OFFICE OF THE CITY MANAGER

January 11, 2018

To the Honorable City Council
Of the City of Pasadena

Mayor and Councilmembers:

WEEKLY NEWSLETTER

1. Police Department – Discipline and Use of Force Reports:

As a follow-up to the request by Councilmember Gordo at Monday night's City Council meeting for information regarding Internal Affairs Complaints regarding Police Officer conduct, attached please find the latest Discipline Overview report that was provided to the Public Safety Committee on October 18, 2017. Such reports, along with Use of Force reporting, are provided to the Subcommittee twice per year. A copy of the Use of Force report from that same evening is also attached for reference.

2. Foothill Freeway (I-210) Closures for Pavement Rehabilitation – Update:

The California Department of Transportation (Caltrans) has provided an update to the closed portions of the Foothill Freeway (I-210) as part of the pavement rehabilitation upgrade projects that began on June 12, 2017 and will now continue with long-term ramp closures continuing through the Summer of 2018. The attached news release, from Caltrans provides additional detailed information.

3. Legal Advertisements and Public Notices:

I have attached a memorandum from Mark Jomsky, City Clerk, which provides this week's submission of an upcoming public notice 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

PASADENA

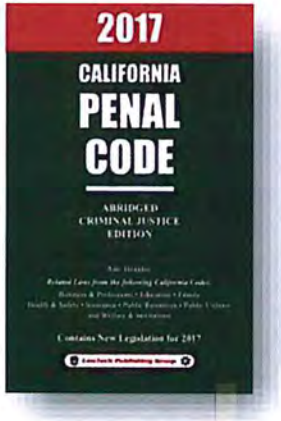
POLICE DEPARTMENT

Police Department

2017 Mid Year Discipline Overview

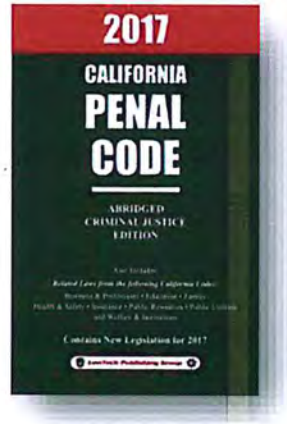
Complaint Procedure

Police Department



P.C. 832.5 (a)

"Each department or agency in this State which employs peace officers shall establish a procedure to investigate citizens' complaints against the personnel of such departments or agencies, and shall make a written description of the procedure available to the public."



P.C. 832.7 (a)

"Peace officer personnel records and records maintained by any state or local agency pursuant to Section 832.5, or information obtained from these records, are confidential and shall not be disclosed in any criminal or civil proceeding except by discovery pursuant to evidence code 1043 and 1046."

PASADENA

Complaint Procedure

Police Department

Lexipol Police 1020.1.1 Personnel Complaints Defined

"Personnel complaints consist of any allegation of misconduct or improper job performance against any department employee that, if true, would constitute a violation of department policy, federal, state or local law.

Administrative Investigations

Police Department

	Jan - June 2015	Jan - June 2016	Jan - June 2017
Internal Complaints	2	7	7
Collisions	12	8	8
External Complaints	11	7	4
Total Investigations	25	22	19

PASADENA

Administrative Investigations

Police Department

	January 2016– June 2016	July 2016 – December 2016
Internal Complaints	7	6
Collisions	8	6
External Complaints	7	13
Total Investigations	22	25

	January 2017 – June 2017
Internal Complaints	7
Collisions	8
External Complaints	4
Total Investigations	19

PASADENA

Investigations Disposition

Police Department

	Total Investigations	Investigations Completed with Disposition	Active Cases
2016	47	42	5
2017	19	7	12

Administrative Dispositions

Police Department

1020.7 DISPOSITION OF PERSONNEL COMPLAINTS

Each allegation shall be classified with one of the following dispositions:

Unfounded - When the investigation discloses that the alleged act(s) did not occur or did not involve department personnel. Complaints which are determined to be frivolous will fall within the classification of unfounded (Penal Code § 832.5(c)).

Exonerated - When the investigation discloses that the alleged act occurred, but that the act was justified, lawful and/or proper.

Not Sustained - When the investigation discloses that there is insufficient evidence to sustain the complaint or fully exonerate the employee.

