



OFFICE OF THE CITY MANAGER

February 6, 2020

To the Honorable City Council
of the City of Pasadena

Mayor and Councilmembers:

WEEKLY NEWSLETTER

1. Refunding of 2015A and B Series Pension Obligation Bonds:

According to Matt Hawkesworth, Director of Finance, on February 5, 2020, the City locked in pricing for the refunding of the 2015A and B Pension Obligation Bonds related to the funding of the City's closed Fire and Police Retirement System. The City and its General Fund will realize annual debt service savings of \$436,000 through the year 2045 for a total savings of \$10.99 million. The refunding will close on February 26, 2020. In conjunction with the refunding, Standard and Poors reaffirmed the City's AAA rating with a stable outlook along with assigning a AAA rating for this transaction.

2. Community Emergency Response Team Training:

Lisa Derderian, City of Pasadena Public Information Officer and Emergency Manager, is pleased to announce that on Saturday, February 1, 2020, over 50 people graduated from the City of Pasadena Community Emergency Response Team (CERT) 21-hour Federal Emergency Management (FEMA) course. The graduates included city staff, personnel from Huntington Hospital and CalTech, a team of Wildland Fire students, and several community residents.

Pasadena CERT Coordinator and Disaster Advisory Council member Carolyn Seitz and a team of invaluable city leadership volunteers helped coordinate the class and logistics. Pasadena Fire Station 32 is the home of our Urban Search & Rescue Team and they taught many of the modules. The students appreciated working with the actual personnel who have regional experience and can share the reality of how they respond to day to day emergencies and how they coordinate resources in a large scale incident. Other modules were taught by Lisa Derderian and Huntington Hospital Emergency Room personnel.

The CERT program educates volunteers about disaster preparedness for the hazards that may impact their area and trains them in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations. CERT offers a consistent, nationwide approach to volunteer training and organization that professional responders can rely on during disaster situations, allowing them to focus on more complex tasks.

City Hall

100 N. Garfield Avenue, Room S228

Mailing Address: P.O. Box 7115 • Pasadena 91109-7215

(626) 744-6936 • Fax (626) 744-4774

smermell@cityofpasadena.net

Some go through the course to learn how to organize their neighborhood or businesses and others go through the process to become CERT leaders for the city where they are assigned various tasks.

The full CERT class is offered twice a year and Council members host CERT four hour overviews periodically.

For further information or to be put on the CERT interest list please e-mail PasadenaCert33@cityofpasadena.net or contact your Councilmember for the overview course.

3. 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 at 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,



NICHOLAS G. RODRIGUEZ
Assistant City Manager

/Attachments



OFFICE OF THE CITY CLERK

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Mark Jomsky, City Clerk *MJ*
DATE: February 6, 2020
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.

**CITY OF PASADENA
NOTICE INVITING BIDS**

FURNISH LABOR AND MATERIALS FOR PICKUP TRUCK

1. Delivery Instructions

Three (3) copies of sealed bids will be received prior to 3:00 pm Feb 26, 2020 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: **PICKUP TRUCK**

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.

2. Bid Conference

A **NON** 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 in the .

3. Release Date:

Release Dated: Feb 6, 2020

STEVE MERMELL
City Manager

NOTICE INVITING BIDS
for
YWCA – STRUCTURAL SHORING
79 Marengo Ave
Pasadena, CA 91101

General work description: Design, furnish, and install shoring, to remain in place, in various locations to support the structure of the existing building formerly known as the YWCA located at 79 Marengo Ave, Pasadena CA.

Length of contract: 15 working days

The estimated cost of the project: \$250,000

Sealed bids will be received until **2:00 p.m., February 27, 2020** by the City Clerk of Pasadena, 100 N. Garfield Ave. 2nd Floor Room 228, Pasadena, for **YWCA STRUCTURAL SHORING**, located at 79 Marengo Ave, Pasadena, CA 91101.

A copy of the bid package is available on the City website at:<https://www.planetbids.com/portal/portal.cfm?CompanyID=14770>. The Pasadena Supplements and Modifications to the Standard Specifications for Public Works Construction ("Greenbook") is available, if needed, online at:
<https://ww5.cityofpasadena.net/public-works/wp-content/uploads/sites/52/2016/10/Supplements-and-Modifications-to-the-Green-Book-2006-Edition.pdf>

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.

