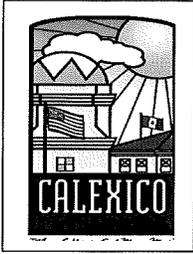


**AGENDA
ITEM**

9



AGENDA STAFF REPORT

DATE: November 16, 2016

TO: Mayor and City Council

APPROVED BY: Armando G. Villa, City Manager *[Signature]*

PREPARED BY: Nick Fenley, Public Works Manager *[Signature]*

SUBJECT: Award Bid Proposal from Avfuel Corporation for Jet-A and 100 Low Lead (LL) Avgas Aviation Fuel for Fiscal Year 2016-2019 for the Calexico International Airport.

=====

Recommendation:

Award Bid Proposal from Avfuel Corporation for Jet-A and 100 Low Lead (LL) Avgas Aviation Fuel for Fiscal Year 2016-2019 for the Calexico International Airport.

Background:

The Calexico International Airport is owned and operated by the City of Calexico. It is located at 801 W. 2nd Street, Calexico, California. The Airport site is comprised of approximately 305 acres of land; all situated within the City limits of Calexico. The Airport is open year round, 24 hours per day. Airport operations personnel are available from 8:00 a.m. to 5:00 p.m. daily and after hours on request. The United States Customs and Border Protection Inspectors are based at the Airport daily from 8:00 a.m. to 8:00 p.m. and are available upon request after hours. There is an average of 15 aircraft operations per day.

Discussion & Analysis:

On October 13, 2016, the City of Calexico Public Works Department requested bids from qualified vendors or firms for the furnishing of Aviation Fuel: 100 Load Lead (LL) Avgas and Jet-A for the Calexico International Airport. The contract proposal period is for three (3) years.

On November 3, 2016, the Office of the City Clerk received two (2) bids from the following vendors:

<u>Vendor</u>	<u>Jet-A</u>	<u>100LL</u>
1. Avfuel Corporation.	\$1.89321	\$3.18651
2. Epic Aviation LLC.	\$2.15574	\$3.49945

**AGENDA
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After carefully reviewing the bids submitted, staff has determined that Avfuel Corporation meets all the required guidelines specified in the Request for Bids. For this reason, staff is requesting that the City Council of the City of Calexico award bid proposal from Avfuel Corporation for Jet-A and 100 Low Lead (LL) Avgas for Fiscal Year 2016-2019 for the Calexico International Airport.

Fiscal Impact:

Airport Operating Fund Budgeted Item for FY 2016-2017.

Approximately 50,000 gallons of Jet-A and 50,000 gallons of 100 LL Avgas are sold per year during the three (3) year contract.

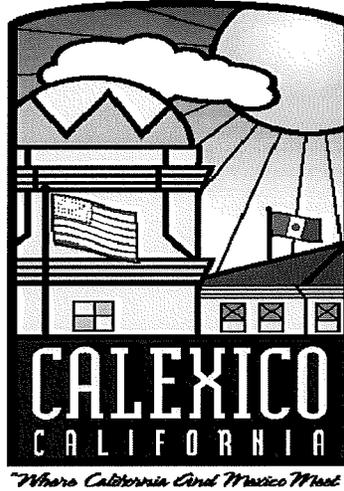
Coordinated With:

Office of the City Clerk and Calexico International Airport.

Attachment:

1. Request for Proposals (RFP) dated October 13, 2016
2. City Clerk Tabulation Sheet.
3. Avfuel Corporation Proposal.
4. Epic Aviation LLC Proposal.

CITY OF CALEXICO



Request For Bids Aviation Fuel For Calexico International Airport

**Public Works Department
Calexico International Airport
608 Heber Avenue
Calexico, CA 92231
(760) 768-2160
www.calexico.ca.gov**

October 13, 2016

CITY OF CALEXICO
PUBLIC WORKS DEPARTMENT
CALEXICO INTERNATIONAL AIRPORT

NOTICE TO BIDDERS'

AVIATION FUEL FOR THE CALEXICO INTERNATIONAL AIRPORT

The City of Calexico will be accepting bids from qualified vendors or firms for the furnishing of Aviation Fuel: 100 Load Lead (Avgas) and Jet-A for the Calexico International Airport. The contract proposal period is for three (3) years.

Bids submitted must be on the City's form and in the measures specified and shall provide unit cost, delivery and hazardous material fees, (if applicable), and all appropriate taxes.

Sealed Bids must be marked as "RFB for Aviation Fuel" on the package exterior, and must be received addressed to the "Office of the City Clerk of the City of Calexico", 608 Heber Avenue, Calexico, CA 92231-2840 by 2:00 p.m. on Thursday, November 3, 2016. The bidder is responsible for the timely receipt of their bid by the City Clerk. Late, e-mailed or faxed bids will be considered non-responsive.

Copy of the Request for Bid can be obtained at the Public Works Department, City Hall, 608 Heber Avenue, Calexico, CA 92231-2840 or visiting the city's website at www.calexico.ca.gov.

Bidder will be required to obtain a City of Calexico Business License once bid is awarded.

The City Council reserves the right to reject any or all bids that are not in compliance with the bid notice.

If you have any questions or require additional information, please do not hesitate to contact the Public Works Department at (760) 768-2160.

Nick Fenley
Public Works Manager

CITY OF CALEXICO
PUBLIC WORKS DEPARTMENT
CALEXICO INTERNATIONAL AIRPORT
AVIATION FUEL FOR THE CALEXICO INTERNATIONAL AIRPORT

I. INTRODUCTION

The City of Calexico will be accepting bids from qualified vendors or firms for the furnishing of Aviation Fuel: 100 Load Lead (Avgas) and Jet-A for the Calexico International Airport. The contract proposal period is for three (3) years.

II. BACKGROUND

The Calexico International Airport is owned and operated by the City of Calexico. It is located at 801 W. 2nd Street, Calexico, California. The Airport site is comprised of approximately 305 acres of land; all situated within the City limits of Calexico. The Airport is open year round, 24 hours per day. Airport operations personnel are available from 8:00 a.m. to 5:00 p.m. daily and after hours on request. The United States Customs and Border Protection Inspectors are based at the Airport daily from 8:00 a.m. to 8:00 p.m. and are available upon request after hours. There is an average of 15 aircraft operations per day

III. MINIMUM REQUIREMENTS

To be considered for selection as the Fuel Supplier, proposers should possess the following Minimum Qualifications:

- a. Proposer must be a supplier of both Jet A and Avgas meeting standards established from time to time by the Federal Aviation Administration and by manufacturers of the aircraft routinely operated in the United States.
- b. Proposer must be able to supply the Airport with its requirements for aviation fuels for three (3) years.
- c. Proposer must be a full service general aviation marketer who provides marketing support, including a nationally recognized brand identity.
- d. Proposer must agree to indemnify the City of Calexico from loss arising from damage to property and injury to or death of persons arising from a failure of the quality of its products delivered to the Airport.
- e. Proposer must have in place a quality control program that meets or exceeds regulatory and industry standards.
- f. Proposer must have in place a customer service program that includes:
 - i. a representative that can answer fueling and quality control questions and provide support in a timely manner;

- ii. experience with FAA regulations required to support the Airport's requirements for FAA certification;
 - iii. a credit card program that utilizes standard POS equipment for use by the Airport in the Airport office. The POS system must be capable of electronically processing the following cards with moneys returned to the Airport electronically: supplier's credit card, Master Card, Visa, American Express, AvCard, Multi-Service Card, Discover, and others;
 - iv. options to participate in advertising programs for promotion of the Airport and fuel sales;
 - v. provision and installation of brand identification as approved by the Airport; and,
 - vi. an account manager whose total interest and function is aviation related.
- g. Also, the successful proposer shall be required to outlay any and all startup costs related to the commencement of service to the Airport.
- h. Bidder will be required to obtain a City of Calexico Business License once bid is awarded.
- i. The City shall not be obligated to accept any bid and the City shall reserve the sole right to determine the appropriateness of any bid for this work.

IV. SUBMISSION OF BID

Bid Instructions

- a. By submitting a bid, you represent that you have thoroughly examined, and become familiar with the scope of services outlined in this RFB, and you are capable of providing the materials to achieve the city's objectives.
- b. One original of their bid must be marked as "RFB for Aviation Fuel" on the package exterior, and must be received at the Office of the City Clerk of the City of Calexico at 608 Heber Avenue, Calexico, CA 92231-2840 until 2:00 p.m. on Thursday, November 3, 2016. The bidder is responsible for the timely receipt of their bid by the City Clerk. Late, e-mailed or faxed bids will be considered non-responsive.
- c. All responses must be using the Bid Sheet Form provided.
- d. All respondents are required to submit the information detailed. Responses shall be organized and presented in the order listed below to assist the City in reviewing and rating bids. Responses should be presented in appropriate detail to thoroughly respond to the requirements and expected services described herein.
- e. Sealed RFBs are due on Thursday, November 3, 2016, on or before 2:00 p.m., bids will be opened and results will be read out loud.

Description of any exceptions taken to this RFB. If any bid involves any exception from the stated requirements and specifications, they must be clearly notes as exceptions and attached to the bid.

Any technical question regarding this RFB shall be made in writing and directed to Lilliana Falomir, Project Coordinator at (760) 768-2160 or via e-mail at falomirl@calexico.ca.gov.

Failure to comply with these requirements or incomplete documents will automatically be disqualified.

Timeline

The City intends to adhere to the schedule listed below as closely as possible, but reserves the right to modify the schedule in the best interest of the City as required.

- Advertisement October 13, 2016
- RFB Submittal November 3, 2016
- RFB Award November 16, 2016

ATTACHMENT A - BID SHEET FORMS

BID REQUIREMENTS

	YES	NO
1 Ability to provide fuel with next day service at no extra charge.	_____	_____
2 Ability to accept all major oil cards, with minimal processing fees.	_____	_____
3 Quality assurance Program with two annual inspections, manuals, free daily inspection forms and video training aid programs.	_____	_____
4 Refueling equipment, new or used, available for lease or as loaners on emergencies.	_____	_____
5 Ability to provide Split Loads at no extra charge.	_____	_____
6 Toll free number for ordering fuel.	_____	_____
7 Nationwide advertising program.	_____	_____
8 Co-op advertising program.	_____	_____
9 Provide outdoor illuminating sign with installation.	_____	_____
10 Frequent fuelers incentive program for pilots.	_____	_____
11 Free windsocks, patches and books.	_____	_____
12 0% Process fee on MasterCard & Visa.	_____	_____
13 Provide minimum of \$50,000,000 product liability insurance coverage.	_____	_____
14 Location of closes marketing manager.	_____	_____

City, State

Each on-site inspection is at customer's request

Company Representative Signature

BID DOCUMENT

Proposal for supplying petroleum products at the Calexico International Airport for Fiscal Year 2016-2019. Deliveries of fuel are to be made at the Calexico International Airport, 801 W. 2nd Street, Calexico, CA 92231.

Fuel Type	Estimated Requirements Per Year	Suppliers Trade Name	Total Delivered Price Per Gallon *include all taxes on bid summary
Jet-A	50,000 Gallons	_____	_____
100 Low Lead Avgas	50,000 Gallons	_____	_____

Also, included with your bid package we need your complete information regarding credit card system.

Fuel Card:
MasterCard _____
Visa _____
Discover _____
Multi-Service _____
Avcard _____
American Exp. _____
Other: _____

This quotation is submitted by the following named supplier:

Name: _____

Address: _____

City: _____

Phone: _____

Fax: _____

Email: _____

Company Rep: _____
Print Name and Title

BID SUMMARY

JET-A FUEL

Jet-A Price Per Gallon	_____
California Pre-Pay Sales Tax - Jet	_____
California Spill Fee	_____
Federal Kerosene and Lust Tax	_____
Superfund/Oil Spill Fund	_____
Other	_____
Other	_____
Other	_____
Total Bid Per Gallon (Jet-A)	\$ _____

100 Low Lead (Avgas)

100 L.L. Price Per Gallon	_____
California Aviation Tax	_____
California Spill Fee	_____
Fet, Deficit Reduct, Lust-Avg.	_____
Superfund/Oil Spill Fee	_____
Other	_____
Other	_____
Total Bid Per Gallon (100 L.L.)	\$ _____

Name: _____

Address: _____

City: _____

Phone: _____

Fax: _____

Email: _____

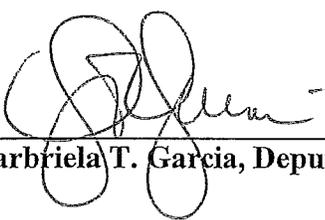
Company Rep.: _____
Print Name and Title

Company Rep. Signature: _____

**City of Calexico
Public Works Department
Calexico International Airport
Aviation Fuel Bids
Unofficial Bid Results**

**Bid Opening date: November 3, 2016 @ 2:00p.m.
Estimated Award date: November 16, 2016**

Company Name	Price per Gallon	
	Jet A	100LL
EPIC	2.15574	3.49945
Avfuel	1.89321	3.18651



Gabriela T. Garcia, Deputy City Clerk

11/3/2016

Date

ATTACHMENT A - BID SHEET FORMS

BID REQUIREMENTS

	YES	NO
1 Ability to provide fuel with next day service at no extra charge.	X	
2 Ability to accept all major oil cards, with minimal processing fees.	X	
3 Quality assurance Program with two annual inspections, manuals, free daily inspection forms and video training aid programs.	X	
4 Refueling equipment, new or used, available for lease or as loaners on emergencies.	X	
5 Ability to provide Split Loads at no extra charge.	X	
6 Toll free number for ordering fuel.	X	
7 Nationwide advertising program.	X	
8 Co-op advertising program.	X	
9 Provide outdoor illuminating sign with installation.	X	
10 Frequent fuelers incentive program for pilots.	X	
11 Free windsocks, patches and books.	X	
12 0% Process fee on MasterCard & Visa.	X	
13 Provide minimum of \$50,000,000 product liability insurance coverage.	X	
14 Location of closes marketing manager.		
	La Quinta, CA	
	City, State	

Each on-site inspection is at customer's request

Mark Haynes
Company Representative Signature

BID DOCUMENT

Proposal for supplying petroleum products at the Callexico International Airport for Fiscal Year 2016-2019. Deliveries of fuel are to be made at the Callexico International Airport, 801 W. 2nd Street, Callexico, CA 92231.

