

**AVALON CITY COUNCIL MEETING  
TUESDAY, MARCH 3, 2015 – 6:00 P.M.  
CITY HALL COUNCIL CHAMBERS  
410 AVALON CANYON ROAD, AVALON  
A G E N D A**

In compliance with the Americans with Disability Act, if you need special assistance to participate in this meeting, please contact Denise Radde, City Clerk (310) 510-0220. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35. 102-35.104 ADA Title II). All public records relating to an agenda item on this agenda are available for the public inspection at the time the records are distributed to all, or a majority of all, members of the City Council. Such records shall be available at City Hall located at 410 Avalon Canyon Rd.

**CALL TO ORDER / ROLL CALL**

**PLEDGE OF ALLEGIANCE / INVOCATION**

**ANNOUNCEMENTS / WRITTEN COMMUNICATIONS**

**PRESENTATION**

1. Community Suggestion Box is being presented.
2. Southern California Edison and Andrew Barnes, Hydrologist with Geosyntec, will explain the water samplings data from the Million Gallon Tank, its relevance and significance.

**CITY MANAGER REPORT**

**CITY ATTORNEY REPORT**

**COUNCILMEMBER REPORTS**

**MAYOR REPORT**

**ORAL COMMUNICATION**

Members of the public may address the City Council at this time. No action will be taken on non-agenda items at this meeting. Speakers should limit comments to three (3) minutes each.

**CONSENT CALENDAR**

1. Actions  
Although the live recording is the official record of public meetings, actions are prepared for the Council's approval.  
Recommended Action  
Approve actions from the February 17, 2015 City Council meeting.

**GENERAL BUSINESS**

2. Provide direction to City Staff and the City Attorney on the appropriate actions regarding Edison Water Quality Issue.
  
3. Consideration of an Ordinance of the City Council of the City of Avalon Amending Avalon Municipal Code Section 9-5.404 (HD) Uses by Conditional Use Permit and 9-5.504 HD-R-CH/Low Moderate Income Housing, Uses by Conditional Use Permit and Adding Article 3 to Chapter 16 of Title 9 of the Avalon Municipal Code to Establish and Regulate Single Room Occupancy Facilities  
Assembly Bill 2634 (AB 2634), adopted in 2007, amended the California Government Code to require that each local government in California identify, in its General Plan's Housing Element, adequate sites for housing, including Single Room Occupancies (SROs). Implementation requires that the City designate one or more zones where SROs are permitted as a conditionally permitted use.  
Recommended Action  
Introduce and waive all readings of an Ordinance of the City Council of the City of Avalon Amending Avalon Municipal Code Section 9-5.404 (HD) Uses by Conditional Use Permit and 9-5.504 HD-R-CH/Low Moderate Income Housing, Uses by Conditional Use Permit and Adding Article 3 to Chapter 16 of Title 9 of the Avalon Municipal Code to Establish and Regulate Single Room Occupancy Facilities.
  
4. Public Facilities Trash Collection Services with Aladdin Cleaning  
The current contract with Aladdin Cleaning is scheduled to expire on April 14, 2015. The City's general policy is to use the competitive bid process after many years on a contract, except when it will clearly not benefit the City to go through the process with respect to an existing contract where the performance is satisfactory. Aladdin Cleaning is responsible for emptying, cleaning, replacing liners, repairing and maintaining approximately 150 plus trash cans through the town.  
Recommended Action  
Discuss and determine if the City would like to go through the competitive bidding process for Public Municipal Trash Collection Services or extend the contract with Aladdin Cleaning for an additional one year. If Council desires to extend the contract then authorize the City Manager to execute the amendment document.
  
5. Authorize Execution of a Professional Services Agreement with a Consulting Firm for Phase 1 of the 10-Year Sewer Infrastructure Repair Program  
In compliance with the CDO, the City was to implement a long term Sewer Plan that would be used for needed repairs on our sewer system. Efforts have been ongoing with minor repairs at various areas by City staff, however, Phase 1 of this action plan is now required with the addition of outside specialty contractors.  
Recommended Action  
Authorize the City Manager to execute a contract with a consulting firm for the implementation of Contract Documents, and the administration of a Public Bid, for Phase 1 of our Sewer Infrastructure Repair Program.

