



## CITY OF BEVERLY HILLS

### PUBLIC WORKS SERVICES DEPARTMENT

#### MEMORANDUM

**TO:** PUBLIC WORKS COMMISSION

**FROM:** Trish Rhay, Assistant Director of Public Works Services  
Mark Cuneo, City Engineer  
Josette Descalzo, Environmental Compliance & Sustainability Program Manager  
Derek Nguyen, Project Manager

**DATE:** June 2, 2016

**SUBJECT:** SPECIFIC INFORMATION AND DEPARTMENT UPDATES

**ATTACHMENTS:**

1. City Council Items Tracking
2. Public Works Services & Capital Assets Department Master Plans Update

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This report transmits information regarding upcoming items for the City Council meeting, as well as answers to questions that have been raised at previous Public Works Commission meetings.

**Question: Can the City utilize the water from the additional spring water identified in the City?**

**Answer:** The source of water identified on Maytor Place is discharged from a private property. At the moment, the City does not have access to this water other than what is overflowed and discharged through a weep hole on the side of a curb in front of the property. This overflow discharge, although continuous, has an estimated total amount that is minimal compared to a typical residential water user in the City. At an estimated 500,000 gallons per year, which is only 0.95 gallon per minute, this amount is equivalent to an average residential property in the City on a two-month billing cycle. Staff has reviewed the overall layout of the stormwater systems in the City and this source of water is collected in the catch basin and is conveyed by the storm drain further south of the City.

The City's proposed La Cienega Regional Water Treatment Facility will eventually capture this runoff along with discharges in nearby drainage areas, thus indirectly capturing and reusing this source of water for landscape irrigation. Given that the source of water is located in the Trousdale area away from any nearby storage facilities, it may not be advisable to construct a 1-mile pipeline in this neighborhood only to capture 0.95 gal/min of runoff. This source of water may also require the use of a booster pump in order to lift the water over hilly areas in the vicinity. By comparison, the Cabrillo Reservoir project can provide the City with approximately 45-50 gallons per minute equivalent to providing 23.7 – 26.3 million gallons per year relative to 500,000 gallons per year.

**Question: How long will the La Cienega baseball fields be out of service to complete the Proposed La Cienega Regional Water Treatment Facility?**

**Answer:** The amount of time the baseball fields would be out of service is dependent on the site plan and construction schedule that will be developed following the completion of the feasibility study. At the moment, the City has yet to complete the design plans or specifications for this project since the RFP for engineering services is still being developed. More details about the baseball fields' out of service time will be known after those documents are completed. In addition, there will be frequent dialogue with the Public Works and Recreation & Parks Commissions as these documents are developed.

**Question: Why can't we start the conveyance project from the shallow groundwater wells to the Water Treatment Plant right now?**

**Answer:**

Typical design standard requires that the quality and quantity of well discharges are known and approved by Division of Drinking Water ("DDW") prior to the design of the conveyance system. This piece of information is critical in order to properly and efficiently size the conveyance system. If the pipeline is sized too large, the velocity will be too slow which may cause hydraulic issues in the pipeline. Conversely, if the pipeline is sized too small, the velocity may be too high and the capacity would be reduced, thus making the pipeline cost not economically feasible for the capacity that it carries. For these reasons, standard engineering practices recommend that the final well discharge capacity be known and approved ahead of time by the DDW prior to the commencement of the pipeline design work.

As an effort to expedite this process, staff will be amending the contract with Tetra Tech for consulting engineering services to begin conceptual layout of the pipeline alignment and preliminary design. Detailed design will be contingent upon DDW's approval and regulatory requirements, as it deems necessary.

# ATTACHMENT 1

## CITY COUNCIL ITEMS TRACKING

The following items from the Public Works Services (PWS) and Capital Assets Departments are currently agendized for the most-recent City Council meetings, as well as upcoming meetings. If there are any changes to these items, staff will provide an update at the June 2, 2016, Public Works Commission meeting.

