OFFICE OF THE CITY MANAGER

December 15, 2016

To the Honorable City Council
of the City of Pasadena

Mayor and Councilmembers:

WEEKLY NEWSLETTER

1. Robinson Park Recreation Center Closing for Rehabilitation January 9, 2017:

In 2002, after extensive community input and City Commission review, the City Council adopted the Robinson Park Master Plan. Phase I of the Master Plan Implementation was designed and constructed from 2008 to 2010. The $5 million project included expansion of the park by 2.5 acres, Pasadena's first synthetic turf sports fields, additional off-street parking, new restroom and storage facilities, site amenities and sport field lighting. The rehabilitation of Robinson Park Recreation Center is the second and final phase of the Robinson Park Master Plan. Construction is slated to begin in early 2017 and continue through the Spring of 2018. As such, the Center will close to the general public beginning Monday, January 9, 2017.

According to Horace Wormely, Director of Human Services and Recreation in early Spring of 2017, the City will begin the intensive rehabilitation of the existing 19,000 square foot Robinson Park Recreation Center at an estimated cost of $11.4 million. The rehabilitation consists of the demolition and reconstruction of the Center's approximately 9,000 square foot multipurpose room, administrative offices, kitchen, open court yard, restrooms and conference room; an approximately 4,900 square foot addition of fitness and dance rooms, storage and common areas, and an intensive structural upgrade of the Recreation Center's existing 7,300 square foot gymnasium. The design is fully accessible and includes energy efficient lighting, technology and security upgrades and new drought tolerant landscaping. The Phase II project, guided by the Robinson Park Recreation Center Renovation Steering Committee, was designed by GKKworks, a local Pasadena design firm. The project planning included an extensive community engagement effort involving over 30 community and Committee meetings and community events to gather public input on the design. Completion of the Robinson Park Master Plan will result in significant economic and recreational opportunities for the community and Northwest Pasadena.

Robinson Park staff, including the headquarters of the After School Adventures Program, will be temporarily housed at the Jackie Robinson Community Center, 1020 N. Fair Oaks Avenue from January 2017 through March 2018. All staff will retain existing telephone numbers and email addresses. Robinson Park's main line, (626) 744-7330, will be forwarded to the Jackie Robinson Community Center as well.

No reductions in programming will occur. All programming will continue at other locations around the City, and program participants will be notified of new and ongoing recreation, youth sports and Spring, Summer and Winter Camp opportunities through the Department's seasonal brochures, monthly newsletters and regularly updated website. For more information and regular updates, members of the public are encouraged to subscribe to the Department's newsletter at http://cityofpasadena.net/HumanServices/. For more information, please contact the Human Services and Recreation Department at (626) 744-4386.

2. Pasadena's Non-Potable Water Project Complies with the Raymond Basin Salt and Nutrient Management Plan:

On December 8, the State Water Resources Control Board ("SWRCB") reviewed and approved the Raymond Basin Salt and Nutrient Plan ("SNMP"), which was submitted by the Raymond Basin Management Board to comply with the State's Recycled Water Policy. One of the goals of the State's policy is to increase the use of recycled water as a safe, local, drought-proof, and reliable alternative source of water supply. The policy also recognizes that salts and nutrients from recycled water have a potential to seep into the soil and percolate to the groundwater table, and requires that a salt and nutrient management plan be developed for all basins in the State.

Pasadena Water and Power ("PWP") is actively pursuing the development of Pasadena's Non-Potable Water Project ("NPWP"), a phased project that overlies both the Monk Hill and Pasadena subareas of the Raymond Groundwater Basin and will deliver at buildout a total of 3,100 acre-feet per year of recycled water to PWP's service area. In order to address any concerns of possible degradation of the Raymond Basin due to the NPWP, an analysis was conducted that evaluated the volume of new water that can be added to the deep aquifer without degrading the water quality of the basin, as allowed by the SWRCB. This value is known as the basin's assimilative capacity.

