OFFICE OF THE CITY MANAGER

May 4, 2017

To the Honorable City Council
of the City of Pasadena

Mayor and Councilmembers:

WEEKLY NEWSLETTER

1. Recent Windstorm Activity and Response:

The City experienced strong wind gusts between Thursday, April 27th and Sunday, April 30th. This resulted in a number of tree failures, broken tree limbs and fallen palm fronds. Crews from the Department of Public Works began responding to emergencies on the evening of Thursday, April 27th and worked through April 30th to respond to wind related incidents.

Through Monday, May 1st Public Works crews responded to 17 fallen trees, 62 fallen tree branches and 25 broken branches. In an effort to address potential hazards in a timely manner, in some situations activity involved mitigating hazards and/or clearing the right of way but did not entail the removal of all debris. According to Ara Maloyan, Director of Public Works, the Department has been returning to those locations to complete debris removal efforts. Additionally, the Department received 136 service requests for fallen or broken branches and 43 Palm frond pick-up requests via the Citizen Service Center.

If residents observe broken limbs, damaged trees or other potential hazards, they are encouraged to contact the Citizen Service Center at (626) 744-7311.

2. Holly Street Bridge Retrofit & Rehabilitation Project: Consultant Selection Criteria:

On April 24, 2017, City Council authorized staff to enter into contract with Dokken Engineering, Inc. for environmental and design phases of the project. A question was raised at the council meeting requesting additional information regarding the consultant evaluation criteria used in rating the proposals submitted by the consultants.

As a federally funded project, Caltrans consultant selection guidelines were utilized. I have attached a memorandum from Ara Maloyan, Director of Public Works which includes a copy of the Caltrans guideline, as well as the Consultant Evaluation Sheet utilized and included in the City's Request for Proposals (RFP).

In addition, below is an explanation clarifying the "Quality of Project Team" criteria used in rating the consultants:

> The Quality of a Project Team is rated by reviewing the organization of the proposed team and resume of each of the project team members, including the consultant, any sub consultants, and their staff handling the key tasks. Project team's ability to successfully coordinate with all team members/sub consultants to complete the Project, and each individual team member qualifications and previous work experience is taken into account.

3. <u>FY 2018 Capital Improvement Plan (CIP) & Operating Budget Presentation Scheduled Meetings</u>:

The joint meeting of the Finance Committee and the City Council will continue on Monday, May 8th. This is the time when the City Manager presents the capital budget and then the operating budget recommendations for next fiscal year. All meetings will take place in the Council Chamber. The following are the scheduled meeting dates:

Monday, May 8th	Budget Joint Meeting at 4:00pm CIP Budget Adoption and Operating Budget Hearings at 7:00pm
Monday, May 15th	Operating Budget Joint Meeting at 3:00pm and Hearing at 7:00pm
Monday, May 22nd	Operating Budget Joint Meeting at 3:00pm and Hearing at 7:00pm
Monday, June 5th	Operating Budget Joint Meeting at 3:00pm and Hearing at 7:00pm
Monday, June 12th	Operating Budget Joint Meeting at 3:00pm and Hearing at 7:00pm
Monday, June 19th	Operating Budget Joint Meeting at 3:00pm Operating Budget Adoption at 7:00pm

4. <u>Upgraded Permit Center Information Options</u>:

David Reyes, Director of Planning and Community Development is pleased to announce that the Permit Center's main phone line is now more user-friendly for customers. The "4200" line has been re-designed to clearly direct customers to the service they need.

The line (accessed by dialing 744-4200) has served for years as the primary telephone number for the Permit Center providing customers with an expansive list of self-serve options including inspection scheduling, plan check status, permit inquiries and more. The line also connects customers directly to the various divisions within the department. Customers have a new menu to choose from which includes among other upgrades, a new "one-click" inspection request option to schedule building inspections.

In addition to the 4200 line upgrades, the department is also implementing a new, shortened URL for the online inspections system. The new URL is: www.cityofpasadena.net/inspections. This URL is also promoted on the 4200 line for those customers who prefer an online interface for inspection scheduling.

5. Pasadena Police Calls for Service Report – April 2017:

Attached is the Preliminary Monthly Statistical Report for the month of April 2017 from Phillip L. Sanchez, Chief of Police. This report is based on report calls for service rather than the uniform crime reports (UCR) stats. The report reflects specific call types that resulted in a report/arrest disposition sorted by Service Area and Council District.

6. 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 advertisements 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

MEMORANDUM - CITY OF PASADENA
DEPARTMENT OF PUBLIC WORKS

DATE: May 3, 2017

TO: Steve Mermell, City Manager

FROM: Ara Maloyan, P.E., Director of Public Works

RE: Holly Street Bridge Retrofit & Rehabilitation Project: Consultant Selection Criteria

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On April 24, 2017, City Council authorized staff to enter into contract with Dokken Engineering, Inc. for environmental and design phases of the project. A question was raised at the Council Meeting requesting additional information regarding the consultant evaluation criteria used in rating the proposals submitted by the consultants.

