-000	349.90
Inv 3/31/17 Total			349.90
198006 Total:			349.90
<b>LPPM8257 - Lippman, Andy Total:</b>			349.90
<b>ELZL2920 - Lopez, Eliana Line Item Account</b>			
198007	04/19/2017		
Inv	R80067		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/28/2017	Refund Sr. Center Rental Deposit 3/25/17	101-0000-0000-2920-000	250.00
Inv R80067 Total			250.00
198007 Total:			250.00
<b>ELZL2920 - Lopez, Eliana Total:</b>			250.00
<b>ROO4900 - Mike Roos &amp; Company Line Item Account</b>			
198008	04/19/2017		
Inv	5170L		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2017	Strategic Planning & Consulting Svcs 2/17	101-2010-2021-8170-000	3,000.00
Inv 5170L Total			3,000.00
198008 Total:			3,000.00
<b>ROO4900 - Mike Roos &amp; Company Total:</b>			3,000.00
<b>ARTM4010 - Miller, Arthur Line Item Account</b>			
198009	04/19/2017		
Inv	3/21-23/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/28/2017	Reimb. LACCA's Spring Seminar Expenses	101-4010-4011-8090-000	775.98
Inv 3/21-23/17 Total			775.98

Check Number	Check Date		Amount
198009 Total:			775.98
<b>ARTM4010 - Miller, Arthur Total:</b>			775.98
<b>MMSC2011 - MMASC Line Item Account</b>			
198010	04/19/2017		
Inv	3/23/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	Women's Leadership Summit- Lucy Demirjian & Margaret Lin	101-2010-2011-8060-000	210.00
Inv 3/23/17 Total			210.00
198010 Total:			210.00
<b>MMSC2011 - MMASC Total:</b>			210.00
<b>FMOR6710 - Morales, Felipe Line Item Account</b>			
198011	04/19/2017		
Inv	3/30/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/30/2017	Reimb. D2 Renewal Certification Fee	500-6010-6710-8200-000	80.00
Inv 3/30/17 Total			80.00
198011 Total:			80.00
<b>FMOR6710 - Morales, Felipe Total:</b>			80.00
<b>SSMS3012 - Morris, Susan Line Item Account</b>			
198012	04/19/2017		
Inv	3/28/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/28/2017	Refund Rebate	500-3010-3012-8032-000	100.00
Inv 3/28/17 Total			100.00
198012 Total:			100.00
<b>SSMS3012 - Morris, Susan Total:</b>			100.00
<b>NOL4215 - Nolo Press Occidental Line Item Account</b>			
198013	04/19/2017		
Inv	40987		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/25/2017	Books	101-8010-8011-8080-000	81.49

Check Number	Check Date		Amount
		Inv 40987 Total	81.49
		198013 Total:	81.49
		<b>NOL4215 - Nolo Press Occidental Total:</b>	81.49
		<b>OREI6711 - O' Reilly Automotive Inc. Line Item Account</b>	
198014	04/19/2017		
		Inv 415866	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		01/10/2017      PW Vehicle Maint. & Supplies      500-6010-6711-8100-000	78.85
		Inv 415866 Total	78.85
		Inv 416080	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		01/12/2017      PW Vehicle Maint. & Supplies      230-6010-6116-8100-000	146.56
		Inv 416080 Total	146.56
		Inv 420180	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		02/16/2017      PW Vehicle Maint. & Supplies      210-6010-6501-8100-000	24.33
		Inv 420180 Total	24.33
		Inv 423787	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		03/14/2017      PW Vehicle Maint. & Supplies      230-6010-6116-8100-000	226.61
		Inv 423787 Total	226.61
		Inv 423789	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		03/14/2017      PW Vehicle Maint. & Supplies      230-6010-6116-8020-000	32.60
		Inv 423789 Total	32.60
		198014 Total:	508.95
		<b>OREI6711 - O' Reilly Automotive Inc. Total:</b>	508.95
		<b>OCL8011 - OCLC Inc. Line Item Account</b>	
198015	04/19/2017		
		Inv 0000522482	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		03/31/2017      Cataloguing Svcs      101-8010-8011-8110-000	1,556.05
		Inv 0000522482 Total	1,556.05

198015 Total:

1,556.05

**OCL8011 - OCLC Inc. Total:**

1,556.05

**OFF4011 - Office Solutions Line Item Account**

198016                      04/19/2017

Inv    I-01130844

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2017	PD Office Supplies	101-4010-4011-8000-000	273.98

Inv I-01130844 Total 273.98

Inv    I-01139534

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2017	PD Office Supplies	101-4010-4011-8000-000	128.60
03/31/2017	PD Office Supplies	101-4010-4011-8020-000	418.97

Inv I-01139534 Total 547.57

198016 Total:

821.55

**OFF4011 - Office Solutions Total:**

821.55

**PBGF8031 - Pitney Bowes Global Fin. Svc LLC Line Item Account**

198017                      04/19/2017

Inv    3101160267

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2017	Postage Meter Lease 1/30-4/29/17	101-8030-8032-8300-000	64.13
03/31/2017	Postage Meter Lease 1/30-4/29/17	205-8030-8025-8300-000	64.13
03/31/2017	Postage Meter Lease 1/30-4/29/17	101-8030-8031-8300-000	64.13
03/31/2017	Postage Meter Lease 1/30-4/29/17	101-8030-8021-8300-000	64.14

Inv 3101160267 Total 256.53

198017 Total:

256.53

**PBGF8031 - Pitney Bowes Global Fin. Svc LLC Total:**

256.53

**PBPP8010 - Pitney Bowes Reserve Account Line Item Account**

198018                      04/19/2017

Inv    21706007

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/03/2017	Reimb. Postage Machine Account #21706007	101-8010-8011-8010-000	500.00

Inv 21706007 Total 500.00

Check Number	Check Date		Amount
198018	Total:		500.00
<b>PBPP8010 - Pitney Bowes Reserve Account Total:</b>			500.00
<b>TNPL8267 - Plasil, Tony Line Item Account</b>			
198019	04/19/2017		
Inv	March 2017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/03/2017	Instructor Ballroom Class	101-8030-8021-8267-000	125.00
Inv March 2017 Total			125.00
198019	Total:		125.00
<b>TNPL8267 - Plasil, Tony Total:</b>			125.00
<b>PDI417 - Plumbers Depot Inc. Line Item Account</b>			
198020	04/19/2017		
Inv	PD-33421		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/13/2016	Repairs to Sewer Division Hydro Jetter	210-6010-6501-8100-000	2,185.09
Inv PD-33421 Total			2,185.09
198020	Total:		2,185.09
<b>PDI417 - Plumbers Depot Inc. Total:</b>			2,185.09
<b>PLU4589 - Plumbing Wholesale Outlet Inc Line Item Account</b>			
198021	04/19/2017		
Inv	S100156273.001		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/13/2017	6 Foot Toilet/Urinal	101-6010-6601-8020-000	77.46
Inv S100156273.001 Total			77.46
Inv	S100164706.001		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2017	Citywide Plumbing Supplie	101-6010-6601-8120-000	146.18
Inv S100164706.001 Total			146.18
Inv	S100164779.001		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2017	Orange Grove Faucet	101-6010-6601-8120-000	2.08
Inv S100164779.001 Total			2.08



198021 Total:

225.72

PLU4589 - Plumbing Wholesale Outlet Inc Total:

225.72

PODV8267 - Podvoll, Candace Line Item Account

198022 04/19/2017

Inv March 2017

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/03/2017	Instructor Meditation Class	101-8030-8021-8267-000	95.20

Inv March 2017 Total 95.20

198022 Total:

95.20

PODV8267 - Podvoll, Candace Total:

95.20

PEDS6010 - Prime Electric Distributors Line Item Account

198023 04/19/2017

Inv S1348847.001

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/11/2016	Astronomical Timer for Lights @ Arroyo Park	101-6010-6601-8020-000	206.12

Inv S1348847.001 Total 206.12

Inv S1349791.001

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/09/2016	Dog Park Astronomical Timer for Volt Meter	101-6010-6601-8020-000	457.88

Inv S1349791.001 Total 457.88

Inv S1350035.001

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/16/2016	Tamper Proof Electric Cords for Exterior Receptacles	215-6010-6201-8020-000	54.23

Inv S1350035.001 Total 54.23

Inv S1350801.001

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/09/2016	Lighting Control Photocell Light Switch	215-6010-6201-8020-000	18.50

Inv S1350801.001 Total 18.50

Inv S1351088.001

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/19/2016	Astronomical Timer for Lights @ Orange Grove Park	101-6010-6601-8020-000	412.02

Inv S1351088.001 Total 412.02

Check Number	Check Date		Amount
Inv	S1351090.001		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/19/2016	Electrical Supplies	215-6010-6201-8020-000	157.64
Inv S1351090.001 Total			157.64
Inv	S1353895.001		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/15/2017	CNG Station Light LED	205-8030-8025-8020-000	279.49
Inv S1353895.001 Total			279.49
198023 Total:			1,585.88
<b>PEDS6010 - Prime Electric Distributors Total:</b>			1,585.88
<b>MKPR3012 - Priver, Mark Line Item Account</b>			
198024	04/19/2017		
Inv	03/7/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2017	Refund Rebate	500-3010-3012-8032-000	100.00
Inv 03/7/17 Total			100.00
198024 Total:			100.00
<b>MKPR3012 - Priver, Mark Total:</b>			100.00
<b>COM0666 - Public Safety Technologies Line Item Account</b>			
198025	04/19/2017		
Inv	97136		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/15/2017	PD Repairs to Pro Laser III	101-4010-4011-8110-000	353.00
Inv 97136 Total			353.00
198025 Total:			353.00
<b>COM0666 - Public Safety Technologies Total:</b>			353.00
<b>LCRQ5270 - Rodriguez, Lucia Line Item Account</b>			
198026	04/19/2017		
Inv	R75695		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2017	Refund Camp Med Fees	101-0000-0000-5270-001	320.00
Inv R75695 Total			320.00

Check Number	Check Date		Amount
198026 Total:			320.00
LCRQ5270 - Rodriguez, Lucia Total:			320.00
<b>ROS2021 - Rossmann and Moore, LLP Line Item Account</b>			
198027	04/19/2017		
Inv	Mar 2017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/28/2017	Legal Svcs 710 Fwy Extension 3/17	101-2010-2021-8160-000	344.00
Inv Mar 2017 Total			344.00
198027 Total:			344.00
<b>ROS2021 - Rossmann and Moore, LLP Total:</b>			344.00
<b>SOU5254 - S.P.Police Reserves Line Item Account</b>			
198028	04/19/2017		
Inv	11189		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/03/2017	SPHS Basketball Game 1/25/17	101-0000-0000-5230-001	125.00
Inv 11189 Total			125.00
Inv	11189A		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/03/2017	SPHS Basketball Game 1/25/17	101-0000-0000-5230-001	125.00
Inv 11189A Total			125.00
Inv	11189B		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/03/2017	SPHS Basketball Game 1/25/17	101-0000-0000-5230-001	125.00
Inv 11189B Total			125.00
Inv	11189C		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/03/2017	SPHS Basketball Game 2/1/17	101-0000-0000-5230-001	125.00
Inv 11189C Total			125.00
Inv	11189D		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/03/2017	SPHS Basketball Game 2/1/17	101-0000-0000-5230-001	125.00
Inv 11189D Total			125.00

Check Number	Check Date		Amount
198028	Total:		625.00
<b>SOU5254 - S.P.Police Reserves Total:</b>			625.00
<b>SOU9986 - S.P.Unified School District Line Item Account</b>			
198029	04/19/2017		
Inv	9557341		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/29/2017	Use of SPMS Auditorium - Custodial Fees	101-8030-8032-8267-000	162.50
Inv 9557341	Total		162.50
198029 Total:			162.50
<b>SOU9986 - S.P.Unified School District Total:</b>			162.50
<b>SAN8032 - San Pascual Stables Line Item Account</b>			
198030	04/19/2017		
Inv	March 2017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/06/2017	Instructor Horsemanship Classes	101-8030-8032-8267-000	864.00
Inv March 2017	Total		864.00
198030 Total:			864.00
<b>SAN8032 - San Pascual Stables Total:</b>			864.00
<b>YDSC5270 - Sanchez, Yuridia Line Item Account</b>			
198031	04/19/2017		
Inv	R80389		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2017	Refund Dropped Kindermusik Class	101-0000-0000-5270-002	39.00
Inv R80389	Total		39.00
198031 Total:			39.00
<b>YDSC5270 - Sanchez, Yuridia Total:</b>			39.00
<b>SDSI0107 - Security Design Systems, Inc. Line Item Account</b>			
198032	04/19/2017		
Inv	210726		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2017	PD 50 Access Control Cards	101-4010-4011-8170-000	600.00

Check Number	Check Date		Amount
Inv 210726	Total		600.00
198032	Total:		600.00
<b>SDSI0107 - Security Design Systems, Inc. Total:</b>			600.00
<b>SESA8264 - SESAC Line Item Account</b>			
198033	04/19/2017		
Inv	2017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/28/2017	Annual Music License Fee 2017	101-8030-8032-8264-000	793.00
Inv 2017	Total		793.00
198033	Total:		793.00
<b>SESA8264 - SESAC Total:</b>			793.00
<b>SSUS9190 - Shade Structures Inc. Line Item Account</b>			
198034	04/19/2017		
Inv	61013-001		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/03/2017	3 Single Post Pyramid Cantilever for Dog Park & Install	275-9000-9190-9190-000	2,500.00
04/03/2017	3 Single Post Pyramid Cantilever for Dog Park & Install	275-9000-9190-9190-000	39,960.22
Inv 61013-001	Total		42,460.22
198034	Total:		42,460.22
<b>SSUS9190 - Shade Structures Inc. Total:</b>			42,460.22
<b>SHO6666 - Shono, Jean Line Item Account</b>			
198035	04/19/2017		
Inv	March 2017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/03/2017	Instructor Crochet & Knitting Class	101-8030-8021-8267-000	44.00
Inv March 2017	Total		44.00
198035	Total:		44.00
<b>SHO6666 - Shono, Jean Total:</b>			44.00
<b>WLST8267 - Shuttic, William Line Item Account</b>			
198036	04/19/2017		

Check Number	Check Date		Amount
Inv	April 2017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2017	Instructor Functional Fitness Classes	101-8030-8021-8267-000	600.00
Inv April 2017 Total			600.00
198036 Total:			600.00
<b>WLST8267 - Shuttie, William Total:</b>			600.00
<b>AYMT2920 - Smith, Amy Line Item Account</b>			
198037	04/19/2017		
Inv R75530			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/28/2017	Refund WMB Rental Deposit	101-0000-0000-2920-000	500.00
Inv R75530 Total			500.00
198037 Total:			500.00
<b>AYMT2920 - Smith, Amy Total:</b>			500.00
<b>SCW15150 - So Cal Wall Inc. Line Item Account</b>			
198038	04/19/2017		
Inv R00391438			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/28/2017	Refund Duplicate Busn. License Application Fee	101-0000-0000-5150-001	25.00
Inv R00391438 Total			25.00
198038 Total:			25.00
<b>SCW15150 - So Cal Wall Inc. Total:</b>			25.00
<b>SOU5011 - South Coast Line Item Account</b>			
198039	04/19/2017		
Inv 484098			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2017	FD Equipment Maint.	101-5010-5011-8110-000	255.08
Inv 484098 Total			255.08
198039 Total:			255.08
<b>SOU5011 - South Coast Total:</b>			255.08

Check Number	Check Date		Amount
<b>SCPR2992 - Southern CA Public Radio Line Item Account</b>			
198040	04/19/2017		
Inv	1039700005		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/26/2017	Ray Bradbury Ads	101-8010-8011-8040-000	200.00
Inv 1039700005 Total			200.00
198040 Total:			200.00
<b>SCPR2992 - Southern CA Public Radio Total:</b>			200.00
<b>SWTL9399 - Southwest Pipeline &amp; Trenchless Corp. Line Item Account</b>			
198041	04/19/2017		
Inv	#9		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/10/2017	Swr Rehab. & Replacement Project Construction Svcs	310-9000-9399-9399-000	130,188.71
Inv #9 Total			130,188.71
198041 Total:			130,188.71
<b>SWTL9399 - Southwest Pipeline &amp; Trenchless Corp. Total:</b>			130,188.71
<b>STA5219 - Staples Business Advantage Line Item Account</b>			
198042	04/19/2017		
Inv	3333734999		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2017	Library Office Supplies	101-8010-8011-8000-000	162.24
Inv 3333734999 Total			162.24
Inv	3333735001		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2017	Library Office Supplies	101-8010-8011-8000-000	8.90
Inv 3333735001 Total			8.90
Inv	3333735003		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2017	Recreation Office Supplies	101-8030-8032-8000-000	62.94
Inv 3333735003 Total			62.94
Inv	3334163776		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/22/2017	Comm. Svcs Office Supplies	101-8030-8021-8000-000	57.61
03/22/2017	Comm. Svcs Office Supplies	101-8030-8021-8020-000	95.76

Check Number	Check Date		Amount
Inv 3334163776	Total		153.37
Inv 3334163778			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/22/2017	Comm. Svcs Office Supplies	101-8030-8021-8020-000	413.24
Inv 3334163778	Total		413.24
Inv 3334312115			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/24/2017	Recreation Office Supplies	101-8030-8032-8000-000	113.09
Inv 3334312115	Total		113.09
Inv 3334312116			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/24/2017	Recreation Office Supplies	101-8030-8032-8000-000	41.28
Inv 3334312116	Total		41.28
Inv 3334553812			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/25/2017	Library Office Supplies	101-8010-8011-8000-000	19.78
Inv 3334553812	Total		19.78
Inv 3334805150			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/29/2017	Mgmt Svcs Office Supplies	101-2010-2011-8020-000	66.15
03/29/2017	Finance Office Supplies	101-3010-3011-8000-000	115.81
Inv 3334805150	Total		181.96
Inv 3334805152			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2017	FD Office Supplies	101-5010-5011-8000-000	213.44
Inv 3334805152	Total		213.44
198042	Total:		1,370.24
STA5219 - Staples Business Advantage	Total:		1,370.24
SNCN5412 - Steiner Corp.	Line Item Account		
198043	04/19/2017		
Inv R00390636			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/29/2017	Refund Duplicate Busn License Overpayment	101-0000-0000-4405-000	1.00
03/29/2017	Refund Duplicate Busn License Overpayment	101-0000-0000-4400-000	100.00
03/29/2017	Refund Duplicate Busn License Overpayment	220-0000-0000-5412-000	37.50



Check Number	Check Date		Amount
		Inv R00390636 Total	138.50
		198043 Total:	138.50
		<b>SNCN5412 - Steiner Corp. Total:</b>	138.50
		<b>PUST3012 - Stifel, Paul Line Item Account</b>	
198044	04/19/2017		
		Inv 3/14/17	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		03/14/2017	Refund Rebate
			<u>Line Item Account</u>
			500-3010-3012-8032-000
			100.00
		Inv 3/14/17 Total	100.00
		198044 Total:	100.00
		<b>PUST3012 - Stifel, Paul Total:</b>	100.00
		<b>SCRR4010 - Superior Court of CA, County of LA Line Item Account</b>	
198045	04/19/2017		
		Inv March 2017	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		04/06/2017	Court Fees March 2017
			<u>Line Item Account</u>
			101-0000-0000-4610-000
			11,031.00
		Inv March 2017 Total	11,031.00
		198045 Total:	11,031.00
		<b>SCRR4010 - Superior Court of CA, County of LA Total:</b>	11,031.00
		<b>SPWS8020 - SupplyWorks Line Item Account</b>	
198046	04/19/2017		
		Inv 396051302	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		03/28/2017	Library Janitorial Supplies
			<u>Line Item Account</u>
			101-8010-8011-8120-000
			249.11
		Inv 396051302 Total	249.11
		198046 Total:	249.11
		<b>SPWS8020 - SupplyWorks Total:</b>	249.11
		<b>TELS8031 - Titan Environmental Solutions Line Item Account</b>	
198047	04/19/2017		

Check Number	Check Date		Amount
Inv	11059250		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/29/2017	Meridian Iron Works Museum Kitchen Remediation Testing	101-8030-8031-8020-000	670.00
Inv 11059250 Total			670.00
198047 Total:			670.00
<b>TELS8031 - Titan Environmental Solutions Total:</b>			670.00
<b>UQMS8010 - Unique Mgmt Svcs Inc. Line Item Account</b>			
198048	04/19/2017		
Inv	442826		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2017	Recovering Agency Svcs 3/17	101-8010-8011-8180-000	259.55
Inv 442826 Total			259.55
198048 Total:			259.55
<b>UQMS8010 - Unique Mgmt Svcs Inc. Total:</b>			259.55
<b>UPP7789 - Upper S.G.Mun. Water Dist. Line Item Account</b>			
198049	04/19/2017		
Inv	2/02-17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/14/2017	Water Supply for Kolle Ave./Monterey Rd. 2/17	500-6010-6711-8231-000	108.20
Inv 2/02-17 Total			108.20
198049 Total:			108.20
<b>UPP7789 - Upper S.G.Mun. Water Dist. Total:</b>			108.20
<b>VCMT6010 - Valley Construction Mgmt Line Item Account</b>			
198050	04/19/2017		
Inv	SD0625-12		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2017	Swr Rehab. & Replacement Project Const.Mgmt & InspectionSvcs3	310-6010-6501-8170-000	28,200.00
Inv SD0625-12 Total			28,200.00
198050 Total:			28,200.00
<b>VCMT6010 - Valley Construction Mgmt Total:</b>			28,200.00

Check Number      Check Date Amount

**VEBU3010 - Verizon Business Svcs Line Item Account**

198051      04/19/2017

Inv 70341209

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/20/2017	Phone Conferencing Svc 1/17	101-2010-2021-8090-000	0.90
02/20/2017	Phone Conferencing Svc 1/17	101-5010-5011-8090-000	5.10
02/20/2017	Phone Conferencing Svc 1/17	248-2010-2011-8020-000	18.77

Inv 70341209 Total 24.77

Inv 70375102

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/20/2017	Phone Conferencing Svc 2/17	248-2010-2011-8020-000	21.38

Inv 70375102 Total 21.38

198051 Total: 46.15

**VEBU3010 - Verizon Business Svcs Total:** 46.15

**VERW6711 - Verizon Wireless Line Item Account**

198052      04/19/2017

Inv 9781057287

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/26/2017	Mgmt Svcs & FD Mobile Data 1/27-2/26/17	205-8030-8025-8180-000	38.01
02/26/2017	Mgmt Svcs & FD Mobile Data 1/27-2/26/17	101-3010-3032-8150-000	342.09

Inv 9781057287 Total 380.10

Inv 9781057288

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/26/2017	PD Mobile Data 1/27-2/26/17	101-4010-4011-8180-000	38.01
02/26/2017	PD Mobile Data 1/27-2/26/17	101-3010-3032-8150-000	456.12

Inv 9781057288 Total 494.13

Inv 9782862057

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/26/2017	Mgmt Svcs & FD Mobile Data 2/27-3/26/17	205-8030-8025-8180-000	38.01
03/26/2017	Mgmt Svcs & FD Mobile Data 2/27-3/26/17	101-3010-3032-8150-000	342.09

Inv 9782862057 Total 380.10

198052 Total: 1,254.33

**VERW6711 - Verizon Wireless Total:** 1,254.33

**VSHI9185 - Vido Samarzich, Inc. Line Item Account**

198053      04/19/2017

Check Number	Check Date		Amount
Inv	#4-Revised 2		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2017	Monterey Road Street Improvement Project 1/8-4/5/17	500-9000-9300-9300-000	136,040.00
04/05/2017	Monterey Road Street Improvement Project 1/8-4/5/17	104-9000-9203-9203-000	486,477.36
Inv #4-Revised 2 Total			622,517.36
198053 Total:			622,517.36
<b>VSHI9185 - Vido Samarzich, Inc. Total:</b>			622,517.36
<b>VIPI3032 - Vision Technology Solutions Line Item Account</b>			
198054	04/19/2017		
Inv	34446		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2017	Web Hosting for March 2017	101-3010-3032-8180-000	231.52
Inv 34446 Total			231.52
198054 Total:			231.52
<b>VIPI3032 - Vision Technology Solutions Total:</b>			231.52
<b>ANWD6410 - Ward, Andrew Line Item Account</b>			
198055	04/19/2017		
Inv	3/24/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2017	Live Bee Removal Svcs 3/24/17	101-6010-6410-8180-000	120.00
Inv 3/24/17 Total			120.00
198055 Total:			120.00
<b>ANWD6410 - Ward, Andrew Total:</b>			120.00
<b>WWCI3012 - WaterWise Consulting Inc. Line Item Account</b>			
198056	04/19/2017		
Inv	5064		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2017	Residential Water Audit Survey Program 3/17	500-3010-3012-8032-000	1,150.00
Inv 5064 Total			1,150.00
198056 Total:			1,150.00
<b>WWCI3012 - WaterWise Consulting Inc. Total:</b>			1,150.00

Check Number	Check Date		Amount
<b>YTI1023 - Y Tire Sales Line Item Account</b>			
198057	04/19/2017		
Inv	0002837		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/22/2017	PD Unit#0735 Mount & Balance Tire	101-4010-4011-8100-000	182.56
Inv 0002837 Total			182.56
198057 Total:			182.56
<b>YTI1023 - Y Tire Sales Total:</b>			182.56
<b>JJYN5290 - Yoon, Joanne Jungah Line Item Account</b>			
198058	04/19/2017		
Inv	Chk# 845		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/10/2017	Refund Paramedic Overpayment	101-0000-0000-5290-001	46.59
Inv Chk# 845 Total			46.59
198058 Total:			46.59
<b>JJYN5290 - Yoon, Joanne Jungah Total:</b>			46.59
<b>ZOLL8021 - Zoll Medical Copr. GPO Line Item Account</b>			
198059	04/19/2017		
Inv	2505878		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/30/2017	FD Medical Supplies	101-5010-5011-8025-000	2,992.85
Inv 2505878 Total			2,992.85
198059 Total:			2,992.85
<b>ZOLL8021 - Zoll Medical Copr. GPO Total:</b>			2,992.85
Total:			1,207,501.67

**ATTACHMENT 4**  
**Payroll 03-24-17**  
**Payroll 04-07-17**

**PAYROLL ACCOUNT RECONCILIATION**  
**City of South Pasadena**  
**for Payroll 03.24.17**

Account Number	Account Name	04.19.17
101-0000-0000-1010-000	General Fund - Payroll cash	639,279.55
	Other Withholding Payables	\$ 388,965.86
101-0000-0000-1010-000	Net General Fund - Payroll Cash	250,313.69
	Insurance Adjustment	-
205-0000-0000-1010-000	Prop A - Payroll Cash	9,181.43
207-0000-0000-1010-000	Prop C - Payroll Cash	6,416.39
210-0000-0000-1010-000	Sewer Fund - Payroll Cash	12,558.70
211-0000-0000-1010-000	CTC Traffic Improvement	-
215-0000-0000-1010-000	Street Lighting & Landscape Assessment - PR C	5,854.93
218-0000-0000-1010-000	Clean Air Act	-
227-0000-0000-1010-000	CRA - Payroll Cash	
230-0000-0000-1010-000	State Gas Tax Fund - Payroll Cash	16,510.04
274-0000-0000-1010-000	Homeland Security Grant	-
310-0000-0000-1010-000	Sewer Capital Projects Fund	135.25
500-0000-0000-1010-000	Water Fund - Payroll Cash	58,842.87
700-0000-0000-2210-000	Internal Revenue Service	64,339.18
700-0000-0000-2230-000	Internal Revenue Service	16,734.38
<b>Total Checks &amp; Direct Deposits</b>		<b>440,886.86</b>
Checks		19,260.72
Direct Deposits		340,552.58
I.R.S Payments		81,073.56
		<u>440,886.86</u>
To 700		729,518.44
Other PR Payable		388,965.86
ACH Payable		<u>340,552.58</u>

**PAYROLL ACCOUNT RECONCILIATION**  
**City of South Pasadena**  
**for Payroll 04.07.17**

Account Number	Account Name	04.19.17
101-0000-0000-1010-000	General Fund - Payroll cash	560,393.25
	Other Withholding Payables	\$ 282,013.86
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101-0000-0000-1010-000	Net General Fund - Payroll Cash	278,379.39
	Insurance Adjustment	-
205-0000-0000-1010-000	Prop A - Payroll Cash	8,263.95
207-0000-0000-1010-000	Prop C - Payroll Cash	5,531.26
210-0000-0000-1010-000	Sewer Fund - Payroll Cash	10,524.63
211-0000-0000-1010-000	CTC Traffic Improvement	-
215-0000-0000-1010-000	Street Lighting & Landscape Assessment - PR Ca	4,866.18
218-0000-0000-1010-000	Clean Air Act	-
227-0000-0000-1010-000	CRA - Payroll Cash	
230-0000-0000-1010-000	State Gas Tax Fund - Payroll Cash	13,375.23
274-0000-0000-1010-000	Homeland Security Grant	-
310-0000-0000-1010-000	Sewer Capital Projects Fund	-
500-0000-0000-1010-000	Water Fund - Payroll Cash	51,182.00
700-0000-0000-2210-000	Internal Revenue Service	71,124.69
700-0000-0000-2230-000	Internal Revenue Service	16,841.06
<b>Total Checks &amp; Direct Deposits</b>		<b>460,088.39</b>
Checks		18,444.73
Direct Deposits		353,677.91
I.R.S Payments		87,965.75
		<hr/>
		<b>460,088.39</b>
To 700		635,691.77
Other PR Payable		282,013.86
ACH Payable		353,677.91
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**ATTACHMENT 5**  
**Redevelopment Successor Agency Check Summary Total**

**Redevelopment Successor Agency Check Summary Total**

Agency Warrants **04.19.17**

<u>Vendor</u>	<u>Invoice #</u>	<u>Check #</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>
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No Items to be reported for this period.

RSA Report Total


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Michael A. Cacciotti, Agency Chair

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Evelyn G. Zneimer, Agency Secretary

  
David Batt, Agency Treasurer

# City of South Pasadena Agenda Report

Michael A. Cacciotti, Mayor  
Richard D. Schneider, M.D., Mayor Pro Tem  
Robert S. Joe, Councilmember  
Marina Khubesrian, M.D., Councilmember  
Diana Mahmud, Councilmember

Evelyn G. Zneimer, City Clerk  
Gary E. Pia, City Treasurer

COUNCIL AGENDA: April 19, 2017  
TO: Honorable Mayor and City Council  
VIA: Sergio Gonzalez, City Manager *AS*  
FROM: Gary E. Pia, City Treasurer  
David Batt, Finance Director *DB*  
SUBJECT: **Monthly Investment Reports for February 2017**

## **Recommendation**

It is recommended that the City Council receive and file the monthly investment reports for February 2017.

## **Fiscal Impact**

None.

## **Commission Review and Recommendation**

This matter was not reviewed by a Commission.

## **Background**

As required by law, a monthly investment report, including water bond funds, is presented to the City Council disclosing investment activities, types of investments, dates of maturities, amounts of deposits, rates of interest and, for securities with a maturity of more than 12 months, current market values.

The reports reflect all investments at the above-referenced date and are in conformity with the City of South Pasadena's (City) Investment Policy as stated in Resolution No. 7476. Copies of the resolution are available at the City Clerk's office. The investments herein provide sufficient cash flow liquidity to meet the estimated expenditures, as required in the investment policy.

## **Analysis**

There were no significant changes in the City's investments from the prior month.

## **Legal Review**

The City Attorney has not been asked to review this item.

AGENDA ITEM 12

**Public Notification of Agenda Item**

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachment: City Investment Reports for February 2017

Exhibit A

City of South Pasadena

INVESTMENT REPORT  
February 28, 2017

Investment Balances at Month End

INSTITUTION NAME	MATURITY DATE	YIELD TO CALL OR MATURITY	PERCENT OF PORTFOLIO	COST	CURRENT MARKET VALUE *
LOCAL AGENCY INVESTMENT FUND:					
LAIF City	ON DEMAND	0.771%	12.90%	9,129,501.25	9,129,501.25
SUBTOTAL			12.90%	<u>9,129,501.25</u>	<u>9,129,501.25</u>
MORGAN STANLEY SMITH BARNEY					
Government Securities	See Exhibit B-1	1.532%	16.49%	11,673,357.31	11,605,688.94
Corporate Bonds	See Exhibit B-1	2.571%	6.36%	4,499,078.02	4,482,079.46
SUBTOTAL			22.85%	<u>16,172,435.33</u>	<u>16,087,768.40</u>
2016 WATER REVENUE BONDS					
BNY Mellon CD's	See Exhibit B-2	0.867%	1.05%	744,000.00	744,000.00
Wells Fargo Govt. Securities	See Exhibit B-2	1.679%	63.20%	44,737,000.00	45,123,305.27
SUBTOTAL			64.25%	<u>45,481,000.00</u>	<u>45,867,305.27</u>
TOTAL INVESTMENTS			100.00%	<u>\$70,782,936.58</u>	<u>\$71,084,574.92</u>

BANK ACCOUNTS:

Bank of the West Account Balance:	\$6,814,942.72
Morgan Stanley Uninvested Cash Balance:	\$286,671.33
Morgan Stanley Unsettled Transactions	\$0.00
BNY Mellon Uninvested Cash Balance	\$4,619,847.89
Wells Fargo Uninvested Cash Balance	\$843.13

Required Disclosures:

Average weighted maturity of the portfolio 190 DAYS

Average weighted total yield to maturity of the portfolio 1.586%

The City's investment liquidity is sufficient for it to meet its expenditure requirements for the next 180 days.

All investments are in conformity with the City Investment Policy.

\* Current market valuation is required for investments with maturities of more than twelve months.

Exhibit B-1

Funds and Investments  
Held by Contracted (Third) Parties  
February 28, 2017

Morgan Stanley Investments

Investment Type	Issuer	CUSIP	Settlement Date	Par Value	Adjusted Premium	Adjusted Cost	Coupon Rate	YTM at Purchase	Market Value	Current YTM	Maturity Date	Days to Maturity	Unrealized Gain/Loss	
1	Gov't. Securities	U.S. Treasury Note	912828NG1	12/26/2014	533,000.00	100.457	535,434.44	2.750%	0.914%	535,974.14	1.360%	5/31/2017	92	539.70
2	Gov't. Securities	U.S. Treasury Note	912828NG1	9/24/2015	44,000.00	100.530	44,233.41	2.750%	0.621%	44,245.52	1.360%	5/31/2017	92	12.11
3	Gov't. Securities	U.S. Treasury Note	912828NG1	10/14/2015	15,000.00	100.549	15,082.29	2.750%	0.549%	15,083.70	1.360%	5/31/2017	92	1.41
4	Gov't. Securities	U.S. Treasury Note	912828NG1	6/20/2016	217,000.00	100.539	218,169.36	2.750%	0.588%	218,210.86	1.360%	5/31/2017	92	41.50
5	Gov't. Securities	U.S. Treasury Note	912828PY0	12/29/2014	866,000.00	101.463	878,670.46	2.750%	1.268%	881,155.00	2.700%	2/28/2018	365	2,484.54
6	Gov't. Securities	U.S. Treasury Note	912828PY0	9/24/2015	54,000.00	101.865	55,006.97	2.750%	0.868%	54,945.00	2.700%	2/28/2018	365	(61.97)
7	Gov't. Securities	U.S. Treasury Note	912828PY0	10/14/2015	23,000.00	101.972	23,453.52	2.750%	0.761%	23,402.50	2.700%	2/28/2018	365	(51.02)
8	Gov't. Securities	U.S. Treasury Note	912828PY0	6/20/2016	325,000.00	102.056	331,682.67	2.750%	0.677%	330,687.50	2.700%	2/28/2018	365	(995.17)
9	Gov't. Securities	U.S. Treasury Note	912828H52	3/6/2015	259,000.00	98.461	255,013.73	1.250%	1.577%	257,412.33	1.250%	1/31/2020	1,067	2,398.60
10	Gov't. Securities	U.S. Treasury Note	912828H52	9/24/2015	35,000.00	99.566	34,848.24	1.250%	1.353%	34,785.45	1.250%	1/31/2020	1,067	(62.79)
11	Gov't. Securities	U.S. Treasury Note	912828H52	10/14/2015	15,000.00	99.914	14,987.12	1.250%	1.270%	14,908.05	1.250%	1/31/2020	1,067	(79.07)
12	Gov't. Securities	U.S. Treasury Note	912828H52	6/20/2016	97,000.00	100.918	97,890.86	1.250%	0.930%	96,405.39	1.250%	1/31/2020	1,067	(1,485.47)
13	Gov't. Securities	U.S. Treasury Note	912828L32	11/24/2015	250,000.00	98.641	246,601.50	1.375%	1.672%	247,870.00	1.380%	1/31/2020	1,067	1,268.50
14	Gov't. Securities	U.S. Treasury Note	912828L32	6/20/2016	74,000.00	101.202	74,889.77	1.375%	1.024%	73,369.52	1.380%	1/31/2020	1,067	(1,520.25)
15	Gov't. Securities	U.S. Treasury Note	912828L32	9/28/2016	329,000.00	101.194	332,926.83	1.375%	1.027%	326,196.92	1.380%	1/31/2020	1,067	(6,729.91)
16	Gov't. Securities	U.S. Treasury Note	912828N89	3/15/2016	498,000.00	99.469	495,354.62	1.375%	1.488%	491,252.10	1.390%	1/31/2021	1,433	(4,102.52)
17	Gov't. Securities	U.S. Treasury Note	912828N89	6/20/2016	150,000.00	101.103	151,654.21	1.375%	1.087%	147,967.50	1.390%	1/31/2021	1,433	(3,686.71)
18	Gov't. Securities	U.S. Treasury Note	912828N89	9/28/2016	280,000.00	101.131	283,168.19	1.375%	1.079%	276,206.00	1.390%	1/31/2021	1,433	(6,962.19)
19	Gov't. Securities	Fed. Home Loan Mtg. Corp.	3137EADJ5	11/22/2016	489,000.00	100.136	489,663.67	1.000%	0.671%	489,606.36	0.490%	7/28/2017	150	(57.31)
20	Gov't. Securities	Fed. Home Loan Mtg. Corp.	3137EAEA3	5/25/2016	300,000.00	99.585	298,755.00	0.750%	0.974%	299,133.00	0.750%	4/9/2018	405	378.00
21	Gov't. Securities	Fed. Home Loan Mtg. Corp.	3137EAEA3	7/7/2016	75,000.00	100.135	75,101.29	0.750%	0.628%	74,783.25	0.750%	4/9/2018	405	(318.04)
22	Gov't. Securities	Fed. Home Loan Mtg. Corp.	3137EADK2	10/20/2015	309,000.00	100.078	309,241.48	1.250%	1.217%	307,708.38	1.250%	8/1/2019	884	(1,533.10)
23	Gov't. Securities	Fed. Home Loan Mtg. Corp.	3137EADK2	4/12/2016	309,000.00	100.666	311,057.03	1.250%	0.971%	307,708.38	1.250%	8/1/2019	884	(3,348.65)
24	Gov't. Securities	Fed. Home Loan Mtg. Corp.	3137EADK2	7/7/2016	20,000.00	101.073	20,214.61	1.250%	0.802%	19,916.40	1.250%	8/1/2019	884	(298.21)
25	Gov't. Securities	Fed. Home Loan Mtg. Corp.	3137EADK2	9/1/2016	345,000.00	100.654	347,257.13	1.250%	0.976%	343,557.90	1.250%	8/1/2019	884	(3,699.23)
26	Gov't. Securities	Fed. Home Loan Mtg. Corp.	3137EADM8	9/28/2016	480,000.00	100.741	483,555.67	1.250%	0.960%	477,225.60	1.250%	10/2/2019	946	(6,330.07)
27	Gov't. Securities	Fed. Home Loan Mtg. Corp.	3137EADR7	8/8/2016	500,000.00	101.017	505,086.09	1.375%	1.048%	496,545.00	1.380%	5/1/2020	1,158	(8,541.09)
28	Gov't. Securities	Fed. Home Loan Bank	3130A8QS5	8/12/2016	665,000.00	99.305	660,378.25	1.125%	1.271%	645,036.70	1.150%	7/14/2021	1,597	(15,341.55)
29	Gov't. Securities	Fed. National Mtg. Assn.	3135GOE33	12/23/2015	248,000.00	99.707	247,273.36	1.125%	1.241%	248,153.76	1.120%	7/20/2018	507	880.40
30	Gov't. Securities	Fed. National Mtg. Assn.	3135GOE33	7/7/2016	70,000.00	100.665	70,465.47	1.125%	0.644%	70,043.40	1.120%	7/20/2018	507	(422.07)
31	Gov't. Securities	Fed. National Mtg. Assn.	3135G0YM9	12/30/2014	275,000.00	100.651	276,790.78	1.875%	1.449%	278,058.00	1.850%	9/18/2018	567	1,267.22
32	Gov't. Securities	Fed. National Mtg. Assn.	3135G0YM9	2/10/2015	219,000.00	100.905	220,982.44	1.875%	1.875%	221,435.28	1.850%	9/18/2018	567	452.84
33	Gov't. Securities	Fed. National Mtg. Assn.	3135G0YM9	9/24/2015	34,000.00	101.286	34,437.37	1.875%	1.038%	34,378.08	1.850%	9/18/2018	567	(59.29)
34	Gov't. Securities	Fed. National Mtg. Assn.	3135G0YM9	10/14/2015	14,000.00	101.429	14,200.06	1.875%	0.946%	14,155.68	1.850%	9/18/2018	567	(44.38)
35	Gov't. Securities	Fed. National Mtg. Assn.	3135G0YM9	7/7/2016	160,000.00	101.836	162,938.32	1.875%	0.684%	161,779.20	1.850%	9/18/2018	567	(1,159.12)
36	Gov't. Securities	Fed. National Mtg. Assn.	3135G0YT4	12/26/2014	231,000.00	100.151	231,348.59	1.625%	1.537%	232,674.75	1.610%	11/27/2018	637	1,326.16
37	Gov't. Securities	Fed. National Mtg. Assn.	3135G0YT4	9/24/2015	30,000.00	100.904	30,271.17	1.625%	1.100%	30,217.50	1.610%	11/27/2018	637	(53.67)
38	Gov't. Securities	Fed. National Mtg. Assn.	3135G0YT4	10/14/2015	13,000.00	101.072	13,139.41	1.625%	1.003%	13,094.25	1.610%	11/27/2018	637	(45.16)
39	Gov't. Securities	Fed. National Mtg. Assn.	3135G0YT4	7/7/2016	90,000.00	101.634	91,470.89	1.625%	0.681%	90,652.50	1.610%	11/27/2018	637	(818.39)
40	Gov't. Securities	Fed. National Mtg. Assn.	3135G0ZA4	12/30/2014	630,000.00	100.593	633,735.53	1.875%	1.568%	637,043.40	1.850%	2/19/2019	721	3,307.87
41	Gov't. Securities	Fed. National Mtg. Assn.	3135G0ZA4	9/24/2015	19,000.00	101.331	19,252.84	1.875%	1.190%	19,212.42	1.850%	2/19/2019	721	(40.42)
42	Gov't. Securities	Fed. National Mtg. Assn.	3135G0ZA4	10/14/2015	13,000.00	101.516	13,197.10	1.875%	1.096%	13,145.34	1.850%	2/19/2019	721	(51.76)
43	Gov't. Securities	Fed. National Mtg. Assn.	3135G0ZA4	7/7/2016	200,000.00	102.263	204,525.53	1.875%	0.717%	202,236.00	1.850%	2/19/2019	721	(2,289.53)
44	Gov't. Securities	Fed. National Mtg. Assn.	3135G0ZA4	9/1/2016	100,000.00	101.111	101,811.07	1.875%	0.946%	101,118.00	1.850%	2/19/2019	721	(693.07)

**Funds and Investments**  
**Held by Contracted (Third) Parties**  
**February 28, 2017**

**Morgan Stanley Investments**

Investment Type	Issuer	CUSIP	Settlement Date	Par Value	Adjusted Premium	Adjusted Cost	Coupon Rate	YTM at Purchase	Market Value	Current YTM	Maturity Date	Days to Maturity	Unrealized Gain/Loss
45 Gov't. Securities	Fed. National Mtg. Assn.	3135G0A78	1/4/2017	568,000.00	100.101	568,572.49	1.625%	1.589%	569,266.64	1.620%	1/21/2020	1,057	694.15
46 Gov't. Securities	Fed. National Mtg. Assn.	3135G0H55	7/7/2016	401,000.00	103.207	413,861.12	1.875%	1.019%	402,924.80	1.860%	12/28/2020	1,399	(10,936.32)
47 Gov't. Securities	Fed. National Mtg. Assn.	3135G0J20	1/13/2017	747,000.00	98.488	735,705.36	1.375%	1.757%	734,801.49	1.390%	2/26/2021	1,459	(903.87)
<b>Subtotal Gov't. Securities</b>				<b>11,618,000.00</b>		<b>11,673,357.31</b>	<b>1.656%</b>	<b>1.188%</b>	<b>11,605,688.94</b>	<b>1.532%</b>		<b>850</b>	<b>(67,668.37)</b>
48 Corporate Bond	United Technologies	913017BU2	12/30/2014	108,000.00	100.153	108,165.10	1.800%	1.198%	108,187.92	0.890%	6/1/2017	93	22.82
49 Corporate Bond	United Technologies	913017BU2	9/29/2015	10,000.00	100.199	10,019.92	1.800%	1.016%	10,017.40	0.890%	6/1/2017	93	(2.52)
50 Corporate Bond	United Technologies	913017BU2	10/16/2015	3,000.00	100.208	3,006.24	1.800%	0.980%	3,005.22	0.890%	6/1/2017	93	(1.02)
51 Corporate Bond	United Technologies	913017BU2	6/14/2016	41,000.00	100.225	41,092.15	1.800%	0.916%	41,071.34	0.890%	6/1/2017	93	(20.81)
52 Corporate Bond	Pepsico Inc.	713448DA3	1/20/2016	124,000.00	100.052	124,064.23	0.972%	1.707%	124,338.52	1.020%	6/1/2018	458	274.29
53 Corporate Bond	VISA	92826CAA0	4/8/2016	124,000.00	100.297	124,368.57	1.200%	0.822%	124,119.04	1.190%	12/11/2017	286	(249.53)
54 Corporate Bond	VISA	92826CAA0	6/14/2016	39,000.00	100.252	39,098.25	1.200%	0.880%	39,037.44	1.190%	12/11/2017	286	(60.81)
55 Corporate Bond	Travelers Companies, Inc.	89417EAC3	12/21/2016	78,000.00	103.574	80,787.94	5.750%	1.212%	80,621.58	5.560%	12/15/2017	290	(166.36)
56 Corporate Bond	JP Morgan Chase & Co.	46625HJF8	1/5/2015	111,000.00	100.270	111,299.55	1.195%	1.133%	111,754.80	1.920%	1/25/2018	331	455.25
57 Corporate Bond	JP Morgan Chase & Co.	46625HJF8	9/29/2015	8,000.00	100.222	8,017.79	1.195%	1.195%	8,054.40	1.920%	1/25/2018	331	36.61
58 Corporate Bond	JP Morgan Chase & Co.	46625HJF8	10/16/2015	3,000.00	100.221	3,006.63	1.195%	1.210%	3,020.40	1.920%	1/25/2018	331	13.77
59 Corporate Bond	Burlington North Santa Fe	12189TBA1	8/8/2016	75,000.00	104.912	78,683.81	5.750%	1.009%	78,223.50	5.510%	3/15/2018	380	(460.31)
60 Corporate Bond	Apple Inc.	037833AG5	1/20/2016	82,000.00	99.952	81,960.64	1.130%	0.703%	82,235.34	1.280%	5/3/2018	429	274.70
61 Corporate Bond	American Express Credit (Ca	0258M0DW6	2/12/2016	125,000.00	99.739	124,673.75	1.497%	1.228%	125,481.25	1.640%	7/31/2018	518	807.50
62 Corporate Bond	Boeing Capital Corp. (Callabl	097014AM6	10/22/2015	59,000.00	102.392	60,411.19	2.900%	1.242%	60,191.80	2.840%	8/15/2018	533	(219.39)
63 Corporate Bond	Boeing Capital Corp. (Callabl	097014AM6	6/15/2016	20,000.00	102.668	20,533.66	2.900%	1.054%	20,404.00	2.840%	8/15/2018	533	(129.66)
64 Corporate Bond	Metlife, Inc.	59156RAR9	6/17/2016	138,000.00	107.843	148,823.24	6.817%	1.374%	148,038.12	6.350%	8/15/2018	533	(785.12)
65 Corporate Bond	Gilead Sciences, Inc.	375558BE2	12/9/2015	41,000.00	100.529	41,216.97	1.850%	1.495%	41,209.92	1.840%	9/4/2018	553	(7.05)
66 Corporate Bond	Gilead Sciences, Inc.	375558BE2	6/14/2016	40,000.00	100.995	40,397.80	1.850%	1.185%	40,204.80	1.840%	9/4/2018	553	(193.00)
67 Corporate Bond	Microsoft Corp.	594918BF0	6/27/2016	82,000.00	100.464	82,380.55	1.300%	1.020%	82,018.86	1.290%	11/3/2018	613	(361.69)
68 Corporate Bond	Johnson & Johnson	478160BG8	11/23/2016	81,000.00	100.754	81,611.00	1.650%	1.217%	81,443.07	1.640%	12/5/2018	645	(167.93)
69 Corporate Bond	Bank of New York Mellon (Ca	06406HCP2	9/14/2015	112,000.00	100.213	112,238.42	2.100%	1.984%	112,712.32	2.080%	1/15/2019	686	473.90
70 Corporate Bond	Bank of New York Mellon (Ca	06406HCP2	9/29/2015	6,000.00	100.642	6,038.52	2.100%	1.751%	6,038.16	2.080%	1/15/2019	686	(0.36)
71 Corporate Bond	Bank of New York Mellon (Ca	06406HCP2	10/16/2015	3,000.00	100.732	3,021.95	2.100%	1.702%	3,019.08	2.080%	1/15/2019	686	(2.87)
72 Corporate Bond	Bank of New York Mellon (Ca	06406HCP2	6/14/2016	39,000.00	101.651	39,643.99	2.100%	1.208%	39,248.04	2.080%	1/15/2019	686	(395.95)
73 Corporate Bond	Oracle Corp.	68389XAQ8	12/30/2014	30,000.00	100.785	30,235.45	2.375%	1.947%	30,493.50	2.330%	1/15/2019	686	258.05
74 Corporate Bond	Oracle Corp.	68389XAQ8	9/29/2015	8,000.00	101.212	8,096.93	2.375%	1.716%	8,131.60	2.330%	1/15/2019	686	34.67
75 Corporate Bond	Oracle Corp.	68389XAQ8	10/16/2015	3,000.00	101.475	3,044.25	2.375%	1.574%	3,049.35	2.330%	1/15/2019	686	5.10
76 Corporate Bond	Oracle Corp.	68389XAQ8	6/16/2016	39,000.00	102.218	39,864.94	2.375%	1.177%	39,641.55	2.330%	1/15/2019	686	(223.39)
77 Corporate Bond	Kimberly-Clark Corp.	494368BT9	10/31/2016	82,000.00	100.475	82,389.88	1.400%	1.154%	81,762.20	1.400%	2/15/2019	717	(627.68)
78 Corporate Bond	John Deere Capital Corp.	24422ESK6	1/6/2015	112,000.00	99.642	111,599.04	1.950%	2.040%	112,556.64	1.940%	3/4/2019	734	957.60
79 Corporate Bond	MasterCard, Inc.	57636QAA2	1/31/2017	81,000.00	100.821	81,664.90	2.000%	1.598%	81,716.85	1.980%	4/1/2019	762	51.95
80 Corporate Bond	United Parcel Service	911312AK2	10/31/2016	75,000.00	107.868	80,901.07	5.125%	1.294%	80,356.50	4.780%	4/1/2019	762	(544.57)
81 Corporate Bond	John Deere Capital Corp.	24422ERR2	10/22/2015	61,000.00	101.160	61,707.36	2.250%	1.694%	61,700.28	2.220%	4/17/2019	778	(7.08)
82 Corporate Bond	US Bancorp (Callable)	91159HHB9	6/13/2016	61,000.00	101.860	62,134.70	2.200%	1.321%	61,564.25	2.170%	4/25/2019	786	(570.45)
83 Corporate Bond	US Bancorp (Callable)	91159HHB9	6/15/2016	20,000.00	101.829	20,365.79	2.200%	1.336%	20,185.00	2.170%	4/25/2019	786	(180.79)
84 Corporate Bond	Caterpillar Financial	14912L6B2	7/1/2016	78,000.00	102.079	79,621.81	2.100%	1.172%	78,662.22	2.080%	6/9/2019	831	(959.59)
85 Corporate Bond	Home Depot Inc.	437076BE1	4/27/2015	32,000.00	101.123	32,359.33	2.000%	1.500%	32,266.24	1.980%	6/15/2019	837	(93.09)



Exhibit B-1

Funds and Investments  
Held by Contracted (Third) Parties  
February 28, 2017

Morgan Stanley Investments

Investment Type	Issuer	CUSIP	Settlement Date	Par Value	Adjusted Premium	Adjusted Cost	Coupon Rate	YTM at Purchase	Market Value	Current YTM	Maturity Date	Days to Maturity	Unrealized Gain/Loss	
86	Corporate Bond	Home Depot Inc. (Callable)	437076BE1	9/29/2015	8,000.00	100.679	8,054.33	2.000%	1.697%	8,066.56	1.980%	6/15/2019	837	12.23
87	Corporate Bond	Home Depot Inc. (Callable)	437076BE1	10/16/2015	2,000.00	101.132	2,022.63	2.000%	1.496%	2,016.64	1.980%	6/15/2019	837	(5.99)
88	Corporate Bond	Home Depot Inc. (Callable)	437076BE1	6/14/2016	38,000.00	101.880	38,714.49	2.000%	1.167%	38,316.16	1.980%	6/15/2019	837	(398.33)
89	Corporate Bond	Paccar Financial Corp.	69371RN36	11/17/2016	83,000.00	98.949	82,127.67	1.200%	1.594%	81,825.55	1.210%	8/12/2019	895	(302.12)
90	Corporate Bond	Berkshire Hathaway Inc.	084670BL1	8/28/2015	111,000.00	100.708	111,786.04	2.100%	1.804%	112,123.32	2.070%	8/14/2019	897	337.28
91	Corporate Bond	Berkshire Hathaway Inc.	084670BL1	9/29/2015	7,000.00	101.065	7,074.52	2.100%	1.656%	7,070.84	2.070%	8/14/2019	897	(3.68)
92	Corporate Bond	Honeywell Internatoinal	438516BJ4	1/31/2017	82,000.00	99.468	81,563.76	1.400%	1.598%	81,472.74	1.400%	10/30/2019	974	(91.02)
93	Corporate Bond	Proctor & Gamble Co.	742718EG0	1/27/2015	105,000.00	100.833	105,874.90	1.900%	1.580%	105,855.75	1.880%	11/1/2019	976	(19.15)
94	Corporate Bond	Proctor & Gamble Co.	742718EG0	9/29/2015	13,000.00	100.732	13,095.10	1.900%	1.619%	13,105.95	1.880%	11/1/2019	976	10.85
95	Corporate Bond	Proctor & Gamble Co.	742718EG0	10/16/2015	3,000.00	101.111	3,033.34	1.900%	1.474%	3,024.45	1.880%	11/1/2019	976	(8.89)
96	Corporate Bond	Proctor & Gamble Co.	742718EG0	6/16/2016	40,000.00	102.126	40,850.58	1.900%	1.090%	40,326.00	1.880%	11/1/2019	976	(524.58)
97	Corporate Bond	Costco Wholesale Group	22160KAF2	8/8/2016	81,000.00	101.645	82,332.41	1.700%	1.100%	81,116.64	1.690%	12/15/2019	1,020	(1,215.77)
98	Corporate Bond	PNC Funding Corp.	693476BJ1	9/10/2015	101,000.00	107.988	109,067.50	5.125%	2.300%	109,182.01	4.740%	2/8/2020	1,075	114.51
99	Corporate Bond	PNC Funding Corp.	693476BJ1	9/29/2015	6,000.00	108.171	6,490.27	5.125%	2.238%	6,486.06	4.740%	2/8/2020	1,075	(4.21)
100	Corporate Bond	PNC Funding Corp.	693476BJ1	10/16/2015	2,000.00	108.215	2,164.30	5.125%	2.223%	2,162.02	4.740%	2/8/2020	1,075	(2.28)
101	Corporate Bond	PNC Funding Corp.	693476BJ1	6/14/2016	34,000.00	109.282	37,155.98	5.125%	1.866%	36,754.34	4.740%	2/8/2020	1,075	(401.64)
102	Corporate Bond	Comcast Corp.	20030NBA8	6/22/2015	98,000.00	108.158	105,994.58	5.150%	2.296%	106,902.32	4.720%	3/1/2020	1,097	907.74
103	Corporate Bond	Comcast Corp.	20030NBA8	9/29/2015	8,000.00	109.072	8,725.78	5.150%	2.023%	8,726.72	4.720%	3/1/2020	1,097	0.94
104	Corporate Bond	Comcast Corp.	20030NBA8	10/16/2015	2,000.00	109.384	2,187.68	5.150%	1.921%	2,181.68	4.720%	3/1/2020	1,097	(6.00)
105	Corporate Bond	Comcast Corp.	20030NBA8	6/14/2016	38,000.00	110.612	42,032.74	5.150%	1.523%	41,451.92	4.720%	3/1/2020	1,097	(580.82)
106	Corporate Bond	Cisco Systems Inc.	17275RAX0	6/22/2015	112,000.00	100.076	112,084.63	2.450%	2.297%	113,937.60	2.400%	6/15/2020	1,203	1,852.97
107	Corporate Bond	Cisco Systems Inc.	17275RAX0	9/29/2015	5,000.00	101.858	5,065.87	2.450%	2.034%	5,086.50	2.400%	6/15/2020	1,203	20.63
108	Corporate Bond	Cisco Systems Inc.	17275RAX0	10/16/2015	3,000.00	101.545	3,046.34	2.450%	1.963%	3,051.90	2.400%	6/15/2020	1,203	5.56
109	Corporate Bond	Cisco Systems Inc.	17275RAX0	6/15/2016	40,000.00	103.101	41,240.33	2.450%	1.482%	40,692.00	2.400%	6/15/2020	1,203	(548.33)
110	Corporate Bond	Wal-Mart	931142CU5	9/6/2016	76,000.00	107.726	81,872.05	3.625%	1.267%	80,354.80	3.420%	7/8/2020	1,226	(1,517.25)
111	Corporate Bond	Target Corp.	87612EAV8	5/19/2016	39,000.00	107.510	41,928.83	3.875%	1.582%	41,286.57	3.660%	7/15/2020	1,233	(642.26)
112	Corporate Bond	Target Corp.	87612EAV8	6/16/2016	36,000.00	107.665	38,759.38	3.875%	1.537%	38,110.68	3.660%	7/15/2020	1,233	(648.70)
113	Corporate Bond	United Health Group Inc.	91324PCM2	9/24/2015	53,000.00	101.527	53,809.07	2.700%	2.228%	54,212.11	2.630%	7/15/2020	1,233	403.04
114	Corporate Bond	United Health Group Inc.	91324PCM2	9/29/2015	7,000.00	101.772	7,124.01	2.700%	2.153%	7,160.09	2.630%	7/15/2020	1,233	36.08
115	Corporate Bond	United Health Group Inc.	91324PCM2	6/20/2016	18,000.00	103.532	18,635.69	2.700%	1.621%	18,411.66	2.630%	7/15/2020	1,233	(224.03)
116	Corporate Bond	Intel Corp.	458140AQ3	9/23/2015	56,000.00	100.844	56,472.62	2.450%	2.192%	57,008.56	2.400%	7/29/2020	1,247	535.94
117	Corporate Bond	Intel Corp.	458140AQ3	9/29/2015	3,000.00	101.120	3,033.61	2.450%	2.108%	3,054.03	2.400%	7/29/2020	1,247	20.42
118	Corporate Bond	Intel Corp.	458140AQ3	6/14/2016	20,000.00	102.912	20,582.39	2.450%	1.571%	20,360.20	2.400%	7/29/2020	1,247	(222.19)
119	Corporate Bond	State Street Corp.	857477AS2	6/13/2016	54,000.00	102.922	55,577.99	2.550%	1.679%	54,836.46	2.510%	8/18/2020	1,267	(741.53)
120	Corporate Bond	State Street Corp.	857477AS2	6/15/2016	24,000.00	103.018	24,724.23	2.550%	1.651%	24,371.76	2.510%	8/18/2020	1,267	(352.47)
121	Corporate Bond	The Walt Disney Co.	25468PDE3	11/27/2015	60,000.00	100.535	60,320.77	2.150%	1.993%	60,481.80	2.130%	9/17/2020	1,297	161.03
122	Corporate Bond	The Walt Disney Co.	25468PDE3	6/20/2016	20,000.00	102.984	20,596.76	2.150%	1.287%	20,160.60	2.130%	9/17/2020	1,297	(436.16)
123	Corporate Bond	Coca-Cola Co.	191216BT6	6/16/2016	62,000.00	101.134	62,703.11	1.875%	1.555%	62,029.14	1.870%	10/27/2020	1,337	(673.97)
124	Corporate Bond	Coca-Cola Co.	191216BT6	6/27/2016	19,000.00	101.652	19,313.95	1.875%	1.410%	19,008.93	1.870%	10/27/2020	1,337	(305.02)
125	Corporate Bond	ACE INA Holdings Inc.	00440EAT4	6/6/2016	61,000.00	101.662	62,013.56	2.300%	1.822%	61,276.94	2.280%	11/3/2020	1,344	(736.62)
126	Corporate Bond	Chevron Corp. (Callable)	166764AY6	6/13/2016	55,000.00	102.257	56,241.54	2.419%	1.789%	55,572.55	2.390%	11/17/2020	1,358	(668.99)
127	Corporate Bond	Chevron Corp. (Callable)	166764AY6	6/27/2016	25,000.00	102.460	25,615.01	2.419%	1.733%	25,260.25	2.390%	11/17/2020	1,358	(354.76)
128	Corporate Bond	Gen. Electric Capital Corp.	36962G4Y7	5/3/2016	109,000.00	110.832	120,806.71	4.625%	1.709%	119,202.40	4.220%	1/7/2021	1,409	(1,604.31)
129	Corporate Bond	Gen. Electric Capital Corp.	36962G4Y7	6/14/2016	34,000.00	111.066	37,762.48	4.625%	1.650%	37,182.40	4.220%	1/7/2021	1,409	(580.08)
130	Corporate Bond	Occidental Petroleum Corp. (	674599BY0	5/20/2016	75,000.00	101.32	80,498.66	4.100%	2.140%	79,793.25	3.850%	2/1/2021	1,409	(705.41)