The Raymond Basin SNMP uses a 10% percolation rate in its anti-degradation analysis. This rate accounts for leaching of salts and nutrients from recycled water used for irrigation into the groundwater table, primarily through precipitation. Based on this percolation rate, the NPWP is projected to contribute a calculated volume of new water to the groundwater table in the Raymond Basin. Since the projected recycled water recharge from the project is less than Raymond Basin's assimilative capacity, the NPWP meets the water quality standards of the Basin Plan and the policies set forth by the SWRCB. For more details of the analysis, see the attached memo from Mr. Shan Kwan, Water System Assistant General Manager, dated December 14, 2016.

3. Artwork by Pasadena Student Selected for Metropolitan Water District Student Art Contest:

For over a decade, the Metropolitan Water District ("MWD") has promoted imaginative messages of water conservation with its Student Art Contest. The annual contest, held for MWD's member agencies throughout six counties, is a valuable way to encourage environmental stewardship and creativity in students. MWD celebrated the student artists at a ceremony on Thursday, December 8. Among the contest winners was Matthew Vargas, a second grade student from Hamilton Elementary School in Pasadena.

PWP joined Matthew's family in supporting his win at Thursday's ceremony, which took place at MWD headquarters in Downtown Los Angeles. The event highlighted each winning art piece and also featured a group photo with the student winners. For additional information on the Student Art Contest and Matthew's winning piece, I have attached a memorandum from Gurcharan Bawa, Interim General Manager.

4. Legal Advertisements and Public Notices:

I have attached a memorandum from Mark Jomsky, City Clerk which provides this week's submission of upcoming legal advertisements and public notices set for publication. In addition, the webpage for posting public notices and advertisement has been updated with the attached information and can be accessed from the City's home webpage http://www.cityofpasadena.net/. If you require additional detailed information on these legal advertising and public notices, please contact Mr. Jomsky at (626) 744-4709.

Respectfully Submitted,

Julie A. Gutierrez
Assistant City Manager

/attachments

PASADENA WATER AND POWER

MEMORANDUM

December 14, 2016

To: Gurcharan S. Bawa
Interim General Manager

From: Shan Kwan
Assistant General Manager

12/15/2016

Subject: **Compliance of the Non-Potable Water Project with the Raymond Basin Salt and Nutrient Management Plan**

Summary

Upon buildout, Pasadena's Non-Potable Water Project (NPWP) will deliver up to 3,100 AFY of recycled water for landscape irrigation and industrial uses. Recognizing the potential for salts and nutrients from the irrigation water to percolate to the groundwater table, an analysis was performed to evaluate the volume of new water that can be added to the deep aquifer without degrading the water quality of the basin as allowed by the State Water Resources Control Board (SWRCB).

The mechanism for the analysis was the Raymond Basin Salt and Nutrient Management Plan (SNMP), a document prepared by the Raymond Basin Management Board (RBMB) and submitted to the SWRCB as a requirement of its 2009 Recycled Water Policy. The analysis demonstrates that there is available capacity in the Raymond Basin for receiving additional constituents of concern from recycled water without degrading the groundwater quality beyond the basin objectives.

Regulatory Background

In 2009, the SWRCB approved the Recycled Water Policy with the goal of increasing the use of recycled water as a safe, local, drought proof, and reliable alternative source of water supply. Recognizing the potential for an increase in salt and nutrient loading in the groundwater as a result of increased recycled water use, the Policy also required that local stakeholders develop a SNMP that assesses all major sources of these constituents in the groundwater basins. Because of the many factors that contribute to the water quality of a basin, the SWRCB determined that the development of a regional SNMP was the appropriate way to address salt and nutrient issues in groundwater basins rather than impose requirements solely on individual recycled water projects.

Pasadena's NPWP overlies both the Monk Hill and Pasadena subareas of the Raymond Groundwater Basin. Water quality objectives (WQOs) that apply to the Raymond Basin are defined in the Los Angeles Regional Board's Basin Plan, and represent a standard that must be attained to protect the basin's designated beneficial uses. The SNMP prepared for the Raymond Basin analyzes the maximum annual amount of new water allowed to recharge each subarea before exceeding the WQOs. This ability of the groundwater basin to accept additional water of a quality similar to that of recycled water before significant degradation would occur is called assimilative capacity (AC). The AC compares the existing average concentration of the groundwater and the

WQOs for various constituents of concern. Further, the SWRCB has determined that no single project shall exceed 10% of a basin's available AC.