Sustained - When the investigation discloses sufficient evidence to establish that the act occurred and that it constituted misconduct.

PASADENA

Disposition Summary

Police Department

	2015	2016	YTD 2017
Active Cases	2	5	12
Sustained	32	23	3
Not-Sustained	1	0	0
Exonerated	0	0	0
Unfounded	12	10	2
Withdrawn	0	1	0
Mediation	0	1	0
Informal	7	7	2
Total	54	47	19

PASADENA

Sustained Complaints - Imposed Discipline

Police Department

	2016	YTD 2017
Training	1	0
Written Warning	11	2
Suspension	11	1
Demotion	0	0
Termination	0	0
Total	23	3

PASADENA

2017 YTD Status by Allegation

Police Department

Date Open	Date Closed	Turn	Type	Allegation	Note
16-Jan	19-May	123	Citizen Complaint	Procedure	Allegation of improper procedure
24-May	19-Apr	330	Citizen Complaint	Force	Allegation of improper force
16-Feb	Open		Internal Complaint	Conduct	Allegation of criminal act
26-Feb	20-Sep	206	Internal Complaint	Procedure	Allegation of improper procedure
22-Feb	22-Aug	181	Internal Complaint	Collision	Preventable collision
24-Feb	Open		Internal Complaint	Conduct	Allegation of criminal act
26-Apr	25-Aug	121	Internal Complaint	Conduct	Allegation of improper conduct
13-Mar	1-Jul	110	Citizen Complaint	Conduct	Allegation of improper conduct
16-May	Open		Internal Complaint	Conduct	Allegation of improper conduct
10-Apr	Open		Citizen Complaint	Force	Allegation of improper force
11-May	Open		Internal Complaint	Procedure	Allegation of improper procedure
19-Mar	Open		Internal Complaint	Collision	Preventable collision
17-May	Open		Internal Complaint	Collision	Preventable collision
21-Apr	Open		Internal Complaint	Collision	Preventable collision
20-Apr	Open		Internal Complaint	Collision	Preventable collision
14-Jun	Open		Internal Complaint	Collision	Preventable collision
27-May	Open		Internal Complaint	Collision	Preventable collision
11-Jun	Open		Internal Complaint	Conduct	Allegation of criminal act
10-May	26-Sep	139	Internal Complaint	Collision	Preventable collision

PASADENA

PASADENA

POLICE DEPARTMENT

Police Department

2017 Mid year Use of Force Overview

Use of Force Review

Police Department

Policy:

The use of force by law enforcement personnel is a matter of critical concern, both to the public and to the law enforcement community. Officers are involved on a daily basis in numerous and varied interactions and, when warranted, may use reasonable force in carrying out their duties.

Officers must have an understanding of, and true appreciation for, their authority and limitations. This is especially true with respect to overcoming resistance while engaged in the performance of law enforcement duties.

The Department recognizes and respects the value of all human life and dignity without prejudice to anyone. Vesting officers with the authority to use reasonable force and to protect the public welfare requires monitoring, evaluation and a careful balancing of all interests.

PASADENA

What Constitutes Use of Force ?

Police Department

Force:

The application of physical techniques or tactics, chemical agents or weapons to another person. It is not a use of force when a person allows him/herself to be searched, escorted, handcuffed or restrained.

Reasonableness:

Officers shall use only that amount of force that appears reasonable, given the facts and circumstances perceived by the officer at the time of the event to accomplish a legitimate law enforcement purpose.

PASADENA

Use of Force Statistics

Police Department

	January 01, 2017 – June 30, 2017
TOTAL FORCE INCIDENTS	22
TOTAL INVOLVED OFFICERS	35
TOTAL APPLICATIONS OF FORCE	40

Categorical Uses of Force

Police Department

SIX MONTH SUMMARY OF CATEGORICAL FORCE APPLICATIONS

	Jan 1 – June 30, 2017
Strikes (Bodily Force)	25
TASER	6
Less Lethal (O.C. Spray)	1
Baton/Impact Weapon (40 mm)	7
Handgun	0
Carotid	1
K-9 Contact	0
TOTAL APPLICATIONS OF FORCE	**40**