**Funds and Investments  
Held by Contracted (Third) Parties  
February 28, 2017**

**Morgan Stanley Investments**

Investment Type	Issuer	CUSIP	Settlement Date	Par Value	Adjusted Premium	Adjusted Cost	Coupon Rate	YTM at Purchase	Market Value	Current YTM	Maturity Date	Days to Maturity	Unrealized Gain/Loss
131 Corporate Bond	Exxon Mobil Corp. (Callable)	30231GAV4	6/24/2016	162,000.00	102.024	165,279.27	2.222%	1.697%	162,442.26	2.210%	3/1/2021	1,462	(2,837.01)
132 Corporate Bond	3M Co. (Callable)	88579YAU5	9/23/2016	65,000.00	100.113	65,073.25	1.625%	1.599%	63,783.85	1.650%	9/19/2021	1,664	(1,289.40)
<b>Subtotal Corporate Bonds</b>				<b>4,389,000.00</b>		<b>4,499,078.02</b>	<b>2.675%</b>	<b>1.531%</b>	<b>4,482,079.46</b>	<b>2.571%</b>		<b>865</b>	<b>(16,998.56)</b>
Money Market	Liquid Asset Fund			0.00						0.010%		1	
Uninvested Cash				0.00					286,671.33	0.020%		1	
<b>Subtotal Cash &amp; Cash Equivalents</b>						<b>0.00</b>			<b>286,671.33</b>			<b>1</b>	
<b>Grand Totals</b>				<b>16,007,000.00</b>		<b>16,172,435.33</b>	<b>1.939%</b>	<b>1.284%</b>	<b>16,374,439.73</b>	<b>1.790%</b>		<b>839</b>	<b>(84,666.93)</b>

## 12-7 Unsettled Transactions

<b>Subtotal Unsettled Transactions</b>				<b>0.00</b>		<b>0.00</b>			<b>0.00</b>				<b>0.00</b>
<b>Totals incl. Unsettled Transactions</b>				<b>16,007,000.00</b>		<b>16,172,435.33</b>			<b>16,374,439.73</b>				<b>(84,666.93)</b>
<b>Totals per Bank Statement</b>				<b>16,007,000.00</b>		<b>16,172,435.33</b>			<b>16,374,439.73</b>				<b>(84,666.93)</b>

Exhibit B-2

Funds and Investments  
Held by Contracted (Third) Parties  
February 28, 2017

2016 Water Revenue Bonds

Investment Type	Issuer	Settlement Date	Par Value	Coupon Rate	Market Value	Current YTM	Maturity Date	Days to Maturity
<b>BNY Mellon Project Fund</b>								
1 Cash			0.00	0.010%	0.00	0.010%		1
2 Morgan Stanley Treasury Portfolio			4,619,847.89	0.250%	4,619,847.89	0.250%		1
<b>Subtotal Cash &amp; Cash Equivalents</b>			<b>4,619,847.89</b>	<b>0.250%</b>	<b>4,619,847.89</b>	<b>0.250%</b>		<b>1</b>
3 CDARS - CD	BMO Harris Bank	10/7/2015	248,000.00	0.900%	248,000.00	0.900%	4/7/2017	38
4 CDARS - CD	Capital One Bank	10/7/2015	248,000.00	0.850%	248,000.00	0.850%	4/7/2017	38
5 CDARS - CD	Capital One National Assn.	10/7/2015	248,000.00	0.850%	248,000.00	0.850%	4/7/2017	38
<b>Subtotal CDs</b>			<b>744,000.00</b>	<b>0.867%</b>	<b>744,000.00</b>	<b>0.867%</b>		<b>38</b>
<b>Total Project Fund</b>			<b>5,363,847.89</b>	<b>0.336%</b>	<b>5,363,847.89</b>	<b>0.336%</b>		<b>6</b>
<b>Wells Fargo Escrow Fund</b>								
1 Cash			843.13	0.100%	843.13	0.100%		1
<b>Subtotal Cash &amp; Cash Equivalents</b>			<b>843.13</b>	<b>0.100%</b>	<b>843.13</b>	<b>0.100%</b>		
2 Gov't. Securities U.S. Treasury Note		11/10/2016	602,000.00	1.000%	602,294.98	1.000%	3/31/2017	31
3 Gov't. Securities U.S. Treasury Note		11/10/2016	1,418,000.00	0.625%	1,417,007.40	0.625%	9/30/2017	214
4 Gov't. Securities U.S. Treasury Note		11/10/2016	595,000.00	0.875%	594,375.25	0.875%	3/31/2018	396
5 Gov't. Securities U.S. Treasury Note		11/10/2016	1,442,000.00	1.375%	1,447,912.20	1.375%	9/30/2018	579
6 Gov't. Securities U.S. Treasury Note		11/10/2016	592,000.00	1.625%	596,487.36	1.625%	3/31/2019	761
7 Gov't. Securities U.S. Treasury Note		11/10/2016	40,088,000.00	1.750%	40,465,228.08	1.750%	9/30/2019	944
<b>Subtotal Securities</b>			<b>44,737,000.00</b>	<b>1.679%</b>	<b>45,123,305.27</b>	<b>1.679%</b>		<b>888</b>
<b>Total Escrow Fund</b>			<b>44,737,843.13</b>	<b>1.679%</b>	<b>45,124,148.40</b>	<b>1.679%</b>		<b>888</b>

Exhibit C

City of South Pasadena  
Investment Report

Summary of Invested Funds -- Last Day of the Month

12-9

MONTH	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17
JULY	13,890,011	18,506,000	20,273,657	13,579,652	11,604,558	14,003,563	17,332,153	20,958,651	26,306,572	28,541,631
AUGUST	12,821,952	17,256,000	20,608,628	12,099,372	11,595,476	13,043,563	17,330,985	12,658,088	26,294,151	28,405,544
SEPTEMBER	12,830,016	16,766,000	17,292,659	11,000,410	11,582,026	11,783,420	16,331,557	19,715,369	22,058,959	27,049,892
OCTOBER	12,648,943	16,266,000	17,297,628	10,757,440	10,575,907	11,795,960	13,841,158	17,221,779	22,325,114	27,023,005
NOVEMBER	12,813,000	15,646,000	16,621,046	10,499,526	8,992,178	11,800,260	13,836,635	17,221,849	22,287,418	73,246,265
DECEMBER	15,063,000	18,756,000	18,487,198	10,634,416	10,185,282	11,805,140	16,837,192	20,603,990	22,253,300	71,499,585
JANUARY	17,143,000	20,582,573	20,210,860	12,629,088	9,186,793	11,816,031	18,846,359	26,309,319	27,399,997	71,229,735
FEBRUARY	17,684,000	20,284,404	19,519,072	12,619,768	9,184,331	13,818,580	18,845,663	26,260,788	30,108,605	71,084,575
MARCH	16,654,000	19,715,013	18,448,613	12,610,790	9,126,552	13,319,038	13,145,894	26,315,158	28,939,924	
APRIL	18,784,000	22,169,776	19,317,280	12,605,200	11,130,863	17,327,604	13,153,853	26,326,876	28,276,276	
MAY	20,209,000	23,010,520	16,191,609	12,595,623	11,128,155	19,327,983	23,452,878	26,310,240	28,429,928	
JUNE	20,014,000	23,385,906	15,871,761	12,581,680	10,275,475	19,323,510	22,452,628	29,289,712	26,594,581	

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# City of South Pasadena Agenda Report

Michael A. Cacciotti, Mayor  
Richard D. Schneider, M.D., Mayor Pro Tem  
Robert S. Joe, Councilmember  
Marina Khubesrian, M.D., Councilmember  
Diana Mahmud, Councilmember

Evelyn G. Zneimer, City Clerk  
Gary E. Pia, City Treasurer

COUNCIL AGENDA: April 19, 2017

TO: Honorable Mayor and City Council

VIA: Sergio Gonzalez, City Manager *SG*

FROM: David Batt, Finance Director *DB*

SUBJECT: **Discretionary Fund Requests From Councilmember Khubesrian in the Amount of \$500, Councilmember Mahmud in the amount of \$1,000, Mayor Pro Tem Schneider in the Amount of \$1,500, Mayor Cacciotti in the amount of \$500, and Councilmember Joe in the Amount of \$500 for the Purpose of the Ray Bradbury Mural at the South Pasadena Public Library**

## Recommendation

It is recommended that the City Council approve the discretionary fund requests by Councilmember Khubesrian designating \$500, Councilmember Mahmud designating \$1,000, Mayor Pro Tem Schneider designating \$1,500, Mayor Cacciotti designating \$500, and Councilmember Joe designating \$500, for the purpose of the Ray Bradbury Mural at the South Pasadena Public Library.

## Fiscal Impact

Funds are available in the Fiscal Year (FY) 2016-17 Budget.

## Commission Review and Recommendation

This matter was not reviewed by a Commission.

## Background

In September 2004, the City Council approved the creation of discretionary spending budgets which allow each councilmember the opportunity to fund projects or purchases that might not otherwise be funded in the approved budget. The City Council adopted the FY 2016-17 Budget with \$20,000 in the Discretionary Fund, \$4,000 designated for each councilmember. Discretionary funds must be used for a public purpose benefiting the City of South Pasadena.

On August 17, 2011, the City Council approved Resolution No. 7174, which established guidelines for discretionary budget accounts. The resolution states that all funds not expended during the fiscal year shall be carried over to subsequent fiscal years, up to a maximum carryover amount of \$10,000 per councilmember account. Said unallocated funds need not be encumbered by a purchase order in order to be carried over to the following fiscal year. The following table displays the current Discretionary Fund balances and excludes the requests being considered in this staff report.

Discretionary Fund Requests for the Ray Bradbury Mural at the Library

April 19, 2017

Page 2 of 3

**Analysis**

Councilmember Khubesrian, Councilmember Mahmud, Mayor Pro Tem Schneider, Mayor Cacciotti, and Councilmember Joe each requested approval for, and received seconds to place on a future City Council meeting agenda, the use of discretionary funds to cover the cost of the Ray Bradbury Mural at the Library.

City Councilmembers Discretionary Funds Fiscal Year 2015/16						
Date		<u>Cacciotti</u>	<u>Joe</u>	<u>Khubesrian</u>	<u>Mahmud</u>	<u>Schneider</u>
	Prior Year Balance >	\$6,228	\$6,950	\$6,000	\$5,000	\$7,700
	Plus Current Year Balance >	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
	<i>Total</i>	<i>10,228</i>	<i>10,950</i>	<i>10,000</i>	<i>9,000</i>	<i>11,700</i>
8/19/2015	Commemorative Coins		500			
1/6/2016	Monarch Butterfly Waystation				600	
2/3/2016	Special Needs Education Conference	200	200		300	
2/17/2016	Native Plants for the Nature Park		200			100
3/2/2016	Artwork for the Public Works Building	200				
5/18/2016	CERT Luncheon		100			
5/18/2016	SPACE Kinetic Sculpture Project			2,000		2,000
6/15/2016	Community Garden Compost Bin	250				
	<i>YTD Appropriations</i>	<i>650</i>	<i>1,000</i>	<i>2,000</i>	<i>900</i>	<i>2,100</i>
	<b>Available at 6/30/16</b>	<b>\$9,578</b>	<b>\$9,950</b>	<b>\$8,000</b>	<b>\$8,100</b>	<b>\$9,600</b>

City Councilmembers Discretionary Funds Fiscal Year 2016/17						
Date		<u>Cacciotti</u>	<u>Joe</u>	<u>Khubesrian</u>	<u>Mahmud</u>	<u>Schneider</u>
	Prior Year Balance >	\$9,578	\$9,950	\$8,000	\$8,100	\$9,600
	Plus Current Year Balance >	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
	<i>Total</i>	<i>13,578</i>	<i>13,950</i>	<i>12,000</i>	<i>12,100</i>	<i>13,600</i>
10/19/2016	So. Pas. Beautiful Tree Planting					250
12/21/2016	Offset Losses by TOR Committee	1,000	1,000	1,000	1,000	1,000
	<i>YTD Appropriations</i>	<i>1,000</i>	<i>1,000</i>	<i>1,000</i>	<i>1,000</i>	<i>1,250</i>
	<b>Available at 4/19/17</b>	<b>\$12,578</b>	<b>\$12,950</b>	<b>\$11,000</b>	<b>\$11,100</b>	<b>\$12,350</b>

**Legal Review**

The City Attorney has not reviewed this item.

**Public Notification of Agenda Item**

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.




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# City of South Pasadena Agenda Report

Michael A. Cacciotti, Mayor  
Richard D. Schneider, M.D., Mayor Pro Tem  
Robert S. Joe, Councilmember  
Marina Khubesrian, M.D., Councilmember  
Diana Mahmud, Councilmember

Evelyn G. Zneimer, City Clerk  
Gary E. Pia, City Treasurer

COUNCIL AGENDA: April 19, 2017  
TO: Honorable Mayor and City Council  
VIA: Sergio Gonzalez, City Manager   
FROM: Margaret Lin, Principal Management Analyst  
SUBJECT: **Authorization to Execute an Arroyo Verdugo Communities Joint Powers Agreement**

## Recommendation

It is recommended that the City Council authorize the Mayor to execute an Arroyo Verdugo Communities Joint Powers Agreement (JPA) to form the Arroyo Verdugo Joint Powers Authority (AVJPA).

## Fiscal Impact

The City of South Pasadena's (City) share of the \$2,100 cost to form the JPA would be \$225. In addition, the annual dues would increase from \$2,225 to \$3,775 in Fiscal Year 2017-18.

The estimated dues structure will remain the same as the current Arroyo Verdugo Steering Committee (AVSC) and is based on the following:

1. 50 percent of a weighted share (avg. of population, assessed value + land area) of "total costs"
2. 50 percent of an equal (1/6) share of "total costs"
  - a. "total costs" includes portion of Executive Director salary, office supplies/copy charges, minutes preparation, meeting refreshments, mileage/other reimbursements, indirect costs, etc. New costs to include: insurance (est. \$12,424), Secretary of State filings/reportings, other.

## Commission Review and Recommendation

This matter was not reviewed by a commission.

## Background

On March 1, 2017, the City Council approved the formation of the AVJPA to ensure adequate representation regarding regional transportation interests. Approval was contingent upon approval by all partner agencies. The County of Los Angeles, and the Cities of Pasadena, Glendale, and La Cañada Flintridge have reviewed the JPA and provided minor amendments. The City of Burbank has scheduled the JPA for their April 18, 2017 City Council Meeting.

**Analysis**

The proposed amendments include:

- Section 4 b. – Amended to invoke authority for creation of JPAs pursuant to California Government Code § 6500 et. seq. and to reflect that the JPA shall derive its powers from a selected Member agency, yet to be identified, through the Bylaws adoption process.
- Section 14 – Clarifies duties of the Auditor position
- Exhibit A – Clarifies that the Los Angeles County Board of Supervisors is the “Member Agency” with representation from the Fifth Supervisorial District.

**Legal Review**

The City Attorney has reviewed the proposed JPA.

**Public Notification of Agenda Item**

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City’s website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachment: Arroyo Verdugo Communities Joint Powers Agreement

**ARROYO VERDUGO COMMUNITIES**

**A JOINT POWERS AUTHORITY**

***JOINT EXERCISE OF POWERS***

***AGREEMENT***

**EFFECTIVE MAY 1, 2017**

## TABLE OF CONTENTS

	<u>Page No.</u>
Section 1. <u>Recitals</u> .....	1
Section 2. <u>Creation of Separate Legal Entity</u> .....	2
Section 3. <u>Name</u> .....	2
Section 4. <u>Purpose and Powers of the Authority</u> .....	2
a. <u>Purpose of Authority</u> .....	2
b. <u>Common Powers</u> .....	2
c. <u>Exercise of Powers</u> .....	4
Section 5. <u>Creation of Governing Board</u> .....	4
a. <u>Designation of Governing Board Representatives</u> .....	4
b. <u>Designation of Alternate Governing Board Representatives</u> .....	4
c. <u>Eligibility</u> .....	4
Section 6. <u>Use of Public Funds and Property</u> .....	5
Section 7. <u>Functioning of Governing Board</u> .....	5
a. <u>Voting and Participation</u> .....	5
b. <u>Proxy Voting</u> .....	5
c. <u>Quorum</u> .....	5
d. <u>Committees</u> .....	5
e. <u>Actions</u> .....	6
Section 8. <u>Duties of the Governing Board</u> .....	6
Section 9. <u>Rosenberg's Rules of Order</u> .....	6
Section 10. <u>Meetings of Governing Board</u> .....	6
Section 11. <u>Election of Chair and Vice-Chair</u> .....	6
Section 12. <u>Executive Director</u> .....	7
Section 13. <u>Designation of Treasurer and Auditor</u> .....	7
Section 14. <u>Treasurer and Auditor Duties</u> .....	7
Section 15. <u>Designation of Other Officers and Employees</u> .....	7

Section 16.	<u>Obligations of the Authority</u> .....	7
Section 17.	<u>Control and Investment of Authority Funds</u> .....	8
Section 18.	<u>Implementation Agreements</u> .....	8
Section 19.	<u>Term</u> .....	8
Section 20.	<u>Application of Laws to Authority Functions</u> .....	8
Section 21.	<u>Members</u> .....	8
a.	<u>Withdrawal</u> .....	8
b.	<u>Non-Payment of Dues</u> .....	9
c.	<u>Admitting and Readmitting Eligible Members</u> .....	9
d.	<u>Admitting and Readmitting New Members</u> .....	9
Section 22.	<u>Interference with Function of Members</u> .....	9
Section 23.	<u>Dues of Members</u> .....	9
Section 24.	<u>Disposition of Assets</u> .....	10
Section 25.	<u>Amendment</u> .....	10
Section 26.	<u>Effective Date</u> .....	10
Section 27.	<u>Indemnity</u> .....	10
Exhibit A	.....	12

**JOINT EXERCISE OF POWERS AGREEMENT OF THE  
"ARROYO VERDUGO COMMUNITIES"  
(A JOINT POWERS AUTHORITY)**

This Joint Exercise of Powers Agreement ("Agreement") is made and entered into by and between the public entities (collectively, "Members") whose names are set forth on Exhibit A, attached hereto and incorporated herein by this reference, pursuant to Section 6500 et seq. of the California Government Code and other applicable law:

WITNESSETH:

The parties hereto do agree as follows:

Section 1. Recitals. This Agreement is made and entered into with respect to the following facts:

a. The Arroyo Verdugo Subregion Steering Committee was assembled in 1993 as a method of coordinating information and providing a forum for discussion on regional issues of mutual interest and concern amongst the cities of Burbank, Glendale, La Cañada Flintridge, Pasadena, and South Pasadena. While the Subregion is not an organization which operates under a formal Joint Powers Agreement or Memorandum of Understanding structure, the cities have, nonetheless, met regularly to discuss subjects of mutual interest, consider regional programs and initiatives, and conduct studies, primarily related to transportation and the environment.

b. A growing need for the cities and unincorporated communities of the Arroyo Verdugo Subregion to develop and implement their own subregional policies and plans and voluntarily and cooperatively resolve differences among themselves requires a more representative and formal structure;

c. A shift in regional funding procedures will likely result in transportation funds being allocated through the various subregions in Los Angeles County requiring a formal agreement of the cities and unincorporated communities of the Arroyo Verdugo Subregion to receive, allocate and program these funds;

d. The public interest requires a joint powers agency to conduct studies and projects designed to improve and coordinate the common governmental responsibilities and services on an area-wide and subregional basis through the establishment of a formal partnership through a joint exercise of powers agreement;

e. The public interest requires that an agency explore areas of inter-governmental cooperation and coordination of government programs and to provide recommendations and solutions to problems of common and general concern to its Members;

f. The public interest requires that an agency with the aforementioned goals not possess the authority to compel any of its Members to conduct any activities or implement any plans or strategies that they do not wish to undertake (except for the payment of dues);

g. Each Member is a governmental entity established by law with the full powers of government in legislative, administrative, financial, and other related fields;

h. Each Member, by and through its legislative body, has determined that a formal organization to assist in planning and voluntary coordination among the cities is required in furtherance of the public interest, necessity and convenience; and

i. Each Member, by and through its legislative body, has independently determined that the public interest, convenience and necessity requires the execution of this Agreement by and on behalf of each such Member.

Section 2. Creation of a Separate Legal Entity. It is the intention of the Members to create, by means of this Agreement, a separate legal entity within the meaning of Section 6503.5 of the California Government Code. Accordingly, there is hereby created a separate legal entity which shall exercise its powers in accordance with the provisions of this Agreement and applicable law.

Section 3. Name. The name of the said separate legal entity shall be the Arroyo Verdugo Communities Joint Powers Authority ("Authority").

Section 4. Purpose and Powers of the Authority.

a. Purpose of Authority. The purpose of the creation of the Authority is to provide a vehicle for the Members to coordinate regional and cooperative planning, primarily in the area of transportation and determining how to prioritize regional transportation projects and the allocation of Measure M funds and other public monies, including building a more connective transportation system between the Member agencies. It is the clear intent among the Members that the Authority shall not possess the legal authority to compel any of its Members to conduct any activities or implement any plans or strategies that they do not wish to undertake (except for the payment of dues). The goal and intent of the Authority is one of voluntary cooperation among Members for the collective benefit of the cities within the Arroyo Verdugo subregion.

b. Common Powers. The Members establish this Authority as a separate public agency under California Government Code Sections 6500 et seq. The Authority shall have the powers common to the Members to carry out the purposes set forth in this Agreement. Except as otherwise authorized or permitted by California Government Code Sections 6500 et seq., and for purposes of, and to the extent required by Section 6509 of the California Government Code, the Authority is subject to the restriction on the manner of exercising the



powers of the Member City so designated under duly adopted Bylaws. The Authority shall have the power to, and may perform all acts necessary in the exercise of the common powers including, but not limited to, the following specific powers:

- (1) Serve as an advocate in representing the Members of the Authority at the regional, state and federal levels on issues of importance to the Arroyo Verdugo subregion;
- (2) Serve as a forum for the review, consideration, study, development and recommendation of public policies and plans with regional significance;
- (3) Assemble information helpful in the consideration of problems peculiar to the Members;
- (4) Utilize Member resources or presently existing single purpose public and public/private groups to carry out its programs and projects;
- (5) Explore practical avenues for voluntary intergovernmental cooperation, coordination and action in the interest of local public welfare and improving the administration of governmental services;
- (6) Assist in coordinating subregional planning efforts and in resolving conflicts among the cities and unincorporated areas within the Arroyo Verdugo subregion as they work toward achieving mutual planning goals;
- (7) Build a consensus among the Members on the implementation of policies and programs for addressing subregional and regional issues;
- (8) Serve as a mechanism for obtaining state, federal and regional grants to assist in financing the expenditures of the Authority;
- (9) Make and enter into contracts, including contracts for the services of engineers, consultants, planners, attorneys and single purpose public/private groups;
- (10) Employ agents, officers and employees;
- (11) Apply for, receive and administer a grant or grants under any federal, state, or regional programs;

- (12) Receive gifts, contributions and donations of property, funds, services and other forms of financial assistance from persons, firms, corporations and any governmental entity;
- (13) Lease, manage, maintain, and operate any buildings, works, or improvements;
- (14) Delegate one, some or all of its powers to the Executive Director as hereinafter provided; and
- (15) Borrow money, incur indebtedness and/or issue bonds pursuant to the Constitution of the State of California and any of the laws of the State of California and to exercise any implied powers necessary to exercise the express powers provided for in this subparagraph.

c. Exercise of Powers. The Authority shall, in addition, have all implied powers necessary to perform its functions. It shall exercise its powers only in a manner consistent with the provisions of applicable law, this Agreement and any duly adopted Bylaws.

Section 5. Creation of a Governing Board. There is hereby created a Governing Board for the Authority ("Governing Board") to conduct the affairs of the Authority. The Governing Board shall be constituted as follows:

a. Designation of Governing Board Representatives. One person shall be designated as a representative of the Governing Board by the legislative body of each of the Members ("Governing Board Representative") or, in the case of the County, the Los Angeles County Board of Supervisors (Supervisor of the Fifth Supervisorial District or his/her designated representative.) No Member shall be limited to "ex officio" non-voting representation on the Governing Board; however, the Governing Board, at its sole discretion, may allow "ex officio" non-voting representation from public entities that are not Members.

b. Designation of Alternate Governing Board Representatives. One person shall be designated as an alternate representative of the Governing Board by the legislative body of each of the Members ("Alternate Governing Board Representative") or, in the case of the County, the Fifth District Supervisor's designated alternate representative.

c. Eligibility. No person shall be eligible to serve as a Governing Board Representative or an Alternate Governing Board Representative unless that person is, at all times during the tenure of that person as a Governing Board Representative or Alternate Governing Board Representative, a member of the legislative body of one of the appointing Members except that, in the case of the County, the Representative and Alternate Representative may be any person so designated by the Los Angeles County Supervisor of the 5<sup>th</sup> Supervisorial District, in writing, as presented to the

Executive Director, subject to change at the discretion of the Supervisor. Should any person serving on the Governing Board fail to maintain the status as required by this Section 5, that person's position on the Governing Board shall be deemed vacated as of the date such person ceases to qualify pursuant to the provisions of this Section 5 and the Member shall be entitled to appoint a qualified replacement to serve out the term of the disqualified representative.

Section 6. Use of Public Funds and Property. The Governing Board shall be empowered to utilize, for its purposes, public and/or private funds, property and other resources received from the Members and/or from other sources. Subject to the approval of the Governing Board, the Members shall participate in the funding of the Authority in such a manner as the Governing Board shall prescribe subject to the provisions of Section 23 of this Agreement. Where applicable, the Governing Board may permit one or more of the Members to provide in kind services, including the use of property, in lieu of devoting cash to the funding of the Authority's activities.

Section 7. Functioning of Governing Board.

a. Voting and Participation. Each Member may cast only one vote for each issue before the Governing Board through its designated representative. An Alternate Governing Board Representative may vote in the proceedings of the Governing Board only in the absence of the respective Governing Board Representative. Governing Board Representatives (or the Alternate Governing Board Representatives) shall be entitled to participate in and vote on matters pending before the Governing Board only if such person is physically present at the meeting of the Governing Board and if the Member, for which that Governing Board Representative or Alternate Governing Board Representative represents, has timely and fully paid dues as required by this Agreement and/or duly adopted Bylaws.

b. Proxy Voting. No absentee or proxy voting is permitted.

c. Quorum. A quorum of the Governing Board shall consist of fifty percent (50%) plus one (1) of its total voting membership.

d. Committees. As needed, the Governing Board may create permanent or ad hoc advisory committees to give advice to the Governing Board on such matters as may be referred to such committees by the Governing Board. All committees shall have a stated purpose before they are formed. Such committees shall remain in existence until dissolved by the Governing Board. Qualified persons shall be appointed to such committees in a manner as prescribed by the Governing Board and shall serve at the pleasure of the Governing Board. Committees, unless otherwise provided by law, this Agreement, duly adopted Bylaws, or by direction of the Governing Board, may be composed of representatives to the Governing Board and non-representatives to the Governing Board.

e. Actions. Actions taken by the Governing Board shall be by fifty percent (50%) plus one (1) of the voting Governing Board Representatives who are present with a quorum in attendance, unless, by a provision of applicable law, this Agreement, duly adopted Bylaws, or by direction of the Governing Board, a higher number of votes is required to carry a particular motion.

Section 8. Duties of the Governing Board. The Governing Board shall be deemed, for all intents and purposes, the policy making body of the Authority. All of the powers of the Authority, except as may be expressly delegated to others pursuant to the provisions of applicable law, this Agreement, duly-adopted Bylaws, or by direction of the Governing Board, shall be exercised by and through the Governing Board.

Section 9. Rosenberg's Rules of Order. The substance of Rosenberg's Rules of Order shall apply to proceedings of the Governing Board, except as may otherwise be provided by provisions of applicable law, this Agreement, duly-adopted Bylaws, or by direction of the Governing Board.

Section 10. Meetings of the Governing Board. The Governing Board shall, by means of the adoption of Bylaws, establish the dates and times of regular meetings of the Governing Board. The location of each such meetings shall be as directed by the Governing Board.

Section 11. Election of Chair and Vice-Chair. The Chair shall preside over all meetings of the Governing Board and shall perform such other duties and functions as required of such person by provisions of applicable law, this Agreement, duly-adopted Bylaws, or by the direction of the Governing Board. The Vice Chair shall serve as Chair in the absence of the Chair and shall perform such duties as may be required by provisions of applicable law, this Agreement, duly-adopted Bylaws, or by direction of the Governing Board or Chair.

At the first regular meeting of the Governing Board, a Governing Board Representative shall be elected to the position of Chair of the Governing Board, and a different Governing Board Representative shall be elected to the position of Vice Chair of the Governing Board. The terms of office of the Chair and Vice Chair elected at the first regular meeting of the Governing Board shall continue through the first December 31 of their terms and expire on the first July 1 subsequent thereafter. Elections to determine their successors shall be held at the regular meeting preceding the first July 1. Thereafter, a Governing Board Representative shall be elected to the position of Chair of the Governing Board, and a different Governing Board Representative shall be elected to the position of Vice Chair of the Governing Board at the regular meeting of the Governing Board immediately preceding July 1 each year. The terms of office of the Chair and Vice Chair shall commence on July 1 and expire on June 30.

If there is a vacancy, for any reason, in the position of Chair or Vice Chair, the Governing Board shall, forthwith, conduct an election to fill such vacancy for the unexpired term of such prior incumbent.

Section 12. Executive Director. The Governing Board may appoint, by a vote of fifty percent (50%) plus one (1) of the total voting membership, a qualified person to serve as Executive Director under any form it desires including, but not limited to, a contract, Member in-house (subject to the Member's city manager authorization), or employment basis. The Executive Director shall be neither a Governing Board Representative, nor an Alternate Governing Board Representative, nor an elected official of any Eligible Public Entity (as defined in Section 21 (c) of this Agreement). The Executive Director shall be the chief administrative officer of the Authority. The Executive Director shall serve at the pleasure of the Governing Board and may be relieved from such position at any time, without cause, by a vote of fifty percent (50%) plus one (1) of the total voting membership of the Governing Board taken at a regular, adjourned regular or special meeting of the Governing Board. The Executive Director shall perform such duties as may be imposed upon that person by provisions of applicable law, this Agreement, duly-adopted Bylaws, or by direction of the Governing Board.

Section 13. Designation of Treasurer and Auditor. The Governing Board shall, in accordance with applicable law, designate a qualified person to serve as the Treasurer for the Authority and a qualified person to serve as the Auditor of the Authority. If the Governing Board so designates, and in accordance with provisions of applicable law, a qualified person may hold both the office of Treasurer and the office of Auditor of the Authority concurrently. The compensation, if any, of a person or persons holding the offices of Treasurer and/or Auditor shall be set by the Governing Board.

Section 14. Treasurer and Auditor Duties. The person holding the position of Treasurer of the Authority shall have charge of the depositing and custody of all funds held by the Authority. The Treasurer shall perform such other duties as may be imposed by provisions of applicable law, including those duties required in Sections 6505 and 6505.5 of the California Government Code, and such duties as may be required by the Governing Board. The Authority is responsible for the strict accountability of all funds and reports of all receipts and disbursements. It will comply with every provision of law relating to the establishment and administration of funds, particularly Section 6505 of the California Government Code. The person holding the position of Auditor of the Authority shall ensure the annual performance of financial review of the Authority's revenue and expenditures is conducted and shall report as such to the Governing Board and perform such other functions as may be required by provisions of applicable law, this Agreement, duly-adopted Bylaws and by the direction of the Governing Board.

Section 15. Designation of Other Officers and Employees. The Governing Board may designate such other officers or employees as it deems appropriate and necessary to conduct the affairs of the Authority.

Section 16. Obligations of the Authority. The debts, liabilities and obligations of the Authority shall be the debts, liabilities or obligations of the Authority alone. No Member of the Authority shall be responsible, directly or indirectly, for any obligation, debt or liability of the Authority, whatsoever.

Section 17. Control and Investment of Authority Funds. The Governing Board shall adopt a policy for the control and investment of its funds and shall require strict compliance with such policy. The policy shall comply, in all respects, with all provisions of applicable law. It shall be the responsibility of the Treasurer of the Authority to appropriately invest Authority funds consistent with the Authority's duly adopted investment policy and the responsibility of the Auditor of the Authority to verify that such investments comport with the Authority's duly adopted investment policy.

Section 18. Implementation Agreements. When authorized by the Governing Board, affected Members may execute an Implementation Agreement for the purpose of authorizing the Authority to implement, manage and administer area-wide and regional programs in the interest of the local public welfare. The costs incurred by the Authority in implementing a program, including indirect costs, shall be assessed only to those Members who are parties to that Implementation Agreement.

Section 19. Term. The Authority created pursuant to this Agreement shall continue in existence until such time as this Agreement is terminated. This Agreement may not be terminated except by an affirmative vote of fifty percent (50%) plus one (1) of the then total voting membership of the Governing Board.

Section 20. Application of Laws to Authority Functions. The Authority and its Governing Board and standing committees, shall comply with all applicable laws (as would otherwise be applicable to California municipal corporations) in the conduct of its affairs, including, but not limited to, the Ralph M. Brown Act (Section 54950 et seq., of the California Government Code.), Political Reform Act (Section 81000 et seq., of the California Government Code) and Public Records Act (Section 6250 et seq., of the California Government Code.)

Section 21. Members.

a. Withdrawal. A Member may withdraw from the Authority by filing its written notice of withdrawal with the Chair of the Governing Board sixty (60) days prior to the actual withdrawal date. Such withdrawal shall be effective at 11:59 p.m. on the last day of the sixty (60) day period. The withdrawal of a Member shall not in any way discharge, impair or modify the voluntarily-assumed obligations for the withdrawn Member in existence as of the effective date of its withdrawal. Withdrawal of a Member shall not affect the remaining Members. The annual dues of a withdrawn Member shall be forfeited for the fiscal year of withdrawal. Past obligations and/or liabilities incurred during the period of membership for a withdrawing Member shall continue until absolved unless otherwise extinguished as part of a mutually agreed upon separation agreement between the withdrawing Member and all remaining Members of the Authority (unanimous consent). Withdrawal from any Implementation Agreement shall not be deemed withdrawal from the Authority.

b. Non-Payment of Dues. If a Member fails to pay dues within three (3) months of its annual dues assessment, as required under Section 23 of this Agreement and the Bylaws, and after a thirty (30) day written notice is provided to that Member, the Member shall be deemed to be suspended from this Agreement and the Authority. When a Member is suspended, no representative of that Member shall vote on any matter pending before the Governing Board or any committee. Such a Member shall be readmitted only upon the payment of all dues then owed by the Member, including dues incurred prior to the suspension and during the suspension.

c. Admitting and Readmitting Eligible Members. Eligible public entities whose names are set forth on Exhibit A to this Agreement ("Eligible Public Entities") shall be admitted to the Authority by: (1) adopting this Agreement by majority vote of the legislative body of the Eligible Public Entity; (2) properly executing this Agreement; and (3) paying, in full, all dues owed for the current fiscal year and/or past years (including any delinquent charges). An Eligible Public Entity is eligible for admission regardless of whether it adopted and signed this Agreement before or after the Effective Date (as defined in Section 26) of this Agreement. An Eligible Public Entity that has withdrawn from the Authority in accordance with Section 21 may be readmitted to the Authority by (1) re-adopting this Agreement or any subsequent version of this Agreement by a majority vote of the legislative body of the Eligible Public Entity; (2) properly executing this Agreement or any subsequent version of this Agreement; and (3) paying, in full, all dues owed for the current fiscal year and any fiscal years for which the Eligible Public Entity had been withdrawn from the Authority. No vote of the Governing Board shall be required to admit or readmit an Eligible Public Entity that is in good standing.

d. Admitting and Readmitting New Members. New Members (who are not listed as Eligible Public Entities in Exhibit A to the Agreement) may be admitted or readmitted to the Authority only upon an affirmative vote of fifty percent (50%) plus one (1) of the then-total voting membership of the Governing Board. Admission shall be subject to such terms and conditions as the Governing Board may deem appropriate.

Section 22. Interference with the Functions of Members. The Governing Board shall not take any action that constitutes an interference with the exercise of lawful powers by a Member of the Authority.

Section 23. Dues of Members. The Members of the Authority shall be responsible for the annual payment of dues for each fiscal year in the amounts budgeted and adopted by the Governing Board, as and for the operating costs of the Authority as provided in the duly-adopted Bylaws. An annual dues assessment will be issued to all Members and shall be due and payable in July of each calendar year

Section 24. Disposition of Assets. Upon termination of this Agreement, and after the payment of all obligations of the Authority, any and all general assets remaining shall be distributed to the Members in proportion to the then-existing proportional obligation of those Members' dues to participate in the funding of the Authority (as provided in Section 23 hereof), except that any special assessments or funds contributed by Members for specific purposes that are identifiable and segmented for the respective Members' benefit, shall be returned to the Member.

Section 25. Amendment. This Agreement may be amended at anytime with the consent of fifty percent (50%) plus one (1) of all of the legislative bodies of the then-Members hereto.

Section 26. Effective Date. The effective date ("Effective Date") of this Agreement shall be May 1, 2017 if fifty percent (50%) plus one (1) of the Eligible Public Entities, whose names are set forth in Exhibit A, adopt this Agreement by a majority vote of the legislative body of each Eligible Public Entity and execute this Agreement. If fifty percent (50%) plus one (1) of the Eligible Public Entities have not adopted and executed this Agreement by May 1, 2017, then the Effective Date of the Agreement shall be the first day of the month subsequent to fifty percent (50%) plus one (1) of the Eligible Public Entities adopting and executing this Agreement.

Section 27. Indemnity. (a) The parties acknowledge that the provisions of California Government Code Section 6513 (privileges and immunities of government agency acting under a joint powers agreement) apply to this Agreement; and (b) Pursuant to California Government Code Section 895.4, each Member agrees to defend, indemnify and hold the other Member, and its officers, agents and employees harmless from any costs, expense, claim or judgment arising out of any acts or omissions of the Member or its officers, agents or employees with respect to the implementation of this Agreement.

That the Members of this Joint Powers Agreement have caused this Agreement to be executed on their behalf, respectively, as follows:

CITY OF BURBANK

CITY OF GLENDALE

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

ATTEST:

ATTEST:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
City Clerk



CITY OF LA CAÑADA FLINTRIDGE

COUNTY OF LOS ANGELES

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chair of the Los Angeles County  
Board of Supervisors

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

ATTEST:

ATTEST:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
County Clerk

CITY OF PASADENA

CITY OF SOUTH PASADENA

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

ATTEST:

ATTEST:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
City Clerk

**ELIGIBLE PUBLIC ENTITIES**

Burbank

Glendale

La Cañada Flintridge

Los Angeles County Board of Supervisors  
(5<sup>th</sup> Supervisorial District, representing La Crescenta/Montrose)

Pasadena

South Pasadena

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# City of South Pasadena Agenda Report

Michael A. Cacciotti, Mayor  
Richard D. Schneider, M.D., Mayor Pro Tem  
Robert S. Joe, Councilmember  
Marina Khubesian, M.D., Councilmember  
Diana Mahmud, Councilmember

Evelyn G. Zneimer, City Clerk  
Gary E. Pia, City Treasurer

COUNCIL AGENDA: April 19, 2017  
TO: Honorable Mayor and City Council  
VIA: Sergio Gonzalez, City Manager *JA*  
FROM: Arthur J. Miller, Chief of Police *AM*  
SUBJECT: **Approve and Authorize the City Manager to Execute a Subrecipient Agreement for Fiscal Year 2016 Urban Area Security Initiative (UASI) Grant Program in the Amount of \$100,000**

## Recommendation

It is recommended that the City Council:

1. Approve the attached agreement and exhibits between the City of South Pasadena (City) and the City of Los Angeles for the Fiscal Year (FY) 2016 Urban Area Security Initiative Grant Program (UASI-2016); and
2. Authorize the City Manager to execute the agreement and all related documents including future amendments.

## Fiscal Impact

By accepting the FY 2016 grant, the City will be reimbursed up to \$100,000 for Police Department personnel to host and attend eligible Tactical Medical training. The City will be reimbursed up to \$100,000 for overtime/backfilling costs for personnel who attend the specialized training. There is no cash or in-kind match required for this grant.

## Commission Review and Recommendation

This matter was not reviewed by a Commission.

## Background

Annually, Congress makes an appropriation to the Department of Homeland Security's Urban Area Security Initiative Program (UASI). UASI addresses the unique multi-disciplinary planning, operations, equipment, training and exercise needs of high-threat, high-density urban areas. This program provides funding to high-risk urban areas based on risk and effectiveness. For the 2016 program year UASI-2016, \$68,610,000 was available to the Los Angeles/Long Beach Urban Area (LA/LB UA). This pre-determined area consists of the City of Los Angeles, the City of Long Beach, the unincorporated area of the County of Los Angeles, and 27 participating jurisdictions including the City of South Pasadena.

AGENDA ITEM 15

**Analysis**

The UASI-2016 Program for the LA/LB UA is administered through the City of Los Angeles. Per Department of Homeland Security regulations, a contract is required in order to allocate the \$100,000 in grant funds to the City.

These funds will be used to pay for specialized Police Department training. All funds must be expended and reimbursed through the City of Los Angeles on or before May 31, 2019.

**Legal Review**

The City Attorney has reviewed this item.

**Public Notification of Agenda Item**

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star News*.

Attachment: UASI – 2016 Agreement



**SUBAWARD AGREEMENT**

Subrecipient: The City of South Pasadena

Title: FY 2016 Urban Area Security Initiative (UASI) Grant Program

City Contract Number \_\_\_\_\_

## TABLE OF CONTENTS

<u>Section Number</u>	<u>Section Title</u>	<u>Page Number</u>
<b>I. GENERAL INFORMATION</b>		
§1.1	Federal Award Information .....	1
§1.2	Subaward Information and Period of Performance .....	1
§1.3	Parties and Notice .....	2
§1.4	Authorities .....	2
<b>II. SUBAWARD TERMS AND CONDITIONS</b>		
§2.1	Summary of Requirements.....	4
§2.2	City Administrative Requirements .....	4
§2.3	DHS and CalOES Requirements .....	7
§2.4	Uniform Requirements for Federal Awards .....	12
<b>III. STANDARD PROVISIONS</b>		
§3.1	Independent Party.....	17
§3.2	Construction of Provisions and Title Herein .....	17
§3.3	Applicable Law, Interpretation and Enforcement.....	17
§3.4	Integrated Agreement .....	17
§3.5	Excusable Delays.....	18
§3.6	Breach.....	18
§3.7	Prohibition Against Assignment and Delegation.....	18
§3.8	Indemnification .....	18
§3.9	Subcontractor Assurances .....	19
§3.10	Remedies for Noncompliance .....	19
§3.11	Termination .....	19
§3.12	Amendments .....	20
§3.13	Complete Agreement .....	20
	Signature Page.....	21

## EXHIBITS

- Exhibit A DHS Standard Conditions and CalOES Assurances
- Exhibit B Financial Management Forms Workbook
- Exhibit C Modification Request and Reimbursement Request Forms
- Exhibit D CalOES Forms
- Exhibit E Technology Standards



AGREEMENT NUMBER \_\_\_\_\_ OF CITY CONTRACTS  
BETWEEN  
THE CITY OF LOS ANGELES  
AND THE CITY OF SOUTH PASADENA

THIS SUBAWARD AGREEMENT ("Agreement" or "Contract") is made and entered into by and between the City of Los Angeles, a municipal corporation (the "City"), and the City of South Pasadena, a municipal corporation (the "Subrecipient"). In consideration of the mutual covenants set forth herein and the mutual benefits to be derived therefrom, the City and Subrecipient (each a "Party" and collectively, the "Parties") agree as follows:

I. GENERAL INFORMATION

§1.1 Federal Award Information

The "Federal award" (as such term is defined in the Code of Federal Regulations ("CFR"), 2 CFR §200.38, and used in this Agreement) is the Fiscal Year (FY) 2016 Urban Area Security Initiative Grant Program, FAIN #2016-DJ-BX-0246, CFDA #16.738, Federal Award Date August 10, 2016.

The "Federal awarding agency" (as such term is defined in 2 CFR §200.36 and used in this Agreement) is the United States Department of Homeland Security, Federal Emergency Management Agency, Grants Program Directorate ("DHS").

The State of California, through its Governor's Office of Emergency Services ("CalOES"), acts as the "pass-through entity" (as such term is defined in 2 CFR §200.74 and used in this Agreement) for the subaward of the Federal award to the City for the benefit of the Los Angeles/Long Beach Urban Area ("LA/LBUA") in the amount of \$54,888,000.00.

The City, acting through its Mayor's Office of Public Safety ("Mayor's Office"), acts as the pass-through entity for this subaward of the Federal award to Subrecipient.

§1.2 Subaward Information and Period of Performance

Subrecipient hereby accepts the following subaward ("Subaward") of the Federal award upon the terms and conditions set forth in this Agreement:

Subaward amount:	<b>\$100,000.00</b>
Subaward Period of Performance ("Term"):	<b>September 1, 2016 to May 31, 2019</b>
Match Requirement:	<b>None</b>

The term of this Agreement shall be the "Term" as set forth in this Section 1.2.

§1.3 Parties and Notice

The Parties to this Agreement, and their respective representatives who are authorized to administer this Agreement and to whom formal notices, demands and communications shall be given are as follows:

Party:	City of Los Angeles
Authorized Representative:	Jeff Gorell, Deputy Mayor
Authorized Department:	Mayor's Office of Public Safety
Address, Phone, Fax, E-mail:	200 N. Spring Street, Room 303 Los Angeles, CA 90012 Phone: (213)978-0687 Email: jeff.gorell@lacity.org

Party:	City of South Pasadena
Authorized Representative:	Tony Abdalla
Authorized Department:	Police Department
Address, Phone, Fax, E-mail:	1422 Mission St. South Pasadena, CA 91030 Phone: (626) 403-7277 Email: Tabdalla@southpasadenaca.gov

Formal notices, demands and communications to be given hereunder by either Party shall be made in writing and may be effected by personal delivery or by registered or certified mail, postage prepaid, return receipt requested and shall be deemed communicated as of the date of mailing. If the name of the person designated to receive the notices, demands or communications or the address of such person is changed, written notice shall be given, in accordance with this section, within five (5) business days of said change.

§1.4 Authorities

The Los Angeles City Council and the City's Mayor have accepted the Federal award and have authorized the City to execute this Agreement (C.F. #16-0777, \_\_\_\_\_)

Subrecipient warrants that it has obtained written authorization from its city council, governing board, or authorized body to execute this Agreement and accept and use the Subaward. Subrecipient further warrants that such written authorization specifies that Subrecipient and the city council, governing board or authorized body agree:

- a. To provide all matching funds required under the Subaward and that any cash match will be appropriated as required.

- b. That any liability arising out of the performance of this Agreement shall be the responsibility of Subrecipient and the city council, governing board or authorized body.
- c. That Subaward funds shall not be used to supplant expenditures controlled by the city council, governing board or authorized body.
- d. That the official executing this Agreement is, in fact, authorized to do so.

Subrecipient shall maintain this proof of authority on file and make it readily available upon demand.

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## II. SUBAWARD TERMS AND CONDITIONS

### §2.1 Summary of Requirements

By executing this Agreement, Subrecipient hereby agrees that it shall comply with all terms and conditions set forth in this Agreement, which includes all guidance, regulations and requirements (collectively, "Requirements") of the Federal awarding agency and CalOES that are applicable to a recipient and/or subrecipient of a Federal award or grant. Such Requirements are set forth in the following documents and incorporated herein by this reference: (1) Department of Homeland Security FY 2016 Homeland Security Grant Program Notice of Funding Opportunity ("DHS NOFO"), (2) FY 2016 DHS Standard Terms and Conditions ("DHS Standard Conditions"), (3) FEMA Information Bulletins ("IB"), (4) CalOES 2016 Homeland Security Grant Program California Supplement to the Federal Notice of Funding Opportunity ("CalOES Supplement"), (5) CalOES 2016 Standard Assurances for All CalOES Federal Grant Programs ("CalOES Assurances"), (6) CalOES Grant Management Memos ("GMM"), and (6) the cost principles, uniform administrative requirements and audit requirements for federal grant programs as housed in Title 2, Part 200 of the Code of Federal Regulations ("CFR") and in updates issued by the Office of Management and Budget ("OMB") on <http://www.whitehouse.gov/omb/>.

Subrecipient hereby certifies that it has the legal authority to execute this Agreement, accept the Subaward given through this Agreement, and has the institutional, managerial and financial capability to ensure proper planning, management and completion of its projects being funded by the Subaward.

Subrecipient hereby acknowledges that it is responsible for reviewing and adhering to all Requirements referenced above. For reference and without limitations, certain of the Requirements are set forth in more detail in the sections below.

### §2.2 City Administrative Requirements

- A. Subrecipient acknowledges and agrees that the City is acting as a "pass-through entity" (as such term is defined in 2 CFR §200.74 and used in this Agreement) for this Subaward and that the City shall have the rights and obligations relating to this Subaward and its administration as set forth in this Agreement and in 2 CFR Part 200.
  
- B. Subrecipient and the City have previously completed a mutually approved Financial Management Forms Workbook which was approved by CalOES prior to the execution of this Agreement (the "Workbook") and which is attached hereto as Exhibit B. The Workbook contains detailed listings of items and projects and the amount of Subaward funds allocated for such items and projects. Subrecipient shall use the Subaward funds strictly in accordance with the Workbook, and any expenditures not so made shall be deemed disallowed under this Subaward.

The City shall provide Subrecipient with an electronic Workbook of Subrecipient's projects. Any request by Subrecipient to modify the Workbook must be made in writing and accompanied by a completed Modification Request Form, attached hereto as Exhibit C, and a revised Workbook showing such modification and containing all supporting documentation as required. Workbook modification requests must be submitted to the City no often than once a month and prior to deadlines set by the City. Requests submitted after any such deadline will be returned to Subrecipient and will not be accepted until the following submission period. The City will notify Subrecipient in writing if Workbook modification requests are inaccurate and/or incomplete. Inaccurate and/or incomplete requests shall be returned to the Subrecipient for revision and shall be accepted by the City when such requests are accurate and complete. Subrecipient shall not expend any funds on modified Workbook items until such modification is approved by the City and CalOES.

- C. Subrecipient previously submitted to the City a Project Application in connection with the Subaward, which included a Project Timeline ("Project Timeline") setting forth details regarding the milestone and completion dates for Subrecipient projects funded under the Subaward. Subrecipient shall manage its Subaward funded projects in accordance with the Project Timeline and provide, in a timely manner, any plans and reports requested by the City regarding the status of such projects. In the event a Workbook modification request requires a modification to the Project Timeline, Subrecipient shall update the Project Timeline accordingly and submit it along with its Workbook modification request for approval. Failure to meet any milestones or deadlines as set forth in Subrecipient's Project Timeline may result in the City reducing Subaward funds allocated to the Subrecipient.
- D. Subrecipient shall complete and deliver to the City all forms required by CalOES in connection with the implementation of Subrecipient's projects under the Subaward. Such forms, which are collectively attached hereto as Exhibit D, include: (1) an aviation equipment request form, (2) a watercraft equipment request form, (3) an Emergency Operations Center request form, (4) an Environmental and Historical Preservation ("EHP") request form, and (5) a sole source procurement request form. Subrecipient acknowledges that all such forms must be completed, delivered and approved by the City and CalOES **prior** to the purchase of said equipment, implementation of the project, or the completion of a sole source procurement, as the case may be. Approval of such requests and forms shall be made by the City and CalOES in their respective sole discretion. Failure to gain approval of such completed requests and forms by the City and CalOES may disallow any costs incurred by Subrecipient under this Subaward in connection with such equipment, project or procurement.

E. Subrecipient agrees that any equipment, product, service or activity funded with this Subaward shall comply with any and all technological and/or interoperability specifications and standards as may be approved by the LA/LBUA region, and any such equipment, product, service or activity not so compliant shall be not eligible for funding by this Subaward. A list of technological standards currently approved by the LA/LBUA region is attached as Exhibit E. Subrecipient shall further ensure that it retains from its contractors, subcontractors, and vendors all rights related to inventions, copyrightable materials, and data for which the Federal awarding agency and CalOES has rights to, as more fully set forth in 2 CFR §315 Agreement and Section 2.3.P. of this Agreement.

F. Any "equipment" (as such term is defined in 2 CFR §200.33 and used in this Agreement) acquired or obtained with Subaward funds: (1) Shall be made available pursuant to applicable terms of the California Disaster and Civil Defense Master Mutual Aid Agreement in consultation with representatives of the various fire, emergency medical, hazardous materials response services, and law enforcement agencies within the jurisdiction of the LA/LBUA, and deployed with personnel trained in the use of such equipment in a manner consistent with the California Law Enforcement Mutual Aid Plan or the California Fire Services and Rescue Mutual Aid Plan; (2) Shall be consistent with needs as identified in the State Homeland Security Strategy and will be deployed in conformance with that Strategy; and (3) Shall have an LA/LBUA identification decal affixed to it, and, when practical, shall be affixed where it is readily visible and prominently marked as follows: *"Purchased with funds provided by the U.S. Department of Homeland Security."*

Subrecipient shall take a physical inventory of all equipment acquired or obtained with Subaward funds and reconcile the results with equipment records at least once every year.

G. This Subaward is not a "fixed amount award" as such term is defined in 2 CFR §200.45. Subrecipient agrees that disbursement of this Subaward to Subrecipient shall be made on a reimbursement method. In the event Subrecipient requests advance payment of Subaward funds, Subrecipient shall comply with, and provide evidence to the City of compliance with, the criteria and obligations related to the use of advance payments as set forth in 2 CFR §200.305 as well as satisfying any other City and CalOES requirements for advance payments.

In requesting reimbursement from Subaward funds, Subrecipient shall prepare, maintain and provide to the City a completed Reimbursement Request Form (attached hereto as Exhibit C) along with invoices, purchase orders, proof of delivery, proof of payment and payroll records, timesheets, receipts and any other supporting documentation necessary

to fully and accurately describe the expenditure of funds for which reimbursement from the Subaward is requested (collectively, the "Reimbursement Request"). All such supporting documentation for the Reimbursement Request shall satisfy applicable Federal, State and City audit and review standards and requirements. Such documentation shall be prepared at the sole expense and responsibility of Subrecipient, and the City and the Subaward will not reimburse the Subrecipient for any costs incurred for such preparation. The City may request, in writing, changes to the content and format of such documentation at any time, and the City reserves the right to request additional supporting documentation to substantiate costs incurred at any time. The City will notify Subrecipient in writing if a Reimbursement Request is inaccurate and/or incomplete. Inaccurate and/or incomplete Reimbursement Requests shall be returned to Subrecipient for revision and shall be accepted by the City when Reimbursement Requests are accurate and complete.

Reimbursement Requests must be submitted to the City on a monthly basis. The City shall forward a Reimbursement Request to CalOES for payment within thirty (30) days of receipt of such Reimbursement Request, provided such request is deemed accurate and complete. The City shall forward reimbursement payment on a Reimbursement Request to Subrecipient within thirty (30) days of receipt of such reimbursement payment from CalOES to the City.

Final Reimbursement Requests for this Subaward must be received by the City no later than one hundred twenty (120) days prior to the end of the Term to allow the City sufficient time to complete close-out activities for this Subaward (the "Reimbursement Deadline"). Any Reimbursement Request submitted after the Reimbursement Deadline shall be rejected unless, prior to the submission of such request, the Mayor's Office, in its sole discretion, has approved in writing the submission of such request after the Reimbursement Deadline. After the Reimbursement Deadline, any unexpended Subaward funds may be re-directed to other needs across the LALBUA region. The City will notify Subrecipient, in writing, when unexpended Subaward funds may be re-directed.

- H. Subrecipient acknowledges that the City makes no commitment to disburse Subaward funds beyond the terms set forth herein and that funding for all periods during the Subaward Term is subject to the continuing availability to the City of federal funds for this Subaward from CalOES and the Federal awarding agency. This Agreement may be terminated immediately upon written notice to Subrecipient of such loss or reduction of Subaward funds.

### §2.3 DHS and CalOES Requirements

Subrecipient shall comply with all Requirements promulgated by DHS (which is the Federal awarding agency for this Subaward) and CalOES which are applicable to this particular Subaward. These include, without limitation, (1) the Requirements for recipients and subrecipients set forth in the DHS NOFO and the DHS Standard Conditions, and (2) the Requirements for "Applicant" and subrecipients set forth in the CalOES Supplement and the CalOES Assurances. For reference, the DHS Standard Conditions and the CalOES Assurances are both attached hereto as Exhibit A and incorporated herein. Some of these DHS and CalOES Requirements are set forth below in this Section 2.3.