Fuel Type	Estimated Requirements Per Year	Suppliers Trade Name	Total Delivered Price Per Gallon *include all taxes on bid summary
Jet-A	50,000 Gallons	Avfuel Corporation	\$1.89321
100 Low Lead Avgas	50,000 Gallons	Avfuel Corporation	\$3.18651

Also, included with your bid package we need your complete information regarding credit card system.

Fuel Card:	0.0%
MasterCard	0.0%
Visa	0.0%
Discover	2.2%
Multi-Service	3.0%
Avcard	2.2%
American Exp.	3.0%
Other:	

This quotation is submitted by the following named supplier:

Name: Mark Haynes

Address: 1941 Navajo Circle

City: Abilene, Texas 79602

Phone: 325.673.8838

Fax: 325.672.1410

Email: mhaynes@avfuel.com

Company Rep: Mark Haynes-Vice President Sales
Print Name and Title

BID SUMMARY

JET-A FUEL

Jet-A Price Per Gallon	\$1.5773
California Pre-Pay Sales Tax - Jet	.07
California Spill Fee	.00
Federal Kerosene and Lust Tax	.244
Superfund/Oil Spill Fund	.00191
Other	
Other	
Other	
Total Bid Per Gallon (Jet-A)	\$ 1.89321

100 Low Lead (Avgas)

100 L.L. Price Per Gallon	\$2.8106
California Aviation Tax	.1800
California Spill Fee	.00
Fet, Deficit Reduct, Lust-Avg.	.194
Superfund/Oil Spill Fee	.00191
Other	
Other	
Total Bid Per Gallon (100 L.L.)	\$ 3.18651

Name: Mark Haynes
Address: 1941 Navajo Circle
City: Abilene, Texas 79602
Phone: 325.673.8838
Fax: 325.672.1410
Email: mhaynes@avfuel.com

Company Rep.: Mark Haynes-Vice President Sales
Print Name and Title

Company Rep. Signature: *Mark Haynes*

ATTACHMENT A - BID SHEET FORMS

BID REQUIREMENTS

	YES	NO
1 Ability to provide fuel with next day service at no extra charge.	✓	
2 Ability to accept all major oil cards, with minimal processing fees.	✓	
3 Quality assurance Program with two annual inspections, manuals, free daily inspection forms and video training aid programs.	✓	
4 Refueling equipment, new or used, available for lease or as loaners on emergencies.	✓	
5 Ability to provide Split Loads at no extra charge.	✓	
6 Toll free number for ordering fuel.	✓	
7 Nationwide advertising program.	✓	
8 Co-op advertising program.	✓	
9 Provide outdoor illuminating sign with installation.	✓	
10 Frequent fuelers incentive program for pilots.	✓	
11 Free windsocks, patches and books.	✓	
12 0% Process fee on MasterCard & Visa.	✓ negotiable	
13 Provide minimum of \$50,000,000 product liability insurance coverage.	✓	
14 Location of closes marketing manager.		

Marina Del Rey, CA

City, State

Each on-site inspection is at customer's request



 Company Representative Signature

BID DOCUMENT

Proposal for supplying petroleum products at the Calexico International Airport for Fiscal Year 2016-2019. Deliveries of fuel are to be made at the Calexico International Airport, 801 W. 2nd Street, Calexico, CA 92231.

Fuel Type	Estimated Requirements Per Year	Suppliers Trade Name	Total Delivered Price Per Gallon *include all taxes on bid summary
Jet-A	50,000 Gallons	EPIC Fuels	2.15574 **
100 Low Lead Avgas	50,000 Gallons	EPIC Fuels	3.49945 **

Also, included with your bid package we need your complete information regarding credit card system.

Fuel Card:

MasterCard	0%
Visa	0%
Discover	2.95%
Multi-Service	3.25%
Avcard	3.25
American Exp.	3.35
Other:	EPIC Card 0%

This quotation is submitted by the following named supplier:

Name: EPIC Aviation, LLC
Address: 3871 Fairview Industrial Dr. SE # 100
City: Salem, OR 97302
Phone: 310-401-0768
Fax: 503-566-2390
Email: JFox@EPICFuels.com
Company Rep: Jared Fox, Regional Sales Manager
Print Name and Title

**Fuel cost date Oct. 25 - 31, 2016

BID SUMMARY

JET-A FUEL

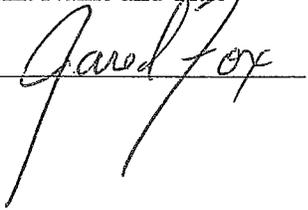
Jet-A Price Per Gallon	1.81984
California Pre-Pay Sales Tax - Jet	.07
California Spill Fee	
Federal Kerosene and Lust Tax	.244
Superfund/Oil Spill Fund	.0019
Other CA Jet Dealer	.02
Other	
Other	
Total Bid Per Gallon (Jet-A)	\$ 2.15574

100 Low Lead (Avgas)

100 L.L. Price Per Gallon	3.12355
California Aviation Tax	.18
California Spill Fee	
Fet, Deficit Reduct, Lust-Avg.	.194
Superfund/Oil Spill Fee	.0019
Other	
Other	
Total Bid Per Gallon (100 L.L.)	\$ 3.49945

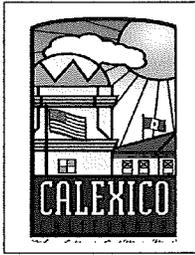
Name: Jared Fox
Address: PO Box 12249
City: Salem, OR 97309
Phone: 310-401-0768
Fax: 503-566-2390
Email: JFox@EPICFuels.com

Company Rep.: Jared Fox, Regional Sales Manager
Print Name and Title

Company Rep. Signature: 

**AGENDA
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AGENDA STAFF REPORT

DATE: November 16, 2016

TO: Mayor and City Council

APPROVED BY: Armando G. Villa, City Manager *Armando G. Villa*

PREPARED BY: Rosalind Guerrero, Grants Manager

SUBJECT: Adopt Resolution approving the Annual report of the Calexico Business Improvement District and Declaring the Council's Intention to Levy an Annual Assessment for the Calexico Business Improvement District for Calendar Year 2016 and Directing the City Manager to Schedule a Public Hearing for December 7, 2016 to Consider Levying the Assessment.

=====

Recommendation:

Adopt Resolution approving the Annual report of the Calexico Business Improvement District and declaring the council's intention to levy an annual assessment for the Calexico Business Improvement District for calendar year 2017 and directing the city manager to schedule a public hearing for December 7, 2016 to consider levying the assessment.

Background:

In February of 2000, the Calexico City Council established the Calexico Business Improvement District (BID) by the adoption of Ordinance No. 990 which provided for the levying of assessments for the BID. In 2009, the Calexico City Council appointed a BID advisory board.

Discussion & Analysis:

The assessments may only be used for the promotion, marketing and advertising of professional and retail businesses located in the BID. All businesses located in the BID are to be assessed one hundred dollars (\$100.00) each for the calendar year. The assessment would be collected commencing January 1, 2017.

Pursuant to Streets and Highways Code Section 36500 - 36537, an annual report is attached which estimates revenues and expenditures for the BID and requests the levy of an assessment for calendar year 2017.

Prior to levying an assessment for the calendar year 2017, the City Council must adopt a Resolution of Intent to Levy the BID assessment and set a

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public hearing to consider the levy. The public hearing will be set for December 7, 2016 and staff will advertise the public hearing pursuant to relevant Government Code sections.

A report prepared by the City of Calexico on behalf of the BID Advisory Board based on calendar year 2016 expenditures must also be approved by the City Council. The report estimates revenue for activities and improvements for calendar year 2017 to be \$36,000.

Fiscal Impact:

The amount to be collected in assessments is estimated to be thirty-six thousand dollars (\$36,000.00). The assessment is calculated on 360 business licenses at \$100.00 each. The total amount estimated to be available for BID activities is forty-nine thousand dollars (\$49,000.00) which includes the balance of monies from the prior year.

Coordinated With:

BID Advisory Board on November 9, 2016 reviewed and approved the 2016 Annual Report and estimated revenue for calendar year 2017.

Attachments:

1. Report to the City Council prepared by the City of Calexico on behalf of the Calexico Business Improvement District dated November 9, 2015.
2. Resolution of the City Council of the City of Calexico approving the 2016 Annual Report of the Calexico Business Improvement District and declaring Council's intention to levy an annual assessment for the Calexico Business Improvement District for calendar year 2017 and directing the city manager to schedule a Public Hearing for December 7, 2016 to consider levying the assessment.
3. Business Improvement District Map



REPORT TO THE CITY COUNCIL
CALEXICO BUSINESS IMPROVEMENT DISTRICT (BID)
ANNUAL REPORT - 2016

Prepared for:
Business Improvement District Advisory Committee

Prepared by:
City of Calexico
November 9, 2016

www.calexicobid.com

HISTORY

Ordinance No. 990 established the Calexico Business Improvement District (BID) in which an annual assessment is to be collected at the same time and manner as the Business Tax License fees.

Ordinance No. 990 established the fees and the boundary of the BID. Assessments were based on zones and the business category. The categories established under the Ordinance are general retailers, restaurants, non retailers/service providers, and state regulated companies and specifies fees to be collected.

Revenue collected is to defray the cost of services and programs which will benefit businesses in the area, including, but not limited to any of the following:

- The acquisition, construction, or maintenance of parking facilities for the benefit of the area;
- Decoration of any public place;
- Promotion of public events which are to take place on or in public places in the area;
- Furnishing of music in any public place in the area;
- The general promotion of business activities in the area.

In 2009, the City Council of the City of Calexico thru Resolution 09-82 established an annual fee of \$100.00.

The BID Advisory Committee appointed by the City Council meets on the 2nd Wednesday of each month and continue to accomplish promotional events and advertising. The events hosted by BID include advertising in print, radio, electronic boards, and television media and events held in the downtown area. Advertising provided by BID promotes all businesses within the zone boundaries.

The activities undertaken by BID for the calendar year 2016 emphasized efforts in advertising and activities in downtown to draw as well as retain people to the downtown.

DOWNTOWN ADVERTISING AND PROMOTIONAL EVENTS

The 7th Annual Car Show was held on April 2, 2016 and drew approximately 10,000 people to downtown. This is a family event that showcases over 100 classic, low riders, and bikes. Raffle prizes are donated by downtown merchants and distributed throughout the day. Music, food, and activities for children are provided as well. Sidewalk sales were allowed for this event.

The Mother's Day annual event, in its 5th year, invites merchants to participate by purchasing corsages to give to clients shopping in their store. Nineteen merchants participated with a total of 1,425 corsages given out. BID pays the cost of advertising for participating merchants and provides music during the day. This year, Mariachi music was made available for the shoppers enjoyment.

Back to School advertising begins in late July and continues through the months of August and September. Merchants pay 50% of the cost of advertising and BID pays for 50%, hence the 50/50 program. The 50/50 program was implemented by BID in 2009. The 50/50 advertising program includes a booklet with ads and coupons that is distributed to border crossers and in businesses in Calexico, ads in print media, electronic billboards, and television commercials.

The 50/50 program was extended for the month of November 2016 because of the merchants interest in continuing the promotions for Black Friday sales.

Brown Bag Coalition cleanup efforts were assisted by BID with the purchase of cleaning equipment.

This calendar year, BID offered merchants the opportunity to display their business logos on banners displayed along Imperial Avenue from Second Street to Hwy 98. The advertising campaign included three (3) seasons. Season 1 included the months of June, July, and August 2016; Season 2, September, October and part of November; and, Season 3, includes the remainder of November/December 2016 and January 2017. The banners have been hung from light posts along Imperial Avenue with the assistance of City Public Works employees.

The 6th Halloween Carnival was held on Monday October 31, 2016. Activities for the children were provided by the participating merchants. Food vendors, music, raffle prizes, and trophies for the Scariest costume and the Best Costume were part of the evening program. It is estimated approximately 800 people were in attendance.

The start of the holiday shopping will begin on Black Friday, November 25th with advertising featured in El Lechugon, Imperial Valley Press, and flyers that will be distributed. Advertising is free for the merchant as long as they agree to open at an hour that is earlier than their established hours.

For the Christmas season 2016, holiday flags will be placed along 2nd Street from Heffernan to Rockwood Avenue to decorate the downtown.