Pasadena Non-Potable Water Project

The Raymond Basin SNMP determined that the AC for the Monk Hill and Pasadena subareas equates to 225 AFY and 405 AFY, respectively. The analysis in the SNMP shows that up to 2,250 AFY of recycled water can be used for irrigation over the Monk Hill subarea before exceeding its 225 AFY assimilative capacity. Similarly, up to 4,050 AFY can be applied to the Pasadena subarea before exceeding the allowable limit of 405 AFY for salts and nutrients from new water introduced by a single project.

The Raymond Basin SNMP uses a 10% percolation rate in its anti-degradation analysis. This rate accounts for leaching of salts and nutrients from recycled water used for irrigation into the groundwater table, primarily through precipitation. The rate is consistent with USGS studies on deep percolation and has been used for other calibrations of groundwater models in the San Gabriel Valley.

The NPWP with all six phases completed through the year 2038 will deliver a total of 3,100 AFY of recycled water to PWP's service area. Of this total, 2,700 AFY will be used for irrigation. About 400 AFY will be used for irrigation in the Monk Hill subarea, and 2,300 AFY will be applied in the Pasadena subarea.

Based on the 10% percolation rate, the NPWP will contribute 40 AFY and 230 AFY to the groundwater tables in the Monk Hill and Pasadena subareas, respectively. Since the projected recycled water recharge from the NPWP is less than Raymond Basin's AC, the NPWP satisfies the requirements of the Basin Plan and the policies set forth by the SWRCB.

Table 1 provides a summary of the quantitative analysis as described above.

Table 1 – Summary Analysis of NPWP and the Raymond Basin Assimilative Capacity

Raymond Basin	NPWP Irrigation Water (AFY)	NPWP Percolation to GW table (AFY)	Available AC (project goal) (AFY)
Monk Hill subarea	400	40	225
Pasadena subarea	2,300	230	405
Total	2,700	270	630

Timeline

Pasadena Water and Power has been engaged in discussions with the RBMB on the subject of the SNMP as it relates to the NPWP since at least 2013 when a technical memorandum was prepared informing them of the proposed project. Since then, the RBMB has reviewed and commented on the draft Environmental Impact Report for the NPWP. As recently as July 2016, PWP, RBMB, and its consultants met to discuss the SNMP. The conclusion of this meeting was that full buildout of the NPWP will not degrade the groundwater basin.

Next Steps

Following the Los Angeles Regional Water Quality Control Board's (LARWQCB) direction in 2011 for RBMB to proceed with the development of the SNMP, RBMB held numerous stakeholder meetings and coordinated with the LARWQCB resulting in the preparation and submittal to the SWRCB of the final draft of the Raymond Basin SNMP. On December 8, 2016, the LARWQCB unanimously adopted the Raymond Basin SNMP. With its approval, RBMB has primary responsibility for implementing the SNMP, which includes a monitoring program for water quality. It should be noted that the planning horizon for the SNMP is the year 2025, and as conditions change, including impacts of drought and climate change, and where results from the SNMP Monitoring Program indicate modifications are warranted, the SNMP will be updated.

The formal approval of the Pasadena NPWP, including the proposed management practices to protect the basin water quality, will require an application to the SWRCB to be regulated under a Water Reclamation Requirement for Recycled Water Use (General Order). The General Order requires proposed recycled water uses to comply with Basin Plan requirements. Therefore, determination of the NPWP's compliance with the Basin Plan and its WQOs is part of the application process.

PASADENA WATER AND POWER

MEMORANDUM

December 15, 2016

To: Steve Mermell
City Manager

From: Gurcharan S. Bawa
Interim General Manager

Subject: **City Manager Newsletter Items**

Artwork by Pasadena Student Selected for Metropolitan Water District Student Art Contest

For over a decade, the Metropolitan Water District ("MWD") has promoted imaginative messages of water conservation with its Student Art Contest. The annual contest, held for MWD's member agencies throughout six counties, is a valuable way to encourage environmental stewardship and creativity in students. MWD celebrated the student artists at a ceremony on Thursday, December 8. Among the contest winners was Matthew Vargas, a second grade student from Hamilton Elementary School in Pasadena.