- A. Subrecipient will not use Subaward funds to supplant (replace) funds that have been budgeted for the same purpose through non-federal sources. Upon request by the City, CalOES and/or the Federal awarding agency, Subrecipient shall be required to demonstrate and document that a reduction in non-Federal resources occurred for reasons other than the receipt or expected receipt of Subaward funds. Subrecipient shall not charge any costs allocable under this Subaward to any other Federal award to overcome fund deficiencies, to avoid restrictions imposed by Federal statutes, regulations, or terms and conditions of Federal awards, or for other reasons. Subrecipient shall not be delinquent in the repayment of any Federal debt. Subrecipient must request instruction from the City and CalOES for proper disposition of any original or replacement equipment acquired with Subaward funds.
- B. Subrecipient shall comply with the requirement of 31 U.S.C. Section 3729-3733, which sets forth that no subgrantee, recipient or subrecipient of federal funds or payments shall submit a false claim for payment, reimbursement or advance. Subrecipient agrees to be subject to the administrative remedies as found in 38 U.S.C. Section 3801-3812 for violations of this requirement.
- C. Subrecipient shall comply with the provisions of *DHS Specific Acknowledgements and Assurances* section set forth in the DHS Standard Conditions and the *Reporting Accusations and Findings of Discrimination* section of the CalOES Assurances.
- D. Subrecipient shall comply with the provisions of the *Lobbying and Political Activities* section set forth in the CalOES Assurances. In connection thereto, Subrecipient hereby certifies that:
  - a. No Federal appropriated funds have been paid or will be paid, by or on behalf of Subrecipient, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the



- entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.
- b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, Subrecipient shall complete and submit Standard Form-LLL "Disclosure Form to Report Lobbying" in accordance with its instructions.
  - c. Subrecipient shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.
- E. As required by Executive Orders (EO) 12549 and 12689, and 2 CFR §200.212 and codified in 2 CFR Part 180, Subrecipient shall provide protection against waste, fraud and abuse by debarring or suspending those persons deemed irresponsible in their dealings with the Federal government. Subrecipient hereby certifies that it and its principals:
- a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
  - b. Have not within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph 2.3.G.c. above; and
  - d. Have not within a three-year period preceding this Agreement had one or more public transactions (Federal, State, or local) terminated for cause or default.
- F. Subrecipient shall comply with the Drug-Free Workplace Act of 1988 (41 U.S.C. §701 et seq.) which is adopted at 2 CFR Part 3001. In connection thereto, Subrecipient hereby certifies that it will or will continue to provide a drug-free workplace and a drug-free awareness program as outlined in such Act.

- G. Subrecipient shall comply with all Federal statutes relating to non-discrimination, including, without limitation, those statutes and provisions set forth in the *Non-Discrimination and Equal Employment Opportunity* section of the CalOES Assurances.

Subrecipient hereby certifies that it will comply with the Americans with Disabilities Act, 42 USC §12101 *et seq.*, and its implementing regulations (ADA), the Americans with Disabilities Act Amendments Act of 2008 (ADAAA), Pub. L. 110-325 and all subsequent amendments, Section 504 of the Rehabilitation Act of 1973 (Rehab. Act), as amended, 29 USC 794 and 24 CFR Parts 8 and 9, the Uniform Federal Accessibility Standards (UFAS), 24 CFR, Part 40, and the Fair Housing Act, 42 U.S.C. 3601, *et seq.*; 24 CFR Parts 100, 103, and 104 (FHA) and all implementing regulations. Subrecipient will provide reasonable accommodations to allow qualified individuals with disabilities to have access to and to participate in its programs, services and activities in accordance with the provisions of the ADA, the ADAAA, the Rehab Act, the UFAS and the FHA and all subsequent amendments. Subrecipient will not discriminate against persons with disabilities or against persons due to their relationship to or association with a person with a disability. Any contract entered into by Subrecipient (or any subcontract thereof), relating to this Agreement, to the extent allowed hereunder, shall be subject to the provisions of this paragraph.

- H. Subrecipient shall comply with the provisions set forth in the *Environmental Standards* section of the CalOES Assurances.
- I. Subrecipient shall comply with the provisions set forth in the *Reporting-Accountability* section of the CalOES Assurances, which relate to compliance with the Federal Funding Accountability and Transparency Act and statutory requirements for whistleblower protections.
- J. Subrecipient shall comply with the provisions set forth in the *Human Trafficking* section of the CalOES Assurances, which relate to compliance with the Trafficking Victims Protection Act (TVPA) of 2000.
- K. Subrecipient shall comply with the provisions set forth in the *Labor Standards* section and *Worker's Compensation* section of the CalOES Assurances, which relate to compliance with various Federal statutes regarding labor standards and State worker's compensation requirements.
- L. Subrecipient shall comply with the provisions set forth in the *Property-Related* section of the CalOES Assurances and the provisions applicable to construction projects as set forth in the *Certifications Applicable to*

*Federally-Funded Construction Projects* section of the CalOES Assurances.

- M. Subrecipient acknowledges the applicability of the Freedom of Information Act and the California Public Records Act to certain information as more fully set forth in the *Freedom of Information Act* section of the CalOES Assurances.
- N. Subrecipient shall comply with the provisions set forth in the *Best Practices for Collection and Use of Personally Identifiable Information (PII)* section of the CalOES Assurances.
- O. Subrecipient shall comply with the provisions set forth in the *Acknowledgement of Federal Funding from DHS and Use of DHS Seal, Logo and Flags* section of the CalOES Assurances, which relate to requirements for acknowledging the use of federal funds and obtaining approval for use of various DHS seals and logos.
- P. Subrecipient shall affix applicable copyright notices as required under the *Copyright* section of the CalOES Assurances and shall comply with and be subject to the provisions set forth in the *Patents and Intellectual Property Rights* section of the DHS Standard Conditions and the CalOES Assurances.
- Q. If the total value of Subrecipient's currently active grants, cooperative agreements, and procurement contracts from all Federal assistance office exceeds \$10,000,000 for any period of time during the period of performance of this Subaward, Subrecipient shall comply with the provisions set forth in the *Reporting of Matters Related to Recipient Integrity and Performance* section of the DHS Standard Conditions and the CalOES Assurances.
- R. Subrecipient shall comply with the SAFECOM Guidance for Emergency Communication Grants when using Subaward funds in connection with emergency communication equipment, including provisions on technical standards that ensure and enhance interoperable communications.
- S. Subrecipient shall establish safeguards to prohibit employees from using their positions for a purpose that constitutes, or presents the appearance of personal or organizational conflict of interest or personal gain. Subrecipient shall comply with all Federal and State conflict of interest laws and regulations.
- T. Subrecipient shall comply with California Vehicle Code sections 23123 and 23123.5, and the provisions set forth in the *Use of Cellular Device While Driving is Prohibited* section of the CalOES Assurances.

- U. Subrecipient must ensure that any project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.
- V. Subrecipient shall comply with the provisions set forth in the following sections of the DHS Standard Conditions and the CalOES Assurances; (1) *Energy Policy and Conservation Act*, (2) *Hotel and Motel Fire Safety Act of 1990*, (3) *Terrorist Financing*, (4) *USA Patriot Act of 2001*, (5) *Fly America Act of 1974*, and (6) *Whistleblower Protections and Whistleblower Protection Act*.

§2.4 Uniform Requirements for Federal Awards

Subrecipient acknowledges that this Subaward is a "Federal award" as such term is defined in 2 CFR §200.38 and that Subrecipient's use of this Subaward is subject to the uniform administrative requirements, cost principles, and audit requirements for Federal awards which are codified in 2 CFR Part 200 (the "Uniform Requirements"). Subrecipient agrees that it is considered a "non-Federal entity" and a "subrecipient" as such terms are defined in 2 CFR §§200.69 and 200.93, respectively. Thus, Subrecipient hereby agrees to comply with, and be subject to, all provisions, regulations and requirements applicable to a "subrecipient" and a "non-Federal entity" as set forth in the Uniform Requirements. Further, Subrecipient agrees that the City and CalOES are each a "pass-through entity" as such term is defined in 2 CFR §200.74 and that each of them shall have the rights and remedies of a "pass-through entity" in relation to this Subaward and Subrecipient as set forth in the Uniform Requirements. Without limitation, some of these Uniform Requirements are set forth below in this Section 2.4.

- A. Subrecipient shall disclose to the City any potential conflict of interest in connection to this Subaward and its use in accordance with 2 CFR §200.112.
- B. Subrecipient shall comply with the mandatory disclosure requirements for violations of Federal criminal law involving fraud, bribery, or gratuity as set forth in 2 CFR §200.113.
- C. Subrecipient acknowledges that the City may impose additional specific conditions to this Subaward in accordance with 2 CFR §200.207, and Subrecipient shall comply with such conditions. Subrecipient shall also submit any annual certifications and representations deemed required by the City in accordance with 2 CFR §200.208.
- D. Financial Management and Internal Controls

Subrecipient shall comply with the requirements for a non-Federal entity regarding financial management and the establishment of a financial management system, all as more fully set forth in 2 CFR §200.302. Further, Subrecipient shall comply with the requirements set forth in 2 CFR §200.303, which relate to certain obligations required of Subrecipient to maintain internal controls over the use of this Subaward.

E. In the event this Subaward requires cost sharing or matching of funds from Subrecipient, Subrecipient shall comply with the cost sharing and matching requirements set forth in 2 CFR §200.306.

F. Subrecipient shall comply with the requirements relating to program income as more fully set forth in 2 CFR §200.307.

G. Property Standards

When property (real, tangible or intangible) is, in whole or in part, improved, developed, purchased or otherwise acquired with Subaward funds, Subrecipient shall comply with the regulations set forth in 2 CFR §§200.310 through 200.316 ("Property Regulations"). These Property Regulations include, without limitation, provisions related to the following:

1. Requirements for insurance coverage for real property and equipment.
2. Requirements for title, use, disposition and transfer of title of "real property" (as defined in 2 CFR §200.85).
3. Regulations involving Federally-owned and exempt property.
4. Requirements for title, use, management (including recordkeeping, inventory, control systems and maintenance procedures), and disposition of "equipment" (as defined in 2 CFR §200.33).
5. Requirements for title, use and disposition of "supplies" (as defined in 2 CFR §200.94).
6. Requirements for title, rights, use and disposition of "intangible property" (as defined in 2 CFR §200.59). Such requirements include, without limitation, (a) a reservation of rights by the Federal awarding agency to a royalty-free, non-exclusive and irrevocable right to use certain copyrighted work or work subject to copyright, (b) the rights of the Federal government to data produced under the Subaward, (c) the applicability of the Freedom of Information Act to certain research data produced or acquired under the Subaward, and (d) Subrecipient's compliance with applicable regulations governing patents and inventions, including government wide regulations codified at 37 CFR Part 401.

Subrecipient agrees that it shall hold in trust all real property, equipment and intangible property acquired, developed or improved with Subaward funds in accordance with the provisions set forth in 2 CFR §200.316.

#### H. Procurement and Contracting Regulations

When procuring and/or contracting for property and/or services that are to be paid or reimbursed by any amount of Subaward funds, Subrecipient shall comply with all regulations applying to “non-Federal entities” as set forth in 2 CFR §§200.318 through 200.326 (the “Procurement Regulations”). These Procurement Regulations include, without limitation, provisions requiring the following:

1. Documentation and use of procurement procedures in compliance with Procurement Regulations.
2. Contracting oversight and maintenance of written standards of conduct covering conflicts of interest.
3. Compliance with federal standards regarding procurement and award of contracts, competition, and procurement methods.
4. Affirmative steps required to encourage contracting with small and minority businesses, women’s business enterprises, and labor surplus area firms.
5. Compliance with Section 6002 of the Solid Waste Disposal Act in the procurement of recovered materials.
6. Requirement to perform a cost or price analysis in connection with procurements.
7. Bonding requirements.
8. Requirement to make procurement documentation available for review by the City, CalOES and the Federal awarding agency.

In addition, Subrecipient must include in all of its contracts paid or reimbursed in whole or in part with Subaward funds the provisions set forth in Appendix II to 2 CFR Part 200 (Contract Provisions for non-Federal Entity Contracts under Federal Awards) as required by 2 CFR §200.326.

#### I. Financial and Performance Monitoring and Reporting

Subrecipient shall comply with the monitoring requirements for a non-Federal entity as set forth in 2 CFR §200.328, which requires the Subrecipient to oversee the operations of its activities supported by the Grant and monitor such activities to assure compliance with applicable Federal requirements and performance expectations are being achieved. Further, Subrecipient shall comply with the financial and performance reporting requirements for a non-Federal entity as set forth in 2 CFR §§200.327 to 200.329 and any other reporting requirements that may be promulgated by the Federal awarding agency, CalOES or the City in accordance with such regulations. Such reporting requirements include, without limitation, the provision of any information required for the

assessment or evaluation of any activities funded by the Subaward and the reporting of information related to real property in which the Federal government retains an interest.

Subrecipient acknowledges that the City, as a "pass-through entity," may make various findings, determinations, evaluations and reports regarding Subrecipient and its use of Subaward funds, as set forth in 2 CFR §§200.330 to 200.332. In accordance with such regulations, Subrecipient shall comply with, and timely grant to the City and its auditors, any monitoring requests, requests for on-site access to facilities, equipment and personnel, and requests for any other information as may be authorized under such regulations. Subrecipient shall also timely grant to the City and its auditors access to Subrecipient's records and financial statements as required under 2 CFR §200.331(a)(5). In addition, Subrecipient shall comply with any conditions that may be placed upon Subrecipient as part of the City's risk evaluation of Subrecipient under 2 CFR §200.331(b).

J. Record Retention and Access

Subrecipient shall comply with all records retention, maintenance, storage, transmission, and collection requirements applicable to a non-Federal entity as set forth in 2 CFR §§200.333 to 200.335. Such regulations require, without limitation, that Subrecipient retain financial records, supporting documents, statistical records, and all other records of Subrecipient that are related and/or pertinent to Subrecipient's use of Subaward funds in a manner and for a duration of time as prescribed in such regulations and that Subrecipient collect, transmit and store Subaward-related information in a manner as set forth in 2 CFR §200.335.

In accordance with the provisions set forth in 2 CFR §200.336, Subrecipient hereby grants the Federal awarding agency, the Inspectors General, the Comptroller General of the United States, CalOES, and the City, or any of their authorized representatives, the right of access to any documents, papers, or other records of Subrecipient which are pertinent to the Subaward, in order to make audits, examinations, excerpts, and transcripts. This right also includes timely and reasonable access to Subrecipient's personnel for the purpose of interview and discussion related to such documents. These access rights shall not be limited to any required record retention period but last as long as the records are retained, and access shall not otherwise be limited unless as specifically permitted under 2 CFR §§200.336 to 200.337.

Subrecipient shall require any of its subrecipients, contractors, successors, transferees and assignees to acknowledge and agree to comply with the provisions of this Section.

K. Cost Principles

Subrecipient shall comply with the cost principles for federal awards as set forth in 2 CFR Part 200 Subpart E ("Cost Principles"). Subrecipient acknowledges and agrees that any costs incurred by Subrecipient may only be charged to or reimbursed by Subaward funds if it is incurred in compliance with all Requirements for the Subaward and is also deemed allowable and allocable under the Subaward in accordance with the provisions set forth in the Cost Principles.

L. Audit Requirements

By virtue of using Subaward funds, Subrecipient acknowledges and agrees that it is subject to the provisions set forth in 2 CFR Part 200 Subpart F ("Audit Requirements"). Subrecipient shall comply with all provisions applicable to a non-Federal entity and an "auditee" (as defined in 2 CFR §200.6) as set forth in such Audit Requirements, including the requirement to conduct a single audit if applicable.

M. Closeout and Post Closeout

Subrecipient shall comply with the obligations applicable to a non-Federal entity as it pertains to the closeout of this Subaward as set forth in 2 CFR §200.343. Subrecipient acknowledges and agrees that it shall continue to comply with the post closeout obligations set forth in 2 CFR §200.344 after closeout of the Subaward and expiration of the Term of this Agreement.

**[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]**



### III. STANDARD PROVISIONS

#### §3.1 Independent Party

Subrecipient is acting hereunder as an independent party, and not as an agent or employee of the City. No employee of Subrecipient is, or shall be, an employee of the City by virtue of this Agreement, and Subrecipient shall so inform each employee organization and each employee who is hired or retained under this Agreement. Subrecipient shall not represent or otherwise hold out itself or any of its directors, officers, partners, employees, or agents to be an agent or employee of the City by virtue of this Agreement.

#### §3.2 Construction of Provisions and Titles Herein

All titles, subtitles, or headings in this Agreement have been inserted for convenience and shall not be deemed to affect the meaning or construction of any of the terms or provisions hereof. The language of this Agreement shall be construed according to its fair meaning and not strictly for or against either party. The word "Subrecipient" herein and in any amendments hereto includes the party or parties identified in this Agreement. The singular shall include the plural. If there is more than one Subrecipient as identified herein, unless expressly stated otherwise, their obligations and liabilities hereunder shall be joint and several. Use of the feminine, masculine, or neuter genders shall be deemed to include the genders not used.

#### §3.3 Applicable Law, Interpretation and Enforcement

Each party's performance hereunder shall comply with all applicable laws of the United States of America, the State of California, the County and City of Los Angeles, including but not limited to, laws regarding health and safety, labor and employment, wage and hours and licensing laws which affect employees. This Agreement shall be enforced and interpreted under the laws of the State of California without regard to conflict of law principles. Subrecipient shall comply with new, amended, or revised laws, regulations, and/or procedures that apply to the performance of this Agreement.

In any action arising out of this Agreement, Subrecipient consents to personal jurisdiction, and agrees to bring all such actions, exclusively in state and federal courts located in Los Angeles County, California.

If any part, term or provision of this Agreement shall be held void, illegal, unenforceable, or in conflict with any law of a federal, state or local government having jurisdiction over this Agreement, the validity of the remaining parts, terms or provisions of this Agreement shall not be affected thereby.

#### §3.4 Integrated Agreement

This Agreement sets forth all of the rights and duties of the parties with respect to the subject matter hereof, and replaces any and all previous agreements or understandings, whether written or oral, relating thereto. This Agreement may be amended only as provided for herein.

§3.5 Excusable Delays

In the event that performance on the part of any party hereto shall be delayed or suspended as a result of circumstances beyond the reasonable control and without the fault and negligence of said party, none of the parties shall incur any liability to the other parties as a result of such delay or suspension.

Circumstances deemed to be beyond the control of the parties hereunder shall include, but not be limited to, acts of God or of the public enemy; insurrection; acts of the Federal Government or any unit of State or Local Government in either sovereign or contractual capacity; fires; floods; epidemics; quarantine restrictions; strikes, freight embargoes or delays in transportation; to the extent that they are not caused by the party's willful or negligent acts or omissions and to the extent that they are beyond the party's reasonable control.

§3.6 Breach

Except for excusable delays as described in §3.5 herein, if any party fails to perform, in whole or in part, any promise, covenant, or agreement set forth herein, or should any representation made by it be untrue, any aggrieved party may avail itself of all rights and remedies, at law or equity, in the courts of law. Said rights and remedies are cumulative of those provided for herein except that in no event shall any party recover more than once, suffer a penalty or forfeiture, or be unjustly compensated.

§3.7 Prohibition Against Assignment or Delegation

Subrecipient may not, unless it has first obtained the written permission of the City:

- A. Assign or otherwise alienate any of its rights hereunder, including the right to payment; or
- B. Delegate, subcontract, or otherwise transfer any of its duties hereunder.

§3.8 Indemnification

Each of the parties to this Agreement is a public entity. In contemplation of the provisions of Section 895.2 of the Government Code of the State of California imposing certain tort liability jointly upon public entities, solely by reason of such entities being parties to an Agreement as defined by Section 895 of said Code, the parties hereto, as between themselves, pursuant to the authorization contained in Sections 895.4 and 895.6 of said Code, will each assume the full liability imposed upon it or upon any of its officers, agents, or employees by law, for injury caused by a negligent or wrongful act or omission occurring in the performance of this Agreement, to the same extent that such liability would be imposed in the absence of Section 895.2 of said Code. To achieve the above-stated purpose, each party indemnifies and holds harmless the other party solely by virtue of said Section 895.2. The provision of Section 2778 of the California Civil Code is made a part hereto as if fully set forth herein. Subrecipient certifies that it has adequate self insured retention of funds to meet any obligation arising from this Agreement.

- A. Pursuant to Government Code Sections 895.4 and 895.6, the parties shall each assume the full liability imposed upon it, or any of its officers, agents or employees, by law for injury caused by any negligent or wrongful act or omission occurring in the performance of this Agreement.
- B. Each party indemnifies and holds harmless the other party for any loss, costs, or expenses that may be imposed upon such other party by virtue of Government Code section 895.2, which imposes joint civil liability upon public entities solely by reason of such entities being parties to an agreement, as defined by Government Code section 895.
- C. In the event of third-party loss caused by negligence, wrongful act or omission by both Parties, each party shall bear financial responsibility in proportion to its percentage of fault as may be mutually agreed or judicially determined. The provisions of Civil Code Section 2778 regarding interpretation of indemnity agreements are hereby incorporated

§3.9 Subcontractor Assurances

Subrecipient shall contractually obligate all of its contractors, subcontractors and vendors funded by Subaward funds as may be required to ensure that Subrecipient can comply with all of the Requirements and other provisions of this Agreement.

§3.10 Remedies for Noncompliance

Subrecipient acknowledges and agrees that, in the event Subrecipient fails to comply with the terms and conditions of this Agreement or with any Requirements referenced in Section 2.1 above, the Federal awarding agency, CalOES or the City shall have the right to take one or more of the actions set forth in 2 CFR §200.338. Such actions may include, without limitation, the withholding of cash payments, suspension and/or termination of the Subaward, and the disallowing of certain costs incurred under the Subaward. Any costs incurred by Subrecipient during a suspension or after termination of the Subaward shall not be considered allowable under the Subaward unless allowed under 2 CFR §200.342. Subrecipient shall be liable to the Federal awarding agency, CalOES and the City for any Subaward funds the Federal awarding agency or CalOES determines that Subrecipient used in violation of any Requirements reference in Section 2.1 above, and Subrecipient shall indemnify and hold harmless the City for any sums the Federal awarding agency or CalOES determines Subrecipient used in violation of such Requirements.

Subrecipient shall be granted the opportunity to object to and challenge the taking of any remedial action by the Federal awarding agency, CalOES or the City in accordance with the provisions set forth in 2 CFR §200.341.

§3.11 Termination

Subrecipient acknowledges and agrees that the Subaward, and any obligation to disburse to or reimburse Subrecipient in connection thereto, may be terminated

in whole or in part by the Federal awarding agency, CalOES or the City as set forth in 2 CFR §200.339. Subrecipient shall have the right to terminate the Subaward only as set forth in 2 CFR §200.339. In the event the Subaward is terminated, all obligations and requirements of this Agreement and the Grant shall survive and continue in full force and effect in connection with any portion of the Subaward remaining prior to such termination, including, without limitation, the closeout and post closeout requirements set forth in this Agreement.

§3.12 Amendments

Any change in the terms of this Agreement, including the performance period of the Subaward and any increase or decrease in the amount of the Subaward, which are agreed to by the City and Subrecipient shall be incorporated into this Agreement by a written amendment properly executed and signed by the person authorized to bind the parties thereto.

§3.13 Complete Agreement

This Agreement sets forth all of the rights and duties of the parties with respect to the subject matter hereof, and replaces any and all previous agreements or understandings, whether written or oral, relating thereto. This Agreement may be amended only as provided for herein and neither verbal agreement nor conversation with any officer or employee of either party shall affect or modify any of the terms and conditions of this Agreement. This Agreement is executed in two (2) duplicate originals, each of which is deemed to be an original. This Agreement includes twenty-one (21) pages and five (5) Exhibits which constitute the entire understanding and agreement of the parties.

**[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]**

IN WITNESS WHEREOF, the City and Subrecipient have caused this Subaward Agreement to be executed by their duly authorized representatives.

<p>APPROVED AS TO FORM: MICHAEL N. FEUER, City Attorney</p> <p>By _____ Deputy City Attorney</p> <p>Date _____</p>	<p>For: THE CITY OF LOS ANGELES ERIC GARCETTI, Mayor</p> <p>By _____ Eric Garcetti, Mayor Mayor's Office of Public Safety</p> <p>Date _____</p>
<p>ATTEST: HOLLY L. WOLCOTT, City Clerk</p> <p>By _____ Deputy City Clerk</p> <p>Date _____</p>	
<p>APPROVED AS TO FORM:</p> <p>By _____ City Attorney</p> <p>Date _____</p>	<p>For: The City of South Pasadena, a municipal corporation</p> <p>By _____</p> <p>Date _____</p>
<p>ATTEST:</p> <p>By _____ City Clerk</p> <p>Date _____</p>	<p>[SEAL]</p>

City Business License Number: \_\_\_\_\_  
 Internal Revenue Service ID Number: \_\_\_\_\_  
 Council File/OARS File Number: C.F. #16-0777 Date of Approval \_\_\_\_\_  
 City Contract Number: \_\_\_\_\_

# City of South Pasadena Agenda Report

Michael A. Cacciotti, Mayor/Agency Chair  
Richard D. Schneider, M.D., Mayor Pro Tem/Agency Vice  
Chair  
Robert S. Joe, Council/Agency Member  
Marina Khubesrian, M.D., Council/Agency Member  
Diana Mahmud, Council/Agency Member

Evelyn G. Zneimer, City Clerk/Agency Secretary  
Gary E. Pia, City Treasurer

COUNCIL AGENDA: April 19, 2017  
TO: Honorable Mayor and City Council  
VIA: Sergio Gonzalez, City Manager *SA*  
FROM: Paul Toor, P.E., Public Works Director *PT*  
SUBJECT: **Authorization to Amend Agreement with Kennedy Jenks  
Consultants for the Garfield Reservoir Replacement Project**

## **Recommendation**

It is recommended that the City Council authorize the City Manager to execute a contract amendment with Kennedy Jenks Consultants for an additional not-to-exceed amount of \$9,290.00 for the additional work not included in the original scope of work.

## **Fiscal Impact**

The original contract amount for the Garfield Reservoir project is \$289,000, approved by the City Council on November 19, 2014. If approved, the new contract amount inclusive of the amendment will be \$298,290.

There are adequate funds budgeted in account 500-9266 to cover the additional scope of work.

## **Commission Review and Recommendation**

This matter was not reviewed by any Commission.

## **Background**

On November 19, 2014, City Council approved entering into an agreement with Kennedy/Jenks Consultants for the engineering support services during construction for the Garfield Reservoir Replacement Project.

During construction, it was discovered that the original storm drain, located in the Pasadena School District Property, is not within the City owned easement.

## **Analysis**

A new legal description is required to obtain an easement from Pasadena Unified School on the school district property. The proposed easement will reflect the actual location of the city owned drain line connecting to the Los Angeles County drainage system. The design engineer will be preparing a new legal description which was not part of the original scope of work.

In addition, the design engineer was also requested to address the comments provided by the

AGENDA ITEM 10

architect engaged by the City to perform value engineering for the building portion of the project. The design engineer revised the plans as per recommendation by the Architect, specifically addressing the energy efficient Light-Emitting Diode (LED) lights for the building. Also, sewer plans along Garfield Avenue were revised generating a small credit.

The fee proposal submitted by the consultant is just and reasonable in relation to the additional work to be performed.

**Legal Review**

The City Attorney has reviewed the Amendment.

**Public Notification of Agenda Item**

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

**Attachments:**

1. Amendment
2. Fee Proposal

**ATTACHMENT 1**  
Amendment



FIRST AMENDMENT TO  
AGREEMENT FOR CONSULTANT SERVICES

THIS AMENDMENT ("Amendment") is made as of this 19th day of April, 2017, by and between the CITY OF SOUTH PASADENA ("City") and KENNEDY/JENKS CONSULTANTS, ("Consultant").

RECITALS

WHEREAS, on November 19, 2014, the City and Consultant entered into an Agreement to provide design services during the construction of the Garfield Reservoir Replacement Project; and

WHEREAS, during the course of construction, the City increased the scope of services to include additional items not included in the original scope of work, and

WHEREAS, the additional items include preparation of a legal description for a new easement on the Pasadena Unified School District's property future maintenance of a storm drain and additionally, the Consultant was requested to re-design the electrical plans incorporating LED lighting fixtures in the operations building as value engineering and revision of sewer line along Garfield Avenue.

WHEREAS, the additional fee proposed by the consultant is just and reasonable.

NOW THEREFORE, THE CITY AND THE CONSULTANT AGREE AS FOLLOWS:

1. **PAYMENT FOR SERVICES.** Section 4 of the Agreement still applies to this amendment, and all terms and conditions of this section remain intact. The total fee for these services shall not exceed the authorized amount of **\$298,290** (which includes the compensation for the original scope of services of **\$289,000**, and the compensation for the additional scope of services in the amount of **\$9,290**).

2. **SCOPE OF SERVICES.** That the scope of work of the original Agreement remains the unchanged as part of this amendment.

3. **TERM.** The term of this Agreement shall be extended from April 15, 2017 to June 17, 2017 or when the work is satisfactorily completed, whichever occurs first, or unless extended by a supplemental amendment.

4. PROVISIONS OF AGREEMENT. All other terms, conditions, and provisions of the Agreement to the extent not modified by this Amendment, shall remain in full force and effect.

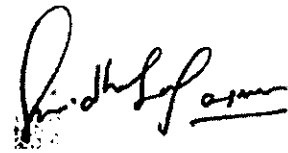
Dated: \_\_\_\_\_

“CITY”

By: \_\_\_\_\_  
Sergio Gonzalez, City Manager

Dated:

“CONSULTANT”

By:  \_\_\_\_\_  
Sridhar Sadasvian/ Operations Manager

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Teresa L. Highsmith, City Attorney

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**ATTACHMENT 2**  
Fee Proposal

# Kennedy/Jenks Consultants

## Engineers & Scientists

300 N. Lake Ave, Suite 1020  
Pasadena, CA 91101  
626-568-4300  
FAX: 626-683-8938

25 September 2016

John Wolitarsky  
Water Project Manager  
City of South Pasadena  
1414 Mission Street  
South Pasadena, CA 91030

Subject: Proposal for Amendment to Perform Additional Engineering & Surveying Services  
Garfield Reservoir  
1444507\*00

Dear Mr. Wolitarsky:

Kennedy/Jenks Consultants (Kennedy/Jenks) is pleased to submit this proposal to provide additional engineering and surveying services. Included in this proposal are multiple tasks, summarized as:

- Task 1: Provide a legal description of the constructed City of South Pasadena (City) 18-inch storm drain crossing Pasadena Unified School District (PUSD) property and connecting to the Los Angeles County storm drain.
- Task 2: Review and respond to ONYX Architecture's Value Engineering comments.
- Task 3: Modify construction drawings to change fifteen (15) compact fluorescent light (CFL) fixtures to light emitting diode (LED) in the Water Distribution Facility and Pump Station.

This letter is a revision of the letter previously submitted on May 22, 2016.

### SCOPE OF SERVICES

#### Task 1

Kennedy/Jenks will use the as-constructed information provided by Pacific Hydrotech to prepare an exhibit of the 18-inch storm drain. Benner and Carpenter, Inc., as a subconsultant to Kennedy/Jenks will use the exhibit to prepare a legal and plats for the constructed 18-inch storm drain where it is located within PUSD property. The easement will be 100-foot wide, similar to

John Wolitarsky  
City of South Pasadena  
September 25, 2016  
Page 2

the temporary construction easement. It is assumed the City will submit the legal and plats to PUSD to obtain a permanent easement. The budget for this effort is \$2,000.

**Task 2**

ONYX Architecture reviewed the project's construction documents and provided seventeen (17) comments for City to consider. At the City's direction, Kennedy/Jenks reviewed the comments and provided responses in a memorandum dated 30 December 2015. Kennedy/Jenks also attended a conference call with ONYX Architecture, Arcadis, and the City. Fourteen (14) hours was spent on this effort, totaling \$2,940 in incurred charges.

**Task 3**

The City has accepted the ONYX Architecture comment to change all CFL fixtures to LED. At City's request, changes will be made to fifteen (15) light fixtures in the Water Distribution Facility and Pump Station. Each light fixture will be researched to select a compatible LED substitute. The contract drawings will be updated to reflect new LED light fixtures. Title 24 forms will be updated to reflect the change and submitted to the City for records. Subsequently all light fixtures were directed to be changed to LED.

The City provided an email authorization to proceed with this effort on July 12, 2016. Kennedy/Jenks submitted a draft Design Clarification on September 6<sup>th</sup>, 2016. The effort spent for this effort was \$7,100.

**BASIS OF COMPENSATION**

The original contract for construction support services (dated November 14 2015) was for a total amount of \$289,000. Under Task 1.5 (Design Clarifications) in the original construction support services contract, one (1) new drawing to show revised plan and profile for the sewer main to connect to the City manhole instead of the County manhole as was proposed in the Contract Documents. This scope of work was subsequently deleted. A credit of \$2,750 is provided to the City.

Tasks 1, 2 and 3 will be performed on a time and material basis and in accordance with the rate structure included in the construction support services contract. A summary of fees and credits is presented below.

<b>Task</b>	<b>Budget</b>
Task 1	\$2,000
Task 2	\$2,940
Task 3	\$7,100
Deletion of Sewer Realignment	(\$2,750)
<b>Total</b>	<b>\$9,290</b>

John Wolitarsky  
City of South Pasadena  
September 25, 2016  
Page 3

Kennedy/Jenks requests an amendment of \$9,290. With this amendment, the total authorization will increase from \$289,000 to \$298,290.

**SCHEDULE**

Task 1, the legal and plats and exhibit, will be submitted to the City 30 calendar days after receipt of Notice to Proceed.

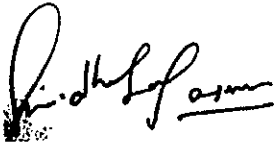
Task 2 is already complete.

Task 3, the draft Design Clarification was submitted on September 6<sup>th</sup>, 2016.

We appreciate the opportunity to continue working with the City on this important Project. Should you have any questions, please contact me at (951) 440-0638.

Very truly yours,

KENNEDY/JENKS CONSULTANTS



Sridhar Sadasivan, S.E., P.E.  
Principal

Enclosures:

- Revision list descriptions

# City of South Pasadena Agenda Report

Michael A. Cacciotti, Mayor  
Richard D. Schneider, M.D., Mayor Pro Tem  
Robert S. Joe, Councilmember  
Marina Khubesrian, M.D., Councilmember  
Diana Mahmud, Councilmember

Evelyn G. Zneimer, City Clerk  
Gary E. Pia, City Treasurer

COUNCIL AGENDA: April 19, 2017  
TO: Honorable Mayor and City Council  
VIA: Sergio Gonzalez, City Manager *SM*  
FROM: Paul Toor, P.E., Public Works Director *PT*  
SUBJECT: **Authorization to Amend Agreement with MWH Americas, Inc. (MWH) for Environmental Study and Additional Services for the Graves Reservoir Replacement Project**

## **Recommendation**

It is recommended that the City Council authorize the City Manager to execute a contract amendment with MWH Americas, Inc. (Consultant), for an additional not-to-exceed amount of \$18,994.98 for the additional work not included in the original scope of work regarding the Environmental Study and additional services for the Graves Reservoir Replacement Project.

## **Fiscal Impact**

The original contract amount for the Project is \$666,550, as approved at the September 2, 2015 City Council Meeting. If approved, the new contract amount inclusive of the amendment will be \$685,544.98

There are sufficient funds available in Account No. 500-9289 to cover the additional services.

## **Commission Review and Recommendation**

This matter was not reviewed by any Commission.

## **Background**

On September 2, 2015, the City Council approved the agreement with the Consultant for design services for the Project.

As part of the Environmental CEQA documentation, a Cultural Resources Report was required, which was not included in the original scope of work. The Cultural Resources Report was required by State Water Resources Control Board in conjunction with the revolving loan program application. In addition, the Consultant was asked to assist staff to process and coordinate the loan application.

## **Analysis**

The proposed amendment is to process and coordinate efforts with the State, which included the gathering of the application forms and attachments, filing of applications, and applying for the

AGENDA ITEM 17



project funding. Also, the Consultant prepared a Cultural Resources Report engaging a subcontractor; Provenience Group. The Cultural Resources Report was required by the State Water Resources Control Board staff during the review of the environmental report and was not included in the Consultants' scope of work.

Staff is satisfied that the fee requested for the additional services is just and reasonable in relation to the work to be performed.

The State Water Resources Control Board has informally approved the City of South Pasadena subsidized loan application in the amount of \$10 million.

**Legal Review**

The City Attorney has reviewed the Amendment.

**Public Notification of Agenda Item**

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachments:

1. Amendment
2. Fee Proposal

**ATTACHMENT 1**  
Amendment

FIRST AMENDMENT TO  
AGREEMENT FOR CONSULTANT SERVICES

THIS AMENDMENT ("Amendment") is made and entered into on the 19th day of April, 2017, by and between the CITY OF SOUTH PASADENA ("City") and MWH AMERICAS, INC., ("Consultant").

RECITALS

WHEREAS, on September 2, 2015, the City and Consultant entered into an Agreement to provide design services during the construction of the Graves Reservoir Replacement Project; and

WHEREAS, during the course of construction, the City increased the scope of services to include additional items not included in the original scope. These items include coordinating efforts with the State for the loan application, which include the gathering of the application forms and attachments, fillings of application and applying for the project funding.

WHEREAS, the consultant engaged the services of Providence Group to prepare the Cultural Resource report as a sub-consultant, which was required to process the loan application.

WHEREAS, the fee proposal submitted by the consultant, in the amount of \$18, 994.98 is just and reasonable.

NOW THEREFORE, THE CITY AND THE CONSULTANT AGREE AS FOLLOWS:

1. **PAYMENT FOR SERVICES.** Section 4 of the Agreement still applies to this amendment, and all terms and conditions of this section remain intact. The total fee for these services shall not exceed the authorized amount of **\$685,655.98** (which includes the compensation for the original scope of services of **\$666,650**, and the compensation for the additional scope of services in the amount of **\$18,994.98**).

2. **SCOPE OF SERVICES.** That the scope of work of the Agreement remains the unchanged as part of this amendment.

3. **TERM.** The term of this Agreement shall be extended from April 15, 2017 to June 17, 2017 or when the work is satisfactorily completed, whichever occurs first, or unless extended by a supplemental amendment.

4. PROVISIONS OF AGREEMENT. All other terms, conditions, and provisions of the Agreement to the extent not modified by this Amendment, shall remain in full force and effect.

Dated: \_\_\_\_\_

“CITY”

By: \_\_\_\_\_  
Sergio Gonzalez, City Manager

Dated: \_\_\_\_\_

“CONSULTANT”

By: \_\_\_\_\_  
Name/Title

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Teresa L. Highsmith, City Attorney

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**ATTACHMENT 2**  
Fee Proposal



**MWH**

*BUILDING A BETTER WORLD*

May 6, 2016

Mr. John Wolitarsky  
City of South Pasadena  
Public Works Department  
1414 Mission Street  
South Pasadena, CA 91030

**Subject: Graves Reservoir Replacement Project – Environmental Study, Task 8  
Additional Services**

Dear Mr. Wolitarsky:

MWH is currently providing engineering and design services for the City's Graves Reservoir Replacement Project. As part of this project, MWH is assisting the City in preparing the environmental CEQA documentation under Task 8 of the original scope of work. MWH has also been involved in assisting the City in coordination and applying for the Drinking Water State Revolving Fund (DWSRF) for this project.

Based on our telephone conversations on May 5, 2016, MWH requested the City to submit a change order related to the additional services being provided under the environmental study. These additional services are:

1. MWH has spent approximately 48 hours to coordinate efforts with the State which included the gathering of the application forms and attachments, filling of applications, and applying for the project funding.
2. MWH anticipates additional 32 hours will be required to complete the tasks related to funding coordination and applications.
3. MWH hired Provenience Group to prepare a cultural resources report for the project. This task was not included in the original scope of work which was limited to obtaining a Negative Declaration (NEGDEC) under Task 8. Please see attached invoice from Provenience Group.

Table below is a summary of additional work for the above listed items 1 through 3:

300 N Lake Avenue  
Suite 400  
Pasadena, CA 91101

TEL 626 796 9141  
FAX 626 568 6101  
www.mwhglobal.com



**MWH**

**BUILDING A BETTER WORLD**

Task	Hours	Hourly Rate	Total
1	48	\$180	\$8,640.00
2	32	\$180	\$5,760.00
3	N/A	N/A	\$4,594.98
<b>Total</b>			<b>\$18,994.98</b>

The additional requested amount for this change order as shown in the table above is **\$18,994.98**.

MWH appreciates the opportunity to work with the City on this important Project. Should you have any questions, please contact Miko Aivazian at (626) 568-6003.

Sincerely,

MWH Americas, Inc.

Miko Aivazian, PE

Senior Project Manager  
Principal Engineer

Eric Mills, PE PMP

Vice President, Area Manager

300 N Lake Avenue  
Suite 400  
Pasadena, CA 91101

TEL 626 796 9141  
FAX 626 568 6101  
[www.mwhglobal.com](http://www.mwhglobal.com)





**PROVENIENCE GROUP**

1552 N. Refugio Road  
 Santa Ynez, California 93460  
 cdenardo@proveniencegroup.com

Phone: 805-350-3134  
 Fax: 805-688-1040

**INVOICE**

Cultural Resources Assessment for the Graves Reservoir Replacement Project

MWH Americas, Inc.  
 P.O. Box 6610  
 Broomfield, CO 80021  
 Attn: Accounts Payable

Provenience Group Job No. 00114  
 10507970.010108

Professional Services for the Period: 12/01/2015 to 1/31/2016

Date: February 2, 2016

Task	Staff Type	Billing Rate	Total Billed Hours	Charge
<b>Task 1. Agency Consultation and AFE Map</b>				
Carole Denardo	PM	\$ 110.00	1.0	\$ 110.00
<b>Task 2. Records Search and Research</b>				
Carole Denardo	PM	\$ 110.00	3.0	\$ 330.00
Matt Steinkamp	Paleontologist	\$ 84.00	1.0	\$ 84.00
Val Kirstine	Field Tech	\$ 55.00	2.0	\$ 110.00
<b>Task 3. Native American Consultation</b>				
Carole Denardo	PM	\$ 110.00	2.0	\$ 220.00
<b>Task 4. Phase I Cultural Resources Survey</b>				
Carole Denardo	PM	\$ 110.00	4.0	\$ 440.00
<b>Task 5. Cultural Resources Report</b>				
Carole Denardo	PM	\$ 110.00	18.0	\$ 1,980.00
Matt Steinkamp	Paleontologist	\$ 84.00	8.0	\$ 672.00
<b>Professional Services Total</b>				<b>\$ 3,946.00</b>

Mileage				
Val Kirstine - Records Search				\$ 112.70
Carole Denardo - Field Survey and Inventory				\$ 76.48

Outside Services				
SCCIC Records Search				\$ 169.80
Paleontological Records Search				\$ 290.00
			Contract Maximum	\$ 4,912.00
			Current Billings Against Maximum	\$ 4,594.98
			Previous Billings Against Maximum	\$ -
			Balance After This Invoice	\$ 317.02
Make all checks payable to <b>PROVENIENCE GROUP.</b>				
PAYMENT DUE BY: March 2, 2016				
			<b>TOTAL DUE</b>	<b>\$ 4,594.98</b>

# City of South Pasadena Agenda Report

Michael A. Cacciotti, Mayor  
Richard D. Schneider, M.D., Mayor Pro Tem  
Robert S. Joe, Council  
Marina Khubesrian, M.D., Council  
Diana Mahmud, Council

Evelyn G. Zneimer, City Clerk  
Gary E. Pia, City Treasurer

COUNCIL AGENDA: April 19, 2017

TO: Honorable Mayor and City Council

VIA: Sergio Gonzalez, City Manager, *SG*

FROM: Paul Toor, Public Works Director, *PT*  
Anteneh Tesfaye, Water Operations Manager, *at*

SUBJECT: **Approval of Purchase Order with Frontier Ford in the amount of \$39,139.75 for the Purchase of a 2017 Ford F-250 CNG Truck**

## Recommendation

It is recommended that the City Council:

- 1) Accept a bid dated February 28, 2017 from Frontier Ford for the purchase of a 2017 Ford F-250 CNG Truck in the amount of \$39,139.75;
- 2) Reject all other bids received;
- 3) Declare the Public Works Department 1992 GMC Sonoma as surplus property and instruct staff to dispose of the item in accordance with South Pasadena Municipal Code Section (SPMC) 2.99-29 and City Surplus Disposal Policy.

## Fiscal Impact

There are sufficient funds within the Fiscal Year 2016-17 Budget in Account No. 500-6711-8540 to purchase a Compressed Natural Gas (CNG) Ford F-250 Truck. All revenue generated from auctioning off the surplus 1992 GMC Sonoma will be returned to Account No. 500-6711-8540 account.

## Environmental Analysis

Pursuant to Public Resources Code Section 21065, this action does not constitute a 'project' within the meaning of California Environmental Quality Act (CEQA) in that it has no potential to cause either a direct physical change in the environment, or a reasonable foreseeable indirect change in the environment, and therefore does not require environmental review.

## Commission Review and Recommendation

This matter was not reviewed by a Commission.

## Background

The City of South Pasadena recognizes that the region has an air quality problem, which is related to all vehicle operations, especially the operation of heavy-duty vehicles. Public agencies

AGENDA ITEM 10

have a significant role to play in improving air quality by reducing the emissions from all fleet operations.

The Public Works Water Division is responsible for producing, treating, and distributing potable water to residents and businesses around South Pasadena and maintaining the water infrastructure. The Water Distribution Division performs several essential tasks including; reading and replacing water meters, water services, mains and hydrants throughout the city. The truck will be equipped with small/large tools, copper pipes, pipe fittings of various sizes, socket & pipe wrenches, pressure gauges, pipe cutters, digging bar, cones, gate valve and meter keys required to perform the daily tasks.

The 1992 GMC Sonoma to be replaced is over 26 years old and has a CO2 emission of 404 grams per mile or 6.7 tons per year. The new low emission CNG truck will help the City meet the goal of eliminating high emission vehicles.

If the purchase is approved, the 1992 GMC Sonoma will be declared surplus property and auctioned off in accordance with the SPMC and City Surplus Disposal Policy. All revenue generated from the auction of this surplus equipment will be returned to the 500-6711 account.

**Analysis**

On November 6, 2005, the City adopted a Low Emission Vehicle (LEV) purchasing policy. The policy outlines the City's commitment to replace a minimum of 50% of all heavy-duty vehicle replacements with low-emission certified vehicles. The proposed engine is compliant and certified with the Environmental Protection Agency (EPA).

On February 28, 2017, the City Clerk's Office received and opened two (2) bids with results as follows:

Vendor	Bid Amount
Frontier Ford	\$39,139.75
South Bay Ford	\$40,019.02

The City LEV Policy outlines the following for assessing Alternate-Fuel Vehicles Purchases:

*“Staff will adhere to the following guideline when proposing the purchase of alternate-fuel vehicles: if the alternate-fuel vehicle is 10% more than the regular-fuel vehicle, this is acceptable; if the alternate-fuel vehicle is 10-20% more, staff must justify the purchase; and if the vehicle is more than 20% more, substantial justification will be required.”*

Staff also explored the purchase of an electric truck instead of CNG truck. At present, there is no electric truck available equivalent to the F-250. City has the option to purchase the larger electric truck equivalent to the F-350, however the cost for the larger truck is substantially more

Purchase of a 2017 Ford F-250 CNG Truck

April 19, 2017

Page 3 of 3

than the recommended CNG truck. F-250 truck is suitable for the Water Utility day to day operations. Staff also explored the option to purchase the Ford F-250 truck and convert it into a plug in hybrid electric. As the City has fully operation CNG quickfill station, staff is recommending purchasing the CNG truck instead of the plug in hybrid electric vehicle which will better serve the Water Utility operation's needs.

Staff has checked references for Frontier Ford. If purchase is authorized, it is anticipated that the 2017 Ford F-250 CNG Truck will be delivered by August 2017.

**Legal Review**

The City Attorney has not reviewed this item.

**Public Notification of Agenda Item**

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachment: Frontier Ford Bid Documents

## BID PROPOSAL

CITY OF SOUTH PASADENA  
1414 MISSION STREET  
SOUTH PASADENA, CALIFORNIA 91030

HONORABLE MAYOR AND  
MEMBERS OF THE CITY COUNCIL:

Company FFBH Motors LLC dba Frontier Ford  
Business Address 3701 Stevens Creek Blvd. Santa Clara, CA 95051  
Telephone No. 909-592-5848 State Contractor's License No. N/A

The undersigned declares that careful examination of the Specifications and all enclosed documents has been made and hereby proposes to deliver the vehicle within 150 calendar days of issuance of City's Purchase Order. All work shall be performed to build and deliver the 2017 Ford F-250 service truck in accordance with the Specifications and all enclosed documents, for the unit lump sum prices set forth in this request for Proposal.



The foregoing quantities are approximate only, being given as a basis for the comparison of bids, and the City does not expressly or by implication agree that the actual amount of work will correspond therewith, but reserves the right to increase or decrease the amount of any class or portion of the work or to omit portions of the work as may be deemed necessary or advisable by the Public Works Director.

The bidder also certifies that the bid is a balanced bid. In accordance with Section 7028.15 of the California Business and Professions Code, the undersigned certifies under penalty of perjury that the foregoing is true and correct.

It is understood and agreed that:

- (1.) No verbal agreement or conversation with any officer, agent or employee of the City, either before or after the execution of the Agreement shall affect or modify any of the terms or obligations of this Proposal.
- (2.) The City will not be responsible for any errors or omissions on the part of the undersigned in making up his bid, nor will bidders be released on account of errors.
- (3.) The undersigned hereby certifies that this Proposal is genuine and is not sham or collusive, or made in the interest or in behalf of any person not herein named, and that the undersigned has not directly or indirectly induced or solicited any other bidder to put in a sham bid, or any other person, firm or corporation to refrain from bidding, and that the undersigned has not in any manner sought, by collusion, to secure for himself an advantage over any other bidder.
- (4.) In case of a discrepancy between words and figures, the figures shall prevail, and in case of a discrepancy between unit price and totals, the unit prices shall prevail. Attached is a purchase order with terms.
- (5.) No product substitutes will be accepted. Attached is the purchase order with terms. City will not make any deposits. Payment will be done with net 30 invoices; pay as items are received.


# City of South Pasadena Agenda Report

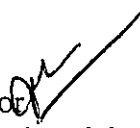

Michael A. Cacciotti, Mayor  
Richard D. Schneider, M.D., Mayor Pro Tem  
Robert S. Joe, Councilmember  
Marina Khubesrian, M.D., Councilmember  
Diana Mahmud, Councilmember

Evelyn G. Zneimer, City Clerk  
Gary E. Pia, City Treasurer

COUNCIL AGENDA: April 19, 2017

TO: Honorable Mayor and City Council

VIA: Sergio Gonzalez, City Manager 

FROM: Paul Toor, P.E. Public Works Director   
Kristine Courdy, Public Works Operations Manager 

SUBJECT: **Award of Contract to Universal Coatings Inc., in the Amount of \$113,093.25 for the Citywide Roofing Project**

## Recommendation

It is recommended that the City Council:

1. Accept a bid dated March 14, 2017 from Universal Coatings Inc., for the construction of the Citywide Roofing Project;
2. Reject all other bids received; and
3. Authorize the City Manager to enter into a contract with Universal Coatings Inc., for a not-to-exceed amount of \$113,093.25 for construction services.

## Fiscal Impact

A sum of \$92,000 was budgeted in Fiscal Year 2016-17 budget for the Citywide Roofing Project (Project) in Account Number 105-9000-9223. The actual bid amount is higher than the budgeted amount, due to additional work added to the scope of the Project. However, there are sufficient funds available in the Project's account to cover the entire cost of the Project due to potential savings from other projects. Grand Water Reservoir roof replacement will be funded through the water division operations account.

## Environmental Analysis

Pursuant to Public Resources Code Section 15302, this action does not constitute a 'project' within the meaning of California Environmental Quality Act (CEQA) in that it has no potential to cause either a direct physical change in the environment, or a reasonable foreseeable indirect change in the environment, and therefore does not require environmental review.

## Commission Review and Recommendation

This matter was not reviewed by a Commission.

## Background

There are many facilities around the City in need of a roof replacement, due to age and weather damage. Public Works Staff has budgeted funding to replace the roofs utilizing sprayed polyurethane foam material, which will help provide insulation and can improve efficiency.



This project includes the installation of sprayed polyurethane foam material for the roofs of the following facilities: Police Department, Fire Department, Senior Center, Library, Orange Grove Center, and Grand Water Reservoir. The roofs over the various facilities are 15 to 35 years old, and did encountered leakage during recent storms. The work will consist of application of a sprayed polyurethane foam material, along with associated prep and cleanup work. The roof will have a 10 year warranty with an option to extend an additional 10 years at the end of the term.

**Analysis**

In compliance with the purchasing policy under South Pasadena Municipal Code Section 2.99-29, a notice inviting sealed bids was published in the South Pasadena Review and on the City website.

On March 14, 2017 the City Clerk received and opened three (3) bids for construction. The table below summarizes the bids that were received:

<b>Contractor</b>	<b>Bid Amount</b>
Universal Coatings, Inc., Fresno, CA	\$113,093.25
Cook Coatings, Inc., Menifee, CA	\$135,082.00
Best Contracting Services, Gardena, CA	\$140,904.00

Staff has checked Universal Coatings Inc.'s references, and their work was verified to be of good quality. Similar projects were satisfactorily completed for many other agencies, including such agencies as the City of Merced, Merced Unified School District, County of San Bernardino, Fresno Unified School District and Merced County. They also satisfactorily completed the City Hall and Maintenance Yard roofs in June 2014. Staff recommendation is to award the Project to Universal Coatings Inc.

**Legal Review**

The City Attorney has reviewed this item.

**Public Notification of Agenda Item**

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachment: Draft Construction Contract with Universal Coatings, Inc.

# CONSTRUCTION CONTRACT / AGREEMENT

THIS AGREEMENT, made and entered into this 19th day of April, 2017, by and between CITY OF SOUTH PASADENA, a municipal corporation of the State of California, hereinafter referred to as "CITY" and Universal Coatings, Inc. "CONTRACTOR."

That the CITY and the CONTRACTOR, for the consideration hereinafter named, mutually agree as follows:

**1. Contract Documents.** The complete contract and agreement ("AGREEMENT") consists of the Contract Documents, which includes all of the following documents incorporated herein by this reference: Approved Plans and Specifications, Notice Inviting Bids, Instructions to Bidders, Information for Bidders, Contractor's Bid Proposal, this Contract/Agreement, Standard Specifications, Technical Provisions, Reference Specifications, the documents in the Appendix, if any, and all mutually agreed-upon modifications and amendments thereto. In the event of conflict between these documents, precedence shall be determined under section 2-5.2 of the Standard Specifications.

**2. Scope of Services.** CONTRACTOR shall perform everything required to be performed, shall provide and furnish all the labor, materials, necessary tools, expendable equipment, and all utility and transportation services required for the following work of improvement: Citywide Roofing Improvement Project all in accordance with the Contract Documents and Contractor's Proposal dated March 14, 2017.

CONTRACTOR agrees to perform all the work and furnish all the materials at his own cost and expense necessary to construct and complete in a good and workman-like manner and to the satisfaction of the City Engineer of the CITY, the Work of Improvement in accordance with the plans, specifications, and Contract Documents (the "Specifications") therefore prepared by City's Engineering Department and adopted by the City Council.

**3. Compensation.** CITY agrees to pay and CONTRACTOR agrees to accept in full payment for this Work of Improvement the stipulated sum of One Hundred Thirteen Thousand Ninety Three Dollars and Twenty Five Cents (\$113,093.25).

CITY agrees to make monthly payments and final payment in accordance with the method set forth in the Specifications.

**4. Time for Completion.** CONTRACTOR agrees to commence construction of the Work of Improvement within fifteen (15) days after issuance of a Notice To Proceed, and to continue in a diligent and workman-like manner without interruption, and to complete the construction thereof within thirty calendar days from the date the Notice to Proceed is issued.

**5. Time is of the Essence.** Time is of essence of this Contract, and it is agreed that it would be impracticable or extremely difficult to ascertain the extent of actual loss or damage which the CITY will sustain by reason of any delay in the performance of this Agreement. It is, therefore, agreed that CONTRACTOR will pay as liquidated damages to the CITY the following sum: Five

Hundred Dollars (\$500.00) for each day's delay beyond the time herein prescribed for finishing work. If liquidated damages are not paid, as designated by the CITY, the CITY may deduct the amount thereof from any money due or that may become due the CONTRACTOR under this Agreement in addition to any other remedy available to CITY. The CONTRACTOR shall not be assessed liquidated damages for any delay caused by the failure of a public utility to relocate or remove an existing utility required for the performance of this Contract.

**6. Prevailing Wages Required.** The CONTRACTOR will pay, and will require all subcontractors to pay, all employees on the work of improvement a salary or wage at least equal to the prevailing salary or wage established for such work as set forth in the wage determinations for this work. Travel and subsistence pay shall be paid in accordance with Labor Code Section 1773.8. The CONTRACTOR shall forfeit to the CITY, as penalty, \$200.00 for each calendar day or portion thereof for each worker paid (either by him or any subcontractors under him) less than the prevailing rate described above on the work provided for in this Agreement, all in accordance with Section 1775 of the Labor Code of the State of California.

**7. 8-Hour Day.** In the performance of this Contract, not more than eight (8) hours shall constitute a day's work, and the CONTRACTOR shall not require more than eight (8) hours in a day from any person employed by him hereunder, except as provided in the Labor Code of the State of California. The CONTRACTOR shall adhere to Article 3, Chapter 1, Part 7 (Sections 1810, et seq.) of the Labor Code of the State of California, and it is agreed that the CONTRACTOR shall forfeit to the CITY as a penalty the sum of \$200.00 for each worker employed in the execution of this Contract by the CONTRACTOR or any subcontractor for each calendar day during which any worker is required or permitted to labor more than eight (8) hours in violation of that article.

**8. Workers Compensation.** CONTRACTOR, by executing this Agreement hereby certifies:

"I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work of this Contract."

**9. Bonds.** CONTRACTOR shall, prior to the execution of this Contract, furnish two bonds approved by the CITY, one in the amount of One Hundred Percent (100%) of the Contract price, to guarantee the faithful performance of the work, and one in the amount of One Hundred Percent (100%) of the Contract price to guarantee payment of all claims for labor and materials furnished. This Contract shall not become effective until such bonds are supplied to and approved by the CITY. CONTRACTOR shall, prior to the release of the performance and payment bonds or the retention payment, furnish a warranty performance and payment bond equal to at least ten percent of the final contract price or \$1,000, whichever is greater.

**10. Arbitration.** This AGREEMENT is further subject to the provisions of Article 1.5 (commencing at Section 20104) of Division 2, Part 3 of the Public Contract Code regarding the resolution of public works claims of less than \$375,000. Article 1.5 mandates certain procedures for the filing of claims and supporting documentation by Contractor, for the response to such claims by the Agency, for a mandatory meet and confer conference upon the request of Contractor, for mandatory nonbinding mediation in the event litigation is commenced, and for mandatory

judicial arbitration upon the parties' failure to resolve the dispute through mediation. This AGREEMENT hereby incorporates the provisions of Article 1.5 as though fully set forth herein.

**11. Prompt Payment.** This Agreement is subject to the provisions of Article 1.7 (commencing at Section 20104.50) of Division 2, Part 3 of the Public Contract Code regarding prompt payment of contractors by local governments. Article 1.7 mandates certain procedures for the payment of undisputed and properly submitted payment requests within 30 days after receipt, for the review of payment requests, for notice to Contractor of improper payment requests, and provides for the payment of interest on progress payment requests which are not timely made in accordance with that Article. This AGREEMENT hereby incorporates the provisions of Article 1.7 as though fully set forth herein.

**12. Securities for Retentions.** At the request and expense of CONTRACTOR, securities equivalent to the amount withheld shall be deposited with AGENCY, or with a state or federally chartered bank in this state as the escrow agent, who shall then pay those moneys to CONTRACTOR upon Agency's confirmation of CONTRACTOR'S satisfactory completion of this AGREEMENT. At any time during the term of this AGREEMENT CONTRACTOR may, at its own expense, substitute securities for funds otherwise withheld as retention (or the retained percentage) in accordance with Public Contract Code § 22300.

**13. Registration with DIR.** Pursuant to Labor Code § 1725.5, CONTRACTOR and any subcontractor must be registered with the California Department of Industrial Relations for any bid proposal and prior to performing any work. Further, this project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

**14. Subcontractor Eligibility.** This AGREEMENT is subject to Public Contract Code Section 6109: CONTRACTOR shall be prohibited from performing work on this project with a subcontractor who is ineligible to perform work on the project pursuant to Sections 1777.1 or 1777.7 of the Labor Code.

