

CALL AND NOTICE OF SPECIAL MEETING

CITY OF HUNTINGTON PARK

CALLED BY MAYOR KARINA MACIAS

NOTICE IS HEREBY GIVEN That a Special Meeting of the City Council of the City of Huntington Park will be held on Tuesday, May 28, 2019, at 6:00 p.m. at City Hall Council Chambers, 6550 Miles Avenue, Huntington Park, CA 90255

Karina Macias
Mayor

Manuel “Manny” Avila
Vice Mayor



Graciela Ortiz
Council Member

Marilyn Sanabria
Council Member

Jhonny Pineda
Council Member

All agenda items and reports are available for review in the City Clerk's Office and www.hpca.gov. Any writings or documents provided to a majority of the City Council regarding any item on this agenda (other than writings legally exempt from public disclosure) will be made available for public inspection in the Office of the City Clerk located at 6550 Miles Avenue, Huntington Park, California 90255 during regular business hours, 7:00 a.m. to 5:30 p.m., Monday – Thursday, and at the City Hall Council Chambers during the meeting.

Any person who requires a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the public meeting may request such modification, accommodation, aid or service by contacting the City Clerk's Office either in person at 6550 Miles Avenue, Huntington Park, California or by telephone at (323) 584-6230. Notification in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

PLEASE SILENCE ALL CELL PHONES AND OTHER ELECTRONIC EQUIPMENT WHILE COUNCIL IS IN SESSION. Thank you.

PLEASE NOTE--The numerical order of items on this agenda is for convenience of reference. Items may be taken out of order upon request of the Mayor or Members of the City Council. Members of the City Council and the public are reminded that they must preserve order and decorum throughout the Meeting. In that regard, Members of the City Council and the public are advised that any delay or disruption in the proceedings or a refusal to obey the orders of the City Council or the presiding officer constitutes a violation of these rules.

- The conduct of City Council meetings is governed by the portion of the California Government Code commonly known as the "Brown Act" and by the Huntington Park City Council Meeting Rules of Procedure.
- The City Council meeting is for conducting the City's business, and members of the audience must obey the rules of decorum set forth by law. This means that each speaker will be permitted to speak for three minutes to address items that are listed on the City Council agenda or topics which are within the jurisdictional authority of the City.
- No profanity, personal attacks, booing, cheering, applauding or other conduct disruptive to the meeting will be permitted. Any person not adhering to the Rules of Procedure or conduct authorized by the Brown Act may be asked to leave the Council Chambers.
- All comments directed to the City Council or to any member of the City Council must be directed to the Mayor (or Chairperson if Mayor is absent).

We ask that you please respect the business nature of this meeting and the order required for the proceedings conducted in the Council Chambers.

Public Comment

The Council encourages all residents of the City and interested people to attend and participate in the meetings of the City Council.

If you wish to address the Council, please complete the speaker card that is provided at the entrance to the Council Chambers and give to City Clerk prior to the start of Public Comment.

For both open and closed session each speaker will be limited to three minutes per Huntington Park Municipal Code Section 2-1.207. Time limits may not be shared with other speakers and may not accumulate from one period of public comment to another or from one meeting to another. **This is the only opportunity for public input except for scheduled public hearing items.**

All comments or queries shall be addressed to the Council as a body and not to any specific member thereof. Pursuant to Government Code Section 54954.2(a)(2), the Ralph M. Brown Act, no action or discussion by the City Council shall be undertaken on any item not appearing on the posted agenda, except to briefly provide information, ask for clarification, provide direction to staff, or schedule a matter for a future meeting.

Additions/Deletions to Agenda

Items of business may be added to the agenda upon a motion adopted by a minimum two-thirds vote finding that there is a need to take immediate action and that the need for action came to the attention of the City or Agency subsequent to the agenda being posted. Items may be deleted from the agenda upon the request of staff or Council.

Important Notice

The City of Huntington Park shows replays of City Council Meetings on Local Access Channel 3 and over the Internet at www.hpca.gov. NOTE: Your attendance at this public meeting may result in the recording and broadcast of your image and/or voice.

CALL TO ORDER

ROLL CALL

Mayor Karina Macias
Vice Mayor Manuel "Manny" Avila
Council Member Graciela Ortiz
Council Member Jhonny Pineda
Council Member Marilyn Sanabria

INVOCATION

PLEDGE OF ALLEGIANCE

PRESENTATIONS

"Certificates of Recognition," Presented to the Salutatorians and Valedictorians of Huntington Park High Schools

CR&R "Certificates of Appreciation," Presented to Those Who Participated in the "3rd Annual Earth Day – Citywide Beautification Event"

Proclamation Proclaiming the Month of May 2019 as "Older Americans Month"

Proclamation Proclaiming May as "Public Service Recognition"

PUBLIC COMMENT

Pursuant to Government Code Section 54954.3(a) Members of the public will have an opportunity to address the City Council on items listed on this agenda. For items on this agenda each speaker will be limited to three minutes per Huntington Park Municipal Code Section 2-1.207. Time limits may not be shared with other speakers and may not accumulate from one period of public comment to another or from one meeting to another.

STAFF RESPONSE

RECESS TO CLOSED SESSION

CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Government Code Section 54956.9(d)(4) - [Two Potential Cases]
2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Government Code Section 54956.9(d)(1)
California Charter Schools Association v. City of Huntington Park

RECONVENE TO OPEN SESSION

CLOSED SESSION ANNOUNCEMENT

CONSENT CALENDAR

All matters listed under the Consent Calendar are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items prior to the time the Council votes on the motion unless members of the Council, staff, or the public request specific items to be discussed and/or removed from the Consent Calendar for separate action.

OFFICE OF THE CITY CLERK

1. **Approve Minute(s) of the following City Council Meeting(s):**
 - 1-1. Regular City Council Meeting held May 7, 2019.

FINANCE

2. **Approve Accounts Payable and Payroll Warrant(s) dated May 28, 2019.**

END OF CONSENT CALENDAR

REGULAR AGENDA

CITY ATTORNEY

3. **Consideration and Approval of an Ordinance Amending Sections 4-7.1401, "Prohibited," Article 14 "Stopping, Standing, and Parking," of Chapter 7 "Traffic," Title 4 "Public Safety," of the City of Huntington Park's Municipal Code Relating to Obstruction of Driveways**

RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Waive first reading, and introduce Ordinance No. 2019-975, Amending Sections 4-7.1401, "Prohibited," Article 14 "Stopping, Standing, and Parking," of Chapter 7 "Traffic," Title 4 "Public Safety," of the City of Huntington Park's Municipal Code Relating to Obstruction of Driveways; and
2. Schedule the second reading and adoption of said ordinance to the next regular city council meeting.

REGULAR AGENDA (CONTINUED)

POLICE

4. Consideration and Approval for Appropriation of Funds for the Completion of Information Technology Projects for the Police Department

RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Authorize Finance Director to appropriate \$35,653.65 from the Community Oriented Policing Service's (COP) Grant, account #225-7120-421.74.10 for this project;
2. Authorize the services of LANWAN, the City's contracted IT services provider acting as a single source option to acquire, install and implement new hardware and software; and
3. Authorize the Chief of Police to oversee the completion of this project during FY 18-19 to avoid this budget impact in FY 19-20.

PUBLIC WORKS

5. Consideration and Approval of a Resolution Adopting the State of California Department of Transportation's Quality Assurance Program (QAP)

RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Adopt Resolution No. 2019-11, adopting the State of California Department of Transportation's Quality Assurance Program;
2. Authorize the Director of Public Works or City Engineer to sign the Quality Assurance Program (QAP) and Caltrans' QAP Manual; and
3. Authorize staff to submit the adopted QAP and conforming resolution to Caltrans District Local Assistance Engineer.

END OF REGULAR AGENDA

PUBLIC HEARING

COMMUNITY DEVELOPMENT

6. **Continued from the May 7, 2019, Regular City Council Meeting - Consideration and Approval of Resolution Adopting the 2030 City of Huntington Park General Plan and Certification of an Environmental Impact Report (EIR) Under the California Environmental Quality Act (CEQA)**

RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Conduct a public hearing;
2. Take public testimony and staff's analysis; and
3. Adopt Resolution No. 2019-12, adopting the proposed 2030 City of Huntington Park General Plan and certification of an Environmental Impact Report (EIR) under the California Environmental Quality Act (CEQA).