As a federally funded project, Caltrans consultant selection guidelines were utilized. Attached is a copy of the Caltrans guideline, as well as the Consultant Evaluation Sheet utilized and included in the City's Request for Proposals (RFP). In addition, below is an explanation clarifying the "Quality of Project Team" criteria used in rating the consultants:

Quality of a Project Team:

The Quality of a Project Team is rated by reviewing the organization of the proposed team and resume of each of the project team members, including the consultant, any sub consultants, and their staff handling the key tasks. Project team's ability to successfully coordinate with all team members/sub consultants to complete the Project, and each individual team member qualifications and previous work experience is taken into account.

10.5 Consultant Selection Using the One-Step RFP Method

Of the three methods discussed, this one is most easily modified for non-A&E consulting contracts. For non-A&E consulting contracts, a cost proposal may be part of the RFP and the selection criteria. For A&E contracts, the cost proposal is not requested until the consultants have been final ranked based upon their submitted technical proposal.

Appoint Consultant Selection Committee

A consultant selection committee with a minimum of three members is appointed at the beginning of the consultant selection process. The committee reviews materials submitted by consultants, develops a shortlist of qualified consultants, and develops a final ranking of the most qualified proposals. Representation on the committee includes the Contract Administrator and subject matter experts from the project's functional area. The members should be familiar with the project/segment to be contracted out and with the local agency standards that will be used in the contract. Participation by a Caltrans district representative is at the option of the agency and subject to availability of the DLAE staff. Caltrans participation on the interview panel does not relieve the local agency of its responsibility to ensure that proper procurement procedures are followed and all requirements are met.

Local agency Contract Administrator ensures that all committee members meet the conflict of interest requirements (23 CFR 172) by completing and signing a conflict of interest statement prior to selection process initiation. A sample conflict of interest form is provided in *Exhibit 10-T: Panel Member Conflict of Interest & Confidentiality Statement.*

Develop Technical Criteria for Evaluation of Proposals

The Contract Administrator is responsible for developing the technical criteria, and their relative importance which are used to evaluate and rank the consultant proposals.

The criteria and relative weights must be included in the RFP, and the same criteria and relative weights must be used in the evaluation sheets. Failure to include criteria and relative weights and to use the same criteria and weights during the evaluation will result in the contract costs being ineligible for federal or state reimbursement. *Exhibit 10-B: Suggested Consultant Evaluation Sheet* is a recommended evaluation sheet with criteria and rating points for A&E consultants, where cost is not used as a rating factor. This format is not mandatory, but it is recommended in the interest of developing consistency among the hundreds of agencies and consultants operating in the state. The local agency should consult with the DLAE before making major changes to the suggested approach.

Develop Schedule for Consultant Selection

Before the contract is advertised, the Contract Administrator completes a contract procurement schedule including key dates for consultant selection activities. The Contract Administrator should confirm key dates with all selection committee members before completing the schedule.

Prepare RFP

The information required in a RFP includes the following:

- Description of project;

- Scope of work;
- Schedule of work (including estimated start and end dates of the contract);
- Method of payment, and cost proposal requirements. The cost proposal is submitted in a separate sealed envelope. See *Exhibit 10-H: Sample Cost Proposal* for sample cost proposal formats;
- Contract audit and review process requirements (see Section 10.3: A&E Consultant Audit and Review Process);
- Proposal format and required contents;
- Method, criteria and weighting for selection;
- A DBE contract goal is specified (see *Exhibit 10-I: Notice to Proposers DBE Information*), if a federal-aid contract;
- Protest procedures and dispute resolution process per 2 CFR Part 200.318(k).

The RFP specifies the content of a proposal, the number of copies required, due date, mailing address, and a physical address where the submittals may be hand delivered if different from the mailing address. Two to four weeks is usually allowed between the time the RFP is published and time that proposals must be submitted. More time may be required for complex contracts or projects.

Items typically required in a technical proposal include:

- Work plan (specify what is to be covered);
- Organizational chart;
- Schedule and deadlines;
- Staffing plan;
- Proposed Team—complete for prime consultant and all key subconsultants;
- Key personnel names and classifications—key team members identified in the original proposal/cost proposal shall not change (be different than) in the executed contract;
- Staff resumes;
- Names of consultant's project manager and the individual authorized to negotiate the contract on behalf of the consulting firm;
- Consultant DBE Commitment document, see *Exhibit 10-O1: Consultant Proposal DBE Commitment*;
- References.

