OFFICE OF THE CITY MANAGER

February 25, 2016

To the Honorable City Council
of the City of Pasadena

Mayor and Councilmembers:

WEEKLY NEWSLETTER

1. Metropolitan Water District Shutdown Starts Today: No Outdoor Watering February 25 to March 10, 2016:

Beginning Thursday, February 25 through March 10, 2016, the Metropolitan Water District (MWD) will be shutting down its Weymouth Water Treatment Plant to conduct planned upgrades to the facility. The 15-day shutdown will affect Pasadena from receiving its imported water delivery, which provides 60% of the City's overall water supply. During this time, all outdoor watering including hand watering is prohibited.

At the January 25, 2016, Pasadena City Council meeting, the Council approved the temporary adoption and implementation of the Level 4 Water Supply Shortage Plan during the shutdown period. It is critical that Pasadena be able to preserve its drinking water as it will have to rely on local groundwater from local wells and reservoirs. Without strong conservation during this period, Pasadena will not have a sufficient water supply during the shutdown period. I have attached a memorandum from Shari Thomas, Interim General Manager that provides additional detailed information on the Level 4 Plan restriction enforcements. To learn more about the shutdown and additional indoor and outdoor conservation tips, visit http://www.cityofpasadena.net/waterandpower/MWDshutdown/

2. Pasadena's Water Conservation Progress at 20%: June 1, 2015 – February 17, 2016:

The Pasadena Water Savings Gauge dipped slightly to 20% as City Officials continue to urge everyone to conserve more water during this historic drought. The call for more conservation is

especially critical beginning today February 25th thru March 10th as the Metropolitan Water District performs major repairs to a regional water treatment plant. During this 15 day period, Pasadena will not receive any imported water and will have to rely on limited local groundwater and reservoir supplies On February 2, 2016, the State Water Resources Control Board ("SWRCB") extended the deadline of its statewide conservation mandate from February 2016 to October 2016. Pasadena is still required to meet its 28% goal.

Data from June 1, 2015 – Feb. 17, 2016
More conservation is needed.
Keep doing your part to save water.

For updates on how much water Pasadena has conserved to date, the water savings gauge is posted to the city's website http://www.CityofPasadena.net, and can also be seen on KPAS during the Pasadena City Council meetings. Residents, visitors and businesses can also report water waste by calling the Pasadena Citizen Service Center at (626) 744-7311, reporting online at http://cityofpasadena.net/CSC or using the City's free app for smart phones and tablets. Links for all devices are available at http://www.cityofpasadena.net/CSC/Mobile-App/. To view a complete list of water restrictions or to learn how the water conservation goals are established, visit http://www.cityofpasadena.net/waterandpower/SaveWater/

3. Hahamongna Watershed Park – Southern California Edison Utility Line Clearance Activities:

The Department of Public Works communicates with representatives from Southern California Edison (SCE) regarding maintenance activities conducted in Hahamongna Watershed Park (HWP). While SCE's work is authorized by a Grant of Easement issued by the City of Pasadena, both parties agree that communication about specific work practices is helpful in ensuring the protection of habitat and wildlife in HWP.

According to Ara Maloyan, Director of Public Works, SCE representatives recently contacted the City regarding their intent to conduct annual tree trimming/line clearing operations in HWP. The Department of Public Works and SCE communicated about the proposed scope of work and operations. During these communications, SCE expressed an understanding of the environmental sensitivities of HWP. SCE's upcoming work practices will include keeping all vehicles on established maintenance routes. In situations where workers cannot perform clearance operations from a vehicle, workers will walk to the power pole, climb the pole, and perform the requisite maintenance from the pole. Trees will

be trimmed in accordance with applicable safety standards, as well as International Society of Arboriculture (ISA) standards and a Certified Arborist will be onsite when trimming is conducted.

The line clearance work is scheduled to begin March 7 and is expected to last no more than two days. SCE's environmental consultant will conduct a pre-activity nesting survey and will be onsite through the work effort. For more information about HWP, please contact the Citizen Service Center at (626) 744-7311, or go online to http://www.cityofpasadena.net/CSC/

4. Tree Removal List:

The attached list from Ara Maloyan, Director of Public Works highlights pending removals of dead, dying and hazardous trees on a non-emergency basis throughout Pasadena, as well as trees recently removed on an emergency basis. The Parks & Natural Resources Division has posted the non-emergency removals and notified pertinent residents consistent with the City's Tree Removal Policy.

Residents are encouraged to call the Parks & Natural Resources Division at (626) 744-7311 to learn more about the City's tree maintenance and/or planting efforts or to report a problem with the urban forest.