DEPARTMENTAL REPORTS (Information only)

WRITTEN COMMUNICATIONS

COUNCIL COMMUNICATIONS

Council Member Graciela Ortiz

Council Member Jhonny Pineda

Council Member Marilyn Sanabria

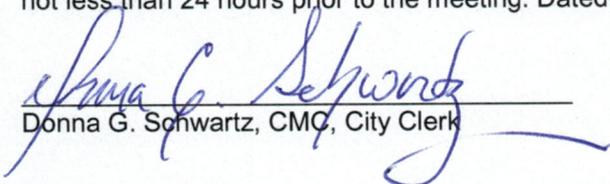
Vice Mayor Manuel "Manny" Avila

Mayor Karina Macias

ADJOURNMENT

The City of Huntington Park City Council will adjourn to a Regular Meeting on Tuesday, June 4, 2019 at 6:00 P.M.

Donna G. Schwartz, hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted at City of Huntington Park City Hall and made available at www.hpca.gov not less than 24 hours prior to the meeting. Dated this 23rd day of May 2019.


Donna G. Schwartz, CMC, City Clerk

Regular Meeting of the
City of Huntington Park City Council
Tuesday, May 7, 2019

Sergeant at Arms read the Rules of Decorum at the beginning of the meeting.

The regular meeting of the City Council of the City of Huntington Park, California was called to order at 6:00 p.m. on Tuesday, May 7, 2019, in the Council Chambers at City Hall, 6550 Miles Avenue, Huntington Park, California; Mayor Karina Macias presiding.

PRESENT: Council Member(s): Graciela Ortiz, Jhonny Pineda, Marilyn Sanabria, Vice Mayor Manuel “Manny” Avila, and Mayor Karina Macias.

CITY OFFICIALS/STAFF: Ricardo Reyes, City Manager; Arnold Alvarez-Glasman, City Attorney; Cynthia Norzagaray, Director of Parks and Recreation; Daniel Hernandez, Director of Public Works; Sergio Infanzon, Director of Community Development; Nita McKay, Director of Finance and Administrative Services and Donna G. Schwartz, City Clerk. ABSENT: Cosme Lozano, Chief of Police.

INVOCATION

Invocation was led by Mayor Macias.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Fernando Orozco.

PRESENTATIONS

Council presented a ‘Certificate of Appreciation,’ to Fernando Orozco for leading the Pledge of Allegiance.

Council presented “Certificates of Recognition,” to the “2019 Poster Contest Winners,” Sponsored by the Water Replenishment District of Southern California.

Council presented “Certificates of Appreciation,” honoring Teachers/Educators during “Teacher Appreciation Week.”

Council presented “Certificates of Appreciation,” to those who volunteered and donated to the Huntington Park Parks and Recreation Egg Hunt Event.

Council presented “Certificates of Appreciation,” to the volunteers who participated in the “Earth Day” Event.

Daniel Hernandez, Public Works Director presented a PowerPoint presentation on Huntington Park’s 3rd Annual “Earth Day” Event.

PUBLIC COMMENT

1. Ivan Meza, spoke in regards to Regular Agenda Item 11 and is opposed to staff’s recommendation.
2. State of California Complete Count Campaign, announced a workshop on September 5, 2019, in the City of Huntington Park regarding the Census 2020 outreach efforts.
3. Rosa Meza, voiced concern with a notice of violation she received and asked Council for assistance in resolving the matter.

Mayor Macias asked staff to obtain her information.

STAFF RESPONSE

City Manager Ricardo Reyes announced that a revised staff report for Regular Agenda Item 6 was distributed to Council at the start of the meeting and copies were available for the public from the City Clerk.

Motion: Council Member Ortiz moved to approve hearing Regular Agenda Item 11 at this time, seconded by Council Member Sanabria. Motion passed 5-0, by the following vote:

ROLL CALL:

AYES: Council Member(s): Ortiz, Pineda, Sanabria, Vice Mayor Avila and Mayor Macias
NOES: Council Member(s): None

PUBLIC WORKS

11. Consideration and Approval to Uphold the Traffic Authority's Decision and Deny an Appeal

City Manager Ricardo Reyes announced the item and introduced Public Works Director Daniel Hernandez, who presented the staff report.

Motion: Council Member Ortiz moved to overturn the Traffic Authority's decision to deny and approve the appeal made by Ivan Meza made on September 25, 2018, seconded by Council Member Pineda. Motion passed 5-0, by the following vote:

ROLL CALL:

AYES: Council Member(s): Ortiz, Pineda, Sanabria, Vice Mayor Avila and Mayor Macias
NOES: Council Member(s): None

At 6:49 p.m. Mayor Macias called for a 30-minute RECESS.

At 7:31 p.m. Mayor Macias RECONVENED the meeting with all Council Members present.

CLOSED SESSION

At 7:31 p.m. Arnold Alvarez-Glasman, City Attorney, recessed to closed session.

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Government Code section 54956.9(d)(1) – [One Matter]
H.P. Automotive and Tow, Inc. dba Huntington Park Tow Service v. City of Huntington Park et al.
2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Government Code Section 54956.9(d)(2) and (e)(1) – [One Matter]

At 7:39 p.m. Mayor Macias reconvened to open session with all Council Members present

CLOSED SESSION ANNOUNCEMENT

City Attorney Arnold Alvarez-Glasman announced all Council Members were present and briefed on closed session items 1 and 2. 1.) by a unanimous vote Council authorized the retention of an expert on behalf of the city's defense and to authorize the retainer agreement accordingly. 2.) announced the one matter being BKK Landfill Third Tolling Agreement, by a unanimous vote Council directed City Manager and City Attorney to execute the tolling agreement consistent with the terms in closed session.

CONSENT CALENDAR

Motion: Council Member Ortiz moved to approve consent calendar, seconded by Council Member Sanabria. Motion passed 5-0, by the following vote:

ROLL CALL:

AYES: Council Member(s): Ortiz, Pineda, Sanabria, Vice Mayor Avila and Mayor Macias
NOES: Council Member(s): None

OFFICE OF THE CITY CLERK

1. Approved Minute(s) of the following City Council Meeting(s):

- 1-1. Special City Council Meeting held April 12, 2019; and
- 1-2. Regular City Council Meeting held April 16, 2019.

FINANCE

2. Approved Accounts Payable and Payroll Warrant(s) dated May 7, 2019.

END OF CONSENT CALENDAR

REGULAR AGENDA

COUNCIL

3. **Approve Letter in Support of Assembly Bill AB 957 (Chiu and Santiago)**

Motion: Council Member Ortiz moved to approve letter in support of Public Banks; and authorize Mayor to execute letter, seconded by Council Member Sanabria. Motion passed 5-0, by the following vote:

ROLL CALL:

AYES: Council Member(s): Ortiz, Pineda, Sanabria, Vice Mayor Avila and Mayor Macias
NOES: Council Member(s): None

4. **Approve Letter in Support of Assembly Bill AB 1672 (Bloom)**

Motion: Council Member Sanabria moved to approve letter in support of Public Banks; and authorize Mayor to execute letter, seconded by Council Member Ortiz. Motion passed 5-0, by the following vote:

ROLL CALL:

AYES: Council Member(s): Ortiz, Pineda, Sanabria, Vice Mayor Avila and Mayor Macias
NOES: Council Member(s): None

5. **Council Appointment to the Youth and Health and Education Commissions**

Motion: Council Member Ortiz appointed **Kelly Martinez** to the Youth Commission. Term to run concurrent to Council Member.

Motion: Council Member Pineda appointed **Ana Elizarraras** to the Health and Education Commission. Term to run concurrent to Council Member.

REGULAR AGENDA (CONTINUED)

COMMUNITY DEVELOPMENT

- 6. Consideration and Approval of an Ordinance Amending Title 4, "Public Safety," Chapter 8 "Fireworks," Sections 4-8.02 Through 4-8.04 and 4-8.06 Through 4-8.08 of the Huntington Park Municipal Code to Update the Application Process, Procedures, and Requirements for Issuing Sales Permits**

City Manager Ricardo Reyes announced the item and introduced Director of Community Development Sergio Infanzon who presented the staff report.