Financial Management and Accounting System Requirements

The local agency must ensure that consultant contract solicitation and advertising documents (RFPs) clearly specify that contracts shall not be awarded to a consultant without an adequate

financial management and accounting system as required by 48 CFR Part 16.301-3, 2 CFR Part 200, and 48 CFR Part 31. The local agency must ensure the selected consultants have adequate financial management systems as required by the applicable federal regulations.

Advertise for Consultants

The solicitation process for consultant services shall be by public advertisement, or by any other public forum or method that assures qualified in-State and out-of-State consultants are given a fair opportunity to be considered for award of contract.

Advertisement of the RFP in a major newspaper of general circulation, technical publications of widespread circulation, professional associations and societies, recognized DBE organizations, web hosting or clearing houses known for posting government contract solicitations such as BidSync, or posting the RFP on the local agency's or other widely used websites are all acceptable methods of solicitation.

To document website postings, the local agency should retain copies of screen shots displaying the posted begin/end dates.

Issue/Publish RFP

The local agency shall publish the RFP on line and also issue the RFP to all consultants responding to newspaper advertisement. The local agency shall keep a record of all consultants that have downloaded RFP on line as well as those receiving an RFP through other means, to ensure that any inquiry responses, addendums, or amendments to the RFP are given to all consultants that received the RFP.

Conduct Proposer's Conference or Answer Written Questions

The local agency may allow for clarification of the RFP by inviting submittal of written questions or by conducting a proposer's conference, or by doing both. The local agency must publish or mail their responses to any written questions to all consultants receiving the RFP. No response should be given to verbal questions. It is important that all competing consultants receive the same information. If a proposer's conference is to be held, the exact time and place must be specified in the RFP. Attendance at a proposer's conference normally is not mandatory. However, consultants not attending the conference do not receive notes from the meeting unless they request the notes.

Receive and Evaluate Technical Proposals

The Contract Administrator must verify that each proposal contains all of the forms and other information required by the RFP. If all required information is not provided, a proposal may be considered nonresponsive and rejected without evaluation. Late submittals, submittals to the wrong location, or submittals with inadequate copies are considered nonresponsive and shall be rejected. Submittal of additional information after the due date shall not be allowed.

Documentation of when each proposal was received must be maintained in the project files. Copies of date stamped envelope covers or box tops are recommended. The members of the consultant selection committee must evaluate each proposal according to the technical criteria listed in the RFP. Minimum of three proposals must be received and evaluated. If only two

proposals are received, a justification must be documented to proceed with the procurement. If only one proposal is received, a Non-Competitive process must be justified and a Public Interest Finding (PIF) must be documented. In either case, the re-advertisement of the RFP should be considered as an option.

The committee must also evaluate reference checks and other information gathered independently. Reference checks shall be completed and other information gathered before the interviews are conducted. If necessary, the results of the reference checks or other information may be discussed with the highest ranked qualified consultants at the interviews.

Develop Final Ranking and Notify Consultants of Results

The selection committee discusses and documents the strengths and weaknesses of each proposal; interviews the three or more highest ranked consultants (short listed); and develops a final ranking of the highest ranked consultants. All consultants that submitted proposals must be informed about the final ranking of consultants. It is important that all competing consultants receive the same information.

Most consultants will request information as to why they were not the highest ranked. Therefore, the selection committee should keep notes as to why a particular consultant was not selected. When a consultant requests debriefing, the reasons for not being selected must be objective reasons. The consultant should not be compared to others, and should not be provided with information about other consultants during this debriefing. Normally, the Contract Administrator does the debriefing; however, any member of the selection committee may be designated to do the debriefing.

Negotiate Contract with Top-Ranked Consultant

Cost proposal (for both Prime and all Subconsultant), and contract audit and review documents such as *Exhibit 10-K: Consultant Certification of Contract Costs and financial Management System* of Costs and Financial Management System and *Exhibit 10-A: A&E Consultant Audit Request Letter and Checklist*, whichever applicable (see Section 10.3: A&E Consultant Audit and Review Process) should be submitted in a separate sealed envelope. Typically, the cost proposals are submitted by the short listed consultants only, at time of interview. However, if time is of the essence and it can be justified, or if no interviews are planned, the cost proposal can be requested from all consultant with their technical proposal.

The cost proposal for the most qualified consultant will be opened and used to begin negotiations. If agreement cannot be reached, then negotiations proceeds to the next most qualified consultant. Each consultant's cost proposal must remain sealed until negotiations commence with that particular consultant. The goal of negotiations is to agree on a final contract that delivers the services, or products required at a fair and reasonable cost to the local agency. At the completion of successful cost negotiations, all remaining sealed envelopes containing cost proposals shall be returned to consultants.