**CITY COUNCIL AGENDA  
MARCH 3, 2015  
PAGE 3**

**CLOSED SESSION**

1. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION  
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9  
Number of Cases: One
  
2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Title: City Manager

**NOTICE OF POSTING**

I, Denise Radde, declare that the City Council Agenda for March 3, 2015 was posted on Thursday, February 26, 2015, on the City's website [www.cityofavalon.com](http://www.cityofavalon.com), and at City Hall, 410 Avalon Canyon Road. Copies of agendas and staff reports are available at City Hall and on the City website.



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Denise A. Radde, City Clerk / Chief Administrative Officer

CITY OF AVALON CITY COUNCIL

MEETING DATE: March 3, 2015

AGENDA ITEM: 1

ORIGINATING DEP: City Clerk

CITY MANAGER: BH

PREPARED BY: Denise Radde, City Clerk

SUBJECT: City Council Actions

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**RECOMMENDED ACTION(S):** Approve City Council Actions from the regular City Council meeting on February 17, 2015.

**REPORT SUMMARY:** Although the live recording is the official record of public meetings, actions are prepared for the Council's approval.

**FISCAL IMPACTS:** N/A

**GOAL ALIGNMENT:** To be determined.

**CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION:** N/A

**FOLLOW UP ACTION:** File Actions in the City Clerk's office.

**ADVERTISING, NOTICE AND PUBLIC CONTACT:** This item was properly listed on the posted agenda pursuant to the Brown Act.

**ATTACHMENTS:** City Council Actions will be provided under separate cover.

CITY OF AVALON CITY COUNCIL

MEETING DATE: March 3, 2015

AGENDA ITEM: 3

ORIGINATING DEPT: Planning

CITY MANAGER: BH

PREPARED BY: Amanda Cook, Planning Director

**SUBJECT:** Consideration of an Ordinance of the City Council of the City of Avalon Amending Avalon Municipal Code Section 9-5.404 (HD) Uses by Conditional Use Permit and 9-5.504 HD-R-CH/Low Moderate Income Housing, Uses by Conditional Use Permit and Adding Article 3 to Chapter 16 of Title 9 of the Avalon Municipal Code to Establish and Regulate Single Room Occupancy Facilities.

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**RECOMMENDED ACTION(S):** That the City Council introduce and waive all readings of an Ordinance of the City Council of the City of Avalon Amending Avalon Municipal Code Section 9-5.404 (HD) Uses by Conditional Use Permit and 9-5.504 HD-R-CH/Low Moderate Income Housing, Uses by Conditional Use Permit and Adding Article 3 to Chapter 16 of Title 9 of the Avalon Municipal Code to Establish and Regulate Single Room Occupancy Facilities.

**BACKGROUND:** This item was pulled to consider the issue of Inclusionary Housing in the proposed Ordinance. The Planning Commission discussed the issue. A change was made in the proposed ordinance to specifically address Inclusionary Housing.

Specifically, the following sentence was added; 10. SROs may be created to satisfy inclusionary housing requirements as required in an approved Inclusionary Housing Plan.

The reason for addressing the issue in this manner is that depending on the type of project that requires inclusionary housing, SROs may be appropriate. The decision would be made at the time the specific project is being considered.)

Assembly Bill 2634 (AB 2634), adopted in 2007, amended the California Government Code to require that each local government in California identify, in its General Plan's Housing Element, adequate sites for housing, including Single Room Occupancies (SROs). The 2013-2021 Housing Element includes a commitment by the City to complete a number of Zoning Code updates and revisions by summer 2014 to comply with AB 2634 (among other state mandates) and facilitate the development of affordable housing.