Motion: Council Member Ortiz moved to waive first reading, and introduce Ordinance No. 2019-974, amending Title 4, "Public Safety," Chapter 8 "Fireworks," Sections 4-8.02, 4-8.04 and 4-8.06 through 4-8.08 of the Huntington Park Municipal Code to update the application process and procedures for issuance of permits for firework sales and schedule the adoption of said ordinance to the next regular city council meeting, seconded by Council Member Sanabria. Motion passed 5-0, by the following vote:

ROLL CALL:

AYES: Council Member(s): Ortiz, Pineda, Sanabria, Vice Mayor Avila and Mayor Macias

NOES: Council Member(s): None

FINANCE

- 7. Consideration and Approval of First Amendment to Agreement with Hinderliter, De Llamas & Associated (HdL) for Measure S Sales, Use and Transactions Tax Audit and Information Services and Resolution Authorizing Examination of Tax Records**

City Manager Ricardo Reyes announced the item and introduced Director of Finance and Administrative Services Nita McKay who presented the staff report.

Motion: Council Member Sanabria moved to approve First Amendment to Agreement with Hinderliter, de Llamas & Associates (HdL Companies) for Measure S Sales, Use and Transactions Tax Audit and Information Services, adopt Resolution 2019-10, authorizing examination of Measure S Sales, Use and Transactions Tax Records and authorize City Manager to execute First Amendment to Agreement, seconded by Mayor Macias. Motion passed 5-0, by the following vote:

ROLL CALL:

AYES: Council Member(s): Ortiz, Pineda, Sanabria, Vice Mayor Avila and Mayor Macias

NOES: Council Member(s): None

PARKS AND RECREATION

- 8. Consideration and Approval of Activities in Public Places Permit, Fee Waiver Request and an Agreement by/with Woodcraft Rangers for 2019 Summer Day Camp Services**

City Manager Ricardo Reyes announced the item and introduced Director of Parks and Recreation Cynthia Norzagaray who presented the staff report and announced that a representative from Woodcraft Ranges was available for any questions.

REGULAR AGENDA (CONTINUED)

PARKS & RECREATION ITEM 8 (CONTINUED)

Motion: Council Member Ortiz moved to approve Activities in Public Places Permit for Woodcraft Rangers to provide Summer Camp services for the City's 2019 Summer Day Camp Program at Salt Lake Park but to bring back consideration for use of Raul Perez Park at the next City Council meeting, for Director of Woodcraft Rangers to be present, and for Woodcraft Rangers to meet with City Manager to discuss financial hardship and scholarship opportunities. Approve fee waiver request, approve agreement with Woodcraft Rangers to provide Summer Day Camp services at Salt Lake Park, authorize City Manager to execute agreement and waive all pending fees, seconded by Mayor Macias. Motion passed 4-0-1, by the following vote:

ROLL CALL:

AYES: Council Member(s): Ortiz, Sanabria, Vice Mayor Avila and Mayor Macias
NOES: Council Member(s): None
ABSTAINED: Council Member(s): Pineda

9. Consideration and Approval of Activities in Public Places Permit and Fee Waiver Request by California Complete Count Office-Census 2020

City Manager Ricardo Reyes announced the item and introduced Director of Parks and Recreation Cynthia Norzagaray who presented the staff report.

Motion: Council Member Sanabria moved to approve Activities in Public Places Permit for California Complete Count Office-Census 2020 "California Complete Count Campaign Convening's 2019 Meeting" scheduled for September 5, 2019, approve facility fee waiver request by California Complete Count Office-Census 2020 and waive all pending fees, seconded by Council Member Ortiz. Motion passed 5-0, by the following vote:

ROLL CALL:

AYES: Council Member(s): Ortiz, Pineda, Sanabria, Vice Mayor Avila and Mayor Macias
NOES: Council Member(s): None

10. Consideration and Approval of Activities in Public Places Permit and Fee Waiver Request by Eco-Rapid Transit

City Manager Ricardo Reyes announced the item and introduced Director of Parks and Recreation Cynthia Norzagaray who presented the staff report.

Motion: Council Member Sanabria moved to approve, seconded by Council Member Pineda. Motion failed due to sub motion.

Substitute Motion: Council Member Ortiz moved to approve Activities in Public Places Permit for Eco-Rapid Transit "Regular Board Meetings" scheduled for July 10, 2019, August 14, 2019, and September 11, 2019, at Raul Perez Park and waive all fees, seconded by Council Member Pineda. Motion passed 5-0, by the following vote:

ROLL CALL:

AYES: Council Member(s): Ortiz, Pineda, Sanabria, Vice Mayor Avila and Mayor Macias
NOES: Council Member(s): None

REGULAR AGENDA (CONTINUED)

PUBLIC WORKS – *Heard after Staff Response and before Closed Session.*

11. **Consideration and Approval to Uphold the Traffic Authority’s Decision and Deny an Appeal**
12. **Consideration and Approval to Recertify the Sewer System Management Plan as Required by the State Water Resources Control Board Order Number 2006-0003DWQ**

City Manager Ricardo Reyes announced the item and introduced Director of Public Works Daniel Hernandez who presented the staff report.

At 8:27 p.m. Council Member Ortiz left the chambers.

Motion: Mayor Macias moved to authorize Infrastructure Engineers (IE) under the currently approved Augmentation Contract to proceed with the recertification of the current 2005 Sewer System Management Plan (SSMP) for a not-to-exceed fee of \$19,688 and authorize the City Manager or designee to execute the Request for Services, seconded by Council Member Sanabria. Motioned passed 4-0, by the following vote:

ROLL CALL:

AYES: Council Member(s): Sanabria, Vice Mayor Avila and Mayor Macias
NOES: Council Member(s): None
NOT PRESENT: Council Member(s): Ortiz

13. **Consideration and Approval for Authorization to Solicit Bids for the Lease of up to 1,300 Acre Feet of Water Rights**

City Manager Ricardo Reyes announced the item and introduced Director of Public Works Daniel Hernandez who presented the staff report.

At 8:30 p.m. Council Member Ortiz re-entered the chambers.

Motion: Council Member Sanabria moved to authorize City Manager, or his designee, to solicit bids for the lease of up to 1,300 acre feet of water rights, with flex (flex being the carryover privileges associated with the quantity of leased water rights) or any portion thereof and authorize City Manager to execute any and all documents pursuant to the optimal disposition of water rights for the City Water Utility, seconded by Council Member Pineda. Motion passed 5-0, by the following vote:

ROLL CALL:

AYES: Council Member(s): Ortiz, Pineda, Sanabria, Vice Mayor Avila and Mayor Macias
NOES: Council Member(s): None

END OF REGULAR AGENDA

PUBLIC HEARING

COMMUNITY DEVELOPMENT

14. **Continued from the April 16, 2019, Regular City Council Meeting - Consideration and Approval of Resolution Adopting the 2030 City of Huntington Park General Plan and Certification of an Environmental Impact Report (EIR) Under the California Environmental Quality Act (CEQA)**

RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Conduct a public hearing;

2. Take public testimony and staff's analysis; and
3. Adopt Resolution No. XXXX-XX, adopting the proposed 2030 City of Huntington Park General Plan and certification of an Environmental Impact Report (EIR) under the California Environmental Quality Act (CEQA).

Mayor Macias opened public comment, there being none, closed public comment.

Motion: Mayor Macias moved to continue item to the next city council meeting, seconded by Council Member Sanabria. Motioned passed 5-0, by the following vote:

ROLL CALL:

AYES: Council Member(s): Ortiz, Pineda, Sanabria, Vice Mayor Avila and Mayor Macias
NOES: Council Member(s): None

DEPARTMENTAL REPORTS (Information only)

WRITTEN COMMUNICATIONS – None.

COUNCIL COMMUNICATIONS

Council Member Graciela Ortiz, thanked all the teachers for all the work they do and appreciate them every day, wished all the mothers a Happy Mother's Day and a great weekend.

Council Member Jhonny Pineda, wished all the mother's a Happy Mother's Day, directed staff to let the janitorial company know to check the community restrooms more often and to hold them accountable.

Council Member Marilyn Sanabria, wished all the mothers a Happy Mother's Day, thanked everyone for attending the meeting, announced May 30th is the 2nd H.P. Senior Pantry Program at the Huntington Park Community Center and wished all a good night.