The independent cost estimate, developed by the local agency in advance of requesting a cost proposal from the top-ranked consultant, is an important basis and tool for negotiations or terminating unsuccessful negotiations with the most qualified consultant. It can be revised, if needed, for use in negotiations with the next most qualified consultant. A contract audit

and review may be required (see Section 10.3: A&E Consultant Audit and Review Process in this chapter). Local agency Contract Administrator ensures that all required documentations are provided to Caltrans A&I in a timely fashion, including all documents for a Conformance Review, if applicable. Negotiations may be completed after receipt of the Caltrans A&I Conformance Letter. An indirect cost audit may be performed within the record retention period of the contract.

Items typically negotiated include:

- Work plan;
- Schedule and deadlines (for deliverables and final duration of contract);
- Products to be delivered;
- Classification, wage rates, and experience level of personnel to be assigned;
- Cost items, payments, and fees.

The consultant's ICR is not a negotiable item. A lower rate cannot be negotiated by the local agency. The local agency and the consultant will agree on the final cost proposal and incorporate into final contract.

Before executing the consultant contract, the local agency must review contract to ensure that all federal and state requirements have been met (see *Exhibit 10-C: Consultant Contract Reviewers Checklist*), and all deficiencies identified in the Conformance Letter have been addressed and resolved, if applicable. The completed checklist is to be signed by the Contract Administrator and the original retained in the project file, one copy is to be sent to the DLAE (for review of completeness) and filing within 30 days after awarding the contract.

10.6 Consultant Selection Using the One-Step RFQ Method

The RFQ method is used when the services being procured are specialized, or the scope of work is defined broadly and may include multiple projects.

Appoint Consultant Selection Committee

A consultant selection committee with a minimum of three members is appointed at the beginning of the consultant selection process. The committee reviews and scores the materials submitted by consultants in response to the RFQ, develops a shortlist of qualified consultants, interviews those consultants, and develops a final ranking of the most qualified consultants. Representation on the committee includes the Contract Administrator and subject matter experts from the project's functional area. The members should be familiar with the scope of work to be contracted out and with the local agency standards that will be used in the contract.

Participation by a Caltrans district representative is at the option of the local agency and subject to the availability of the DLAE staff. Caltrans participation on the interview panel does not relieve the local agency of its responsibility to ensure that proper procurement procedures are followed and all requirements are met.

Local agency Contract Administrator ensures that all committee members meet the conflict of

EXHIBIT 10-B CONSULTANT EVALUATION SHEET

Holly Street Bridge Seismic Retrofit & Rehabilitation Project
BHLS-5064 (078)

CONSULTANT/FIRM NAME:		
Criteria	Max Points	Rating
Understanding of the project	25	
Experience with similar kinds of work	20	
Quality of project team	15	
Availability/Time Commitment	10	
Familiarity with state and federal procedures	15	
Demonstrated Technical Ability	10	
Demonstrated compliance with City's DBE goals	5	
Total	100	

RATED BY:

NAME: _____

TITLE: _____

DATE: _____

Schedule for FY 2018
Capital Improvement Plan (CIP) & Operating Budget
Special Joint Meetings with Finance Committee and City Council

May 8
FY 2018 Budgets Joint Meeting- 4:00 to 5:30 p.m.
- CIP Budget wrap-up
- Public Meeting for FY 2018 General Fee Schedule
- Public Meeting for FY 2018 Schedule of Taxes, Fees, and Charges

Public Hearing- 7:00 p.m.
FY 2018 CIP Budget Hearings
- FY 2018-2022 CIP Budget Adoption

FY 2018 Operating Budget Hearings
- Public Hearing for FY 2018 General Fee Schedule
- Public Hearing for FY 2018 Schedule of Taxes, Fees, and Charges
- Public Hearing FY 2018 Operating Budget

May 15
Operating Budget Joint Meeting- 3:00 to 5:30 pm
(Continued at 7:00 pm Public Hearing)
- City Council
- City Manager
- Successor Agency to the PCDC
- City Attorney
- Human Resources
- Finance
- Information Technology

May 22
Operating Budget Joint Meeting- 3:00 to 5:30 pm
(Continued at 7:00 pm Public Hearing)
- Police
- Fire
- Human Services and Recreation
- Library
- Public Health

May 29
Holiday- Memorial Day

June 5
Operating Budget Joint Meeting- 3:00 to 5:30 pm
(Continued at 7:00 pm Public Hearing)
- Public Works
- Transportation
- Water and Power
- Planning
- Housing

June 12
Operating Budget Joint Meeting- 3:00 to 5:30 pm
(Continued at 7:00 pm Public Hearing)
- PCOC
- PCAC
- RBOC
- City Clerk
- Responses to Outstanding Questions
- FY 2018 General Fee Schedule Adoption
- FY 2018 Schedule of Taxes, Fees, and Charges Adoption
- FY 2018 Gann Appropriations Limit Adoption

June 19
Operating Budget Joint Meeting- 3:00 to 5:30 pm
(Continued at 7:00 pm Public Hearing)
- Fiscal Year 2017 4th Quarter Clean Up
- FY 2018 Operating Budget Adoption

June 26 (If Necessary)
Operating Budget Joint Meeting- 3:00 to 5:30 pm
(Continued at 7:00 pm Public Hearing)

Revised 5/2/17

PASADENA POLICE DEPARTMENT

PRELIMINARY - Monthly Statistical Report

April 2017

This Preliminary Monthly Statistical Report is based on Call for Service (CFS) data and is not Uniform Crime Report (UCR) compliant. Select call types are included for incidents closed with a report disposition. Using preliminary information allows for timely information to make immediate deployment decisions.