Implementation requires that the City designate one or more zones where SROs are permitted as a conditionally permitted use (requires a Conditional Use Permit). The City submitted to the Department of Housing and Community Development ("HCD") the 5<sup>th</sup> cycle Housing Element in late 2013. HCD has indicated that prior to receiving certification of the 5<sup>th</sup> cycle Housing Element, the City must make the zoning changes called for in the 4<sup>th</sup> cycle Housing Element, including the adoption of the Single Room Occupancy Ordinance.

When considering land use changes in the 4<sup>th</sup> cycle of the Housing Element, the City Council designated the High Density/Flats and HD/Community Housing zone (formerly the Low/Moderate income zone or generally Tremont Canyon) as appropriate for this land use.

Adoption of the ordinance establishing Article 3 in Chapter 16 of Title 9 and amendments to Municipal Code Sections 9-5.404 and 9-5.504, do not approve any particular project or any particular parcel for immediate construction of a Single Room Occupancy Facility.

The ordinance will add Article 3 – Single Room Occupancies to Chapter 16 – Special Needs Housing, of Title 9 of the Municipal Code. This section will include standards specific to single room occupancies (as allowed by AB 2634) including maximum occupancy, bath and kitchen requirements, parking, management plan and Inclusionary Housing.

The amendment to Municipal Code Sections 9-4.404 and 9-5.504 will add single room occupancy as a conditionally permitted use within the HD/Flats and HD-R-CH (Low Moderate Income Housing) Zones.

**FISCAL IMPACTS:** There is no fiscal impact from the adoption of the Ordinance.

**GOAL ALIGNMENT:** Its meets the Goal of the General Plan to facilitate affordable housing.

**CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION:** The City will have not complied with the implementation policy in the General Plan to facilitate affordable housing.

**FOLLOW UP ACTION:** Adopt the Ordinance.

**ADVERTISING, NOTICE AND PUBLIC CONTACT:** Pursuant to the Brown Act. The ordinance will be published as required by law.

**Environmental Review:** This change was included in the EIR prepared for the adopted General Plan and thus is exempt from further CEQA review pursuant to State CEQA Guidelines Section 15061(b)3.

**ATTACHMENTS:**

1. Ordinance

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE OF THE CITY OF AVALON AMENDING SECTIONS 9-5.404 AND 9-5.504 OF TITLE 9 OF THE AVALON MUNICIPAL CODE AND ADDING ARTICLE 3 TO CHAPTER 16 OF TITLE 9 OF THE AVALON MUNICIPAL CODE TO ESTABLISH AND REGULATE SINGLE ROOM OCCUPANCY FACILITIES**

**WHEREAS**, the City of Avalon ("City") recognizes that affordable housing is a scarce resource, and therefore committed in its Housing Element to update the City's ordinances to encourage the development of such housing; and

**WHEREAS**, a type of affordable housing is a single room occupancy ("SRO"), which consists of a small unit that may provide housing opportunities for lower-income individuals, persons with disabilities, seniors, and formerly homeless people seeking to enter the housing market; and

**WHEREAS**, in many communities, older SROs have been lost due to deterioration, hotel conversions, and demolitions; and

**WHEREAS**, the City Council recognizes the value of identifying zoning and development standards that will allow and encourage the development or construction of new SROs; and

**WHEREAS**, in support of SRO housing, the City desires to amend the Avalon Municipal Code ("AMC") to add standards governing the establishment of SROs within the City; and

**WHEREAS**, a public hearing was held before the Planning Commission on May 21, 2014 in which the Commission recommended that that the Council adopt Zoning Code text amendments to allow for the establishment and regulation of SROs in the City; and

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF AVALON DOES ORDAIN AS FOLLOWS:**

**Findings.** The above recitals are true and correct and are incorporated herein by this reference.

**Section 1.** Section 9-3.619 of Article 6 of Chapter 3 of Title 9 of the Avalon Municipal Code is hereby amended to add the following definition:

**"Section 9-3.619 'S' Definitions.**

'Single room occupancy facility' shall mean a facility providing six or more dwelling units where each unit has a minimum floor area of one hundred ninety (190) square feet. These dwelling units may have kitchen or bathroom facilities and shall be offered on a monthly basis or longer."