PASADENA

Use of Force Statistics

Police Department

SIX MONTH SUMMARY OF ARRESTS VS. FORCE INCIDENTS

	Jan 1 – June 30, 2017
Arrests	2767
Force Incidents	22
% of arrests with force	.795%

Use of Force Statistics

Police Department

TOTAL USE OF FORCE INCIDENTS

Twelve Month Period 2015	Twelve Month Period 2016	Six Month Period 2017
36	45	22 (YTD)

State of California • Department of Transportation

NEWS RELEASE

Date: Jan. 5, 2018
District 7: Los Angeles & Ventura Counties
Contact: Tim Weisberg, timothy.weisberg@dot.ca.gov, 213-897-3630
Online: dot.ca.gov/d7 caltransd7info.blogspot.com twitter.com/CaltransDist7

FOR IMMEDIATE RELEASE

Foothill Freeway (I-210) Closures for Pavement Rehabilitation

La Crescenta, La Cañada Flintridge and Pasadena - The California Department of Transportation (Caltrans) will close portions of the Foothill Freeway (I-210), including some on/off ramps and connectors, as part of a pavement rehabilitation project. Residents and local businesses located near the freeway may experience noise, vibrations and dust associated with construction activities. Water trucks will be used to minimize dust during working hours, and equipment movement during overnight work will be limited to reduce noise from back-up alarms. Some closures may start and end later (up to noon the following day). All closures are weather permitting and subject to change.

Long-Term Closures:

- As of **Jan. 2:** Eastbound I-210 Angeles Crest Highway on-ramps (loop and straight)
- Westbound I-210 connector to California/Del Mar/State Route 110 exit intermittently during the week (11 a.m. to 6 a.m., Monday-Friday) through **mid-January**

I-210 project closures Monday, Jan. 8 through Friday, Jan. 12:

Eastbound I-210 (7 p.m. to 6 a.m.)

- Up to **4 lanes** from Lowell Avenue to Mountain Street, **southbound** I-710 (Long Beach Freeway)/**Westbound** State Route 134 (Ventura Freeway) connector to Lake Avenue
- Lowell Avenue, La Crescenta Avenue, Foothill Boulevard and Angeles Crest Highway (long-term closure starting Jan. 2) **on-ramps**
- Gould Avenue, Colorado Boulevard,and Angeles Crest Highway **off-ramps**
- Pennsylvania Avenue, Berkshire Place, Ocean View Boulevard, Arroyo Boulevard/Windsor Avenue, Lincoln Avenue/Howard Street, and Mountain Street **on- and off-ramps**
- **Connectors: southbound** State Route 2 (Glendale Freeway), **southbound** I-710, **westbound** SR-134 (Ventura Freeway)

Westbound I-210 (7 p.m. to 6 a.m.)

- Up to **4 lanes** from Walnut Street to Lowell Ave., **southbound** I-710 (Long Beach Freeway)/**Westbound** State Route 134 (Ventura Freeway) connector to Lake Avenue
- Gould Ave. and Walnut St. **on-ramps**
- Lowell Ave., La Crescenta Ave. and Foothill Blvd. **off-ramps**
- Mountain St., Lincoln Ave./Howard St., Arroyo Blvd./Windsor Ave., Berkshire Pl., Angeles Crest Highway, Ocean View Blvd., and Pennsylvania Ave. **on and off-ramps**
- **Connectors: southbound** SR-2, **southbound** I-710

Save Our Water
Learn easy ways to save water during California's drought at SaveOurWater.com

BE WORK ZONE ALERT

MOVE OVER

NEWS RELEASE

Northbound SR-2

- 8 p.m. to 6 a.m. – Verdugo Boulevard **off-ramp**
- 8 p.m. to 6 a.m. – Foothill Boulevard **off-ramp**
- 7 p.m. to 6 a.m. – SR-2 connector to **eastbound** I-210
- 10 p.m. to 7 a.m. – SR-2 connector to **westbound** I-210

Southbound SR-2

- 8 p.m. to 6 a.m. – Verdugo and Foothill Blvd. **on-ramps**

Eastbound SR-134

- 7 p.m. to 6 a.m. – SR-134 connector to **westbound** I-210
- 7 p.m. to 6 a.m. – SR-134 connector to **southbound** I-710