ROCKWOOD AVENUE CLOSURE

During the calendar year, BID members discussed and reviewed implementation of a pilot program to close Rockwood Avenue between 1st Street and 2nd Street to traffic and make the area pedestrian access only. Discussions included allowing kiosks for vendors to sell, whether the BID should consider purchasing the kiosks and renting, where would kiosks be stored, the need to provide additional lighting and electricity. Concern whether this project would be seen as a competition with the existing merchants was expressed. It was determined the project will require time and funds to develop.

With the assistance of the City's Engineering Department, staff provided a sample site plan of the closure with shaded areas, benches, and a water feature. The proposal was presented to the City's Project Review Committee (PRC) and recommendations were made by each of the city departments. The estimated cost to close the street and construct the amenities is

approximately \$80,000. BID members and city staff continue to review options on the closing of the street and identify funds that may be used.

City staff submitted a grant application to the National Endowment for the Arts (NEA) proposing to extend the current Mural Program to the downtown area. The application requested \$50,000 to have murals painted in the alleys between 1st and 2nd Streets to include improvements to the alleys. BID allocated \$10,000 as a match to be used towards the closure of Rockwood Avenue as a part of the mural program.

DOWNTOWN METERS

With the peso devaluation in Mexico, local retail businesses continue to experience a drop in sales. BID members are concerned that Calexico is the only city in Imperial County that continues to have parking meters. Downtown merchants complain they compete with businesses that do not have parking meters and therefore sales are impacted. BID members requested and received approval to allow 2 hour free parking in downtown from May to November 2016. However, in July 2016, parking meters were reinstated because of the city's financial deficit.

RECOMMENDATIONS FOR CALENDAR YEAR 2017

BID Boundaries:

Recommendation to leave current boundaries as established by Ordinance No. 990.

BID Zones:

Recommendation to continue with Zone 1 and Zone 2, as shown on map.

BID Assessment Fees:

Recommendation to leave fee at \$100.00 to be collected for each business license issued within the zone boundaries for calendar year 2016.

The fees assessed will be collected and used for the following activities:

Marketing and promotional activities to include advertising, entertainment, and general promotion;

Maintenance and update of BID website (www.calexidobid.com);

Decoration of any public place in the BID boundaries;

Assist the City in enforcing ordinances previously established.

Encourage businesses to voice their concerns to the members of the BID board and assist in resolving concerns expressed.

Continuing efforts of Rockwood Street closure between 1st and 2nd Streets.

Fiscal Impact:

Estimated amount to be collected in the calendar year 2017 assessments is \$36,000.00. The assessment is calculated on three hundred sixty (360) business licenses to be paid at \$100.00 each.

The total amount estimated to be available for BID activities is \$49,000 for the calendar year 2017.

RESOLUTION OF INTENT

The BID Advisory Committee recommends the City Council adopt the Resolution accepting the annual BID report and the Council's intent to levy an annual assessment for the BID and hold a public hearing on December 7, 2016 or sooner to consider levying the assessment for January 1, 2017.

RECOMMENDATIONS

Adopt the Resolution of the City Council of the City of Calexico approving the 2016 Annual Report of the BID and declaring the Council's intention to levy an annual assessment for the BID for calendar year 2017 and hold a public hearing on December 7, 2016 or sooner to consider levying the assessment.

Attachments:

BID Zone Map

RESOLUTION NO. 2016-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALEXICO APPROVING THE 2016 ANNUAL REPORT OF THE CALEXICO BUSINESS IMPROVEMENT DISTRICT AND DECLARING COUNCIL'S INTENTION TO LEVY AN ANNUAL ASSESSMENT FOR THE CALEXICO BUSINESS IMPROVEMENT DISTRICT FOR CALENDAR YEAR 2017 AND DIRECTING THE CITY MANAGER TO SCHEDULE A PUBLIC HEARING FOR DECEMBER 7, 2016 TO CONSIDER LEVYING THE ASSESSMENT

BE IT RESOLVED by the Council of the City of Calexico as follows:

WHEREAS the Parking and Business Improvement Area Law of 1989 (California Streets and Highway Code Section 36500 et seq.) authorizes cities to establish parking and business improvement areas for the purpose of imposing assessments on businesses for certain purposes; and

WHEREAS on February 15, 2000, the Calexico City Council established the Calexico Business Improvement District (the District) by the adoption of Ordinance No. 990; and

WHEREAS the District Board has submitted an Annual Report to Council that outlines the activities of the District proposed for calendar year 2017 as required by the California Streets and Highways Code Section 36533; and

WHEREAS the Annual Report is clear, complete and found to comply with the interests of the District assessments and contains the information required by California Streets and Highways Code Section 36533; and

WHEREAS the California Streets and Highways Code Sections 36534 and 36535 require that in order to levy an assessment, the City Council must adopt a Resolution of Intent that declares its intent to levy such assessment and then set a date for a public hearing where interested parties may be heard on the issue.

NOW, THEREFORE, IT IS HEREBY RESOLVED that:

SECTION 1. The City Council hereby approves the 2016 Annual Report of the Calexico Business Improvement District as submitted to the City Clerk by the Calexico Business Improvement District Board.

SECTION 2. The boundaries of the Calexico Business Improvement District are described in the Calexico Ordinance No. 990 and displayed on the boundary map included in the submitted Annual Report.

SECTION 3. No changes in the boundaries of the Calexico Business Improvement District are proposed by the District Board for calendar year 2017.

SECTION 4. Pursuant to the provisions of Section 36500 et seq. of the California Streets and Highways Code, City Council declares its intent to levy and collect an annual assessment for the Calexico Business Improvement District for calendar year 2017.

SECTION 5. The authorized uses for the revenues derived from the assessment are stated in Calexico Ordinance No. 990, and no changes to these uses are proposed in the 2016 Annual Report.

SECTION 6. A full and detailed description of the improvements and activities to be provided in calendar year 2017, the boundaries of the area and the proposed assessments to be levied upon the businesses within the area, and any change in the amount of the assessment are contained within the 2016 Annual Report of the Calexico Business Improvement District filed with the City Clerk by the District Board.

SECTION 7. A public hearing shall be held before the City Council on December 7, 2016 in the Council Chambers, 608 Heber Avenue, Calexico, California, 92231. Following the hearing, Council will consider adoption of a resolution levying the assessment as recommended by the Calexico Business Improvement District Board. At this hearing, Council will hear all interested persons and protests may be made orally or in writing. Written protests shall be filed with the City Clerk at or before the hearing. A written protest may be withdrawn in writing at any time before the conclusion of the public hearing. Any protest pertaining to the regularity or sufficiency of the proceedings shall be in writing and shall clearly set forth the irregularity or defect to which the objection is made. Council may correct minor defects in the proceedings during the hearing. If written protests against the assessment are received from business owners that will pay fifty percent or more of the proposed assessment, no further proceedings to levy the assessment shall be taken for one year from the date of the finding of a majority protest by Council. If the majority protest by business owners is against the furnishing of a specified improvement or activity within the District, those improvements or activities shall be eliminated. In order to be counted towards a majority protest, each written protest shall be from the business owner and contain a business description sufficient to identify the business. If the protesting person is not shown on the City's official business license records as owner of the business, the protest shall contain written evidence that the person is the business owner.

SECTION 8. The City Manager is hereby directed to give notice of said hearing by causing the Resolution of Intention to be published once in a newspaper of general circulation in the City of Calexico not less than seven days before the public hearing.

PASSED, APPROVED AND ADOPTED this 16th day of November 2016.

Luis Castro, Mayor

ATTEST

Gabriela T. Garcia, Deputy City Clerk

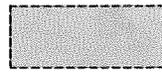
State of California)
City of Calexico) ss.
County of Imperial)

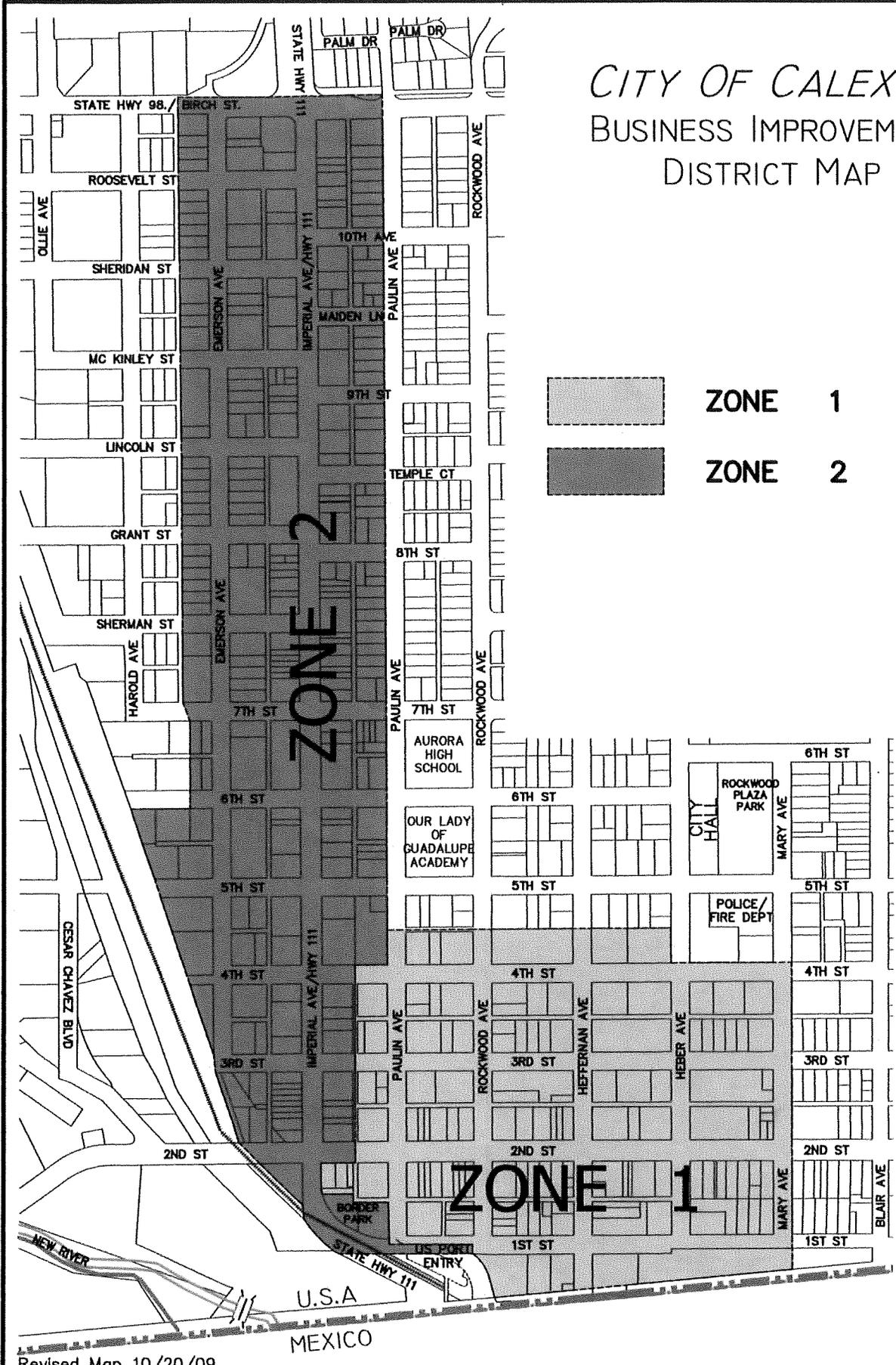
I, Gabriela T. Garcia, Deputy City Clerk of the City of Calexico do hereby certify that the foregoing Resolution No. 2016- was duly adopted by the Calexico City Council at a regular meeting thereof held on the 16th day of November 2016, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gabriela T. Garcia, Deputy City Clerk

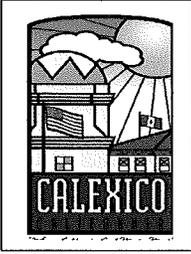
CITY OF CALEXICO BUSINESS IMPROVEMENT DISTRICT MAP

	ZONE 1
	ZONE 2



**AGENDA
ITEM**

11



AGENDA STAFF REPORT

DATE: November 16, 2016

TO: Mayor and City Council

APPROVED BY: Armando G Villa, City Manager

PREPARED BY: Eduardo Gutierrez, Acting Finance Director

SUBJECT: A Resolution of the City Council of the City of Calexico approving the Acceptance of the Transfer of 218 Sheridan Street (APN 058-295-001) from the Successor Agency to the Community Redevelopment Agency of the City of Calexico to the City of Calexico at No Cost and Approving Certain Related Actions

=====

Recommendation:

Approve a resolution approving the acceptance of the transfer of 218 Sheridan Street (APN 058-295-001) from the Successor Agency to the Community Redevelopment Agency of the City of Calexico to the City of Calexico and approving certain related actions.

Background:

Pursuant to Health and Safety Code (the "HSC") § 34172 (a)(1), the Community Redevelopment Agency of the City of Calexico was dissolved February 1, 2012. Consistent with the provisions of the HSC, the City Council of the City of Calexico (the "City") previously elected to serve in the capacity of the Successor Agency to the Community Redevelopment Agency of the City of Calexico (the "Successor Agency").