**Section 2.** Article 3 of Chapter 16 of Title 9 of the Avalon Municipal Code is hereby added to

the Avalon Municipal Code and shall read as follows:

**“CHAPTER 16 SPECIAL NEEDS HOUSING**

**Article 3. Single Room Occupancies**

- 9-16.300 Purpose and intent.**
- 9.16-301 Occupancy.**
- 9-16.302 Residential Zone Land Uses and Permit Requirements.**
- 9-16.303 Standards.**

**9-16.300 Purpose and intent.**

It is the purpose and intent of this chapter to regulate the development and operation of single room occupancy land uses. Single room occupancy (SRO) units provide housing opportunities for lower-income individuals, persons with disabilities, seniors, and formerly homeless individuals.

**9.16-301 Occupancy**

A single room occupancy unit provides living and sleeping space for the exclusive use of up to two occupants.

**9-16.302 Residential Zone Land Uses and Permit Requirements.**

Single-room occupancy facilities shall be permitted in the HD Multiple Residential – High Density (Flats) zone and the High Density Residential – Community Housing (HD-R-CH) zone subject to the approval of a conditional use permit by the Planning Commission per Section 9-8.401.

**9-16.303 Standards.**

A. Single Room Occupancy Units. The following standards apply to single room occupancy units. In the event of conflict between these standards and the underlying zoning district regulations, the provisions of this section shall apply.

1. Unit Size. The minimum size of a unit shall be one hundred ninety (190) square feet.
2. Bathroom Facilities. An SRO unit is not required to, but may contain partial or full bathroom facilities. A partial bathroom facility shall have at least a toilet and sink; a full facility shall have a toilet, sink, and bathtub, shower, or bathtub/shower combination. If a full bathroom facility is not provided, common bathroom facilities shall be provided with at least one full bathroom on a floor, with at least one bathroom for every three units on a floor. A full bathroom shall be at least 35 square feet.
3. Kitchen. An SRO unit is not required to but may contain partial or full kitchen

facilities. A full kitchen includes a sink, a refrigerator, and a stove, range top, or oven. A partial kitchen is missing at least one of these appliances. If a full kitchen is not provided, common kitchen facilities shall be provided with at least one full kitchen per floor, or at least one kitchen for every six units on a floor.

4. Closet. Each SRO unit shall have a separate closet.

5. Code Compliance. All SRO units shall comply with all requirements of the California Building Code.

B. Single Room Occupancy Facilities. In addition to the development standards in the underlying zoning district, the following standards apply to single room occupancy facilities. In the event of conflict between these standards and the underlying zoning district regulations, the provisions of this section shall apply.

1. Common Area. A single room occupancy facility shall include at least two hundred (200) square feet in area of interior common space, excluding janitorial storage, laundry facilities, and common hallways. All common areas shall comply with all applicable ADA accessibility and adaptability requirements.

2. Bathroom Facilities. If private bathing facilities are not provided for each unit, shared shower or bathtub facilities shall be provided with at least one full bathroom (including toilets, sinks, and bathing facilities) for every floor, with a minimum of one full bathroom per every three units on a floor. The shared shower or bathtub facility shall be accessible from a common area or hallway. Each shared shower or bathtub facility shall be provided with an interior lockable door. A full bathroom shall be at least 35 square feet.

3. Laundry Facilities. Laundry facilities shall be provided in a separate room at the ratio of one washer and dryer for every ten (10) units, with at least one washer and dryer per floor.

4. Cleaning Supply Room. A cleaning supply room or utility closet with a wash tub with hot and cold running water shall be provided on each floor of the SRO facility.