Northbound I-710

- 9 p.m. to 7 a.m. – Del Mar Boulevard **on-ramp**
- 11 p.m. to 5 a.m. – California Boulevard **on-ramp**
- 7 p.m. to 6 a.m. – I-710 connector to **westbound** SR-134
- 7 p.m. to 6 a.m. – I-710 connector to **eastbound** I-210

Southbound I-710

- 7 p.m. to 7 a.m. – Del Mar Boulevard **off-ramp** (until 6 a.m. Friday)

Only the following on/off-ramps will be closed Friday night/Saturday morning

- 7 p.m. to 6 a.m.: Eastbound Ocean View **on-ramp**
- 7 p.m. to 10 a.m.: Eastbound Gould Ave. **off-ramp**
- 8 p.m. to 10 a.m.: Eastbound Angeles Crest **off-ramp**
- 11 p.m. to 6 a.m.: **2 Eastbound lanes** between SR-2 and Angeles Crest Highway
- 7 p.m. to 7 a.m.: Northbound SR-2 Verdugo Blvd. **off-ramp**
- 7 p.m. to 10 a.m.: Northbound SR-2/Westbound I-210 **connector**

****The following on/off-ramps will be closed during daytime hours Monday-Thursday****

- 9 a.m. to noon: Eastbound Angeles Crest Highway **off-ramp**
- 9 a.m. to 2 p.m.: Eastbound Arroyo Blvd/Windsor Ave. **on-ramp**, Westbound **on/off-ramps**
- 9 a.m. to 2 p.m., Eastbound Gould Ave. **off-ramp**
- 9 a.m. to 3 p.m. Eastbound Pennsylvania Ave. **off-ramp**

Night time closures are necessary to minimize traffic delays and provide a safe work zone for construction crews and drivers along I-210. Drivers should plan ahead and use alternate routes.

For more information on the I-210 Pavement Rehabilitation Project, visit the project web page at http://www.dot.ca.gov/d7/projects/details.php?id=45

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Save Our Water
Learn easy ways to save water during California's drought at SaveOurWater.com

BE WORK ZONE ALERT

MOVE OVER

OFFICE OF THE CITY CLERK

MEMORANDUM

TO: Honorable Mayor and City Council

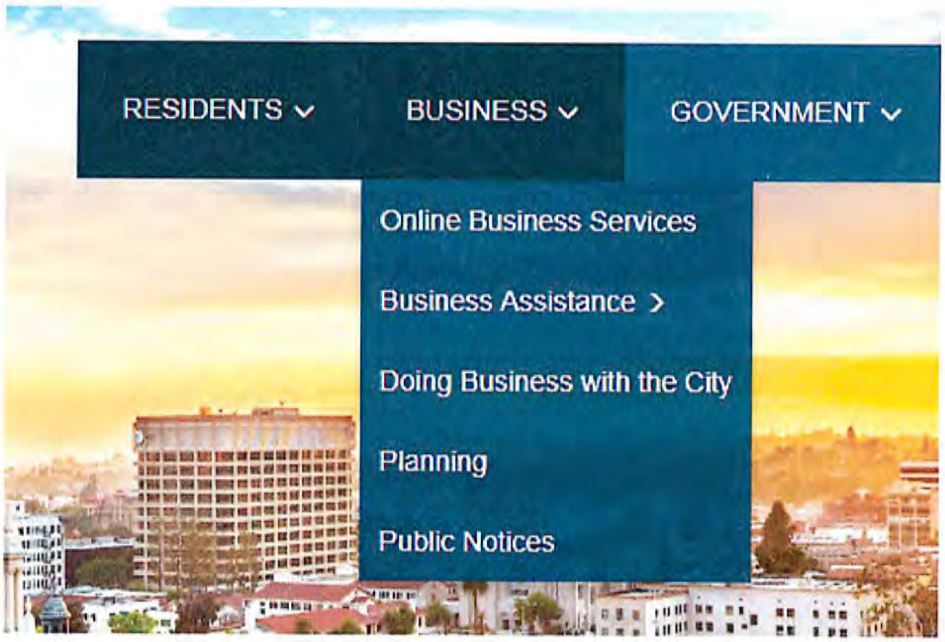
FROM: Mark Jomsky, City Clerk

DATE: January 11, 2018

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

PUBLIC NOTICE OF SUBSTANTIAL AMENDMENT TO THE ANNUAL ACTION PLAN (2017-2018) FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