5. Legal Advertising and Public Notices:

The attached from Mark Jomsky, City Clerk is this week's submission of upcoming legal notices to be published and distributed to the public. If you require additional detailed information on these legal advertising and public notices, please contact Mark at (626) 744-4709.

Respectfully Submitted,

STEVE MERMELL
Interim City Manager

/attachments

PASADENA WATER AND POWER

MEMORANDUM

February 25, 2016

To: Steve Mermell
Interim City Manager

From: Shari M. Thomas
Interim General Manager

Subject: City Manager Newsletter Items

MWD SHUTDOWN STARTS TODAY: NO OUTDOOR WATERING FEB 25 TO MARCH 10

Beginning Thursday, Feb. 25 through Mar. 10, 2016, the Metropolitan Water District (MWD) will be shutting down its Weymouth Water Treatment Plant to conduct planned upgrades to the facility. The 15-day shutdown will affect Pasadena from receiving its imported water delivery, which provides 60% of the City's overall water supply. During this time, all outdoor watering including hand watering is prohibited.

At the January 25, 2016, Pasadena City Council meeting, the Council approved the temporary adoption and implementation of the Level 4 Water Supply Shortage Plan during the shutdown period. It is critical that Pasadena be able to preserve its drinking water as it will have to rely on local groundwater from local wells and reservoirs. Without strong conservation during this period, Pasadena will not have a sufficient water supply during the shutdown period.

The Level 4 Plan prohibits all outdoor watering during the shutdown period and Pasadena will be enforcing the following restrictions:

- **Watering of lawn, landscape or other vegetated area is prohibited**
- **Repairing leaks within 24 hours** of notification by PWP.
- **Filling or re-filling ornamental lakes or ponds** is prohibited except to the extent necessary to sustain aquatic life.
- **Limiting refill of residential swimming pools or outdoor spas** to no more than one foot. Initial filling of pools and spas is prohibited.
- **Suspending installation of new potable water services**, and issuance of temporary or permanent meters. No statements of immediate ability to service or provide potable water service will be issued, with limited exceptions as specified in PMC 13.10.052(B)5.

The City will also be implementing the following added conservation efforts:

- No mainline construction or scheduled repairs on city facilities
- No scheduled valve exercising or operations
- No large meter installations. Small (2 inches and smaller) meter installations only
- No scheduled water quality flushing
- No new service connections or new temporary meters

Please Note: Pasadena might have the possibility of accessing an alternative imported water supply from MWD half way through the shutdown period. When Pasadena Water and Power can confirm receipt of this imported source and ensure it provides sufficient and dependable water for the remainder of the MWD shutdown period, Pasadena will lift the Level 4 restrictions and the ban on outdoor watering.

To learn more about the shutdown and additional indoor and outdoor conservation tips, visit http://PWPweb.com/MWDshutdown.

Forestry Operation
Master Tree Removal List
January/February - 16

#	Address	Sites		Species	Dbh		Dist	Condition	Comments/Actions
N/A	HAHAMONGA	N/A	1	LIVE OAK (QUAG)	52	"	1	DEAD TREE. SCAFFOLD DECAY, WOOD BORERS (NON-PSHB), CHECKERED AND PEELONG BARK, TERMITES, REMOVAL RECOMMENDED.	TREE REMOVAL PENDING (UFAC)
N/A	HAHAMONGA	N/A	2	LIVE OAK (QUAG)	35	"	1	DEAD TREE. CROWN REDUCED FOR HAZARD ABATEMENT, CRACKS & SPLITS, WOOD BORER GALLERIES, BARK LOSS. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING (UFAC)
N/A	HAHAMONGA	N/A	3	LIVE OAK (QUAG)	17	"	1	DEAD TREE. CHECKERED AND PEELING BARK. WOOD BORERS (NON PSHB). REMOVAL RECOMMENDED.	TREE REMOVAL PENDING (UFAC)
N/A	HAHAMONGA	N/A	4	LIVE OAK (QUAG)	19	"	1	DEAD TREE. WOOD BORERS (NON PSHB), LOOSE/CRACKED BARK, TERMITES. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING (UFAC)
N/A	HAHAMONGA	N/A	5	ALEPPO PINE (PIHA)	31	"	1	DEAD TREE IS BARK BEETLE INFECTED. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING (UFAC)
N/A	HAHAMONGA	N/A	6	ALEPPO PINE (PIHA)	19	"	1	DEAD TREE IS BARK BEETLE INFECTED. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING (UFAC)
705	S MENTOR AVE	F	1	ALEPPO PINE (PIHA)	25	"	7	PALM TREE IS GROWING DIRECTLY INTO HIGH VOLTAGE PRIMARY AND SECONDARY LINES. POTENTIAL FIRE HAZARD. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
333	S ARROYO PKWY	F	1	DATE PALM (PHDA)	19	"	7	DEAD PALM TREE. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
1965	E WALNUT ST	F	10	BRUSH CHERRY (EUPA)	18	"	5	TRUNK STRUCK BY VEHICLE. TREE IS BEYOND REPAIR. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
1916	EL SERENO AVE	F	1	BOTTLE TREE (BRPO)	24	"	1	DEAD TREE. ROCKS AND FUNGUS IN ROOT ZONE, SPLITS DEVELOPING AT CROTCH. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING

#	Address	Sites		Species	Dbh		Dist	Condition	Comments/Actions
1962	GALBRETH RD	F	2	CHINESE ELM (ULPA)	16	"	6	STREET SIDE SCAFFOLD HAS SUFFERED FROM SUN SCALD AND IS SPLITTING. REMOVAL OF SCAFFOLD WILL LEAVE TREE OFF BALANCE. REMOVAL RECOMMENDED.	EMERGENCY REMOVAL
543	S HUDSON AVE	F	1	LIVE OAK (QUAG)	15	"	7	DEAD TREE. OVERWATERING TO BASE OF TRUNK, MECHANICAL DAMAGE, WOOD BORER (NON PSHB). REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
1145	FOREST AVE	F	1	LAVENDER BLOOM (TAAV)	2	"	1	DEAD TREE. NO TRUNK TAPER, EXCESSIVE TURF GROWTH OVER ROOT CROWN. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
1964	GALBRETH RD	F	2	CHINESE ELM (ULPA)	16	"	6	STREET SIDE SCAFFOLD HAS SUFFERED FROM SUN SCALD AND IS SPLITTING. REMOVAL OF SCAFFOLD WILL LEAVE TREE OFF BALANCE. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
1001	ROSE BOWL DR	N/A	N/A	ALEPPO PINE (PIHA)	33	"	1	40% OF CANOPY IS DEAD DUE TO BARK BEETLE INFECTION. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING (UFAC)
1001	ROSE BOWL DR	N/A	N/A	SOUTHERN LIVE OAK (QUVI)	5	"	1	ROOT CROWN WAS PREVIOUSLY BELOW SOIL GRADE, MECHANICAL DAMAGE. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING (UFAC)
564	N WILSON AVE	F	1	BRISBANE BOX (LOCO)	4	"	5	DEAD TREE IS VERTICALLY SPLITTING. IMMEDIATE REMOVAL RECOMMENDED.	EMERGENCY REMOVAL
196	S SAN MARINO AVE	F	1	JAPANESE FLOWERING CHERRY (PRSE)	10	"	7	DEAD TREE. SPLITTING THROUGHOUT ENTIRE TREE, BORERS AND TERMITES. IMMEDIATE REMOVAL RECOMMENDED.	EMERGENCY REMOVAL
1001	ROSE BOWL DR			SOUTHERN MAGNOLIA (MAGR)	3	"	1	DEAD TREE. NO EXTERIOR VISIBLE DEFECTS OR IMPROPER PLANTING PRACTICES. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING (UFAC)
1855	EL SERENO AVE	F	1	BOTTLE TREE (BRPO)	20	"	1	TREE IS SPLITTING IN DIRECTION OF LEAN, AREA IN ROOT ZONE APPEARS SUNKEN. MODERATE POTENTIAL FOR FAILURE. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
N/A	SINGER PARK	N/A	N/A	SOUTHERN MAGNOLIA (MAGR)	22	"	6	DEAD TREE. ROOT ROT, TERMITES, SCAFFOLD CAVITIES WITH DECAY, VEHICLE TRAFFIC IN ROOT ZONE. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING

#	Address	Sites		Species	Dbh		Dist	Condition	Comments/Actions
805	WORCESTER AVE	F	1	AMERICAN SWEETGUM (LIST)	24	"	5	OPEN PRUNING CUT IN CENTER OF TRUNK. AERIAL INSPECTION REVEALED SEVERE DECAY AND WATER BUILD-UP. REMOVING DECAYED SECTION WILL LEAVE TREE OFF BALANCE. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
3700	DENAIR ST	F	4	SOUTHERN MAGNOLIA (MAGR)	3	"	4	TRUNK TEARDOWN FAILURE HAS LEFT TREE OFF BALANCE AND BEYOND REPAIR. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
925	E VILLA ST	S	8	CORK OAK (QUSU)	2	"	5	DEAD TREE HAS SUFFERED FROM DROUGHT CONDITIONS AND REDUCTION IN IRRIGATION. REMOVAL RECOMMENDED	TREE REMOVAL PENDING
532	N MENTOR AVE	F	3	CORK OAK (QUSU)	1	"	5	DEAD TREE. POOR TAPER, DROUGHT STRESSED, COMPACTED SOIL CONDITIONS. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
412	N WILSON AVE	F	2	BRISBANE BOX (LOCO)	3	"	5	TREE IS BOWED OVER SIDEWALK. BEYOND CORRECTIVE STAKING. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
391	N WILSON AVE	F	2	BRISBANE BOX (LOCO)	6	"	5	TREE IS BOWED OVER DRIVEWAY. BEYOND CORRECTIVE STAKING. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
2237	DUDLEY ST	F	1	CAROB (CESI)	33	"	4	CONK AND HEART ROT IN CAVITY OF TRUNK. CONKS EXTEND THROUGHOUT ENTIRE LENGTH OF ENTIRE TRUNK. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
1221	ELIZABETH ST	S	6	SOUTHERN MAGNOLIA (MAGR)	14	"	2	DEAD TREE. CONKS AT BUTTRESS, ROOT PRUNED ON MULTIPLE SIDES. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
146	N BERKELEY AVE	F	1	LIVE OAK (QUAG)	31	"	2	STREET SIDE HAS SUFFERED SEVERE MECHANICAL DAMAGE. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
1767	SAN PASQUAL ST	F	3	CAMPHOR TREE (CICA)	36	"	7	95% OF CANOPY IS DEAD, SURFACE ROOT DECAY, ROOT PRUNED AT DRIVEWAY APPROACH. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING

#	Address	Sites		Species	Dbh		Dist	Condition	Comments/Actions
915	BRENTNAL RD	S	3	INCENSE CEDAR (CADE)	15	"	6	DEAD TREE. DROUGHT STRESSED, BELOW CANOPY OF ADJACENT VEGETATION, WOOD BORERS. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
1198	ROMNEY DR	F	3	AMERICAN ARBORVITAE (THOC)	16	"	6	BARK BEETLE INFECTED, REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
1320	AVE 64	F	1	SOUTHERN MAGNOLIA (MAGR)	17	"	6	DEAD TREE. ROOT ROT, ROOT DECAY, TERMITES. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
1340	ONTARIO AVE	F	2	COAST REDWOOD (SESE)	35	"	6	80% OF CANOPY IS DEAD. WOOD BORERS, DROUGHT STRESSED. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
460	S LAKE AVE	S	5	WINDMILL PALM (TRFO)	11	"	7	20% LEAN TOWARDS STREET. POOR ROOT DEVELOPMENT OPPOSITE LEAN, OVERCROWDED. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
1029	EMERSON ST	F	1	SILVER MAPLE (ACSA)	1	"	5	DEAD TREE. ROOT BALL ABOVE SOIL GRADE. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
1101	PALM TER	F	2	CHINESE FOUNTAIN PALM (LICH)	11	"	5	DEAD PALM TREE DISPLAYS NO EXTERIOR VISIBLE DEFECTS OR CAUSAL AGENTS. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
1845	EL SERENO AVE	F	2	BOTTLE TREE (BRPO)	20	"	1	DEAD TREE. MUSHROOMS AND CONKS IN ROOT ZONE, DECAYING SCAFFOLD WOUND. REMOVAL RECOMMENDED	TREE REMOVAL PENDING
N/A	DEFENDERS PARK	N/A	N/A	LIVE OAK (QUAG)	70	"	6	DEAD TREE. HEART ROT, TERMITES, TEARDOWN WOUNDS, BUTTRESS DECAY, CAVITIES, EXCESSIVE IRRIGATION TO TRUNK. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
1821	E ORANGE GROVE BLVD	F	1	LIVE OAK (QUAG)	35	"	2	99% DEAD WITH NO EXTERIOR VISIBLE DEFECTS OR CAUSAL AGENTS, LOOSE AND CRACKED SCAFFOLD BARK. TREE HAS ALSO BEEN INSPECTED BY JAN SCOW, REGISTERED CONSULTING ARBORIST. SEE ATTACHED REPORT	TREE REMOVAL PENDING
233	W MOUNTAIN ST (TOP LOT)	N/A	N/A	LIVE OAK (QUAG)	18	"	3	DEAD TREE. EXFOLIATING BARK, WOOD BORER (NON-PSHB), DROUGHT STRESSED, NO TAPER. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING

#	Address	Sites		Species	Dbh		Dist	Condition	Comments/Actions
846	N GARFIELD AVE	F	1	LIVE OAK (QUAG)	2	"	5	DEAD TREE. DROUGHT STRESSED, POOR TAPER, COMPRESSED AREA ON LOWER TRUNK - POSSIBLE ROOT GIRDLE. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
753	N GARFIELD AVE	F	1	CORK OAK (QUSU)	6	"	5	DEAD TREE. POOR PRUNING CUTS AND STUBS THOUGHOUT TREE, MULTIPLE STUBS, BOTTLE NECKED TRUNK, DROUGHT STRESSED. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
166	S PARKWOOD AVE	F	1	ARIZONA ASH (FRVE)	26	"	7	DEAD TREE. DECAY, TERMITES, TRUNK CAVITY, BARK LOSS. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
235	MADELINE DR	F	1	CAMPHOR TREE (CICA)	29	"	6	95% DEAD. ROOT PRUNED ON MULTIPLE SIDES, DROUGHT STRESSED. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
330	LINDA VISTA AVE	F	1	HOLLY OAK (QUIL)	7	"	6	DEAD TREE. SUPERFICIAL SPILTTING, DROUGHTY AND COMPACTED PARKWAY. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
2170	E VILLA ST	F	1	CAROB (CESI)	28	"	2	TEARDOWN WOUND IN TRUNK WITH DECAY, CONKS, AND TERMITES. SCAFFOLD DECAY AND CONKS IN CANOPY. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
2178	E VILLA ST	F	1	CAROB (CESI)	27	"	2	MULTIPLE TRUNK CAVITIES WITH TERMITES AND DECAY. HEART ROT IS APPROXIMATELY 30%. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING
233	W MOUNTAIN ST	N/A	N/A	RED IRONBARK (EUSI)	15	"	3	99% DEAD. TREE HAS SUFFERED FROM CURRENT DROUGHT CONDITIONS. REMOVAL RECOMMENDED.	TREE REMOVAL PENDING

City of Pasadena

NOTICE INVITING BIDS

CITRIX XENDESKTOP LICENSE RENEWAL

Three (3) copies of sealed bids will be received prior to **3:00 p.m., March 8, 2016,** by the City Clerk, 100 N. Garfield Ave., Room S-228, Pasadena, CA 91109, and will be opened at that time and place. The bids shall be clearly titled.

Copies of the Specifications may be obtained by mail or in person from the Purchasing Division, 100 N. Garfield Ave., Room S-310, Pasadena, CA 91109, Telephone No. (626) 744-6755.

Refer to the Specifications for complete details and bidding requirements. The Specification and this Notice shall be considered a part of any contract made pursuant thereunder.

You may download this bid from the City's Bid Notification site: Go to: https://www.planetbids.com/portal/portal.cfm?CompanyID=14770#; and click on "Bid Opportunities. If you are not currently registered on our bid notification site, then click on "Vendor Registration."

DATED: February 25, 2016

Steve Mermell
Interim City Manager

Notice of Public Hearing

City Council

Application for Landmark Designation
1587 North Los Robles Avenue

Subject: You are hereby notified of a public hearing to be held before the City Council of the City of Pasadena to review an application for Landmark designation for the property at 1587 North Los Robles Avenue. At this hearing, there may be a presentation by the applicant, with an opportunity for any interested person or authorized agent to comment on the proposal.

Property Owner/Applicant: William & Mary Doran

Environmental: This application is categorically exempt from the California Environmental Quality Act (CEQA) California Admin. Code Title 14 Chapter 3, Article 19, Class 8, Section 15308, Actions by Regulatory Agencies for Protection of the Environment. Class 8 exempts from environmental review actions taken by a regulatory agency that involve procedures for protection of the environment.

NOTICE IS HEREBY GIVEN that the City Council will hold a public hearing on the application and related environmental documentation. The hearing is scheduled on:

Date:	**Monday, March 14, 2016**
Time:	**7:00 p.m.**
Place:	**City Hall, Council Chambers, Room S249** **100 N. Garfield Ave., Pasadena, CA**

Public Information: Any interested party or their representative may appear at the hearing and comment on the application. Written comments may also be mailed to City Council. If you challenge the matter in Court, you may be limited to raising those issues you or someone else raised at this public hearing, or in written correspondence delivered to City Council at, or prior to, the public hearing.

Contact Person: Amanda Landry, Planner
Phone: (626) 744-7137 **FAX:** (626) 396-7289
E-mail: alandry@cityofpasadena.net
Website: www.cityofpasadena.net/citycouncil.asp

Mailing Address:
Design & Historic Preservation Section
Planning & Community Development Department
175 North Garfield Avenue
Pasadena, CA 91101

ADA: *For further information on accessibility, and to request a sign interpreter, an assistive listening system, and materials in Braille, large print or audio cassette, or auxiliary aides and services, please call (626) 744-4009 or (626) 744-4371 (TDD) at least one week in advance of the meeting.*

CITY OF PASADENA

NOTICE OF FINDING OF NO SIGNFICANT IMPACT AND NOTICE OF INTENT TO REQUEST RELEASE OF FUNDS

February 26, 2016
City of Pasadena
100 N. Garfield Avenue, Room S228
Pasadena, California 91109
(626) 744-4333

These notices shall satisfy two separate but related procedural requirements for activities to be undertaken by the project developer and grant recipient, HHP-Summit LLC, a California limited liability corporation.