5. Management Plan. A management plan shall be submitted with the development application for an SRO facility and shall be approved by the community development director and housing programs manager. The management plan must address management and operation of the facility, rental procedures, safety and security of the residents and building maintenance.

6. Facility Management. An SRO facility with ten (10) or more units shall have an on-site manager. An SRO facility with less than ten (10) units shall provide a management office on-site.

7. Off-Street Parking. Off-street parking shall be determined by the Planning Commission.

8. Accessibility. All SRO facilities shall comply with all applicable ADA

accessibility and adaptability requirements.

9. Existing Structures. An existing structure may be converted to an SRO facility, consistent with the provisions of this section.”

**Section 4.** Section 9-5.404 Uses by Conditional Use Permit is amended to add (h) as follows: (h) Single room occupancies. Section 9-5.504 Uses by Conditional Use Permit is amended to add (h) as follows: (h) Single room occupancies.

**Section 5. Severability.** The provisions of this Ordinance are hereby declared to be severable. If any provision, clause, sentence, or paragraph of this Ordinance, or the application thereof to any person or circumstance shall be held invalid, such invalidity shall not affect the other provisions of this Ordinance or the application of those provisions.

**Section 6. Exemption from California Environmental Quality Act.** The City finds that the amendments to the Municipal Code, made pursuant to this Ordinance, are exempt from the California Environmental Quality Act (“CEQA”) because they do not constitute a project within the meaning of State CEQA Guidelines Section 15378. The amendments herein have no potential for resulting in physical change to the environment, directly or indirectly, that is capable of ascertainment at the present time. Specifically, no meaningful review of potential impacts is currently possible because the proposed amendments do not obligate development of SRO facilities in any particular place and the City has not received any proposals or applications for such development. The City further finds, under State CEQA Guidelines Section 15305, that the proposed amendments constitute a minor change to land use limitations and do not affect any change of zoning or generally permissible land uses or densities. The City further finds, under State CEQA Guidelines Section 15061(b)(3), that this Ordinance is also exempt from the requirements of CEQA in that the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. These amendments do not allow any new activities, but rather define a previously undefined term and provide regulations for the establishment of a type of affordable housing. The City Clerk shall be the custodian of record for the documentation supporting this action. Staff is hereby directed to file a Notice of Exemption with the Los Angeles County Clerk’s Office within five (5) working days.

**Effective Date.** This Ordinance shall become effective thirty (30) days after its adoption.

**Custodian of Records.** The documents and materials that constitute the record of proceedings on which these findings and this Ordinance are based are located at the City Clerk’s Office at City Hall located at 410 Avalon Canyon Rd., Avalon, CA 90704. The custodian of these records is the City Clerk.

**Publication.** The City Clerk shall certify to the adoption of this Ordinance and cause the same to be published as required by law.

**INTRODUCED** at a regular meeting of the City Council of the City of Avalon on the 3<sup>rd</sup> day of March, 2015, and thereafter **ADOPTED** at a Regular Meeting of said City Council held on the \_\_\_\_\_ day of \_\_\_\_\_, 2015, by the following vote to wit:

**AYES:**  
**NAYS:**  
**ABSENT:**  
**ABSTAIN:**

\_\_\_\_\_  
Ann H. Marshall, Mayor

**ATTEST:**

\_\_\_\_\_  
Denise A. Radde, City Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Scott H. Campbell  
Best Best & Krieger, LLP

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE PLANNING COMMISSION OF THE  
CITY OF AVALON RECOMMENDING THAT THE CITY COUNCIL  
ADOPT AN ORDINANCE TO ESTABLISH AND REGULATE  
SINGLE ROOM OCCUPANCY FACILITIES**

**WHEREAS**, the City of Avalon (“City”) recognizes that affordable housing is a scarce resource, and therefore committed in its Housing Element to update the City’s ordinances to encourage the development of such housing; and

**WHEREAS**, a type of affordable housing is a single room occupancy (“SRO”), which consists of a small unit that may provide housing opportunities for lower-income individuals, persons with disabilities, seniors, and formerly homeless people seeking to enter the housing market; and