**15. Apprentices.** CONTRACTOR shall comply with the provisions of Labor Code Section 1777.5 concerning the employment of apprentices on public works projects, and further agrees that CONTRACTOR is responsible for compliance with Section 1777.5 by all of its subcontractors.

**16. Records.** CONTRACTOR shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to CITY under this Agreement for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to CONTRACTOR under this Agreement. All such documents shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of CITY. In addition, pursuant to Government Code Section 8546.7, all such documents and this Agreement shall be subject to the examination and audit of the State Auditor, at the request of CITY or as part of any audit of CITY, for a period of three (3) years after final payment under the Agreement.

**17. Indemnity.** To the fullest extent permitted by law, CONTRACTOR shall, at its sole cost and expense, fully defend, indemnify and hold harmless CITY, its authorized representatives

and their respective subsidiaries, affiliates, members, directors, officers, employees and agents (collectively, the "Indemnitees") from and against any and all claims, actions, demands, costs, judgments, liens, penalties, liabilities, damages, losses, and expenses, including but not limited to any fees of accountants, attorneys or other professionals (collectively "Liabilities"), arising out of, in connection with, resulting from or related to, any alleged act, omission, fault or negligence of CONTRACTOR, CONTRACTOR's Representative, or any of its officers, agents, employees, Subcontractors or Suppliers, or any person or organization directly or indirectly employed by any of them (Collectively, the "Indemnitors"), in connection with or relating to or claimed to be in connection with or relating to the work performed under this AGREEMENT. CONTRACTOR shall not be entitled to any refund of attorneys' fees, defense costs and expenses in the event that it is s adjudicated to have been non-negligent.

CONTRACTOR shall not be required to defend or indemnify CITY for liabilities caused by the sole active negligence or willful misconduct of CITY.

If CONTRACTOR is a joint venture or partnership, each venturer or partner shall be jointly and severally liable for any and all of the duties and obligations of CONTRACTOR that are assumed under or arise out of this AGREEMENT. Each of such venturers or partners waives notice of the breach or non-performance of any undertaking or obligation of CONTRACTOR contained in, resulting from or assumed under this AGREEMENT, and the failure to give any such notice shall not affect or impair such venturer's or partner's joint and several liability hereunder.

**18. Attorneys' Fees Following Disputes.** In the event of a dispute between the parties under this AGREEMENT, the prevailing party is not entitled to attorneys' fees from the other party. This provision takes precedence over any conflicting provision in any of the documents which are incorporated herein by reference.

IN WITNESS WHEREOF, the said CONTRACTOR and the CITY MANAGER and CITY CLERK of the CITY have caused the names of said parties to be affixed hereto, each in triplicate, the day and year first above written.

\_\_\_\_\_  
CONTRACTOR

BY \_\_\_\_\_

\_\_\_\_\_  
(Title)

BY \_\_\_\_\_

CITY OF SOUTH PASADENA

\_\_\_\_\_  
Sergio Gonzalez, CITY MANAGER

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Evelyn G. Zneimer, CITY CLERK

\_\_\_\_\_  
Teresa L. Highsmith, CITY ATTORNEY

## TECHNICAL PROVISIONS

### A. SCOPE OF WORK

The work consists of furnishing all materials, equipment, tools, labor, and incidentals required to complete the improvements shown on the Specifications and Contract Documents. The work performed under this contract is summarized in the Notice Inviting Sealed Bids. The Scope of Work includes, but is not limited to, each bid item listed in the Contractor's Bid Proposal, as covered in the Standard Specifications, and as described in the corresponding items on the following pages. More specifically, the work to be performed pursuant to these specifications consists of application of sprayed polyurethane foam; Preparation of roof deck to receive roofing system including priming; Installation of sheet metal work relative to roofing system; Installation of foam on all parapet wall; Roof Crickets and Roof Scuppers installed confirming proper drainage; Preparation and submittal of required samples, certifications and manufacturer's literature and warranty; Warranty related to roofing system and Miscellaneous items and appurtenances as needed for a complete and proper job.

Work will take place at the following locations:

- **City of South Pasadena Police Department located at 1422 Mission Street**
- **City of South Pasadena Senior Center located at 1102 Oxley Street**
- **City of South Pasadena Fire Department Located at 817 Mound Avenue**
- **City of South Pasadena Grand Reservoir located at 624 Hermosa Avenue**
- **City of South Pasadena Library located at 1100 Oxley Street**
- **City of South Pasadena Orange Grove Center Located at 815 Mission Street**

### B. TIME OF COMPLETION

The Contract Time of Completion is specified in the Contractor's Bid Proposal.

### C. NOTIFICATIONS

The Contractor shall notify the CITY and the owners of all utilities and substructures not less than 48 hours prior to starting construction. The following list of names and telephone numbers is intended for the convenience of the Contractor and is not guaranteed to be complete or correct:

CITY OF SOUTH PASADENA (626) 403-7240  
Attention: Paul Toor, P.E., Public Works Director

CITY OF SOUTH PASADENA (626) 403-7376  
Municipal Water Department  
Attention: Anteneh Tasfaye, Water Operations Manager

CITY OF SOUTH PASADENA Attention: Eddie Munoz, Streets Supervisor	(626) 403-7375
CITY OF SOUTH PASADENA Attention: Francios Brard, Facilities and Electrical Supervisor	(626) 403-7379
AT&T COMMUNICATIONS OSP Engineering	(626) 570-5454
COUNTY SANITATION DISTRICTS OF LOS ANGELES COUNTY Attention: Tommy Sung	(562) 699-7411 x1602
LOS ANGELES COUNTY DEPARTMENT OF PUBLIC WORKS Construction Division Attention: Angela George	(626) 458-3109
SBC Attention: Jack Wilson	(626) 373-5960
SOUTHERN CALIFORNIA EDISON Mapping Facilities Attention: Arlan Averyt	(800) 611-1911
THE GAS COMPANY Attention: Scott Chesnutt	(818) 701-3261
TIME WARNER CABLE Attention: Mike Nelson	(626) 855-3351
LOS ANGELES COUNTY DEPARTMENT OF PUBLIC WORKS Traffic and Lighting Division Attention: Ms. Guita Shiek Mr. Robert Gysel	(626) 458-5905 (626) 458-3122
UNDERGROUND SERVICE ALERT (DIG ALERT)	(800) 422-4133

D. EMERGENCY INFORMATION

The names, addresses, and telephone numbers of the Contractor and Subcontractors, or their representatives, shall be filed with the City Public Works Department and the City Police Department prior to beginning work.



#### E. ENVIRONMENTAL MITIGATION

The Contractor shall comply with the following environmental mitigations:

All storm drains within and immediately adjacent to the project limits are to be protected from pollutants through the use of Best Management Practices (BMP's) as directed by the City Public Works Department. BMP's will include but are not limited to placement of sandbags or other water containment devices and wet vacuuming of concrete residue during saw cutting and pressure washing operations. Washing down of sediment, concrete residue or any other debris to the storm drain is strictly prohibited by City Ordinance and State regulation of storm water quality. The BMP's shall be furnished and installed by the Contractor, and no additional compensation will be allowed therefore.

#### F. DESCRIPTION OF BID ITEMS

The unit prices to be paid for the items listed in the Contractor's Proposal as defined herein shall be considered full compensation for furnishing all labor, materials, tools, and equipment, and doing all work involved in furnishing and installing the materials complete and in place, in accordance with the details shown on the Plans, as specified herein, and as directed by the City Public Works Department.

All incidental work which is neither shown on the Plans nor otherwise specified, and which is necessary to complete the construction of improvements as shown on the Plans and as specified herein, shall be furnished and installed as though such work were shown on the Plans or specified herein, and no additional compensation will be allowed therefore.

#### **BID ITEM NO. 1 thru 6 - SPRAYED POLYURETHANE ROOFING**

##### GENERAL

Preparation and submittal of required samples, certifications and manufacturer's literature and warrant per Appendix A; Preparation of roof deck to receive roofing system including removal and disposal of Gravel Roof, where necessary; Roof preparation must include priming; Application of acrylic elastomeric coating system; Installation of sheet metal work and plywood if needed, relative to roofing system; Miscellaneous items and appurtenances as needed for a complete and proper job; provide the application of sprayed polyurethane foam. Color must be approved by the City representative in writing.

##### PAYMENT

Payment for **BID ITEM NO. 1 thru 6 - SPRAYED POLYURETHANE ROOFING** shall be at the contract bid item price per square feet (SF) and shall include full compensation for all labor, materials, tools, equipment and incidentals necessary to do all

the work involved thereof, complete, in place, and accepted. Based on actual work performed, Contractor to verify all site conditions and quantities.

**Additional Work:**

Bid Item No. 1 Police Department:

Add 150 square feet of water proofing to south side and west side of City Council Chamber's roof edge.

Bid Item No. 2 Senior Center:

Senior Center Computer Lab: Remove and replace three (3) sheets of 4 feet x 8 feet x ¾ inch thick sheets of plywood. Prepare plywood surface for proper adhesion.

**BID ITEM NO. 7 - MOBILIZATION**

GENERAL

Mobilization shall conform to the provisions of Sections 9-3.4 of the Standard Specifications. This item shall also include any and all costs associated with demobilization at the time of project completion. This item shall also include the installation, maintenance and removal of any necessary BMP's for Storm Water Pollution Prevention Plan (SWPPP) purposes throughout the duration of the project. The maximum price for this bid item **shall not exceed 5 percent** of the total contract price at the time of award.

PAYMENT

Payment for **BID ITEM NO. 7 - MOBILIZATION** shall be at the contract lump sum bid price (LS) and shall be payable as follows for each payment upon approval of the Public Works Director/City Engineer.

- a. Payment of up to 50 percent of the contract lump sum bid price for mobilization at the first progress payment.
- b. Payment to 80 percent of the contract lump sum bid price for mobilization when the monthly partial payment estimate of the total amount earned to date, not including the amount earned for mobilization, is 50 percent or more of the original contract amount.
- c. Payment to 100 percent of the contract lump sum bid price for mobilization when the monthly partial payment estimate of the total amount earned to date, not including the amount earned for mobilization, is 100 percent of the original contract amount.

## **NO. 8 – OPTION A: ORANGE GROVE GUTTER SYSTEM**

### **GENERAL**

Provide and install 101 linear feet of 6” Half-Round Gutter and four sections of 6” Full-Round Down Spouts equaling a total of 60 linear feet. All parts of Gutter System must galvanized, seamless, brown in color. Color must be approved by the City representative in writing.

### **PAYMENT**

Payment for **NO. 8 - OPTION A: ORANGE GROVE GUTTER SYSTEM** shall be at the contract lump sum bid price (LS) and shall be payable as follows for each payment upon approval of the Public Works Director/City Engineer.

## **NO. 9 – OPTION B: ORANGE GROVE “DUNGEON” ROOFING**

### **GENERAL**

Preparation and submittal of required samples, certifications and manufacturer’s literature and warrant per Appendix A; Preparation of roof deck to receive roofing system including removal and disposal of Gravel Roof, where necessary; Roof preparation must include priming; Application of acrylic elastomeric coating system; Installation of sheet metal work and plywood if needed, relative to roofing system; Miscellaneous items and appurtenances as needed for a complete and proper job; provide the application of sprayed polyurethane foam. Color must be approved by the City representative in writing.

#### **Demolition:**

Remove and dispose 115 linear feet of cinderblock, approximately 16 inches high. Contractor shall dispose of properly offsite.

#### **New Roof:**

In addition to the Appendix A section, install Expansion Shift Membrane between existing roof system and new spray foam system. New roof must match existing roof color.

#### **Additional Work:**

Over dungeon, add 250 linear feet of Edge Metal on east side and west side of the “Dungeon”.

Raise AC units with a curb in order to achieve necessary height, slope, and thickness of new foam roof.

PAYMENT

Payment for **NO. 9 -- OPTION B: ORANGE GROVE "DUNGEON" ROOFING** shall be at the contract bid item price per square feet (SF) and shall be payable as follows for each payment upon approval of the Public Works Director.

**APPENDIX A**  
**SPECIFICATION - POLYURETHANE FOAM ROOFING**  
**WITH HIGH TENSILE ELASTOMERIC ROOF COATING & GRANULE SYSTEM**  
**COVERED WITH A MANUFACTURERS 10 + 10 YEAR WARRANTY**

**PART 1 – GENERAL**

**1.01 RELATED WORK**

1. Sheet Metal
2. Carpentry
3. Plumbing
4. Electrical
5. HVAC

**1.02 BIDDER QUALIFICATIONS**

Bidders shall be pre-qualified as follows:

- A. All bidders shall be contractors who have specifically performed the application of sprayed-in-place polyurethane foam roofing systems. Such bidders shall have performed the installation of these systems for not less than five years under the same company name. Each bidder shall have performed at least fifteen applications of similar size and type totaling no less than one million square feet. Bidders shall submit with the bid a list of projects including date of completion and contact information for verification.
- B. The Contractor shall be a current member in good standing with the Spray Polyurethane Foam Alliance and Accreditation Program and shall have successfully completed Accreditation Course 201, Project Management. Completion of Course 101, The Fundamentals of Spray Polyurethane Foam and Coating Systems is the minimum acceptable status in the accreditation program by the supervisor(s) and spray mechanic(s) assigned to the project. A copy of the SPFA membership and the 101 and 201 certifications shall be submitted with the bid.
- C. Each bidder shall submit a copy of the proposed ten plus ten year guarantee from the manufacturer along with the bid.
- D. Certification of the Manufacturer: Submit, on corporate letterhead, a letter from the manufacturer of the foam and coating stating that the applicator of these products is qualified by the manufacturer.

- E. The contractor shall cooperate as required in performance of the specified inspecting and testing.

### 1.03 MANUFACTURER QUALIFICATIONS

Manufacturers shall be pre-qualified as follows:

- A. The manufacturer of the foam and coating shall have been in business for a minimum of ten years and shall have a minimum of 1,000,000 square feet of roofing system installed. A letter verifying this shall be submitted with the bid and signed by an officer of the manufacturing company.
- B. The manufacturer shall maintain a minimum of \$1,000,000 of product liability insurance on a continuing basis. Verification of insurance shall be submitted at the time of bid in the form of a sample insurance certificate.
- C. The foam and coating shall be listed as Class A over existing non-combustible roofing systems by Underwriters Laboratories per UL 790 at the thicknesses intended for use. Submit UL listing, confirming the above, with the bid.
- D. The foam and coating shall be listed as Class B over existing combustible decks by Underwriters Laboratories per UL 790 at the thicknesses intended for use. Submit UL listing, confirming the above, with the bid.
- E. Submit a copy of the California State Fire Marshall Certification.
- F. Submit a copy of the Bureau of Home Furnishing and Thermal Insulation License.
- G. Failure of the bidder to submit items A through F in their entirety will be deemed non-responsive.

### 1.04 Submittals

- A. Manufacturer's Literature: Submit four (4) copies of the manufacturer's data sheets regarding specifications, application information and safety information, and safety instructions on each product proposed for use. Submit MSDS to inspector of record and General Contractor for on-site review.
- B. Samples: Submit two (2) samples of the proposed coating system applied on urethane foam. Samples shall be two inches by four inches in size, minimum.

### 1.05 WARRANTY AND CERTIFICATION

The material systems manufacturer shall issue a ten plus ten (10+10) year non-depreciating manufacturer's warranty covering leakage. The material systems manufacturer is to provide materials and the contractor is to provide the labor for all repairs covered under the warranty during the warranty period.

1.06 QUALITY ASSURANCE

A representative from the coating manufacturer shall inspect the roof after completion to assure that the detail work at the protrusions, drains, parapets and edges has been complete in conformance with good practice. The inspector shall also check the thickness of the coating with an optical comparator.

PART 2 – PRODUCTS

2.01 All primer, polyurethane foam, and coating shall be manufactured by the same manufacture providing the warranty.

2.02 PRIMER

- A. Roof deck shall be Ultra-Bond 10 as manufactured by General Coatings Inc. or prior approved equal, black in color and applied at the application rate of 1/3 to 1/2 gallon per 100 square feet.
- B. Galvanized metal surfaces shall be primed with Ultra-Bond 20 as manufactured by General Coatings Inc. or prior approved equal per manufacturer's recommendation.

2.03 POLYURETHANE FOAM

Polyurethane foam shall be a two-component polyurethane foam system formulated for use through airless equipment. The product shall meet or exceed the following typical physical properties listed for Ultra-Thane 230 as manufactured by General Coatings, Inc. or approved equal:

PROPERTIES	TEST METHOD	VALUE
Density (sprayed-in-place)	D-1622	3.0 pcf
K Factor Initial	C-518	.17
Compressive Strength	D-1621	50–60 psi
Tensile Strength	D-1623	90 psi
Shear Strength	C-273	50–60 psi
Closed Cell Content	D-1940	98% min.
Water Vapor Transmission	C-355	1.8 perms
Water Absorption	D-2842	.017
Flame Spread	E84	75 max
Roof Deck Classification:		
Combustible Deck		Class B
Non-combustible Deck		Class A

## 2.04 FLUID APPLIED ELASTOMERIC COATINGS

### Base Coat, Intermediate Coat, and Top Coat Material

The base coat, intermediate coat and top coat material shall be as follows: The elastomeric coating shall be an acrylic elastomer coating. The product shall be Ultra-Flex 1000HT as manufactured by General Coatings, Inc., or prior approved equal with the following typical physical properties:

PROPERTIES	TEST METHOD	VALUE
Solids by Volume	D-2697	60%
Solids by Weight	D-2697	78%
Flash Point	D-56	212°F
Elongation	D-2370	550%
Tensile Strength	D-2370	500 psi
Dry Adhesion	D-903	4.2
Tear Resistance	D-624	175 pli
1000 hr Accelerated Weathering	D-2370	No Cracking or Checking
Elongation after Accelerated Weathering	D-2370	480%
Low Temperature Flexibility after Accelerated Weathering	D-522	Pass
Permeance	D-1653	8
Water Swelling	C-471	2%
Fungi Resistance (zero = No Growth)	G-21	Zero Rating
Impact Resistance		>160
Tension Set @ 100%		0%
Durometer Hardness: Shore A	D-2240	72

## 2.05 CAULKING OR SEALANTS

Caulking materials shall be single component polyurethane elastomeris such as "Vulkem-921". Sikeflex-1A, or equal. Caiking of fabricated metal components or lapping metal joints shall use only the polyurethane selants.

## 2.06 GRANULES

Granules shall be No. 11 fire white as manufactured by Lucas Rock. Granules shall be broadcast into the mid-coat application while it is still we.

## 2.07 FLUID APPLIED ELASTOMERIC COATING THICKNESS

The combine total minimum dry mil thickness of the base coat, intermediate coat and top coat shall be 32 mils exclusive of granules.

## 2.08 EQUIPMENT



Equipment for spraying foam shall be manufactured specifically for the application of polyurethane foam. The equipment shall be airless, capable of maintaining a 1:1 volume ratio and have primary and hose heaters. Coating equipment shall be an airless type as recommended by the coating manufacturer.

## 2.09 GALVANIZED SHEET METAL

- A. Galvanized sheet steel shall be 24-gauge unless otherwise shown on drawings or called for in the specifications. All material shall be copper bearing and heavily galvanized. Sheet metal shall be 1.25 oz./s.f., hot dipped galvanized coating conforming to standards as set forth in ASTM A-525.
- B. Solder shall be one-half (1/2) pure virgin lead and one-half pure tin.
- C. Nails shall be galvanized and selected for their intended use.
- D. Screws shall be cadmium plated oval head sheet metal screws.
- E. Washers shall be 4lb. lead washer 1-inch diameter.
- F. Rivets shall be soft annealed non-corrosion metal.
- G. Sheet Aluminum: Alcoa Aluminum sheets, 35 alloy alumilite satin finish. Gauge shall be .040, unless otherwise shown on drawings or called for in the specifications.

## 2.10 SUBSTITUTIONS

Materials substitutions must be submitted to the architect/owner a minimum of ten (10) working days prior to the bid opening for review to be approved as an or equal. All substitute material requests shall include all testing agency certifications and independent third party laboratory testing certifying that all physical properties are equal to or greater than the product specified and certified by an officer of the material manufacturer.

## PART 3

### 3.01 SURFACE INSPECTION

- A. The Roofing Contractor is the Prime Contractor and shall be responsible for additional roof-related work that may include but not be limited to the following:
  - 1. The roofing Contractor shall be responsible for the verification of all measurements relative to this project.

2. Raising, repairing, or modifying existing air conditioning systems for the installation of curbs, metal pans and duct work.
  3. Roof related carpentry work.
  4. Roof related metal work: All metal work to receive insulation directly shall be cleaned and free from oil, dirt and oxidation.
  5. Raising all utility rigid conduit sufficiently for the unobstructed application of roofing insulation materials underneath. The conduit may be raised permanently or temporarily and reset upon new wood sleepers on top of the new SPRS.
- B. Before roof construction starts, water test all drain bowls/sumps and associated plumbing to ensure that they are water-tight and clear to the discharge level.
- C. Sufficient roof slope to maintain proper drainage must be engineered into the structure.

### 3.02 SURFACE PREPARATION

- A. If any areas of the roof or the roof components have asbestos containing roof mastic, it shall be the Contractor's responsibility to employ properly licensed, trained, and DOSH certified subcontractors to remove and dispose of all ACM and lead contaminated material. Contractors shall provide the Owner with copies of all hazardous waste disposal manifests and EPA notifications. All costs associated with the ACM and LCP abatement work shall be included in the base bid and shall be performed at no additional cost to the Owner.
- B. Thoroughly clean the surface to be foamed. The surface shall be free from solvent, grease, dust, sediment, dirt and sticky mastic. All extraneous equipment and equipment supports shall be removed from the deck prior to the application of polyurethane foam.
- C. On installations over existing roofing, cut and remove blisters on the existing roofing that are larger than six inches in diameter. Blisters that are small than six inches in diameter shall be slit and nailed to the deck with one inch square head roofing nails.
- D. All existing vertical flashings and built-up roofing material shall be removed to the substrate at HVAC curbs, platforms, perimeter vertical flashings to ensure a water tight (water block) bond to the substrate. All loose built-up roofing at parapet walls shall be removed or secured as directed by the manufacturer.

- E. All roofs with gravel shall have the gravel removed by means of power-vac – power broom – power-vac method to remove all loose non-embedded gravel and dirt.
- F. Install all new sheet metal flashings as necessary to provide for a water tight system in accordance with industry standards. All new and existing galvanized steel surfaces shall be primed with 1/3 to 1/2 gallon per square with Ultra-Bond 10 Primer.
- G. All roof surfaces are to be primed with 1/3 to 1/2 gallon per square with Ultra-Bond 10 Primer.
- H. Install new perimeter edge metal during the preparation stage. The edge metal shall be made from 24-gauge galvanized metal that shall be painted to match existing. The edge metal shall be installed per plans and shall have a 1-inch high rise, with a 3/8-inch return, with drip edge.

The face shall be a minimum of 3½-inches or shall match existing if wider or if a wood nailer is used to raise the perimeter edge metal as per plans. The flange shall be a minimum 4-inches unless otherwise noted below and shall be attached over wood surfaces with galvanized composition roofing nails with length long enough to penetrate a minimum of ½-inch into the sheathing with two rows staggered 4-inches on center.

If “gun nails” (Senco or equal) are used, all nails must be set tight against the metal screws may be substituted for nails.

Perimeter edge metal attached over concrete substrates shall be attached over a treated wood nailer mechanically fastened to the substrate with a ½-inch redhead expanding type fastener a minimum 24-inches on center, or if attached directly to the concrete, shall incorporate concrete fasteners such as “Tap Con” concrete screws, “Rawl-Spike” or “Z-Mac” fasteners, or equal secured on 9-inch centers. Shot driven (cartridge gun) fasteners shall not be allowed.

Perimeter metal attached to metal substrates shall be fastened using self-tapping screws on 6-inch centers. All equipment that is mounted with sufficient roof clearance may have Z-metal or skirt flashing added that requires additional sheet metal flashing to ensure water-tight seal.

Edge metal shall be interlocked 4-inches. All metal laps shall be buffered with elastomeric caulking as specified.

- I. All surfaces not to receive foam such as walls and roof mounted equipment shall be carefully masked with tape and paper to prevent over-spraying with foam and coating. All coating is to be terminated in clean straight lines.
- J. HVAC and Roof Mounted Equipment

1. NOTE: It shall be the responsibility of the roofing contractor to verify that all roof mounted HVAC equipment is in proper working order at the conclusion of the roofing project.
2. Air conditioners and swamp coolers are the most difficult areas of the roof to waterproof, therefore, all air conditioners and swamp coolers shall be prepared by one of the following methods.
  - a. Some air conditioners are elevated with equipment support legs allowing the applicator to reach the underneath with the spray gun. Bottom-drop air conditioners and swamp coolers often can be waterproofed with the foam spray gun with sufficient access. This method of waterproofing is acceptable if the applicator has at least 12-inches of distance between the tip of the spray gun and the surface to be sprayed without causing a rough foam surface due to an excessive angle between the surface and spray gun.
  - b. Skid mounted A/C units shall be raised and the existing skids removed. A new fully enclosed (boxed) platform constructed from 2x8 (minimum) lumber with ½-inch CDX plywood top shall be fabricated. The finished grade of the top of the platform shall be 6-inches (minimum) above the new roof level. A layer of singly-ply roofing shall be set over the plywood top of the platform and turned down at the edge one inch. A new 24-gauge galvanized seamless sheet metal cover shall be installed over the platform. Where large platform covers are required, all seams shall be soldered or constructed with 1½-inches minimum standing seam. Caulking of the seams shall not be acceptable. The new metal cover shall be 2-inches larger than the wood curb on all sides with a 2-inch x 60 degree turndown angle.
  - c. Slide the new full platform under the raised A/C unit and lower the unit into place. It may be necessary to foam the vertical sides of the platform prior to setting it into place if clearance on all four sides is not sufficient for proper foaming. Do not foam the sheet metal cover into the roof.
  - d. All A/C condensate lines shall run to a drain or off the roof. Condensate shall not be discharged into soil pipes or other vents.
3. All ductwork shall receive 1-inch of foam. NOTE: The duct walls at the roof penetration shall receive 1-inch of foam on all four sides with a smooth flashing transition to both the roof and the A/C platform sides. (This may require either disassembly of the ductwork or moving the A/C prior to foaming.)

4. All electrical connections and gas connections must be reconnected prior to raising the unit and reconnected and tested after the unit is reset.
5. All conduit and gas lines must be raised off the roof. After the roof has been foamed, the conduit shall be reset on new 2x4's. The old conduit support shall not be reused.

K. Internal Drains

1. All internal roof drains shall be flushed with water to insure that the drains are clear to the discharge level prior to starting the roofing work.
2. Remove the clamping ring from the drain bowl. Apply a bead of elastomeric caulking to the drain bowl clamping ring contact areas and refasten the clamping ring with new bolts. Remove excess caulking from inside the drain bowl and clamping ring. Mask the inside of the drain and spray a "water block" from the deck to the top of the clamping ring. The elastomeric coating shall be applied and "back rolled" in a "picture frame" fashion to achieve double the specified thickness of coating around the water entry area. Flush drains (a second time) with water to insure that the drains are clear to the discharge level after all roofing work is completed. All internal drains shall be fitted with appropriate strainers or leaf catchers. Strainers or catchers shall be metal. Plastic strainers and leaf catchers shall not be used.

L. Low areas over 100 s.f. in size and greater than 1/2-inch deep shall be filled with foam to match the surrounding grade and prior to the application of the specified thickness of foam.

M. All soil pipes and other roof vents shall be masked and remain fully open after foaming.

N. All "T" tops and other roof vents shall be raised as necessary to remain fully open after foaming.

O. All scuppers shall comply with local codes regarding the size of the water entry opening. Scuppers must extend a minimum of 2-inches past the wall.

P. All antennae shall be attached to curbs or antenna mounts. Guy wires shall not be secured through the roof.

Q. All skylights shall be raised and on new 2x6-inch (minimum) wood curbs or factory metal curbs. The finish of the inside of the new curb shall be discussed at the jobwalk. All skylights shall have appropriate "Fall-through" protection.

R. All roof fields adjacent to gutters shall be free from obstruction of water flow into the gutter.

S. Conduit and Piping

1. All small conduit and gas lines, 1 ½-inches and under, must be raised off the roof. After the roof has been foamed, the conduit shall be reset on new redwood 2x4's set on top of the foam.
2. Large conduit and piping, 2-inches and larger, shall be supported on new metal stands fastened with appropriate fasteners to the roof deck.

Note: Use oversized clamps to secure conduit and piping. Conduit and piping which move during use such that the roof system may be damaged shall be set upon appropriate roller saddle supports or other vibration isolating devices.

3. When blocking conduit or piping, use minimum 4x4 redwood blocks, if possible, to keep the lines as high as possible above the foam roof. Use 12-inch minimum length blocks set on spaghetti walkpad material. If more than one conduit or piping line will be set on the same blocking, increase blocking size so that 6-inches of blocking shall extend at each side of conduit and piping. Space blocking at every joint and mid-span (maximum of 5-feet between blocks). Align all blocking, conduit and piping lines prior to final anchorage. All lines that are not straight and true prior to commencement of the roof work shall be adjusted prior to final anchorage to the new roofing. Secure small conduit lines and piping with galvanized clamps using galvanized fasteners. Secure large conduit and piping with unistrut brackets with mounting plates securely fastened to the roof deck.

T. If a technique other than one of the above methods is proposed, the technique must be approved by the Owner or Architect.

### 3.03 APPLICATION OF URETHANE FOAM

A. Environmental Conditions

1. Wind Velocity shall not exceed 12 miles per hour.
2. Wind screens shall be used throughout the project to minimize the possibility of over spray on adjacent areas.
3. Application of sprayed polyurethane foam shall not proceed if ambient temperature is less than 40 deg. F, or if the substrate temperature is less than 50 deg. F.

4. Sprayed polyurethane foam shall not be applied over moist surfaces or when rain or inclement weather is imminent.
5. All foam insulation shall be performed in accordance with the manufacturer's published recommendations.

B. Spray Application

1. The sprayed polyurethane foam shall be applied in minimum ½-inch passes to achieve a minimum thickness of 1½-inches. NOTE: Freshly sprayed foam shall be allowed to set for 15 minutes before being walked upon.
2. Only as much area as can be brought to final thickness should be attempted in a day. Phasing of the foam is strictly forbidden. If additional foam must be added after the 24 hour period, the existing foam must be primed with neoprene primer and a minimum ½-inch of foam in a single pass can be applied.
3. The foam shall be free from bumps, pinholes and ridges. The surface shall exhibit a smooth or orange peel surface texture. Popcorn or tree bark surfaces shall be deemed unacceptable.
4. The foam thickness shall be checked every 500 square feet prior to coating application.
5. The field of the polyurethane foam shall be applied in minimum ½-inch lifts to a thickness of 1½-inches or as otherwise specified. Polyurethane foam may be gradually tapered to the edge metal (1-inch rise metal), roof drains and scuppers from a distance of up to 3-feet from edge or drain outlet. Polyurethane foam may be applied at thicknesses greater than ½-inch per lift if all other requirements and conditions are met. The maximum polyurethane foam thickness shall not exceed 4-inches. Low areas over 100 sf in size and greater than ½-inch deep shall be filled with foam to match the surrounding grade and prior to the application of the specified thickness of foam. All parapet walls and ductwork shall receive a minimum of 1-inch of foam and the specified protective coating. Additional foam thickness shall be applied to provide positive slope-to-drain. **The Contractor shall employ the use of a laser level to insure accurate positive slope to drain. No exceptions.**

3.04 APPLICATION OF FLUID APPLIED PROTECTIVE COATING

- A. General: Sprayed polyurethane foam must be protected from ultra-violet light in order to avoid degradation of the polymer. Coating also protects the

foam from water and adverse weather conditions. Coatings must be specifically formulated for use over urethane foams.

B. Spray Application

The coating is to be applied to the surface of the sprayed polyurethane foam in two or three uniform passes. A total of 32 TDM shall be applied to the roof as determined by an optical comparator exclusive of granules.

C. Base Coat and Intermediate Coat Material

The base and intermediate coat shall be applied to achieve a minimum finished dry mil thickness of 16 TDM. The total minimum thickness for the base coat and intermediate coat shall be 16 TDM.

D. Top Coat Material

The top coat shall be applied at a minimum rate of 2 gallons per square to achieve a finished dry film thickness of 16 TDM. There shall not be any voids or base coat showing. Granules shall be broadcast into the wet top coat in uniform pattern at the rate of 40 pounds per square.

Coating materials such as Silicone, Single-Component or Catalyzed Polyurethane Elastomers, Plasticized Acrylics, Vinyls, EVA, Terpolymer and PVA materials shall not be considered.

3.05 CLEAN UP

Upon completion of all work covered in this specification, the contractor shall remove all equipment, material and debris, leaving the area in an undamaged and acceptable condition.

PART 4 - WARRANTY

Upon completion, final inspection and acceptance of the work, the manufacturer shall issue a Ten plus Ten (10+10) year full system, non-depreciating no leak warranty to the Owner. The manufacturer shall for the first ten years provide all materials for all repairs covered under the warranty. At the owner's request, the manufacturer will inspect the roofing system at the first ten year anniversary and issue a report to the owner specifying any work and the cost for such work to be done for the extension of the warranty for the second ten year period. Final payment will be contingent upon compliance with this section.



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# City of South Pasadena Agenda Report

Michael A. Cacciotti, Mayor  
Richard D. Schneider, M.D., Mayor Pro Tem  
Robert S. Joe, Councilmember  
Marina Khubesian, M.D., Councilmember  
Diana Mahmud, Councilmember

Evelyn G. Zneimer, City Clerk  
Gary E. Pia, City Treasurer

COUNCIL AGENDA: April 19, 2017  
TO: Honorable Mayor and City Council  
VIA: Sergio Gonzalez, City Manager *SA*  
FROM: Paul Toor, Public Works Director *PT*  
Kristine Courdy, Public Works Operations Manager *kc*  
SUBJECT: **Award of Contract to Faithful+Gould, Inc. to Perform a Facility Condition Assessment of City Buildings**

## Recommendation

It is recommended that the City Council:

1. Accept a proposal dated February 23, 2017 from Faithful+Gould, Inc. to perform a facility condition assessment of City of South Pasadena (City) buildings (Project);
2. Reject all other proposals received; and
3. Authorize the City Manager to execute an agreement with Faithful+Gould, Inc. for a not-to-exceed amount of \$47,715.

## Fiscal Impact

Funding for the project is available in the Fiscal Year (FY) 2016-17 Budget in the Facilities and Equipment Replacement Professional Services Account No. 105-8030-8031-8170.

## Commission Review and Recommendation

This matter was not reviewed by a Commission.

## Background

The City owns several municipal buildings and the Public Works Department is assigned the maintenance of the buildings. In the FY 2016-17 budget, the City Council approved funding to conduct a facility condition assessment of City buildings to determine the capital needs and preserve the infrastructure. Staff solicited proposals from qualified consultants to prepare a comprehensive facility assessment study that includes survey, inspection, inventory of building components, assessment of the existing conditions, corrective recommendations, preventative maintenance recommendations, budget estimates, and timeline for all corrective work and preventative maintenance for all City facilities. The following City facilities are proposed to be included in the Project: War Memorial Building, Senior Center, South Pasadena Public Library, Eddie Park House, Garfield Youth House, Iron Works Museum, Public Works Yard, Orange Grove Recreation Building, City Hall, Council Chambers, Fire Department, and Police Department.

### Analysis

Government Code Section 4526 states that professional services contracts are to be awarded based on qualifications rather than on price:

*Notwithstanding any other provision of law, selection by a state or local agency head for professional services of private architectural, landscape architectural, engineering, environmental, land surveying, or construction project management firms shall be on the basis of demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required.*

In addition, South Pasadena Municipal Code Section 2.99-29(12) states that “contracts for services of specially trained and professional persons or businesses shall be exempt from bidding. If possible, quotes from three qualified vendors shall be obtained prior to the award of a contract.”

In February 2017, a Request for Proposals was advertised in the South Pasadena Review, the City website, and was also directly sent to several consulting firms with previous experience in performing facility condition assessments for municipalities. Proposals were received from the following thirteen (13) firms:

- Faithful+Gould, Inc., Seal Beach
- SCf3 Consulting, Pico Rivera
- ONYX Architects, Pasadena
- Roy Jorgenson, Inc., Irvine
- Dewberry, Pasadena
- Kitchell, Tustin
- Drisko Studios Architects, Los Angeles
- ML Architects, South Pasadena
- ISES Corportaion, Duluth
- Omnigiving, Los Angeles
- J Lou Architects, Pasadena
- EMG, Laguna Hills
- AEI Consultants

A committee consisting of Public Works staff reviewed and ranked all of the proposals and after reviewing the proposals, Faithful+Gould, Inc. was ranked as the best qualified firm to perform the services, based on a combination of experience, scope of services and Project understanding.

Faithful+Gould, Inc. is project and program management firm based in Seal Beach, California who specializes in providing facility assessments for numerous public agencies. Their Condition Assessment Team provides detailed inventory of facility components, an assessment of the condition, recommendations for repairs, replacement priorities and a life cycle replacement plan.

Award of Contract for Facility Condition Assessment of City Buildings

April 19, 2017

Page 3 of 3

They have provided similar facility assessments for Cities of Commerce, Santa Monica, Manhattan Beach and Carlsbad. Staff has checked Faithful+Gould, Inc. references and has found them to be satisfactory. The fee proposed by the consultant fee is reasonable with respect to the proposed scope of services. Staff recommendation is to award this contract to Faithful+Gould, Inc.

**Legal Review**

The City Attorney has reviewed this item.

**Public Notification of Agenda Item**

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachment: Agreement

**PROFESSIONAL SERVICES AGREEMENT  
FOR DESIGN PROFESSIONALS**

**(City of South Pasadena / Faithful+Gould, Inc.)**

**1. IDENTIFICATION**

This PROFESSIONAL SERVICES AGREEMENT ("Agreement") is entered into by and between the City of South Pasadena, a California municipal corporation ("City"), and Faithful+Gould, Inc. ("Consultant").

**2. RECITALS**

- 2.1. City has determined that it requires the following professional services from a consultant: Preparing a comprehensive facility assessment study that includes survey, inspection, inventory of building components, assessment of the existing conditions, corrective recommendations, preventative maintenance recommendations, budget estimates and timeline for all corrective work and preventative maintenance for all City facilities.
- 2.2. Consultant represents that it is fully qualified to perform such professional services by virtue of its experience and the training, education and expertise of its principals and employees. Consultant further represents that it is willing to accept responsibility for performing such services in accordance with the terms and conditions set forth in this Agreement.
- 2.3. Consultant represents that it has no known relationships with third parties, City Council members, or employees of City which would (1) present a conflict of interest with the rendering of services under this Agreement under Government Code Section 1090, the Political Reform Act (Government Code Section 81000 *et seq.*), or other applicable law, (2) prevent Consultant from performing the terms of this Agreement, or (3) present a significant opportunity for the disclosure of confidential information.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, City and Consultant agree as follows:

**3. DEFINITIONS**

- 3.1. "Design Professional": A Design Professional is any individual satisfying one or more of the following: (1) licensed as an architect pursuant to Business and Professions Code 5500 *et seq.*, (2) licensed as a landscape architect pursuant to Business and Professions Code 5615 *et seq.*, (3) licensed as a professional land surveyor pursuant to Business and Professions Code 8700 *et seq.*, or (4) registered as a professional engineer pursuant to Business and Professions Code 6700 *et seq.*

- 3.2. "Scope of Services": Such professional services as are set forth in in Exhibit A and incorporated herein by this reference.
- 3.3. "Agreement Administrator": The Agreement Administrator for this project is Paul Toor, Public Works Director. The Agreement Administrator shall be the principal point of contact at the City for this project. All services under this Agreement shall be performed at the request of the Agreement Administrator. The Agreement Administrator will establish the timetable for completion of services and any interim milestones. City reserves the right to change this designation upon written notice to Consultant
- 3.4. "Approved Fee Schedule": Consultant's compensation rates are set forth in the fee schedule attached hereto as Exhibit B and incorporated herein by this reference. This fee schedule shall remain in effect for the duration of this Agreement unless modified in writing by mutual agreement of the parties.
- 3.5. "Maximum Amount": The highest total compensation and costs payable to Consultant by City under this Agreement. The Maximum Amount under this Agreement is forty seven thousand seven hundred and fifteen Dollars (\$47,715).
- 3.6. "Commencement Date": April 19, 2017.
- 3.7. "Termination Date": August 31, 2017

#### 4. TERM

The term of this Agreement shall commence at 12:00 a.m. on the Commencement Date and shall expire at 11:59 p.m. on the Termination Date unless extended by written agreement of the parties or terminated earlier under Section 18 ("Termination") below. Consultant may request extensions of time to perform the services required hereunder. Such extensions shall be effective if authorized in advance by City in writing and incorporated in written amendments to this Agreement.

## 5. CONSULTANT'S DUTIES

- 5.1. **Services.** Consultant shall perform the services identified in the Scope of Services. City shall have the right to request, in writing, changes in the Scope of Services. Any such changes mutually agreed upon by the parties, and any corresponding increase or decrease in compensation, shall be incorporated by written amendment to this Agreement.
- 5.2. **Coordination with City.** In performing services under this Agreement, Consultant shall coordinate all contact with City through its Agreement Administrator.
- 5.3. **Budgetary Notification.** Consultant shall notify the Agreement Administrator, in writing, when fees and expenses incurred under this Agreement have reached eighty percent (80%) of the Maximum Amount. Consultant shall concurrently inform the Agreement Administrator, in writing, of Consultant's estimate of total expenditures required to complete its current assignments before proceeding, when the remaining work on such assignments would exceed the Maximum Amount.
- 5.4. **Business License.** Consultant shall obtain and maintain in force a City business license for the duration of this Agreement.
- 5.5. **Professional Standards.** Consultant shall perform all work to the highest standards of Consultant's profession and in a manner reasonably satisfactory to City. Consultant shall keep itself fully informed of and in compliance with all local, state, and federal laws, rules, and regulations in any manner affecting the performance of this Agreement, including all Cal/OSHA requirements, the conflict of interest provisions of Government Code § 1090 and the Political Reform Act (Government Code § 81000 et seq.).
- 5.6. **Avoid Conflicts.** During the term of this Agreement, Consultant shall not perform any work for another person or entity for whom Consultant was not working at the Commencement Date if such work would present a conflict interfering with performance under this Agreement. However, City may consent in writing to Consultant's performance of such work.
- 5.7. **Appropriate Personnel.** Consultant has, or will secure at its own expense, all personnel required to perform the services identified in the Scope of Services. All such services shall be performed by Consultant or under its supervision, and all personnel engaged in the work shall be qualified to perform such services. Dean Leonard shall be Consultant's project administrator and shall have direct responsibility for management of Consultant's performance under this Agreement. No change shall be made in Consultant's project administrator without City's prior written consent.
- 5.8. **Substitution of Personnel.** Any persons named in the proposal or Scope of Services constitutes a promise to the City that those persons will perform and coordinate their

respective services under this Agreement. Should one or more of such personnel become unavailable, Consultant may substitute other personnel of at least equal competence upon written approval of City. If City and Consultant cannot agree as to the substitution of key personnel, City may terminate this Agreement for cause.

- 5.9. **Permits and Approvals.** Consultant shall obtain, at its sole cost and expense, all permits and regulatory approvals necessary for Consultant's performance of this Agreement. This includes, but shall not be limited to, professional licenses, encroachment permits and building and safety permits and inspections.
- 5.10. **Notification of Organizational Changes.** Consultant shall notify the Agreement Administrator, in writing, of any change in name, ownership or control of Consultant's firm or of any subcontractor. Change of ownership or control of Consultant's firm may require an amendment to this Agreement.
- 5.11. **Records.** Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to City under this Agreement for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to Consultant under this Agreement. All such documents shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of City. In addition, pursuant to Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds ten thousand dollars, all such documents and this Agreement shall be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of City, for a period of three (3) years after final payment under this Agreement.

## 6. SUBCONTRACTING

- 6.1. **General Prohibition.** This Agreement covers professional services of a specific and unique nature. Except as otherwise provided herein, Consultant shall not assign or transfer its interest in this Agreement or subcontract any services to be performed without amending this Agreement.
- 6.2. **Consultant Responsible.** Consultant shall be responsible to City for all services to be performed under this Agreement.
- 6.3. **Identification in Fee Schedule.** All subcontractors shall be specifically listed and their billing rates identified in the Approved Fee Schedule, Exhibit B. Any changes must be approved by the Agreement Administrator in writing as an amendment to this Agreement.



## 7. COMPENSATION

- 7.1. **General.** City agrees to compensate Consultant for the services provided under this Agreement, and Consultant agrees to accept payment in accordance with the Fee Schedule in full satisfaction for such services. Compensation shall not exceed the Maximum Amount. Consultant shall not be reimbursed for any expenses unless provided for in this Agreement or authorized in writing by City in advance.
- 7.2. **Invoices.** Consultant shall submit to City an invoice, on a monthly basis or as otherwise agreed to by the Agreement Administrator, for services performed pursuant to this Agreement. Each invoice shall identify the Maximum Amount, the services rendered during the billing period, the amount due for the invoice, and the total amount previously invoiced. All labor charges shall be itemized by employee name and classification or position with the firm, the corresponding hourly rate, the hours worked, a description of each labor charge, and the total amount due for labor charges.
- 7.3. **Taxes.** City shall not withhold applicable taxes or other payroll deductions from payments made to Consultant except as otherwise required by law. Consultant shall be solely responsible for calculating, withholding, and paying all taxes.
- 7.4. **Disputes.** The parties agree to meet and confer at mutually agreeable times to resolve any disputed amounts contained in an invoice submitted by Consultant.
- 7.5. **Additional Work.** Consultant shall not be reimbursed for any expenses incurred for work performed outside the Scope of Services unless prior written approval is given by the City through a fully executed written amendment. Consultant shall not undertake any such work without prior written approval of the City.
- 7.6. **City Satisfaction as Precondition to Payment.** Notwithstanding any other terms of this Agreement, no payments shall be made to Consultant until City is satisfied that the services are satisfactory.
- 7.7. **Right to Withhold Payments.** If Consultant fails to provide a deposit or promptly satisfy an indemnity obligation described in Section 11, City shall have the right to withhold payments under this Agreement to offset that amount.

## 8. PREVAILING WAGES

Consultant is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects including the design and preconstruction phases of a covered public works project. Consultant shall defend, indemnify, and hold the City, its elected officials, officers, employees, and agents free and harmless from any

claim or liability arising out of any failure or alleged failure of Consultant to comply with the Prevailing Wage Laws.

## 9. OWNERSHIP OF WRITTEN PRODUCTS

All reports, documents or other written material (“written products” herein) developed by Consultant in the performance of this Agreement shall be and remain the property of City without restriction or limitation upon its use or dissemination by City except as provided by law. Consultant may take and retain copies of such written products as desired, but no such written products shall be the subject of a copyright application by Consultant.

## 10. RELATIONSHIP OF PARTIES

- 10.1. **General.** Consultant is, and shall at all times remain as to City, a wholly independent contractor.
- 10.2. **No Agent Authority.** Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise to act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant’s employees, except as set forth in this Agreement. Consultant shall not represent that it is, or that any of its agents or employees are, in any manner employees of City.
- 10.3. **Independent Contractor Status.** Under no circumstances shall Consultant or its employees look to the City as an employer. Consultant shall not be entitled to any benefits. City makes no representation as to the effect of this independent contractor relationship on Consultant’s previously earned California Public Employees Retirement System (“CalPERS”) retirement benefits, if any, and Consultant specifically assumes the responsibility for making such a determination. Consultant shall be responsible for all reports and obligations including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers’ compensation, and other applicable federal and state taxes.
- 10.4. **Indemnification of CalPERS Determination.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or CalPERS to be eligible for enrollment in CalPERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for CalPERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

## 11. INDEMNIFICATION

- 11.1 **Definitions.** For purposes of this Section 11, "Consultant" shall include Consultant, its officers, employees, servants, agents, or subcontractors, or anyone directly or indirectly employed by either Consultant or its subcontractors, in the performance of this Agreement. "City" shall include City, its officers, agents, employees and volunteers.
- 11.2 **Consultant to Indemnify City.** To the fullest extent permitted by law, Consultant shall indemnify, hold harmless, and defend City from and against any and all claims, losses, costs or expenses for any personal injury or property damage that arises out of, pertains to, or relates to Consultant's alleged negligence, recklessness or willful misconduct or other wrongful acts, errors or omissions of Consultant or failure to comply with any provision in this Agreement.
- 11.3 **Scope of Indemnity.** Personal injury shall include injury or damage due to death or injury to any person, whether physical, emotional, consequential or otherwise, Property damage shall include injury to any personal or real property. Consultant shall not be required to indemnify City for such loss or damage as is caused by the sole active negligence or willful misconduct of the City. If it is finally adjudicated that liability is caused by the comparative negligence or willful misconduct of an indemnified party, then Consultant's indemnification obligation shall be reduced in proportion to the established comparative liability.
- 11.4 **Consultant to Defend City.** The duty to defend shall be a separate and distinct obligation from Consultant's duty to indemnify. Consultant shall be obligated to defend, in all legal, equitable, administrative, or special proceedings, with counsel approved by City, City and its officers, employees, agents, and volunteers, immediately upon tender to Consultant of the claim in any form or at any stage of an action or proceeding, whether or not liability is established. An allegation or determination that persons other than Consultant are responsible for the claim does not relieve Consultant from its separate and distinct obligation to defend under this section. The obligation to defend extends through final judgment, including exhaustion of any appeals. The defense obligation includes an obligation to provide independent defense counsel if Consultant asserts that liability is caused in whole or in part by the negligence or willful misconduct of the indemnified party. If it is finally adjudicated that liability was caused by the comparative active negligence or willful misconduct of an indemnified party, Consultant may submit a claim to City for reimbursement of reasonable attorneys' fees and defense costs in proportion to the established comparative liability of the indemnified party.
- 11.5 **Attorneys Fees.** Such costs and expenses shall include reasonable attorneys' fees for counsel of City's choice, expert fees and all other costs and fees of litigation. Consultant shall not be entitled to any refund of attorneys' fees, defense costs or expenses in the event that it is adjudicated to have been non-negligent.

- 11.6 **Defense Deposit.** The City may request a deposit for defense costs from Consultant with respect to a claim. If the City requests a defense deposit, Consultant shall provide it within 15 days of the request.
- 11.7 **Waiver of Statutory Immunity.** The obligations of Consultant under this Section 11 are not limited by the provisions of any workers' compensation act or similar act. Consultant expressly waives its statutory immunity under such statutes or laws as to City.
- 11.8 **Indemnification by Subcontractors.** Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 11 from each and every subcontractor or any other person or entity involved in the performance of this Agreement on Consultant's behalf.
- 11.9 **Insurance Not a Substitute.** City does not waive any indemnity rights by accepting any insurance policy or certificate required pursuant to this Agreement. Consultant's indemnification obligations apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.
- 11.10 **Civil Code.** The parties are aware of the provisions of Civil Code 2782.8 relating to the indemnification and the duty and the cost to defend a public agency by a Design Professional and agree that this Section 11 complies therewith.

## 12. INSURANCE

- 12.1. **Insurance Required.** Consultant shall maintain insurance as described in this section and shall require all of its subcontractors, consultants, and other agents to do the same. Approval of the insurance by the City shall not relieve or decrease any liability of Consultant. Any requirement for insurance to be maintained after completion of the work shall survive this Agreement.
- 12.2. **Documentation of Insurance.** City will not execute this agreement until it has received a complete set of all required documentation of insurance coverage. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. Consultant shall file with City:
- Certificate of Insurance, indicating companies acceptable to City, with a Best's Rating of no less than A:VII showing. The Certificate of Insurance must include the following reference: South Pasadena Facility Assessment
  - Documentation of Best's rating acceptable to the City.
  - Original endorsements effecting coverage for all policies required by this Agreement.
  - City reserves the right to obtain a full certified copy of any required insurance policy and endorsements. Failure to exercise this right shall not constitute a waiver of the right to exercise later.

12.3. **Coverage Amounts.** Insurance coverage shall be at least in the following minimum amounts:

- Professional Liability Insurance: \$2,000,000 per occurrence,  
\$4,000,000 aggregate
  
- General Liability:
  - General Aggregate: \$4,000,000
  - Products Comp/Op Aggregate \$4,000,000
  - Personal & Advertising Injury \$2,000,000
  - Each Occurrence \$2,000,000
  - Fire Damage (any one fire) \$ 100,000
  - Medical Expense (any 1 person) \$ 10,000
  
- Workers' Compensation:
  - Workers' Compensation Statutory Limits
  - EL Each Accident \$1,000,000
  - EL Disease - Policy Limit \$1,000,000
  - EL Disease - Each Employee \$1,000,000
  
- Automobile Liability .
  - Any vehicle, combined single limit \$1,000,000

Any available insurance proceeds broader than or in excess of the specified minimum insurance coverage requirements or limits shall be available to the City as additional insured. Furthermore, the requirements for coverage and limits shall be the greater of (1) the minimum coverage and limits specified in this Agreement, or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the named insured

12.4. **General Liability Insurance.** Commercial General Liability Insurance shall be no less broad than ISO form CG 00 01. Coverage must be on a standard Occurrence form. Claims-Made, modified, limited or restricted Occurrence forms are not acceptable.

12.5. **Worker's Compensation Insurance.** Consultant is aware of the provisions of Section 3700 of the Labor Code which requires every employer to carry Workers' Compensation (or to undertake equivalent self-insurance), and Consultant will comply with such provisions before commencing the performance of the work of this Agreement. If such insurance is underwritten by any agency other than the State Compensation Fund, such agency shall be a company authorized to do business in the State of California.

12.6. **Automobile Liability Insurance.** Covered vehicles shall include owned if any, non-owned, and hired automobiles and, trucks.

- 12.7. **Professional Liability Insurance or Errors & Omissions Coverage.** The deductible or self-insured retention may not exceed \$50,000. If the insurance is on a Claims-Made basis, the retroactive date shall be no later than the commencement of the work. Coverage shall be continued for two years after the completion of the work by one of the following: (1) renewal of the existing policy; (2) an extended reporting period endorsement; or (3) replacement insurance with a retroactive date no later than the commencement of the work under this Agreement.
- 12.8. **Claims-Made Policies.** If any of the required policies provide coverage on a claims-made basis the Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work. Claims-Made Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.
- 12.9. **Additional Insured Endorsements.** The City, its City Council, Commissions, officers, and employees of South Pasadena must be endorsed as an additional insured for each policy required herein, other than Professional Errors and Omissions, for liability arising out of ongoing and completed operations by or on behalf of the Consultant. Consultant's insurance policies shall be primary as respects any claims related to or as the result of the Consultant's work. Any insurance, pooled coverage or self-insurance maintained by the City, its elected or appointed officials, directors, officers, agents, employees, volunteers, or consultants shall be non-contributory. All endorsements shall be signed by a person authorized by the insurer to bind coverage on its behalf. General liability coverage can be provided using an endorsement to the Consultant's insurance at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37.
- 12.10. **Failure to Maintain Coverage.** In the event any policy is canceled prior to the completion of the project and the Consultant does not furnish a new certificate of insurance prior to cancellation, City has the right, but not the duty, to obtain the required insurance and deduct the premium(s) from any amounts due the Consultant under this Agreement. Failure of the Consultant to maintain the insurance required by this Agreement, or to comply with any of the requirements of this section, shall constitute a material breach of this Agreement.
- 12.11. **Notices.** Contractor shall provide immediate written notice if (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; (3) or the deductible or self-insured retention is increased. Consultant shall provide no less than 30 days' notice of any cancellation or material change to policies required by this Agreement. Consultant shall provide proof that cancelled or expired

policies of insurance have been renewed or replaced with other policies providing at least the same coverage. Such proof will be furnished at least two weeks prior to the expiration of the coverages. The name and address for Additional Insured Endorsements, Certificates of Insurance and Notices of Cancellation is: City of South Pasadena, Attn: Paul Toor, Public Works Director, 1414 Mission Street, South Pasadena, CA 91030.

- 12.12. **Consultant's Insurance Primary.** The insurance provided by Consultant, including all endorsements, shall be primary to any coverage available to City. Any insurance or self-insurance maintained by City and/or its officers, employees, agents or volunteers, shall be in excess of Consultant's insurance and shall not contribute with it.
- 12.13. **Waiver of Subrogation.** Consultant hereby waives all rights of subrogation against the City. Consultant shall additionally waive such rights either by endorsement to each policy or provide proof of such waiver in the policy itself.
- 12.14. **Report of Claims to City.** Consultant shall report to the City, in addition to the Consultant's insurer, any and all insurance claims submitted to Consultant's insurer in connection with the services under this Agreement.
- 12.15. **Premium Payments and Deductibles.** Consultant must disclose all deductibles and self-insured retention amounts to the City. The City may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within retention amounts. Ultimately, City must approve all such amounts prior to execution of this Agreement.

City has no obligation to pay any premiums, assessments, or deductibles under any policy required in this Agreement. Consultant shall be responsible for all premiums and deductibles in all of Consultant's insurance policies. The amount of deductibles for insurance coverage required herein are subject to City's approval.

- 12.16. **Duty to Defend and Indemnify.** Consultant's duties to defend and indemnify City under this Agreement shall not be limited by the foregoing insurance requirements and shall survive the expiration of this Agreement.

### 13. MUTUAL COOPERATION

- 13.1. **City Cooperation in Performance.** City shall provide Consultant with all pertinent data, documents and other requested information as is reasonably available for the proper performance of Consultant's services under this Agreement.
- 13.2. **Consultant Cooperation in Defense of Claims.** If any claim or action is brought against City relating to Consultant's performance in connection with this Agreement,

Consultant shall render any reasonable assistance that City may require in the defense of that claim or action.

#### 14. NOTICES

Any notices, bills, invoices, or reports required by this Agreement shall be deemed received on: (i) the day of delivery if delivered by hand, facsimile or overnight courier service during Consultant's and City's regular business hours; or (ii) on the third business day following deposit in the United States mail if delivered by mail, postage prepaid, to the addresses listed below (or to such other addresses as the parties may, from time to time, designate in writing).

If to City

Paul Toor  
City of South Pasadena  
Public Works  
1414 Mission Street  
South Pasadena, CA 91030  
Telephone: (626) 403-7240  
Facsimile: (626) 403-7241

If to Consultant

Dean Leonard  
3020 Old Ranch Parkway Suite 180  
Seal Beach, CA 90740  
Telephone: (562) 314-4200

With courtesy copy to:

Teresa L. Highsmith, Esq.  
South Pasadena City Attorney  
Colantuono, Highsmith & Whatley, PC  
790 E. Colorado Blvd., Ste. 850  
Pasadena, CA 91101  
Telephone: (213) 542-5700  
Facsimile: (213) 542-5710

#### 15. SURVIVING COVENANTS

The parties agree that the covenants contained in paragraph 5.11 (Records), paragraph 10.4 (Indemnification of CalPERS Determination), Section 11 (Indemnity), paragraph 12.8 (Claims-Made Policies), paragraph 13.2 (Consultant Cooperation in Defense of Claims), and paragraph 18.1 (Confidentiality) of this Agreement shall survive the expiration or termination of this Agreement, subject to the provisions and limitations of this Agreement and all otherwise applicable statutes of limitations and repose.

#### 16. TERMINATION

16.1. **City Termination.** City may terminate this Agreement for any reason on five calendar days' written notice to Consultant. Consultant agrees to cease all work under



this Agreement on or before the effective date of any notice of termination. All City data, documents, objects, materials or other tangible things shall be returned to City upon the termination or expiration of this Agreement.

- 16.2. **Consultant Termination.** Consultant may terminate this Agreement for a material breach of this Agreement upon 30 days' notice.
- 16.3. **Compensation Following Termination.** Upon termination, Consultant shall be paid based on the work satisfactorily performed at the time of termination. In no event shall Consultant be entitled to receive more than the amount that would be paid to Consultant for the full performance of the services required by this Agreement. The City shall have the benefit of such work as may have been completed up to the time of such termination.
- 16.4. **Remedies.** City retains any and all available legal and equitable remedies for Consultant's breach of this Agreement.