REQUEST FOR RELEASE OF FUNDS

On or about March 21, 2016 the City of Pasadena will submit a request to the United States Department of Housing and Urban Development ("HUD") for the release of approximately $1.1 million in HOME Investment Partnerships Program ("HOME") funds under Title II of the Cranston-Gonzalez National Affordable Housing Act of 1990, as amended, to undertake a project known as Summit Grove, located at 104-112 E. Orange Grove Boulevard and 677 N. Summit Avenue, Pasadena, for the purpose of developing and constructing a for-sale housing project which will provide twenty-one (21) units of affordable homeownership housing units for low and moderate income families (the "Project"). The total development cost of the Project is approximately $11.23 million and will be financed with developer equity, New Market Tax Credit equity, a conventional construction loan, and City funding consisting of HOME and Inclusionary Housing monies.

FINDING OF NO SIGNIFICANT IMPACT

The City of Pasadena has determined that the Project will have no significant impact on the human environment. Therefore, an Environmental Impact Statement under the National Environmental Policy Act of 1969 (NEPA) is not required. Additional project information is contained in the Environmental Review Record (ERR) on file at City of Pasadena Housing and Career Services Department, 649 N. Fair Oaks Avenue, Suite 202, Pasadena, CA 91103 and may be examined or copied weekdays on Mondays and Tuesdays from 8:00 A.M. to 1:00 P.M., Wednesdays and Thursdays from 12:00 P.M. to 5:00 P.M., and every other Fridays from 8:00 A.M. to 4:30 P.M. by appointment.

PUBLIC COMMENTS

Any individual, group, or agency may submit written comments on the ERR to the City of Pasadena Housing and Career Services Department. All comments received by March 18, 2016 will be considered by the City of Pasadena prior to authorizing submission of a request for release of funds. Comments should specify which Notice they are addressing.

ENVIRONMENTAL CERTIFICATION

The City of Pasadena certifies to HUD that Steve Mermell, in his capacity as Interim City Manager, consents to accept the jurisdiction of the Federal Courts if an action is brought to enforce responsibilities in relation to the environmental review process and that these responsibilities have been satisfied. HUD's approval of the certification satisfies its responsibilities under NEPA and related laws and authorities and allows grant recipient HHP-Summit LLC to use Program funds.

OBJECTIONS TO RELEASE OF FUNDS

HUD will accept objections to its release of fund and the City of Pasadena's certification for a period of fifteen days following the anticipated submission date or its actual receipt of the request (whichever is later) only if they are on one of the following bases: (a) the certification was not executed by the Certifying Officer of the City of Pasadena; (b) the City of Pasadena has omitted a step or failed to make a decision or finding required by HUD regulations at 24 CFR part 58; (c) the grant recipient or other participants in the development process have committed funds, incurred costs or undertaken activities not authorized by 24 CFR Part 58 before approval of a release of funds by HUD; or (d) another Federal agency acting pursuant to 40 CFR Part 1504 has submitted a written finding that the project is unsatisfactory from the standpoint of environmental quality. Objections must be prepared and submitted in accordance with the required procedures (24 CFR Part 58, Sec. 58.76) and shall be addressed to HUD at AT&T Building, 611 West Sixth Street, Suite 801, Los Angeles, California 90017. Potential objectors should contact HUD to verify the actual last day of the objection period.

Steve Mermell, Interim City Manager
P. O. Box 7115
Pasadena, CA 91109

City of Pasadena
Department of Finance, Purchasing Division
Pasadena First Buy Local
As of 2/24/16

Below are three tables that include a general summary of the outreach conducted, a list of bids and Request for Proposals (RFPs) posted on the City's bid notification system (Planet Bids); and finally, a detailed breakdown of the outreach conducted for each bid respective bid and RFP.

The opportunities where the type is labeled as "bid" are also advertised in a printed local newspaper by the City Clerk (per the Purchasing Ordinance). Separate from the newspaper advertisement, a single email notification is sent to each businesses with a matching "Commodity Code" for every bid that is posted. Businesses can register onto Planet Bids for free through the City's website. Additionally, staff periodically meets face to face with Pasadena businesses to brief them on our bidding process, and "how to do business with the City." Finally, staff also conducts outreach to several local non-profit organizations to notify them of each bid and RFP posted so that they may pass on these opportunities to their respective constituencies.