The City of Pasadena intends to modify its 2017-2018 Annual Action Plan through the following amendment actions:

Activity Name & Description	Implementing Agency	Funding Amount	Locations(s)	Action
Pasadena Single-Family Residential Rehabilitation Program Lead-paint stabilization and solar installation	Career Services Department – City of Pasadena	-$100,000	Citywide	Funding Reduction
PEC Building Renovation Rehabilitate the building	Housing Department – City of Pasadena	$300,000	1015 N. Lake Ave.	Funding Reallocation

Interested citizens are invited to submit comments on the proposed amendment to the 2017-2018 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 February 5, 2018 will be considered. Citizens may also make comments at the following scheduled public hearing:

City Council - Public Hearing
Monday, February 5, 2018 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

CITY OF PASADENA
NOTICE INVITING BIDS

INSTALLATION OF FIBER OPTIC CONNECTIONS TO CENTRAL AND MEMORIAL PARKS

Three (3) copies of sealed bids will be received prior to **3:00 P.M. January 30, 2018** 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: **Installation of Fiber Optic Connections to Central and Memorial Parks**

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.

A **mandatory pre-bid conference** will be held at which time each bidder will have the opportunity to clarify and ask questions regarding the Specifications. The pre-bid conference will be held at 9:00AM on **January 16, 2018** at the Pasadena Senior Center, 85 E. Holly Street, Pasadena, CA 91103. Immediately following the meeting at the Senior Center, the job walk will continue at the El Centro Social Building, 37 E. Del Mar Boulevard, Pasadena, CA 91105.

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 California Contractor Licenses A and C-10 to bid on this specification.

This contract will be funded in whole or in part with federal Community Development Block Grant funds. The Federal Labor Standards Provisions, including prevailing wage requirements of the Davis-Bacon and Related Acts will be enforced.

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: January 11, 2018

STEVE MERMELL
CITY MANAGER

PUBLISH: January 11, 2018

NOTICE INVITING BIDS

FOR

MEDIUM VOLTAGE DISTRIBUTION SWITCHES

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. Bidders are required to submit (upload) all items listed in the BIDDER'S CHECKLIST including acknowledgement of all addendums. Bids will be received prior to **11:00AM February 7, 2018,** and will be opened online at that time. The bids shall be clearly titled:

MEDIUM VOLTAGE DISTRIBUTION SWITCHES

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: JANUARY 11, 2018

PUBLISH: JANUARY 11, 2018

Steve Mermell
City Manager

NOTICE INVITING BIDS

FOR

Capacitance and Power Factor / Tan-Delta Test Set

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. Bidders are required to submit (upload) all items listed in the BIDDER'S CHECKLIST including acknowledgement of all addendums. Bids will be received prior to **11:00am February 7, 2018,** and will be opened online at that time. The bids shall be clearly titled:

Capacitance and Power Factor / Tan-Delta Test Set

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: JANUARY 11, 2018

PUBLISH: JANUARY 11, 2018

Steve Mermell
City Manager

NOTICE INVITING BIDS

FURNISH OFFICE FURNITURE, DELIVERY AND INSTALLATION FOR

ROBINSON PARK RECREATION CENTER (PROJECT NO. 78043) – OFFICE FURNITURE

One copy of the sealed bid will be received prior to **2:00 PM on February 14, 2018** by the City Clerk, 100 North Garfield Avenue, Room S228, Pasadena, CA 91109, and will be opened at that time and place.

The bid shall be clearly titled: **ROBINSON PARK RECREATION CENTER (PROJECT NO. 78043) – OFFICE FURNITURE**

Copy of the Specifications may be downloaded from the City's Purchasing website via at www.cityofpasadena.net/finance/doing-business/bid-opportunities
Or planetbids website-https://www.planetbids.com/portal/portal.cfm?CompanyID=14770.
A paper copy of the bid document is available only to review, not purchase, at the Purchasing Division, 100 North Garfield Avenue, Rm 348, Pasadena, CA 91109, Telephone No. (626) 744-6755.