PWP joined Matthew's family in supporting his win at Thursday's ceremony, which took place at MWD headquarters in Downtown Los Angeles. The event highlighted each winning art piece and also featured a group photo with the student winners.

MWD holds a yearly Student Art Contest and challenges students to submit artwork that portrays the year's water-wise theme for the chance to be a part of the following year's calendar. The theme for this year's contest was "Water is Life". In February, PWP opened the contest to all K-8 students in Pasadena and later held an award ceremony at Hamilton Elementary School for the top two winning student artists, Maria Karapetyan and Matthew Vargas. PWP then submitted a total of 10 entries to MWD for an additional round of competition.

36 students were selected by MWD to have their work highlighted in the 2017 calendar, which is distributed to 11,000 recipients. Matthew Vargas' artwork is featured in the month of October. His artwork will join the other 35 pieces on a Student Art Exhibit Tour, which will display the art throughout MWD's service area over the course of 26 weeks, reaching over 20,000 people.

To view photos from the ceremony and to learn more about the Student Art Contest, visit: http://www.PWPweb.com/StudentArtContest.

OFFICE OF THE CITY CLERK

MEMORANDUM

TO: Honorable Mayor and City Council

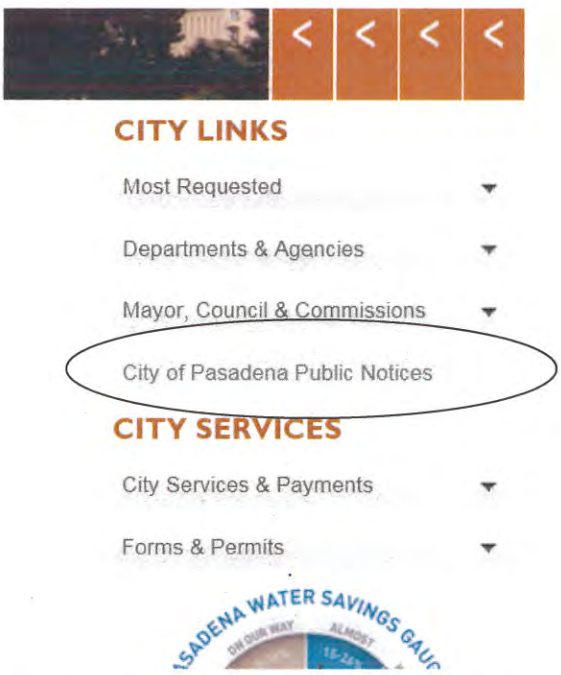
FROM: Mark Jomsky, City Clerk

DATE: December 15, 2016

RE: Legal Advertisements and Public Notices

Attached, please find this week's submission of upcoming legal advertisements and public notices set for publication.

In addition, the webpage for posting public notices and advertisement has been updated with the attached information, and can be accessed from the City's home webpage: www.cityofpasadena.net (see illustration below)



Please let me know if you have any questions.

100 North Garfield Avenue, S228 · P.O. Box 7115 · Pasadena, CA 91109-7215
(626) 744-4124 · Fax (626) 744-3921

NOTICE INVITING BIDS

FURNISH LABOR AND MATERIALS FOR

AUTO BODY REPAIRS

Three (3) copies of sealed bids will be received prior to **3:00PM December 27, 2016, by** the City Clerk, 100 North Garfield Avenue, Rm S228, Pasadena, CA 91109, and will be opened at that time and place.

The bids shall be clearly titled: **AUTO BODY REPAIRS**

The bids shall be clearly titled. Copies of the Specifications may be obtained by mail or in person from the Purchasing Division, 100 North Garfield Avenue, Rm 348, 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.

Bid security in the amount of five percent (5%) of the total bid price in the form of cash, a certified or cashier's check, money order, or surety bond must accompany the proposal.

The Contractor must have an Environmental Protection Agency (E.P.A.) Toxic Waste Disposal Number and an Air Quality Management District (A.Q.M.D.) Operating Permit Number (Paint Booth) to bid on this specification.