General Breakdown of Outreach Conducted:

Classification	Notified Vendors	Prospective Bidders
[Other] Small Business	2182	54
Disadvantage Business Enterprise	440	27
Minority Business Enterprise (MBE)	763	19
Micro Business	474	23
Women Business Enterprise (WBE)	720	31
Pasadena Business (Local)	914	29

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List of Bids and Request for Proposals (RFP)

Commodity Codes	Project Title	Due Date	Stage	Type
90657-Land Development And Planning - Architectural 90664-Planning, Urban (Community, Regional, Area Wide, And State) 91889-Real Estate/Land Consulting (Including Land Survey Consulting) 91892-Urban Planning Consulting 96132-Environmental Impact Studies 96194-Zoning, Land Use Studies	**Environmental Consultant**	03/31/2016 5:00 PM Pacific	Bidding	RFP
91800-Consulting Services 91806-Administrative Consulting 91812-Analytical Studies And Surveys (Consulting) 91849-Finance/Economics Consulting 91858-Governmental Consulting 91875-Management Consulting 91885-Personnel/Employment Consulting (Human Resources)	**CONSULTANT SERVICES FOR STRATEGIC PLANNING**	03/28/2016 4:00 PM Pacific	Bidding	RFP
57000-Metals: Bars, Plates, Rods, Sheets, Strips, Structural Shapes, Tubing, And Fabricated Items 75500-Road And Highway Asphalt And Concrete Handling And Processing Equipment 91071-Shoring And Reinforcement Services 91200-Construction Services, General (Incl. Maintenance And Repair Services) 91430-Concrete 91479-Structural And Reinforcement Steel 96800-Public Works And Related Services 96873-Storm Drain Cleaning, Repair, And Sludge Removal Services	**Arroyo Parkway Storm Drain Rehabilitation-Phase 4**	03/16/2016 2:00 PM Pacific	Bidding	Bid
30500-Engineering And Architectural Equipment, Surveying Equipment, Drawing Instruments, And Supplies 90700-Architectural And Engineering Services, Non-Professional 91200-Construction Services, General (Incl. Maintenance And Repair Services) 91300-Construction Services, Heavy (Incl. Maintenance And Repair Services)	**Utility Service Planning Support**	03/16/2016 12:00 PM Pacific	Bidding	RFP

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91400-Construction Services, Trade (New Construction) 91831-Construction Consulting 91842-Engineering Consulting 92500-Engineering Services, Professional				
49300-Laboratory Equipment, Accessories, And Supplies: Biochemistry, Chemistry, Environmental Science, Etc. 69000-Power Generation Equipment, Accessories, And Supplies 90629-Environmental - Architectural 90648-Historical Preservation 90668-Power Generation, Transmission, Distribution - Architectural 91256-Maintenance And Repair, Power Plant 91800-Consulting Services 91841-Energy Conservation Consulting 91842-Engineering Consulting 91843-Environmental Consulting 91855-Geological Consulting And Study 91858-Governmental Consulting 91862-Horticultural Consulting 91897-Utilities: Gas, Water, Electric 92600-Environmental And Ecological Services 96132-Environmental Impact Studies 96272-Restoration/Preservation Services (Of Antiques, Costumes, Paintings, And Other Objects)	**CONDUCTING AVIAN, BAT, VEGETATION, CULTURAL AND SPECIAL-STATUS HERPETOLOGICAL SURVEYS FOR AZUSA HYDR**	03/10/2016 4:00 PM Pacific	Bidding	Bid
21000-Concrete And Metal Products, Culverts, Pilings, Septic Tanks, Accessories And Supplies 74500-Road And Highway Building Materials (Asphaltic) 75000-Road And Highway Building Materials (Not Asphaltic) 75500-Road And Highway Asphalt And Concrete Handling And Processing Equipment 91063-Public Utilities: Water, Sewer And Gas Maintenance And Repair 91200-Construction Services, General (Incl. Maintenance And Repair Services)	**UTILITY MANHOLE AND VALVE ADJUSTMENTS**	03/09/2016 4:00 PM Pacific	Bidding	RFQ