On October 3, 2013, the Successor Agency received its Finding of Completion (the "FOC") from the California Department of Finance (the "DOF") pursuant to HSC § 34179.7. Subsequent to receiving an FOC, HSC § 34191.5 requires the Successor Agency to prepare a Long-Range Property Management Plan (the "LRPMP") to address the disposition and use of the real property assets held by the Successor Agency. Pursuant to HSC § 34191.5 (c), the Successor Agency prepared and filed with the DOF its Oversight Board-approved LRPMP.

In its June 17, 2015 letter, the DOF formally approved the Successor Agency's LRPMP and notified the Successor Agency that pursuant to HSC § 34191.3, the approved LRPMP shall govern, and supersede all other provisions of the HSC relating to, the disposition and use of all the real property assets of the former Community Redevelopment Agency. The LRPMP includes nine (9) parcels of land grouped into six (6) separate sites, one of which is designated for governmental use by the City of Calexico (the "City"), which may now be transferred to the City, at no cost, pursuant to the authority granted thereof in the approved LRPMP.

**AGENDA
ITEM**
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Discussion & Analysis:

The designated governmental use site is located at 218 Sheridan Street (APN 058-295-001) (the "Site") is approximately 2.07 acres in size and is designated to be used for the expansion of Heber Park. The Site was formerly used as a California National Guard Armory. Consistent with the authority provided by the approved LRPMP, the Successor Agency proposes to transfer the Site to the City, at no cost, by quitclaim deed, a form of which is included as Exhibit "A" to the attached resolution. In this case, the attached resolution authorizes the City Manager to execute a certificate of acceptance, a form of which is included within Exhibit "A" to the attached resolution, which will permit the recordation of the quitclaim deed by the Office of the Recorder of the County of Imperial.

The attached resolution has been reviewed with respect to applicability of the California Environmental Quality Act (the "CEQA"), the State CEQA Guidelines (California Code of Regulations, Title 14, § 15000 *et seq.*, hereafter the "Guidelines"), and the City's environmental guidelines. The attached resolution does not constitute a "project" for purposes of CEQA, as that term is defined by Guidelines § 15378, because this Resolution is an organizational or administrative activity that will not result in a direct or indirect physical change in the environment, per § 15378 (b)(5) of the Guidelines.

Fiscal Impact:

The City will receive the Site from the Successor Agency at no cost.

Coordinated With:

Steven H. Dukett, Urban Futures, Inc.

Attachment:

Resolution.

RESOLUTION NO. 2016-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALEXICO APPROVING THE ACCEPTANCE OF THE TRANSFER OF 218 SHERIDAN STREET (APN 058-295-001) FROM THE SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF CALEXICO TO THE CITY OF CALEXICO AT NO COST AND APPROVING CERTAIN RELATED ACTIONS

WHEREAS, pursuant to Health and Safety Code (the "HSC") § 34172 (a)(1), the Calexico Community Redevelopment Agency was dissolved on February 1, 2012; and

WHEREAS, consistent with the provisions of the HSC, the City Council of the City of Calexico previously elected to serve in the capacity of the Successor Agency to the Calexico Community Redevelopment Agency (the "Successor Agency"); and

WHEREAS, on October 3, 2013, the Successor Agency received its Finding of Completion (the "FOC") from the California Department of Finance (the "DOF") pursuant to HSC § 34179.7; and

WHEREAS, subsequent to receiving an FOC, HSC § 34191.5 requires the Successor Agency to prepare a Long-Range Property Management Plan (the "LRPMP") to address the disposition and use of the real property assets held by the Successor Agency; and

WHEREAS, pursuant to HSC § 34191.5 (c), the Successor Agency prepared and filed with the DOF its Oversight Board-approved LRPMP; and

WHEREAS, in its June 17, 2015 letter, the DOF formally approved the Successor Agency's LRPMP and notified the Successor Agency that pursuant to HSC § 34191.3, the approved LRPMP shall govern, and supersede all other provisions of the HSC relating to, the disposition and use of all the real property assets of the former Community Redevelopment Agency; and

WHEREAS, the LRPMP includes nine (9) parcels of land grouped into six (6) separate sites, one of which is designated for governmental use by the City of Calexico (the "City"), which may now be transferred to the City, at no cost, pursuant to the authority granted thereof in the approved LRPMP; and

WHEREAS, the designated governmental use site is located at 218 Sheridan Street (APN 058-295-001) (the "Site") is approximately 2.07 acres in size and is designated to be used for the expansion of Heber Park; and

WHEREAS, the Site was formerly used as a California National Guard Armory; and

WHEREAS, consistent with the authority provided by the approved LRPMP, the Successor Agency proposes to transfer the Site to the City, at no cost, by quitclaim deed, a form of which is included within Exhibit "A" to this Resolution; and

WHEREAS, in this case, the attached Resolution authorizes the City Manager to execute a certificate of acceptance, a form of which is included as Exhibit "A" to this resolution, which will permit the recordation of the quitclaim deed by the Office of the Recorder of the County of Imperial; and

WHEREAS, the attached resolution has been reviewed with respect to applicability of the California Environmental Quality Act (the "CEQA"), the State CEQA Guidelines (California Code of

Regulations, Title 14, § 15000 *et seq.*, hereafter the “Guidelines”), and the City’s environmental guidelines; and

WHEREAS, the attached resolution does not constitute a “project” for purposes of CEQA, as that term is defined by Guidelines § 15378, because this Resolution is an organizational or administrative activity that will not result in a direct or indirect physical change in the environment, per § 15378 (b)(5) of the Guidelines.

WHEREAS, all of the prerequisites with respect to the approval of this Resolution have been met.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Calexico, as follows:

Section 1. The foregoing recitals are true and correct and are a substantive part of this Resolution.

Section 2. The Successor Agency’s transfer of the Site to the City is approved.

Section 3. The City Manager, is authorized to: i) execute the certificate of acceptance required to authorize the transfer of the Site to the City, a form of which is included within Exhibit “A” to this resolution; and ii) take such other actions and execute such other documents as are necessary to effectuate the intent of this Resolution.

Section 4. This Resolution shall take effect upon the date of its adoption.

PASSED, APPROVED AND ADOPTED this 16th day of November 2016

Luis J. Castro, Mayor

ATTEST

Gabriela T. Garcia, City Clerk

CERTIFICATION:

I, Gabriela T. Garcia, City Clerk for the City of Calexico, do hereby certify that the foregoing Resolution No. 2016-__ was duly adopted by the City Council of the City of Calexico, at a meeting thereof held on the 16th day of November 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Gabriela T. Garcia, City Clerk

FORM OF QUITCLAIM DEED TRANSFERRING
218 SHERIDAN STREET (APN 058-295-001)
TO THE CITY OF CALEXICO

(Not for Signature)

RECORDING REQUESTED BY
Successor Agency to the Community
Redevelopment Agency of the
City of Calexico

WHEN RECORDED MAIL TO:
City of Calexico
608 Heber Avenue
Calexico, CA 92231

Attn: City Clerk

(Space Above Line For Use By Recorder)

APN: 058-295-001

This document is exempt from the
payment of a recording fee pursuant to
Government Code Section 27383

DOCUMENTARY TRANSFER TAX \$NONE

QUITCLAIM DEED

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, the Successor Agency to the Redevelopment Agency of the City of Calexico, a public body, corporate and politic (the "Grantor") does hereby remise, release and quitclaim to the City of Calexico, a public body, corporate and politic (the "Grantee"), any interest that Grantor may have in the real property in the City of Calexico, County of Imperial, State of California, described in Attachment "A" attached hereto and incorporated herein by this reference.

SUCCESSOR AGENCY TO THE
REDEVELOPMENT AGENCY OF THE CITY OF
CALEXICO, a public body, corporate and politic

Dated _____

By: NOT FOR SIGNATURE
Armando G. Villa, Executive Director
Successor Agency to the
Redevelopment Agency
of the City of Calexico

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California } ss
County of Imperial }

On _____ before me, _____, Notary Public, personally appeared _____ who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and who acknowledged to me that he/she executed the same in his/her authorized capacity, and by his/her signature on the instrument the person, or entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY of PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

(Signature of Notary)

(This area for official notarial seal)

*****Attachment "A"*****

LEGAL DESCRIPTION

**Address: 218 Sheridan Street, Calexico, CA 92231
APN: 058-295-001**

*LEGAL DESCRIPTION
(add here)*

CERTIFICATE OF ACCEPTANCE

This is to certify that the interest in real property conveyed by written deed or grant dated _____, 2016 from the Successor Agency to the Redevelopment Agency of the City of Calexico to the City of Calexico, is hereby accepted by the undersigned officer or agent on behalf of the City of Calexico, pursuant to authority conferred by the City of Calexico on November 16, 2016, pursuant to Resolution No. 2016-__ and the City of Calexico consents to recordation thereof by its duly authorized officer.

Dated this ____ day of _____, 2016.

By: NOT FOR SIGNATURE
Armando G. Villa, City Manager
City of Calexico

Provides for:

Address: 218 Sheridan Street, Calexico, CA 92231
APN: 058-295-001

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California } ss
County of Imperial }

On _____ before me, _____, Notary Public, personally appeared _____ who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and who acknowledged to me that he/she executed the same in his/her authorized capacity, and by his/her signature on the instrument the person, or entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY of PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

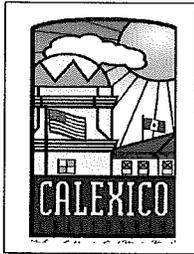
WITNESS my hand and official seal.

(Signature of Notary)

(This area for official notarial seal)

**AGENDA
ITEM**

12



AGENDA STAFF REPORT

DATE: November 2, 2016

TO: Mayor and City Council

APPROVED BY: Armando G. Villa, City Manager

PREPARED BY: Gabriela T. Garcia, Deputy City Clerk 

SUBJECT: Appointment by Mayor and Council Members to the Calexico Personnel Commission.

=====

Recommendation:

Mayor and Council Members to make appointments to the Calexico Personnel Commission.

Background:

The Personnel Commission currently has two (2) vacancies that need to be filled by the Council.

Discussion & Analysis:

The vacant positions were previously advertised on the Calexico website, City Hall and Camarena Library. No applications have been received to date. It is imperative these commission vacancies be filled due to pending matters.

Fiscal Impact:

None.

Coordinated With:

None.

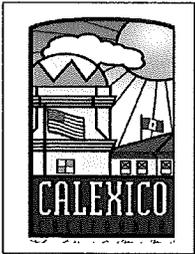
Attachment:

None.

<p>AGENDA ITEM 12</p>

**AGENDA
ITEM**

13



AGENDA STAFF REPORT

DATE: November 2, 2016

TO: Mayor and City Council

APPROVED BY: Armando G Villa, City Manager

PREPARED BY: Armando G Villa, City Manager

SUBJECT: Consideration of Reduction in Salaries and Benefits for Council Members Consistent with Other Labor Units.

=====

Recommendation:

Consideration of Reduction in Salaries and Benefits for Council Members consistent with LOU with CMEA and CMA.

Background:

At the meeting of October 12, 2016, Mayor Pro Tem Real requested an agenda item to consider a reduction in salaries and benefits for Council Members consistent with the reductions negotiated by other labor units.

Discussion & Analysis:

The Calexico City Council receives a monthly stipend of \$ 605.00 plus CalPERS Retirement and Health Insurance benefits. Council Member Real brought up for consideration that the Council take cuts equivalent to the cuts being taken by the city employees. The following labor units have agreed to the cuts are the Calexico Municipal Employees Association (CMEA), Confidential Group, and the Calexico Management Association (CMA). These units have agreed to pay their share of retirement equivalent to 7% their salary; 20% of their health insurance costs, and 10% of reduction in salary in the form of one furlough day every pay-period through June 30, 2018.

At the request and direction from Council, it is being requested to consider similar reductions in order to achieve cost savings necessary to close the budget deficit.

Fiscal Impact:

Reduction in salaries and benefits would be as follows:

Retirement	7%
Health Insurance	20%
Salary	10%

Coordinated With:

None.

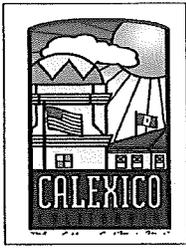
Attachment:

None.

<p>AGENDA ITEM</p> <p>13</p>
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**AGENDA
ITEM**

14



AGENDA STAFF REPORT

DATE: November 16, 2016

TO: Mayor and City Council

APPROVED BY: Armando Villa, City Manager

PREPARED BY: Pete Mercado, Fire Chief *Pete Mercado*

SUBJECT: Consideration of proceeding with architectural services and conceptual design for the existing Calexico Fire Headquarters Station Project.

=====

Recommendation:

Authorize the City Manager to sign and approve an agreement with 10 Over Studios for architectural services for the Calexico Fire Headquarters Station conceptual design.

Background:

In June 2012 the City of Calexico funded a building inspection and feasibility study of both the fire and police facilities. In that report, the police facility was deemed tenable and structurally sound. Short of office space and storage the renovation performed in the early 2000's was able to modernize that facility better than the fire department. The same study revealed that the fire headquarters station on the other hand was untenable and in need of major renovations. Unlike the police station, the fire station has not undergone any renovations in its nearly 50 years of existence. It was recommended and approved by council to move forward with plans on renovation or new site selection. The city hired RRM Design Group to perform the facility feasibility study and Citygate Associates LLC for the Analysis of Retaining or Relocating Fire Station One. These two projects were funded through Measure H funds.