May 17, 2016	
Formal Session	
Consent Calendar	<p><b>AUTHORIZE THE CITY MANAGER TO EXECUTE AMENDMENT NO. 1 TO THE AGREEMENT WITH <b>MLA GREEN, INC., DBA MIA LEHRER &amp; ASSOCIATES</b> FOR CONSULTANT DESIGN SERVICES IN CONNECTION WITH BEVERLY GARDENS PARK: WESTERN BLOCKS; AND AUTHORIZE THE CITY MANAGER TO APPROVE A CHANGE PURCHASE ORDER IN THE NOT-TO-EXCEED AMOUNT OF \$460,000 FOR THESE SERVICES</b></p> <p><i>Action: Authorized the City Manager to execute Amendment no. 1 and to approve a change purchase order for \$460,000, for the services listed above.</i></p>
	<p><b>AN AGREEMENT WITH <b>LYTX, INC.</b> TO PROVIDE THE CITY OF BEVERLY HILLS WITH THE DRIVECAM PROGRAM SOLUTION; AND APPROVAL OF A PURCHASE ORDER IN THE NOT-TO-EXCEED AMOUNT OF \$165,278.48 TO <b>LYTX, INC.</b> FOR PURCHASE OF DRIVECAM PROGRAM SOLUTION</b></p> <p><i>Action: Approved the agreement with Lytx, Inc. and approved a purchase order in the not-to-exceed amount of \$165,278.48.</i></p>
	<p><b>AGREEMENT WITH <b>MACRO AUTOMATICS CORPORATION</b> FOR INSTALLATION, PROGRAMMING AND TESTING OF CONTROL PANELS FOR THE CITY'S SCADA SYSTEM AT VARIOUS RESERVOIRS; AND APPROVAL OF A PURCHASE ORDER TO <b>MACRO AUTOMATICS</b> FOR AN AMOUNT NOT-TO-EXCEED \$78,105.</b></p> <p><i>Action: Approved the agreement with Macro Automatics Corporation and approved a purchase order in the not-to-exceed amount of \$78,105.</i></p>
	<p><b>AWARDING A CONTRACT TO THE LOWEST RESPONSIBLE BIDDER, <b>TRAVIS AGRICULTURAL CONSTRUCTION, INC.</b> IN THE AMOUNT OF \$456,797 AND APPROVING PLANS AND SPECIFICATIONS THEREFORE FOR INSTALLATION OF CONTAINMENT LINER SYSTEM AT RESERVOIR 3B COLDWATER CANON DRIVE AND CABRILLO DRIVE; AND APPROVAL OF A PURCHASE ORDER TO <b>TRAVIS AGRICULTURAL CONSTRUCTION, INC.</b> IN THE AMOUNT OF \$556,797; AND APPROPRIATION OF \$556,797 FROM AVAILABLE GENERAL FUND BALANCE TO THE WATER ENTERPRISE FUND.</b></p> <p><i>Action: Awarded the contract for the installation of a containment liner system at Reservoir 3B – Coldwater Canon Drive and Cabrillo Drive – to Travis Agricultural Construction, approved a purchase order to Travis Agricultural Construction for a not-to-exceed amount of \$556,797, and appropriated \$556,797 from the available General Fund balance to the Water Enterprise Fund.</i></p>
	<p><b>A PURCHASE ORDER TO <b>LOS ANGELES TRUCK CENTER, LLC DBA LOS ANGELES FREIGHTLINER</b> FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$291,016.45 FOR PURCHASE OF ONE (1) CNG FUELED REAR LOADER REFUSE COLLECTION VEHICLE.</b></p> <p><i>Action: Approved a purchase order with Los Angeles Truck Center, LLC DBA Los Angeles Freightliner for a not-to-exceed amount of \$291,016.45.</i></p>
	<p><b>A PURCHASE ORDER IN THE NOT-TO-EXCEED AMOUNT OF \$176,021.70 TO <b>LEHR AUTO ANAHEIM</b> FOR UPFITTING OF VARIOUS TYPES OF PUBLIC SAFETY VEHICLES.</b></p> <p><i>Action: Approved a purchase order to Lehr Auto Anaheim for a not-to-exceed amount of \$176,021.070.</i></p>