**WHEREAS**, in many communities, older SROs have been lost due to deterioration, hotel conversions, and demolitions; and

**WHEREAS**, the Planning Commission recognizes the value of identifying zoning and development standards that will allow and encourage the development or construction of new SROs; and

**WHEREAS**, in support of SRO housing, the City desires to amend the Avalon Municipal Code (“AMC”) to add standards governing the establishment of SROs within the City; and

**WHEREAS**, AMC section 9-8.301 provides that the Zoning Code may be amended to impose new regulations, and AMC section 9-8.302 authorizes the Planning Commission to initiate Zoning Code text amendments; and

**WHEREAS**, the Planning Commission desires to adopt this Resolution recommending that the City Council enact Zoning Code text amendments to allow SROs to be established within the City and to regulate SROs.

**NOW THEREFORE, THE PLANNING COMMISSION OF THE CITY OF AVALON DOES  
HEREBY FIND AS FOLLOWS:**

Section 1. The above recitals are hereby incorporated by reference.

Section 2. The Planning Commission finds that this Resolution is exempt from the California Environmental Quality Act (“CEQA”) because it does not constitute a project within the meaning of State CEQA Guidelines Section 15378. The amendments described herein have no potential for resulting in physical change to the environment, directly or indirectly, that is capable of ascertainment at the present time. Specifically, no meaningful review of potential impacts is currently possible because the proposed amendments do not obligate development of SRO facilities in any particular place and the City has not received any proposals or applications for such development. The

Planning Commission further finds, under State CEQA Guidelines Section 15305, that the proposed amendments constitute a minor change to land use limitations and do not affect any change of zoning or generally permissible land uses or densities. The City further finds, under State CEQA Guidelines Section 15061(b)(3), that this Resolution is also exempt from the requirements of CEQA in that the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. These amendments do not allow any new activities, but rather define a previously undefined term and provide regulations for the establishment of a type of affordable housing. The City Clerk shall be the custodian of record for the documentation supporting this action. Staff is hereby directed to file a Notice of Exemption with the Los Angeles County Clerk's Office within five (5) working days.

Section 3. Based upon the written material presented, oral information provided, including any public testimony, and based upon its own independent judgment, the Planning Commission recommends the City Council consider and enact the proposed Ordinance relating to the establishment and regulation of single room occupancy units and facilities, as attached hereto as Exhibit "A".

**PASSED, APPROVED AND ADOPTED** at a regular meeting of the Planning Commission of the City of Avalon on this 21<sup>st</sup> day of January, 2015, by the following vote:

AYES: Fertig, Martin, Montano, Huart, Lavelle

NAYS:

ABSENT: Lord

ABSTAIN: Ponce

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Chairman, Bruce Fertig

**ATTEST:**

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Amanda Cook, Planning Director

CITY OF AVALON CITY COUNCIL

MEETING DATE: March 3, 2015

AGENDA ITEM: 4

ORIGINATING DEP: Administration

CITY MANAGER: BH

PREPARED BY: Denise Radde, Chief Administrative Officer/City Clerk

SUBJECT: Public Facilities Trash Collection Services with Aladdin Cleaning

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**RECOMMENDED ACTION(S):** Discuss and determine if the City would like to go through the competitive bidding process for Public Municipal Trash Collection Services or extend the contract with Aladdin Cleaning for an additional one year. If Council desires to extend the contract then authorize the City Manager to execute the amendment document.

**REPORT SUMMARY:**

History: Public facilitates trash container collection and maintenance along Crescent Avenue, parks, roads, etc. was historically performed by the Public Works Department. With expanded service obligations, dedication of roads and parks by the Island Company and a reduction in Public Work's workforce, it was determined that public trash collection should be contracted out. In March 2000 the City Council authorized Staff to issue a Request for Proposals. Edmundo Vega, "Aladdin Cleaning" was the low bidder and rewarded the contract. Then in 2005 the City went out to bid once again and Mr. Vega was awarded the contract as the low bidder. Aladdin Cleaning's contract has been granted several extension in the time frame since.