Discussion & Analysis:

The Fire Headquarters Station Project continued over the years at a ginger pace for various reasons but we were able to identify 5 potential sites for the new facility. The site locations were identified as potential sites based on the time and travel study report conducted by Citygate Associates LLC.

AGENDA
ITEM
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The report by Citygate Associates based their finding on response time requirements determined by national fire industry standards given our travel routes, traffic congestion, and concentrated calls areas. The department has maintained a very satisfactory response time of less than 5 minutes from time of dispatch to the incident. This was important for us to determine because one of the sites to construct on was the existing fire headquarters site. The service area of the headquarters facility sits in an adequate location but definitely not the most optimal due to its proximity to the southern border. A location further north of its current location would be ideal but challenges in site availability made it difficult and costly to the project. As the city continues to grow northward the plan should be to construct a third station along the Cole Road corridor to better serve the north east portion of the community.

As a result of the FD Headquarters Replacement Project we determined that it would be in the best interest of the city to select its existing location and continue with a demolition and rebuild as it would be nearly the same cost, if not more, than performing a major renovation. In addition to the more costly expense, the renovation would delay construction by 6-12 months. This also was based on a savings of not having to purchase property, battle through the permitting process and administrative and legal processes involved in purchasing property. This would again delay the project substantially, and our existing working and living conditions are in deplorable conditions so time is of the essence.

So the next step in this process is to move forward with developing conceptual design level floor and site plans for replacement of the fire headquarters station using the existing fire station and courthouse sites. The conceptual designs will include demolition and phasing plans that will be developed using the building code and structural analysis information. The reason I am requesting this firm to perform the task is that they are familiar with the project scope and needs of the department and have been directly involved since 2012. The project lead started with the RRM Design Group and has since moved over to 10 Over Studios Inc. I feel this is the most appropriate and feasible approach to head into the next phase of design.

Fiscal Impact:

\$64,600 financed through the Measure H bond proceeds fire facility construction project.

Coordinated With:

None

Attachment:

Copy of 10 Over Studios Agreement for Architectural Services.



AGREEMENT FOR ARCHITECTURAL SERVICES CALEXICO FIRE HEADQUARTERS STATION CONCEPTUAL DESIGN

DATE:

October 3, 2016

CLIENT:

City of Calexico
Fire Chief Pete Mercado
430 E Fifth Street, Calexico, CA 92231
760.768.2150

ARCHITECT:

Ten Over Studio
Candice Wong
539 Marsh Street, San Luis Obispo, CA 93401
W 805.541.1010 – candicew@tenoverstudio.com

PROJECT:

Calexico Fire Headquarters Station – Conceptual Design

The CLIENT and the ARCHITECT agree as follows:

PROJECT UNDERSTANDING

The City of Calexico is seeking conceptual design architectural services to explore how the existing fire headquarters site and adjacent courthouse could be leveraged for a new headquarters fire station. The current fire headquarters station is located on along East 5th Street. The City Fire and Police Departments are currently co-located in an existing building built around 1972. Select areas of the police station side of the building were remodeled in the 1990s. The existing facility is not currently adequate to accommodate the operational needs of modern day public safety services.

SCOPE OF WORK

Using the information developed on the Building Condition Assessment Report dated February 27, 2013 and the Architectural Program dated January 15, 2015, the Ten Over Studio (TEN OVER) team will work with the City FD Design Committee to develop conceptual design and phasing strategies to move the HQ Fire Station project forward at the existing site located at 430 E. Fifth Street in Calexico.

Ten Over Studio
805.627.8175
539 Marsh Street
San Luis Obispo, CA
info@tenoverstudio.com
tenoverstudio.com

OWNERS INITIALS

TEN OVER developed the following scope of services to achieve these goals



TASK 1 - CONCEPTUAL DESIGN

TEN OVER will develop conceptual design level floor and site plans for a replacement fire station using the existing fire station and courthouse sites. The conceptual designs will include demolition and phasing plans that will be developed using the building code and structural analysis information within the Building Condition Assessment Report to find the best strategies for demolition and phasing.

The TEN OVER team will develop two "Test to Fit" options for the City FD to consider.

- The first approach will use only the fire station site.
- The second option will include the courthouse and fire station site.

The "Test to Fit" options will be basic conceptual site and building space adjacency plans. The plans will incorporate the main space groupings identified in the architectural program to demonstrate adjacencies and priorities consistent with the program.

The "test-to-fit" conceptual site and building space adjacency plans will identify important key factors such as:

- minimal site area required for the new HQ fire station building
- portions of police stations to remain "as is" or be incorporated into project
- key apparatus ingress and egress access points
- surface areas for personnel parking, and public access
- space for construction staging and lay down
- code requirements, easements, and setbacks
- police department site constraints

Once TEN OVER and the City FD Design Committee has identified the most viable option to move forward with, TEN OVER will develop conceptual level demolition plans, phasing plans, site plans and floor plans. These plans will be reviewed and TEN OVER will incorporate comments and revisions.

Once the preferred site and building option is better defined, the TEN OVER team will prepare two building massing studies to help better understand how to approach building a new fire HQ facility next to an existing police station.

The TEN OVER team will review these building massing studies with the City FD Design Committee. Once the preferred study is selected, the TEN OVER team will further develop the new building design. We will strive to recognize regional desert architectural styles and materials of Callexico and incorporate civic and public safety design vernacular.

Ten Over Studio
805.627.1875
539 Marsh Street
San Luis Obispo, CA
info@tenoverstudio.com
tenoverstudio.com

Schedule:

- Six (6) weeks

OWNERS INITIALS



Deliverables:

- "Test to Fit" Site and Building Adjacency Plans
 - Option 1 - Existing Fire Station Site Only
 - Option 2 - Existing Fire Station and Courthouse Site
- Conceptual Design (using preferred option)
 - Draft Demolition Plan
 - Draft Phasing Plan
 - Draft Site Plan
 - Draft Building Floor Plans
- Conceptual Building Exterior Design
 - Building Massing - two studies
 - Exterior Building Design
- Meeting notes

Meetings:

- Two (2) meetings in Calexico with the Fire Station Design Team

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TASK 2 - CONCEPTUAL PROJECT BUDGET

Based on conceptual design and phasing plan for the fire station, TEN OVER will develop a conceptual project budget. The project budget will include an opinion on hard construction costs based on recent bid results in the Southern California region for similar sized fire station facilities. The soft costs will include construction market escalations as well as assumptions for professional fees, furnishings, permits, special inspections, moving costs, CLIENT equipment, contingencies, and other CLIENT costs for the project.

Schedule:

- Two (2) weeks

Meetings:

- One (1) meeting to review draft conceptual project budget. Meeting is concurrent with Tasks 1 and 3

Deliverables:

- Draft conceptual project budget

TASK 3 - CONCEPTUAL PROJECT SCHEDULE

Concurrent with Task 2, TEN OVER will develop a project schedule identifying the milestone durations for the overall project. These milestones will include assumptions for the needs assessment/programming effort, project development, and approval by the City Council. The schedule will also include typical milestones such as schematic design, design development,

Ten Over Studio
805.627.1875
539 Marsh Street
San Luis Obispo, CA
info@tenoverstudio.com
tenoverstudio.com

OWNERS INITIALS



construction documents, review periods for the City, and an assumptions for permitting and construction.

Schedule:

- Two (2) weeks

Meetings:

- One (1) meeting to review draft conceptual project schedule. Meeting is concurrent with Tasks 1 and 2

Deliverables:

- Conceptual Project Schedule

TASK 4 - CONCEPTUAL DESIGN REPORT

The Fire Headquarters Station will be a comprehensive document which will incorporate the findings, recommendations, and documents prepared by the TEN OVER team. This document will contain an executive summary and will include documents prepared in Tasks 1 through 3. TEN OVER will update the draft report to address City comments and issue a final report.

Schedule:

- Four (4) weeks

Meetings:

- One (1) meeting to review draft report in Calexico with the Fire Station Design Team. Meeting is concurrent with Tasks 1, 2 and 3
- One (1) meeting to review final report in Calexico with the Fire Station Design Team.

Deliverables:

- Draft Conceptual Design Report to include
 - Draft Executive Summary
 - Draft Demolition Plan
 - Draft Phasing Plan
 - Draft Site Plan
 - Draft Floor Plans
 - Draft Building Massing
 - Draft Exterior Building Design
- Final Conceptual Design Report
 - Finalized plans
 - Appendix

Ten Over Studio
805.627.1875
539 Marsh Street
San Luis Obispo, CA
info@tenoverstudio.com
tenoverstudio.com

OWNERS INITIALS



ARCHITECTURE FEE

TASK 1 - CONCEPTUAL DESIGN	FIXED FEE	\$32,000
TASK 2 - CONCEPTUAL PROJECT BUDGET	FIXED FEE	\$6,000
TASK 3 - CONCEPTUAL PROJECT SCHEDULE	FIXED FEE	\$3,600
<u>TASK 4 - CONCEPTUAL DESIGN REPORT</u>	<u>FIXED FEE</u>	<u>\$18,000</u>
TOTAL	FIXED FEE	\$59,600
REIMBURSABLES	Estimate	\$5,000

NOTES

Fixed fee tasks will be billed as the work progresses until the task is completed and the total amount stated in the contract for the task is invoiced.

Unless noted otherwise, the following services are not included in the above Scope of Work or Fee Proposal. Many of them are available upon request as additional services.

- Engineering services unless noted above
- Hazardous Materials testing, reports, or recommendations for removal
- Design, Specification, and/or purchasing of furnishings and specialty equipment
- Determining capacity of existing utilities (power, water, sewer/septic system)
- Off-site work outside the property boundaries
- Independent construction cost estimate
- Value engineering services
- Environmental Studies (Traffic, Noise, Flood, EIR / Initial Study / Coordination)
- If design modifications are requested after previously approved phases the ARCHITECT reserves the right to adjust the fee.

Our relationship for the purposes of this project and our responsibilities to each other are more fully set forth in the TERMS AND CONDITIONS which are an attachment to and a part of this Agreement.

CITY OF CALEXICO

TEN OVER STUDIO

10/3/2016

Ten Over Studio
 805.627.1875
 539 Marsh Street
 San Luis Obispo, CA
info@tenoverstudio.com
tenoverstudio.com

 CLIENT Date

 Jim Duffy - CA License # C30770 Date

OWNERS INITIALS



TERMS AND CONDITIONS

This Attachment entitled Terms and Conditions, together with the Agreement for Architectural Services, and any other attachments (if any) shall constitute the CONTRACT between the CLIENT and the ARCHITECT.

The CONTRACT represents the entire agreement between the CLIENT and the ARCHITECT and supersedes all prior negotiations, representations or agreements, either written or oral.

The CONTRACT may be amended only by written instrument signed by both the CLIENT and the ARCHITECT.

EMPLOYEE RATES (HOURLY). Unless otherwise agreed in advance, the fees for professional services performed by the ARCHITECT shall be performed on a time and materials basis at the ARCHITECT'S then-current rates for such work.

PRINCIPAL	\$130-175/ hr
ARCHITECT	\$100-150/ hr
DRAFTING	\$75-110/ hr

REIMBURSABLE EXPENSES. The CLIENT shall reimburse the ARCHITECT for incidental expenses incurred by THE ARCHITECT, or any sub consultant it may hire to perform services for the Project, at actual cost plus 10% to cover its overhead and administrative expenses. Reimbursable expenses shall include, but are not limited to, reproduction costs, postage, shipping and handling of drawings and documents, long distance communications, fees paid to authorities having jurisdiction over the Project, the expense of any additional insurance requested by the CLIENT in excess of that normally carried by the ARCHITECT or its sub consultants, travel expenses (transportation / automobile / lodging / meals), renderings, and models. Reimbursable automobile travel mileage will be billed at the current IRS business standard mileage rate.

IN-HOUSE PRINTING & REPRODUCTIONS. In house printing and photocopies for direct use towards the project shall be charged at a rate of \$.10 per.

ARCHITECT'S RESPONSIBILITIES

The ARCHITECT shall provide architectural services as outlined in the SCOPE OF WORK in the Agreement for Architectural Services, including normal structural, mechanical, electrical and civil engineering services (if referenced in SCOPE OF WORK). Services shall be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the architectural profession currently practicing under similar circumstances.

CLIENT'S RESPONSIBILITIES

The CLIENT shall provide full information about the program and existing conditions of the project, and shall establish a budget with reasonable contingencies that meet the project requirements. The CLIENT shall furnish surveying, geotechnical engineering and environmental testing services upon request by the ARCHITECT. The ARCHITECT and the ARCHITECT'S consultants shall be entitled to rely upon the accuracy and completeness of this information, and are in no way responsible for the accuracy, completeness or sufficiency of such information.

USE OF THE ARCHITECT'S DOCUMENTS

The Drawings, Specifications and other documents, including all documents on electronic media, prepared by the ARCHITECT as instruments of service for this project shall remain the property of the ARCHITECT. The CLIENT shall be permitted to retain copies, including reproducible copies, the Drawings, Specifications and other documents for information and reference in connection with the CLIENT'S use and occupancy of the project. The CLIENT shall not reuse or permit the reuse of the ARCHITECT'S Documents except by mutual agreement in writing.