	Service Areas					
Offense	**1**	**2**	**3**	**4**	**5**	
Homicide		1				1
Rape	1	1	2		1	5
Robbery	2	6	4	5	3	20
ADW	2	12	3	2	1	20
Assault	2	7	4	4	7	24
Assault DV	2	11	6	3	3	25
Burglary Commercial	4		11	8	16	39
Burglary Other			1	5		6
Burglary Residential	10	7	8	7		32
Burglary Vehicle	16	13	13	10	7	59
Theft	21	10	22	18	27	98
Recovered Vehicle	*3*	*8*	*1*	*2*		*14*
Stolen Vehicle	3	10	3	2	5	23
	63	**78**	**77**	**64**	**70**	**352**

	Council Districts							
Offense	**1**	**2**	**3**	**4**	**5**	**6**	**7**	
Homicide			1					1
Rape	1	1	1				2	5
Robbery	3		1	5	4	1	6	20
ADW	4	1	7	4	1	2	1	20
Assault	2	3	2	4	5	7	1	24
Assault DV	3	5	8	3	2	2	2	25
Burglary Commercial	1	5	5	8	3	9	8	39
Burglary Other		1		5				6
Burglary Residential	3	5	2	7	3	7	5	32
Burglary Vehicle	4	7	7	13	8	10	10	59
Theft	5	11	21	21	7	17	16	98
Recovered Vehicle	*7*		*2*	*2*		*2*	*1*	*14*
Stolen Vehicle	3	1	5	2	2	7	3	23
	29	**40**	**60**	**72**	**35**	**62**	**54**	**352**

**Totals do not include recovered vehicles

INFORMATION IS TIME SENSITIVE AND SUBJECT TO CHANGE UPON FURTHER ANALYSIS

FOR PUBLIC DISTRIBUTION

PASADENA POLICE DEPARTMENT

Combined Service Areas and Council Districts - April 2017

	West				Northwest				Central					East		Midtown					
Council District	**1**	**6**	**7**		**1**	**3**	**5**		**2**	**4**	**5**	**7**		**4**		**3**	**5**	**6**	**7**		
Homicide						1		1													1
Rape			1	1	1			1	1			1	2			1				1	5
Robbery			2	2	3		3	6			1	3	4	5	5	1		1	1	3	20
ADW		2		2	4	7	1	12	1	2			3	2	2				1	1	20
Assault		1	1	2	2	1	4	7	3		1		4	4	4	1		6		7	24
Assault DV	1		1	2	2	7	2	11	5			1	6	3	3	1		2		3	25
Burglary Commercial	1	3		4					5		3	3	11	8	8	5		6	5	16	39
Burglary Other									1				1	5	5						6
Burglary Residential		7	3	10	3	2	2	7	5		1	2	8	7	7						32
Burglary Vehicle	1	9	6	16	3	3	7	13	7	3	1	2	13	10	10	4		1	2	7	59
Theft	4	13	4	21	1	6	3	10	11	3	3	5	22	18	18	15	1	4	7	27	98
Recovered Vehicle	*1*	*2*		*3*	*6*	*2*		*8*				*1*	*1*	*2*	*2*						*14*
Stolen Vehicle		3		3	3	5	2	10	1			2	3	2	2			4	1	5	23
	7	**38**	**18**	**63**	**22**	**32**	**24**	**78**	**40**	**8**	**10**	**19**	**77**	**64**	**64**	**28**	**1**	**24**	**17**	**70**	**352**

