



OFFICE OF THE CITY MANAGER

November 10, 2022

To the Honorable City Council
of the City of Pasadena

Mayor and Councilmembers:

WEEKLY NEWSLETTER

1. **Tiny Village Site Request for Information:**

William Huang, Director of Housing, reported that the department issued a Request for Information (“RFI”) on September 21, through the city’s Planet Bids procurement system. The RFI was submitted to determine interest among private property owners and the availability of local sites that would be conducive to support the development of a tiny village project to address the ongoing need for emergency shelter resources among people experiencing homelessness. The ideal site for such a project would need to be available to use for a minimum of five years and be able to support the infrastructure (i.e., water, electricity, sewage) for ongoing operations.

The RFI was open for three weeks and staff shared the opportunity directly with various stakeholders, including Pasadena Unified School District, City Council district liaisons, faith-based organizations, community advocates, and local news outlet Pasadena Now. These stakeholders were encouraged to circulate the opportunity among their networks to encourage creative responses. In total, 13 interested parties downloaded the solicitation. Despite the outreach conducted by staff to encourage responses, no submissions were received by the October 12 deadline.

Low-barrier emergency shelter is necessary to support people who are experiencing a housing crisis and get them connected to essential services and permanent housing. However, without a viable site to provide this resource, opportunities to expand the city’s emergency shelter capacity remain limited.

2. Pasadena in the News:

Below are this week's top five clips of Pasadena in the News as submitted by Lisa Derderian, Public Information Officer.

1. [Formal Ceremony at City Hall Will Honor Pasadena Veterans This Friday With Speeches, Bagpipes, Flyover](#) – Pasadena Now
2. [Pasadena Celebrates Reopening of Jefferson School Campus](#) – Pasadena Star News
3. [City Council District 3 Application Period Opens](#) – Pasadena Journal
4. [Pasadena's new city controller makes money moves](#) – PCC Courier
5. [Giggles & Screams Halloween Block Party](#) – Pasadena Media

3. Legal Advertisements and Public Notices:

Attached is 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



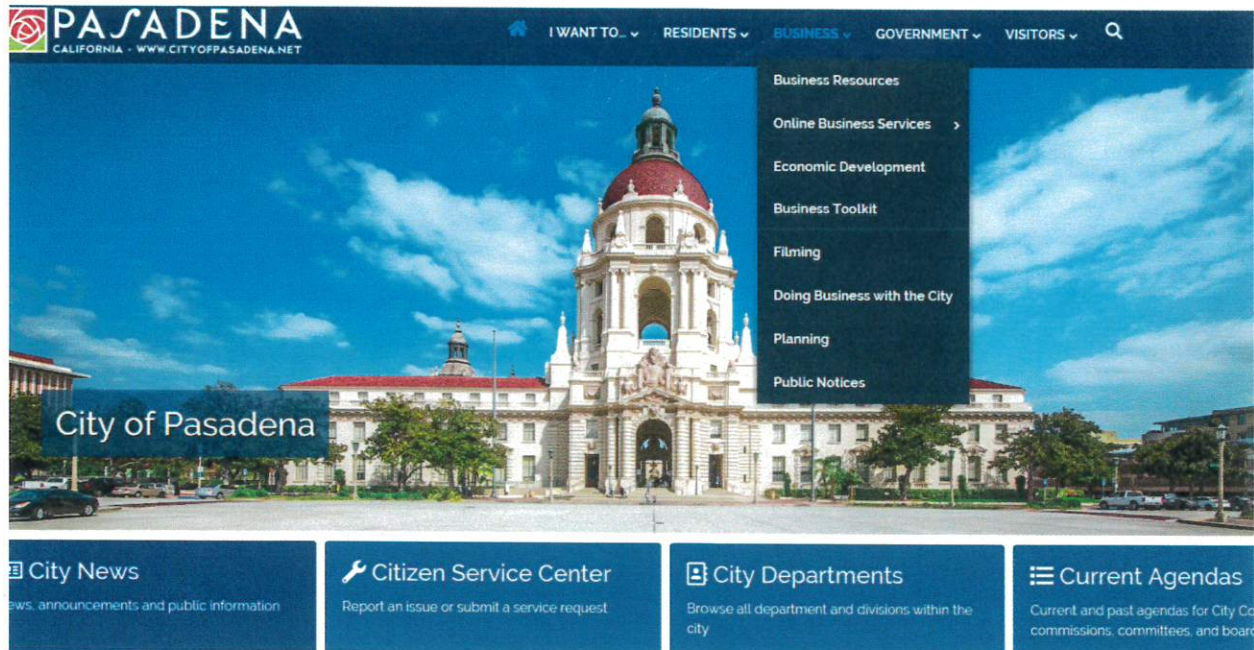
OFFICE OF THE CITY CLERK

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Mark Jomsky, City Clerk *[Signature]*
DATE: November 10, 2022
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.

1. Notice Inviting Bids

FURNISH LABOR AND MATERIALS FOR JANITORIAL SERVICES

DEPARTMENT: PUBLIC WORKS DEPARTMENT, BSFMD

1. 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 Wednesday, November 30, 2022**, and will be opened online at that time.

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

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 **11:00 am Wednesday, November 16, 2022** in the **City Hall 100 N. Garfield Avenue - Follow Directional Signage Posted in Rotunda, accessible from Garfield Avenue Pasadena, CA 91101**.

3. Bid Security

Electronic Bid bond is required. Bidders must submit all required information for the city to verify the bond with their bid (as a PDF file). The bond must meet the following requirements and characteristics: A bid security in the amount of five percent (5%) of the total bid price in the form of a redeemable or callable electronic surety bond, meeting City requirements, must accompany all bids.

4. Required Licenses

Bidders must possess and provide the following licenses or certifications to be deemed qualified to perform the work specified:

Vendor shall hold a current ISSA Cleaning Industry Management Standard-Green Building (CIMS-GB), verified by ISSA or an official dated CIMS-GB Certificate. Contractor to submit documentation upon City's request after bid submission.

5. Performance Bonds, and Labor & Materials Bonds

Performance Bonds Required: 100%

Labor & Materials Bonds Required: 50%

6. Release Date:

Release Dated: Thursday, November 10, 2022

MIGUEL MÁRQUEZ
City Manager