DISPUTE RESOLUTION

In an effort to resolve any conflicts that arise during the design or construction of the project or following the completion of the project, the CLIENT and the ARCHITECT agree that all disputes between them arising out of or relating to this Contract shall be submitted to nonbinding mediation unless the parties mutually agree otherwise in writing.

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OWNERS INITIALS



LIMITATIONS OF LIABILITY

In recognition of the relative risks and benefits of the project to both the CLIENT and the ARCHITECT, the risks have been allocated such that the CLIENT agrees, to the fullest extent permitted by law, to limit the liability of the ARCHITECT and the ARCHITECT'S consultants to the CLIENT and to all construction contractors and subcontractors on the project for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, so that the total aggregate liability of the ARCHITECT and the ARCHITECT'S consultants to all those named shall not exceed \$1,000.00, or the ARCHITECT'S total fee for services rendered on this project, whichever is greater. Such claims and causes include, but are not limited to negligence, professional errors or omissions, strict liability, breach of contract or warranty.

PROJECT BUDGETING

It must be recognized that the ARCHITECT has no control over market conditions, cost of labor and materials escalations, or over the competitive bidding procedures, so the ARCHITECT cannot guarantee that the proposals, bids or the project construction costs will not vary from these estimates.

MISCELLANEOUS PROVISIONS

1. This Contract shall be governed by the laws of the State of California. In the event of mediation or other legal action the venue shall be San Luis Obispo County.
2. The terms conditions and provisions of the Contract shall bind and benefit the CLIENT and the ARCHITECT and their respective successors, assigns and legal representatives. Neither the CLIENT nor the ARCHITECT shall assign or transfer an interest in this Contract without the written consent of the other.
3. In the event any provisions of this Contract shall be held to be invalid or unenforceable, all remaining provisions shall continue in full force and effect.
4. The ARCHITECT and the ARCHITECT'S consultants shall have no responsibility for the identification, discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials in any form at the project site.
5. The ARCHITECT shall not be required to sign any documents, no matter by whom requested, that would result in the ARCHITECT'S having to certify, guarantee or warrant the existence of conditions whose existence the ARCHITECT cannot ascertain.

BILLING AND PAYMENTS

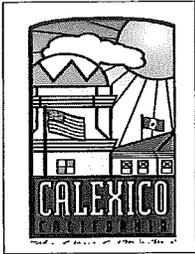
Invoices will be submitted monthly for services and reimbursable expenses and are due upon presentation. In order to defray carrying charges resulting from delayed payments, a finance charge at 1.5% per month shall be added to the unpaid balance after thirty (30) days from the date of the ARCHITECT'S invoice. In the event legal action is necessary to enforce the payment provisions of the Contract, the ARCHITECT shall be entitled to collect from the CLIENT costs of collection, including reasonable attorneys' fees. If the CLIENT fails to make payments when due or is otherwise in breach of this Contract, the ARCHITECT may suspend performance of services upon five days' notice to the CLIENT. The ARCHITECT shall have no liability whatsoever to the CLIENT for any costs or damages as a result of such suspension caused by any breach of this Contract by the CLIENT. If the CLIENT fails to make payment to the ARCHITECT in accordance with the payment terms herein, this shall constitute a material breach of this Contract and shall be cause for termination by the ARCHITECT.

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OWNERS INITIALS

**AGENDA
ITEM**

15



AGENDA STAFF REPORT

DATE: November 16, 2016

TO: Mayor and City Council

APPROVED BY: Armando G. Villa, City Manager *Armando G. Villa*

PREPARED BY: Rosalind Guerrero, Grants Manager *Rosalind Guerrero*

SUBJECT: Discussion Pursuant to the Hearthstone Community Issues

=====

Recommendation:

Provide direction on the best use of the bond insurance settlement to address the Hearthstone community issues.

Background:

On November 15, 2011 the City of Calexico settled the case of City of Calexico v. Insurance Company of the West. The settlement payment, paid through the proceeds of the surety bond, was for obligations owed to the city by the developer of the La Jolla Palms development. The settlement received was to be used to complete improvement in units 1 and 2. No improvements have been completed.

The City Council at the meeting of October 19, 2016 formed an Ad Hoc committee represented by Mayor Luis Castro and Council Member Joong Kim. The Ad Hoc committee, city staff, and Hearthstone property owners met on November 1, 2016 to prioritize the immediate needs. A series of recommendations were provided by those in attendance which will be subject to discussion. No consensus was reached.

One million dollars (\$1,000,000) was received from the insurance settlement and is to be used for completion of items pending.

Discussion & Analysis:

A punch list of unfinished items was prepared by city staff on March 15, 2010. A copy is attached for your review.

The recommendations are from the Ad Hoc committee and your council is requested to provide direction on the best use of the remaining funds.

**AGENDA
ITEM
15**

The following cost estimates were prepared in 2011:

- | | |
|---------------------------------------|--------------|
| ○ Construction of La Jolla Palms Road | \$662,000.00 |
| ○ Overall community repairs | \$399,000.00 |

The cost estimate for the construction/completion of La Jolla Palms Road does not include the cost of undergrounding the section of Beech Canal needed to allow access to Cole Road. The cost for this is unknown and negotiations with Imperial Irrigation District will need to be done.

Restructuring of the CFD would require the property owners pay the costs, as this is considered a district responsibility and not the city's.

Fiscal Impact:

To be determined.

Coordinated With:

Finance Department and Engineering Department

Attachments:

- A) Map of Hearthstone
- B) Quantity Take-Offs & Cost Estimate for La Jolla Palms Road
- C) Punch List & Cost Estimate for Unit 1 Repairs

Exhibit A

FILED IN THE OFFICE OF THE CITY CLERK THIS _____ DAY OF _____, 2005.

I HEREBY CERTIFY THAT THE WITHIN MAP SHOWING PROPOSED BOUNDARIES OF CITY OF CALEXICO COMMUNITY FACILITIES DISTRICT NO. 2005-1 (HEARTHSTONE) CITY OF CALEXICO, CALIFORNIA, STATE OF CALIFORNIA, WAS APPROVED BY THE CITY COUNCIL OF THE CITY OF CALEXICO, 2005, BY ITS RESOLUTION NO. _____ DAY OF _____, 2005.

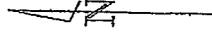
CITY CLERK
CITY OF CALEXICO

FILED THIS _____ DAY OF _____, 2005, AT THE HOUR OF _____ O'CLOCK _____ IN THE BOOK _____ OF MAPS OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICTS, PAGE _____ AND AS INSTRUMENT NO. _____ IN THE OFFICE OF THE COUNTY RECORDER IN THE COUNTY OF IMPERIAL, STATE OF CALIFORNIA.

COUNTY RECORDER
COUNTY OF IMPERIAL
STATE OF CALIFORNIA

THE LINES AND DIMENSIONS OF EACH LOT OR PARCEL SHOWN ON THIS MAP SHALL BE THOSE LINES AND DIMENSIONS AS SHOWN ON THE IMPERIAL COUNTY ASSESSOR'S MAPS FOR THOSE PARCELS LISTED.

THE IMPERIAL COUNTY ASSESSOR'S MAPS SHALL GOVERN FOR ALL DETAILS CONCERNING THE LINES AND DIMENSIONS OF SUCH LOTS OR PARCELS.

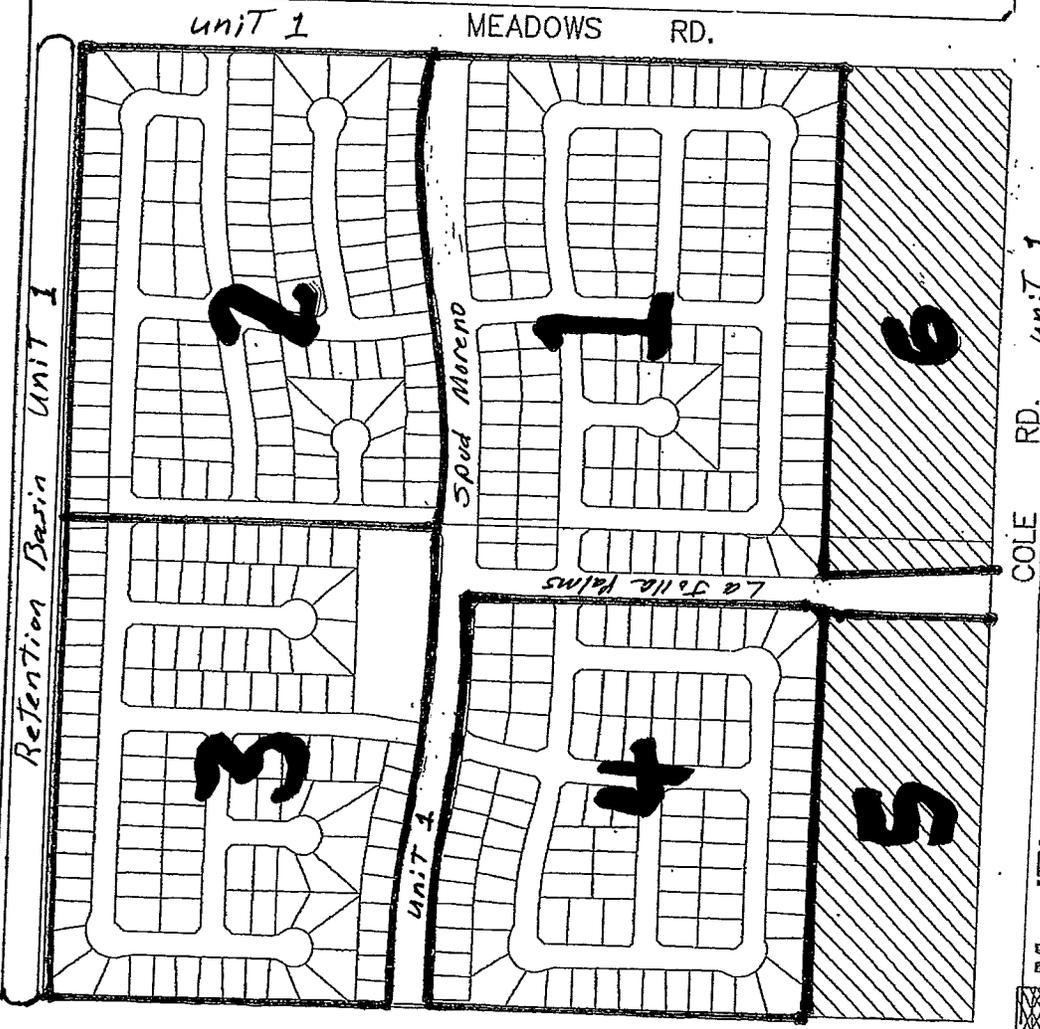


- LEGEND
- C.F.D. BOUNDARY
 - ASSESSMENT NUMBER
 - EXCLUDED FROM THE C.F.D.



ASMT. NO.	ASSESSOR'S PARCEL NO.	LEGAL DESCRIPTION
1	Portion of 058-010-08	Excluding the area within Final Map(s), identified by District No. 2005-1, shown in Book 23 Page 10 hereof, in the Imperial County Recorder, recorded on April 13, 2005.
2	Portion of 058-010-09	

PROPOSED BOUNDARIES
COMMUNITY FACILITIES DISTRICT NO. 2005-1
(HEARTHSTONE)
CITY OF CALEXICO
COUNTY OF IMPERIAL
STATE OF CALIFORNIA



MuniFinancial
 6000 W. Zanker Rd.
 Suite 100
 Temecula, California 92591-5561
 Phone (951) 697-5510 Fax (951) 697-5510

(05-053) MAY 2005

Exhibit B

Complete Street Improvements on La Jolla Plams Blvd Per plans, Station 11+00 to 24+00

ITEM	DESCRIPTION	UNIT	UNIT PRICE	QUANTITY	UNITS	TOTAL
A1*	Mobilization 3% Construction Cost	L.S	\$ 16,767.27	1.0	L.S	\$ 16,767.3
A2*	Clearing & grubbing	S.F.	\$ 0.75	61,100.0	S.F.	\$ 45,825.0
1	Concrete Curb Gutter	L.F.	\$ 18.00	1,680.0	L.F.	\$ 30,240.0
2	Concrete Side Walk per City Standards	S.F.	\$ 4.50	8,400.0	S.F.	\$ 37,800.0
3	12' Subgrade Preparation	S.Y.	\$ 3.50	6,790.0	S.Y.	\$ 23,765.0
4	Class 2 Agg Base	C.Y.	\$ 40.00	1,698.0	C.Y.	\$ 67,920.0
5	Asphalt Concrete Paving	Ton	\$ 140.00	1,174.0	Ton	\$ 164,360.0
6	Seal Coat	Ton	\$ 690.00	4.6	Ton	\$ 3,174.0
7	Concrete Raised Median	L.F.	\$ 26.00	220.0	L.F.	\$ 5,720.0
8	Survey Certification (Elevations)	L.S.	\$ 3,380.00	1.0	L.S.	\$ 3,380.0
9	Ground Steralization (Weed Control)	S.F.	\$ 0.55	61,100.0	S.F.	\$ 33,605.0
10	Compaction Soils Testling	L.S.	\$ 4,220.00	1.0	L.S.	\$ 4,220.0
11	Concrete Cross Gutters	S.F.	\$ 10.00	800.0	S.F.	\$ 8,000.0
12&13	Handicap Curb Returns	E.A.	\$ 3,000.00	3.0	E.A.	\$ 9,000.0
14	Landscape & Irrigation	S.F.	\$ 12.00	6,525.0	S.F.	\$ 78,300.0
15	Street Light	E.A.	\$ 3,500.00	8.0	E.A.	\$ 28,000.0
16	Wood Barricade	E.A.	\$ 3,000.00	1.0	E.A.	\$ 3,000.0
17	Grade Back Sidewalk	S.F.	\$ 1.50	8,400.0	S.F.	\$ 12,600.0
			Sub Totals			\$ 575,676.3
						\$ 17,270.29
						\$ 69,081.15
			Totals			\$ 662,027.7