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

DATED: December 15, 2016

STEVE MERMELL
City Manager

PUBLIC NOTICE OF AMENDMENT
OF THE ANNUAL ACTION PLAN (2016-2017) FOR THE
COMMUNITY DEVELOPMENT BLOCK GRANT

The City of Pasadena intends to modify the Community Development Block Grant (CDBG) a 2016-2017 Annual Action Plan by utilizing $245,000 in available funds, through the following amendment:

PROJECT CREATED

Activity Name & Description	Implementing Agency	Funding Amount	Locations(s)
Park Video Surveillance This project will provide City video surveillance at two City park locations to improve park safety and enhance park attractiveness for neighborhood residents.	City of Pasadena – Department of Information Technology	$245,000	Villa Parke, 363 E. Villa St. La Pintoresca Park, 45 East Washington Blvd.

The PY16-17 Annual Action Plan is available to public review at the following locations:

1. Housing & Career Services Department
   649 N. Fair Oaks Ave. Suite 202
   Pasadena, CA 91103
   Office Hours: Mon & Tues 8:00 a.m. – 12:00 p.m.
   Wed & Thurs 12:00 p.m. – 5:00 p.m.
   Fri, Sat & Sun Closed

2. http://ww5.cityofpasadena.net/housing/cdbg/cdbg-plans/

Interested citizens are also invited to comment on the proposed amendment to the 2016-2017 Annual Action Plan. Written comments may be mailed or submitted to: City of Pasadena Housing & Career Services Department, 649 N. Fair Oaks Ave. Suite 202, Pasadena, CA 91103. All comments received by 4:00 p.m. on January 9, 2017 will be considered. Citizens may also make comments at the following scheduled public hearing:

City Council - Public Hearing
Monday, January 9, 2017 at 7:00 p.m.
Pasadena City Hall – City Council Chambers
100 N. Garfield Avenue
Pasadena, CA 91109

If you have any questions you may contact Randy Mabson, CDBG Coordinator, of the City of Pasadena Housing & Career Services Department, at (626) 744-8321.

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

NOTICE INVITING BIDS
for
CENTRAL LIBRARY RESTORATION – PHASE II
In the City of Pasadena, California

Sealed bids will be received until **2:00 p.m., Wednesday, January 25, 2017**, by the City Clerk of Pasadena, 100 N. Garfield Ave. 2nd Floor Room 228, Pasadena, for **CENTRAL LIBRARY RESTORATION – PHASE II**, in the City of Pasadena, California.

BID DEADLINE:	**January 25, 2017, prior to 2:00 p.m.**	
BID OPENING:	**January 25, 2017, at 2:00 p.m.**	
PLACE FOR RECEIPT AND OPENING OF BIDS:	City of Pasadena, City Clerk's Office 100 North Garfield Avenue, 2nd Floor, Room S-228 Pasadena, CA 91109 Attention: Steven L. Wright, City Engineer, Owner's Representative	
MANDATORY PREBID JOB WALK	Date/Time: Location:	**January 11, 2017, at 10:00 a.m.** Central Library Front (south) Patio 285 East Walnut Avenue, Pasadena, California 91103
DEADLINE FOR BIDDER REQUESTS FOR INFORMATION AND OR EQUAL SUBSTITUTION REQUESTS:	Date/Time: Attention:	**January 17, 2017, by 10:00 a.m. sharp** Dale Torstenbo E-mail: dtorstenbo@cityofpasadena.net (all RFIs must be submitted via e-mail)

Each Bidder shall register by providing its company name, street address, e-mail, phone and fax to the City at the Department of Public Works Window, City of Pasadena Permit Center, 175 N. Garfield Avenue, Pasadena, 91101, between the hours of 8 a.m. and 5 p.m. Monday through Thursday, and 8 a.m. to 12:00 p.m. on Friday. One (1) electronic copy of the Specifications will be emailed in PDF format (**No Hard Copy or CD**) to Bidders. An electronic copy can be requested by calling (626) 744-4195, fax (626) 396-8999, or email pw-permits@cityofpasadena.net. The Pasadena Supplements and Modifications to the Standard Specifications for Public Works Construction ("Greenbook") is available, if needed, online at: http://cityofpasadena.net/PublicWorks/Engineering_Division/ A hard copy is available upon the payment of $5.00.