## 17. INTERPRETATION OF AGREEMENT

- 17.1. **Governing Law.** This Agreement shall be governed and construed in accordance with the laws of the State of California.
- 17.2. **Integration of Exhibits.** All documents referenced as exhibits in this Agreement are hereby incorporated into this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail. This instrument contains the entire Agreement between City and Consultant with respect to the transactions contemplated herein. No other prior oral or written agreements are binding upon the parties. Amendments hereto or deviations herefrom shall be effective and binding only if made in writing and executed on by City and Consultant.
- 17.3. **Headings.** The headings and captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and for convenience in reference to this Agreement. Should there be any conflict between such heading, and the section or paragraph thereof at the head of which it appears, the language of the section or paragraph shall control and govern in the construction of this Agreement.
- 17.4. **Pronouns.** Masculine or feminine pronouns shall be substituted for the neuter form and vice versa, and the plural shall be substituted for the singular form and vice versa, in any place or places herein in which the context requires such substitution(s).
- 17.5. **Severability.** If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to the extent necessary to, cure such invalidity or unenforceability, and shall be enforceable in its amended form. In such event, the remainder of this Agreement, or the application of such term or

provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.

- 17.6. **No Presumption Against Drafter.** Each party had an opportunity to consult with an attorney in reviewing and drafting this agreement. Any uncertainty or ambiguity shall not be construed for or against any party based on attribution of drafting to any party.

## 18. GENERAL PROVISIONS

- 18.1. **Confidentiality.** All data, documents, discussion, or other information developed or received by Consultant for performance of this Agreement are deemed confidential and Consultant shall not disclose it without prior written consent by City. City shall grant such consent if disclosure is legally required. All City data shall be returned to City upon the termination or expiration of this Agreement.
- 18.2. **Conflicts of Interest.** Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. Consultant further agrees to file, or shall cause its employees or subcontractor to file, a Statement of Economic Interest with the City's Filing Officer if required under state law in the performance of the services. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer, or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.
- 18.3. **Non-assignment.** Consultant shall not delegate, transfer, subcontract or assign its duties or rights hereunder, either in whole or in part, without City's prior written consent, and any attempt to do so shall be void and of no effect. City shall not be obligated or liable under this Agreement to any party other than Consultant.
- 18.4. **Binding on Successors.** This Agreement shall be binding on the successors and assigns of the parties.
- 18.5. **No Third-Party Beneficiaries.** Except as expressly stated herein, there is no intended third-party beneficiary of any right or obligation assumed by the parties.
- 18.6. **Time of the Essence.** Time is of the essence for each and every provision of this Agreement.
- 18.7. **Non-Discrimination.** Consultant shall not discriminate against any employee or applicant for employment because of race, sex (including pregnancy, childbirth, or

related medical condition), creed, national origin, color, disability as defined by law, disabled veteran status, Vietnam veteran status, religion, age (40 and above), medical condition (cancer-related), marital status, ancestry, or sexual orientation. Employment actions to which this provision applies shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; or in terms, conditions or privileges of employment, and selection for training. Consultant agrees to post in conspicuous places, available to employees and applicants for employment, the provisions of this nondiscrimination clause.

- 18.8. **Waiver.** No provision, covenant, or condition of this Agreement shall be deemed to have been waived by City or Consultant unless in writing signed by one authorized to bind the party asserted to have consented to the waiver. The waiver by City or Consultant of any breach of any provision, covenant, or condition of this Agreement shall not be deemed to be a waiver of any subsequent breach of the same or any other provision, covenant, or condition.
- 18.9. **Excused Failure to Perform.** Consultant shall not be liable for any failure to perform if Consultant presents acceptable evidence, in City's sole judgment, that such failure was due to causes beyond the control and without the fault or negligence of Consultant.
- 18.10. **Remedies Non-Exclusive.** Each right, power and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance from the exercise by any party of any one or more of such rights, powers or remedies shall not preclude the simultaneous or later exercise by such party of any or all of such other rights, powers or remedies.
- 18.11. **Attorneys' Fees.** If legal action shall be necessary to enforce any term, covenant or condition contained in this Agreement, the prevailing party shall be entitled to an award of reasonable attorneys' fees and costs expended in the action.
- 18.12. **Venue.** The venue for any litigation shall be Los Angeles County, California and Consultant hereby consents to jurisdiction in Los Angeles County for purposes of resolving any dispute or enforcing any obligation arising under this Agreement.

**TO EFFECTUATE THIS AGREEMENT**, the parties have caused their duly authorized representatives to execute this Agreement on the dates set forth below.

“City”  
City of South Pasadena

“Consultant”  
Faithful+Gould, Inc.

By: \_\_\_\_\_  
*Signature*

By: \_\_\_\_\_  
*Signature*

Printed: \_\_\_\_\_

Printed: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Attest:**

By: \_\_\_\_\_  
Evelyn G. Zneimer, City Clerk

Date: \_\_\_\_\_

**Approved as to form:**

By: \_\_\_\_\_  
Teresa L. Highsmith, City Attorney

Date: \_\_\_\_\_

## Exhibit A Scope of Services

The Objective of this project is to conduct a Facility Assessment Study of the City of South Pasadena facilities. The study shall evaluate the interior and exterior components of the building, operating systems and site conditions.

Based on the study findings, the Consultant shall prepare a report and recommendations that describe the building improvements that should, or maybe necessary to complete within the next 10 years. A table shall be included that identifies the facility components age, useful life, associated costs, and prioritized based on replacement schedule.

Below is a summary of City facilities that are to be included in the assessment study and their current use:

Facility	Year Constructed	Size	Current Use
War Memorial Building 435 Fair Oaks Avenue	1921 (Historic Building)	Appx. 5,100 sf	Large banquet room upstairs used for rentals with a commercial kitchen, foyer, storage room and restrooms. Downstairs there is another large open space that is leased out with restrooms, a lift and storage.
South Pasadena Senior Center 1102 Oxley Street	1980	Appx. 6,500 sf	Large multi-purpose space with a commercial kitchen that is used for senior programs and that can be rented out. Building also includes staff offices, small meeting rooms, restrooms, reception area and small computer lab.
South Pasadena Library & Community Room 1100 Oxley Street	Built in 1907, expanded in 1930 & 1982 (Historic Building)	Appx. 24,500 sf	The Library is a two story building that has a reception area, circulation areas, staff offices, storage, restrooms and a conference room. This building has an elevator. There is a Community Room adjacent to the Library that is used as a rentable space for large events (there is no kitchen at this facility).
Eddie Park House 2017 Edgewood Drive	1920's (Historic Building)	Appx. 800 sf	Formerly a single family home donated to the City in 1934, the downstairs has a main room used for meetings, a small kitchen and restroom. The upstairs is not currently being utilized for reservations.
Garfield Park Youth House 625 ½ Stratford Avenue	2006	Appx. 855 sf	This is a small building that can be used for group reservations with a small kitchenette.

Iron Works Museum 913 Meridian Ave.	1887 (Historic Building)		This building is the South Pasadena Historical Museum. It is open twice per week to the public.
<b>Civic Center: City Hall, Council Chambers, Fire Department and Police Department</b>			
City Hall 1414 Mission Street	1965	Appx. 8,500 sf	City Hall houses many of the City administrative offices. On the first floor is Finance Department, Building & Planning, restrooms and a break room with a kitchenette. On the second floor is Public Works, Management Services, restrooms and a kitchenette. The basement has storage and connects to the police department. There is an elevator in this building.
Council Chambers 1424 Mission Street	1957	Appx. 2,000 sf	The Council Chambers hosts a variety of public meetings including City Council and Commission meetings. It has an Audio Video room, small meeting room and restrooms.
Fire Department 817 Mound Ave.	1940		This building is used for fire department activities. There is a garage for fire trucks and ambulances, kitchen, sleeping quarters, gym, living room, offices, locker room, conference room (current EOC) and restrooms.
Police Department 1422 Mission Street		Appx. 10,500 sf	This building is used for police department activities. There are offices, dispatch area, locker rooms, shooting range and restrooms.
Orange Grove Recreational Building 815 Mission Street	1936 (Historic Building)	Appx. 4,000 sf	This building is the Recreation Department offices located near Orange Grove Park. The upper level includes staff offices, reception area, meeting area and kitchenette. There is a mid-level meeting space and a lower level gathering area primarily used for Recreation programming. There is a restroom on each level.
Public Works Yard 825 Mission Street	1915		The Public Works Yard is the offices, storage yard and garages for Public Works operations. There are staff offices, a conference room, break room, loading dock and locker rooms.

(NOTE: Square footages are provided for reference. Consultant shall verify measurements.)

## **Project Description:**

Consultant shall prepare a comprehensive facility assessment study that includes survey, inspection, inventory of building components, assessment of the existing conditions, corrective recommendations, preventative maintenance recommendations, budget estimates and timeline for all corrective work and preventative maintenance for all City Facilities.

Below is a summary of areas that the Consultant shall investigate:

- Building Envelope, including condition of the outer shell of the building including walls, doors, windows and roofs. Building envelope to include the condition of the outer shell of the building including walls, doors, windows and a roof assessment.
- Structural Integrity, including walls and foundations.
- Interior walls, ceilings, flooring and signage. Interior assessment shall include but not limited paint, wall coverings, flooring and casework.
- Mechanical systems, HVAC, exhaust, ventilation and controls.
- Electrical systems, both interior and exterior, including distribution and lighting.
- Plumbing systems, both interior and exterior.
- Elevator Systems.
- Life Safety and Security.
- Americans with Disabilities Act (ADA) Accessibility, both interior and exterior.
- Preventative Maintenance.
- Provide recommendations for additional lead/asbestos abatement.

All recommendations shall be in accordance with the latest versions of the California Building Standards Code. A number of the City facilities are Historical Buildings. All recommendations shall be in accordance with the requirements of the Secretary of the Interior Design Standards and local Historic Preservation Guidelines. The City is in the process of hiring a consultant to perform an energy audit to investigate sustainability options for City facilities. Therefore sustainability components such as solar and alternative energy will not be included in this scope of work

## **Scope of Work:**

The scope of work that consultants will include as a minimum in their proposal shall consist of, but not limited to the following tasks. The proposers are encouraged to add to these tasks as deemed necessary:

- A. Research and Data Collection
  1. Review of as-built plans for all City facilities
  2. Site visits to all City facilities to survey, inspect and inventory
  3. Interview with City Staff to gather maintenance records and facility information

- B. Five project meetings with City Staff. These meetings shall be as follows:
  1. Initial kick-off meeting with Consultant team and City Staff
  2. Site tour of all City facilities with Consultant team and City Staff
  3. Meeting to present the results of the survey's and site inspections
  4. Meeting to present of Preliminary Draft
  5. Presentation of the Final Draft
- C. Facilities Assessment Report (for all Facilities except Orange Grove Recreation Building and Public Works Yard)
  1. Executive summary
  2. Findings and recommendations
  3. Summary of existing conditions deficiencies
  4. Summary of improvements
  5. Inventory of building components
  6. Photographs
  7. Exhibits
  8. Cost estimates
  9. Appendices
- D. Facility Assessment Summary (for Orange Grove Recreation Building and Public Works Yard)
  1. Executive summary that includes brief overview of findings, recommendations, summary of existing conditions deficiencies and summary of improvements.
  2. Inventory of building components
  3. Photographs
  4. Cost estimates
- E. Presentation of Final Facility Assessment Report & Summary

**Deliverables:**

All deliverables shall include an electronic (both PDF and Word Document) and hard copies of the report including but not limited to findings, deficiencies, photographs, inventory of building components, appendices, exhibits and cost estimates. Below are the report submittals that the Consultant shall prepare for the City:

- Preliminary Draft Facility Assessment Report: one electronic copy and one hard copy
- Final Facility Assessment Report: One electronic copy and two hard copies
- Final Facility Assessment Summary (for Orange Grove Recreational Building and Public Works Yard): One electronic copy and two hard copies
- Presentation of the Final Facility Assessment Report & Summary



**Documentation Provided to the Consultant:**

The City will provide the Consultant with, limited, past maintenance and repair information for review and inclusion as part of this study. The City will provide Consultant will current inventory list of building components.

(NOTE: This information will be provided for reference. Consultant should field verify building components to create an updated list)

City will provide limited as-builts as reference for the following City facilities:

- War Memorial Building
- South Pasadena Senior Center
- South Pasadena Library & Community Room
- Eddie Park House
- Garfield Youth House
- Iron Works Museum
- City Hall
- Council Chambers
- Fire Department
- Police Department
- Public Works Yard
- Orange Grove Recreational Building

(NOTE: Consultant shall field verify information for each facility.)

## Exhibit B Approved Fee Schedule

### FEE BREAKDOWN COMPREHENSIVE ASSESSMENT OF CITY-WIDE FACILITIES

Facility & Location	Address	Area (Sq. FT.)	Site Hrs	Tasks/Hours						Base FCA Rates			FCA Fee Breakdown		
				Report	ADA	Total Assessor Hrs	QC	PM	Total Hrs	Assessor	QC	PM	net fee	Rate/SF	
War Memorial Building	435 Fair Oaks Avenue	5,100	3	16	2	21	4	2	27	\$135	\$140	\$150	\$3,095	\$0.72	
South Pasadena Senior Center	1102 Oxley Street	6,500	3	16	2	21	4	2	27	\$135	\$140	\$150	\$3,095	\$0.57	
South Pasadena Library & Community Room	1100 Oxley Street	24,500	6	24	2	32	4	2	38	\$135	\$140	\$150	\$5,180	\$0.21	
Eddie Park House	2017 Edgewood Drive	800	2	12	2	16	4	2	22	\$135	\$140	\$150	\$3,020	\$3.78	
Garfield Park Youth House	625 1/2 Stratford Avenue	855	2	12	2	16	4	2	22	\$135	\$140	\$150	\$3,020	\$3.53	
Iron Works Museum	913 Mandian Ave		4	24	2	30	4	2	36	\$135	\$140	\$150	\$4,010		
City Hall	1414 Mission Street	8,500	4	24	2	30	4	2	36	\$135	\$140	\$150	\$4,010	\$0.58	
Council Chambers	1424 Mission Street	2,000	3	16	2	21	4	2	27	\$135	\$140	\$150	\$3,095	\$1.85	
Fire Department	817 Mound Ave.		4	24	2	30	4	2	36	\$135	\$140	\$150	\$4,010		
Police Department	1422 Mission Street	10,500	4	24	2	30	4	2	36	\$135	\$140	\$150	\$4,010	\$0.47	
		58,755	35	192	20	247	40	20	307				\$41,945	\$0.71	
Alternate Pricing Teir 2 Report															
Orange Grove Recreational Building	815 Mission Street	4,000	4	8	2	14	4	2	20	\$135	\$140	\$150	\$2,750	\$0.89	
Public Works Yard	825 Mission Street		6	8	2	16	4	2	22	\$135	\$140	\$150	\$3,020		
		4,000	10	16	4	30	8	4	42				\$5,770		
												<b>Total</b>	<b>\$47,715</b>		

20 - 25

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# City of South Pasadena Agenda Report

Michael A. Cacciotti, Mayor  
Richard D. Schneider, M.D., Mayor Pro Tem  
Robert S. Joe, Councilmember  
Marina Khubesrian, M.D., Councilmember  
Diana Mahmud, Councilmember

Evelyn G. Zneimer, City Clerk  
Gary E. Pia, City Treasurer

COUNCIL AGENDA: April 19, 2017  
TO: Honorable Mayor and City Council  
VIA: Sergio Gonzalez, City Manager *SA*  
FROM: Paul Toor, P.E., Public Works Director *PT*  
Leonna DeWitt, Public Works Assistant *LD*  
SUBJECT: **Adoption of a Resolution Initiating the Proceedings and  
Ordering of the Preparation of the Engineer's Report for Fiscal  
Year 2017-18 Lighting and Landscaping Maintenance District**

## Recommendation

It is recommended that the City Council:

1. Adopt the attached resolution initiating the proceedings for the Fiscal Year (FY) 2017-18 Landscaping and Lighting Maintenance District (LLMD); and
2. Authorize the preparation of the Engineer's Report (Report) for the annual levy and collection of assessments.

## Fiscal Impact

The LLMD establishes the funding mechanism to provide approximately \$900,000 in revenues to exclusively cover the maintenance costs within the LLMD boundaries. The revenue is collected through the Los Angeles County (County) Assessor's Office as part of the property tax rolls. The consulting services of Harris Associates, has been engaged to prepare the Engineer's Report reflecting individual parcel assessments including recordation with the County. The consultant fee of \$7,400 is available in the LLMD Account No. 215-6201-8170.

## Commission Review and Recommendation

This matter was not reviewed by a Commission.

## Background

The LLMD assessments provides annual funds for the maintenance and operation of traffic signals, street lights, median landscaping, street tree trimming, and tree removals and replacements. Each year, the City Council establishes assessments to cover these costs. The first step requires the authorization to prepare an Engineer's Report, which contains the engineering study and details of the assessments and methodologies which are needed to submit the assessments to the County Assessor's Office. The maintenance costs are distributed equitably assessing properties in accordance with special benefits received. Revenues generated by the proposed assessment district will substantially cover the maintenance cost within the LLMD

service area, which coincide with the City of South Pasadena (City) boundaries. The City Council has previously approved the methodology for the assessments and staff will continue with the same methodology this year.

**Analysis**

The attached resolution calls for the preparation of an Engineer's Report showing the total maintenance costs, the parcels to be assessed, the assessment methodology and the specific assessment for each affected parcel in the district.

For more than two decades, the Engineer's Report has been prepared adhering to the procedures established in the 1972 Landscaping and Lighting Act. As in previous years, the City must follow the same procedures, such as preparation of an Engineer's Report and a public hearing to proceed with levying assessments. The LLMD Proceedings Schedule is shown in Attachment 2.

As a result of Proposition 218 (Prop 218), the City cannot increase the proposed assessments without going through a public ballot process. The City Council has supported staff's recommendation to rely on an exemption of Prop 218 (passed in 1997), that allows the renewal of the LLMD assessments, provided the rates are not changed. If the assessment rates are changed, then the balloting requirements under Prop 218 must be fulfilled.

In 2017, the balloting requirements to increase assessments were performed. However, the ballot measure failed, as the simple majority requirement was not met. This kept assessment rates the same as those previously in effect. This FY 2017-18, there will be no change or increase in assessments under the currently-proposed LLMD.

**Legal Review**

The City Attorney has reviewed this item.

**Public Notification of Agenda Item**

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

**Attachments:**

1. Resolution
2. LLMD Proceedings Schedule

**ATTACHMENT 1**  
Resolution

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,  
INITIATING PROCEEDINGS FOR THE  
FISCAL YEAR 2017-18 LEVY AND COLLECTION OF  
ASSESSMENTS FOR CERTAIN LIGHTING AND  
LANDSCAPE MAINTENANCE IN AN EXISTING  
DISTRICT AND ORDERING THE PREPARATION OF A  
REPORT PURSUANT TO THE PROVISIONS OF  
DIVISION 15, PART 2, OF THE STREETS AND  
HIGHWAYS CODE OF THE STATE OF CALIFORNIA**

**WHEREAS**, the City Council of the City of South Pasadena, California, has previously formed a street lighting and landscaping maintenance district pursuant to the terms and provisions of the "Landscaping and Lighting Act of 1972," Division 15, part 2 Streets and Highways Code of the State of California, in what is known and designated as City of South Pasadena Lighting and Landscaping Maintenance District (District); and

**WHEREAS**, at this time, this City Council desires to conduct proceedings to provide for the annual levy of assessments for the next ensuing Fiscal Year (FY) 2017-18, to provide for the costs and expenses necessary for continual maintenance of improvements within said District; and

**WHEREAS**, the provisions of said Streets and Highways Code of the State of California Division 15, Part 2, Chapter 3 requires a written report (commencing with Section 22620).

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:**

**SECTION 1.** That the above recitals are all true and correct.

**SECTION 2.** That the public interest and convenience requires, and it is the intention of the City Council, to initiate proceedings for the annual levy and collection of special assessments for the continual maintenance of certain improvements, all to serve and benefit said District as said area is shown and delineated on a map as previously approved in prior annual levy's by this City Council and on file in the Office of the City Clerk, open to public inspection, and herein so referenced and made a part hereof.

**SECTION 3.** Staff is hereby authorized and ordered to have prepared and file with the City Council an engineers report relating to the FY 2017-18 levy of annual

assessment for said District in accordance with the provisions of Streets and Highways Code of the State of California Division 15, Part 2, Chapter 3 (commencing with Section 22620).

**SECTION 4.** That this resolution shall take effect immediately upon its adoption.

**SECTION 5.** For any and all information relating to the proceedings, project procedure, any documentation and/or information of a procedural or technical nature, your attention is directed to the below listed person at the local agency or department so designated.

Paul Toor, P.E., Director of Public Works  
City of South Pasadena  
1414 Mission Street  
South Pasadena, CA 91030

**SECTION 6.** The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

**PASSED, APPROVED AND ADOPTED ON** this 19<sup>th</sup> day of April, 2017.

\_\_\_\_\_  
Michael A. Cacciotti, Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Evelyn G. Zneimer, City Clerk  
(seal)

\_\_\_\_\_  
Teresa L. Highsmith, City Attorney



**I HEREBY CERTIFY** the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 19<sup>th</sup> day of April, 2017, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINED:**

---

Evelyn G. Zneimer, City Clerk  
(seal)

**ATTACHMENT 2**  
**LLMD Proceedings Schedule**

CITY OF SOUTH PASADENA

FY 2017-18 LIGHTING & LANDSCAPING MAINTENANCE ASSESSMENT DISTRICT  
PROCEEDINGS SCHEDULE

All dates are in calendar year 2017

- April 19 City Council adopts resolution initiating proceeding and orders preparation of the Engineer's Report.
- May 3 Resolution of Intention – Resolution approving the Engineer's Report, declaring the intention to order the annual Lighting and Landscaping Maintenance Assessment District, and setting a date for the public hearing (June 21, 2017).
- June 21 Public Hearing – Resolution of Intention declaring the continued maintenance of City lighting and landscaping and conforming the annual assessment; Resolution authorizing the addition of special assessment to the tax bill.

# City of South Pasadena Agenda Report

Michael A. Cacciotti, Mayor  
Richard D. Schneider, M.D., Mayor Pro Tem  
Robert S. Joe, Councilmember  
Marina Khubesrian, M.D., Councilmember  
Diana Mahmud, Councilmember

Evelyn G. Zneimer, City Clerk  
Gary E. Pia, City Treasurer

COUNCIL AGENDA: April 19, 2017  
TO: Honorable Mayor and City Council  
VIA: Sergio Gonzalez, City Manager *SG*  
FROM: Lucy Demirjian, Assistant to the City Manager *LD*  
Christopher Castruita, Management Analyst *CC*  
SUBJECT: **Authorize Purchase of Staff Laptops and Public Computers for the South Pasadena Public Library and Recreation Center**

## Recommendation

It is recommended that the City Council:

1. Waive purchasing requirements and authorize purchase utilizing co-operative purchasing agreements through the National Association of State Procurement Officers (NASPO) pursuant to South Pasadena Municipal Code (SPMC) Section 2.99-29(19); and
2. Approve expenditures from the State of California Cathode Ray Tube (CRT) Settlement Fund to purchase 32 computers for use by City staff and members of the public at the South Pasadena Public Library (Library) and Recreation Center totaling \$28,896.54.

## Fiscal Impact

No General Fund resources will be utilized for the purchase of the computer equipment (Project).

## Commission Review and Recommendation

This matter was not reviewed by a Commission.

## Background

The Project was made possible by a grant from the CRT Settlement Fund. Created as a result of antitrust litigation pursued by the Attorney General of the State of California, the purpose of the Fund is to encourage innovative technology to benefit California consumers. There are a total of 23 public computers currently in use at the Library and Recreation Center, 17 at the Library and six at the Recreation Center. All are woefully out-of-date, lack speed and processing power either due to insufficient RAM or dated chips, and range between 4 and 10 years old.

## Analysis

Pursuant to SPMC Section 2.99-29(19), "the purchasing agent is empowered and authorized...to procure for the City supplies and equipment in conjunction with such voluntary cooperative purchasing agreement(s) or programs as may be entered into by the City." According to the California Participating Addendum to the NASPO Master Contract Number 7-15-70-34-003, "all

AGENDA ITEM 22

Authorize Purchase of Staff Laptops and Public Computers

April 19, 2017

Page 2 of 2

California political subdivisions/local governments” may purchase computer equipment under the agreement.

Utilizing Co-Operative Contract Number 7-15-70-34-003 from NASPO, staff obtained quotes from Dell Government for the following equipment:

- 22 Optiplex 3240 All-in-One machines, intended for use at the Library
- 6 Optiplex 3050 MiniTowers, intended for use at the Recreation Center
- 1 Latitude 480 Laptop, intended for use by Community Services Department staff
- 3 Latitude E5580 Laptops, intended for use by City staff

The cost for this package totals \$28,896.54, and quotes are good for 30 days.

These funds will help to improve the computers offered at the Recreation Center and Public Library, while also expanding the number of public computers available at the South Pasadena Public Library by 5 computers. This would bring the Library up to a ratio of 1 computer per 1,700 residents, with the eventual goal of providing 1 computer per 1,000 residents.

**Legal Review**

The City Attorney has reviewed this item.

**Public Notification of Agenda Item**

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City’s website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachment: Dell Government Quote No. 3000012243512.1



## A quote for your consideration!

**Total: \$28,896.54**

Based on your business needs, we put the following quote together to help with your purchase decision. Please review your quote details below, then contact your sales rep when you're ready to place your order.

**Quote number:**  
3000012243512.1

**Quote date:**  
Mar. 27, 2017

**Quote expiration:**  
Apr. 26, 2017

**Company name:**  
CITY OF SOUTH PASADENA

**Customer number:**  
9010908

**Phone:**  
(626) 403-7270

**Sales rep information:**  
Dustin Dillard  
Dustin\_Dillard@DELL.com  
(800) 456-3355  
Ext: 5133829

**Bill to:**  
CITY OF SOUTH PASADENA  
1414 MISSION ST  
FINANCE DEPT  
SOUTH PASADENA  
CA 91030-3214  
US  
(626) 403-7270

### Pricing Summary

Item	Qty	Unit price	Subtotal
OptiPlex 3240 AIO	22	\$780.56	\$17,172.32
OptiPlex 3050 SFF	6	\$578.38	\$3,470.28
Dell Latitude 3480	1	\$927.12	\$927.12
Dell Latitude 5580	3	\$1,820.58	\$5,461.74
Dell Optical Mouse - MS116 (Black)	3	\$13.99	\$41.97

DBC as low as \$867.00/ month^

<b>Subtotal:</b>	<b>\$27,073.43</b>
<b>Shipping:</b>	<b>\$0.00</b>
<b>Environmental Fees:</b>	<b>\$155.00</b>
<b>Non-Taxable Amount:</b>	<b>\$5,704.49</b>
<b>Taxable Amount:</b>	<b>\$21,523.94</b>
<b>Estimated Tax:</b>	<b>\$1,668.11</b>
<b>Total:</b>	<b>\$28,896.54</b>

## Dear Customer,

Please review the quote for product and information accuracy. If you find errors or desire certain changes please contact me as soon as possible.

Regards,

Dustin Dillard

Order this quote easily online through your [Premier page](#), or if you do not have Premier, using [Quote to Order](#)

### Additional comment

QT 22 All in one

### Shipping Group 1

<b>Shipping Contact:</b> RACHEL HEMOND	<b>Shipping phone:</b> (951) 784-3500	<b>Shipping via:</b> Standard Ground	<b>Shipping Address:</b> 1960 CHICAGO AVE STE E9 RIVERSIDE CA 92507-2312 US
---	--	---	---

SKU	Description	Qty	Unit Price	Subtotal
	OptiPlex 3240 AIO	22	\$780.56	\$17,172.32
<b>Estimated Delivery Date: Apr. 5 - Apr. 13, 2017</b>				
<b>Contract Code: WN03AGW</b>				
<b>Customer Agreement No: 7-15-70-34-003</b>				
338-BHUF	Intel Core i5-6500 (QC/6MB/4T/3.2GHz/65W); supports Windows 7/8.1/10/Linux	22	-	-
619-AHKN	Win 10 Pro 64 English, French, Spanish	22	-	-
630-AAPK	No Productivity Software	22	-	-
391-BBDM	Non-Touch LCD, Dell OptiPlex AIO	22	-	-
575-BBIH	Basic Stand for OptiPlex 3240	22	-	-
490-BBFG	Intel Integrated Graphics, Dell OptiPlex	22	-	-
329-BCTP	3240 AIO 21.5, FHD Non Touch with No Camera, Integrated Graphics, Bronze PSU	22	-	-
370-AACM	4GB (1x4GB) 1600MHz DDR3 Memory	22	-	-
400-AJCV	2.5 inch 500GB 7200rpm Hard Disk Drive	22	-	-
555-BCOY	Intel Dual Band Wireless 8260 (802.11ac) + Bluetooth	22	-	-
555-BCOG	Intel DB WLAN 8260 Software	22	-	-
429-AAWR	8x DVD+/-RW 9.5mm Optical Disk Drive	22	-	-
658-BBTV	Cyberlink Media Suite Essentials for Windows 10 and DVD	22	-	-



634-BENZ	drive (without Media)	22	-	-
954-3465	No DDP ESS Software	22	-	-
580-ADJC	No DDPE Encryption Software	22	-	-
275-BBBW	Dell KB216 Wired Multi-Media Keyboard English Black	22	-	-
340-AJFC	Dell MS116 Wired Mouse, Black	22	-	-
422-0008	Kickstart Product Registration	22	-	-
525-BBCL	Dell Data Protection System Tools Digital Delivery/DT	22	-	-
631-AAWE	SupportAssist	22	-	-
640-BBLW	Management Engine	22	-	-
658-BBMR	Dell(TM) Digital Delivery Cirrus Client	22	-	-
	Dell Client System Update (Updates latest Dell	22	-	-
	Recommended BIOS, Drivers, Firmware and			
	Apps),OptiPlex			
658-BBNF	Waves Maxx Audio Royalty	22	-	-
658-BCUV	Dell Developed Recovery Environment	22	-	-
620-AALW	OS-Windows Media Not Included	22	-	-
387-BBKS	ENERGY STAR Version 6.0	22	-	-
817-BBBB	No FGA	22	-	-
210-AFXC	OptiPlex 3240 AIO XCTO	22	-	-
332-1286	US Order	22	-	-
800-BBIO	Desktop BTO Standard shipment	22	-	-
450-AAOJ	System Power Cord (Philippine/TH/US)	22	-	-
340-AGIK	Safety/Environment and Regulatory Guide	22	-	-
	(English/French Multi-language)			
340-ABJI	No Diagnostic/Recovery CD media	22	-	-
340-ATKW	Placemat Documentation, Win 10,BCC/DAO	22	-	-
329-BBJL	TPM Enabled	22	-	-
340-ATKY	Ship Material 3240 AIO, DAO	22	-	-
389-BBUU	Shipping Label for DAO	22	-	-
389-BHIB	Intel(R) Core(TM) i5 Label	22	-	-
389-BCGW	No UPC Label	22	-	-
389-BICG	Regulatory Label Opti 3240 AIO Non Touch	22	-	-
461-AABV	No Accessories	22	-	-
409-BBCF	No Intel Rapid Start or Smart Connect	22	-	-
803-8584	Dell Limited Hardware Warranty Plus Service	22	-	-
803-8788	ProSupport Plus: Accidental Damage Service, 3 Years	22	-	-
803-8816	ProSupport Plus: Keep Your Hard Drive, 3 Years	22	-	-
803-8844	ProSupport Plus: Next Business Day Onsite, 3 Years	22	-	-
803-8900	ProSupport Plus: 7x24 Technical Support, 3 Years	22	-	-
997-8367	Thank you for choosing Dell ProSupport Plus. For tech	22	-	-
	support, visit <a href="http://www.dell.com/contactdell">www.dell.com/contactdell</a> or call 1-866-			
	516-3115			

SKU	Description	Qty	Unit Price	Subtotal
	OptiPlex 3050 SFF	6	\$578.38	\$3,470.28

Estimated Delivery Date: Apr. 3 - Apr. 7, 2017

Contract Code: WN03AGW

## Customer Agreement No: 7-15-70-34-003

338-BKYY	Intel Core i5-7500 (QC/6MB/4T/3.4GHz/65W); supports Windows 10/Linux	6	-	-
619-AHKN	Win 10 Pro 64 English, French, Spanish	6	-	-
658-BCSB	Microsoft(R) Office 30 Days Trial	6	-	-
370-ADJU	8GB (1x8GB) 2400MHz DDR4 Memory	6	-	-
400-ANPL	3.5 inch 500GB 7200rpm Hard Disk Drive	6	-	-
490-BBFG	Intel Integrated Graphics, Dell OptiPlex	6	-	-
325-BBRJ	DVD+/-RW Bezel, Small Form Factor	6	-	-
429-AAJV	DVD-RW Drive (Reads and Writes to DVD/CD)	6	-	-
658-BBTV	Cyberlink Media Suite Essentials for Windows 10 and DVD drive (without Media)	6	-	-
620-AALW	OS-Windows Media Not Included	6	-	-
575-BBBI	No Integrated Stand option	6	-	-
580-ADJC	Dell KB216 Wired Multi-Media Keyboard English Black	6	-	-
275-BBBW	Dell MS116 Wired Mouse, Black	6	-	-
634-BENZ	No DDP ESS Software	6	-	-
954-3465	No DDPE Encryption Software	6	-	-
998-CHWU	Fixed Hardware Configuration	6	-	-
210-AKHP	OptiPlex 3050 Small Form Factor BTX	6	-	-
555-BBFO	No Wireless	6	-	-
321-BCJW	OptiPlex 3050 SFF with 180W Standard Power Supply (APFC)	6	-	-
461-AAEI	No Chassis Intrusion Switch	6	-	-
575-BBKX	No Hard Drive Bracket for Small Form Factor, Dell OptiPlex	6	-	-
332-1286	US Order	6	-	-
340-ABJI	No Diagnostic/Recovery CD media	6	-	-
340-BKBT	PLCMT,DOC,3050,SFF,DAO	6	-	-
631-ABFE	No Out-of-Band Systems Management	6	-	-
422-0008	Dell Data Protection System Tools Digital Delivery/DT	6	-	-
525-BBCL	SupportAssist	6	-	-
640-BBLW	Dell(TM) Digital Delivery Cirrus Client	6	-	-
658-BBMR	Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps),OptiPlex	6	-	-
658-BBRB	Waves Maxx Audio	6	-	-
658-BCUV	Dell Developed Recovery Environment	6	-	-
387-BBCG	No ESTAR	6	-	-
551-BBBJ	No Intel Responsive	6	-	-
340-AGIK	Safety/Environment and Regulatory Guide (English/French Multi-language)	6	-	-
329-BBJL	TPM Enabled	6	-	-
389-BDQH	Retail POD	6	-	-
340-BKFK	Ship Material for Opti 5050 SFF	6	-	-
389-BBUU	Shipping Label for DAO	6	-	-
389-BLSV	Intel(R) Core(TM) i5 Label	6	-	-
461-AABF	No CompuTrace	6	-	-
450-AAOJ	System Power Cord (Philippine/TH/US)	6	-	-
470-AAJL	NO ADAPTER	6	-	-
389-BRLH	MOD,LBL,REG,SFF,JSD2,3050,APFC	6	-	-
401-AANH	2nd Hard Drive: not included	6	-	-
382-BBBZ	No Add On Card	6	-	-

385-BBCR	No Media Card Reader	6	-	-
555-BBFO	No Wireless	6	-	-
800-BBIP	Desktop BTS/BTP Shipment	6	-	-
803-8583	Dell Limited Hardware Warranty Plus Service	6	-	-
803-8774	ProSupport Plus: Accidental Damage Service, 3 Years	6	-	-
803-8802	ProSupport Plus: Keep Your Hard Drive, 3 Years	6	-	-
803-8830	ProSupport Plus: Next Business Day Onsite, 3 Years	6	-	-
803-8886	ProSupport Plus: 7x24 Technical Support, 3 Years	6	-	-
997-8367	Thank you for choosing Dell ProSupport Plus. For tech support, visit <a href="http://www.dell.com/contactdell">www.dell.com/contactdell</a> or call 1-866-516-3115	6	-	-
817-BBBC	Not selected in this configuration	6	-	-

SKU	Description	Qty	Unit Price	Subtotal
	Dell Latitude 3480	1	\$927.12	\$927.12
	<b>Estimated Delivery Date: Apr. 11 - Apr. 19, 2017</b>			
	<b>Contract Code: WN03AGW</b>			
	<b>Customer Agreement No: 7-15-70-34-003</b>			
210-AKUQ	Dell Latitude 3480, CTO	1	-	-
379-BCSL	7th Generation Intel Core i3-7100U (Dual Core, 2.40Gz, 3MB cache)	1	-	-
619-AHKN	Win 10 Pro 64 English, French, Spanish	1	-	-
658-BCSB	Microsoft(R) Office 30 Days Trial	1	-	-
338-BLFU	Intel(R) Core(TM) i3-7100U Processor Base, Intel(R) HD Graphics 620	1	-	-
631-ABIG	No Out-of-Band Systems Management	1	-	-
370-ADIB	8G (1 X 8G) DDR4 Memory	1	-	-
400-AOWD	2.5" 7mm 500GB 7200rpm HDD	1	-	-
575-BBLQ	2.5" 7mm HDD Hard Drive Bracket	1	-	-
320-BCEB	Non-Touch LCD Back Cover with Camera	1	-	-
391-BDER	14.0" (16:9) Anti-Glare, FHD (1920x1080) WLED	1	-	-
580-ACBU	Standard Keyboard, English	1	-	-
570-AADK	No Mouse	1	-	-
555-BDMH	Qualcomm QCA61x4A 802.11ac Driver	1	-	-
555-BCMW	Qualcomm QCA61x4A 802.11ac Dual Band (2x2) Wireless Adapter+ Bluetooth 4.1	1	-	-
362-BBBB	No Wireless WAN Card	1	-	-
451-BBVM	42 Whr ExpressCharge Capable (Prismastic)	1	-	-
492-BBDD	65 Watt AC Adaptor	1	-	-
346-BCHD	No Fingerprint Reader Palmrest (Single Pointing)	1	-	-
634-BENZ	No DDP ESS Software	1	-	-
954-3465	No DDPE Encryption Software	1	-	-
620-AAOH	No Media	1	-	-
340-AGIK	Safety/Environment and Regulatory Guide	1	-	-

	(English/French Multi-language)			
640-BBJB	ODM Info	1	-	-
340-BLOL	Windows 10 Quick Reference Guide	1	-	-
430-XXYG	No Resource DVD	1	-	-
340-ACQQ	No Option Included	1	-	-
387-BBMM	eStar 6.1	1	-	-
389-BEYY	Regulatory Label included	1	-	-
389-BCGW	No UPC Label	1	-	-
332-1286	US Order	1	-	-
340-AASO	Direct Ship Info Mod	1	-	-
340-BLQY	Mixed Model Shipping Material	1	-	-
800-BBGT	BTO Standard Shipment (S)	1	-	-
610-BBUR	Dell Latitude 3480 Flex 3	1	-	-
817-BBBB	No FGA	1	-	-
389-BLSU	Intel (R)CPU label for Core(TM) i3 KBL	1	-	-
537-BBBL	US Power Cord	1	-	-
452-BBSE	No Docking Station	1	-	-
817-BBBC	Not selected in this configuration	1	-	-
525-0131	Dell Command   Power Manager (DCPM)	1	-	-
525-BBCL	SupportAssist	1	-	-
640-BBLW	Dell(TM) Digital Delivery Cirrus Client	1	-	-
658-BBMR	Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps),OptiPlex	1	-	-
658-BBRB	Waves Maxx Audio	1	-	-
658-BCUV	Dell Developed Recovery Environment	1	-	-
658-BDLO	System Shipment, Latitude 3480	1	-	-
975-3461	Dell Limited Hardware Warranty Extended Year(s)	1	-	-
997-6727	Dell Limited Hardware Warranty	1	-	-
997-6748	ProSupport Plus: Accidental Damage Service, 5 Years	1	-	-
997-6757	ProSupport Plus: Keep Your Hard Drive, 5 Years	1	-	-
997-6762	ProSupport Plus: Next Business Day Onsite, 1 Year	1	-	-
997-6766	ProSupport Plus: Next Business Day Onsite, 4 Year Extended	1	-	-
997-6775	ProSupport Plus: 7x24 Technical Support, 5 Years	1	-	-
460-BBEX	No Carrying Case	1	-	-
575-BBCH	No Stand included	1	-	-

SKU	Description	Qty	Unit Price	Subtotal
	Dell Latitude 5580	3	\$1,820.58	\$5,461.74

Estimated Delivery Date: Apr. 6 - Apr. 14, 2017

Contract Code: WN03AGW

Customer Agreement No: 7-15-70-34-003

210-AKCJ	Dell Latitude 5580, CTO	3	-	-
379-BCPM	7th Generation Intel Core i7-7600U (Dual Core, 2.80Gz, 4MB cache)	3	-	-

619-AHKN	Win 10 Pro 64 English, French, Spanish	3	-	-
658-BCSB	Microsoft(R) Office 30 Days Trial	3	-	-
338-BKPJ	Intel(R) Core (TM) i7-7600U Processor Base, NVIDA(R) GeForce 930MX Discrete Graphics	3	-	-
409-BBKS	Intel Rapid Storage Technology	3	-	-
631-ABEI	No Out-of-Band Systems Management	3	-	-
370-ADHW	16GB (1x16GB) DDR4 Memory	3	-	-
400-ANUY	512GB Solid State Drive M2 2280 SATA	3	-	-
575-BBKU	M.2 SSD SATA Hard Drive Bracket	3	-	-
320-BCCR	Non Touch LCD Backcover, WLAN	3	-	-
325-BCFI	Non-Touch bezel with camera	3	-	-
391-BCZV	39.6cm (15.6") Non-Touch Anti-Glare HD (1366 x 768)	3	-	-
583-BDPL	Internal US English Qwerty Non-backlit Keyboard	3	-	-
570-AADK	No Mouse	3	-	-
555-BDFV	Dell Wireless 1820 802.11AC Driver	3	-	-
555-BCMWW	Qualcomm QCA61x4A 802.11ac Dual Band (2x2) Wireless Adapter+ Bluetooth 4.1	3	-	-
362-BBBB	No Wireless WAN Card	3	-	-
451-BBXV	Primary 4-cell 68W/HR Battery	3	-	-
492-BBXF	65W AC Adapter, 3-pin	3	-	-
346-BCET	Dual Point Palmrest with No Security	3	-	-
634-BENZ	No DDP ESS Software	3	-	-
421-9984	Dell Data Protection Encryption Personal Edition Digital Delivery	3	-	-
954-3455	Dell ProSupport for Software, Dell Data Protection Encryption Personal Edition, 1 Year	3	-	-
620-AAOH	No Media	3	-	-
340-AGIK	Safety/Environment and Regulatory Guide (English/French Multi-language)	3	-	-
340-BKCO	Windows 10 Placemat	3	-	-
430-XXYG	No Resource DVD	3	-	-
340-ACQQ	No Option Included	3	-	-
387-BBLZ	Energy Star 6.1	3	-	-
389-BEYY	Regulatory Label included	3	-	-
389-BCGW	No UPC Label	3	-	-
332-1286	US Order	3	-	-
340-AAPP	Directship Info Mod	3	-	-
340-BKKJ	Mix Model Packaging DAO	3	-	-
800-BBGT	BTO Standard Shipment (S)	3	-	-
610-BBSO	Dell Latitude E5580 Flex 4 U	3	-	-
817-BBBB	No FGA	3	-	-
452-BBSE	No Docking Station	3	-	-
450-AAEJ	US Power Cord	3	-	-
340-ADFZ	Dell Power Manager	3	-	-
340-ADFZ	Dell Power Manager	3	-	-
525-BBCL	SupportAssist	3	-	-
525-BBCL	SupportAssist	3	-	-
640-BBLW	Dell(TM) Digital Delivery Cirrus Client	3	-	-
640-BBLW	Dell(TM) Digital Delivery Cirrus Client	3	-	-
658-BBMR	Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps),OptiPlex	3	-	-
658-BBRB	Waves Maxx Audio	3	-	-

658-BCUV	Dell Developed Recovery Environment	3	-	-
658-BCUV	Dell Developed Recovery Environment	3	-	-
658-BDKE	System Shipment, Latitude 5580	3	-	-
389-BLST	Intel(R) Core(TM) i7 Label	3	-	-
650-AAAM	No Anti-Virus Software	3	-	-
975-3461	Dell Limited Hardware Warranty Extended Year(s)	3	-	-
997-8317	Dell Limited Hardware Warranty	3	-	-
997-8366	ProSupport Plus: Next Business Day Onsite, 1 Year	3	-	-
997-8367	Thank you for choosing Dell ProSupport Plus. For tech support, visit <a href="http://www.dell.com/contactdell">www.dell.com/contactdell</a> or call 1-866-516-3115	3	-	-
997-8392	ProSupport Plus: Keep Your Hard Drive, 5 Years	3	-	-
997-8393	ProSupport Plus: Next Business Day Onsite, 4 Year Extended	3	-	-
997-8394	ProSupport Plus: Accidental Damage Service, 5 Years	3	-	-
997-8395	ProSupport Plus: 7x24 Technical Support, 5 Years	3	-	-
340-ADBJ	Thank You for Choosing Dell	3	-	-
460-BBEX	No Carrying Case	3	-	-
575-BBCH	No Stand included	3	-	-
429-AATO	No Removable CD/DVD Drive	3	-	-

SKU	Description	Qty	Unit Price	Subtotal
	Dell Optical Mouse - MS116 (Black)	3	\$13.99	\$41.97
	<b>Estimated Delivery Date: Apr. 3 - Apr. 7, 2017</b>			
	<b>Contract Code: WN03AGW</b>			
	<b>Customer Agreement No: 7-15-70-34-003</b>			
275-BBCB	Dell Optical Mouse-MS116 Black	3	-	-

<b>Subtotal:</b>	\$27,073.43
<b>Shipping:</b>	\$0.00
<b>Environmental Fees:</b>	\$155.00
<b>Estimated Tax:</b>	\$1,668.11
<b>Total:</b>	<b>\$28,896.54</b>

## Important Notes

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### Terms of Sale

Unless you have a separate written agreement that specifically applies to this order, your order will be subject to and governed by the following agreements, each of which are incorporated herein by reference and available in hardcopy from Dell at your request: Dell's Terms of Sale ([www.dell.com/learn/us/en/uscorp1/terms-of-sale](http://www.dell.com/learn/us/en/uscorp1/terms-of-sale)), which include a binding consumer arbitration provision and incorporate Dell's U.S. Return Policy ([www.dell.com/returnpolicy](http://www.dell.com/returnpolicy)) and Warranty (for [Consumer warranties](#); for [Commercial warranties](#)).

If this purchase includes services: in addition to the foregoing applicable terms, the terms of your service contract will apply ([Consumer](#); [Commercial](#)). If this purchase includes software: in addition to the foregoing applicable terms, your use of the software is subject to the license terms accompanying the software, and in the absence of such terms, then use of the Dell-branded application software is subject to the Dell End User License Agreement - Type A ([www.dell.com/AEULA](http://www.dell.com/AEULA)) and use of the Dell-branded system software is subject to the Dell End User License Agreement - Type S ([www.dell.com/SEULA](http://www.dell.com/SEULA)).

You acknowledge having read and agree to be bound by the foregoing applicable terms in their entirety. Any terms and conditions set forth in your purchase order or any other correspondence that are in addition to, inconsistent or in conflict with, the foregoing applicable online terms will be of no force or effect unless specifically agreed to in a writing signed by Dell that expressly references such terms.

### Pricing, Taxes, and Additional Information

All product, pricing, and other information is valid for U.S. customers and U.S. addresses only, and is based on the latest information available and may be subject to change. Dell reserves the right to cancel quotes and orders arising from pricing or other errors. Please indicate any tax-exempt status on your PO, and fax your exemption certificate, including your Customer Number, to the Dell Tax Department at 800-433-9023. Please ensure that your tax-exemption certificate reflects the correct Dell entity name: **Dell Marketing L.P.**

Note: All tax quoted above is an estimate; final taxes will be listed on the invoice.

If you have any questions regarding tax please send an e-mail to [Tax\\_Department@dell.com](mailto:Tax_Department@dell.com).

For certain products shipped to end-users in California, a State Environmental Fee will be applied to your invoice. Dell encourages customers to dispose of electronic equipment properly.

#### ^Dell Business Credit (DBC):

OFFER VARIES BY CREDITWORTHINESS AS DETERMINED BY LENDER. Offered by WebBank to Small and Medium Business customers with approved credit. Taxes, shipping and other charges are extra and vary. Minimum monthly payments are the greater of \$15 or 3% of account balance. Dell Business Credit is not offered to government or public entities, or business entities located and organized outside of the United States.

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**\*Dell Financial Services Lease:**

1. This proposal is property of Dell Financial Services and contains confidential information. This proposal shall not be duplicated or disclosed in whole or part. Minimum transaction size \$500.
2. All terms are subject to credit approval, execution and return of mutually acceptable lease documentation.
3. Lease rates are based upon the final amount, configuration and specification of the supplied equipment. Interim rent may apply and be due in the first payment cycle.
4. The Lease Quote is exclusive of shipping costs, maintenance fees, filing fees, licensing fees, property or use taxes, insurance premiums and similar items, which shall be for Lessee's account.
5. This proposal is valid through the expiration date shown above, or, if none is specified, for 30 calendar days from date of presentation.



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# City of South Pasadena Agenda Report

Michael A. Cacciotti, Mayor  
Richard D. Schneider, M.D., Mayor Pro Tem  
Robert S. Joe, Councilmember  
Marina Khubesian, M.D., Councilmember  
Diana Mahmud, Councilmember

Evelyn G. Zneimer, City Clerk  
Gary E. Pia, City Treasurer

COUNCIL AGENDA: April 19, 2017

TO: Honorable Mayor and City Council

VIA: Sergio Gonzalez, City Manager *SG*

FROM: Paul Toor, Public Works Director *PT*  
Alex Chou, Associate Civil Engineer *AKC*

SUBJECT: **Adoption of a Resolution Approving Funding Agreement No. 920000000F5308 for South Pasadena's ATMS, Central TCS, and FOIC for Fair Oaks Avenue – LACMTA Call for Projects ID No. F5308 and FTIP No. LAF5308 Funded by Los Angeles County Metropolitan Transportation Authority (LACMTA)**

## Recommendation

It is recommended that the City Council:

1. Authorize the City Manager to execute Funding Agreement No. 920000000F5308 for the engineering design and construction of Advanced Traffic Management System (ATMS), Central Traffic Control System (TCS), and fiber-optic cables (FOIC) on Fair Oaks Avenue between Columbia Street and Huntington Drive (Project);
2. Adopt a resolution entitled, "A Resolution of the City Council of the City of South Pasadena, California, adopting Funding Agreement No. 920000000F5308 for South Pasadena's ATMS, Central TCS, and FOIC for Fair Oaks Avenue – LACMTA Call for Projects ID No. F5308 and FTIP No. LAF5308"; and
3. Appropriate the amount of \$115,900 from the General Fund Reserve to Account No. 104-9000-9203 for required twenty-five percent local match funds for the Project.

## Fiscal Impact

This Project is funded through LACMTA Proposition C 25% funds in the amount of \$463,600, which requires 25% local matching funds. A portion of 25 % City matching funds is funded through General Funds in the amount of \$115,900. This brings the total cost of the Project to \$579,500 which includes engineering design, construction cost, construction engineering services, and project administration cost. The City of South Pasadena (City) will submit reimbursement requests per LACMTA guidelines along with the Quarterly Progress and Expenditure reports.

## Environmental Analysis

This item is exempt from any California Environmental Quality Act (CEQA) analysis based on State CEQA Guidelines Section 21084 of the Public Resources Code, in accordance with Article 19, Section 15301, Class 1 "existing facilities."

AGENDA ITEM 23

**Commission Review and Recommendation**

This matter was not reviewed by a Commission.

**Background**

In January 2011, the City submitted a grant application requesting total amount of \$500,000 to LACMTA 2011 Call for Projects for the installation of the centralized CTS and installation of the fiber-optic communication system that will interconnect a total of twelve (12) signalized intersections along Fair Oaks Avenue. Also, this Project will be integrated with Los Angeles County's Information Exchange Network (IEN) servers to provide data sharing between adjacent cities, the County, State of California Department of Transportation (Caltrans), and other participating agencies on the IEN.

In February 2011, the City received an Application Reconciliation Report from LACMTA for total project costs and funding amount to be appropriately programed in Fiscal Year (FY) 2015-16 and FY 2016-17.

On March 27, 2017, the City received an authorization letter granting award in the amount of \$579,500 (this includes \$115,900 of required local matching funds) and the authorization to proceed to pursue engineering design and construction for the Project.

**Analysis**

Prior to receiving any funds from LACMTA Call for Projects, it is essential for the City to execute the Funding Agreement, adopt this Capital Improvement Program, and authorize appropriate local matching funds for this Project.

LACMTA requires agencies to adopt a resolution identifying the Project and the official authorized to execute the Funding Agreement No. 920000000F5308. In addition, LACMTA requires agencies to execute "Project Readiness Certification" for which is evidence that the City can appropriately fund and staff the Project so that the Project can be completed in a timely manner.

In July 2015, the City submitted another grant application to Caltrans under the Highway Safety Improvement Program (HSIP) for the traffic signal improvement on Fair Oaks Avenue between Huntington Drive and Hope Street. The traffic signal improvements include improving signal timing, upgrading software, installing advance loop detections, and upgrading pedestrian signal heads and safety lights. In August 2016, the City received a HSIP grant in the amount of \$315,900 which does not require any local matching funds. Given the nature of the Project, it is prudent to work on both LACMTA and HSIP grants simultaneously to optimize the use of available funding.

Resolution to Approve a Funding Agreement No. 920000000F5308 for South Pasadena's  
ATMS, Central TCS, and FOIC for Fair Oaks Avenue  
April 19, 2017  
Page 3 of 3

**Legal Review**

The City Attorney has reviewed this item.

**Public Notification of Agenda Item**

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

**Attachments:**

1. Resolution
2. Funding Agreement
3. Location Map

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**ATTACHMENT 1**  
Resolution

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,  
ADOPTING FUNDING AGREEMENT NO. 920000000F5308 FOR  
SOUTH PASADENA'S ATMS, CENTRAL TCS, AND FOIC FOR  
FAIR OAKS AVENUE – LACMTA CALL FOR PROJECTS  
ID NO. F5308 AND FTIP NO. LAF5308**

**WHEREAS**, on January 27, 2011, the City of South Pasadena (City) submitted a grant application to Los Angeles County Metropolitan Transportation Authority (LACMTA) for the engineering design and construction of Advanced Traffic Management System (ATMS), Central Traffic Control System (TCS), and fiber-optic cables (FOIC) on Fair Oaks Avenue between Columbia Street and Huntington Drive (Project); and

**WHEREAS**, on March 27, 2017, the City received authorization to proceed with the engineering design and construction for the Project; and

**WHEREAS**, this Funding Agreement must be executed prior to processing any invoices seeking reimbursement on the Project.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:**

**SECTION 1.** The City, as a condition to the payment by LACMTA any funds for this Project, accepts and will comply with the special covenant or remarks set forth on Funding Agreement No. 920000000F5308.

**SECTION 2.** The City Manager, or his/her designee, to conduct all negotiations, and to execute and submit all documents including, but not limited to applications, agreements, amendments, payment requests and so forth, which may be necessary for the completion of the aforementioned Project.

**SECTION 3.** The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

**PASSED, APPROVED AND ADOPTED ON** this 19<sup>th</sup> day of April, 2017.

\_\_\_\_\_  
Michael A. Cacciotti, Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Evelyn G. Zneimer, City Clerk  
(seal)

\_\_\_\_\_  
Teresa L. Highsmith, City Attorney

**I HEREBY CERTIFY** the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 19<sup>th</sup> day of April, 2017, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINED:**

\_\_\_\_\_  
Evelyn G. Zneimer, City Clerk  
(seal)



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**ATTACHMENT 2**

Funding Agreement No. 920000000F5308  
for South Pasadena's ATMS, Central TCS, and FOIC  
for Fair Oaks Avenue – LACMTA Call for Projects  
ID No. F5308 and FTIP No. LAF5308

**CALL FOR PROJECTS  
PROPOSITION C  
FUNDING AGREEMENT**

This Funding Agreement ("Agreement") is made and entered into effective as of January 2, 2017 ("Effective Date"), and is by and between the Los Angeles County Metropolitan Transportation Authority ("LACMTA") and City of South Pasadena ("GRANTEE") for South Pasadena's ATMS, Central TCS and FOIC for Fair Oaks Av - LACMTA Call for Projects ID#F5308 and FTIP#LAF5308 (the "Project").

WHEREAS, as part of the 2011 Call for Projects, the LACMTA Board of Directors, at its meeting on September 22, 2011 authorized a grant to GRANTEE, subject to the terms and conditions contained in this Agreement.

NOW, THEREFORE, the parties hereby agree as follows:

The terms and conditions of this Agreement consist of the following and each is incorporated by reference herein as if fully set forth herein:

1. Part I - Specific Terms of the Agreement
2. Part II - General Terms of the Agreement
3. Attachment A - Project Funding
4. Attachment B - Scope of Work
5. Attachment C - Reporting and Expenditure Guidelines
6. Attachment C-1 - Quarterly Progress/Expenditure Report
7. Attachment D - Federal Transportation Improvement Program (FTIP) Sheet
8. Attachment E-1 - ITS Architecture Consistency Self-Certification Form
9. Attachment E-2 - Signal Synchronization and Bus Speed Improvement Program Special Grant Conditions
10. Attachment F - Project Readiness Certification
11. Any other attachments or documents referenced in the above documents

In the event of a conflict, the Special Grant Conditions, if any, shall prevail over the Specific Terms of the Agreement and any attachments and the Specific Terms of the Agreement shall prevail over the General Terms of the Agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized representatives as of the dates indicated below:

LACMTA:


LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY

By: \_\_\_\_\_  
Phillip A. Washington  
Chief Executive Officer

Date: \_\_\_\_\_

APPROVED AS TO FORM:

MARY C. WICKHAM  
County Counsel

By:  \_\_\_\_\_  
Deputy

Date: 3/21/17

GRANTEE:

CITY OF SOUTH PASADENA

By: \_\_\_\_\_  
Sergio Gonzalez  
City Manager

Date: \_\_\_\_\_

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Teresa L. Highsmith  
City Attorney

Date: \_\_\_\_\_

**PART I**  
**SPECIFIC TERMS OF THE AGREEMENT**

1. Title of the Project (the "Project"): South Pasadena's ATMS, Central TCS and FOIC for Fair Oaks Av LACMTA Call for Projects ID#F5308, FTIP #LAF5308.
2. To the extent the Funds are available, LACMTA shall make to GRANTEE a one-time grant of the Proposition C 25% funds in the amount of \$463,600 (the "Funds") for the Project in accordance with the terms of this Agreement. LACMTA Board of Directors' action of September 22, 2011, granted the Funds to GRANTEE for the Project. The Funds are programmed over one year, Fiscal Year (FY) 2016-17.
3. The Project Funding documents all sources of funds programmed for the Project as approved by LACMTA and is attached as Attachment A. The Project Funding includes the total programmed budget for the Project, including the Funds granted by LACMTA and GRANTEE'S local match requirement (the "GRANTEE Funding Commitment"). The Project Funding also includes the fiscal years in which all the funds for the Project are programmed.
4. GRANTEE shall complete the Project as described in the Scope of Work. The Scope of Work for the Project is attached to this Agreement as Attachment B. The Scope of Work includes a description of the Project, a detailed description of the work to be completed by GRANTEE including, without limitation, Project milestones consistent with the lapsing policy, and a set schedule. Work shall be delivered in accordance with that schedule unless otherwise agreed to by the parties in writing. If a GRANTEE is consistently behind schedule in meeting milestones or in delivering the Project, then LACMTA will have the option to terminate this Agreement for default as described in Part II, Section 9.
5. Eligible Project expenses are defined in the Reporting and Expenditure Guidelines (Attachment C). The form of the Quarterly Progress/Expenditure Report is attached as Attachment C-1. LACMTA will withhold ten (10%) percent of eligible expenditures per invoice as retention pending an audit of expenditures and completion of the Scope of Work.
6. The "FTIP PROJECT SHEET (PDF)" is attached as Attachment D and is required to ensure that the Project is programmed correctly in the most up-to-date FTIP document. The FTIP PROJECT SHEET (PDF) can be found in ProgramMetro FTIP database under the reports section at <https://program.metro.net>. All projects that receive funding through the LACMTA Call for Projects must be programmed into the FTIP which includes locally funded regionally significant projects for information and air quality modeling purposes. GRANTEE shall review the Project in ProgramMetro each year and update or correct the Project as necessary during a scheduled FTIP amendment or adoption to be consistent with the terms of this Agreement, as amended from time to time. GRANTEE will be notified of amendments and adoptions to the FTIP via e-mail. Changes to the FTIP through ProgramMetro should be made as soon as possible after GRANTEE is aware of any changes to the Project, but no later than October 1 of the year the change or update is effective. Should GRANTEE fail to meet this date, it may affect GRANTEE'S ability to access funding, delay the Project and may ultimately result in the Funds being lapsed. LACMTA shall review and approve any changes GRANTEE makes to the FTIP

prior to incorporating such changes in to the TIP.