### CITY COUNCIL ITEMS TRACKING

June 6, 2016	
Study Session	
A Item	ELECTRIC VEHICLE CHARGING POLICY
	WATER CONSERVATION PROGRAM UPDATE AND NEXT STEPS
Formal Session	
Public Hearing	RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BEVERLY HILLS ADOPTING THE 2015 URBAN WATER MANAGEMENT PLAN
June 21, 2016	
Study Session	
A Item	CONSERVATION PROGRAM UPDATE
	UNDERGROUNDING UTILITIES
	WATER SUPPLY SERVICE CHARGE
C Item	TAXICAB FRANCHISE UPDATE
	WALLIS ANNENBERG PARKING OPERATIONS PROGRAM
Formal Session	
Consent Calendar	AMENDMENT NO. 1 TO AGREEMENT WITH TETRA TECH FOR DESIGN SERVICES AND CONSTRUCTION SUPPORT SERVICES FOR THE CONVEYANCE SYSTEM FROM THE SHALLOW GROUNDWATER WELL TO THE WATER TREATMENT PLANT AND THE WELL HEAD FACILITY
	AGREEMENT WITH HAZEN & SAWYER FOR SERVICES RELATED TO THE BLENDING OF GROUNDWATER INTO THE CITY'S POTABLE WATER SOURCE
	AGREEMENT BETWEEN THE CITY OF BEVERLY HILLS AND ADS CORPORATION TO PROVIDE THE CITY OF BEVERLY HILLS WITH MAINTENANCE AND REPAIR OF SEWER FLOW MONITORING EQUIPMENT & WASTEWATER SAMPLING & DATA ANALYSIS; AND APPROVAL OF A PURCHASE ORDER WITH ADS CORPORATION IN A NOT-TO-EXCEED AMOUNT OF \$193,903.12
	AGREEMENT WITH CWE CORPORATION TO PROVIDE CONSULTING SERVICES FOR THE FEASIBILITY AND DESIGN TO DEVELOP GREEN STREETS FUNCTIONS AND A WATER EFFICIENT LANDSCAPE MODEL ON BURTON WAY MEDIAN; AND APPROVAL OF A PURCHASE ORDER IN THE NOT-TO-EXCEED AMOUNT OF \$350,000 TO CWE CORPORATION FOR THESE SERVICES