The estimated cost for this work is $121,000 for the furnish and install office furniture including storage of the equipment prior to delivery, delivery, and installation for **OFFICE FURNITURE.** The proposed plans of the Office Furniture layouts are attached in the bid proposal. It's optional for a successful bidder to either possess a California State Contractor's License B or C61/D34 (prefabricated equipment) license.

The Robinson Park Recreation Center (RPRC) is currently in construction. The construction is expected to be substantially completed by the end of September 2018. The successful bidder will not be permitted to install office furniture until the furnishing rooms are completed and accepted by the City. If the office furnishing rooms are completed sooner than the anticipated completion of September 2018, the City's project manager will provide two weeks advance notice and at which time the successful bidder shall be ready to mobilize and install all the bid items furniture at the start date indicated on the notice to proceed letter. The City's project manager will start counting working day from the start date indicated on the notice to proceed letter. The successful bidder will have 10 working days to complete the work.

It's the responsibility of the successful bidder to coordinate with the current RPRC's General Contractor, AWI Builders, for the coordination of the substantial completion date and the availability of the furnishing rooms for the installation of the office furniture. As part of this contract work, the project manager or the main installer coordinator from the successful bidder is required to attend 2 construction meetings when requested by the City's Project Manager for the construction/installation coordination with the current general contractor (AWI). The weekly construction meeting is currently being held on Thursday at 9 am.

The project site at on **1081 North Fair Oaks Avenue, Pasadena, CA 91103.**

PRE-BID JOBSITE CONFERENCE IS NOT REQUIRED FOR THIS BID.

Bidders may email their questions or equivalent material or substitution request of office furniture to James Tong at jtong@cityofpasadena.net until 5:00 p.m. on Wednesday, January 31, 2018. Questions, review of equivalent material or substitution requests submitted after this time will neither be considered nor answered. Questions and answers or responses to the equivalent material or substitution requests will be issued as an addendum via email to all plan holders by February 7, 2018. **Bidders shall sign and submit all addenda (if any) with their bid proposal**; if all addenda are not signed and submitted with the bid proposal, the bid may be deemed non-responsive and rejected. Contractor shall not be permitted to make substitution and equivalent request of office furniture after January 31, 2018.

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.

This project is subject to the City's Competitive Bidding and Purchasing Ordinance, (Chapter 4.08 of the Pasadena Municipal Code), the California Fair Employment and Housing Act (Government Code Section 12900 et. Seq.), the City's Living Wage Ordinance (Chapter 4.11 of the Pasadena Municipal Code) and the rules and regulations promulgated thereunder.

Each bidder shall obtain and keep a **current Pasadena City Business License** prior to commencement and throughout the duration of the work. The City is seeking to maximize participation by Pasadena contractors, businesses, and residents in the project limit. Bidders are encouraged to perform outreach efforts and submit documentation evidencing outreach to Local Businesses and Local Hiring with its bid submittal. See Instructions to Bidders, Paragraph 32 & Supplementary Conditions, Section II for details.

The City affirmatively ensures that minority business enterprises will be afforded full opportunity to submit bids in response to this notice and will not be discriminated against on the basis of race, color, origin, ancestry, sex, or religion in consideration for an award.

Failure of the bidder to obtain proper and adequate licensing for an award of a contract shall constitute a failure to execute the contract and shall result in the forfeiture of the bidder's proposal guarantee. As provided for in Section 22300 of the California Public Contract Code, the Contractor may substitute securities for monies withheld by the City to ensure performance under the contract. Notwithstanding the foregoing, such Contractor shall have 30 calendar days following the award of the Contract to submit a written request to the City to permit the substitution of securities for retention or payment to an escrow agent; failure to do so shall be deemed a waiver of the right.

This Bid is subject to SB854. All covered work classifications required in performance of this contract will be subject to State and Federal prevailing wage provisions including California Labor Code (Section 1770, 1771.5, 1773, 1777.5 and 1776), Davis-Bacon and Related Acts. Contractor shall also adhere to the requirements contained in the City's Labor Compliance Program (LCP). The LCP, initially approved by the DIR on November 20, 2003, and re-approved by the DIR on January 24, 2012, is a part of these contract documents. All pertinent California statutes and regulations, including but not limited to those referred to in the City's LCP, are incorporated herein by reference as though set forth in their entirety. Additionally, the Contractor is responsible for obtaining a current edition of all California statutes and regulations and adhering to the latest editions of such. Contractor shall submit to the City copies of all Certified Payroll Records (CPRs) with the progress payment on a monthly basis.