7. The "Los Angeles County Regional ITS Architecture Consistency Self-Certification Form" is attached as Attachment E-1. GRANTEE shall complete and submit the form as set forth in Attachment E-1.

8. The "Signal Synchronization and Bus Speed Improvement Program Special Grants Conditions" is attached as Attachment E-2. GRANTEE shall comply with the Special Grants Conditions as set forth in Attachment E-2.

9. An executed "Project Readiness Certification" is attached as Attachment F, which is evidence that GRANTEE can appropriately fund and staff the Project so that the Project can be completed in a timely manner.

10. Amendments to this Agreement shall be in writing executed by the parties. No changes to the (i) grant amount, (ii) Project Funding, (iii) the Scope of Work, or (iv) the lapse date of the Funds shall be allowed without a written amendment to this Agreement, approved and signed by the LACMTA Chief Executive Officer or his/her designee and GRANTEE.

11. Notice will be given to the parties at the address specified below unless otherwise notified in writing of change of address. Any notice required or permitted to be delivered hereunder shall be deemed to be delivered upon receipt by the correct address by United States mail, postage prepaid, certified or registered mail, return receipt requested, or by Federal Express or other reputable overnight delivery service addressed to the parties hereto as follows:

LACMTA's Address:

Los Angeles County Metropolitan Transportation Authority  
One Gateway Plaza  
Los Angeles, CA 90012  
Attention: LACMTA Project Manager Sharma Shrota; Mail Stop 99-22-9  
Email: ShrotaS@metro.net

GRANTEE's Address:

City of South Pasadena  
1414 Mission Street  
South Pasadena, CA 91030  
Paul Toor, Public Works Director  
Email: PToor@southpasadenaca.gov

12. On September 26, 2002, the LACMTA Board of Directors required that prior to receiving Proposition C 10% or 25% grant funds through the Call for Projects, GRANTEE must meet a Maintenance of Effort (MOE) requirement consistent with the State of California's MOE as determined by the State Controller's office. With regard to enforcing the MOE, LACMTA will follow the State of California's MOE requirement, including, without limitation, suspension and re-implementation.

**PART II**  
**GENERAL TERMS OF THE AGREEMENT**

**1. TERM:**

1.1 The term of this Agreement shall commence on the Effective Date of this Agreement and shall expire upon the occurrence of all of the following, unless terminated earlier as provided herein: (i) the agreed upon Scope of Work has been completed; (ii) all LACMTA audit and reporting requirements have been satisfied; and (iii) the final disbursement of the Funds has been made to GRANTEE. All eligible Project expenses as defined in the Reporting Guidelines (Attachment C) incurred after the Effective Date shall be reimbursed in accordance with the terms and conditions of this Agreement. The parties understand and agree there are certain covenants and agreements which specifically remain in effect after expiration or termination of this Agreement.

1.2 Should LACMTA determine there are insufficient Funds available for the Project; LACMTA may terminate this Agreement by giving written notice to GRANTEE at least thirty (30) days in advance of the effective date of such termination. If this Agreement is terminated pursuant to this section, LACMTA will not reimburse GRANTEE any costs incurred after the effective date of such termination, except those necessary to return any facilities modified by the Project's construction to a safe state. LACMTA's share of these costs will be in equal proportion of the grant to GRANTEE Funding Commitment ratio.

2. **INVOICE BY GRANTEE:** Unless otherwise stated in this Agreement, the Quarterly Progress/Expenditure Report, with supporting documentation of expenses and Project progress as described in Part II, Section 4.1 of this Agreement, and other documents as required by LACMTA, shall satisfy LACMTA invoicing requirements.

Submit invoice with supporting documentation to:  
ACCOUNTSPAYABLE@METRO.NET (preferable)

or

mail to:

Los Angeles County Metropolitan Transportation Authority

Accounts Payable

P. O. Box 512296

Los Angeles, CA 90051-0296

All invoice material must contain the following information:

Re: LACMTA Project ID# F5308 and FA# 92000000F5308

LACMTA Project Manager Shrota Sharma; Mail Stop 99-22-9

**3. USE OF FUNDS:**

3.1 GRANTEE shall utilize the Funds to complete the Project as described in the Scope of Work and in accordance with the Reporting and Expenditure Guidelines and the most recently adopted LACMTA Proposition C Guidelines for the type of Proposition C funds granted by LACMTA hereunder (the "Guidelines").

3.2 GRANTEE shall not use the Funds to substitute for any other funds or projects not specified in this Agreement. Further, GRANTEE shall not use the Funds for any expenses or activities beyond the approved Scope of Work (Attachment B).

\*3.3 GRANTEE must use the Funds in the most cost-effective manner. If GRANTEE intends to use a consultant or contractor to implement all or part of the Project, LACMTA requires that such activities be procured in accordance with GRANTEE'S contracting procedures and consistent with State law. GRANTEE will also use the Funds in the most cost-effective manner when the Funds are used to pay "in-house" staff time. This effective use of funds provision will be verified by LACMTA through on-going Project monitoring and through any LACMTA interim and final audits.

\*3.4 GRANTEE'S employee, officers, councilmembers, board member, agents, or consultants (a "GRANTEE Party") are prohibited from participating in the selection, award, or administration of a third-party contract or sub-agreement supported by the Funds if a real or apparent conflict of interest would be involved. A conflict of interest would include, without limitation, an organizational conflict of interest or when any of the following parties has a financial or other interest in any entity selected for award: (a) a GRANTEE Party (b) any member of a GRANTEE Party's immediate family, (c) a partner of a GRANTEE Party; (d) any organization that employs or intends to employ any of the above. This conflict of interest provision will be verified by LACMTA through on-going Project monitoring and through any LACMTA interim and final audits.

3.5 If the Project requires the implementation of an Intelligent Transportation Systems ("ITS") project, GRANTEE shall ensure the Project is consistent with the Regional ITS Architecture. ITS projects must comply with the LACMTA Countywide ITS Policy and Procedures adopted by the LACMTA Board of Directors including the submittal of a completed, signed self-certification form (Attachment E-1). For the ITS policy and form, also see [http://www.metro.net/projects/call\\_projects/](http://www.metro.net/projects/call_projects/).

3.6 If any parking facilities are designed and/or constructed using the Funds, GRANTEE shall coordinate with LACMTA parking program staff (see METRO.net for staff listing) in the planning, design and management of the facility and shall ensure that its implementation is consistent with the LACMTA adopted parking policy. For the parking policy, see [http://www.metro.net/projects/call\\_projects/](http://www.metro.net/projects/call_projects/).

3.7 GRANTEE is obligated to continue using the Project consistent with the public transportation purposes for which the Project was approved. The Project right-of-way and real property purchased to implement the Project shall remain dedicated to public transportation use. The obligations set forth in this section shall survive termination of this Agreement.

3.8 If GRANTEE desires to use the Funds to purchase or lease equipment including, without limitation, vehicles, office equipment, computer hardware or software, or other personal property ("Equipment") necessary to perform or provide the services set forth in the Scope of Work, GRANTEE must obtain LACMTA's written consent prior to purchasing or



leasing any Equipment. Equipment purchased or leased without such prior written consent shall be deemed an unallowable expenditure of the Funds. Equipment acquired as part of the Project shall be dedicated to that Project use for their full economic life cycle, including any extensions of that life cycle achieved by reconstruction, rehabilitation, or enhancements.

3.9 If an Equipment ceases to be used for the proper use as originally stated in the Scope of Work, GRANTEE will be required to return to LACMTA the Funds used to purchase or lease such Equipment in proportion to the useful life remaining and in equal proportion of the Funds to GRANTEE Funding Commitment ratio. The obligations set forth in this section shall survive termination of this Agreement.

3.10 If any Project facilities or any real property purchased to implement the Project is no longer used or is no longer needed for the Project, including construction easements or excess property, GRANTEE will be required to return to LACMTA the Funds used to design, construct or acquire such Project facilities or real property in equal proportion of the grant to GRANTEE Funding Commitment ratio. The obligations set forth in this section shall survive termination of this Agreement.

3.11 If GRANTEE desires to use any Project facility or any real property purchased to implement the Project to generate revenue, GRANTEE shall first obtain LACMTA's written consent prior to entering into any such revenue generating arrangement. GRANTEE shall provide LACMTA with the applicable information regarding the transaction, including without limitation, the property at issue, the proposed use of the property, the amount of revenue, any impact to the Project and the proposed use of the revenue. LACMTA consent may be conditioned on whether bond funds were used, and how GRANTEE plans to use the revenue, including, without limitation, sharing any net revenues with LACMTA. If GRANTEE fails to obtain LACMTA's prior written consent, GRANTEE shall be considered in default and LACMTA shall have all rights and remedies available at law or in equity, including, without limitation the return of the Funds to cover the cost of the property in question. The obligations set forth in this section shall survive termination of this Agreement.

3.12 GRANTEE understands that this Agreement does not provide any rights for GRANTEE to use LACMTA real property needed for the Project. If the Project requires use of LACMTA Property, GRANTEE will need to enter into a separate agreement with LACMTA in accordance with LACMTA real property policies and procedures. Nothing in this Agreement obligates LACMTA to provide GRANTEE with any real estate right.

#### 4. DISBURSEMENT OF FUNDS:

4.1 GRANTEE shall submit the Quarterly Progress/Expenditure Report (Attachment C-1) within 60 days after the close of each quarter on the last day of the months November, February, May and August. Should GRANTEE fail to submit such reports within 10 days of the due date and/or GRANTEE submits incomplete reports, LACMTA will not reimburse GRANTEE until the completed required reports are received, reviewed, approved. The Quarterly Progress/Expenditure Report shall include all supporting documentation (such as contractor invoices, timesheets, receipts, etc.) with a clear justification and explanation of their relevance to the Project for reimbursement. If no activity has occurred during a particular

quarter, GRANTEE will still be required to submit the Quarterly Progress/Expenditure Report indicating no dollars were expended that quarter. If a request for reimbursement exceeds \$500,000 in a single month, then GRANTEE can submit such an invoice once per month with supporting documentation.

4.2 Disbursements shall be made on a reimbursement basis in accordance with the provisions of this Agreement.

4.3 LACMTA will make all disbursements electronically unless an exception is requested in writing. Disbursements via Automated Clearing House (ACH) will be made at no cost to GRANTEE. GRANTEE must complete the ACH form and submit such form to LACMTA before grant payments can be made. ACH Request Forms can be found at [http://www.metro.net/projects/call\\_projects/call\\_projects-reference-documents/](http://www.metro.net/projects/call_projects/call_projects-reference-documents/).

4.4 GRANTEE must provide detailed supporting documentation with its Quarterly Progress/Expenditure Report.

4.5 GRANTEE shall demonstrate that the GRANTEE Funding Commitment has been spent in direct proportion to the Funds invoiced with each quarter's expenditures.

4.6 Expenses that are not invoiced within 60 days after the lapsing date specified in Part II, Section 8.1 below are not eligible for reimbursement.

4.7 Any Funds expended by GRANTEE prior to the Effective Date of this Agreement shall not be reimbursed nor shall they be credited toward the GRANTEE Funding Commitment requirement, without the prior written consent of LACMTA. GRANTEE Funding Commitment dollars expended prior to the year the Funds are awarded shall be spent at GRANTEE'S own risk.

4.8 Commencing with the Effective Date, Funds will be made available to GRANTEE for all work related to the initial Project milestone identified in Attachment B - Scope of Work. Funds for subsequent Project milestones will not be available until GRANTEE provides evidence that the current Project milestone has been completed, or is clearly on track to be completed on the approved schedule stated in Attachment B, as determined by LACMTA.

## 5. AUDIT REQUIREMENTS/PAYMENT ADJUSTMENTS:

\*5.1 LACMTA, and/or its designee, shall have the right to conduct audits of the Project, as deemed appropriate, such as financial and compliance audits; interim audits; pre-award audits, performance audits and final audits. LACMTA will commence a final audit within nine months of receipt of an acceptable final invoice, provided the Project is ready for final audit (meaning all costs and charges have been paid by GRANTEE and invoiced to LACMTA, and such costs, charges and invoices are properly documented and summarized in the accounting records to enable an audit without further explanation or summarization including actual indirect rates for the period under review). GRANTEE agrees to establish and maintain proper accounting procedures and cash management records and documents in

accordance with Generally Accepted Accounting Principles (GAAP). GRANTEE shall reimburse LACMTA for any expenditure not in compliance with this Agreement and the Guidelines. GRANTEE'S eligible expenditures submitted to LACMTA for this Project shall be in compliance with the Reporting and Expenditure Guidelines (Attachment C) and 2 CFR Subtitle A, Chapter II, Part 200. The allowability of costs for GRANTEE'S contractors, consultants and suppliers submitted to LACMTA through Recipient's Quarterly Progress Reports/Expenditures shall be in compliance with 2 CFR Subtitle A, Chapter II, Part 200 or, 48 CFR Part 31 (FAR), whichever is applicable. Any use of the Funds which is expressly prohibited under this Agreement shall be an ineligible use of the Funds and may be disallowed by LACMTA audit. Findings of the LACMTA audit are final. When LACMTA audit findings require GRANTEE to return monies to LACMTA, GRANTEE shall return such monies within thirty (30) days after the final audit is sent to GRANTEE.

\*5.2 GRANTEE'S records shall include, without limitation, accounting records, written policies and procedures, contract files, original estimates, correspondence, change order files (including documentation covering negotiated settlements), invoices, and any other supporting evidence deemed necessary by LACMTA to substantiate charges related to the Project (all collectively referred to as "records") shall be open to inspection and subject to audit and reproduction by LACMTA auditors or authorized representatives to the extent deemed necessary by LACMTA to adequately permit evaluation of expended costs. Such records subject to audit shall also include, without limitation, those records deemed necessary by LACMTA to evaluate and verify, direct and indirect costs, (including overhead allocations) as they may apply to costs associated with the Project. These records must be retained by GRANTEE for three years following final payment under this Agreement. Payment of retention amounts shall not occur until after the LACMTA's final audit is completed.

\*5.3 GRANTEE shall cause all contractors to comply with the requirements of Part II, Sections 5.1 and 5.2 above. GRANTEE shall cause all contractors to cooperate fully in furnishing or in making available to LACMTA all records deemed necessary by LACMTA auditors or authorized representatives related to the Project.

\*5.4 LACMTA or any of its duly authorized representatives, upon reasonable written notice shall be afforded access to all of the records of GRANTEE and its contractors related to the Project, and shall be allowed to interview any employee of GRANTEE and its contractors through final payment to the extent reasonably practicable.

\*5.5 LACMTA or any of its duly authorized representatives, upon reasonable written notice, shall have access to the offices of GRANTEE and its contractors, shall have access to all necessary records, including reproduction at no charge to LACMTA, and shall be provided adequate and appropriate work space in order to conduct audits in compliance with the terms and conditions of this Agreement.

5.6 In addition to LACMTA's other remedies as provided in this Agreement, LACMTA shall withhold the Funds and/or recommend not to award future Call for Projects grants to GRANTEE if the LACMTA audit has determined that GRANTEE failed to comply with the Scope of Work (such as misusing Funds or failure to return Funds owed to LACMTA

in accordance with LACMTA audit findings) and/or is severely out of compliance with other terms and conditions as defined by this Agreement and the Guidelines, including the access to records provisions of Part II, Section 5.

\*5.7 When business travel associated with the Project requires use of a vehicle, the mileage incurred shall be reimbursed at the mileage rates set by the Internal Revenue Service, as indicated in the United States General Services Administration Federal Travel Regulation, Privately Owned Vehicle Reimbursement Rates.

\*5.8 GRANTEE shall certify monthly invoices by reviewing all contractor and subcontractor costs and maintaining internal control to ensure that all expenditures are allocable, allowable and reasonable and in accordance with 2 CFR Subtitle A, Chapter II, Part 200 or 48 CFR Part 31 (whichever is applicable) and the terms and conditions of this Agreement.

5.9 GRANTEE shall also certify final costs of the Project to ensure all costs are in compliance with 2 CFR Subtitle A, Chapter II, Part 200 or 48 FAR Part 31 (whichever is applicable) and the terms and conditions of this Agreement.

5.10 Whenever possible, in exercising its audit rights under this Agreement, LACMTA shall rely on GRANTEE'S own records and audit work to minimize direct audit of contractors, consultants, and suppliers.

6. **ONE TIME GRANT:** This is a one time only grant subject to the terms and conditions agreed to herein and in the Guidelines. This grant does not imply nor obligate any future funding commitment on the part of LACMTA.

7. **SOURCES AND DISPOSITION OF FUNDS:**

7.1 The obligation for LACMTA to grant the Funds for the Project is subject to sufficient Funds being made available for the Project by the LACMTA Board of Directors. If such Funds are not made available for the Project, LACMTA shall have no obligation to provide the Funds for the Project, unless otherwise agreed to in writing by LACMTA.

7.2 GRANTEE shall fully fund and contribute the GRANTEE Funding Commitment, as identified in the Project Funding (Attachment A), towards the cost of the Project. If the Funds identified in Attachment A are insufficient to complete the Project, GRANTEE agrees to secure and provide such additional non-LACMTA programmed funds necessary to complete the Project.

7.3 GRANTEE shall be responsible for any and all cost overruns for the Project.

7.4 At any time, if GRANTEE receives outside funding for the Project in addition to the Funds identified in the Project Funding at the time this grant was awarded, this Agreement shall be amended to reflect such additional funding.

7.5 If, at the time of final voucher, available funding for the Project (including the Funds, GRANTEE Funding Commitment, and any additional funding) exceeds the actual Project costs, then the cost savings shall be applied in the same proportion as the sources of funds from each party to this Agreement as specified in the Project Funding and both the Funds and GRANTEE Funding Commitment required for the Project shall be reduced accordingly. LACMTA shall have the right to use any cost savings associated with the Funds at its sole discretion, including, without limitation, programming the unused Funds to another project or to another GRANTEE. If, at the time of final voucher, it is determined that GRANTEE has received Funds in excess of what GRANTEE should have received for the Project, GRANTEE shall return such overage to LACMTA within 30 days from final voucher.

8. **TIMELY USE OF FUNDS / REPROGRAMMING OF FUNDS:**

8.1 GRANTEE must demonstrate timely use of the Funds by:

- (i) executing this Agreement within ninety (90) days of receiving formal transmittal of the Agreement from LACMTA, or by December 31<sup>st</sup> of the first Fiscal Year in which the Funds are programmed, whichever date is later; and
- (ii) meeting the Project milestones due dates as agreed upon by the LACMTA and GRANTEE in the Agreement; milestones include, but are not limited to the following:
  - a. for project development, GRANTEE must complete phase by the end of the second fiscal year following the year the Funds were first programmed; and
  - b. for right-of-way, GRANTEE must follow its right-of-way acquisition policies and must show a realistic schedule for completion of acquisition required for the project agreed upon by LACMTA and GRANTEE prior to Agreement execution; and
  - c. for construction or capital purchase projects, contracts shall be awarded within nine (9) months from the date of completion of design. Project design (preliminary engineering) must begin within six (6) months from the identified milestone start date; and
- (iii) submitting the Quarterly Progress/Expenditure Report; and
- (iv) expending the Funds granted under this Agreement for allowable costs by June 30, 2019 (lapse date), within 36 months from July 1 of the FY 2016-17, final Fiscal Year in which funds are programmed.

8.2 Quarterly Progress/Expenditure Reports will be used to evaluate compliance with the Project milestone due dates as identified in the Agreement. If the Project does not meet the milestone due dates as agreed upon in the Agreement, LACMTA will issue a notice of non-compliance to the GRANTEE, and the GRANTEE will be required to develop a written recovery plan illustrating in detail the GRANTEE's actions to resolve the delay and to meet the Project completion date agreed upon in the Agreement (the "Recovery Plan"). If the Recovery Plan is deemed viable by LACMTA staff, and meets the Project completion date agreed upon in the Agreement, LACMTA may grant an administrative schedule update as long as the Funds are expended in compliance with (iv) above. If GRANTEE fails to submit a Recovery Plan within 30 days of the notice of non-compliance from LACMTA, or the Recovery Plan illustrates that the Project will not meet the lapse date in the Agreement, LACMTA may recommend potential deobligation of the Funds as part of its annual Call for Projects Recertification/Deobligation process. GRANTEE will ONLY be allowed to request a one-time lapsing date extension of 20-months from the final lapse date, which request is subject to LACMTA's Technical Advisory Committee (TAC) consideration as part of the annual Call for Projects Recertification/Deobligation process.

8.3 Recertification of Funds will be based on Project progress and is subject to meeting the Project milestones as agreed upon in the Agreement.

8.4 If GRANTEE does not complete one element of the Project, as described in the FTIP Project Sheet, due to all or a portion of the Funds lapsing, the entire Project may be subject to deobligation at LACMTA's sole discretion. In the event that all the Funds are deobligated, this Agreement shall automatically terminate.

8.5 If GRANTEE fails to meet any of the conditions in paragraph 8.1 above, the Project shall be considered lapsed and will be submitted to the LACMTA Board for deobligation. Expenses that are not invoiced within 60 days after the lapsing date are not eligible for reimbursement.

9. **DEFAULT:** A Default under this Agreement is defined as any one or more of the following: (i) GRANTEE fails to comply with the terms and conditions contained herein or in the Guidelines; (ii) GRANTEE is consistently behind schedule in meeting milestones or in delivering the Project; or (iii) GRANTEE fails to perform satisfactorily or makes a material change, as determined by LACMTA at its sole discretion, to the Financial Plan, the Scope of Work, or the Project Funding without LACMTA's prior written consent or approval as provided herein.

#### 10. **REMEDIES:**

10.1 In the event of a Default by GRANTEE, LACMTA shall provide written notice of such Default to GRANTEE with a 30-day period to cure the Default. In the event GRANTEE fails to cure the Default, or commit to cure the Default and commence the same within such 30-day period to the satisfaction of LACMTA, LACMTA shall have the following remedies: (i) LACMTA may terminate this Agreement; (ii) LACMTA may make no further disbursements of Funds to GRANTEE; and/or (iii) LACMTA may recover from GRANTEE any Funds disbursed to GRANTEE as allowed by law or in equity.

10.2 Effective upon receipt of written notice of termination from LACMTA pursuant to Section 10.1, GRANTEE shall not undertake any new work or obligation with respect to this Agreement unless so directed by LACMTA in writing. Any Funds expended after termination shall be the sole responsibility of GRANTEE.

10.3 The remedies described herein are non-exclusive. LACMTA shall have the right to enforce any and all rights and remedies herein or which may be now or hereafter available at law or in equity.

## 11. COMMUNICATIONS:

\*11.1 GRANTEE shall ensure that all Communication Materials contain recognition of LACMTA's contribution to the Project as more particularly set forth in "Funding Agreement Communications Materials Guidelines" available on line or from the LACMTA Project Manager. Please check with the LACMTA Project Manager for the web address. The Funding Agreement Communications Materials Guidelines may be changed from time to time during the course of this Agreement. GRANTEE shall be responsible for complying with the latest Funding Agreement Communications Materials Guidelines during the term of this Agreement, unless otherwise specifically authorized in writing by the LACMTA Chief Communications Officer.

\*11.2 For purposes of this Agreement, "Communications Materials" include, but are not limited to, press events, public and external newsletters, printed materials, advertising, websites radio and public service announcements, electronic media, and construction site signage. A more detailed definition of "Communications Materials" is found in the Funding Agreement Communications Materials Guidelines.

\*11.3 The Metro logo is a trademarked item that shall be reproduced and displayed in accordance with specific graphic guidelines. These guidelines and logo files including scalable vector files will be available through the LACMTA Project Manager.

\*11.4 GRANTEE shall ensure that any subcontractor, including, but not limited to, public relations, public affairs, and/or marketing firms hired to produce Project Communications Materials for public and external purposes will comply with the requirements contained in this Section.

11.5 The LACMTA Project Manager shall be responsible for monitoring GRANTEE compliance with the terms and conditions of this Section. GRANTEE failure to comply with the terms of this Section shall be deemed a default hereunder and LACMTA shall have all rights and remedies set forth herein.

## 12. OTHER TERMS AND CONDITIONS:

12.1 This Agreement, along with its Attachments and the Guidelines, constitutes the entire understanding between the parties, with respect to the subject matter herein. The Agreement shall not be amended, nor any provisions or breach hereof waived, except in writing signed by the parties who agreed to the original Agreement or the same level

of authority. Adoption of revisions or supplements to the Guidelines shall cause such revisions or supplements to become incorporated automatically into this Agreement as though fully set forth herein.

12.2 In the event that there is any court (proceeding between the parties to enforce or interpret this Agreement, to protect or establish any rights or remedies hereunder, the prevailing party shall be entitled to its costs and expenses, including reasonable attorney's fees.

\*12.3 Neither LACMTA nor any subsidiary or their respective directors, officers, agents, or employee thereof shall be responsible for any damage or liability occurring by reason of anything done or committed to be done by GRANTEE under or in connection with any work performed by or service provided by GRANTEE, its officers, agents, employees, contractors and subcontractors under this Agreement. GRANTEE shall fully indemnify, defend (with counsel approved by LACMTA) and hold LACMTA, and its subsidiaries and their respective directors, officers, agents and employees harmless from and against any suits and causes of actions, claims, losses, liability, damages, costs and expenses, including without limitation, any costs or liability on account of bodily injury, death or personal injury of any person or for damage to or loss of property, any environmental obligation, and any legal fees in any way arising out of acts or omissions to act related to the Project or this Agreement, without requirement that LACMTA first pay such claim. The obligations set forth in this section shall survive termination of this Agreement.

12.4 Neither party hereto shall be considered in default in the performance of its obligation hereunder to the extent that the performance of any such obligation is prevented or delayed by unforeseen causes including acts of God, acts of a public enemy, and government acts beyond the control and without fault or negligence of the affected party. Each party hereto shall give notice promptly to the other of the nature and extent of any such circumstances claimed to delay, hinder, or prevent performance of any obligations under this Agreement.

\*12.5 GRANTEE shall comply with and insure that work performed under this Agreement is done in compliance with Generally Accepted Accounting Principles (GAAP), all applicable provisions of federal, state, and local laws, statutes, ordinances, rules, regulations, and procedural requirements including Federal Acquisition Regulations (FAR), and the applicable requirements and regulations of LACMTA. GRANTEE acknowledges responsibility for obtaining copies of and complying with the terms of the most recent federal, state, or local laws and regulations, and LACMTA requirements including any amendments thereto.

12.6 GRANTEE agrees that those sections of this Agreement marked with an asterisk shall be included in every contract entered into by GRANTEE or its contractors relating to work performed under this Agreement and LACMTA shall have the right to review and audit such contracts.

12.7 GRANTEE shall not assign this Agreement, or any part thereof, without prior approval of the LACMTA Chief Executive Officer or his designee, and any assignment without said consent shall be void and unenforceable at the option of LACMTA.



12.8 This Agreement shall be governed by California law. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.

12.9 The covenants and agreements of this Agreement shall inure to the benefit of, and shall be binding upon, each of the parties and their respective successors and assigns.

12.10 GRANTEE will advise LACMTA prior to any key Project staffing changes.

12.11 GRANTEE in the performance of the work described in this Agreement is not a contractor nor an agent or employee of LACMTA. GRANTEE attests to no organizational or personal conflicts of interest and agrees to notify LACMTA immediately in the event that a conflict, or the appearance thereof, arises. GRANTEE shall not represent itself as an agent or employee of LACMTA and shall have no powers to bind LACMTA in contract or otherwise.



## ATTACHMENT B

### SCOPE OF WORK

#### PROJECT BACKGROUND

Fair Oaks Avenue is one of the most subregionally significant arterials in the San Gabriel Valley area. However, it is among the highest congested streets during the morning and afternoon commute hours. In particular, the segment of Fair Oaks Avenue located within the City of South Pasadena, which contains a total of 12 signalized locations, is neither centrally controlled nor coordinated with peak period timing plans. The corridor is especially susceptible to peak hour traffic surges and currently experiences AM/PM peak hour levels of service (LOS) between "E" and "F." In order to effectively manage traffic operations and alleviate traffic congestion along Fair Oaks Avenue, the project will install a citywide centralized traffic signal control system and fiber-optic backbone communication system.

#### PROJECT DESCRIPTION

The project is the first phase of the City of South Pasadena's citywide centralized traffic signal control system. The City will procure a central advanced traffic management and control system (ATMS), and install the system with an operable work station in the City's Public Works Department. In addition, the project includes installing 1.75 miles of fiber-optic cable communication lines from the proposed ATMS to Fair Oaks Avenue between Columbia Street and Huntington Drive.

The fiber-optic backbone communication system will interconnect a total of twelve (12) signalized intersections on Fair Oaks Avenue, including:

1. Columbia Street
2. SR-110 WB On/Off
3. SR-110 EB On/Off Ramps
4. Hope Street
5. Mission Street
6. El Centro Street
7. Oxley Street
8. Monterey Road
9. Bank Street
10. Rollin Street
11. Oak Street and
12. Huntington Drive •

City will integrate its system with Los Angeles County's Information Exchange Network (IEN) servers to provide data sharing between adjacent cities, the County, Caltrans, and other participating agencies on the IEN. The project will also improve Metro's bus signal priority project currently underway on Fair Oaks Avenue in South Pasadena.

**PROJECT SCHEDULE**

MILESTONES	START DATE	END DATE
Design Engineering	June 2017	September 2018
Construction	October 2018	June 2019

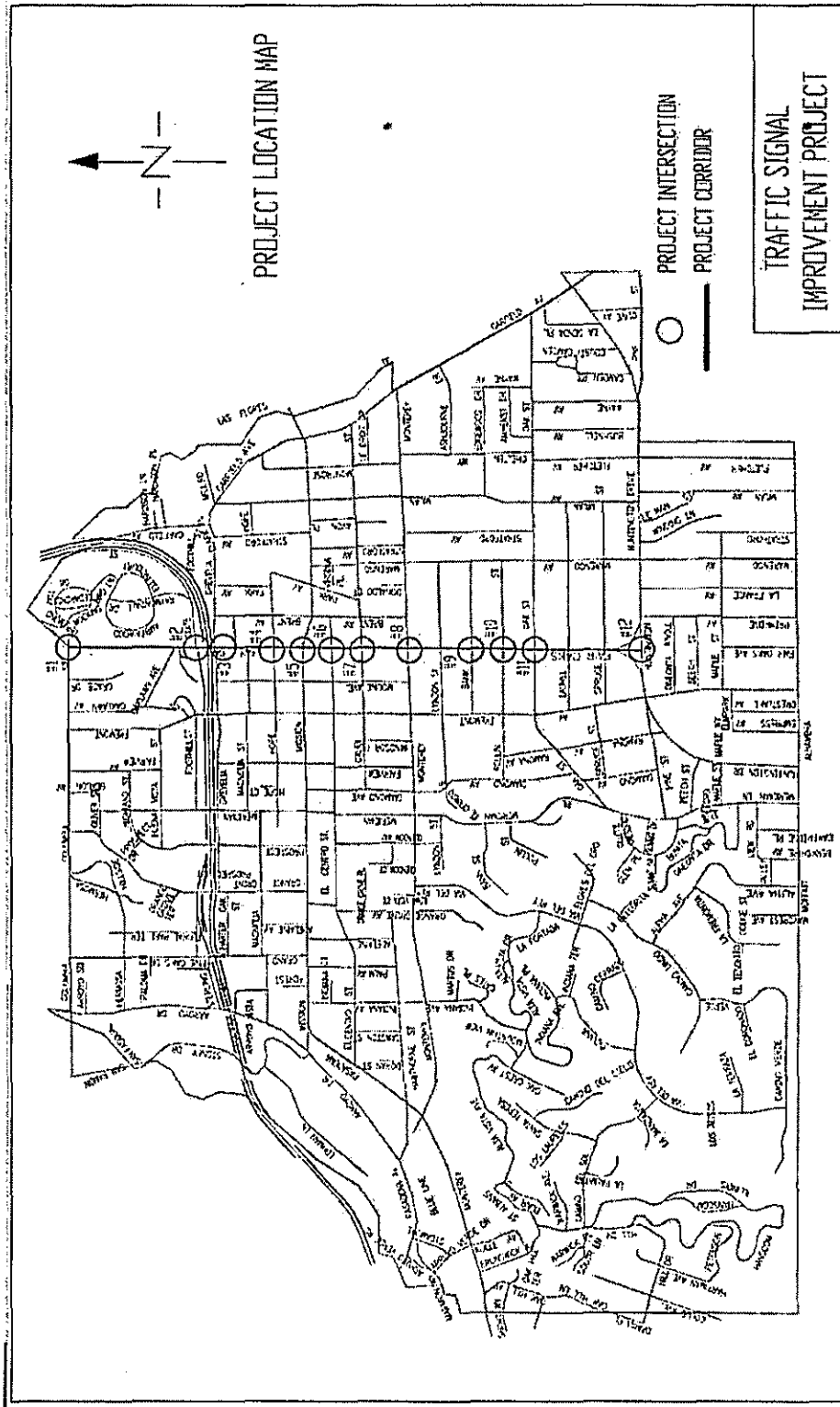
**PROJECT COST**

ITEMS	COST
Design Engineering	\$49,500
Construction	\$510,000
Construction Engineering	\$15,000
Project Administration	\$5,000
<b>TOTAL PROJECT COST</b>	<b>\$579,500</b>

**PROJECT COST SHARE**

ITEMS	COST
Metro	\$463,600
City of South Pasadena	\$115,900
<b>TOTAL PROJECT COST</b>	<b>\$579,500</b>

### PROJECT LOCATION



## FA ATTACHMENT C REPORTING & EXPENDITURE GUIDELINES

### REPORTING PROCEDURES

- Quarterly Progress/Expenditure Report (Attachment C-1) is required for all projects. The GRANTEE shall be subject to and comply with all applicable requirements of the funding agency regarding project-reporting requirements. In addition, GRANTEE will submit a quarterly report to the LACMTA at ACCOUNTSPAYABLE@METRO.NET or by mail to Los Angeles County Metropolitan Transportation Authority, Accounts Payable, P. O. Box 512296, Los Angeles, California 90051-0296. Please note that letters or other forms of documentation may not be substituted for this form.
- The Quarterly Progress/Expenditure Report covers all activities related to the project and lists all costs incurred. It is essential that GRANTEE provide complete and adequate response to all the questions. The expenses listed must be supported by appropriate documentation with a clear explanation of the purpose and relevance of each expense to the project. Expenses must reflect the proportionate share of local match, including in-kind, charged to the grant.
- In cases where there are no activities to report, or problems causing delays, clear explanation, including actions to remedy the situation, must be provided.
- GRANTEES are required to track and report on the project schedule. LACMTA will monitor the timely use of funds and delivery of projects. Project delay, if any, must be reported each quarter. Projects not delivered in a timely manner will be reevaluated by LACMTA as part of the annual Call for Projects Recertification process and the Funds may be deobligated and reprogrammed by the LACMTA Board.
- The Quarterly Progress/Expenditure Report is due to the LACMTA as soon as possible after the close of each quarter, but no later than the following dates for each fiscal year:

<i>Quarter</i>	<i>Report Due Date</i>
July –September	November 30
October - December	February 28
January - March	May 31
April - June	August 31

Upon completion of the Project a final report that includes project’s final evaluation must be submitted.

## EXPENDITURE GUIDELINES

- Any activity or expense charged above and beyond the approved Scope-of-Work (FA Attachment B) **is considered ineligible** and will not be reimbursed by the LACMTA unless **prior written authorization** has been granted by the LACMTA Chief Executive Officer or his/her designee.
- Any expense charged to the grant or local match, including in-kind, must be clearly and directly related to the project.
- Any activity or expense charged as local match cannot be applied to any other LACMTA-funded or non-LACMTA-funded projects; activities or expenses related to a previously funded project cannot be used as local match for the current project.
- Administrative cost is the ongoing expense incurred by the GRANTEE for the duration of the project and for the direct benefit of the project as specified in the Scope-of-Work (Attachment B). Examples of administrative costs are personnel, office supplies, and equipment. As a condition for eligibility, all costs must be necessary for maintaining, monitoring, coordinating, reporting and budgeting of the project. Additionally, expenses must be reasonable and appropriate to the activities related to the project.
- LACMTA is not responsible for, and will not reimburse any costs incurred by the GRANTEE prior to the Effective Date of the FA, unless **written authorization** has been granted by the LACMTA Chief Executive Officer or her/her designee.

## DEFINITIONS

- Local Participation: Where local participation consists of “in-kind” contributions rather than funds, the following contributions may be included:
  - Costs incurred by a local jurisdiction to successfully complete the project. Examples include engineering, design, rights-of-way purchase, and construction management costs.
  - Donations of land, building space, supplies, equipment, loaned equipment, or loaned building space dedicated to the project.
  - Donations of volunteer services dedicated to the project.
  - A third-party contribution of services, land, building space, supplies or equipment dedicated to the project.
- Allowable Cost: To be allowable, costs must be reasonable, recognized as ordinary and necessary, consistent with established practices of the organization, and consistent with industry standard of pay for work classification.
- Excessive Cost: Any expense deemed “excessive” by LACMTA staff would be adjusted to reflect a “reasonable and customary” level. For detail definition of “reasonable cost”,

please refer to the Federal Register *OMB Circulars A-87 Cost Principals for State and Local Governments; and A-122 Cost Principals for Nonprofit Organizations.*

- **Ineligible Expenditures:** Any activity or expense charged above and beyond the approved Scope-of-Work is considered ineligible.



**LACMTA FA ATTACHMENT C-1  
 QUARTERLY PROGRESS / EXPENSE REPORT**

Grantee To Complete	
Invoice #	
Invoice Date	
FA#	920000000F
Quarterly Report #	

**GRANTEES ARE REQUESTED TO EMAIL THIS REPORT TO**

ACCOUNTSPAYABLE@METRO.NET

or submit by mail to:

Los Angeles County Metropolitan Transportation Authority  
 Accounts Payable  
 P. O. Box 512296  
 Los Angeles, California 90051-0296

after the close of each quarter, but no later than November 30, February 28, May 31 and August 31. Please note that letters or other forms of documentation may not be substituted for this form. Refer to the Reporting and Expenditure Guidelines (Attachment C) for further information.

**SECTION 1: QUARTERLY EXPENSE REPORT**

Please itemize grant-related charges for this Quarter on Page 5 of this report and include totals in this Section.

	LACMTA Grant \$	Local Match (Incl. In-Kind) \$	Local Match %	Total \$
<b>Project Quarter Expenditure</b>				
This Quarter Expenditure				
Retention Amount				
Net Invoice Amount (Less Retention)				
<b>Project-to-Date Expenditure</b>				
Funds Expended to Date (Include this Quarter)				
Total Project Budget				
% of Project Budget Expended to Date				
Balance Remaining				

**SECTION 2: GENERAL INFORMATION**

PROJECT TITLE: \_\_\_\_\_

FA #: \_\_\_\_\_

**QUARTERLY REPORT SUBMITTED FOR:**

*Fiscal Year :*     2014-2015     2015-2016     2016-2017  
                           2017-2018     2018-2019     2019-2020

*Quarter :*         Q1: Jul - Sep     Q2: Oct - Dec  
                           Q3: Jan - Mar     Q4: Apr - Jun

DATE SUBMITTED: \_\_\_\_\_

**LACMTA MODAL CATEGORY:**

RSTI                     Pedestrian     Signal Synchronization  
 TDM                     Bicycle         Goods Movement  
 Transit

<b>LACMTA Project Manager</b>	Name:	
	Phone Number:	
	E-mail:	

<b>Project Sponsor Contact / Project Manager</b>	Contact Name:	
	Job Title:	
	Department:	
	City / Agency:	
	Mailing Address:	
	Phone Number:	
	E-mail:	

**SECTION 3 : QUARTERLY PROGRESS REPORT**

**1. DELIVERABLES & MILESTONES**

List all deliverables and milestones as stated in the FA, with start and end dates. Calculate the total project duration. **DO NOT CHANGE THE ORIGINAL FA MILESTONE START AND END DATES SHOWN IN THE 2<sup>ND</sup> AND 3<sup>RD</sup> COLUMNS BELOW.**

Grantees must make every effort to accurately portray milestone dates in the original FA Scope of Work, since this will provide the basis for calculating any project delay. If milestone start and/or end dates change from those stated in the Original FA Scope of Work, indicate the new dates under Actual Schedule below and re-calculate the project duration. However, this does not change the original milestones in your FA. **PER YOUR FA AGREEMENT, ANY CHANGES TO THE PROJECT SCHEDULE MUST BE FORMALLY SUBMITTED UNDER SEPARATE COVER TO LACMTA FOR WRITTEN CONCURRENCE.**

FA Milestones	Original FA Schedule in Scope of Work		Actual Schedule	
	Start Date	End Date	Start Date	End Date
Environmental Clearance				
Design Bid & Award				
Design				
Right-of-Way Acquisition				
Construction Bid & Award				
Ground Breaking Event				
Construction				
Ribbon Cutting Event				
<b>Total Project Duration (Months)</b>				

**2. PROJECT COMPLETION**

A. Based on the comparison of the original and actual project milestone schedules above, project is (select only one) :

- On schedule per original FA schedule
  Less than 12 months behind original schedule  
 Between 12-24 months behind original schedule
  More than 24 months behind original schedule

B. Was the project design started within 6 months of the date originally stated in the FA?

- Yes
  No
  Not Applicable

C. Was a construction contract or capital purchase executed within 9 months after completion of design / specifications?

- Yes
  No
  Not Applicable

**3. TASKS / MILESTONES ACCOMPLISHED**

List tasks or milestones accomplished and progress made this quarter.

**4. PROJECT DELAY**

If project is delayed, describe reasons for delay (this quarter). Pay particular attention to schedule delays. If delay is for the same reason as mentioned in previous quarters, please indicate by writing "Same as Previous Quarter".

**5. ACTION ITEMS TO RESOLVE DELAY**

If the project is delayed (as described in #4), include action items that have been, or will be, undertaken to resolve the delay.

**SECTION 4: ITEMIZED LISTING OF EXPENSES AND CHARGES THIS QUARTER**

All expenses and charges, including grant and local match, must be itemized and listed below. Each item listed must be verifiable by an invoice and/or other proper documentation. The total amounts shown here must be equal to this quarter's expenditures listed on page 1 of this report. All expenses and charges must be reflective of the approved budget and rates as shown in the FA Attachment B, Scope of Work. Use additional pages if needed.

ITEM	INVOICE #	TOTAL EXPENSES / CHARGES	\$ CHARGED TO LACMTA GRANT	\$ CHARGED TO LOCAL MATCH
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
<b>TOTAL</b>				

**Notes:**

1. Local match spent in each quarter, must be in the appropriate proportion to LACMTA grant.
2. All receipts, invoices, and time sheets, attached and included with this Expense Report must be listed and shown under the Invoice Number column of the Itemized Listing (above).

**Invoice Payment Information:**

LACMTA will make all disbursements electronically unless an exception is requested in writing. ACH Payments require that you complete an ACH Request Form and fax it to Accounts Payable at 213-922-6107. ACH Request Forms can be found at [www.metro.net/callforprojects](http://www.metro.net/callforprojects). Written exception requests for Check Payments should be completed and faxed to Accounts Payable at 213-922-6107.

I certify that I am the responsible Project Manager or fiscal officer and representative of \_\_\_\_\_ and that to the best of my knowledge and belief the information stated in this report is true and correct.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

**ATTACHMENT D**  
**Federal Transportation Improvement Program (FTIP)**  
**Los Angeles Metropolitan Transportation Authority**  
**2017 Federal Transportation Improvement Program (\$000)**

<b>TIP ID: LAF5308</b>		<b>Implementing Agency: South Pasadena, City of</b>																																																																																																																																																																											
<b>Project Description:</b> South Pasadena's ATMS, Central TCS and FOIC for Fair Oaks Av. This project is located in South Pasadena on Fair Oaks Av between Columbia St and Huntington Dr. It will establish a fiber-optic backbone communication system connection between 12 signals on Fair Oaks Av and City Hall and install the ATMS/central management/control system at its City Hall Building. Funds are for design and construction costs.			<b>SCAG RTP Project #:</b> 1ITS04 <b>Study:</b> N/A <b>Is Model:</b> YES <b>Model #:</b> <b>PM:</b> Shin Furukawa - (626) 403-7256 <b>Email:</b> sfurukawa@cl.south-pasadena.ca.us <b>LS:</b> N <b>LS GROUP#:</b> <b>Conformity Category:</b> TCM Committed																																																																																																																																																																										
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<ul style="list-style-type: none"> <li>- General Comment: Carry over from 15-00 No changes in project scope</li> <li>- Modeling Comment: Carry over from 15-00 No changes in project scope</li> <li>- TCM Comment: Carry over from 15-00 NO changes in project scope</li> <li>- Narrative: Project cost stays the same</li> </ul> Changed Conformity Category: - from "TCM" to "TCM Committed" Changed Project Completion Date: - from "8/1/2018" to "8/1/2019"																																																																																																																																																																													
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**Metro**

**ATTACHMENT E-1  
LOS ANGELES COUNTY REGIONAL ITS  
ARCHITECTURE CONSISTENCY  
SELF-CERTIFICATION FORM**

This form should be completed and executed for all ITS Projects or Projects with ITS elements. The form should be sent to LACMTA for any planned ITS projects or proposed funding involving Local, State or Federal funds programmed or administered through the LACMTA.

1. Name of Sponsoring Agency: City of South Pasadena
2. Contact Name: Alex Chou, Associate Civil Engineer
3. Contact Phone: (626) 403-7240
4. Contact Email: achou@ci.south-pasadena.ca.us
5. Project Description:  
The City is desired to procure a central advanced traffic management and control system (ATMS), and install the system with an operable work station in the City's Public Works Department located on the second floor of the City of South Pasadena City Hall. In addition, the project includes installing 1.75 miles of fiber-optic cable interconnecting twelve (12) traffic signals on Fair Oaks Avenue, the City's most heavily-traveled and congested arterial, and one of the most sub-regionally significant corridors in the San Gabriel Valley.
6. Identify the ITS elements being implemented and the relevant National Architecture User Services.
  - A. Travel and Traffic Management Route Guidance
    - Traffic Control
    - Incident Management
    - Travel Demand Management
    - Emissions Testing and Mitigation
  - B. Public Transportation Management
    - Public Transportation Management
    - Public Travel Security
  - C. Emergency Management
    - Emergency Notification and Personal Security
    - Emergency Vehicle Management
  - D. Advanced Vehicle Safety Systems
    - Intersection Collision Avoidance
    - Vision Enhancement for crash Avoidance
    - Safety readiness
  - E. Information Management
    - Maintenance and Construction Operations
  - F. Maintenance and Construction Management
    - Archived Data Function



**Metro**

# Los Angeles Countywide

## Policy and Procedures

### *Intelligent Transportation Systems (ITS)*

*RTP&D04*

---

7. Outline of the concept of operations for the project.

The system will provide the City, LA County, and Metro with Fair Oaks Avenue's first hardwired backbone infrastructure within the limits of South Pasadena to manage, control and monitor traffic conditions on Fair Oaks north of Huntington Drive. The ATMS will bring video and data feed from the City's existing Video Detection System (VDS) to the centralized control center to manage traffic operations on Fair Oaks Avenue to the boundaries of the City of Pasadena.

8. Identify participating agencies roles and responsibilities.

It is the intent of this project that the proposed central traffic management/control system shall be used to develop a new ITS Master Plan for City of South Pasadena as part of the overall objectives of this project.

This project contains a number of intersections which are a part of Metro's Rapid Signal Priority Expansion project, a multi-jurisdictional plan which extends into adjacent cities beyond the boundaries of the City of South Pasadena in Los Angeles County. This project shall integrate the new system with the L.A. County's San Gabriel Valley sub-regional IEN plan and connect to the IEN Wide Area Network backbone. The project shall achieve this by installing communication lines between the City's traffic management offices at City Hall to the location of the IEN sub-regional Server. This will allow continuous communication of traffic and incident information between the City of South Pasadena and other IEN-linked agencies, such as the neighboring City of Pasadena to the north.

By signing and self-certifying this form, the agency commits itself to follow the ITS requirements listed below during project design and implementation. Please be advised that your project may be subject to further review and documentation by FHWA or FTA during project design and implementation phases:

- Perform a lifecycle analysis for the ITS project elements and incorporate these costs into the Operations and Maintenance plan as part of the system engineering process,
- Maintain and operate the system according to the recommendations of the operations and Maintenance plan upon project completion,
- Use the systems engineering process and document the system engineering steps, and
- Use the Los Angeles County Regional ITS Architecture interface standards, if required, and conform to the regional configuration management process.

Signature:

\_\_\_\_\_   
Agency Representative

\_\_\_\_\_   
Date



**ATTACHMENT E-2  
SIGNAL SYNCHRONIZATION AND BUS SPEED IMPROVEMENT PROGRAM  
SPECIAL GRANT CONDITIONS**

Signal Synchronization and Bus Speed Improvement projects cover a wide variety of traffic engineering measures that can be categorized into four tiers:

- TIER 1**    **Conventional Traffic Engineering** – such as coordinated traffic signal timing and functional intersection improvements
- TIER 2**    **Transit Preferential Treatment and Priority Systems** – such as traffic signal priority and bottleneck intersection improvements
- TIER 3**    **Computerized Traffic Control and Monitoring Systems** – such as central traffic control, adaptive traffic control, advanced transportation management, enhanced detection, and arterial performance measurement systems
- TIER 4**    **Intelligent Transportation Systems (ITS)** – such as multi-agency system integration, advanced traveler information systems, changeable message signs, and CCTV distribution networks

1. Grantee is required to attend the LACMTA Arterial ITS Committee Meetings quarterly. Grantee shall provide the opportunity to LACMTA staff, other affected agencies and/or the Arterial ITS Committee, to review, comment and participate on all aspects of the Project implementation to achieve multi-jurisdictional consensus, including, but not limited to, scope of work, consultant selection, PS&E, system design, bid documents and Project deliverables.
2. Grantee shall conform the Project scope of work and engineering design to the LACMTA's Signal Synchronization and Bus Speed Improvement Program Guidelines.
3. Grantee shall cooperate with the regional Traffic Forum, a collection of agencies that make up a specific sub-region, and shall not advertise the Project for bid to begin construction before all affected agencies and/or regional Traffic Forum members have fully executed an agreement regarding the maintenance and operation of traffic signal synchronization system(s) along multi-jurisdictional corridor(s). Grantee shall deliver a copy of the fully executed agreement to LACMTA within seven (7) days from the date of full execution.
4. Grantee shall commit and/or secure non-LACMTA funds to maintain and operate the Project improvements. Grantee's failure to provide proper maintenance and operation of the Project improvements may jeopardize future LACMTA funding. Additionally, Grantee's Project shall not make major equipment or timing-plan changes on other Metro Call for Projects funded projects, including but not limited the regional Traffic Forum projects, within the first two years of Grantee's Project implementation/system operation without LACMTA or lead agency prior written approval. The obligations set forth in this section shall survive the expiration or termination of this Agreement.

5. For all Tier 3 and Tier 4 project developments, Grantee shall design for system compatibility with the arterial traffic control open system architecture. Grantee shall coordinate the system design through LACMTA staff to allow communication with the Information Exchange Network (IEN).
6. Grantee shall make available all data from the Project, including, without limitation, improvements and inventory data, to LACMTA upon request.

Grantee shall:

- a. provide real-time traffic data from the Project, if available, to the County (IEN)
- b. allow for archiving through the Regional Integration of ITS (RIITS) Network or any regional ITS software for regional corridor performance evaluation and monitoring purpose
- c. populate ITS FIRST inventory tool with data upon completion of project

The obligations set forth in this section shall survive the expiration or termination of this Agreement.

7. It is understood that the LACMTA/Grantee participation ratio established for this Project will apply to the total Project cost and not to the individual Project elements as defined and estimated in Attachment B.



## CITY OF SOUTH PASADENA PROJECT READINESS CERTIFICATION

As part of the 2011 Call for Projects, the LACMTA Board of Directors, authorized a grant to GRANTEE for the City of South Pasadena's ATMS, Central TCS and FOIC for Fair Oaks Avenue Signal Improvement (the "Project").

Prior to execution of Funding Agreement for the Project, GRANTEE must assure LACMTA that GRANTEE has taken the necessary steps to ensure that the Project will be appropriately staffed, that the Project will be appropriately funded, and that the Project will be completed in a timely manner.

The undersigned, duly qualified and serving as City Manager for the City of South Pasadena certifies that the below Project Readiness actions have been duly authorized and approved by its Governing Authority. The undersigned further certifies that the information submitted herein is true and accurate to the best of his/her knowledge.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

- 1) GRANTEE has incorporated the Project into the adopted Capital Improvement Program (CIP). The date the adopted CIP included the Project is set forth below and attached to this Certification is the CIP cover page and the date showing the Project.

Date of Adoption

- 2) GRANTEE hereby commits to provide its Local Match amount accepted by the LACMTA Board as follows:

Metro Grant Amount	Local Match Amount	Total Project Cost
\$ 463,600	\$ 115,900	\$ 579,500

3) GRANTEE hereby commits to the following Staffing Plan for the Project:

<b>Staff Name</b>	<b>Job Title</b>	<b>% Project Responsibility</b>
Alex Chou	Associate Civil Engineer	100%

4) GRANTEE hereby commits to deliver the Project by the Project Lapse Date.

Project Lapse Date: June 30, 2019

5) GRANTEE has submitted all of the foregoing to the Governing Authority of GRANTEE for approval in the date set forth below.

<b>Date of Governing Authority Approval</b>

(Submit Governing Authority Clerk stamped agenda/minutes)

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**ATTACHMENT 3**  
Location Map



# City of South Pasadena Agenda Report

Michael A. Cacciotti, Mayor  
Richard D. Schneider, M.D., Mayor Pro Tem  
Robert S. Joe, Councilmember  
Marina Khubesrian, M.D., Councilmember  
Diana Mahmud, Councilmember

Evelyn G. Zneiner, City Clerk  
Gary E. Pia, City Treasurer

COUNCIL AGENDA: April 19, 2017

TO: Honorable Mayor and City Council

VIA: Sergio Gonzalez, City Manager *SG*

FROM: Paul Toor, Public Works Director *PT*  
Alex Chou, Associate Civil Engineer *AC*

SUBJECT: **Approval of Second Contract Amendment with KOA Corporation for Additional Historic Resource Evaluation Report Services for the HSIP-funded In-Roadway Warning Lights Project**

## Recommendation

It is recommended that the City Council approve, and authorize the City Manager to execute, the Second Amendment to the Contract with KOA Corporation (Consultant) in the amount of \$25,455 for additional Historic Resource Evaluation Report (HRER) services for the Highway Safety Improvement Program (HSIP) funded In-Roadway Warning Lights (flashing crosswalks) Project (Project).

## Fiscal Impact

This Project is funded through HSIP grant fund (Account No. 277-6011-8170), which require a 10% local match. The local match portion of this work is funded through Proposition C fund (Account No. 207-6011-8170) and there are sufficient funds available in this account to fund the proposed amendment. Approval of second contract amendment will increase the total contract amount to \$62,802 (which includes the original amount of \$20,630, first amendment amount of \$16,717, and second amendment amount of \$25,455).

## Environmental Analysis

This item is exempt from any California Environmental Quality Act (CEQA) analysis based on State CEQA Guidelines Section 21084 of the Public Resources Code, in accordance with Article 19, Section 15301, Class 1, Subsection (c) "existing facilities."

## Commission Review and Recommendation

This matter was not reviewed by a Commission.

## Background

On November 15, 2013, the City of South Pasadena (City) received an HSIP grant in the amount of \$145,800 to install flashing crosswalks at the intersections of Mission Street / Diamond

AGENDA ITEM 24



Avenue, Mission Street / Fairview Avenue, and Fremont Avenue / Lyndon Street HSIP funds are federal funds that require to comply with all federal-aid requirements as administered by California Department of Transportation (Caltrans).

In July 2015, after issuance of a request for proposals (RFP), a contract in the amount of \$20,630 was awarded to the Consultant for engineering design services and preparation of environmental documents. The RFP assumed a categorical exemption environmental finding, and a preliminary environmental study (PES) was submitted to Caltrans for approval. Subsequently, Caltrans informed the City that additional environmental studies and documents are required due to two of the flashing crosswalks are proposed to be installed in the Mission West Historical District.

In February 2016, the City Council authorized first contract amendment in the amount of \$16,717 with the Consultant for additional environmental study services for the Project. The additional studies include an Area of Potential Effects (APE) Map, an Archaeological Survey Report (ASR), Native American consultation, a Historic Property Survey Report, as well as potentially the preparation of a Finding of Effect (FOE) document and a Memorandum of Agreement (MOA). None of these tasks were included in the original scope of work.

After submitting environmental documents for evaluation, Caltrans requested additional HRER reports for the Project. As Caltrans staff did not comment about requiring HRER reports during first environmental review, City staff requested additional funding from Caltrans to cover additional work. In February 2017, the City secured an additional funding in an amount of \$119,162 from Caltrans to cover the additional work bringing the total grant amount to \$264,962.

### **Analysis**

In February 2017, the City has secured additional funding to cover additional environmental and historical study required by Caltrans. In order to complete the Project, the City requested the Consultant to submit a proposal for additional services to finish up all environmental studies that required by Caltrans along with plans and specifications. The proposal amendment for the additional service is just and reasonable with respect to additional scope of work. Therefore, staff is recommending approval of the second contract amendment.

### **Legal Review**

The City Attorney has reviewed this item.

### **Public Notification of Agenda Item**

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

### **Attachments:**

1. Second Amendment
2. First Amendment
3. Original Agreement
4. Location Map

**ATTACHMENT 1**  
**Second Amendment**

SECOND AMENDMENT TO  
AGREEMENT FOR CONSULTANT SERVICES

THIS AMENDMENT ("Amendment") is made as of this 19<sup>th</sup> day of April, 2017, by and between the CITY OF SOUTH PASADENA ("City") and KOA CORPORATION ("Consultant").

RECITALS

WHEREAS, on November 15, 2013 the City of South Pasadena received grant funding from the Highway Safety Improvement Program (HSIP) Cycle 6 in the amount of \$145,800 for the installation of in-roadway warning lights (flashing crosswalks) at the intersections of Mission Street / Diamond Avenue, Mission Street / Fairview Avenue, and Fremont Avenue / Lyndon Street; and

WHEREAS, on July 8, 2015, the City and Consultant entered into an Agreement for Consultant Services ("Agreement") in the amount of \$20,630 for Consultant to provide engineering design services for the project; and

WHEREAS, HSIP-funded projects must comply with all federal-aid project requirements administered through the Department of Transportation (Caltrans); and

WHEREAS, upon submittal of a preliminary environmental study package to Caltrans, the City was informed that additional environmental studies would be required; and

WHEREAS, these additional environmental studies were not anticipated and therefore not included in the Consultant's original scope of work; and

WHEREAS, on February 17, 2016 the City Council authorized a contract amendment in the amount of \$16,717 for additional environmental study services for the project; and

WHEREAS, upon submittal of environmental documents for evaluation to Caltrans, once again the City was informed that additional Historic Resource Evaluation Report (HRRER) would be required; and

WHEREAS, on February 21, 2017 the City of South Pasadena secured additional grant funding from the HSIP in the amount of \$119,162 from Caltrans for the coverage of the cost of the additional Caltrans environmental studies and the coverage of the increase costs of the construction and equipment; and

WHEREAS, the costs for said additional environmental services shall be in an amount not to exceed \$25,455.