Vice Mayor Manuel "Manny" Avila, commented on his trip to Japan and wished all the mothers a Happy Mother's Day.

Mayor Karina Macias, wished all the mother's a Happy Mother's Day, invited the public to attend the Huntington Park 5-K and Health & Education Expo on May 18, 2019 and to sign-up for the 5K run, thanked staff for all their support, wished all the teachers a Happy Appreciation Week and all a good night.

ADJOURNMENT

At 8:45 p.m. Mayor Macias adjourned the City of Huntington Park City Council to a Regular Meeting on Tuesday, May 21, 2019 at 6:00 P.M.

Respectfully submitted

Donna G. Schwartz, CMC
City Clerk

City of Huntington Park List of Funds

Fund	Description	Fund	Description
111	General Fund	234	Congressional Earmark
114	Spec Events Contrib Rec	235	Federal Street Improvmt
120	Special Revenue DNA ID	237	Community Planning
121	Special Revnu Welfare Inm	239	Federal CDBG Fund
122	Prevention Intervention	240	HUD EZ/EC Soc Sec Block
123	Board of Corrections - LEAD	242	HUD Home Program
124	Auto Theft	243	HUD 108 B03MC060566
150	Emergency Preparedness	245	EPA Brownfield
151	Economic Development	246	LBPHCP-Lead Base
201	Environmental Justice	247	Neighborhood Stabilization
202	CFP Crosswalks	248	Homelessness Prevention
204	SR2S Middleton Safe Route	252	ABC
205	CFP Pacific Blvd	275	Successor Agency
206	CFP iPark Pay Station	283	Sewer Maintenance Fund
207	CFP Signal Synchronization	285	Solid Waste Mgmt Fund
208	CMAQ Metro Rapid	286	Illegal Disposal Abatemnt
209	CFP City Street Resurfacing	287	Solid Waste Recycle Grant
216	Employees Retirement Fund	288	COMPBC
217	OPEB	334	Ped/Bike Path Fund
219	Sales Tax-Transit Fund A	349	Capital Improvement Fund
220	Sales Tax-Transit C	475	Public Financng Authority
221	State Gasoline Tax Fund	533	Business Improv Dist Fund
222	Measure R	535	Strt Lght & Lndscp Assess
223	Local Origin Program Fund	681	Water Department Fund
224	Office of Traffic & Safety	741	Fleet Maintenance
225	Cal Cops Fund	745	Worker's Compensation Fnd
226	Air Quality Improv Trust	746	Employee Benefit Fund
227	Offc of Criminal Justice	748	Veh & Equip Replacement
228	Bureau of Justice Fund	779	Deferred Comp. Trust Fund
229	Police Forfeiture Fund	800	Pooled Cash
231	Parking System Fund	801	Pooled Cash Fund
232	Art in Public Places Fund	802	Pooled Interest
233	Bullet Proof Vest Grant		

**CITY OF HUNTINGTON PARK
DEMAND REGISTER
WR-5-21-2019**

Payee Name	Invoice Number	Account Number	Description	Transaction Amount
1-800-TIMECLOCKS INC	46895	111-1010-411.43-05	CLERK TIME STAMP MAINTENCE	175.00
				\$175.00
ACTION DOOR REPAIR CORP.	25626	111-8023-451.43-10	P&R ENTRANCE DOOR SERVICE	456.40
				\$456.40
ADLERHORST INTERNATIONAL LLC	101939	111-7030-421.61-20	PD K9 DOG SUPPLIES	312.48
				\$312.48
AFSCME COUNCIL 36	PPE 04/21/2019	802-0000-217.60-10	AFSCME COUNCIL 36 DUES	710.79
	PPE 05/05/2019	802-0000-217.60-10	AFSCME COUNCIL 36 DUES	710.79
				\$1,421.58
ALL CITY MANAGEMENT SERVICES	61059	111-7030-421.56-41	CROSSING GUARD 4/7-4/20	3,504.80
				\$3,504.80
ANGELA CORNEJO	834200715299	111-0110-411.61-20	COUNCIL SUPPLY REIMBURSE	20.93
				\$20.93
ARAMARK UNIFORM & CAREER APPAREL	534201576	741-8060-431.56-41	UNIFORM LAUNDRY SERVICE	299.15
	534218961	741-8060-431.56-41	UNIFORM LAUNDRY SERVICE	119.99
				\$419.14
ARCMATE MANUFACTURING CORPORATION	INV126825	287-8055-432.61-20	BEAUTIFICATION EVENT SUPPLY	1,823.20
				\$1,823.20
AT&T	4/21-5/20/2019	111-9010-419.53-10	COMM CENTER INTERNET	55.00
	4/23-5/22/2019	111-9010-419.53-10	PW YARD INTERNET	64.25
	4/28-5/27/2019	111-9010-419.53-10	R PEREZ PARK INTERNET	54.25
	4/28-5/27/2019	111-9010-419.53-10	FREEDOM PARK INTERNET	54.25
				\$227.75
AT&T PAYMENT CENTER	3/28-4/27/2019	111-7010-421.53-10	PD PHONE SERVICES	732.53
				\$732.53
BATES DERRICK A	HP020009079	111-0000-351.10-10	PARKING CITATION REFUND	145.00
				\$145.00
BATTERY SYSTEMS INC	4890586	741-8060-431.43-20	PW FLEET BATTERY PURCHASE	109.41
				\$109.41
BENEFIT ADMINISTRATION CORPORATION	6028237-IN	111-2030-413.56-41	ADMIN & BANK FEES 4/2019	80.00
				\$80.00
BLACK AND WHITE EMERGENCY VEHICLES	2968	111-7010-421.56-41	PD UNIT WINDOW REPAIR	333.08
	3042	741-8060-431.43-20	SECURE IDLE IGNITION SRVC	80.00
				\$413.08
BLX GROUP LLC,	41612-10574/032	475-9010-419.56-41	ARBRITRAGE REBATE REPORT	3,000.00
				\$3,000.00
BRINK'S INCORPORATED	2663330	111-9010-419.33-10	ARMORED TRANSPORT 4/2019	189.00
				\$189.00
BRIZUELA'S IRON WORK	0900	535-8090-452.43-20	WELDING SERVICES	380.00
	0900	535-8090-452.61-20	WELDING SERVICES	1,335.00
				\$1,715.00
CAL PRIVATE BANK-FIT	PPE 05/05/2019	802-0000-217.20-10	FEDERAL TAX DEPOSIT	53,078.40
	PPE 04/21/2019	802-0000-217.20-10	FEDERAL TAX DEPOSIT	59,879.23
				\$112,957.63