Combined Service Areas and Council Districts - 2017 Year to Date April

	West				Northwest				Central					East		Midtown						
Offense	**1**	**6**	**7**		**1**	**3**	**5**		**2**	**4**	**5**	**7**		**4**		**1**	**3**	**5**	**6**	**7**		
Homicide					1	3		4														4
Rape			1	1	2			2	1	1	1	1	4	1	1		2				2	10
Robbery		2	4	6	11	6	15	32	6		7	5	18	16	16		8		5	4	17	89
ADW		5		5	9	12	9	30	3	2	1	1	7	8	8	1	2		1	1	5	55
Assault		5	1	6	15	11	12	38	8		5	2	15	7	7		10	1	23	3	37	103
Assault DV	2	2	3	7	11	15	7	33	10	1	4	1	16	6	6		4	1	8	3	16	78
Burglary Commercial	2	11	2	15	1	6	3	10	19	2	3	5	29	28	28		17	6	10	14	47	129
Burglary Other		4	3	7	4	5	4	13	6	1	1		8	13	13		2	1	4	2	9	50
Burglary Residential	1	32	11	44	15	9	9	33	22	3	3	5	33	30	30		2	1	2	1	6	146
Burglary Vehicle	8	27	15	50	14	11	11	36	23	4	10	5	42	34	34		12	1	6	11	30	192
Theft	4	51	18	73	20	21	15	56	50	10	9	19	88	68	68		49	8	33	36	126	411
Recovered Vehicle	*1*	*5*		*6*	*19*	*14*	*9*	*42*	*7*	*1*	*3*	*3*	*14*	*6*	*6*		*1*		*1*	*1*	*3*	*71*
Stolen Vehicle	1	16	2	19	19	20	6	45	16	2	5	8	31	12	12	1	10	2	15	6	34	141
	18	**155**	**60**	**233**	**122**	**119**	**91**	**332**	**164**	**26**	**49**	**52**	**291**	**223**	**223**	**2**	**118**	**21**	**107**	**81**	**329**	**1408**