# ATTACHMENT 2

**Public Works Services & Capital Assets  
Department Master Plans  
Updated 5/24/16**

Topic Area	Plan	Purpose	Type	Approving Agency	Frequency Updated	Last Adopted	Next Update (Anticipated)	Notes
Water	Water Master Plan	Identifies and assesses existing and future water infrastructure, maintenance, and Capital Improvement Project water needs	Best Practice	n/a	Every 5 Years (best practice)	2002	2017	Staff will soon begin the development of an updated hydraulic model and, subsequently, the Water Master Plan will be updated.
Water	Groundwater Sustainability Plan - Central Basin	Manages and regulates the groundwater in the Hollywood Basin to ensure the long-term sustainability of the Basin. New requirement under the 2014 Sustainable Groundwater Management Act (SGMA). Requires all local public agencies utilizing the Hollywood Basin to coordinate to develop the Plan.	Regulatory	Department of Water Resources	Every 5 years (following initial adoption of Groundwater Sustainable Plan (GSP))	n/a (new regulatory requirement)	2020	Groundwater Sustainable Agency (GSA) developed by June 30, 2017; Alternative GSA developed and submitted by January 1, 2017. GSPs completed by 2020/2022 to be updated every 5 years
Water	Urban Water Management Plan	Support long-term resource planning to ensure that adequate water supplies are available to meeting existing and future water demands.	Regulatory	Department of Water Resources	Every 5 Years ending in "0" or "5"	2010	2016	Preparation of 2015 UWMP underway; will be presented to PWC at April Meeting; Must be adopted by CC and submitted to State DWR by June 30, 2016.
Water	Water Enterprise Plan	Identifies the City's ten-year strategy related to the City's water supply and identify the portfolio of actions/projects needed to meet this goal.	Council Directed	n/a	As needed	2015	n/a	Unscheduled at this time
Wastewater	Sanitary Sewer Management Plan	Describes activities the City uses to manage the wastewater collection system, including maintaining/improving the condition of the collection system infrastructure, providing adequate sewer capacity, and minimizing the number and impact of sanitary sewer overflows that occur. Must be adopted to comply with the Statewide General Waste Discharge Requirements for Sanitary Sewer Systems.	Regulatory	State Water Resources Control Board	Every 5 Years	2012	2017	Staff anticipates that work will begin on this project in the coming months.
Wastewater	Wastewater Master Plan/ Sewer Master Plan	Provides infrastructure assessment, assesses flow capacity, sewer integrity and creates schedule for wastewater/sewer mains replacement.	Best Practice	n/a	n/a	2010	n/a	Unscheduled at this time
Stormwater	Enhanced Watershed Management Program (EWMP) Plan	Describes activities to implement requirements of the MS4 Permit on a watershed scale through customized strategies control measures, and best management practices (BMPs). Prescribes compliance strategy for the Ballona Creek Watershed Management Group and Beverly Hills to comply with the MS4 Permit.	Regulatory	Los Angeles Regional Water Quality Control Board	Upon direction from the Los Angeles Regional Water Quality Control Board	Anticipated 2016 (Under review by LARWQCB)	anticipated 2021 (Upon direction from LARWQCB)	Plan updates will be based upon the adaptive management process. The Ballona Creek Watershed Management Group (BC-WMG) will update the plan based upon the effectiveness of control measures and BMPs.
Stormwater	Coordinated Integrated Monitoring Plan (CIMP)	The process for collecting data to meet the goals and requirements of the Monitoring and Reporting Program (MRP) as part of the MS4 Permit. The CIMP provides information on sample collection and analysis methodologies. The CIMP is comprised of five required elements including: 1) Receiving Water Monitoring 2) Stormwater Outfall Monitoring 3) Non-stormwater (NSW) Outfall Monitoring 4) New Development/Redevelopment Effectiveness Tracking 5) Regional Studies and 6) Trash and Plastic Pellets Monitoring.	Regulatory	Los Angeles Regional Water Quality Control Board	Upon direction from the Los Angeles Regional Water Quality Control Board	Anticipated 2016 (Under review by LARWQCB)	anticipated 2021 (Upon direction from LARWQCB)	The Ballona Creek Watershed Management Group (BC-WMG) can update the CIMP based upon the adaptive management process allowed by the MS4 permit. Changes in the plan will be dependent on data results, necessity to implement enhanced monitoring frequency, and changes to monitoring locations. Changes to the CIMP can be done annually if necessary.
Stormwater	Storm Drain System Master Plan	Assessment of capacity and condition of storm drain lines and catch basins in the City and management of infrastructure and storm drains.	Best Practice	n/a	n/a	1999	n/a	Not a priority at this time because the storm drain system has not changed significantly since the Plan was last adopted.
Sustainability	Beverly Hills Sustainable City Plan	Provides tool kit for City to use in part or in whole to address sustainability issues.	City Council Direction	n/a	n/a	2009	2017	Workplan item for FY 2016-17
Solid Waste	Zero Waste Plan	Identifies zero waste goals for the City and outlines a course and programs to help the City meet that goal.	Best Practice/City Council Direction	n/a	n/a	Never been completed	2016	Development underway
Streets	Pavement Management Plan	Helps the City to plan, budget, fund, design, construct, monitor, evaluate, maintain and rehabilitate the pavement network to provide the maximum benefits from the available funds. A pavement management plan/program provides a set of tools or methods that provide the optimum strategies for providing and maintaining pavements over a given time period.	Regulatory	LA County Metropolitan Transportation Authority	Every 3 years	2014	2016	Staff scheduling meeting with the Street & Sidewalk Improvements Ad Hoc Committee in the near future to review the Pavement Management Plan.