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91430-Concrete 96800-Public Works And Related Services 96863-Relocation And/Or Removal Services For Utility Works				
20500-Computers, Hardware, Software 20700-Computer Accessories And Supplies 20800-Computer Software For Microcomputers (Preprogrammed) 20900-Computer Software For Mini And Mainframe Computers (Preprogrammed) 91829-Computer Software Consulting 92000-Data Processing, Computer, Programming, And Software Services	**CITRIX XENDESKTOP LICENSE RENEWAL**	03/08/2016 3:00 PM Pacific	Bidding	Bid
90694-Water Supply, Treatment And Distribution - Architectural 91077-Water Purification/Softening Services 91078-Weather And Waterproofing Maintenance And Repair Services 96223-Chemical Treatment Of Boiler And Tower Water 96892-Water Supply Plant Operating And Monitoring System Services (Including Water Resources Development And Water Quality Management Services) 96893-Well Pointing Services (Dewatering) 96894-Waterproofing Systems And Repair 96895-Wastewater Treatment Plant, Operations, And Testing 96896-Water And Wastewater Treatment Services	**FURNISHING AND DELIVERY OF ION EXCHANGE RESIN AND GRANULAR ACTIVATED CARBON MEDIA**	03/08/2016 2:00 PM Pacific	Bidding	RFP
91800-Consulting Services 91875-Management Consulting 91878-Medical Consulting 94800-Health Related Services (For Human Services See Class 952) 95856-Health Care Management Services (Including Managed Care Services)	**Behavioral Health Case Management System**	03/03/2016 5:00 PM Pacific	Bidding	RFP
71000-Prosthetic Devices, Hearing Aids, Auditory Testing Equipment, Electronic Reading Devices, Etc. 91016-Energy Conservation Services (Including Audits) 91804-Accounting/Auditing/Budget Consulting	**INDEPENDENT AUDIT OF ENERGY PORTFOLIO RISK MANAGEMENT PROGRAM**	03/03/2016 12:00 PM Pacific	Bidding	RFP

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91846-Feasibility Studies (Consulting) 91849-Finance/Economics Consulting 94600-Financial Services				
75000-Road And Highway Building Materials (Not Asphaltic) 75500-Road And Highway Asphalt And Concrete Handling And Processing Equipment 96800-Public Works And Related Services 96861-Pavement Marking Services (Including Removal Of Markings)	**SLURRY SEAL OF STREETS 2016**	03/02/2016 2:00 PM Pacific	Bidding	Bid
67000-Plumbing Equipment, Fixtures, And Supplies 91042-Kitchen And Bathroom Fixture Repair (Not Plumbing): Bathtubs, Sinks, Cabinets, Counter Tops, Etc. 91060-Plumbing Maintenance And Repair (Includes Pressure Tapping Services, Pipe Freezes, Toilets, Etc.) 91468-Plumbing 93400-Equipment Maintenance And Repair Services For Laundry, Lawn, Painting, Plumbing, And Spraying Equipment	**Plumbing Supplies**	03/01/2016 3:00 PM Pacific	Bidding	Bid
28000-Electrical Cables And Wires (Not Electronic) 90658-Lighting (Interior, Exterior) - Architectural Services 91438-Electrical 96800-Public Works And Related Services 96876-Street Light Maintenance And Repair	**STREET LIGHTING IMPROVEMENTS ON WALNUT STREET FROM GREENWOOD AVE TO SIERRA MADRE BLVD**	03/01/2016 2:00 PM Pacific	Bidding	Bid

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Detailed Breakdown of Outreach Conducted:

Project Title	Notified Total	Notified Local	Notified MBE	Perspective Bidder Total	Perspective Bidder Local	Perspective Bidder MBE
CONDUCTING AVIAN, BAT, VEGETATION, CULTURAL AND SPECIAL-STATUS HERPETOLOGICAL SURVEYS FOR AZUSA HYDR	2,417	158	133	44	4	-
Plumbing Supplies	214	15	8	8	1	-
Utility Service Planning Support	2,138	130	113	51	7	7
Environmental Consultant	631	67	28	65	6	3
SLURRY SEAL OF STREETS 2016	427	15	22	9	-	-
STREET LIGHTING IMPROVEMENTS ON WALNUT STREET FROM GREENWOOD AVE TO SIERRA MADRE BLVD	1,126	55	60	12	-	2
Behavioral Health Case Management System	1,345	100	68	28	3	1
Arroyo Parkway Storm Drain Rehabilitation-Phase 4	1,213	59	58	8	-	1
CITRIX XENDESKTOP LICENSE RENEWAL	1,623	84	88	14	1	-
INDEPENDENT AUDIT OF ENERGY PORTFOLIO RISK MANAGEMENT PROGRAM	676	49	31	23	1	-
CONSULTANT SERVICES FOR STRATEGIC PLANNING	1,501	113	78	77	6	5
FURNISHING AND DELIVERY OF ION EXCHANGE RESIN AND GRANULAR ACTIVATED CARBON MEDIA	344	6	18	13	-	-
UTILITY MANHOLE AND VALVE ADJUSTMENTS	1,324	63	58	13	-	-