State wage rates are set forth in the General Prevailing Wage Rates available on California Department of Industrial Relations' website at http://www.dir.ca.gov/OPRL/PWD/index.htm. Future effective general prevailing wage rates which have been predetermined and are on file with the California Department of Industrial Relations are referenced but not printed in the general prevailing wage rates. A copy of the prevailing rate of per diem wages shall be posted at the job site.

The Federal minimum wage rates for this project as predetermined by the United States Secretary of Labor may be found at http://www.wdol.gov/. Attention is directed to the Federal minimum wage rate requirements. The Department of Industrial Relations will not accept lower State wage rates not specifically included in the Federal minimum wage determinations. This includes "helper" (or other classifications based on hours of experience) or any other classification not appearing in the Federal wage determinations. Where Federal wage determinations do not contain the State wage rate determination otherwise available for use by the Contractor and subcontractors, the Contractor and subcontractors shall pay not less than the Federal minimum wage rate which most closely approximates the duties of the employees in question.

If there is a difference between the minimum wage rates in the Pasadena Living wage rates, the California prevailing wage rates and federal minimum wage rates for similar classifications of labor, the Contractor and subcontractors shall pay not less than the highest wage rate.
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.

STEVE MERMELL
City Manager

Date Authorized by City Attorney: January 2, 2018
Date of Publication: January 11, 2018.

NOTICE INVITING BIDS

FURNISH FITNESS EQUIPMENT, DELIVERY AND INSTALLATION FOR

ROBINSON PARK RECREATION CENTER (PROJECT NO. 78043) – FITNESS EQUIPMENT

One copy of the sealed bid will be received prior to **2:00 PM on February 23, 2018** by the City Clerk, 100 North Garfield Avenue, Room S228, Pasadena, CA 91109, and will be opened at that time and place.

The bid shall be clearly titled: **ROBINSON PARK RECREATION CENTER (PROJECT NO. 78043) – FITNESS EQUIPMENT**

Copy of the Specifications may be downloaded from the City's Purchasing website at www.cityofpasadena.net/finance/doing-business/bid-opportunities or https://www.planetbids.com/portal/portal.cfm?CompanyID=14770. A paper copy of the bid document is available to review only, not purchase, at the Purchasing Division, 100 North Garfield Avenue, Rm 348, Pasadena, CA 91109, Telephone No. (626) 744-6755.

The estimated cost for this work is $75,000 for the furnish and install fitness equipment including storage of the equipment prior to delivery, delivery, and installation for fitness equipment. The proposed plans of the fitness equipment layout is attached in the bid proposal. The successful bidder is encouraged to possess a California State Contractor's License B or C61/D34 (prefabricated equipment) license.

The Robinson Park Recreation Center (RPRC) is currently in construction. The construction is expected to be substantially completed by the end of September 2018. The successful bidder will not be permitted to install fitness equipment until the fitness room is completed and accepted by the City. If the fitness and dance rooms are completed sooner than the end of September 2018, the City's project manager will provide two weeks advance notice and the successful bidder shall be ready to mobilize and install all the bid items furniture at the start date indicated on the notice to proceed letter. The City's project manager will start counting working day from the start date indicated on the notice to proceed letter. The successful bidder will have 5 working days to complete the work.

It's the responsibility of the successful bidder to coordinate with the current RPRC's General Contractor, AWI Builders, for the coordination of the substantial completion date and the availability of the fitness room for the installation of the fitness equipment. As part of this contract work, the project manager or the main installer coordinator from the successful bidder is required to attend 2 construction meetings when requested by the City's Project Manager for the construction/installation coordination with the current general contractor (AWI). The weekly construction meeting is currently held on Thursday of the week at 9 am but it's subject to change.