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CAL PRIVATE BANK-MEDICARE	PPE 05/05/2019	802-0000-217.10-10	MEDICARE TAX DEPOSIT	7,634.38
	PPE 4/25/2019	802-0000-217.10-10	MEDICARE TAX DEPOSIT	7,948.39
				\$15,582.77
CAL PRIVATE BANK-SIT	PPE 05/05/2019	802-0000-217.20-20	STATE TAX DEPOSIT	19,056.19
	PPE 04/21/2019	802-0000-217.20-20	STATE TAX DEPOSIT	21,202.27
				\$40,258.46
CALIF PUBLIC EMPLOYEES RETIREMENT	PPE 4/21/2019	802-0000-217.30-10	RETIREMENT BENEFIT	36,194.39
	PPE 4/21/2019	802-0000-218.10-10	RETIREMENT BENEFIT	19,575.78
	PPE 4/21/2019	802-0000-218.10-10	RETIREMENT BENEFIT	43,067.04
	PPE 5/5/2019	802-0000-217.30-10	RETIREMENT BENEFIT	36,346.00
	PPE 5/5/2019	802-0000-218.10-10	RETIREMENT BENEFIT	62,316.25
				\$197,499.46
CALPERS	15645727	111-9013-413.56-41	MEDICAL BENEFITS 5/2019	371.98
	15645727	217-9010-413.28-00	MEDICAL BENEFITS 5/2019	158,296.46
	15645727	217-9010-413.56-41	MEDICAL BENEFITS 5/2019	385.12
	15645727	802-0000-217.50-10	MEDICAL BENEFITS 5/2019	161,730.34
				\$320,783.90
CALPRIVATE BANK	24792622J60RJ	111-0110-411.58-19	ICSC MEMBRSHIP MYR MACIAS	50.00
	24792622J60RJB	111-0110-411.58-21	ICSC MEMBRSHIP CM SANABRI	50.00
	24792622J60	111-0110-411.58-22	ICSC MEMBERSHIP-CM PINEDA	50.00
	24792622J60R	111-0110-411.58-23	ICSC MEMBERSHIP-CM ORTIZ	50.00
	24792622J60RJBW	111-0110-411.58-24	ICSC MEMBRSHIP VM AVILA	50.00
	2405523352DK	111-0110-411.61-20	COUNCIL OFFICE SUPPLIES	41.34
	2405523R2DY	111-0110-411.61-20	COUNCIL OFFICE SUPPLIES	30.25
	7405523322D	111-0110-411.61-20	COUNCIL OFFICE SUPPLIES	-30.25
	24231683BRG	111-0110-411.66-05	COUNCIL MEETING EXPENSE	8.78
	24445002H00X	111-0110-411.66-05	COUNCIL OFFICE SUPPLIES	11.01
	24445002XHE	111-0110-411.66-05	COUNCIL MEETING EXPENSE	105.83
	244921535MH	111-0110-411.66-05	COUNCIL MEETING EXPENSE	101.29
	24692163B2	111-0110-411.66-05	COUNCIL MEETING EXPENSE	85.00
	24755422FM	111-0110-411.66-05	COUNCIL MEETING EXPENSE	128.89
				\$732.14
CARD INTEGRATORS	0102824-IN	111-7010-421.56-41	PD DEPT PHOTO ID SERVICE	250.00
	0102978-IN	111-7010-421.61-20	PD PHOTO ID EQUIP SUPPLY	487.28
				\$737.28
CARL WARREN & CO.	1875452	745-9031-413.33-70	3RD PARTY ADMIN LEGAL	1,000.00
	1875712	745-9031-413.33-70	3RD PARTY ADMIN LEGAL	375.00
	1875713	745-9031-413.33-70	3RD PARTY ADMIN LEGAL	375.00
	1875714	745-9031-413.33-70	3RD PARTY ADMIN LEGAL	1,750.00
	1875715	745-9031-413.33-70	3RD PARTY ADMIN LEGAL	375.00
	1875716	745-9031-413.33-70	3RD PARTY ADMIN LEGAL	375.00
	1875717	745-9031-413.33-70	3RD PARTY ADMIN LEGAL	750.00
	1875718	745-9031-413.33-70	3RD PARTY ADMIN LEGAL	375.00
	1875719	745-9031-413.33-70	3RD PARTY ADMIN LEGAL	1,125.00
	1875720	745-9031-413.33-70	3RD PARTY ADMIN LEGAL	375.00
				\$6,875.00

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CARPENTER ROTHANS & DUMONT LLP	32659	745-9031-413.32-70	3RD PARTY ADMIN LEGAL	234.00
				\$234.00
CENTRAL FORD	335024	219-8085-431.43-21	SHUTTLE AXLE PARTS PURCHS	34.22
	334903	741-8060-431.43-20	AUTO TIRE REPAIR KIT	53.34
	335094	741-8060-431.43-20	VARIOUS AUTO PARTS	102.54
				\$190.10
CHARTER COMMUNICATIONS	0514415042019	111-7010-421.53-10	PD INTERNET 4/30-5/29	644.85
	0444795042219	111-9010-419.53-10	CITY HALL INTERNET 5/2-6/1	1,999.00
	0389644042119	121-7040-421.56-14	PD TV SERVICE 5/2019	276.81
				\$2,920.66
CHICAGO TITLE COMPANY	FCPF-0911905105	111-0220-411.32-70	TITLE REPORT	100.00
				\$100.00
CITY OF HUNTINGTON PARK FLEXIBLE	PPE 05/05/2019	802-0000-217.30-30	MEDICAL REIMBURSE 125	644.43
	PPE 04/25/2019	802-0000-217.30-30	MEDICAL REIMBURSE 125	644.43
				\$1,288.86
CITY OF HUNTINGTON PARK GEA	PPE 05/05/2019	802-0000-217.60-10	GEA DUES & PRE PAID LEGAL	124.80
	PPE 04/21/2019	802-0000-217.60-10	GEA DUES & PRE PAID LEGAL	124.80
				\$249.60
CITY OF VERNON	GEN-41656	221-8014-429.56-41	TS MAINTENANCE 7/2018-12/2018	3,493.38
				\$3,493.38
COLONIAL SUPPLEMENTAL INSURANCE	PPE 05/05/2019	802-0000-217.50-40	SUPPLEMENTAL INSURANCE	1,049.12
	PPE 4/25/2019	802-0000-217.50-40	SUPPLEMENTAL INSURANCE	1,049.12
				\$2,098.24
COMMERCIAL TIRE COMPANY	1-151819	741-8060-431.43-20	PW TRACTOR TIRE REPAIR	166.27
	1-152115	741-8060-431.43-20	TIRE PURCHASE	927.34
	1-152190	741-8060-431.43-20	TIRE REPAIR SERVICE	166.27
	1-152207	741-8060-431.43-20	PW TRACTOR TIRE REPAIR	166.27
	1-GS151961	741-8060-431.43-20	PD VEHICLE TIRE PURCHASE	1,224.98
				\$2,651.13
COMMUNITY VETERINARY HOSPITAL	376241	111-7030-421.61-20	PD K9 MEDICAL SERVICES	103.25
				\$103.25
CONCENTRA MEDICAL CENTERS	64105553	111-2030-413.56-41	MEDICAL SERVICES	53.50
				\$53.50
COPY SET	3560	285-8050-432.54-00	BEAUTIFICATION FLYER 4/20	2,524.94
	3560	287-8055-432.54-00	BEAUTIFICATION FLYER 4/20	4,090.06
	3588	681-8030-461.54-00	WATER CONSERVATION FLYERS	39.69
				\$6,654.69
COUNTY OF L.A. DEPT OF PUBLIC WORKS	RE-PW-190408049	221-8014-429.56-41	TS SIGNAL MAINT 3/2019	512.98
				\$512.98
COUNTY OF L.A. PUBLIC LIBRARY	3	239-0272-463.57-86	CDBG HW CENTER PROG	3,045.00
				\$3,045.00
CR&R INCORPORATED	0010406	111-8027-431.56-59	COLLECTION REFUSE 5/2019	16,680.00
				\$16,680.00
CSULB FOUNDATION	1949	111-7010-421.59-20	PD TRAINING 3/14/2019	292.00
				\$292.00