** Totals do not include Recovered Vehicles

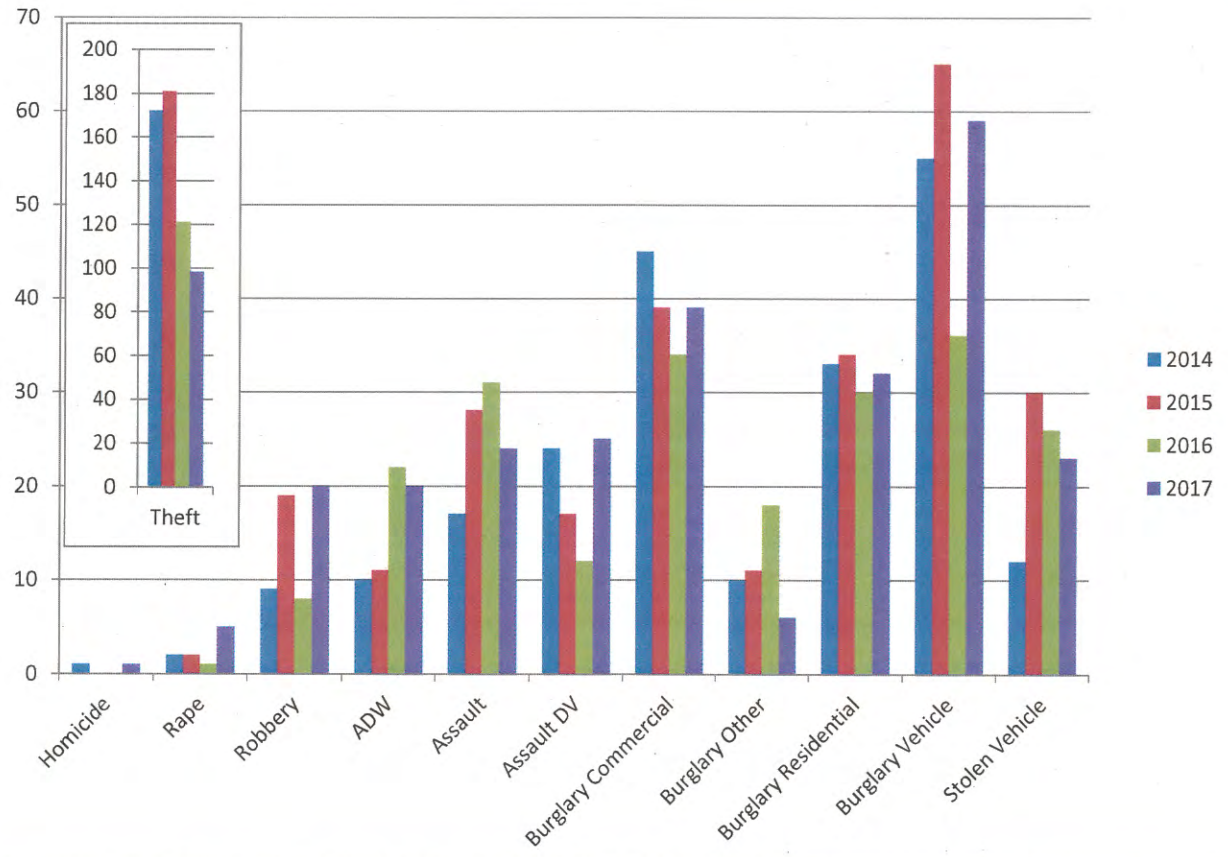
INFORMATION IS TIME SENSITIVE AND SUBJECT TO CHANGE UPON FURTHER ANALYSIS

FOR PUBLIC DISTRIBUTION

PASADENA POLICE DEPARTMENT

April 2014 - April 2017

	2014	2015	2016	2017	Change from 2016
Homicide	1			1	N/C
Rape	2	2	1	5	400%
Robbery	9	19	8	20	150%
ADW	10	11	22	20	-9%
Assault	17	28	31	24	-23%
Assault DV	24	17	12	25	108%
Burglary Commercial	45	39	34	39	15%
Burglary Other	10	11	18	6	-67%
Burglary Residential	33	34	30	32	7%
Burglary Vehicle	55	65	36	59	64%
Theft	172	181	121	98	-19%
Recovered Vehicle	*4*	*4*	*13*	*14*	8%
Stolen Vehicle	12	30	26	23	-12%
	390	437	339	352	4%