NOW THEREFORE, THE CITY AND THE CONSULTANT AGREE AS FOLLOWS:

1. PAYMENT FOR SERVICES. That Section 4 of the Agreement is hereby amended to read as follows:

City shall pay for additional Professional Engineering Design Services performed by Consultant pursuant to the terms of this Agreement, the compensation set forth in the "Schedule of Compensation." The total fees for the services shall not exceed the authorized amount of \$62,802 (which includes the compensation for the original scope of services in the amount of \$20,630, Amendment No. 1 for additional environmental services in the amount of \$16,717, and compensation for the additional scope of services in the amount of \$25,455), unless the City has given specific advance approval in writing.

2. SCOPE OF SERVICES. That scope of work of the Agreement is hereby amended to include Exhibit "A" of the attachment to this Amendment.

3. PROVISIONS OF AGREEMENT. All other terms, conditions, and provisions of the Agreement to the extent not modified by this Amendment, shall remain in full force and effect.

Dated: \_\_\_\_\_ "CITY"

By: \_\_\_\_\_  
Sergio Gonzalez, City Manager

Dated: \_\_\_\_\_ KOA CORPORATION

By:   
Min Zhou, Vice President

APPROVED AS TO FORM:

\_\_\_\_\_  
Teresa L. Highsmith, City Attorney



April 4, 2017

Alex Chou  
 Associate Civil Engineer  
 City of South Pasadena  
 1414 Mission Street  
 South Pasadena, CA, 91030

Subject: **Request for Amendment #2 for the South Pasadena In-Roadway Warning Lights Project**

Dear Mr. Chou:

KOA Corporation (KOA) appreciates this opportunity to present this scope amendment proposal to provide additional professional services for the In-Roadway Warning Lights project funded through HSIP Cycle 6 for the City of South Pasadena.

KOA's original contract in the amount of \$20,630 was approved by the City on July 8, 2015. KOA completed and submitted the design to Caltrans' approval in 2015. Due to the request of Caltrans, the City approved Amendment #1 with KOA on February 17, 2016 with the amount of \$16,717 to allow KOA and its sub-consultant to finish up the cultural evaluation for the project.

After submitting the cultural evaluation document, Caltrans requested additional Historical Resource Evaluation Report (HRER). KOA continued to assist the City and has secured more funding from Caltrans. Caltrans' original approved HSIP Cycle 6 budget is in the amount of \$145,800 including design and construction. Additional amount of \$119,162 has been obtained from Caltrans in early 2017 to accommodate the additional professional services and the increase of equipment and construction costs.

The Amendment #2 KOA requested herein is in the amount of **\$25,455** including KOA and its sub-consultant services fees. This would bring KOA's total contract amount to \$62,802 (\$37,347 approved + \$25,455 for Amendment #2).

	<b>Proj. Manag.</b>	<b>Senior</b>	<b>Assistant</b>	<b>Total Cost</b>
	\$185	\$155	\$100	
KOA	6	20	45	\$8,710
Environmental Sub				\$16,745
<b>TOTAL</b>				<b>\$25,455</b>

KOA understands the importance of the project. Should you have any questions or would like to discuss this proposal further, you may contact me at my office or you may sign a copy of the proposal on the approved line and return to our office at my attention. This proposal is valid for 120 days.

Sincerely,

Min Zhou  
 P.E., Vice President

-----  
 Alex Chou  
 Associate Civil Engineer

Date

**ATTACHMENT 2**  
First Amendment

FIRST AMENDMENT TO  
AGREEMENT FOR CONSULTANT SERVICES

THIS AMENDMENT ("Amendment") is made as of this 17th day of February, 2016 by and between the CITY OF SOUTH PASADENA ("City") and KOA CORPORATION ("Consultant").

RECITALS

WHEREAS, on November 15, 2013 the City of South Pasadena received grant funding from the Highway Safety Improvement Program (HSIP) Cycle 6 in the amount of \$145,800 for the installation of in-roadway warning lights (flashing crosswalks) at the intersections of Mission St. / Fairview Ave., Mission St. / Diamond Ave. and Fremont Ave. / Lyndon St.; and

WHEREAS, on July 8, 2015 the City and Consultant entered into an Agreement for Consultant Services ("Agreement") in the amount of \$20,630 for the Consultant to provide engineering design services for the project; and

WHEREAS, HSIP-funded projects must comply with all federal-aid project requirements administered through the Department of Transportation (Caltrans); and

WHEREAS, upon submittal of a preliminary environmental study package to Caltrans, the City was informed that additional environmental studies would be required; and

WHEREAS, these additional environmental studies were not anticipated and therefore not included in the Consultant's original scope of work; and

WHEREAS, the additional costs for said additional environmental services shall be in an amount not to exceed \$16,717.

NOW THEREFORE, THE CITY AND THE CONSULTANT AGREE AS FOLLOWS:

1. PAYMENT FOR SERVICES. That Section 4 of the Agreement is hereby amended to read as follows:

The agreement is amended to add an additional not-to-exceed amount of sixteen thousand, seven hundred and seventeen dollars (\$16,717), unless the CITY has given specific advance approval in writing, bringing the total not-to-exceed Agreement amount to \$37,347.

2. SCOPE OF SERVICES. The consultant shall be compensated on time and material basis at the same hourly rate as set forth in first amendment. That scope of work

of the Agreement is hereby amended to include Exhibit "A" of the attachment to this Amendment.

3. TERM. The term of the agreement, as defined in section 4.1 of the Agreement, shall be extended by six months.

4. PROVISIONS OF AGREEMENT. All other terms, conditions, and provisions of the Agreement to the extent not modified by this Amendment, shall remain in full force and effect.

Dated: 2-17-16

"CITY"

By:   
Sergio Gonzalez, City Manager

Dated: 1/28/16

KOA CORPORATION

By:   
Min Zhou, Vice President

APPROVED AS TO FORM:

  
Teresa L. Highsmith, City Attorney



Exhibit "A"



January 26, 2016

Shin Furukawa, Deputy Public Works Director  
1414 Mission Street  
South Pasadena, CA 91030

Subject: Request for Additional Cultural Resources Services for the South Pasadena  
In-Roadway Warning Lights Project

Dear Mr. Furukawa,

KOA Corporation (KOA) appreciates this opportunity to present this scope amendment proposal to provide additional professional environmental services for the submittal of cultural resource reports required by Caltrans for this project.

ECORP Consulting, Inc. (ECORP), KOA's sub-consultant, will provide cultural resource services for the submittal of the required Caltrans reports (see attached).

**FEES**

KOA proposes to provide the services for the total hourly "not-to-exceed" fee presented below. The fee for APE Map, ASR, Native American Consultation, and HSPR is as follows:

KOA coordination and approval process with Caltrans (Principal 2hr x \$185/hr, Assistant Engineer 10hr x \$110/hr).....	\$1,470
ECORP's Effort.....	\$7,530
	<hr/>
	<b>Total = \$9,000</b>

If it is determined that the Finding of Effect is required, the additional fee is as follows:

KOA coordination and approval process with Caltrans. (Principal 1.5hr x \$185/hr, Assistant Engineer 5.5hr x \$110/hr).....	\$882
ECORP's Effort.....	\$3,600
	<hr/>
	<b>Total = \$4,482</b>

If it is determined that the Memorandum of Agreement is required, the additional fee is as follows:

KOA coordination and approval process with Caltrans (Principal 1hr x \$185/hr, Assistant Engineer 3hr x \$110/hr).....	\$515
ECORP's Effort.....	\$2,720
	<hr/>
	<b>Total = \$3,235</b>



**SCHEDULE**

The APE Map, ASR, Native American Consultation, and HPSR tasks will be completed nine weeks from notice to proceed. The Finding of Effect will be completed three weeks after request by Caltrans. The Draft Memorandum of Agreement will be completed two weeks after request by Caltrans. The signed Final Memorandum of Agreement will be completed four to six months after approval by Caltrans.

Sincerely,

KOA Corporation

  
Min Zhou  
P.E., Vice President

Authorization to Proceed

\_\_\_\_\_  
Shin Furukawa                      Date  
Deputy Public Works Director



**ECORP Consulting, Inc.**  
ENVIRONMENTAL CONSULTANTS

January 4, 2016  
(P15-513)

Thao Le  
KOA Corporation  
2141 West Oranewood Avenue, Suite A  
Orange, CA 92868  
VIA E-MAIL: tle@koacorp.com

**Subject: Proposal for Cultural Resources Services for the Cross Walk Upgrade Project,  
South Pasadena, Los Angeles County, California**

Dear Ms. Le:

ECORP Consulting, Inc. (ECORP) is pleased to provide this proposal to you for cultural resources services for the Crosswalk Upgrades Project in South Pasadena. This is a Caltrans-funded project [HSIPL 5071(019)]. Guidance in the on-line Caltrans Standard Environmental Reference (SER) will be followed in completing reports. The Scope of Work and Cost Estimate below contain the technical approach and costs proposed by ECORP for this project.

## **SCOPE OF WORK**

### **Cultural Resources**

The cultural resources services for this project will consist of all work necessary to complete the reports and documents required by Caltrans for federally funded projects subject to Section 106 of the National Historic Preservation Act (NHPA). For this project these documents consist of an APE Map, Archaeological Survey Report (ASR), Native American consultation, and an Historic Property Survey Report (HPSR).

Dr. Roger Mason, RPA, ECORP's Director of Cultural Resources, will serve as Project Archaeologist and will prepare the HPSR, ASR, and Native American consultation. All reports will contain a project description and Study Vicinity and Location Maps. All reports will be prepared using the format and guidance contained in the most recent on-line version of the Caltrans SER, Volume 2.

### **APE Map**

An Area of Potential Effects (APE) Map will be made for the project. The APE Map is a large scale map that shows the existing conditions and the proposed project. It shows the existing right-of-way, street names, areas to be graded, and areas to be paved. The APE Map shows the APE boundary (the area within which cultural resources could be affected by the project) and has a signature block for Caltrans approvals. ECORP will prepare the APE map using the digital project plans (to be supplied by KOA) as a base.

January 4, 2016

### **Archaeological Survey Report (ASR)**

A records search for the project will be obtained from the South Central Coastal Information Center at California State University, Fullerton and will be summarized in the ASR. Sanborn Fire Insurance Maps and historical aerial photos will be consulted to assist in assessing the potential for subsurface archaeological material from the historic period. A pedestrian reconnaissance of the APE, almost all of which is paved or developed, will be carried out. Any unpaved areas will be intensively inspected for archaeological material. The results of the reconnaissance and the assessment of the potential for subsurface archaeological material will be provided in the ASR. Any archaeological resources identified as a result of the reconnaissance will be described in the ASR and DPR 523 forms will be completed for the resource. The DPR 523 forms will be appended to the ASR. The ASR will also provide environmental, prehistoric, ethnographic, and historic background sections.

### **Native American Consultation**

Native American consultation is required as part of the Caltrans Section 106 process. The Project Archaeologist will request a search of the Sacred Lands File and a list of Native American contacts for the project area from the California Native American Heritage Commission (NAHC). He will send letters and make follow-up phone calls to the Native American contacts requesting information and concerns about any resources within the APE of which the contacts may have knowledge. Documentation of contacts and responses from Native Americans will be provided as an attachment to the HPSR.

### **Historic Property Survey Report (HPSR)**

An HPSR short form will be completed. The HPSR will provide a summary of the results contained in the ASR and the results of Native American consultation. The HPSR will provide a summary of identification efforts; a summary of public participation (including Native American comments); and a list of all listed, eligible, and potentially eligible cultural resources in the APE. It will also contain the Findings required by Caltrans. The APE Map, ASR, and documentation of Native American consultation will be attached to the HPSR.

### **Finding of Effect (Optional Task)**

If NRHP-eligible historic properties are found in the APE, ECORP will prepare a Finding of Effect (FOE) document, as required by regulations (36 CFR 800.6) implementing Section 106 of the National Historic Preservation Act. The Finding of Effect document will include a project description, a summary of the survey and evaluation efforts, and a discussion of the project's effects on the historic properties in the APE. The effects will be illustrated with an exhibit overlaying the location of the eligible properties within the APE on the project development plan. The criteria of adverse effect will be applied and it will be explained why the effect on the properties would or would not be adverse.

January 4, 2016

**Memorandum of Agreement (Optional Task)**

A Memorandum of Agreement (MOA) is a legal document signed by all parties that specifies the mitigation measures to be implemented. An MOA would be necessary only if historic properties would be adversely affected by the project.

**SCHEDULE**

APE Map, ASR, Native American Consultation, and HPSR	9 weeks from NTP
Finding of Effect	3 weeks after being requested by Caltrans
MOA (Draft)	2 weeks after being requested by Caltrans
MOA (Final signed by all parties)	4 to 6 months after approval by Caltrans

**COST ESTIMATE**

**Cultural Resources**

ECORP will provide the cultural resources services described above on a time and materials basis for the following estimated costs. Breakdown of Cultural Resources Estimated Costs for:

***APE Map, ASR, Native American Consultation, and HPSR:***

Position/Title	Hourly Rate	Est. Hours	Total
Project Archaeologist/Director of Cultural Resources	\$170.00	24	\$4,080.00
Staff Archaeologist	\$105.00	8	\$840.00
GIS Specialist	\$110.00	12	\$1,320.00
Project Accountant	\$100.00	1	\$100.00
Word Processing	\$85.00	4	\$340.00
Other Direct Costs (ODCs) <sup>a</sup>			\$850.00
<b>Total Estimated Cost</b>		<b>49</b>	<b>\$7,530.00</b>

<sup>a</sup> ODCs include mileage and records search fees.

***Finding of Effect (If Necessary)***

Position/Title	Hourly Rate	Est. Hours	Total
Project Archaeologist/Director of Cultural Resources	\$170.00	16	\$2,720.00
GIS Specialist	\$110.00	8	\$880.00
<b>Total Estimated Cost</b>		<b>24</b>	<b>\$3,600.00</b>

***Memorandum of Agreement (If Necessary)***

Position/Title	Hourly Rate	Est. Hours	Total
Project Archaeologist/Director of Cultural Resources	\$170.00	16	\$2,720.00
<b>Total Estimated Cost</b>		<b>16</b>	<b>\$2,720.00</b>

January 4, 2016

### Bidding Assumptions

- ◆ Cost and schedule estimates are based on our best judgment of the requirements known at the time of the proposal and can be influenced favorably or adversely by Client needs and other circumstances. ECORP Consulting, Inc., will endeavor to perform the services and accomplish the objectives within the estimated costs and schedule. However, if the scope of work or schedule changes, ECORP Consulting, Inc., reserves the right to revise costs accordingly.
- ◆ It is assumed that KOA will provide ECORP with digital project plans in a format compatible with GIS.
- ◆ It is assumed that ECORP will respond to two rounds of comments from the Client and Caltrans. Responses to any additional rounds of comments will be negotiated with the Client on a time and materials basis using the ECORP billing rates in the Cost Estimate section above.
- ◆ The cost estimate is based on providing copies of the draft reports in electronic pdf format and 3 hard copies of each final report plus electronic versions in pdf formats.
- ◆ It is assumed that ECORP Consulting, Inc., can use and rely on the data and information contained in the project related documents provided by the Client. ECORP Consulting, Inc., will not perform a technical review of these documents, and will not be responsible for the content or accuracy of these studies.
- ◆ The cost proposal is presented on a time and materials basis in accordance with ECORP Consulting, Inc.'s Environmental Services Agreement, Fee Schedule, and General Provisions which are attached and made part of this proposal.
- ◆ Change orders will be issued and signed by the Client and ECORP Consulting, Inc., before starting additional work not provided for in the original proposal. If the Client's authorized representative is not available for a signature, the additional out-of-scope work will not commence until the change order is signed.
- ◆ This cost is valid for a period of 90 days from the date of this the proposal. Beyond 90 days, ECORP Consulting, Inc., reserves the right to reevaluate the cost.

If this scope of work and cost estimate meet with your satisfaction, please execute the attached agreement, and return it to ECORP Consulting, Inc., as your authorization to begin work.

Thank you for the opportunity to submit this cost estimate. If you have any question regarding this proposal, please call me at (714) 648-0630 or via email at [Rmason@ecorpconsulting.com](mailto:Rmason@ecorpconsulting.com).

Sincerely,

**ECORP Consulting, Inc.**



Roger D. Mason, Ph.D., RPA  
Director of Cultural Resources

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**ATTACHMENT 3**  
Original Agreement



**CITY OF SOUTH PASADENA**  
**PROFESSIONAL SERVICES AGREEMENT**  
**WITH**  
**KOA CORPORATION**

THIS AGREEMENT ("Agreement") is made and entered into this 8th day of July, 2015 by and between the CITY OF SOUTH PASADENA, a municipal corporation ("City") and KAO CORPORATION ("Consultant").

**WITNESSETH:**

A. WHEREAS, City proposes to utilize the services of Consultant as an independent contractor to provide engineering design services for in-roadway warning lights at Mission St./Diamond Ave., Mission St./Fairview Ave. and Fremont Ave./Lyndon St., as more fully described herein; and

B. WHEREAS, Consultant represents that it has that degree of specialized expertise contemplated within California Government Code, Section 37103, and holds all necessary licenses to practice and perform the services herein contemplated; and

C. WHEREAS, City and Consultant desire to contract for the specific services described in Exhibit "A" ("Scope of Services") and desire to set forth their rights, duties and liabilities in connection with the services to be performed; and

D. WHEREAS, no official or employee of City has a financial interest, within the provisions of Sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

**1.0. SERVICES PROVIDED BY CONSULTANT**

1.1. Scope of Services. Consultant shall provide the professional services described in the "Scope of Services" attached hereto and incorporated into this Agreement as Exhibit "A."

1.2. Professional Practices. All professional services to be provided by Consultant pursuant to this Agreement shall be provided by personnel experienced in their respective fields and in a manner consistent with the standards of care, diligence and skill ordinarily exercised by professional consultants in similar fields and circumstances in accordance with sound professional practices. It is understood that in the exercise of every aspect of its role, within the scope of work, consultant will be representing the City, and all of its actions, communications, or other work, during its employment, under this Agreement is under the direction of the City. Consultant also warrants that it is

familiar with all laws that may affect its performance of this Agreement and shall advise City of any changes in any laws that may affect Consultant's performance of this Agreement.

1.3 Familiarity with Work. By execution of this Agreement, Consultant warrants that:

- (1) It has thoroughly investigated and considered the work to be performed, based on all available information; and
- (2) It carefully considered how the work should be performed; and
- (3) It fully understands the difficulties and restrictions attending the performance of the work under this Agreement; and
- (4) It has the professional and technical competency to perform the work and the production capacity to complete the work in a timely manner with respect to the scope of services.

1.4. Performance to Satisfaction of City. Consultant agrees to perform all the work to the complete satisfaction of the City and within the hereinafter specified. Consultant agrees that the services to be rendered pursuant to this Agreement shall be performed in accordance with the standards customarily provided by an experienced and competent professional organization rendering the same or similar services. Evaluations of the work will be done by the City Manager or his designee. If the quality of work is not satisfactory, City in its discretion has the right to:

- (a) Meet with Consultant to review the quality of the work and resolve the matters of concern;
- (b) Require Consultant to repeat the work at no additional fee until it is satisfactory; and/or
- (c) Terminate the Agreement as hereinafter set forth.

1.5. Warranty. Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

1.6. Non-discrimination. In performing this Agreement, Consultant shall not engage in, nor permit its agents to engage in, discrimination in employment of persons because of their race, religion, color, national origin, ancestry, age, physical handicap, medical condition, marital status, sexual gender or sexual orientation, except as permitted pursuant to Section 12940 of the Government Code. Consultant will take affirmative action to ensure that that employees are treated during employment, without regard to their race, color, creed, religion, sex, marital status, national origin, ancestry, age, physical or mental handicap, medical condition, or sexual orientation.

1.7. Non-Exclusive Agreement. Consultant acknowledges that City may enter into agreements with other consultants for services similar to the services that are subject to this Agreement.

1.8. Confidentiality. Employees of Consultant in the course of their duties may have access to financial, accounting, statistical, and personnel data of private individuals and employees of City. Consultant covenants that all data, documents, discussion, or other information developed or received by Consultant or provided for performance of this Agreement are deemed confidential and shall not be disclosed by Consultant without written authorization by City. City shall grant such authorization if disclosure is required by law. All City data shall be returned to City upon the termination of this Agreement. Consultant's covenant under this Section shall survive the termination of this Agreement.

1.9. Key Personnel. It is the intent of both parties to this Agreement that Consultant shall make available the professional services of Min Zhou, who shall coordinate directly with City. Any substitution of key personnel must be approved in advance by City's Representative and the Agreement shall be amended to reflect the changes.

## 2.0. COMPENSATION AND BILLING

2.1. Compensation. For performing and completing services Pursuant to Exhibit "A" Scope of Services, Consultant shall be compensated by City for its services as provided below:

City will pay the following to the Contractor for services performed:

Professional Fees: Consultant shall perform the services described in Exhibit "A" Scope of Services for a not-to-exceed amount of \$20,630, pursuant to the Schedule of Fees incorporated herein.

Reimbursable Expenses: Reimbursable expenses shall be limited to actual expenditures of Consultant for expenses that are necessary for the proper completion of the services and shall only be payable if specifically authorized in advance by City.

2.2 Maximum Amount. The maximum amount payable under the terms of this Agreement, including expenses, will not exceed \$20,630. Consultant shall promptly notify the City Representative, in writing, when fees and expenses incurred under this Agreement have reached \$16,504 (80% of maximum amount allowable). Consultant shall concurrently inform the City Representative of Consultant's estimate of total expenditures required to complete its current assignments before proceeding, when the remaining work would exceed the maximum amount payable.

2.3 Additional Services. Consultant shall not receive compensation for any services provided outside the scope of services specified in the Consultant's Proposal unless the City approves such additional services in writing prior to Consultant performing the additional services. It is specifically understood that oral requests and/or approvals of such additional services or additional compensation are barred and are unenforceable.

2.4 Method of Billing. Within 10 calendar days following the end of the preceding month in which services are performed or expenses are incurred under this Agreement, Consultant shall submit an invoice to the City. Said invoice shall be based on the total of all Consultant's services which have been completed to City's sole satisfaction. City shall pay Consultant's invoice within forty-five (45) days from the date City receives said invoice. Any additional services approved and performed pursuant to this Agreement shall be designated as "Additional Services" and shall identify the number of the authorized change order, where applicable, on all invoices.

Consultant shall submit invoices to the City at the following address:

Public Works Director  
City of South Pasadena  
1414 Mission Street  
South Pasadena, CA 91030

The invoice submitted pursuant to this paragraph shall show the:

- 1) Project name/description;
- 2) Name and hours worked by each person who performed services during the billing period;
- 3) The title/classification under which they were billed;
- 4) The hourly rate of pay;
- 5) Actual out-of-pocket expenses incurred in the performance of services; and,
- 6) Other such information as the City may reasonably require.

2.5 Records and Audits. Consultant shall maintain full and accurate records with respect to all services and matters covered under this Agreement. City shall have free access at all reasonable times to such records, and the right to examine and audit the same and to make transcripts therefrom, and to inspect all program data, documents,

proceedings and activities. Consultant shall maintain an up to date list of key personnel and telephone numbers for emergency contact after normal business hours. Records of Consultant's services relating to this Agreement and funds received from City shall be maintained in accordance with generally recognized accounting principles and shall be made available to City for inspection and/or audit at mutually convenient times for a period of five (5) years from the date of performance of said services.

### 3.0. TIME OF PERFORMANCE

3.1. Commencement and Completion of Work. Time is of the essence in the performance of services under this Agreement. The professional services to be performed pursuant to this Agreement shall commence within five (5) days from the Effective Date of this Agreement. Failure to commence work in a timely manner and/or diligently pursue work to completion may be grounds for termination of this Agreement. All services required by Consultant under this Agreement shall be completed on or before the end of the term of the Agreement.

### 4.0. TERM AND TERMINATION

4.1. Term. This Agreement shall be effective on July 14, 2015 ("Effective Date") and shall remain in effect for one year, unless earlier terminated as provided in Section 4.2 herein.

4.2. Notice of Termination. Notwithstanding the provision in paragraph 4.1 above, the City reserves and has the right and privilege of canceling, suspending or abandoning the execution of all or any part of the work contemplated by this Agreement, with or without cause, in its sole discretion, with thirty (30) days written notice to Consultant.

4.3. Compensation. In the event of termination, City shall pay Consultant for reasonable costs incurred and professional services satisfactorily performed up to and including the date of City's written notice of termination unless the termination is for cause, in which event Consultant need be compensated only to the extent required by law. Compensation for work in progress shall be prorated based on the percentage of work completed as of the effective date of termination in accordance with the fees set forth herein. Such payment will be subject to City's receipt of a close-out billing. In ascertaining the professional services actually rendered hereunder up to the effective date of termination of this Agreement, consideration shall be given to both completed work and work in progress, and to other documents pertaining to the services contemplated.

4.4. Documents. In the event of termination of this Agreement, all documents prepared by Consultant in its performance of this Agreement shall be delivered to the City within ten (10) days of delivery of termination notice to Consultant, at no cost to City. Any use of uncompleted documents without specific written authorization from Consultant shall be at City's sole risk and without liability or legal expense to Consultant.

## 5.0. INSURANCE

5.1 Consultant shall procure and maintain at all times during the term of this Agreement insurance as set forth in Exhibit "B" attached hereto. Proof of insurance shall consist of a Certificate of Insurance provided on IOS-CGL form No. CG 00 01 11 85 or 88 executed by Consultant's insurer and in a form approved by the City Attorney.

## 6.0. GENERAL PROVISIONS

6.1. Entire Agreement. This Agreement, together with Exhibits "A" and "B" supersede any and all other agreements, either oral or in writing, between the parties with respect to the subject matter herein. This Agreement constitutes the entire Agreement between the parties with respect to any matter referenced herein. This Agreement may not be modified, nor may any of the terms, provisions or conditions be modified or waived or otherwise affected, except by a written amendment signed by all parties. The terms of this Agreement shall prevail over any inconsistent provision in any other contract document appurtenant hereto, including exhibits to this Agreement. Each party to this Agreement acknowledges that no representation by any party, which is not embodied herein, nor any other agreement; statement or promise not contained in this Agreement shall be valid and binding.

6.2. Representatives. For the purposes of this Agreement, the City shall be represented by the City Manager ("City Representative"), or such other person designated in writing by the City Manager. For the purposes of this Agreement, Consultant shall be represented by Min Zhou or such other person designated in writing by her and accepted by the City Representative. Consultant shall perform the Work described herein under the direction of the City Representative, who will approve the work plan specified herein, if required, prior to Consultant commencing the Work.

The City Representative shall have the authority and responsibility to perform the following tasks:

- (a) Provide interpretation of the scope and specifications for the work to be performed;
- (b) Monitor performance of the Work to ensure compliance with the Agreement;
- (c) Inspect performance against the Scope of Services, and report compliance and/or deficiencies;
- (d) Obtain and review Monthly Statements;
- (e) Suspend work in accordance with other provisions of this Agreement;
- (f) Issue all consents, approvals, directives and agreements on behalf of the City, called for by this Agreement, except as otherwise expressly provided in this Agreement; and
- (g) Work directly with the Consultant in the performance of this Agreement.

Consultant's Representative shall be its agent in all consultations with City during the term of this Agreement. Consultant's Representative shall attend and assist in all

coordination meetings called by City.

6.3. Notices. Any notices, documents, correspondence or other communications concerning this Agreement or the work hereunder may be provided by personal delivery, facsimile or mail and shall be addressed as set forth below. Such communication shall be deemed served or delivered: a) at the time of delivery if such communication is sent by personal delivery; b) at the time of transmission if such communication is sent by facsimile; and c) 72 hours after deposit in the U.S. mail as reflected by the official U.S. postmark if such communication is sent through regular United States mail.

Consultant shall notify City of changes in its address. The failure to do so, if such failure prevents City from locating Consultant, shall be deemed a waiver by Consultant of the right subsequently to enforce those provisions of this Agreement that require consultation or approval of Consultant. Notwithstanding this provision, City shall make every reasonable effort to locate Consultant when matters arise relating to Consultant's rights.

All communications in connection with this Agreement, sent through the U. S. Mail, must be addressed as follows:

IF TO CONSULTANT:

Min Zhou  
KOA Corporation  
2141 West Orangewood Avenue,  
Suite A  
Orange, CA 92868

IF TO CITY:

Public Works Director  
City of South Pasadena  
1414 Mission Street  
South Pasadena, CA 91030

6.4. Attorneys' Fees. In the event that litigation is brought by any party in connection with this Agreement, the prevailing party shall be entitled to recover from the opposing party all costs and expenses, including reasonable attorneys' fees, incurred by the prevailing party in the exercise of any of its rights or remedies hereunder or the enforcement of any of the terms, conditions, or provisions hereof.

6.5. Governing Law. This Agreement shall be governed by and construed under the laws of the State of California without giving effect to that body of laws pertaining to conflict of laws. In the event of any legal action to enforce or interpret this Agreement, the parties hereto agree that the sole and exclusive venue shall be a court of competent jurisdiction located in Los Angeles County, California. In the event of litigation in a U.S. District Court, exclusive venue shall lie in the Central District of California.

6.6. Assignment. This Agreement covers professional services of a specific and unique nature. Except as otherwise provided herein, Consultant shall not voluntarily or by operation of law assign, transfer, sublet, or encumber all or any part of its interest in this Agreement or subcontract any services to be performed without amending this Agreement and/or receiving the prior written consent of City. Any attempted unauthorized assignment, transfer, subletting or encumbrance shall be void and shall constitute a breach of this Agreement and cause for termination of this Agreement.

6.7. Indemnification and Hold Harmless. Consultant assumes all risk of injury to its employees, agents, and contractors, including loss or damage to property. Consultant agrees to, indemnify, hold free and harmless, and when the City requests with respect to a claim provide a deposit for the defense of, and defend the City, its elected and appointed officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents and employees arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subcontractors, but shall be required whenever any claim, action, complaint, or suit alleges or asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subcontractors, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected and appointed officials, officers, agents, employees based upon the work performed by the Consultant, its employees, and/or authorized subcontractors under this Agreement, whether or not the Consultant, its employees and volunteers, and/or authorized subcontractors are specifically named or otherwise asserted to be liable and when the City requests with respect to a claim provide a deposit for the defense of. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole active negligence or willful misconduct of the City. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

City shall have the right to offset against the amount of any compensation due Consultant under this Agreement any amount due City from Consultant as a result of Consultant's failure to pay City promptly any indemnification arising under this Section 6.7 and related to Consultant's failure to either (i) pay taxes on amounts received pursuant to this Agreement or (ii) comply with applicable workers' compensation laws.

The obligations of Consultant under this Section 6.7 will not be limited by the provisions of any workers' compensation act or similar act. Consultant expressly waives its statutory immunity under such statutes or laws as to City, its officers, agents, employees and volunteers.

Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 6.7 from each and every subcontractor or



any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. In the event Consultant fails to obtain such indemnity obligations from others as required herein, to the fullest extent permitted by law, Consultant agrees to be fully responsible and indemnify, hold harmless and defend City, its officers, agents, employees and volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of Consultant's subcontractors or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of City's choice.

City does not, and shall not, waive any rights that it may possess against Consultant because of the acceptance by City, or the deposit with City, of any insurance policy or certificate required pursuant to this Agreement. This hold harmless and indemnification provision shall apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.

6.8. Independent Contractor. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

6.9 Benefits. Consultant will not be eligible for any paid benefits for federal, social security, state workers' compensation, unemployment insurance, professional insurance, medical/dental, California Public Employees Retirement System ("PERS") or fringe benefits offered by the City.

6.10. PERS Eligibility Indemnification. In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement

claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

6.11. Cooperation. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

6.12. Ownership of Documents. All findings, reports, documents, information and data including, but not limited to, computer tapes or discs, files and tapes furnished or prepared by Consultant or any of its subcontractors in the course of performance of this Agreement, shall be and remain the sole property of City, without restriction or limitation upon its use or dissemination by City; no such written products shall be the subject of a copyright application by Consultant. Consultant agrees that any such documents or information shall not be made available to any individual or organization without the prior consent of City. Consultant shall deliver to City any findings, reports, documents, information, data, in any form, including but not limited to, computer tapes, discs, files audio tapes or any other Project related items as requested by City or its authorized representative, at no additional cost to the City.

6.13. Public Records Act Disclosure. Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code Section 6250 *et seq.*). Exceptions to public disclosure may be those documents or information that qualifies as trade secrets, as that term is defined in the California Government Code Section 6254.7, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

6.14. Release of Information. Consultant shall not make public information releases or otherwise publish information obtained or produced by it as a result of, or in connection with, the performance of services under this Agreement without the prior written authorization from the City Representative.

6.15. Conflict of Interest. Consultant and its officers, employees, associates and subconsultants, if any, will comply with all conflict of interest statutes of the State of California applicable to Consultant's services under this agreement, including, but not limited to, the Political Reform Act (Government Code Sections 81000, *et seq.*) and Government Code Section 1090. During the term of this Agreement, Consultant and its officers, employees, associates and subconsultants shall not, without the prior written approval of the City Representative, perform work for another person or entity for whom Consultant is not currently performing work that would require Consultant or one of its officers, employees, associates or subconsultants to abstain from a decision under this Agreement pursuant to a conflict of interest statute.

6.16. Economic Interest Statement. Consultant hereby acknowledges that pursuant to Government Code Section 87300 and the Conflict of Interest Code adopted by City hereunder, Consultant is designated in said Conflict of Interest Code and is therefore required to file an Economic Interest Statement (Form 700) with the City Clerk, for each employee providing advise under this Agreement, prior to the commencement of work.

6.17. Political Activity/Lobbying Certification. Consultant may not conduct any activity, including any payment to any person, officer, or employee of any governmental agency or body or member of Congress in connection with the awarding of any federal contract, grant, loan, intended to influence legislation, administrative rulemaking or the election of candidates for public office during time compensated under the representation that such activity is being performed as a part of this Agreement.

6.18. Licenses, Permits, and Fees. Consultant shall obtain a City of South Pasadena Business License and any and all other permits and licenses required for the services to be performed under this Agreement.

6.19. Responsibility for Errors. Consultant shall be responsible for its work and results under this Agreement. Consultant, when requested, shall furnish clarification and/or explanation as may be required by the City's representative, regarding any services rendered under this Agreement at no additional cost to City. In the event that an error or omission attributable to Consultant occurs, then Consultant shall, at no cost to City, provide all necessary design drawings, estimates and other Consultant professional services necessary to rectify and correct the matter to the sole satisfaction of City and to participate in any meeting required with regard to the correction.

6.20. Order of Precedence. In the event of an inconsistency in this Agreement and any of the attached Exhibits, the terms set forth in this Agreement shall prevail. If, and to the extent this Agreement incorporates by reference any provision of any

document, such provision shall be deemed a part of this Agreement. Nevertheless, if there is any conflict among the terms and conditions of this Agreement and those of any such provision or provisions so incorporated by reference, this Agreement shall govern over the document referenced.

6.21. Costs. Each party shall bear its own costs and fees incurred in the preparation and negotiation of this Agreement and in the performance of its obligations hereunder except as expressly provided herein.

6.22. Headings. Paragraphs and subparagraph headings contained in this Agreement are included solely for convenience and are not intended to modify, explain or to be a full or accurate description of the content thereof and shall not in any way affect the meaning or interpretation of this Agreement.

6.23. Construction. The parties have participated jointly in the negotiation and drafting of this Agreement. In the event an ambiguity or question of intent or interpretation arises with respect to this Agreement, this Agreement shall be construed as if drafted jointly by the parties and in accordance with its fair meaning. There shall be no presumption or burden of proof favoring or disfavoring any party by virtue of the authorship of any of the provisions of this Agreement.

6.24. Amendments. Only a writing executed by the parties hereto or their respective successors and assigns may amend this Agreement.

6.25. Waiver. The delay or failure of either party at any time to require performance or compliance by the other of any of its obligations or agreements shall in no way be deemed a waiver of those rights to require such performance or compliance. No waiver of any provision of this Agreement shall be effective unless in writing and signed by a duly authorized representative of the party against whom enforcement of a waiver is sought. The waiver of any right or remedy in respect to any occurrence or event shall not be deemed a waiver of any right or remedy in respect to any other occurrence or event, nor shall any waiver constitute a continuing waiver.

6.26. Severability. If any provision of this Agreement is determined by a court of competent jurisdiction to be unenforceable in any circumstance, such determination shall not affect the validity or enforceability of the remaining terms and provisions hereof or of the offending provision in any other circumstance. Notwithstanding the foregoing, if the value of this Agreement, based upon the substantial benefit of the bargain for any party, is materially impaired, which determination made by the presiding court or arbitrator of competent jurisdiction shall be binding, then both parties agree to substitute such provision(s) through good faith negotiations.

6.27. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original. All counterparts shall be construed together and shall constitute one agreement.

6.28. Corporate Authority. The persons executing this Agreement on behalf of the parties hereto warrant that they are duly authorized to execute this Agreement on behalf of said parties and that by doing so the parties hereto are formally bound to the provisions of this Agreement.

6.29. Taxpayer Identification Number. Consultant shall provide City with a complete Request for Taxpayer Identification Number and Certification, Form W 9, as issued by the Internal Revenue Service.

6.30. Applicable Laws, Codes, and Regulations. Consultant shall perform all services described in accordance with all applicable laws, codes and regulations required by all authorities having jurisdiction over the Services.

6.31. Change in Name, Ownership or Control. Consultant shall notify the City Representative, in writing, of any change in name, ownership or control of Consultant. Change of ownership or control of Consultant may require an amendment to the Agreement.

6.32. Covenants and Conditions. Each term and each provision of this Agreement to be performed by Consultant shall be construed to be both a covenant and a condition.

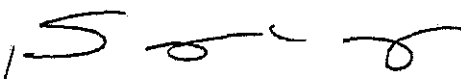
6.33. Use of City's Name. Consultant shall not publish or use any advertising, sales promotion, or publicity in matters relating to services, equipment, products, reports, and material furnished by Consultant in which City's name is used, or its identity implied without the City Representative's prior written approval.

6.34. Force Majeure. The respective duties and obligations of the parties hereunder shall be suspended while and so long as performance hereto is prevented or impeded by strikes, disturbances, riots, fire, severe weather, government action, war acts, acts of God, or any other cause similar or dissimilar to the foregoing which are beyond the control of the party from whom the affected performance was due.

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed by and through their respective authorized officers, as of the date first above written.


Dated: 7-13-15

THE CITY OF SOUTH PASADENA

By:   
Sergio Gonzalez, City Manager

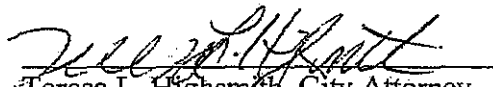
Dated: July 8, 2015

KOA Corporation

By:   
Min Zhou, Principal

Federal ID No. 95-4515908

APPROVED AS TO FORM:

  
Teresa L. Highsmith, City Attorney

**EXHIBIT "A"**  
**SCOPE OF SERVICES**

## Engineering Design Services for In Roadway Warning Light Systems

### KOA Revised Scope of Work

Design work for in-roadway warning lights (IRWL) installation shall be performed for the following three locations:

- É Mission Street & Diamond Avenue
- É Mission Street & Fairview Avenue
- É Fremont Avenue & Lyndon Street

Mission Street and Diamond Avenue is a T-shaped intersection with bulb-out sidewalks, ADA curb ramps, and street lighting with good pedestrian visibility for motorists. Sidewalk areas are decorative and will require the careful placement of any pull boxes and conduits. The southwest corner has a culvert that takes street drainage away from the curb return and crosswalk area. This sidewalk culvert area will influence the placement of underground conduits. Decorative pavers will be reinstalled or replaced as required.

Mission Street and Fairview Avenue is a full four-leg intersection with bulb-out curb returns, ADA curb ramps, and street lighting with good pedestrian visibility for motorists. Sidewalk curb return areas are also decorative pavers and will require the careful placement of pull boxes and conduits. Landscaped areas are available on Fairview Avenue and may be used for controller location. Decorative pavers will be reinstalled or replaced as required.

Fremont Avenue and Lyndon Street is a four-leg intersection in a residential area. The project crosswalk crosses Fremont Avenue on the north leg. Fremont has two through lanes and a two-way left turn lane down the center. Lyndon Street traffic flow is controlled by "stop" signs. The curb ramps appear to be of a non-standard ADA type and will be reviewed in the field for slope compliance. They may need dome pads installed. Restricted parking with red curb provides for good pedestrian visibility and there is a sheet light at the curb return for nighttime pedestrian enhancement.

Typical IRWL crosswalk installation equipment for use in South Pasadena is as follows and is optional subject to "approved equal" specification requirements.

1. Smart crosswalk solar-powered control unit (PCU). This item can be pole-mounted above seven feet for sidewalk pedestrian clearance. A solar panel mounted above-cabinet collects input power, which is stored in the 12-volt battery.
2. IRWLs compliant to FHWA standards, MUTCD Chapter 4, with the color and the visibility angle based on vehicle approach speed and lanes.
3. Push-button manual system activation with ADA button size and flashing amber LED warning lights in the sign panel. Warning lights alert pedestrians that the IRWL is operating.
4. The IRWL system will be supplemented by the installation of LED-enhanced pedestrian warning signs. Recommended pedestrian sign locations are in advance of the subject crosswalk and at the crosswalk pedestrian step-off area.



#### **TASK 1 - TOPOGRAPHIC SURVEY**

KOA staff will conduct a comprehensive field topographic survey of each project location. All existing sheet and sidewalk features will be documented and shall include all items that would impact the crosswalk designs and pedestrian circulation. Street lane widths, sidewalk widths, and the placement of street lighting would impact the designs. Overhead utility lines will be measured and identified with respect to potential conflicts with any proposed street lighting enhancements for pedestrian visibility purposes.

#### **TASK 2 - UTILITY RESEARCH**

Both underground and overhead utilities will be researched. Wet utility information is often obtained from the agency and can include water and sewer lines and storm drainage facilities. Dry utilities such as gas lines, electrical lines, telephone, cable TV and communications lines are often shallow and found in the street parkway areas. KOA staff will research agency files and contact utility companies for the locations of various facilities. All information obtained from various sources will be made available to the City as part of the project submittal process. All obtained utility information shall be shown on the project plans. Utility potholing would be recommended where possible conflicts could occur. Projects of this type, except for street light poles, are shallow with conduit installations in the 30"- 36" depth.

#### **TASK 3 - RECORD DRAWING RESEARCH**

KOA staff will obtain and review "Record" or "As-built" plan information. This information would confirm actual field measurements from the field survey. Centerlines, right-of-way lines, and catch basins would be obtained and confirmed. Sidewalk slopes and street cross-sections would be obtained to determine ADA allowances. The field information obtained would include "smart" level cross-slope information to be applied to the design work. Sidewalk and right-of-way widths are necessary to determine if curb ramps can be used or need to be rebuilt to conform to current ADA requirements. Curb ramps on Mission Street appear to be ADA compliant.

#### **TASK 4 - ELECTRICAL SERVICE**

Each project location will require an electrical service feed. Based on the RFP, it will be necessary to contact the City (City's electrical system) and the Southern California Edison Company (SCE) to obtain an electrical feed source. Service cabinets will be designed for all three locations with appropriate-sized conduits and conductors running between the cabinet and electrical source. KOA staff will assist the City to prepare SCE service cabinet and street light installation forms as needed.

#### **TASK 5 - MEETINGS AND SUBMITTALS**

KOA's project manager shall meet with City staff for 85 percent submittal. The 85 percent completion will have plans, special provisions, and estimates ready for review and comments needed to prepare a final submittal for approvals. All submittals will include electronic files for all items.

#### **TASK 6 - NEPA ENVIRONMENTAL DOCUMENTS PREPARATION**

It is expected that the project will require a NEPA Categorical Exemption/Categorical Exclusion (CE). KOA will prepare a draft CE checklist form in the most recent format included in Caltrans' Standard Environmental Reference, Chapter 30 - Categorical Exclusions. We will review 23 CFR 771.117 and SAFETEA-LU guidelines and the Moving Ahead for Progress in the 21st Century Act (MAP-21) (P.L. 112-141) while preparing the CE. The draft CE checklist will be provided to the City for review. We will make any revisions to the CE checklist and provide a revised draft CE checklist for submittal to Caltrans. After Caltrans' review, the team will revise the document and provide the final document for submittal to Caltrans. This scope of work and cost estimate assumes one round of comments and responses for each version of the document (draft and revised draft) and that no additional analysis or technical studies are required to respond to comments.

#### **TASK 7 - PREPARATION OF PLANS**

IRWL plans will be prepared at a scale of 1" = 20" using AutoCAD. The plans will show all information obtained from the comprehensive field topographic survey and will include utility information. All necessary notes, tables, schedules, and details will be shown on the construction plans. Electrical details such as service source and service meter cabinet will be on the plans. Projects of this type normally have one conduit street crossing and a sawcut street crossing with shallow potholes for the in-pavement light fixtures. At a minimum, the plan set will include a cover sheet, three IRWL plan sheets, and traffic control details. Traffic control will be required for pavement saw cutting and potholing for pavement lights. Details found in the CA MUTCD or WATCH Guides would be sufficient. KOA will provide the appropriate details for lane closures with signing and delineation. Notes will be added to restrict the contractor to certain acceptable work hours and days.

#### **TASK 8 - PROJECT SPECIFICATIONS**

KOA will prepare full specifications comprised of technical special provisions, City general provisions (boilerplate), and federal project inserts. Federally funded projects require various forms and documents to be obtained from Local Assistance LAPM. Early submittals of project specifications may contain place markers for federal inserts, with the final set having the most recent package. Technical special provisions will supplement the construction plans.

#### **TASK 9 - ENGINEER'S ESTIMATE**

KOA will prepare engineer's estimates of construction costs for the 85 percent submittal and final submittal. Signal type design work usually has a lump sum estimate. KOA will provide separate itemized work sheets for all three project locations.

#### **TASK 10 - PUBLIC OUTREACH**

KOA key staff (one person) will conduct two (2) meetings with the Public Works Commission and/or affected residents and businesses. KOA has prepared graphic renderings and a video clip to assist with the public meeting efforts.

#### **TASK 11 - CONSTRUCTION SUPPORT AND FIELD INSPECTION**

The RFP lists an estimated 8 hours for this task. KOA staff will be available to answer telephone requests and e-mailed RFIs regarding the plans and specifications. Field trips to the work sites are not anticipated. However, KOA staff would visit the sites as needed to provide recommendations for equipment placement.

#### **DELIVERABLES**

The 85 percent submittal packages shall include two sets of full-sized prints of interim plans, special provisions, and estimates. Utility research documentation and maps will be furnished to the City at this time.

Final submittal shall include:

- One set of stamped and signed Mylar sheets
- Electronic files in AutoCAD format
- One set of final plans in .pdf format signed by the KOA project manager
- Project specification hard copy plus electronic copy
- Engineer's estimate in hard copy and electronic copy

## FEE PROPOSAL

Engineering Design Services for In Roadway Warning Light Systems at

Project Title: \_\_\_\_\_

Mission Street & Diamond Avenue, Mission Street & Fairview Avenue, and Fremont Avenue & Lyndon Street

Labor:	Rate	Quantity	Subtotal	Rate	Quantity	Subtotal	Rate	Quantity	Subtotal	Rate	Quantity	Subtotal	Rate	Quantity	Subtotal	Rate	Quantity	Subtotal	Rate	Quantity	Subtotal				
Project Manager	\$ 185.00		\$0	\$0		\$0	\$0	4	\$740	8	\$1,480	2	\$370		\$0	2	\$370	8	\$1,480		\$0	24	\$4,440		
Project Engineer	\$ 155.00		\$0	\$0		\$0	\$0	4	\$620	4	\$620		\$0	14	\$2,170	4	\$620	4	\$620		\$0	8	\$1,240	38	\$5,890
Sociate Designer	\$ 125.00	4	\$500	2	\$250		\$0	2	\$250		\$0	16	\$2,000	8	\$1,000	8	\$1,000		\$0		\$0		\$0	42	\$5,250
Assistant Engineer	\$ 100.00	4	\$400	4	\$400	4	\$400		\$0	1	\$100	10	\$1,000	16	\$1,600		\$0		\$0		\$0		\$0	39	\$3,900
Administrative Asst.	\$ 60.00		\$0		\$0		\$0		\$0	4	\$240	4	\$240		\$0		\$0	2	\$120		\$0		\$0	10	\$600
<b>Subtotal - Labor</b>		<b>8</b>	<b>\$900</b>	<b>6</b>	<b>\$650</b>	<b>4</b>	<b>\$400</b>	<b>6</b>	<b>\$870</b>	<b>11</b>	<b>\$1,710</b>	<b>22</b>	<b>\$2,720</b>	<b>52</b>	<b>\$6,380</b>	<b>12</b>	<b>\$1,620</b>	<b>14</b>	<b>\$1,990</b>	<b>10</b>	<b>\$1,600</b>	<b>8</b>	<b>\$1,240</b>	<b>153</b>	<b>\$20,080</b>
Other Direct Costs			\$0		\$0		\$0		\$0		\$100		\$100		\$50		\$0		\$0		\$100		\$200		\$550
<b>Subtotal - ODCs:</b>			<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$100</b>		<b>\$100</b>		<b>\$50</b>		<b>\$0</b>		<b>\$0</b>		<b>\$100</b>		<b>\$200</b>		<b>\$550</b>

2

**Table of Hourly Rates**

Project Manager	\$ 185.00
Project Engineer	\$ 155.00
Sociate Designer	\$ 125.00
Assistant Engineer	\$ 100.00
Administrative Asst.	\$ 60.00

## EXHIBIT "B"

### INSURANCE REQUIREMENTS

**Additional Insured Status:** The Consultant shall obtain, maintain, and keep in full force throughout the duration of the term of the Agreement, liability insurance covering the Consultant and, with the exception of Professional Liability Insurance, designating City including its elected or appointed officials, directors, officers, agents, employees, volunteers, or consultants, as additional insured against any and all claims resulting in injury or damage to persons or property (both real and personal) caused by any aspect of the Consultant's work or operations in amounts no less than the following and with such deductibles as are ordinary and reasonable in keeping with industry standards. It shall be stated, in the Additional Insured Endorsement, that the Consultant's insurance policies shall be primary as respects any claims related to or as the result of the Consultant's work. Any insurance, pooled coverage or self-insurance maintained by the City, its elected or appointed officials, directors, officers, agents, employees, volunteers, or consultants shall be non-contributory. General liability coverage can be provided in the form of an endorsement to the Consultant's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37 forms if later revisions used).

**Primary Coverage:** For any claims related to this contract, the Consultant's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

Professional Liability Insurance                      \$1,000,000/\$2,000,000

**General Liability:**

a.	General Aggregate	\$2,000,000
b.	Products Comp/Op Aggregate	\$2,000,000
c.	Personal & Advertising Injury	\$1,000,000
d.	Each Occurrence	\$1,000,000
e.	Fire Damage (any one fire)	\$ 50,000
f.	Medical Expense (any one person)	\$ 5,000

**Workers' Compensation:**

a.	Workers' Compensation	Statutory Limits
b.	EL Each Accident	\$1,000,000
c.	EL Disease - Policy Limit	\$1,000,000
d.	EL Disease - Each Employee	\$1,000,000

**Automobile Liability**

- a. Any vehicle, combined single limit \$1,000,000

Notice of Cancellation: Each insurance policy required above shall state that coverage shall not be canceled, except with notice to the City. The Consultant shall provide thirty (30) days advance notice to City in the event of material changes or cancellation of any coverage. Certificates of insurance and additional insured endorsements shall be furnished to City thirty (30) days prior to the effective date of this Agreement. Refusal to submit such certificates shall constitute a material breach of this Agreement entitling City to any and all remedies at law or in equity, including termination of this Agreement. If proof of insurance required under this Agreement is not delivered as required or if such insurance is canceled and not adequately replaced, City shall have the right but not the duty to obtain replacement insurance and to charge the Consultant for any premium due for such coverage. City has the option to deduct any such premium from the sums due to the Consultant.

Waiver of Subrogation: Consultant hereby grants to City a waiver of any right to subrogation which any insurer of said Consultant may acquire against the City by virtue of the payment of any loss under such insurance. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

Deductibles and Self-Insured Retentions: Any deductibles or self-insured retentions must be declared to and approved by the City. The City may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

Acceptability of Insurers: Insurance is to be placed with insurers authorized and admitted to write insurance in California and with a current A.M. Best's rating of A-:VII or better. Acceptance of insurance from a carrier with a rating lower than A-:VII is subject to approval by City's Risk Manager. Consultant shall immediately advise City of any litigation that may affect these insurance policies.

#### Claims Made Policies:

If any of the required policies provide coverage on a claims-made basis:

1. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
2. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work.
3. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.

Verification of Coverage: Consultant shall furnish the City with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage

required by this clause. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

**Subcontractors:** Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Contractor shall ensure that City is an additional insured on insurance required from subcontractors.

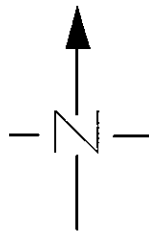
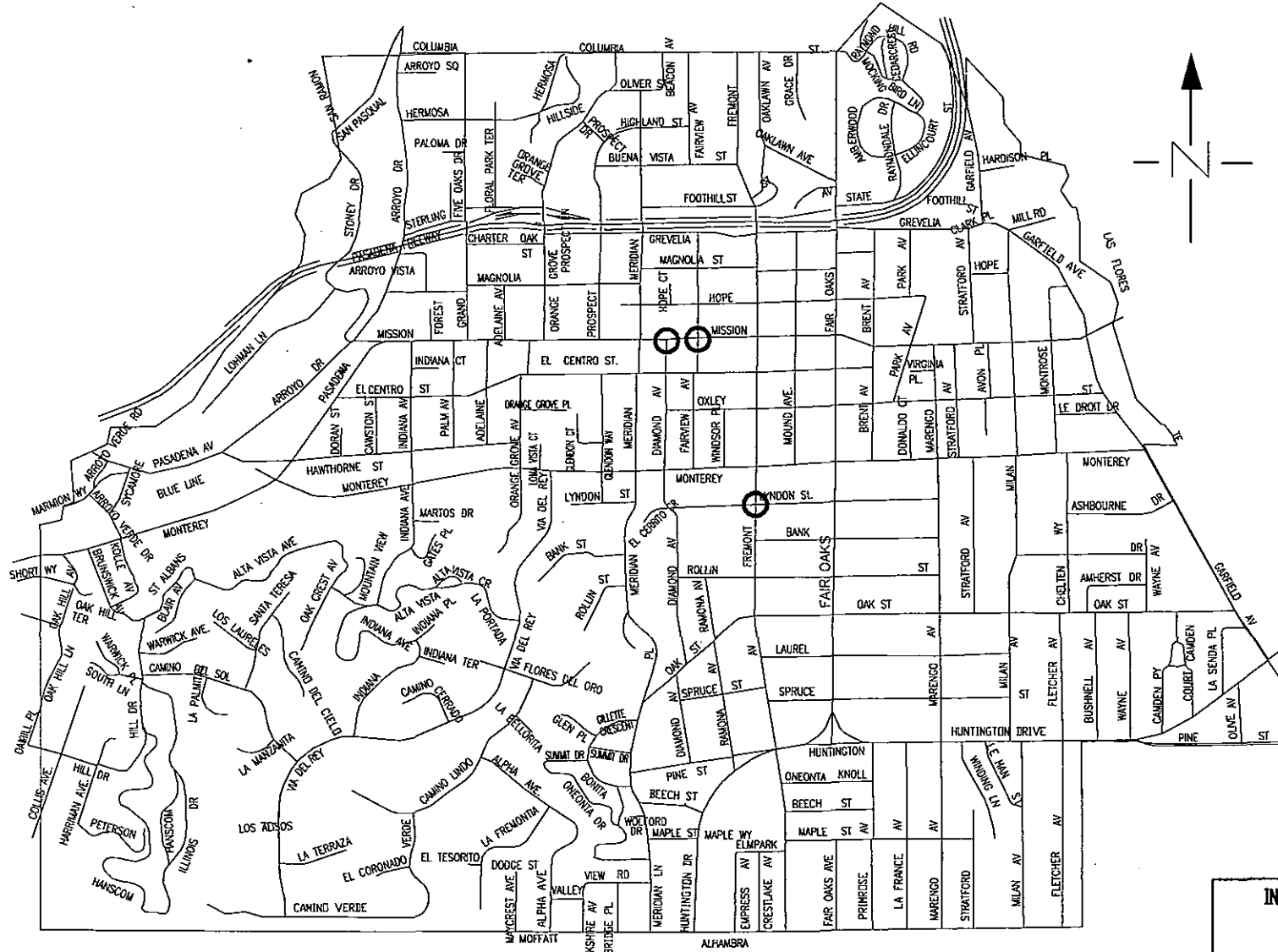
**Special Risks or Circumstances:** Entity reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

Nothing in this section shall construed to as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

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**ATTACHMENT 4**  
Location Map





○ PROJECT LOCATION

**IN-ROADWAY WARNING LIGHT SYSTEM PROJECT**  
**AT MISSION ST. & DIAMOND AVE.**  
**AT MISSION ST. & FAIRVIEW AVE.**  
**AT FREMONT AVE. & LYNDON ST.**

# City of South Pasadena Agenda Report

Michael A. Cacciotti, Mayor  
Richard D. Schneider, M.D., Mayor Pro Tem  
Robert S. Joe, Councilmember  
Marina Khubesian, M.D., Councilmember  
Diana Mahmud, Councilmember

Evelyn G. Zneimer, City Clerk  
Gary E. Pia, City Treasurer

COUNCIL AGENDA: April 19, 2017  
TO: Honorable Mayor and City Council  
VIA: Sergio Gonzalez, City Manager *SG*  
FROM: Paul Toor, P.E., Public Works Director *PT*  
Kristine Courdy, Public Works Operations Manager *KC*  
SUBJECT: **Approval of Purchase Order with Conceptual Site Furnishing, Inc. in the amount of \$63,904.69 for the Purchase of Bus Benches and Trash Receptacles**

## Recommendation

It is recommended that the City Council accept a bid dated December 22, 2016, from Conceptual Site Furnishing, Inc. and authorize staff to purchase bus benches and trash receptacles in the amount of \$63,904.69 and reject all other bids.

## Fiscal Impact

There are sufficient funds within the Fiscal Year (FY) 2016-17 budget in Prop A Account No. 205-9000-9220 to purchase the bus benches and trash receptacles.

## Environmental Analysis

Pursuant to Public Resources Code Section 21065, this action does not constitute a 'project' within the meaning of California Environmental Quality Act (CEQA) in that it has no potential to cause either a direct physical change in the environment, or a reasonable foreseeable indirect change in the environment, and therefore does not require environmental review.

## Commission Review and Recommendation

The City's Design Review Board selected and approved the design of steel bus benches and trash receptacles.

## Background

Public Works Department has identified the need to replace and enhance the aesthetic appeal of bus stops throughout the City. There are approximately 116 City owned benches and trash receptacles located along major streets. Most of the existing benches and trash receptacles are old and have exceeded their useful life. In addition, the City has a variety of benches and receptacles in place and has poor aesthetic appearance.

New benches and trash receptacles were recently installed at Mission Street/Fremont Avenue, Mission Street/Meridian MAvenueini Park and couple of locations in the City. In FY 2015-16,

the City replaced concrete benches and trash receptacles at 14 locations with the new steel design bench and trash receptacles. The new benches have modern aesthetic appearance and are well received by the residents. In order to continue the program, additional funding was requested and approved for the FY 2016-17 budget.