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DANIEL HERNANDEZ	4/24/2019	681-8030-461.59-15	MILEAGE REIMBURSEMENT	100.12
				\$100.12
DATA TICKET INC.	99477	111-3010-415.56-41	BUS LIC PROCESSING 3/2019	116.30
	100021	111-9010-415.56-15	CITATION PROCES 3/2019	18,994.08
	100021	111-9010-419.53-10	CITATION PROCES 3/2019	671.58
				\$19,781.96
DATAPROSE, INC.	DP1901259	681-3022-415.53-20	WATER BILLS POSTAGE 4/2019	1,347.46
	DP1901259	681-3022-415.56-41	WATER BILLS 4/2019	801.90
				\$2,149.36
DAVID VALDOVINOS	342019	111-6060-466.33-20	P&R DRAWING INSTRUCTOR	560.00
				\$560.00
DAY WIRELESS SYSTEMS	483380	111-7010-421.56-41	PD EQUIPMENT MAGNET MIC	556.88
				\$556.88
DELTA DENTAL INSURANCE COMPANY	BE003360330	802-0000-217.50-20	DENTAL & COBRA 5/2019	2,581.06
				\$2,581.06
DEPARTMENT OF CORONER	19ME0306	111-7030-421.56-41	PD AUTOPSY REPORTS	329.00
				\$329.00
DEPARTMENT OF JUSTICE	371084	111-7030-421.56-41	PD FINGERPRINT APPS	273.00
				\$273.00
ELITE COURT REPORTING	19-14780-1	745-9031-413.32-70	3RD PARTY LEGAL SRVCS	634.30
	19-14781-1	745-9031-413.32-70	3RD PARTY LEGAL SRVCS	542.60
	19-14844-1	745-9031-413.32-70	3RD PARTY LEGAL SRVCS	1,514.80
	19-14846-1	745-9031-413.32-70	3RD PARTY LEGAL SRVCS	1,181.70
				\$3,873.40
EXPERT ROOTER	097021	111-8024-421.43-10	PD BOILERS SERVICE CALL	90.00
				\$90.00
EXPRESS TRANSPORTATION SERVICES LLC	HPE04302019	111-0000-362.20-15	HP EXPRES PROP LSE 4/2019	-2,000.00
	HPE04302019	111-0000-362.20-15	HP EXPRES VEHICL LSE 4/19	-500.00
	HPE04302019	219-0000-340.30-00	HP EXPRESS FARES 4/2019	-5,935.27
	HPE04302019	219-8085-431.56-43	HP EXPRESS 4/2019	33,256.28
	DAR05012019	219-8085-431.56-45	DIAL A RIDE 5/2019	59,620.00
	HPE04302019	220-8085-431.56-43	HP EXPRESS 4/2019	28,804.26
	HPE04302019	222-8010-431.56-43	HP EXPRESS 4/2019	28,804.26
				\$142,049.53
F&A FEDERAL CREDIT UNION	PPE 05/05/2019	802-0000-217.60-40	EMPLOYEE CU DEDUCTION	8,295.50
	PPE 4/25/2019	802-0000-217.60-40	EMPLOYEE CU DEDUCTION	8,295.50
				\$16,591.00
FAIR HOUSING FOUNDATION	3/6/2019	239-0272-463.57-87	HOUSING COUNSELING 2/2019	1,080.47
	4/9/2019	239-0272-463.57-87	HOUSING COUNSELING 3/2019	900.23
				\$1,980.70
FASTENAL	CALO145078	111-8023-451.43-10	P&R TEST FIT RESPIRATOR	436.37
				\$436.37
FIRST CHOICE SERVICES	641765	111-9010-419.61-20	CITYWIDE COFFEES SUPPLIES	256.85
				\$256.85

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FM THOMAS AIR CONDITIONING INC	39743	111-8020-431.56-41	HVAC SRVCS 4/2019-6/2019	106.89
	39743	111-8022-419.56-41	HVAC SRVCS 4/2019-6/2019	1,247.05
	39743	111-8023-451.56-41	HVAC SRVCS 4/2019-6/2019	962.01
	39743	111-8024-421.56-41	HVAC SRVCS 4/2019-6/2019	1,247.05
				\$3,563.00
GARCIA IRMA	HP050010376	111-0000-351.10-10	PARKING CITATION REFUND	145.00
				\$145.00
GLOBALSTAR USA	10159585	111-7010-421.53-10	PD PHONE 3/16-4/15/2019	85.94
	10231099	111-7010-421.53-10	PD PONE 4/16-5/15/2019	85.59
				\$171.53
GRAINGER	9139144258	111-8020-431.61-20	ADMIN CHAIR MATS	67.52
	9148209290	535-8016-431.61-45	PW KNEELING PADS	52.98
				\$120.50
HASA, INC.	635739	681-8030-461.41-00	HYPO SODIUM CHLORIDE	169.04
	635740	681-8030-461.41-00	HYPO SODIUM CHLORIDE	153.67
	635742	681-8030-461.41-00	HYPO SODIUM CHLORIDE	225.39
				\$548.10
HDL COREN & CONE	0026465-IN	111-9010-419.56-41	CONTRACT PROPERTY TAX Q4	1,937.01
				\$1,937.01
HILDA ESTRADA	019	111-1010-411.56-41	TRANSLATION SRVC 2/5-4/2	4,200.00
	020	111-1010-411.56-41	TRANSLATION SRV 4/16/19	1,050.00
				\$5,250.00
HOME DEPOT - PUBLIC WORKS	4261217	111-8020-431.43-10	PW BUILDING EXPENSES 4/2019	24.23
	7261169	111-8020-431.43-10	PW BUILDING EXPENSES	53.98
	5260965	111-8022-419.43-10	CITY HALL MAINT SUPPLIES	32.62
	5261080	111-8022-419.43-10	CITY HALL MAINT SUPPLIES	20.12
	6260956	111-8022-419.43-10	CITY HALL MAINT SUPPLIES	40.64
	8261154	220-8070-431.61-20	BUS SHELTER SUPPLIES	93.10
	1261229	535-8016-431.61-45	STREET LIGHT SUPPLIES	149.69
	1261117	535-8090-452.61-20	STREET TREES SUPPLIES	138.53
	6260959	741-8060-431.43-20	FLEET MAINT SUPPLIES	120.91
				\$673.82
HUNTINGTON PARK POLICE MGMT ASSN.	PPE 05/05/2019	802-0000-217.60-10	POLICE MGMT ASSOC DUES	150.00
	PPE 04/21/2019	802-0000-217.60-10	POLICE MGMT ASSOC DUES	150.00
				\$300.00
HUNTINGTON PARK POLICE OFFICER ASSN	PPE 05/05/2019	802-0000-217.60-10	POLICE OFCR ASSOC DUES	6,672.50
	PPE 04/21/2019	802-0000-217.60-10	POLICE OFCR ASSOC DUES	6,748.09
				\$13,420.59
HUNTINGTON PARK RUBBER STAMP CO.	BB017720	111-1010-411.61-20	NAME PLATE	23.26
	RGC017470	111-6010-451.61-20	P&R ENGRAVED NAMEPLATES	153.04
	RGC017534	111-6025-413.59-15	P&R ENGRAVED PLATE	15.99
	RGC017573	111-7030-421.61-20	PD NAME PLATES	60.25
				\$252.54

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INFRAMARK LLC	39671	283-8040-432.56-41	SEWER OPERATIONS 4/2019	12,362.14
	38953	681-0000-228.30-10	WATER SRVC INSTALL	12,759.60
	39671	681-8030-461.56-41	SEWER OPERATIONS 4/2019	97,010.78
				\$122,132.52
INFRASTRUCTURE ENGINEERS	24009	111-8010-431.76-01	VARIOUS ST IMPROV PROJ	43,533.50
	24052	111-8010-431.76-01	STREET IMPROVMNT SIGNAGE	4,504.00
	24057	111-8010-431.76-01	ROAD SIGNAGE MODIFICATION	4,904.00
	24008	207-8016-429.73-10	SIGNAL SYNC/BUS SPEED	3,750.00
	24008	209-8010-431.73-10	SIGNAL SYNC/BUS SPEED	3,750.00
				\$60,441.50
J316 BUILDER	1077093	111-8020-431.56-41	JANITORIAL SUPPLY 11/2018	-1.77
	1079218	111-8020-431.56-41	JANITORIAL SUPPLY 11/2018	17.26
	1083453	111-8020-431.56-41	JANITORIAL SUPPLY 12/2018	165.40
	1087223	111-8020-431.56-41	JANITORIAL SUPPLY 12/2018	12.45
	1088169	111-8020-431.56-41	JANITORIAL SUPPLY 1/2019	33.64
	1088175	111-8020-431.56-41	JANITORIAL SUPPLY 1/2019	21.29
	1097260	111-8020-431.56-41	JANITORIAL SUPPLY 2/2019	3.32
	1098023	111-8020-431.56-41	JANITORIAL SUPPLY 2/2019	186.27
	126523	111-8020-431.56-41	JANITORIAL SUPPLY 11/2018	140.02
	APRIL2019	111-8020-431.56-41	JANITORIAL SRVC 4/2019	1,440.58
	1077093	111-8022-419.56-41	JANITORIAL SUPPLY 11/2018	-9.75
	1079218	111-8022-419.56-41	JANITORIAL SUPPLY 11/2018	94.93
	1083453	111-8022-419.56-41	JANITORIAL SUPPLY 12/2018	909.68
	1087223	111-8022-419.56-41	JANITORIAL SUPPLY 12/2018	68.44
	1088169	111-8022-419.56-41	JANITORIAL SUPPLY 1/2019	185.00
	1088175	111-8022-419.56-41	JANITORIAL SUPPLY 1/2019	117.14
	1097260	111-8022-419.56-41	JANITORIAL SUPPLY 2/2019	18.21
	1098023	111-8022-419.56-41	JANITORIAL SUPPLY 2/2019	1,024.50
	126523	111-8022-419.56-41	JANITORIAL SUPPLY 11/2018	770.13
	APRIL2019	111-8022-419.56-41	JANITORIAL SRVC 4/2019	4,305.23
	1077093	111-8023-451.56-41	JANITORIAL SUPPLY 11/2018	-16.39
	1079218	111-8023-451.56-41	JANITORIAL SUPPLY 11/2018	159.66
	1083453	111-8023-451.56-41	JANITORIAL SUPPLY 12/2018	1,529.91
	1087223	111-8023-451.56-41	JANITORIAL SUPPLY 12/2018	115.10
	1088169	111-8023-451.56-41	JANITORIAL SUPPLY 1/2019	311.16
	1088175	111-8023-451.56-41	JANITORIAL SUPPLY 1/2019	197.01
	1097260	111-8023-451.56-41	JANITORIAL SUPPLY 2/2019	30.62
	1098023	111-8023-451.56-41	JANITORIAL SUPPLY 2/2019	1,723.02
	126523	111-8023-451.56-41	JANITORIAL SUPPLY 11/2018	1,295.21
	APRIL2019	111-8023-451.56-41	JANITORIAL SRVC 4/2019	11,472.56
	1077093	111-8024-421.56-41	JANITORIAL SUPPLY 11/2018	-16.39
	1079218	111-8024-421.56-41	JANITORIAL SUPPLY 11/2018	159.66
	1083453	111-8024-421.56-41	JANITORIAL SUPPLY 12/2018	1,529.91
1087223	111-8024-421.56-41	JANITORIAL SUPPLY 12/2018	115.10	
1088169	111-8024-421.56-41	JANITORIAL SUPPLY 1/2019	311.16	