A mandatory pre-bid meeting is scheduled for **February 18, 2020 at 10:00 a.m.** in the YWCA building located at 79 Marengo Ave, Pasadena, California 91101. This meeting is to review existing site conditions and answer any questions regarding the project plans and/or specifications.

ATTENDANCE IS MANDATORY

If Prospective Bidders **do not** attend the mandatory meeting and/or sign-in on the attendance sheet, their bid package will not be accepted and will be deemed un-responsive at the time of bid opening. Submitted package will be verified by the attendance sheet.

Deadline for Bidder Request for Information and/or Equal Substitution Request must be submitted to the Agency Representative by February 20, 2020, 2:00 p.m. All RFIs and/or Substitution request must be submitted via e-mail to Tiffany Chen, email: tchen@cityofpasadena.net

Each Bidder must hold an active **Class A or B** 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: January 30, 2020 (Authorized by City Attorney)
Publish: February 6, 2020 & February 13, 2020

NOTICE INVITING BIDS
for
BANNER BANK DEMOLITION
In the City of Pasadena, California

General work description: Demolition of the existing 2-story, 5,538 SF building and foundations; removal of site paving, curbs, and vegetation; backfill and rough site grading; cut and cap utilities including sewer, electrical and water; furnish and install chainlink fence.

Length of contract: 15 working days

The estimated cost of the project: \$100,000

Sealed bids will be received until **3:00 p.m., February, 27, 2020** by the City Clerk of Pasadena, 100 N. Garfield Ave. 2nd Floor Room 228, Pasadena, for **BANNER BANK DEMOLITION**, in the City of Pasadena, California.

A copy of the bid package is available on the City website

at:<https://www.planetbids.com/portal/portal.cfm?CompanyID=14770>.

The Pasadena Supplements and Modifications to the Standard Specifications for Public Works Construction ("Greenbook") is available, if needed, online at:

<https://ww5.cityofpasadena.net/public-works/wp-content/uploads/sites/52/2016/10/Supplements-and-Modifications-to-the-Green-Book-2006-Edition.pdf>

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.

A mandatory pre-bid meeting is scheduled for **February 19, 2020 at 10:00 a.m.** at Banner Bank located at 717 E. Union Street, Pasadena, California. This meeting is to answer any questions regarding the project plans and specifications.

ATTENDANCE IS MANDATORY

If Prospective Bidders **do not** attend the mandatory meeting and/or sign-in on the attendance sheet, their bid package will not be accepted and will be deemed un-responsive at the time of bid opening. Submitted package will be verified by the attendance sheet.

Deadline for Bidder Request for Information and/or Equal Substitution Request must be submitted to the Agency Representative by **February 21, 2020, 2:00 p.m.** All RFIs and/or Substitution request must be submitted via e-mail to Tiffany Chen, email: tchen@cityofpasadena.net

Each Bidder must hold an active **Class A or B** License and the Bidder or a listed Subcontractor must hold an active **Class C-22** (asbestos abatement) 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). If the Bidder holds a **Class B** license, the Bidder (if it will self-perform the demolition work) or a listed Subcontractor must hold a **Class C-21** (building moving/demolition) license. In addition, the Bidder or a listed Subcontractor must hold all applicable certifications/registrations from the following regulatory agencies, EPA, SCAQMD, DHS, OSHA, NESHAP, and CalOSHA, for the removal/abatement of hazardous materials.

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: January 30, 2020 (Authorized by City Attorney)

Publish: February 6, 2020 & February 13, 2020

CITY OF PASADENA NOTICE INVITING BIDS

1. Purpose

FURNISH MATERIALS & SUPPLIES FOR Restroom Supplies

2. Delivery Instructions

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 3:00 pm on Mar 3, 2020 and will be opened online at that time.

The bids shall be clearly titled: **Restroom Supplies**

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.

3. Bid Conference

The City does not plan to hold a pre-bid conference. Instead, the City will accept written questions via email received no later than five days prior to the bid date.

4. Release Date

Release Date: Feb 6, 2020

STEVE MERMELL
City Manager