* Additive For Construction

City of Calexico
 Community Development Department- Engineering Division
 La Jolla Subdivision Unit 1 March 15, 2010 Walk –Through
Punch List

Complete street improvements on La Jolla Palms Blvd. Per approved plan, from STA 24+00 to STA 11+00.	
Item No.	Description
1	Concrete curb & gutter 6" x 18"
2	Concrete sidewalk 4" thick matching existing sidewalk along eastside of the street
3	Subgrade
4	Class 2 Agg Base
5	Asphalt concrete paving-street, all manhole and valve covers require adjusting to be completed at the time of final paving.
6	Seal Coat A.C.
7	Install concrete raised median 6" thick on the south end of La Jolla Palms Blvd.
8	Certification letter for elevation
9	Ground Sterilization (weed control)
10	Compaction soil testing and reports
11	Cross gutter
12	Curb returns
13	Handicap ramp
14	Landscape and irrigation on both sides of la Jolla Palms Blvd from STA 24+00 to STA 10+95
15	Energize all eight street lights
16	Install wood barricade fence STA 11 +00
17	Finish grade behind sidewalk
Note	The east half of La Jolla Palms Blvd from Spud Moreno going south to STA 15+50 is completed per plan.

Exhibit C

La Jolla Palms Remove & Replace Items Unit 1

ITEM	DESCRIPTION	UNIT	UNIT PRICE	QUANTITY	UNITS	TOTAL
A1*	Mobilazation 10% Construction Cost	L.S	\$ 9,020.00	1.0	L.S	\$ 9,020.0
1	Concrete Curb Gutter	L.F.	\$ 24.00	1,300.0	L.F.	\$ 31,200.0
2	Concrete Side Walk per City Standards	S.F.	\$ 7.50	5,200.0	S.F.	\$ 39,000.0
3	Misc Items In list	L.S.	\$ 20,000.00	1.0	L.S.	\$ 20,000.0
	Sub Totals					\$ 99,220.0
	Admrstrative Contingency 3% Sub Totals					\$ 2,976.60
	Construction Mangement & Inspection 12% Subtotals					\$ 11,906.40
	Totals					\$ 114,103.0

A1* Mobilazation in Areas not same area always much higher

La Jolla Palms Remov & Replace Items Unit 1

ITEM	DESCRIPTION	UNIT	UNIT PRICE	QUANTITY	UNITS	TOTAL
A1*	Mobilazation 3% Construction Cost	L.S	\$ 7,212.00	1.0	L.S	\$ 7,212.0
1	Clearing & Grubbing	S.F.	\$ 0.75	195,200.0	S.F.	\$ 146,400.0
2	Land Scape Slopes	S.F.	\$ 1.00	94,000.0	S.F.	\$ 94,000.0
	Sub Totals					\$ 247,612.0
	Admrstrative Contingency 3% Sub Totals					\$ 7,428.36
	Construction Mangement & Inspection 12% Subtotals					\$ 29,713.44
	Totals					\$ 284,753.8

City of Calexico
 Community Development Department- Engineering Division
 La Jolla Subdivision Unit 1 March 15, 2010 Walk -Through
Punch List

Complete Street Improvements on Spud Moreno Street per approved plan from STA 35+00 to STA 46+00	
Item No.	Description
1	Install 36", 24", 18" diameter HDPE pipeline improvement sheet 40 of 78.
2	Install 2- 48" x 48" junction box
3	Install 2- 48" x 48" catch basin box in the intersection of Avenida Cielo and Spud Moreno Street, and to cap gutter for future use.
4	Concrete curb & gutter 6" x 18"
5	Cross gutters
6	Curb returns
7	Concrete sidewalk 4" thick
8	Handicap ramps
9	Subgrade
10	Class 2 Agg Base
11	Certification letter of elevations
12	Install wood barricade fence
13	Energize all five street lights.
14	All under ground installed except for the storm drain at Avenida Cielo
15	Remove and repave 50 ft from the street light going south to the lift station
16	Repair and cap all clean outs.
17	Finish grade behind sidewalk.
Note	Install concrete sidewalk and handicap ramp 4" thick, on the north side of Spud Moreno Street from STA 45+80 going east to Del Norte Avenue.

Complete Street Improvements on Meadows Avenue per approved plan from STA 10+00 to STA 34+00	
Item No.	Description
1	Install concrete curb & gutter 6" x 18", and sidewalk 4" thick, from STA 9+95 to STA 11+13
2	Minimum 4" of concrete asphalt paving (4" over 15" AC class II), from STA 9+95 to STA 11+13 Sheet # 20 of 78, the base is okay topcoat asphalt only
3	Cerification letter of elevation by Professional Surveyor
4	Seal Coat A.C.
5	Compaction testing and reports
6	Install street light on STA 27+00 light is not installed
7	Landscape and irrigation along the west side of Meadows Dr., from STA 14+60 to STA 34+00
8	Energize all eight street lights.
Complete Street Improvements on Meadows Avenue per approved plan from STA 10+00 to STA 34+00	

City of Calexico
 Community Development Department- Engineering Division
 La Jolla Subdivision Unit 1 March 15, 2010 Walk –Through
Punch List

9	Install 16" high retaining wall along the west side of Meadows Ave., from STA 14+50 to STA 23+00, and from STA 26+15 to 31+50 (Not on plan but needed per erosion control)
10	Finish grade behind sidewalk.
Note	Handicap ramp per stand. Detail to be adjusted at intersection with Cole Rd., due to limited available area.

Item No.	Description
La Jolla Palms Unit #1-Remove & Replace	
1	1084 Spud Moreno Street remove and replace 52 linear ft. curb & gutter
2	1072 Spud Moreno Street remove and replace 20 linear ft. curb & gutter and 29 linear ft. sidewalk
3	1068 Spud Moreno Street remove and replace 10 linear ft. curb & gutter and 23 linear ft. sidewalk
4	1064 Spud Moreno Street remove and replace 22 linear ft. curb & gutter
5	Lot # 7 at Spud Moreno Street remove and replace 71 linear ft. curb & gutter
6	Lot # 8 at Spud Moreno Street remove and replace 52 linear ft. curb & gutter and 25 linear ft. sidewalk
7	Lot #9 at Spud Moreno Street remove and replace 21 linear ft. curb & gutter and 16 linear ft. sidewalk.
8	Lot # 10 at Spud Moreno Street on the north side of the street remove and replace 22 linear ft. curb & gutter and 30 linear ft. sidewalk.
8a	Across the street from Lot #8 remove and replace 12 linear ft from curb and gutter
9	Lot #7 at Spud Moreno on the north side of the street remove and replace 28 linear ft. curb & gutter and 15 linear ft. sidewalk.
10	Remove and replace 28 linear ft. curb & gutter, Northwest corner of Meadows Dr. and Spud Moreno Street in front of the handicap ramp (across street Lot 1)
11	1045 Torres Street remove and replace 23.5 linear ft. curb & gutter and 5 linear ft. sidewalk.
12	1053 Torres Street remove and replace 5 linear ft. sidewalk.
13	1057 Torres Street remove and replace 5 linear ft. sidewalk.
14	1069 Torres Street remove and replace 21.3 linear ft. curb & gutter and 10 linear ft. sidewalk
15	2073 Torres Street remove and replace 22 linear ft curb & gutter and 11 linear ft. sidewalk
16	1068 Torres Street remove and replace 22 linear ft. curb & gutter
17	1056 Torres Street remove and replace 10 linear ft. driveway
18	1048 Torres Street remove and replace 15 linear ft. curb & gutter
19	1044 Torres Street remove and replace 10 linear ft. cross & gutter and 6 linear ft. spandrial
20	2476 Llanos Ct. remove and replace 20 linear ft. curb & gutter
21	2472 Llanos Ct. remove and replace 10 linear ft. curb & gutter
La Jolla Palms Unit #1-Remove & Replace	

City of Calexico
 Community Development Department- Engineering Division
 La Jolla Subdivision Unit 1 March 15, 2010 Walk -Through
Punch List

22	2468 Llanos Ct. remove and replace 5 linear ft. sidewalk
23	2464 Llanos Ct. remove and replace 21 linear ft. curb & gutter
24	2458 Llanos Ct. remove and replace 26 linear ft. curb & gutter
25	2452 Llanos Ct. remove and replace 9 linear ft. curb & gutter and 9.5 linear ft. sidewalk
26	2448 Llanos Ct. remove and replace 10 linear ft. curb & gutter and 6 linear ft. sidewalk
27	2444 Llanos Ct. remove and replace 9 linear ft. curb & gutter and 5.5 linear ft. sidewalk, and also patch top of curb.
28	remove and replace 37 linear ft. of cross gutter in the east corner of El Berro Street and Llanos Ct.
29	1069 El Berro Street remove and replace handicap ramp 7.5 linear ft. sidewalk
30	1065 El Berro Street remove and replace 10 linear ft. curb & gutter
31	1061 El Berro Street remove and replace 10 linear ft. curb & gutter
31a	1049 El Berro Street remove and replace 10 linear ft. sidewalk.
32	1045 El Berro Street remove and replace 10 linear ft. curb & gutter, 6 linear ft. sidewalk, spandrel, patch 4" x 6" and 2" x 6" on top of the curb
33	1044 El Berro Street remove and replace 8 linear ft. curb & gutter, 10.5 linear ft. driveway.
33a	1044 El Berro Street remove and replace patch and grind a 6" trip hazard.
34	1056 El Berro Street remove and replace 5 linear ft. sidewalk
35	1060 El Berro Street remove and replace 11 linear ft. curb & gutter
36	1064 El Berro Street remove and replace 10 linear ft. curb & gutter and 4 linear ft. sidewalk
37	1068 El Berro Street remove and replace 10 linear ft. curb & gutter
38	1064 Herrera Street Asphalt along gutter lip 8" x 58 linear ft.
39	1060 Herrera Street remove and replace 10.3 linear ft. sidewalk and 10 linear ft. curb & gutter.
39a	1060 Herrera Street remove and replace 5 linear ft sidewalk.
40	1058 Herrera Street remove and replace 5 linear ft. sidewalk
40a	1058 Herrera Street patch 3' x 4' asphalt.
41	1045 Herrera Street asphalt patch on the on the west side of the house along the gutter lip, 6" x 80 linear ft., and remove and replace 23 linear ft. curb & gutter.
42	1049 Herrera Street remove and replace 11 linear ft. curb & gutter, 5.5 linear sidewalk.
43	1053 Herrera Street remove and replace 19 linear ft. curb & gutter
44	1057 Herrera Street remove and replace 5 linear ft. sidewalk
45	1069 Herrera Street remove and replace 8 linear ft. curb & gutter and 10 linear ft. handycamp ramp.
46	1036 Herrera Street remove and replace 10 linear ft. curb & gutter
47	1032 Herrera Street remove and replace 10 linear ft. curb & gutter
48	1016 Herrera Street remove and replace 19 linear ft. curb & gutter and 5 linear ft. sidewalk
49	1012 Herrera Street remove and replace 10 linear ft. curb & gutter
50	1008 Herrera Street remove and replace 5 linear ft. sidewalk
51	1004 Herrera Street remove and replace 7 linear ft. sidewalk
	La Jolla Palms Unit #1-Remove & Replace

City of Calexico
 Community Development Department- Engineering Division
 La Jolla Subdivision Unit 1 March 15, 2010 Walk -Through
Punch List