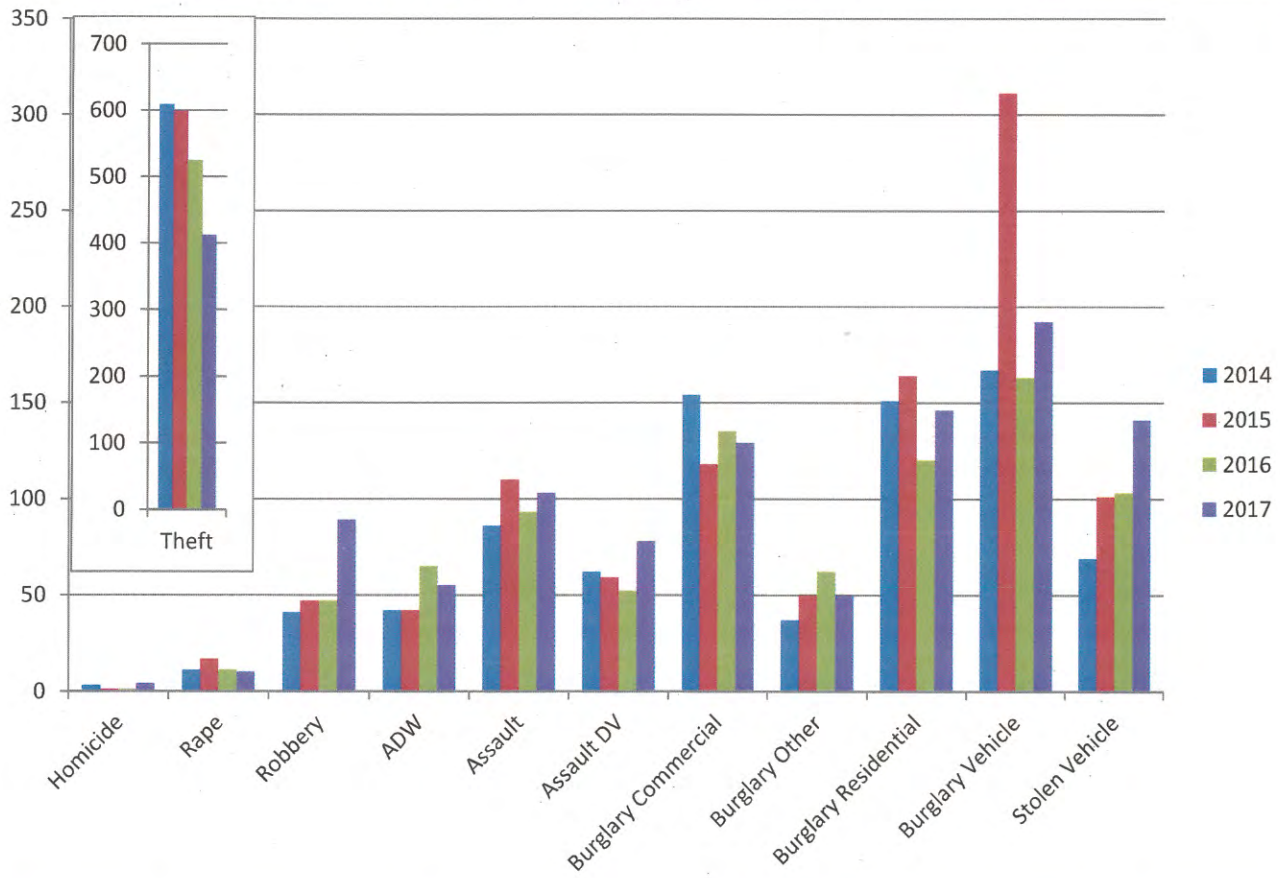
INFORMATION IS TIME SENSITIVE AND SUBJECT TO CHANGE UPON FURTHER ANALYSIS

FOR PUBLIC DISTRIBUTION

PASADENA POLICE DEPARTMENT

Year to Date through April

	2014	2015	2016	2017	Change from 2016
Homicide	3	1	1	4	300%
Rape	11	17	11	10	-9%
Robbery	41	47	47	89	89%
ADW	42	42	65	55	-15%
Assault	86	110	93	103	11%
Assault DV	62	59	52	78	50%
Burglary Commercial	154	118	135	129	-4%
Burglary Other	37	50	62	50	-19%
Burglary Residential	151	164	120	146	22%
Burglary Vehicle	167	311	163	192	18%
Theft	608	598	524	411	-22%
Recovered Vehicles	*29*	*35*	*35*	*71*	103%
Stolen Vehicle	69	101	103	141	37%
Total	1431	1618	1376	1408	2%



INFORMATION IS TIME SENSITIVE AND SUBJECT TO CHANGE UPON FURTHER ANALYSIS

FOR PUBLIC DISTRIBUTION

OFFICE OF THE CITY CLERK

MEMORANDUM

TO: Honorable Mayor and City Council

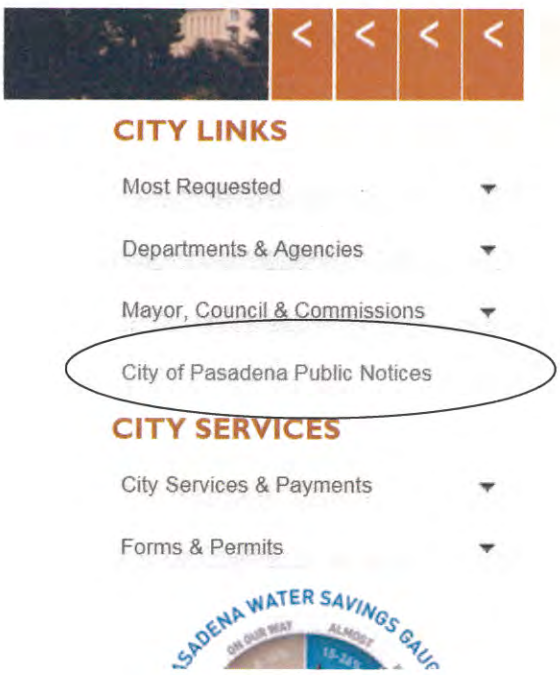
FROM: Mark Jomsky, City Clerk

DATE: May 4, 2017

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

City of Pasadena

NOTICE INVITING BIDS

FURNISH AND DELIVER
STREET TRASH & RECYCLING CONTAINERS

FOR THE

PUBLIC WORKS DEPARTMENT

Three (3) copies of sealed bids will be received prior to **11:00 a.m., May 16, 2017** 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:

FURNISH AND DELIVER STREET TRASH & RECYCLING CONTAINERS FOR THE PUBLIC WORKS DEPARTMENT

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.

DATED: **May 4, 2017**

STEVE MERMELL
City Manager

NOTICE INVITING BIDS

FOR

OXYGEN FILLING AND HYDROSTATIC TESTING SERVICES

FOR THE FIRE DEPARTMENT

Bids will be received electronically through Planet Bids (www.planetbids.com). A bid received after the time set for the bid opening shall not be considered. Bids will be received prior to **3:00PM, May 16, 2017,** and will be opened online at that time. The bids shall be clearly titled:

OXYGEN FILLING AND HYDROSTATIC TESTING SERVICES

Copies of the Specifications may be obtained by mail or in person from the Purchasing Division, 100 N. Garfield Ave., Room S-349, 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.

DATED: **MAY 4, 2017**

Steve Mermell
City Manager

NOTICE INVITING BIDS
for
SLURRY SEAL OF STREETS - 2017
In the City of Pasadena, California

Sealed bids will be received until 2:00 p.m., May 24, 2017, by the City Clerk of Pasadena, 100 N. Garfield Ave. 2nd Floor Room 228, Pasadena, for **SLURRY SEAL OF STREETS - 2017**, in the City of Pasadena, California.

Copies of the Plans and Specifications are available at no charge 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. A copy can be requested by calling (626) 744-4195, fax (626) 396-8999, or email pw-permits@cityofpasadena.net. A non-refundable fee of $5.00 will be charged if mailing is requested. 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.
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 as a plan holder 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. 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 pre-bid meeting is scheduled for May 10, 217 at 10:00 a.m. in the Public Works Grand Conference Room, Pasadena City Hall, 100 N. Garfield Ave, Floor S038, Pasadena, California. This meeting is to answer any questions regarding the project plans and specifications.

ATTENDANCE IS NOT MANDATORY

Each Bidder must hold an active Class A, C – 12, or C - 32 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.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: April 20, 2017 (Authorized by City Attorney)