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J316 BUILDER	1088175	111-8024-421.56-41	JANITORIAL SUPPLY 1/2019	197.01
	1097260	111-8024-421.56-41	JANITORIAL SUPPLY 2/2019	30.62
	1098023	111-8024-421.56-41	JANITORIAL SUPPLY 2/2019	1,723.02
	126523	111-8024-421.56-41	JANITORIAL SUPPLY 11/2018	1,295.21
	APRIL2019	111-8024-421.56-41	JANITORIAL SRVC 4/2019	3,700.84
				\$35,365.97
JACK'S MUFFLER SERVICE	7748	741-8060-431.43-20	PW CATALYTIC CONVERTER	298.99
				\$298.99
JDS TANK TESTING & REPAIR INC	12833	741-8060-431.43-20	FUEL TANK TESTING 2/2019	135.00
	13088	741-8060-431.43-20	FUEL TANK TESTING 4/2019	135.00
				\$270.00
JOSEPH R. SETTLES	037908	111-7010-421.61-20	COURT PARKING REIMBURSE	20.00
	19	111-7010-421.61-20	SGT ORAL INTERVIEW EXPENS	64.01
				\$84.01
JTB SUPPLY COMPANY INC	105758	535-8016-431.61-45	STREET LIGHT POST COVERS	1,091.86
				\$1,091.86
KEYSTONE UNIFORMS	700028084	111-7010-421.61-20	PD CADET NAMEPLATE	8.81
	700028106	111-7010-421.61-20	PD CADET UNIFORM	66.14
				\$74.95
KONICA MINOLTA BUSINESS SOLUTIONS	254379483	111-0110-411.43-05	ADMIN COPIER LSE 7/1-9/30	49.68
	256142246	111-0110-411.43-05	COUNC COPIER LEAS 12/2018	104.51
	256142251	111-0110-411.43-05	COUNC COPIER 10/1-12/31	87.62
	257936132	111-0110-411.43-05	COUNC COPR LEAS 1/1-3/31	48.46
	258537736	111-0110-411.43-05	COUNC COPIER LEASE 4/2019	105.22
	254379483	111-0210-413.43-05	ADMIN COPIER LSE 7/1-9/30	49.68
	256142246	111-0210-413.43-05	ADMIN COPIER LEAS 12/2018	104.51
	256142251	111-0210-413.43-05	ADMIN COPIER 10/1-12/31	87.63
	257936132	111-0210-413.43-05	ADMIN COPR LEAS 1/1-3/31	48.46
	258537736	111-0210-413.43-05	ADMIN COPIER LEASE 4/2019	105.22
	258537737	111-7010-421.44-10	PD COPIER LEASE 4/2019	66.64
	258538101	111-7010-421.44-10	PD COPIER LEASE 4/2019	210.44
	258537669	111-7022-421.56-41	PD COPIER LEASE 4/2019	139.36
	258538098	111-7022-421.56-41	PD COPIER LEASE 4/2019	210.44
	258537654	111-7030-421.44-10	PD COPIER LEASE 4/2019	298.91
	258537839	111-7040-421.44-10	PD COPIER LEASE 4/2019	298.91
	258538013	111-7040-421.44-10	PD COPIER LEASE 4/2019	379.63
	258537922	111-9010-419.43-15	FINANCE COPIER LSE 4/2019	359.99
	258538097	111-9010-419.43-15	FINANCE COPIER LSE 4/2019	280.66
				\$3,035.97
LACMTA	103660	219-8085-431.58-50	METRO TAP CARDS 3/2019	5,840.00
				\$5,840.00
LAVANDERIA	20615-21626	681-0000-228.70-00	WATER CREDIT REFUND	1,010.55
				\$1,010.55
LB JOHNSON HARDWARE CO #1	101293	741-8060-431.43-20	PW CABLE CLAMPS	18.05
	101294	741-8060-431.43-20	PW CABLE CLAMPS	7.86
	101452	741-8060-431.43-20	PW METAL FLAT ROD	8.75
				\$34.66

**CITY OF HUNTINGTON PARK
DEMAND REGISTER
WR-5-21-2019**

Payee Name	Invoice Number	Account Number	Description	Transaction Amount
LOGAN SUPPLY COMPANY, INC.	97538	535-8090-452.61-20	P&R MASTER LOCKS	469.54
	97559	535-8090-452.61-20	RESTROOM PAD LOCKS	525.60
				\$995.14
LUCKY TOURS CHARTER INC	2320	111-6065-466.56-41	SENIOR TRIP TRANSPORT	150.00
	2320	219-8085-431.57-70	SENIOR TRIP TRANSPORT	650.00
	2323	219-8085-431.57-70	COMMUNITY EXCURSION BUS	650.00
				\$1,450.00
LUGO DEREK	HP020013834	111-0000-351.10-10	PARKING CITATION REFUND	55.00
				\$55.00
LUISANA CANDELARIO	4/8-4/12/2019	111-7010-421.59-20	MILEAGE REIMBURSEMENT	209.96
	4/8-4/12/2019	111-7010-421.59-20	PER DIEM-PD RECORDS CRSE	85.00
				\$294.96
MANAGED HEALTH NETWORK	5/2019	802-0000-217.50-60	HEALTH PREMIUM 5/2019	1,447.04
				\$1,447.04
MARIO LOPEZ	IN0685846	681-8030-461.59-15	CERTIFICATION REIMBURSE	340.00
				\$340.00
MARKO MENDOZA	4/23/2019	229-7010-421.59-15	MILEAGE REIMBURSEMENT	71.46
	4/23/2019	229-7010-421.59-15	PER DIEM PD COURSE	17.00
				\$88.46
MCCAIN INC	INV0239742	221-8014-429.61-20	TRAFFIC SIGNAL SUPPLIES	1,960.70
				\$1,960.70
MONICA MARTINEZ	69952-72666	111-0000-228.20-00	P&R DEPOSIT REFUND	500.00
				\$500.00
NACHO'S LOCK & KEY SERVICE	15111	111-8020-431.43-10	PW GENERAL LABORER KEYS	31.25
				\$31.25
NATION WIDE RETIREMENT SOLUTIONS	PPE 05/05/2019	802-0000-217.40-10	EMPLOYEE DEFER COMP DEDUC	25,005.83
	PPE 4/21/2019	802-0000-217.40-10	EMPLOYEE DEFER COMP DEDUC	16,205.83
				\$41,211.66
NATIONWIDE ENVIRONMENTAL SERVICES	29996	220-8070-431.56-41	BUS SHELTER CLEAN SRVC	16,709.13
	29997	221-8010-431.56-41	SWEEPING SRVCS 4/2019	15,993.58
	29997	222-8010-431.56-41	SWEEPING SRVCS 4/2019	12,564.86
	29997	231-8010-415.56-41	SWEEPING SRVCS 4/2019	18,254.29
				\$63,521.86
NETWORK DEPOSITION SERVICES, INC	A19040799	745-9031-413.32-70	3RD PARTY ADMIN LEGAL	2,969.75
				\$2,969.75
NICK ALEXANDER RESTORATION	3666	741-8060-431.43-20	AUTO ARM REST REPAIR	92.50
	3668	741-8060-431.43-20	AUTO REUPHOLSTERY SRVC	620.00
				\$712.50
NORTH STAR LAND SCAPE LLC	1596-05	231-8010-415.56-41	LANDSCAPE SRVC 3/2019	3,157.80
	1596-05	535-8090-452.56-60	LANDSCAPE SRVC 3/2019	17,454.87
				\$20,612.67
OEM AUTO PAINT SUPPLIES	119810	535-8090-452.61-20	SLP MESSAGE BOARD PAINT	93.08
				\$93.08