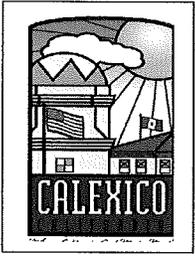
52	1021 Herrera Street remove and replace 14.5 linear ft. sidewalk and patch 4" x 5" on top of the curb
53	1025 Herrera Street remove and replace 9.5 linear ft. driveway
54	1029 Herrera Street remove and replace 10 linear ft. curb & gutter, 10 linear ft. driveway, and 4 linear ft. sidewalk
55	1033 Herrera Street remove and replace 30 linear ft. curb & gutter, 4 linear ft. sidewalk, handicap ramp.
56	2475 Figueroa Avenue remove and replace handicap ramp, grind spandrel and cross gutter
57	2472 Zuniga Ct remove and replace 12 linear ft. driveway
58	2464 Zuniga Ct remove and replace 9.5 linear ft. curb & gutter
58a	2464 Zuniga Ct. remove and replace 6.5 linear ft. sidewalk.
59	2461 Zuniga Ct remove and replace 9.0 linear ft. curb & gutter
60	2465 Zuniga Ct remove and replace 18 linear ft. curb & gutter
61	2469 Zuniga Ct remove and replace 18.5 linear ft. curb & gutter
62	2475 Zuniga Ct remove and replace 19 linear ft. cross & gutter
63	1001 Torres St. remove and replace 65.5 linear ft. curb & gutter, 75 linear ft. sidewalk on the south side of the street
64	at the west end of Torres Street remove and replace 15.5 linear ft. cross gutter, and the spandrel on the north and south side of Torres Street.
65	1001 Torres Street remove and replace 5 linear ft. sidewalk
66	1005 Torres Street remove and replace 5 linear ft. sidewalk
67	1021 Torres Street remove and replace 5 linear ft. sidewalk
68	1031 Torres Street remove and replace 9 linear ft. curb & gutter
69	1035 Torres Street remove and replace 14 linear ft. sidewalk, spandrel, and 4 linear ft. curb & gutter.
69a	1035 Torres Street patch on top of upper curb
70	2468 Najera Ct. remove and replace 10 linear ft. curb & gutter
71	2464 Najera Ct. remove and replace 9.5 linear ft. curb & gutter
72	2462 Najera Ct. remove and replace 5 linear ft. sidewalk
73	2454 Najera Ct. remove and replace 5 linear ft. sidewalk
74	2459 Najera Ct. remove and replace 5 linear ft. sidewalk
75	2471 Najera Ct. remove and replace 10 linear ft. sidewalk
76	1028 Spud Moreno Street remove and replace 17 linear ft. curb & gutter
77	1024 Spud Moreno Street remove and replace 13 linear ft. curb & gutter and 19 linear ft. sidewalk
78	1008 Spud Moreno Street remove and replace 10.5 linear ft. curb & gutter
79	1004 Spud Moreno Street remove and replace 10 linear ft. curb & gutter and linear ft. driveway
80	1000 Spud Moreno Street remove and replace 40.5 linear ft. curb & gutter
81	1013 Spud Moreno Street remove and replace 22 linear ft. curb & gutter and 5 linear ft. sidewalk
La Jolla Palms Unit #1-Remove & Replace	

City of Calexico
 Community Development Department- Engineering Division
 La Jolla Subdivision Unit 1 March 15, 2010 Walk –Through
Punch List

82	1017 Spud Moreno Street remove and replace 11 linear ft. sidewalk
82a	1017 Spud Moreno Street remove and replace 10 linear ft. curb & gutter.
83	Caulk all expansion joints on sidewalk, curb & gutter, and cross gutter in Unit #1
84	Install blue defector in the middle of the street in front of the fire hydrants
85	Complete landscape and irrigation along the east side of Figueroa Avenue, from Spud Moreno to Herrera Street, on the west side of Figueroa Avenue from Spud Moreno to Torres Street
86	Complete landscape and irrigation along the west side of Llanos Ct, from Torres Street to Herrera Street
87	Complete landscape and irrigation along the south side of 2454 Najera Ct.
88	Complete landscape and irrigation along the south side of Torres Street, from Figueroa Street to la Jolla Palms Blvd.
89	Asphalt paving shall be fog sealed after completion in accordance with section 37-1.0 through 37-1.05 in all of La Jolla Palms Unit # 1
90	Paint all graffiti on walls and fence.
91	Clean up all construction debris located on the site.

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AGENDA STAFF REPORT

CALEXICO REDEVELOPMENT SUCCESSOR AGENCY

DATE: November 16, 2016

TO: Chairman and Board Members

APPROVED BY: Armando G Villa, City Manager

PREPARED BY: Eduardo Gutierrez, Acting Finance Director

SUBJECT: A Resolution of the Successor Agency to the Community Redevelopment Agency of the City of Calexico Approving the Transfer of 218 Sheridan Street (APN 058-295-001) to the City of Calexico at No Cost and Approving Certain Related Actions

=====

Recommendation:

Approve a resolution approving the transfer of 218 Sheridan Street (APN 058-295-001) to the City of Calexico at no cost and approving certain related actions.

Background:

Pursuant to Health and Safety Code (the "HSC") § 34172 (a)(1), the Community Redevelopment Agency of the City of Calexico was dissolved February 1, 2012. Consistent with the provisions of the HSC, the City Council of the City of Calexico (the "City") previously elected to serve in the capacity of the Successor Agency to the Community Redevelopment Agency of the City of Calexico (the "Successor Agency").

On October 3, 2013, the Successor Agency received its Finding of Completion (the "FOC") from the California Department of Finance (the "DOF") pursuant to HSC § 34179.7. Subsequent to receiving an FOC, HSC § 34191.5 requires the Successor Agency to prepare a Long-Range Property Management Plan (the "LRPMP") to address the disposition and use of the real property assets held by the Successor Agency. Pursuant to HSC § 34191.5 (c), the Successor Agency prepared and filed with the DOF its Oversight Board-approved LRPMP.

In its June 17, 2015 letter, the DOF formally approved the Successor Agency's LRPMP and notified the Successor Agency that pursuant to HSC § 34191.3, the approved LRPMP shall govern, and supersede all other provisions of the HSC relating to, the disposition and use of all the real property assets of the former Community Redevelopment Agency. The LRPMP includes nine (9) parcels of land grouped into six (6) separate sites, one of which is designated for governmental use by the City of Calexico (the "City"), which may now be

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transferred to the City, at no cost, pursuant to the authority granted thereof in the approved LRPMP.

Discussion & Analysis:

The designated governmental use site is located at 218 Sheridan Street (APN 058-295-001) (the "Site") is approximately 2.07 acres in size and is designated to be used for the expansion of Heber Park. The Site was formerly used as a California National Guard Armory. Consistent with the authority provided by the approved LRPMP, the Successor Agency proposes to transfer the Site to the City, at no cost, by quitclaim deed, a form of which is included as Exhibit "A" to the attached resolution.

The attached resolution has been reviewed with respect to applicability of the California Environmental Quality Act (the "CEQA"), the State CEQA Guidelines (California Code of Regulations, Title 14, § 15000 *et seq.*, hereafter the "Guidelines"), and the City's environmental guidelines. The attached resolution does not constitute a "project" for purposes of CEQA, as that term is defined by Guidelines § 15378, because this Resolution is an organizational or administrative activity that will not result in a direct or indirect physical change in the environment, per § 15378 (b)(5) of the Guidelines.

Fiscal Impact:

The City will receive the Site from the Successor Agency at no cost.

Coordinated With:

Steven H. Dukett, Urban Futures, Inc.

Attachment:

Resolution.

RESOLUTION NO. 2016-__-SA

A RESOLUTION OF THE SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF CALEXICO APPROVING THE TRANSFER OF 218 SHERIDAN STREET (APN 058-295-001) TO THE CITY OF CALEXICO AT NO COST AND APPROVING CERTAIN RELATED ACTIONS

WHEREAS, pursuant to Health and Safety Code (the "HSC") § 34172 (a)(1), the Calexico Community Redevelopment Agency was dissolved on February 1, 2012; and

WHEREAS, consistent with the provisions of the HSC, the City Council of the City of Calexico previously elected to serve in the capacity of the Successor Agency to the Calexico Community Redevelopment Agency (the "Successor Agency"); and

WHEREAS, on October 3, 2013, the Successor Agency received its Finding of Completion (the "FOC") from the California Department of Finance (the "DOF") pursuant to HSC § 34179.7; and

WHEREAS, subsequent to receiving an FOC, HSC § 34191.5 requires the Successor Agency to prepare a Long-Range Property Management Plan (the "LRPMP") to address the disposition and use of the real property assets held by the Successor Agency; and

WHEREAS, pursuant to HSC § 34191.5 (c), the Successor Agency prepared and filed with the DOF its Oversight Board-approved LRPMP; and

WHEREAS, in its June 17, 2015 letter, the DOF formally approved the Successor Agency's LRPMP and notified the Successor Agency that pursuant to HSC § 34191.3, the approved LRPMP shall govern, and supersede all other provisions of the HSC relating to, the disposition and use of all the real property assets of the former Community Redevelopment Agency; and

WHEREAS, the LRPMP includes nine (9) parcels of land grouped into six (6) separate sites, one of which is designated for governmental use by the City, which may now be transferred to the City, at no cost, pursuant to the authority granted thereof in the approved LRPMP; and

WHEREAS, the designated governmental use site is located at 218 Sheridan Street (APN 058-295-001) (the "Site") is approximately 2.07 acres in size and is designated to be used for the expansion of Heber Park; and

WHEREAS, the Site was formerly used as a California National Guard Armory; and

WHEREAS, consistent with the authority provided by the approved LRPMP, the Successor Agency proposes to transfer the Site to the City, at no cost, by quitclaim deed, a form of which is included as Exhibit "A" to this Resolution; and

WHEREAS, the attached resolution has been reviewed with respect to applicability of the California Environmental Quality Act (the "CEQA"), the State CEQA Guidelines (California Code of Regulations, Title 14, § 15000 *et seq.*, hereafter the "Guidelines"), and the City's environmental guidelines; and

WHEREAS, the attached resolution does not constitute a "project" for purposes of CEQA, as that term is defined by Guidelines § 15378, because this Resolution is an organizational or administrative activity that will not result in a direct or indirect physical change in the environment, per § 15378 (b)(5) of the Guidelines.

WHEREAS, all of the prerequisites with respect to the approval of this Resolution have been met.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Successor Agency to the Calexico Community Redevelopment Agency, as follows:

Section 1. The foregoing recitals are true and correct and are a substantive part of this Resolution.

Section 2. The Successor Agency's transfer of the Site to the City is approved.

Section 3. The City Manager, as the Successor Agency's Executive Director or designee, is authorized to: i) execute the quitclaim deed required to transfer the Site to the City, a form of which is included within Exhibit "A" to this resolution; and ii) take such other actions and execute such other documents as are necessary to effectuate the intent of this Resolution.

Section 4. This Resolution shall take effect upon the date of its adoption.

PASSED, APPROVED AND ADOPTED this 16th day of November 2016

Luis J. Castro, Chairman

ATTEST

Gabriela T. Garcia, Secretary for the
Successor Agency

CERTIFICATION:

I, Gabriela T. Garcia, Secretary for the Successor Agency to the Calexico Community Redevelopment Agency, do hereby certify that the foregoing Resolution No. 2016-__ (SA) was duly adopted by the Board of Directors for the Successor Agency to the Calexico Community Redevelopment Agency, at a meeting thereof held on the 16th day of November 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Gabriela T. Garcia, Secretary for the
Successor Agency

FORM OF QUITCLAIM DEED TRANSFERRING
218 SHERIDAN STREET (APN 058-295-001)
TO THE CITY OF CALEXICO

(Not for Signature)

RECORDING REQUESTED BY
Successor Agency to the Community
Redevelopment Agency of the
City of Calexico

WHEN RECORDED MAIL TO:
City of Calexico
608 Heber Avenue
Calexico, CA 92231

Attn: City Clerk

(Space Above Line For Use By Recorder)

APN: 058-295-001

This document is exempt from the
payment of a recording fee pursuant to
Government Code Section 27383

DOCUMENTARY TRANSFER TAX \$NONE

QUITCLAIM DEED

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, the Successor Agency to the Redevelopment Agency of the City of Calexico, a public body, corporate and politic (the "Grantor") does hereby remise, release and quitclaim to the City of Calexico, a public body, corporate and politic (the "Grantee"), any interest that Grantor may have in the real property in the City of Calexico, County of Imperial, State of California, described in Attachment "A" attached hereto and incorporated herein by this reference.

SUCCESSOR AGENCY TO THE
REDEVELOPMENT AGENCY OF THE CITY OF
CALEXICO, a public body, corporate and politic

Dated _____

By: NOT FOR SIGNATURE
Armando G. Villa, Executive Director
Successor Agency to the
Redevelopment Agency
of the City of Calexico

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California } ss
County of Imperial }

On _____ before me, _____, Notary Public, personally appeared _____ who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and who acknowledged to me that he/she executed the same in his/her authorized capacity, and by his/her signature on the instrument the person, or entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY of PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

(Signature of Notary)

(This area for official notarial seal)

*****Attachment "A"*****

LEGAL DESCRIPTION

**Address: 218 Sheridan Street, Calexico, CA 92231
APN: 058-295-001**

*LEGAL DESCRIPTION
(add here)*

CERTIFICATE OF ACCEPTANCE

This is to certify that the interest in real property conveyed by written deed or grant dated _____, 2016 from the Successor Agency to the Redevelopment Agency of the City of Calexico to the City of Calexico, is hereby accepted by the undersigned officer or agent on behalf of the City of Calexico, pursuant to authority conferred by the City of Calexico on November 16, 2016, pursuant to Resolution No. 2016-___ and the City of Calexico consents to recordation thereof by its duly authorized officer.

Dated this _____ day of _____, 2016.

By: NOT FOR SIGNATURE
Armando G. Villa, City Manager
City of Calexico

Provides for:

Address: 218 Sheridan Street, Calexico, CA 92231
APN: 058-295-001

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California } ss
County of Imperial }

On _____ before me, _____, Notary Public, personally appeared _____ who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and who acknowledged to me that he/she executed the same in his/her authorized capacity, and by his/her signature on the instrument the person, or entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY of PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

(Signature of Notary)

(This area for official notarial seal)