Addenda, if any, will be issued via e-mail (no hard copy) to Bidders who attend and sign in at the mandatory prebid job walk ("Registered Bidders") and by posting on the City's website. The City reserves the right to extend the Bid Deadline and Bid Opening by issuing an Addendum to Registered Bidders no later than 72 hours prior to the Bid Deadline.

From time to time, the City finds it necessary to issue addendum(a) to bid specifications after those bid specifications have been released. Only those parties that have registered with the City on a particular project will receive the addendum(a) for that project. The City is not responsible for notifications to those parties who do not directly register as a plan holder on the City's database. It is the responsibility of all perspective bidders to register on the City's database to ensure receipt of any addendum(a) prior to bid submittals. Additionally, information on any addendum(a) issued for any bid specifications for any project will be available on the City website at: https://www.planetbids.com/portal/portal.cfm?CompanyID=14770 The City reserves the right to reject as nonresponsive any bid that fails to include the information required by any addendum(a) posted on the City website.

A Mandatory pre-bid job walk is scheduled for **Wednesday, January 11, 2017 at 10:00 a.m.** at the Pasadena Central Library front (south) patio, 285 East Walnut Avenue, Pasadena, California. This meeting is to answer any questions regarding the project specifications.

ATTENDANCE IS MANDATORY

The deadline for Bidder Requests for Information ("RFI") is **January 17, 2017 by 10:00 a.m. sharp**. All RFI's must be in writing and must be submitted **via e-mail** to the following e-mail address:
Attention: Dale Torstenbo, E-mail: dtorstenbo@cityofpasadena.net Any RFI submitted after the date and time specified above will not be considered.

Each Bidder must hold an active Class "B" License for the Work described and, if Bidder will self-perform the painting or roofing work or a listed Subcontractor must hold a Class "C-33" (painting and decorating license) and Class "C-39" (roofing license) at the time of bid submission, except as to joint venture Bidders, who shall be licensed as provided in Business and Professions Code §§ 7029.1 and 7028.15(c).

Pursuant to the provisions of Section 1770 to 1782 of the California Labor Code, the California Department of Industrial Relations has ascertained the general prevailing rate of wages in the county in which work is to be done. A copy of the general prevailing rate of wages is on file with the City Engineer and is available for inspection and reference during regular business hours.

Furthermore, minimum wage rates for this project as predetermined by the U. S. Secretary of Labor are set forth in the Specifications. If there are differences among the Federal and State minimum wage rates and the Pasadena Living Wage rate for similar classifications of labor, the Contractor and his subcontractors shall not pay less than the highest wage rate.

The wage rate for any classification not listed but which may be required to execute the proposed contract shall be commensurate and in accord with specific rates for similar or comparable classifications or for those performing similar or comparable duties.

A contractor or subcontractor shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of this public works project unless currently registered and qualified to perform public work pursuant to Labor Code Section 1725.5. It is not a violation of Labor Code Section 1771.1 for an unregistered contractor to submit a bid that is authorized by Section 7029.1 of the Business and Professions Code or by Section 10164 or 20103.5 of the Public Contract Code, provided the contractor is registered to perform public work pursuant to Section 1725.5 at the time the contract is awarded.
This Project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.
The Contractor must post job site notices prescribed by regulation (See e.g. 8 Cal. Code Reg. Section 16451(d).
Contractors and Subcontractors must furnish electronic certified payroll records directly to the California Labor Commissioner (aka Division of Labor Standards Enforcement).
All bids must be accompanied by bid security in the amount of five percent (5%) of the bid price, in the form of cash, cashier's check, money order, or surety bond.

Bids are to be signed and submitted in DUPLICATE. Bidder must submit bids with one ORIGINAL and one COPY, marked as such.

Refer to the Specifications for complete details and bid requirements. Specifications and this notice shall be considered a part of any contract made pursuant thereto.

STEVE MERMELL
City Manager

Dated: December 07, 2016 (Authorized by City Attorney)