City Staff is pleased with the excellent service Mr. Vega provides the City of Avalon. The current contract is scheduled to expire on April 14, 2015. The City's general policy is to use the competitive bid process after many years on a contract, except when it will clearly not benefit the City to go through the process with respect to an existing contract where the performance is satisfactory.

Aladdin Cleaning is responsible for emptying, cleaning, replacing liners, repairing and maintaining approximately 150 plus trash cans at the following locations.

- City Parks
- Fuel Dock
- Pleasure Pier
- Casino Dingy Dock
- Casino Way Showers
- All the Downtown areas
- Cabrillo Mole
- Cabrillo Mole walkway
- Cabrillo Mole out to Abalone Point
- Mt. Ada, Buena Vista Point

- Joe Machado Field
- City garage and warehouse in Falls Canyon
- Turn around above Hermit Gulch Campground
- Special events when requested

**FISCAL IMPACTS:** Already budgeted for Fiscal Year 2014/2015, \$114,240.00.

**CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION:** The City would need to go through the competitive bidding process to retain another contractor.

**FOLLOW UP ACTION:** Execute the contract amendment for one additional year if directed to do so or go out to bid.

**ADVERTISING, NOTICE AND PUBLIC CONTACT:** This item was properly listed on the posted agenda pursuant to the Brown Act.

**ATTACHMENTS:**

- Original contract dated November 3, 2009
- Current contract amendment from September 18, 2012
- Actions from September 18, 2012
- Letters of support

CITY OF AVALON CITY COUNCIL

MEETING DATE: March 3, 2015

AGENDA ITEM: 5

ORIGINATING DEP: Public Works

CITY MANAGER: BH

PREPARED BY: Dennis Jaich

**SUBJECT:** Authorize Execution of a Professional Services Agreement with a Consulting Firm for Phase 1 of the 10-Year Sewer Infrastructure Repair Program

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**RECOMMENDED ACTION(S):** That the City Council authorize the City Manager to execute a contract with a consulting firm for the implementation of Contract Documents, and the administration of a Public Bid, for Phase 1 of our Sewer Infrastructure Repair Program.

**REPORT SUMMARY:** In compliance with the CDO, the City was to implement a long term Sewer Plan that would be used for needed repairs on our sewer system. Efforts have been ongoing with minor repairs at various areas by City staff, however, Phase 1 of this action plan is now required with the addition of outside specialty contractors.

A Request for Proposal (RFP) was developed by City staff and sent out to three (3) consulting firms to develop the Contract Documents and other various services necessary to complete the Phase 1 public bid. Of the three firms contacted, two have responded. (The third firm Willdan, respectively declined due to their workload issues at the present time).

This RFP covered design and other tasks relating to general infrastructure needs, as well as the related services required to our sewer Phase 1 plan. The costs for these services are as follows:

Dudek	\$	318,954.00
RBF Consulting	\$	221,000.00

Due to RBFs previous involvement and familiarity with the sewer system on this island, it is recommended that they perform the work as stated in the RFP.

**GOAL ALIGNMENT:** Sewer Infrastructure

**FISCAL IMPACTS:** In Fiscal Year 14-15, an amount of \$150,000 is budgeted, and in FY 15-16, another \$671,375 is budgeted. These amounts include the construction, as well as the administration costs as shown herein.

**CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION:** The sewer system within the City limits will continue to age and degrade. Additionally, compliance with the CDO will be in jeopardy.

**FOLLOW UP ACTION:** City Manager will enter into an Agreement with RBF Consulting for the services listed above.

**ADVERTISING, NOTICE AND PUBLIC CONTACT:** Pursuant to the Brown Act.

**ATTACHMENTS:** Written quotes, and tasks associated with this work, from both RBF and Dudek.