The project site at on **1081 North Fair Oaks Avenue, Pasadena, CA 91103. Pre-bid jobsite conference is not required for this bid.**

Bidders may email their questions or equivalent material or substitution request of fitness equipment to James Tong at jtong@cityofpasadena.net until 5:00 p.m. on Wednesday, February 8, 2018. Questions, review of equivalent material or substitution requests submitted after this time will neither be considered nor answered. Questions and answers or responses to the equivalent material or substitution requests will be issued as an addendum via email to all plan holders by February 15, 2018. **Bidders shall sign and submit all addenda (if any) with their bid proposal**; if all addenda are not signed and submitted with the bid proposal, the bid may be deemed non-responsive and rejected. Contractor shall not be permitted to make substitution and equivalent request of fitness equipment after February 8, 2018.

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.

This project is subject to the City's Competitive Bidding and Purchasing Ordinance, (Chapter 4.08 of the Pasadena Municipal Code), the California Fair Employment and Housing Act (Government Code Section 12900 et. Seq.), the City's Living Wage Ordinance (Chapter 4.11 of the Pasadena Municipal Code) and the rules and regulations promulgated thereunder.

Each bidder shall obtain and keep a **current Pasadena City Business License** prior to commencement and throughout the duration of the work. The City is seeking to maximize participation by Pasadena contractors, businesses, and residents in the project limit. Bidders are encouraged to perform outreach efforts and submit documentation evidencing outreach to Local Businesses and Local Hiring with its bid submittal. See Instructions to Bidders, Paragraph 32 & Supplementary Conditions, Section II for details.

The City affirmatively ensures that minority business enterprises will be afforded full opportunity to submit bids in response to this notice and will not be discriminated against on the basis of race, color, origin, ancestry, sex, or religion in consideration for an award.

The successful bidder is not required to possess a State Contractor's License at the time a contract for this work is awarded but it's expected that the successful bidder will be required to install all the kitchen equipment pertain to this contract. Failure of the bidder to obtain proper and adequate licensing for an award of a contract shall constitute a failure to execute the contract and shall result in the forfeiture of the bidder's proposal guarantee. As provided for in Section 22300 of the California Public Contract Code, the Contractor may substitute securities for monies withheld by the City to ensure performance under the contract. Notwithstanding the foregoing, such Contractor shall have 30 calendar days following the award of the Contract to submit a written request to the City to permit the substitution of securities for retention or payment to an escrow agent; failure to do so shall be deemed a waiver of the right.

This Bid is subject to SB854. All covered work classifications required in performance of this contract will be subject to State and Federal prevailing wage provisions including California Labor Code (Section 1770, 1771.5, 1773, 1777.5 and 1776), Davis-Bacon and Related Acts. Contractor shall also adhere to the requirements contained in the City of Pasadena's Labor Compliance Program (LCP). The LCP, initially approved by the DIR on November 20, 2003, and re-approved by the DIR on January 24, 2012, is a part of these contract documents. All pertinent California statutes and regulations, including but not limited to those referred to in the City's LCP, are incorporated herein by reference as though set forth in their entirety. Additionally, the Contractor is responsible for obtaining a current edition of all California statutes and regulations and adhering to the latest editions of such. Contractor shall submit to the City copies of all Certified Payroll Records (CPRs) with the progress payment on a monthly basis.

State wage rates are set forth in the General Prevailing Wage Rates available on California Department of Industrial Relations' website at http://www.dir.ca.gov/OPRL/PWD/index.htm. Future effective general prevailing wage rates which have been predetermined and are on file with the California Department of Industrial Relations are referenced but not printed in the general prevailing wage rates. A copy of the prevailing rate of per diem wages shall be posted at the job site.

The Federal minimum wage rates for this project as predetermined by the United States Secretary of Labor may be found at http://www.wdol.gov/. Attention is directed to the Federal minimum wage rate requirements. The Department of Industrial Relations will not accept lower State wage rates not specifically included in the Federal minimum wage determinations. This includes "helper" (or other classifications based on hours of experience) or any other classification not appearing in the Federal wage determinations. Where Federal wage determinations do not contain the State wage rate determination otherwise available for use by the Contractor and subcontractors, the Contractor and subcontractors shall pay not less than the Federal minimum wage rate which most closely approximates the duties of the employees in question.

If there is a difference between the minimum wage rates in the Pasadena Living wage rates, the California prevailing wage rates and federal minimum wage rates for similar classifications of labor, the Contractor and subcontractors shall pay not less than the highest wage rate.
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.

STEVE MERMELL
City Manager

Date Authorized by City Attorney: 8/30/2017

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