Upon delivery, Public Works in house staff will remove and replace the benches and trash receptacles. The anticipated delivery is 60 days from the date of issuance of purchase order.

**Analysis**

There are a combined 88 concrete benches and trash receptacles in need of replacement. All the new benches and trash receptacles will replace the existing along major streets throughout the City. In compliance with the purchasing policy under South Pasadena Municipal Code Section 2.99-29, a notice inviting sealed bids was published in the South Pasadena Review and on the City website to purchase 43 bus benches and 45 trash receptacles. Three bids were received from the following vendors:

Vendor	Bench w/ Anchor Kit Unit Price	Trash Receptacle w/ Anchor Kit Unit Price	Shipping	Tax	Total
Conceptual Site Furnishing Inc.	\$700.00	\$545.00	\$4,500.00	\$4,096.88* \$4,779.69	\$63,221.88* \$63,904.69
Wausau Tile	\$880.00	\$843.00	\$9,800.00	\$6,819.75* \$6,630.31	\$92,394.75* \$92,205.31
StreetScapes, Inc.	\$1,132.86	\$1,084.29	\$9,690.60	\$8,775.50* \$8,531.78	\$115,972.10* \$115,728.41

\* Vendor calculated the sales tax incorrectly.

Staff has checked the products of Conceptual Site Furnishing Inc. and have deemed them reputable and of good quality. Samples were received and compared with recently installed steel benches and trash receptacles around the City and were determined to be equivalent.

**Legal Review**

The City Attorney has not reviewed this item.

**Public Notification of Agenda Item**

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachment: Conceptual Site Furnishings, Inc. Bid Documents

## BID PROPOSAL

CITY OF SOUTH PASADENA  
1414 MISSION STREET  
SOUTH PASADENA, CALIFORNIA 91030

HONORABLE MAYOR AND  
MEMBERS OF THE CITY COUNCIL:

Company CSF, Inc. (Conceptual Site Furnishings)  
Business Address 655 GODFREY AVE, GRAND RAPIDS, MI 49503  
Telephone No. 616-308-7899

The undersigned declares that careful examination of the item description and purchase order terms has been made and hereby proposes to furnish all materials, transportation, and services to supply all items. Items should be delivered in accordance to time frame outlined under Item 5.0, Delivery. All items should be supplied as named below in accordance with the Description of Bid Items, for the unit or lump sum prices set forth in the following schedule:

The undersigned, having carefully examined the Plans and Specifications for

**2016/2017 BUS STOP BENCH AND TRASH RECEPTACLES**

HEREBY PROPOSE to furnish all material and transportation with the said Purchase Order Terms and Technical Specifications for the following unit prices:

Item No.	Description	Estimated Quantity	Unit	Unit Price	Extended Amount
1.0	MF2201 Bronze Flat Steel Bench W/ Arched Back	43	EA	\$ 675.00	\$ 29,025
2.0	Anchoring Kit- For MF2201 Flat Steel Bench	43	EA	\$ 25.00	\$ 1,075
3.0	MF3202 Bronze Flat Steel Waste Container	45	EA	\$ 525.00	\$ 23,625
4.0	Anchoring Kit- For MF3202 Flat Steel Waste Container	45	EA	\$ 20.00	\$ 900
5.0	Tax	1	LS	\$ 7.5%	\$ 4,896.875
6.0	Delivery	1	LS	\$ 4,500.00	\$ 4,500.00

TOTAL PROJECT COST IN FIGURES \$ 63,221.875  
 TOTAL PROJECT COST IN WORDS Sixty three thousand two hundred Twenty one dollars and 88/100

The undersigned bidder acknowledges receipt of the following addendum issued for the above project. If no addendum has been received, write "none".

List of Addendum Received: NONE

Signature of Bidder [Signature]

TYPE OF ORGANIZATION:  INDIVIDUAL  PARTNERSHIP  CORPORATION

If bidder is an individual, so state. If bidder is a Firm or Co-Partnership, state the firm name and give the names of all individual co-partners composing the firm. If bidder is a Corporation, state legal name of corporation, also names of President, Secretary, Treasurer, and Manager thereof.

\* SALES TAX AMOUNT IS REPORTED CORRECTLY IN STAFF REPORT

Firm Name / Corporation Name: CSF, INC (Conceptual Site Furnishings)

SINA SENG, President  
DEN REITEMA, Vice President and  
NANCY SENG, secretary

(Insert names of officers and capacity where not shown), (any two acting together) (any one acting alone) (strike out inapplicable portion), are hereby authorized to execute and deliver in the name of and for and on behalf of this corporation, any and all bids, authorizations, purchase order, and agreements of any nature or sort whatsoever.

The foregoing quantities are approximate only, being given as a basis for the comparison of bids, and the City does not expressly or by implication agree that the actual amount of work will correspond therewith, but reserves the right to increase or decrease the amount of any class or portion of the work or to omit portions of the work as may be deemed necessary or advisable by the Public Works Director.

The bidder also certifies that the bid is a balanced bid. In accordance with Section 7028.15 of the California Business and Professions Code, the undersigned certifies under penalty of perjury that the foregoing is true and correct.

It is understood and agreed that:

- (1.) No verbal agreement or conversation with any officer, agent or employee of the City, either before or after the execution of the Agreement shall affect or modify any of the terms or obligations of this Proposal.
- (2.) The City will not be responsible for any errors or omissions on the part of the undersigned in making up his bid, nor will bidders be released on account of errors.
- (3.) The undersigned hereby certifies that this Proposal is genuine and is not sham or collusive, or made in the interest or in behalf of any person not herein named, and that the undersigned has not directly or indirectly induced or solicited any other bidder to put in a sham bid, or any other person, firm or corporation to refrain from bidding, and that the undersigned has not in any manner sought, by collusion, to secure for himself an advantage over any other bidder.
- (4.) In case of a discrepancy between words and figures, the figures shall prevail, and in case of a discrepancy between unit price and totals, the unit prices shall prevail. Attached is a purchase order with terms.
- (5.) No product substitutes will be accepted. Attached is the purchase order with terms. City will not make any deposits. Payment will be done with net 30 invoices; pay as items are received.

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# City of South Pasadena Agenda Report

Michael A. Cacciotti, Mayor  
Richard D. Schneider, M.D., Mayor Pro Tem  
Robert S. Joe, Councilmember  
Marina Khubesrian, M.D., Councilmember  
Diana Mahmud, Councilmember

Evelyn G. Zneimer, City Clerk  
Gary E. Pia, City Treasurer

COUNCIL AGENDA: April 19, 2017

TO: Honorable Mayor and City Council

VIA: Sergio Gonzalez, City Manager *SG*

FROM: Margaret Lin, Principal Management Analyst *ML*  
Samuel Zneimer, Management Analyst *SZ*

SUBJECT: **Letter of Support to the California Department of  
Transportation Designating Fair Oaks Avenue and a Portion of  
Huntington Drive as United States Bicycle Routes 66**

## Recommendation

It is recommended that the City Council authorize a Letter of Support to the California Department of Transportation (Caltrans) designating Fair Oaks Avenue and a portion of Huntington Drive as part of the proposed United States Bike Route (USBR) 66 through the City of South Pasadena (City).

## Fiscal Impact

None.

## Commission Review and Recommendation

This matter was not reviewed by a commission.

## Background

The Adventure Cycling Association (ACA) inspires and empowers people to travel by bicycle. It is the largest cycling membership organization in North America with more than 51,000 members. The ACA produces maps for over 45,000 miles of bicycle routes in North America, organizes more than 100 tours and leadership courses annually, publishes the Adventure Cyclist magazine, and advocates for better bicycle travel conditions. The ACA provides national coordination for the development of the USBR System, an emerging network of national bicycle routes that will eventually encompass more than 50,000 miles across the U.S.

In 2009, the USBR system was included in the American Association of State Highway and Transportation Officials (AASHTO) corridor plan. In 2015, the ACA produced a comprehensive map that included USBR 66. Several states are currently considering designating their portion of USBR 66 but none have done so to date. In 2016, the USBR 66 project in California began with volunteers working to gain local jurisdictional support. The ACA has been working with



approximately 30 jurisdictions along the route in California to gain support; including the neighboring Cities of Pasadena, Arcadia, and Los Angeles.

**Analysis**

The USBR 66 designation does not obligate the City to any roadway requirements or allocation of any funds to support the route. Including Fair Oaks Avenue (from Huntington Drive to Columbia Street) and the portion of Huntington Drive (from Alhambra Road to Fair Oaks Avenue) as part of the USBR 66 could provide economic benefits from increased cycling tourism and could encourage additional recreational cycling in the City. Caltrans may provide additional Route 66 signage and/or USBR 66 signage along the corridor for wayfinding purposes.

**Legal Review**

The City Attorney has reviewed the item.

**Public Notification of Agenda Item**

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

**Attachments:**

1. Proposed Letter of Support
2. Proposed Route through South Pasadena

**ATTACHMENT 1**  
Proposed Letter of Support



**CITY OF SOUTH PASADENA**  
MANAGEMENT SERVICES DEPARTMENT  
1414 MISSION STREET, SOUTH PASADENA, CA 91030  
TEL: (626) 403-7210 • FAX: (626) 403-7211  
WWW.SOUTHPASADENACA.GOV

April 19, 2017

Paul Moore, Program Manager  
Caltrans, Division of Local Assistance, MS-1  
1120 N Street, MS 1  
Sacramento, CA 95814

Dear Mr. Moore,

The City of South Pasadena (City) would like to offer its support for the proposed United States Bicycle Route 66 (USBR 66) designation through our community. The City recognizes that bicycle tourism is a growing industry in North America, contributing \$47 billion annually to the local economies that provide bicycle facilities and infrastructure for such tourists. As strong proponents for active transportation, the City would benefit from this opportunity both economically and environmentally. The USBR 66 designation would help encourage increased bicycle travel in both our City and the surrounding region.

The City of South Pasadena includes a portion of the much larger USBR 66 corridor that extends across Southern California from the Colorado River in the City of Needles following the historic Highway Route 66 from Chicago to the terminus in Santa Monica. USBR 66 crosses South Pasadena on Fair Oaks Avenue (from Huntington Drive to Columbia Street) and Huntington Drive (from Alhambra Road to Fair Oaks Avenue).

The proposed route for USBR 66 will provide an added benefit to our residents and businesses. The City fully supports the USBR 66 designation and endorses the route to promote bicycle tourism in our area. Therefore, the City requests that Caltrans work with the Adventure Cycling Association to support the designation of the USBR 66 for inclusion in the American Association of State Highways and Transportation Officials USBR system.

Sincerely,

Michael A. Cacciotti  
Mayor

Richard D. Schneider, M.D.  
Mayor Pro Tem

Robert S. Joe  
Councilmember

Marina Khubesrian, M.D.  
Councilmember

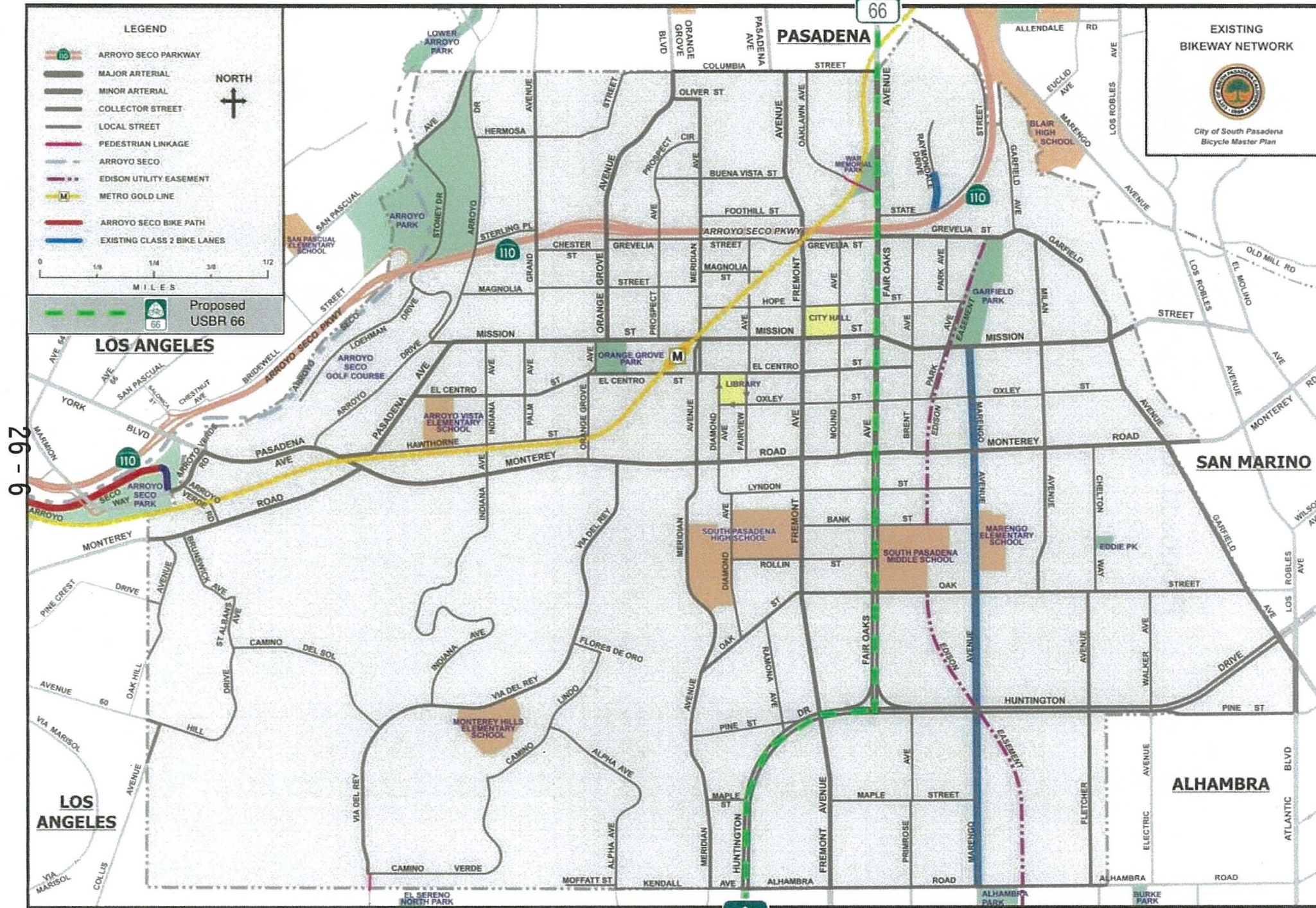
Diana Mahmud  
Councilmember

**ATTACHMENT 2**  
Proposed Route through South Pasadena



# South Pasadena

## Map 4.1 Existing Bikeways



26 - 6





# City of South Pasadena Agenda Report

Michael A. Cacciotti, Mayor  
Richard D. Schneider, M.D., Mayor Pro Tem  
Robert S. Joe, Councilmember  
Marina Khubesian, M.D., Councilmember  
Diana Mahmud, Councilmember

Evelyn G. Zneimer, City Clerk  
Gary E. Pia, City Treasurer

COUNCIL AGENDA: April 19, 2017  
TO: Honorable Mayor and City Council  
VIA: Sergio Gonzalez, City Manager *SA*  
FROM: Teresa Highsmith, City Attorney *TH*  
SUBJECT: **Approval of Contract with Peckham & McKenney for Executive Search Services**

## **Recommendation**

It is recommended that the City Council authorize a contract with Peckham & McKenney to immediately begin an executive search for the position of City Manager.

## **Fiscal Impact**

The all-inclusive fee to conduct the search process for the City Manager is \$27,000.

## **Commission Review and Recommendation**

This matter was not reviewed by a commission.

## **Background**

City Manager Sergio Gonzalez has accepted employment with the City of Hermosa Beach. His last day with South Pasadena is May 5, 2017. As a result, it is necessary to recruit for a new City Manager as quickly as possible. The process of recruitment generally requires 14 to 16 weeks of work by a professional executive recruiting firm, which has access to candidates and candidate profiles through California and nationally.

The City of Sierra Madre recently engaged in a competitive process to select a recruiter when their long-time City Manager, Elaine Aguilar retired in December 2016. Sierra Madre received proposals from five different executive recruiting firms, and has shared these proposal with the City of South Pasadena. The proposals received by the five recruiters, including Ralph Anderson & Associates, Bob Murray & Associates, CPS HR Consulting, Alliance Resource Consulting, LLC, and Peckham & McKenney, were comparable in costs (within \$1,000 to \$2,000 of each other), process and anticipated recruitment period. Ultimately, the firm of Peckham & McKenney was chosen by the City of Sierra Madre, as they were competitively priced, have excellent references and include a one year guarantee of their placements. Sierra Madre City Council members were very satisfied with the recruitment efforts and results of Peckham & McKenney.

Peckham & McKenney has submitted a proposal to expedite recruitment for the City of South Pasadena on the same terms as previously negotiated with Sierra Madre. If approved, Ms. Peckham, one of the principals of the firm, will be able to immediately begin recruitment efforts, which are anticipated to require 14 weeks.

### **Analysis**

Peckham & McKenney has over 30 years of experience in successful local government and executive position searches and is currently conducting city manager searches for the cities of Sonoma and Campbell, as well as assistant city manager searches for several other California cities. Over the last five years alone, Ms. Peckham has placed a total of 45 city managers and assistant city managers with California cities. Over 85% of all candidates placed by Peckham & McKenney since 2009 continue in their positions today, which is a high rate of success reflecting this firm's emphasis on "fit." Peckham & McKenney also offers a one year placement guarantee that if a candidate they recruited and recommended leaves the City within one year of placement for any reason (other than position elimination, illness/death), they will provide a new complete recruitment for that position at no charge, other than expenses.

The City can take advantage of the recent competitive recruitment efforts of its neighboring City of Sierra Madre, including its experience with its competitively selected recruiter, in order to expedite the process of engaging a professional recruiter to get started on recruitment of this vital position for South Pasadena.

A complete description of the services to be provided is contained in a proposal attached to this report.

### **Legal Review**

The City Attorney has reviewed this item.

### **Public Notification of Agenda Item**

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachment: Peckham & McKenney contract for City Manager recruitment



April 10, 2017

Mayor Michael A. Cacciotti and Members of the City Council  
City of South Pasadena  
1414 Mission Street  
South Pasadena, CA 91030

Dear Mayor Cacciotti and City Council Members:

Thank you for the opportunity to express our interest in assisting the City of South Pasadena in the recruitment of a new City Manager. It is our understanding that the City Council is interested in a full recruitment and outreach process leading to the successful placement of a candidate that "fits" the organization and community.

Bringing over 30 years of experience in local government and executive search, I would serve as the City's Recruiter. I have personally conducted hundreds of searches for executive level positions in local government agencies throughout the Western United States. In spite of these numbers, I recognize that every agency and community is unique, and I take the time to become familiar with your needs in order to identify the best candidates.

We are currently conducting similar searches for the California cities of Escondido, Gustine, Orinda, Pacifica, Walnut Creek, and Truckee, as well as the County of Santa Cruz (CAO). In addition, we recently placed City Managers with the cities of Calistoga, Campbell, Gilroy, Portola Valley, Sonoma, and Sierra Madre, as well as Assistant City Managers with the cities of Concord and Hayward. We have an extensive database of contacts in the industry and will work to identify and recruit candidates that meet your needs.

The attached proposal includes more detailed information regarding the firm, the search process and timeline, professional fee and expenses, our guarantee, and client references. I look forward to the opportunity to work with you on this important search process. Please feel free to call me toll-free at (866) 912-1919 if you have any questions.

Sincerely,

*Bobbi C. Peckham*

Bobbi C. Peckham, President  
Peckham & McKenney, Inc.  
300 Harding Boulevard, Suite 106E  
Roseville, CA 95678  
[www.peckhamandmckenney.com](http://www.peckhamandmckenney.com)

Attachment



**TABLE OF CONTENTS**

<b><u>INTRODUCTION</u></b>	<b><u>1</u></b>
Peckham & McKenney, Inc. Executive Recruitment Team	
<b><u>THE SEARCH PROCESS</u></b>	<b><u>4</u></b>
<b><u>SEARCH SCHEDULE</u></b>	<b><u>6</u></b>
<b><u>PROFESSIONAL FEE AND EXPENSES</u></b>	<b><u>7</u></b>
<b><u>CLIENT REFERENCES</u></b>	<b><u>8</u></b>
<b><u>PLACEMENT GUARANTEE AND ETHICS</u></b>	<b><u>9</u></b>
<b><u>EXECUTIVE SEARCHES CONDUCTED (2004 to Present)</u></b>	<b><u>10</u></b>

## INTRODUCTION

Peckham & McKenney, Inc. provides executive search services to local government agencies throughout the Western United States and is headquartered in Roseville, California. The firm was established as a partnership in June 2004 and incorporated in 2014 by Bobbi Peckham and Phil McKenney, who serve as the firm's lead Recruiters and bring over 50 years' combined experience in local government and executive search. Given the large geographic region that we serve, a Vice President, Western Region, is based in Glenwood Springs, Colorado. We also offer the services of two former City Managers who serve as Recruiters on assignment. We are supported by an Office Manager, research specialists, a marketing and design professional, web technician, and distribution staff. Ms. Peckham serves as the firm's President, and Phil McKenney serves as the Chief Operating Officer and Secretary/Treasurer. Either of the firm's principals may be reached toll free at (866) 912-1919.

Peckham & McKenney was established on the premise that an executive search and consulting firm must be dedicated to providing its clients and candidates with professional service, as well as a personal, hands-on approach. Our business philosophy centers upon the understanding that this is a "people" related industry and that attention to others' needs is the key to providing effective customer service. Not only are we committed to providing our clients with well-qualified candidates, but we also take pride in treating both our clients and candidates with utmost respect. This commitment has led to multi-year retainer agreements with a number of agencies, as well as numerous client and candidate testimonials to their experiences with us. We invite you to visit our web site at [www.PeckhamAndMcKenney.com](http://www.PeckhamAndMcKenney.com).

At Peckham & McKenney, we are committed to local government and sensitive to the challenges and issues faced by our clients and candidates. As such, we serve as the Administrator for the Credentialed Government Leader program for the Municipal Management Associations of Northern & Southern California. We also actively support Women Leading Government as well as assist in the annual Women's Leadership Summit. In addition, we have provided numerous workshops and training sessions in California and Colorado to up-and-comers on resume and interview preparation and general career guidance.

Individual profiles of each of the Peckham & McKenney team follow.

### **Bobbi C. Peckham, President**

Bobbi Peckham brings nearly 30 years' experience as an Executive Recruiter as well as 6 prior years of local government experience. Ms. Peckham is sought out and retained due to her high ethics, integrity, hands-on customer service, and unique ability to identify candidates that "fit" her client agencies and communities.

Ms. Peckham began her career in local government in the City Manager's office of the City of Naperville, Illinois, where she became familiar with all aspects of local government in the nation's fastest growing community. Ms. Peckham was then recruited to join the Executive Search practice of a leading California recruitment firm. Later, she played an integral role in creating a national search business for what became the largest recruitment practice serving local government in the country. Here, she became Regional Director overseeing Northern California and a nine-state region. In 2004, Ms. Peckham formed Peckham & McKenney, Inc. in partnership with Phil McKenney.

Ms. Peckham received a Bachelor of Science degree in Organizational Behavior from the University of San Francisco. She is a contributing member of the International City/County Management Association, Cal-ICMA, Women Leading Government, and Municipal Management Associations of Northern & Southern California. Ms. Peckham serves on the Planning Committee for the annual *Women's Leadership Summit*, at which she coordinates and leads the highly regarded Executive Roundtable Discussions with over 30 female local government leaders. In addition, Ms. Peckham was instrumental in writing the ICMA's *Job Hunting Handbook*. Over the years, Ms. Peckham has actively supported her community, and she currently volunteers her time to the Sacramento Affiliate of *Dress for Success*, which works to empower women to achieve economic independence by providing a network of support, professional attire, and the development tools to help women thrive in work and in life.

**Phil McKenney, Chief Operating Officer**

Phil McKenney has over 35 years' management experience and is very familiar with local government agencies, having led a county organization and having worked with numerous city governments and special districts. Mr. McKenney began his career in the resort and hospitality industry and served as General Manager for Mattakesett Properties on the island of Martha's Vineyard. He then relocated to Keystone Resort in Colorado, which is now acknowledged as a premiere all-season resort with special recognition for its level of guest services. Mr. McKenney later took over the helm of the Summit County Chamber of Commerce as their Executive Director. This hybrid-Chamber was the only countywide organization responsible for marketing all of Summit County, Colorado, home to Breckenridge, Keystone, and Copper Mountain resorts. Through his leadership and collaborative style, and working with the cities and county within Summit County, he led the Chamber to being a readily recognized and well-respected organization within Colorado and the Western United States.

Mr. McKenney was then selected by Placer County, California to lead the merger of the North Lake Tahoe Chamber of Commerce and the North Lake Visitors and Convention Bureau into the North Lake Tahoe Resort Association. As Executive Director of this new county organization, he represented the Tourism industry for all of North Lake Tahoe. The Resort Association is now a proactive, nationally recognized organization whose model of governance is being replicated in numerous resort communities across the Western United States.

Mr. McKenney began his career in executive recruitment in January 2003 and has since conducted hundreds of national recruitments throughout the Western states, including Colorado, Arizona, Idaho, Wyoming, Oregon, and California. Mr. McKenney has an undergraduate degree in Recreation from Slippery Rock State College as well as a Master of Business Administration from the University of Denver.

**Andrew (Drew) Gorgey, Vice President, Western Region**

Before joining Peckham & McKenney in December 2016, Drew Gorgey served in Colorado local government for nearly 20 years, including 11 years at the executive management level. Mr. Gorgey served as County Manager and County Attorney for Garfield County in Glenwood Springs, Colorado. Mr. Gorgey also served as First Assistant and Chief Deputy County Attorney in El Paso County, Colorado. In addition, he served as Interim City Manager for the City of Glenwood Springs. His strong skills in strategic planning and talent identification, recruitment, and retention have allowed organizations seeking continual improvement to realize their strategic planning objectives quickly and effectively.

Mr. Gorgey began his career in the resort and hospitality industry and served as a Corporate Trainer for The Broadmoor, a Forbes Five-Star and Triple A Five-Diamond Resort in Colorado Springs. Since his youth, Mr. Gorgey has been an enthusiastic student of leadership, dedicating substantial volunteer hours to leadership positions in various professional associations. The El Paso County Bar Association in Colorado Springs named Mr. Gorgey "Outstanding Young Lawyer" in 1999 and elected him one of the Association's youngest Presidents in 2003-04. Mr. Gorgey twice served the Colorado Bar Association as Vice President. He is also Past President of the Association of Colorado County Administrators. Mr. Gorgey has lectured on leadership at the American Bar Association's prestigious Bar Leadership Institute in Chicago, the Colorado Bar Association's Bar Leadership Training course (COBALT), and the Special District Association of Colorado's Leadership Academy, among others.

Mr. Gorgey has an undergraduate degree in English from the University of Colorado, as well as a Juris Doctor from the University of South Carolina School of Law.

**Clay Phillips, Executive Recruiter**

Mr. Phillips brings extensive experience leading a city of over 150,000 and selecting and assembling an executive team that is highly revered in the San Diego region. He recently completed 30 years of service with the City of Escondido, 12 years of which he served as City Manager. Mr. Phillips served in several capacities with the City of Escondido including Finance Director, Administrative Services Director, and Deputy City Manager prior to his

appointment as City Manager. He began his career with the City of Santa Ana and soon became Deputy Finance Officer for the City of Irvine.

Mr. Phillips has served as the Chairman of the San Diego City Managers Association, and he has been a speaker and expert panelist for the League of California Cities as well as POST and California State University San Marcos. Mr. Phillips has significant experience in leadership development, financial management, economic development, and labor relations. In his capacity as City Manager, he has been involved with the recruitment and hiring of department heads in all areas of local government. Mr. Phillips received his undergraduate degree from Loma Linda University with majors in Business Management and Accounting and was recognized as the Alumnus of the Year by the School of Business in 2008. He also received his Master of Business Administration from Pepperdine University.

**Ellen Volmert, Executive Recruiter**

Ms. Volmert recently began her encore career in executive recruitment for cities after 36 years of local government management experience in California and Oregon. She has served as City Manager with the City of La Palma, California, Assistant City Manager with the City of Corvallis, Oregon and previous to that as Assistant to the City Manager in Baldwin Park, California and as Management Analyst in West Covina, California. Ms. Volmert brings extensive experience in executive recruitment, labor relations, human resources, risk management, communications, diversity, budgeting, and intergovernmental relations.

Ms. Volmert both leads recruitment assignments, including all assignments in the state of Oregon, and provides team support. She is a graduate of UCLA and has a Master's degree in Public Administration from Cal State Fullerton as well as maintaining credentialed city manager status from ICMA.

**Joyce Johnson, Operations Manager**

Ms. Johnson joined Peckham & McKenney in 2005 and serves as the firm's Office Manager. Ms. Johnson is complimented regularly on her strong customer orientation working with both clients and candidates alike. She oversees internal administration of the firm as well as directing contract administrative support in the areas of advertising and design, web posting, and duplication and mailing services. Prior to joining Peckham & McKenney, Ms. Johnson oversaw internal administration in the Western Region headquarters of two separate national management consulting and executive recruitment firms. She has over 30 years' experience in the field of administrative and executive support for all aspects of the executive recruitment process. Ms. Johnson holds an Associate of Arts degree from American River College.

**Cathy West-Packard, Marketing & Design Specialist**

Ms. West-Packard has provided her design and marketing skills to Peckham & McKenney Recruiters for over 25 years. She is the firm's "go-to" professional for all advertising and brochure design and creation.

**Kevin Johnson, Research Assistant**

Mr. Johnson has been a member of the team since 2009 and currently serves as a Research Assistant. He supports the firm's Recruiters through his research of local government agencies and networks, potential candidates, and current candidates prior to recommendation to our clients. Mr. Johnson mastered his researching abilities while obtaining a Bachelor of Arts in Economics from Willamette University.

**Joyce Masterson, Research Assistant**

Ms. Masterson brings nearly 30 years' experience working in the City Manager's office and as Director of Economic Development & Community Relations with the City of Escondido. She brings Peckham & McKenney extensive experience in general government administration, media relations, public information, and customer service. She has been active in various organizations over the years including the Municipal Management Assistants of Southern California and California Association of Public Information Officials. Ms. Masterson holds a Bachelor of Arts degree in Telecommunications from Brooklyn College, NY.

## THE SEARCH PROCESS

While it is our intent to customize the search and project schedule to fit the City's specific needs, the search process typically includes the following key actions:

**Project Organization** – Prior to beginning the recruitment process, we will be available to discuss the recruitment process, listen to specific desires and expectations, and respond to any questions or concerns. We will discuss expected parameters of the search, the search timeline, and schedule future meeting dates. At this time, the City will also determine the extent of involvement of other individuals in the search process.

**Development of Candidate Profile (on-site #1)** – This phase provides for the development of a detailed Candidate Profile. We will meet individually with members of the City Council and in groups with those individuals identified in the Project Organization phase, to discuss the current and future issues and challenges facing the City of South Pasadena and the organization, in particular. The desired background and experience, leadership style and personality traits, skills and abilities of the ideal candidate will be discussed. We will also discuss expectations, goals, and objectives that will lead to the success of the new City Manager.

**Recruitment** – Advertisements will be placed in the appropriate industry publications and websites, and our firm will assume responsibility for presenting your opportunity in an accurate and professional manner. Full information on the position will be posted on our firm's web site as well as the City's site. In addition, an attractive brochure will be prepared to market the organization and position to potential candidates. This brochure will be mailed to 300-400 industry professionals nationally, and it will also be available on our firm's web site. Copies of the brochure will also be made available to the City.

The main focus of our outreach, however, will be direct phone contact with quality potential candidates. With close to 30 years of executive search experience, we have developed an extensive candidate database that is continuously utilized and updated. Our recruiting efforts will focus on direct and aggressive recruiting of individuals within the search parameters established during the Candidate Profile Development phase. We believe direct recruiting produces the most qualified candidates.

Throughout this active search process, we will regularly notify the City of the status and share questions, concerns, and comments received from potential candidates as they consider the opportunity. By doing so, we will "team" with the City to ensure that all issues and concerns of candidates are discussed and understood thereby eliminating "surprises" once the resume filing deadline has occurred.

As resumes are received, they will be promptly acknowledged, and we will personally respond to all inquiries. Once the resume filing deadline has passed, the City will be once again updated on the status of the recruitment, the number of resumes received, and our intent for preliminary interviews.

**Preliminary Interviews** – As resumes are received, supplemental questionnaires will be sent to candidates who appear to meet the Candidate Profile. Following the resume filing deadline and a thorough review of the resumes and questionnaires received, we will conduct preliminary interviews with those individuals most closely matching the Candidate Profile. An Internet search will be conducted as well as preliminary background (credit and criminal) checks.

**Recommendation of Finalists (on-site #2)** – A written recommendation of finalists will be personally presented to the City Council in a one- to two-hour meeting. The City Council will receive a full listing of all candidates who applied for the position, as well as the cover letters, resumes, and supplemental questionnaires of the recommended group of candidates for further consideration.

Once a group of finalists has been selected by the City Council, all candidates will be notified of their status. We will prepare a finalist interview schedule and notify finalist candidates accordingly. If necessary, finalists will make their

own travel plans and reservations. It is customary that the City reimburse finalists for round-trip airfare, car rental, and lodging necessary to attend the interviews with the City Council. We will confirm this with the City Council at our meeting to recommend finalists.

**Final Interviews/Selection (on-site #3)** – During this phase, finalists will be interviewed by the City Council. We will provide on-site advice and facilitation assistance during the final interview process. Interview materials, including suggested interview questions, evaluation and ranking sheets will be provided for the City’s convenience.

An orientation session will be held with those involved prior to the finalist interviews, and we will work with the panel through a ranking process and discussion of the finalists at the end of the day. We will assist the City Council in coming to consensus on the leading two to three finalists for further consideration, and we will provide recommendations on next steps, including additional meetings with each finalist to learn more of the “fit” they may bring.

**Qualification** – Once the final candidate has been selected by the City Council, a thorough background check will be conducted that is compliant with the Fair Credit Reporting Act and Investigative Consumer Reporting Agencies Act. Peckham & McKenney utilizes the services of Sterling Talent Solutions, the world’s largest company focused entirely on conducting background checks. This investigation will verify professional work experience; degree verification; certifications; and criminal, civil, credit, and motor vehicle records. We encourage our clients to consider further vetting the candidate through a Department of Justice LiveScan in order to ensure that all known criminal history records (beyond seven years) are investigated.

Professional references will also be contacted, and a full report will be provided. This comprehensive process ensures that only the most thoroughly screened candidate is hired. In addition, negotiation assistance will be provided as requested by the City.

Our ultimate goal is to exceed your expectations and successfully place a candidate who “fits” your organization’s and community’s needs now and into the future.

## SEARCH SCHEDULE

This sample schedule anticipates a 14-week process. In today's competitive recruiting environment, our goal is to make the process as efficient and effective as possible. We ask that our clients work with us to identify future meeting dates, which will be published within the Candidate Profile. This will ensure that the momentum of the search process is consistent and that all parties are available in order to lead to a successful result.

<u>ACTIVITY</u>	<u>TIME FRAME</u>
I. Project Organization <ul style="list-style-type: none"><li>• Conference call discussion of recruitment process</li><li>• Formalize project schedule</li></ul>	Pre-Recruitment
II. Development of Candidate Profile <ul style="list-style-type: none"><li>• On-site meeting with City representatives to discuss Candidate Profile</li><li>• Develop Candidate Profile/Marketing Brochure and obtain approval from City</li><li>• Develop advertising and recruiting plan</li></ul>	Two Weeks
III. Recruitment <ul style="list-style-type: none"><li>• Advertise, network, and electronically post in appropriate venues</li><li>• Send Candidate Profile to 300-400 industry professionals</li><li>• Post opportunity on firm's web site as well as City's site</li><li>• Search for/identify/recruit individuals within the parameters of the Candidate Profile</li><li>• Respond to all inquiries and acknowledge all resumes received in a timely manner</li></ul>	Six Weeks
IV. Preliminary Interviews/Recommendation <ul style="list-style-type: none"><li>• Review resumes and supplemental questionnaires</li><li>• Conduct preliminary interviews with leading candidates</li><li>• Conduct Internet research and credit/criminal checks</li><li>• Present written recommendation of finalists to City</li><li>• Notify all candidates of search status</li></ul>	Three Weeks
V. Final Interviews/Selection <ul style="list-style-type: none"><li>• Schedule finalist interviews</li><li>• Design process and facilitate finalist interviews with City</li><li>• Assist City throughout process and provide recommendations</li><li>• City selects candidate or leading 2-3 candidates for further consideration</li><li>• City conducts second interview process.</li></ul>	Two Weeks
VI. Qualification <ul style="list-style-type: none"><li>• Conduct thorough background and reference checks on leading candidate</li><li>• Negotiation assistance</li><li>• Exceed expectations and successfully place candidate who "fits."</li></ul>	One Week

## PROFESSIONAL FEE AND EXPENSES

### Cost of Services

Our all-inclusive fee to conduct the search process for your next City Manager is \$27,000. One-third of this fee is due as a retainer upon execution of the agreement. The remainder of the fee will be divided and billed in two separate, monthly invoices.

The all-inclusive fee includes professional fees and expenses. Expenses include out-of-pocket costs associated with administrative support/printing/copying/postage/materials, consultant travel, advertising, telephone/technology, and background checks (partial checks on recommended candidates; full background check on selected candidate). Additional expenses incurred due to requested additional meetings as well as full background checks on more than one candidate will be billed accordingly.

### Insurance

Peckham & McKenney carries Professional Liability Insurance (\$1,000,000 limit), Commercial General Liability Insurance (\$2,000,000 General Liability, and \$4,000,000 Products) and Automobile Liability Insurance (\$1,000,000). Our Insurance Broker is Wells Fargo Insurance, Inc., Charlotte, NC, and our coverage is provided by Sentinel Insurance Company and Hiscox Insurance Co. Limited.



## CLIENT REFERENCES

Please feel free to contact any of the following current and recent clients to inquire about their experience with Peckham & McKenney. In addition, we would be pleased to furnish the client contact and phone numbers for any past clients listed in the Attachment.

**City of Brentwood, CA – City Manager (2015), Administrative Services Director, and Human Resources Director (recently completed)**

Bob Taylor, Mayor; or Gus Vina, City Manager  
(925) 308-3800; [gvina@brentwoodca.gov](mailto:gvina@brentwoodca.gov)

**City of Calistoga, CA – City Manager (2016)**

Chris Canning, Mayor – (707) 815-2105  
Or Dylan Feik, City Manager – (801) 821-1734

**City of Campbell, CA – City Manager (recently completed)**

Jason Baker, former Mayor - (408) 839-6669  
Or Brian Loventhal, City Manager – (408) 679-7084

**City of Gilroy, CA – City Administrator (2016)**

Peter Leroe-Munoz, Council Member; or LeeAnn McPhillips, Human Resources Director  
(408) 846-0205; [leeann.mcphillips@cityofgilroy.org](mailto:leeann.mcphillips@cityofgilroy.org)

**City of Hayward, CA – City Manager, Assistant City Manager (2016)  
and numerous department head recruitments**

Kelly McAdoo, City Manager  
(510) 583-4300; [Kelly.mcadoo@hayward-ca.gov](mailto:Kelly.mcadoo@hayward-ca.gov)

**Town of Portola Valley, CA – Town Manager (2016)**

Ann Wengert, Council Member – [awengert@portolavalley.net](mailto:awengert@portolavalley.net)  
Or Jeremy Dennis, Town Manager – (650) 851-1700, ext. 215

**City of Redwood City, CA – City Attorney and City Clerk (current search)**

John Seybert, Mayor; or Leah Lockhart, Human Resources Director  
(650) 780-7220; [llockhart@redwoodcity.org](mailto:llockhart@redwoodcity.org)

**City of Sierra Madre, CA – City Manager (recently completed)**

Gene Goss, Mayor or Rachelle Arizmendi, Mayor Pro Tem – (626) 355-7135  
[ggoss@cityofsierramadre.com](mailto:ggoss@cityofsierramadre.com) or [rarizmendi@cityofsierramadre.com](mailto:rarizmendi@cityofsierramadre.com)  
Terri Highsmith, City Attorney -- (213) 542-5703; [highsmith@chwlaw.us](mailto:highsmith@chwlaw.us)

**City of Sonoma, CA – City Manager (recently completed)**

Rachel Hundley, Mayor - (707) 999-8394  
Or Gary Edwards, Mayor Pro Tem – (707) 695-0329  
Or Cathy Capriola, City Manager – (707) 938-3681; [ccapriola@sonomacity.org](mailto:ccapriola@sonomacity.org)

**City of Tracy, CA – City Manager (2014) and Assistant City Manager (2015)**

Brent Ives, former Mayor, (209) 740-6779  
Troy Brown, City Manager, (925) 321-5531; [Troy.brown@ci.tracy.ca.us](mailto:Troy.brown@ci.tracy.ca.us)

## PLACEMENT GUARANTEE AND ETHICS

Our placement record is particularly strong in that 80% of the candidates we have placed since 2010 continue in those positions today. In the unlikely event, however, that a candidate recruited and recommended by our firm leaves your employment *for any reason within the first year* (except in the event of budgetary cutbacks, promotion, position elimination, or illness/death), we agree to provide a one-time replacement at no additional charge, except expenses.

Time and again, we receive unsolicited comments from clients and candidates relating to our integrity and high ethics.

- First, we believe in honesty. No client should ever appoint an individual without being fully knowledgeable of the candidate's complete background and history. Conversely, no candidate should ever enter into a new career opportunity without full disclosure of any organizational "issues."
- We strive to keep everyone involved in a recruitment process informed of the status. Not only do we provide regular updates to our clients, but we also have a reputation for keeping our candidates posted, even to the extent of informing them as to who was eventually selected.
- As recruitment professionals, we do not recruit our placements -- *ever*. Should a placement of ours have an interest in a position for which we are recruiting, they may choose to apply. However, if they become a finalist, we ask that they speak to their supervisor (Council member or Manager) to alert them of their intent.
- We do not recruit staff from our client agencies for another recruitment during an active engagement. Nor do we "parallel process" a candidate, thereby pitting one client against another for the same candidate.
- We do not misrepresent our client list. Only those searches that we personally conducted appear on our list.
- We are retained only by client agencies and not by our candidates. While we have a reputation for being actively involved in the profession and providing training, workshops, and general advice to candidates, we represent only our clients. In addition, we *always* represent and speak of our client in a positive manner; during the recruitment engagement as well as years after.

## **EXECUTIVE SEARCHES CONDUCTED (2004 to PRESENT\*)**

(\* 100's of additional searches were conducted from 1987-2004)

### **City/County Manager, Executive Director, and Related**

Alameda County Waste Management Authority, CA	Executive Director
American Canyon, CA	City Manager
Anderson, CA	City Manager
Antioch, CA	City Manager
Arroyo Grande, CA	City Manager
Ashland, OR	City Administrator
Auburn, CA	City Manager
Basalt, CO	City Manager
Bell, CA	City Manager
Belmont, CA	City Manager
Belvedere, CA	City Manager
Benicia, CA	City Manager
Big Bear Lake, CA	City Manager
Brentwood, CA	City Manager
Brookings Economic Development Agency, SD	Executive Director
Buellton, CA	City Manager
Burbank, CA	City Manager
Burlingame, CA	City Manager
Calistoga, CA	City Manager
Campbell, CA	City Manager (2011 & 2016)
Carmel-by-the-Sea, CA	City Administrator
Centennial, CO	City Manager (2007 & 2017)
Cordillera Metropolitan District, CO	General Manager
Corvallis, OR	City Manager
Cupertino, CA	City Manager
Del Mar, CA	City Manager
Douglas County, NV	County Manager
Durango, CO	City Manager
Eagle County, CO	County Manager
El Dorado Hills Community Services District, CA	General Manager
Encinitas, CA	City Manager
Escondido, CA	City Manager
Eureka, CA	City Manager
Exeter, CA	City Administrator
Foothills Park & Recreation District, CO	Executive Director
Fort Lupton, CO	City Administrator
Galt, CA	City Manager
Garfield County, CO	County Manager
Gilroy, CA	City Administrator (2007 & 2016)
Glendora, CA	City Manager
Grand Junction, CO	City Manager
Greeley, CO	City Manager
Hayward, CA	City Manager
Hughson, CA	City Manager
Indian Wells, CA	City Manager
Incline Village General Improvement District, NV	General Manager
Ketchum, ID	City Administrator
La Plata County, CO	County Manager
La Quinta, CA	City Manager
La Palma, CA	City Manager
Lone Tree, CO	City Manager
Manitou Springs Chamber of Commerce, CO	Chief Operating Officer
Martinez, CA	City Manager

Midpeninsula Regional Open Space District, Los Altos, CA  
 Mill Valley, CA  
 Milpitas, CA  
 Moraga, CA  
 Mountain House Community Services District, CA  
 Mountain Village, CO  
 North Lake Tahoe Public Utility District, CA  
 Novato, CA  
 Palmdale, CA  
 Palos Verdes Estates, CA  
 Park City Municipal Corporation, UT  
 Piedmont, CA  
 Pleasant Hill, CA  
 Point Arena, CA  
 Portola Valley, CA  
 Public Agency Risk Sharing Authority of California  
 Rancho Murieta Community Services District, CA  
 Rancho Santa Fe Association, CA  
 Redlands, CA  
 Redwood City, CA  
 Rohnert Park, CA  
 San Clemente, CA  
 San Mateo County, CA  
 Santa Clara, CA  
 Santa Clara County Open Space Authority, San Jose, CA  
 Sea Ranch Association, CA  
 Sedona, AZ  
 Sierra Madre, CA  
 Snowmass Village, CO  
 Solana Beach, CA  
 Sonoma, CA  
 South Suburban Parks & Recreation District, CO  
 St. Helena, CA  
 Steamboat Springs, CO  
 Teton County, WY  
 Tracy, CA  
 Tulare, CA  
 Walnut Creek, CA  
 Waterford, CA  
 West Sacramento, CA  
 Windsor, CO  
 Winter Park, CO  
 Woodside, CA  
 Yakima Regional Clean Air Authority, WA  
 Yolo County, CA

General Manager  
 City Manager  
 City Manager  
 Town Manager  
 General Manager  
 Town Manager  
 General Manager (2004 & 2007)  
 City Manager  
 City Manager (2011 & 2015)  
 City Manager (2007 & 2013)  
 City Manager  
 City Administrator  
 City Manager  
 City Manager  
 Town Manager  
 General Manager/CEO (2004 & 2016)  
 General Manager  
 Chief Administrative Officer  
 City Manager  
 City Manager  
 City Manager  
 City Manager  
 County Manager  
 City Manager  
 General Manager  
 Community Manager  
 City Manager (2008 & 2014)  
 City Manager  
 Town Manager (2006 & 2013)  
 City Manager  
 City Manager  
 City Manager  
 Executive Director  
 City Manager  
 City Manager (2005 & 2008)  
 County Administrator  
 City Manager (2007 & 2014)  
 City Manager (2005 & 2011)  
 City Manager  
 City Administrator  
 City Manager  
 Town Manager  
 Town Manager  
 Town Manager  
 Executive Director/Air Pollution Control Officer  
 County Administrator

**Assistant City/County Manager and Deputy Manager**

Arvada, CO  
 Atherton, CA  
 Carlsbad, CA  
 Concord, CA  
 Contra Costa County, CA  
 Daly City, CA  
 Douglas County, CO  
 Douglas County, NV  
 Escondido, CA  
 Foster City, CA

Deputy City Manager  
 Assistant City Manager  
 Assistant City Manager  
 Assistant City Manager  
 Chief Assistant County Administrator (2 Positions)  
 Assistant City Manager  
 Deputy County Manager  
 Assistant County Manager  
 Assistant City Manager  
 Assistant City Manager

Fremont, CA  
Gilroy, CA  
Hayward, CA  
Midpeninsula Regional Open Space District, Los Altos, CA  
Oceanside, CA  
Pacifica, CA  
Palo Alto, CA  
Placer County, CA  
Porterville, CA  
Sacramento County, CA  
San Clemente, CA  
San Pablo, CA  
San Rafael, CA  
South Lake Tahoe, CA  
Tracy, CA

Assistant City Manager  
Assistant City Administrator  
Assistant City Manager (2006, 2010 & 2016)  
Assistant General Manager (2 Positions)  
Assistant City Manager, Development Services  
Assistant City Manager  
Assistant City Manager  
Assistant Chief Executive Officer  
Deputy City Manager  
Assistant County Administrator  
Assistant City Manager  
Assistant City Manager  
Assistant City Manager (2006 & 2015)  
Assistant City Manager  
Assistant City Manager (2007 & 2015)

**City Attorney/Legal Counsel**

Antioch, CA  
Archuleta County, CO  
Ashland, OR  
Brisbane, CA  
Burlingame, CA  
Eureka, CA  
Garfield County, CO  
Hayward, CA  
Mesá County, CO  
Midpeninsula Regional Open Space District, Los Altos, CA  
Milpitas, CA  
Mountain Village, CO  
Pleasanton, CA  
Redwood City, CA  
Richmond, CA  
San Bruno, CA  
San Pablo, CA  
Simi Valley, CA  
South Lake Tahoe, CA  
Yolo County, CA

City Attorney (2005 & 2015)  
County Attorney  
City Attorney  
City Attorney (contract services)  
City Attorney (2008 & 2012)  
City Attorney  
County Attorney  
City Attorney  
County Attorney  
County Attorney  
General Counsel  
Assistant City Attorney  
Town Attorney  
City Attorney  
City Attorney  
City Attorney  
City Attorney  
City Attorney  
City Attorney  
City Attorney  
County Counsel

**Community Development/Planning/Economic Development**

Alameda, CA  
Alhambra, CA  
Ashland, OR  
Bell, CA  
Beverly Hills, CA  
Burbank, CA  
Concord, CA  
Dana Point, CA  
Delano, CA  
Elk Grove, CA  
Fremont, CA  
Fremont, CA  
Hayward, CA  
Hayward, CA  
Jefferson County, CO  
Laguna Niguel, CA  
Livermore, CA

Economic Development Manager  
Director of Development Services  
Community Development Director  
Community Development Director  
Community Development Director  
Community Development Director  
Principal Planner  
Community Development Director  
Economic Development Manager  
Economic Development Director  
Deputy Director of Community Development  
Deputy Redevelopment Agency Director, Housing  
Community Development Director  
Economic Development Manager  
Planning & Development Director  
Director of Community Development  
Economic Development Director

Long Beach, CA  
Long Beach, CA  
Martinez, CA  
Milpitas, CA  
Mountain Village, CO  
North Tahoe Public Utility District, CA  
Novato, CA  
Oceanside, CA  
Pacifica, CA  
Pacific Grove, CA  
Palo Alto, CA  
Pittsburg, CA  
Placer County, CA  
Rancho Santa Margarita, CA  
Reno, NV  
San Bruno, CA  
San Clemente, CA  
San Clemente, CA  
San Mateo, CA  
San Pablo, CA  
San Rafael, CA  
Santa Clara County, CA  
Santa Rosa, CA  
Seaside, CA  
Seaside, CA  
South Lake Tahoe, CA  
St. Helena, CA  
Stockton, CA  
Teton County, CO  
Vail, CO  
Walnut Creek, CA  
Walnut Creek, CA  
Windsor, CA  
Winters, CA  
Yuba City, CA

Deputy Director, Development Services  
Planning Bureau Manager, Development Services  
Community Development Director  
Director of Planning & Neighborhood Services  
Director of Community Development & Housing  
Planning & Engineering Manager  
Community Development Director  
Development Services Director  
Planning Director  
Community/Economic Development Director  
Development Services Director  
Community Development Director/City Engineer  
Community Development Resources Agency Director  
Development Services Director  
Redevelopment Administrator  
Community Development Director  
Community Development Director  
Economic Development & Housing Director  
Economic Development Manager  
Assistant to the City Manager, Economic Development  
Community Development Director  
Director, Planning & Development  
Planning & Economic Development Director  
Planning Services Manager  
Redevelopment Services Manager  
Development Services Director  
Planning & Community Improvement Director  
Community Development Director  
Planning & Development Director  
Director of Community Development  
Economic Development Manager  
Planning Manager  
Community Development Director  
Community Development Director  
Development Services Director

**Public Works/Engineering and Related**

Ashland, OR  
Aurora Water, CO  
Benicia, CA  
Benicia, CA  
Big Bear Lake, CA  
Carlsbad, CA  
Concord, CA  
Fremont, CA  
Galt, CA  
Gilroy, CA  
Greeley, CO  
Greeley, CO  
Greenfield, CA  
Hayward, CA  
Jefferson County, CO  
Louisville, CO  
Mariposa County, CA  
Milpitas, CA  
Pacifica, CA  
Pacifica, CA

Public Works Director  
Director of Water  
Land Use & Engineering Manager  
Public Works Director  
Assistant General Manager, Dept. of Water & Power  
Deputy Public Works Director  
Infrastructure Maintenance Manager  
Manager of Maintenance Operations  
Public Works Director  
Building Field Services Manager  
Public Works Director  
Water & Sewer Director  
Public Works Director  
Director of Public Works  
Airport Manager  
Public Works Director  
Public Works Director  
Public Works Director/City Engineer  
Deputy Director, Public Works  
Deputy Director, Wastewater Treatment

Port San Luis Harbor District, CA  
Sacramento County, CA  
San Jose, CA  
San Leandro, CA  
San Pablo, CA  
San Rafael, CA  
Santa Clara, CA  
South Lake Tahoe, CA  
Steamboat Springs, CO

Facilities Manager  
Associate Civil Engineer  
General Services Director  
Engineering & Transportation Director  
City Engineer  
Public Works Director  
Assistant Director of Water/Sewer Utilities  
Public Works Director  
Public Works Director

**Finance Director/Controller/Treasurer**

Alhambra, CA  
American Canyon, CA  
Arvada, CO  
Atherton, CA  
Aurora, CO  
Azusa, CA  
Bell, CA  
Brentwood, CA  
Daly City, CA  
Durango, CO  
Encinitas, CA  
Fairfield, CA  
Fairfield, CA  
Greeley, CO  
Hayward, CA  
La Quinta, CA  
Marin County, CA  
Milpitas, CA  
Modesto, CA  
Oceanside, CA  
Orange County Fire Authority, CA  
Orange County Fire Authority, CA  
Pacific Grove, CA  
Pasadena, CA  
Pittsburg, CA  
Rancho Cordova, CA  
Reno, NV  
San Mateo, CA  
San Mateo, CA  
Santa Clara, CA  
Santa Clarita, CA  
Seaside, CA  
Silverthorne, CO  
Sonoma, CA  
South Lake Tahoe, CA  
Steamboat Springs, CO  
San Mateo County, Office of Superior Court, CA  
Winter Park, CO

Finance Director  
Administrative Services Director  
Director of Finance  
Finance Director  
Finance Director  
Director of Finance  
Finance Director  
City Treasurer/Administrative Services Director  
Director of Finance  
Finance Director  
Finance Director  
Director of Finance  
Assistant Director of Finance  
Finance Director  
Director of Finance/CFO (2006 & 2017)  
Finance Director  
Assistant Director of Finance  
Finance Director  
Director of Finance  
Director of Finance  
Assistant Chief, Business Services  
Treasurer  
Finance Director  
Accounting Manager  
Finance Director  
Assistant Finance Director  
Finance Director  
Finance Director  
Deputy Director of Finance  
Accounting Division Manager  
Finance Manager  
Financial Services Manager  
Director of Finance/Administrative Services  
Finance Director  
Administrative Services Director  
Finance Director  
Finance Director  
Finance Director

**Public Safety/Law Enforcement**

Alhambra, CA  
Alhambra, CA  
Antioch, CA  
Atherton, CA  
Bell, CA

Chief of Police  
Fire Chief  
Police Chief  
Police Chief  
Police Chief

Beverly Hills, CA  
Contra Costa County, CA  
Eureka, CA  
Galt, CA  
Gilroy, CA  
Hayward, CA  
Lone Tree, CO  
Lone Tree, CO  
Los Altos, CA  
Menlo Park, CA  
Milpitas, CA  
Oceanside, CA  
Porterville, CA  
San Pablo, CA  
San Pablo, CA  
San Rafael, CA  
Santa Monica, CA  
Silverthorne, CO  
Sonoma Valley Fire & Rescue District, CA  
Springfield, OR  
Vail, CO

Police Chief  
Chief Probation Officer  
Police Chief  
Police Chief  
Fire Chief  
Fire Chief  
Patrol Operations Commander  
Police Chief  
Police Captain  
Police Chief  
Police Chief  
Fire Chief  
Chief of Police  
Police Chief  
Police Commander  
Chief of Police  
Police Chief  
Police Chief  
Fire Chief  
Police Chief  
Fire Chief

**Human Resources/Personnel**

Anaheim, CA  
Belmont, CA  
Benicia, CA  
Brentwood, CA  
Brookings, SD  
Concord, CA  
Eagle County, CO  
Emeryville, CA  
Encinitas, CA  
Folsom, CA  
Hayward, CA  
Jefferson County, CO  
Lakewood, CO  
Mariposa County, CA  
Midpeninsula Regional Open Space District, CA  
Oceanside, CA  
Pacific Grove, CA  
Palo Alto, CA  
Porterville, CA  
Rancho Cucamonga, CA  
Rancho Santa Margarita, CA  
Redwood City, CA  
San Bruno, CA  
San Clemente, CA  
San Rafael, CA  
Seaside, CA  
Silverthorne, CO  
South Lake Tahoe, CA

Human Resources Director  
Human Resources Director  
Human Resources Manager  
Human Resources Director  
Director of Human Resources  
Human Resources Director  
Director of Human Resources  
Human Resources Director  
Human Resources Manager  
Human Resources Director  
Human Resources Director  
Human Resources Director  
Employee Relations Director  
Human Resources Director/Risk Manager  
Manager of Administration/Human Resources  
Human Resources Director  
Human Resources Manager  
Chief People Officer  
Administrative Services Manager  
Director of Human Resources  
Human Resources/Risk Management Administrator  
Human Resources Director  
Human Resources Director  
Human Resources Manager  
Human Resources Director  
Personnel Services Manager  
Human Resources Director  
Human Resources Manager

**Parks & Recreation**

Anaheim, CA  
Bell, CA  
Lafayette, CA

Director of Community Services  
Community Services Director  
Director of Parks & Recreation



Oxnard, CA  
Pacifica, CA  
Palo Alto, CA  
Piedmont, CA  
Pleasanton, CA  
Roseville, CA  
San Clemente, CA  
Tracy, CA

**City/County Clerk**

Hayward, CA  
Long Beach, CA  
Midpeninsula Regional Open Space District, CA  
Midpeninsula Regional Open Space District, CA  
Mountain View, CA  
Palo Alto, CA  
Rancho Santa Margarita, CA  
San Mateo, CA  
Walnut Creek, CA

**Library Director**

Boulder, CO  
Hayward, CA  
Huntington Beach, CA  
Palo Alto, CA

**Information Technology**

Fremont, CA  
Jefferson County, CO  
San Mateo County, Office of Superior Court, CA  
San Mateo County, Office of Superior Court, CA

**Human Services**

Douglas County, CO  
Eagle County, CO  
Mariposa County, CA  
Washington County, OR

Cultural & Community Services Director  
Director of Parks, Beaches & Recreation  
Community Services Director  
Recreation Director  
Director of Parks & Community Services  
Parks, Recreation & Libraries Director  
Director of Beaches, Parks & Recreation  
Parks & Community Services Director

City Clerk  
City Clerk  
Clerk of the Board  
Public Affairs Manager  
City Clerk  
City Clerk  
City Clerk  
City Clerk  
City Clerk

Library Director  
Library Director  
Library Director  
Library Director

Information Services Technology Director  
Information Technology Director  
Information Technology Director  
Court Information Technology Manager

Human Services Director  
Director of Human Services  
Public Health Officer  
Director of Health & Human Services