**CITY OF HUNTINGTON PARK
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Payee Name	Invoice Number	Account Number	Description	Transaction Amount
OK PRINTING DESIGN & DIGITAL PRINT	1320	111-3010-415.61-20	FINANCE AR ENVELOPES	47.90
	1337	111-7040-421.61-32	PD BUSINESS CARDS	46.90
				\$94.80
OLMOS ADELA	HP030014588	111-0000-351.10-10	PARKING CITATION REFUND	145.00
				\$145.00
ORIENTAL TRADING COMPANY, INC.	695478571-01	111-6020-451.61-35	P&R CULTURAL ART SUPPLIES	394.41
				\$394.41
OSUNA SINALOA AUTO GLASS CORP	1000760	741-8060-431.43-20	PD WINDSHIELD REPLACEMENT	314.00
	1000761	741-8060-431.43-20	PD WINDSHIELD REPLACEMENT	277.10
	1000762	741-8060-431.43-20	AUTO DOOR HANDLE REPLACEM	132.60
				\$723.70
PACIFIC ALTERNATORS	10319	741-8060-431.43-20	AUTO ALTERNATOR REPAIR	145.00
				\$145.00
PARS	42552	111-9010-419.56-41	ACTUARIAL FEES GASB 67-68	3,250.00
				\$3,250.00
PEERLESS MATERIALS COMPANY	77720	111-8020-431.43-10	PW HAND TOWELS	131.18
	77719	535-8090-452.61-20	PW HAND TOWELS	131.18
				\$262.36
PRUDENTIAL OVERALL SUPPLY	52236623	111-8022-419.43-10	CITY HALL MAT SERVICES	30.96
	52241114	111-8022-419.43-10	CITY HALL MAT SERVICES	30.96
	52245516	111-8022-419.43-10	CITY HALL MAT SERVICES	30.96
				\$92.88
PSYCHOLOGICAL CONSULTING ASSOC, INC	523632	111-7022-421.56-41	PD DEBRIEFING SERVICES	350.00
	523641	111-7022-421.56-41	EMPLOYMENT EVALUATIONS	400.00
				\$750.00
PVP COMMUNICATIONS	125252	111-7022-421.61-29	PD WIRELES RADIO MOTOR KT	907.75
				\$907.75
R&P WOOD PRODUCTS INC	202104	535-8090-452.61-20	TREE TIES & WOOD STICKS	1,642.50
				\$1,642.50
RESPOND SYSTEMS	297519	111-6030-451.61-35	P&R FIRST AID SUPPLIES	197.05
				\$197.05
RICOH USA, INC.	5056428591	111-6020-451.56-41	P&R COPIER LSE 4/19-5/18	378.62
				\$378.62
RIO HONDO COLLEGE	S19-180-ZHPK	229-7010-421.59-15	PD ARREST COURSE	159.00
				\$159.00
ROGELIO GONZALEZ	HP020015410	111-0000-351.10-10	PARKING CITATION REFUND	55.00
				\$55.00
SALVATION ARMY	4/25/2019 Q1	239-0272-463.57-85	CDBG SOCIAL SRVCS Q1	3,593.88
	4/25/2019 Q2	239-0272-463.57-85	CDBG SOCIAL SRVCS Q2	4,916.06
	4/25/2019 Q3	239-0272-463.57-85	CDBG SOCIAL SRVCS Q3	4,105.45
				\$12,615.39
SANTOS ISAAC S	HP020005334	111-0000-351.10-10	PARKING CITATION REFUND	141.00
	HP110001625	111-0000-351.10-10	PARKING CITATION REFUND	145.00
				\$286.00

**CITY OF HUNTINGTON PARK
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Payee Name	Invoice Number	Account Number	Description	Transaction Amount
SMART & FINAL	042348	111-6060-466.61-20	P&R AFTER SCHOOL SUPPLIES	233.85
	020519	111-7010-421.61-20	PD MEETING/EVENT SUPPLIES	40.92
	042340	111-7010-421.61-20	PD MEETING/EVENT SUPPLIES	69.34
	042391	111-7010-421.61-20	PD MEETING/EVENT SUPPLIES	114.42
				\$458.53
SONSRAY MACHINERY, LLC	P28540-03	741-8060-431.43-20	PW AUTO PARTS PURCHASE	1,154.61
				\$1,154.61
SOUTHERN CALIFORNIA EDISON	3/07-4/23/19	111-8022-419.62-10	COURT HOUSE ELECTRICAL	1,632.90
	3/7-4/5/2019	111-8024-421.62-10	PD BUILDINGS ELECTRICAL	4,581.16
	4/5-5/7/2019	111-8024-421.62-10	PD BUILDINGS ELECTRICAL	4,800.59
	3/7-4/05/2019	221-8014-429.62-10	TRAFFIC SIGNALS VARIOUS	2,866.12
	4/5-5/7/2019	221-8014-429.62-10	TRAFFIC SIGNAL 55TH/PACIFI	47.31
	4/4-5/6/2019	231-8010-415.62-10	PARKING LOTS LIGHTING VARIOUS	655.93
	3/27-4/26/2019	535-8016-431.62-10	ELECTRICAL 3220 OLIVE ST	30.66
	4/4-5/6/2019	535-8016-431.62-10	ELECTRICAL 6621 WILSON	41.37
				\$14,656.04
SPARKLETTS	15142085 042519	111-0110-411.66-05	CITY COUNCIL WATER SRVC 4/2019	54.25
	15142085 042519	111-0210-413.61-20	CM ADMIN WATER SRVC	54.26
	15142085 042519	111-1010-411.61-20	CITY CLERK WATER SRVC	15.41
	15142085 042519	111-3010-415.61-20	FINANCE WATER SRVC	75.34
	15142085 042519	111-5010-419.61-20	COMM DEV WATER SRVC	25.01
	15142085 042519	111-5055-419.61-20	CODE ENF WATER SRVC	25.01
	15142085 042519	111-6010-451.56-41	P&R WATER SRVC	71.83
	15142085 042519	111-8020-431.61-20	PW STREET MAINT WATER SRVC	88.82
	15142085 042519	111-8080-431.61-20	PW ENGINEERING WATER SRVC	25.01
				\$434.94
STANDARD GLASS & MIRROR	3/27/19	111-6010-451.73-10	P&R WINDOW GRAFFITI FILM	1,750.00
	322	111-6010-451.73-10	P&R WINDOW FILM	3,050.00
				\$4,800.00
STANDARD INSURANCE COMPANY	5/2019	802-0000-217.50-70	LIFE INSURANCE PREMIUM	1,644.53
				\$1,644.53
STAPLES ADVANTAGE	8053901452	111-0110-411.53-10	CITY COUNCIL OFFICE SUPPLIES 3/2019	142.49
	8053901452	111-0210-413.61-20	CM ADMIN OFFICE SUPPLIES	42.50
	8053901452	111-1010-411.61-20	CITY CLERK OFFICE SUPPLIES	45.19
	8053901452	111-3010-415.61-25	FINANCE OFFICE SUPPLIES	92.83
	8053901452	111-5010-419.61-20	COMM DEV OFFICE SUPPLIES	108.08
	8053901452	111-6010-451.61-20	P&R OFFICE SUPPLIES	354.52
	8053901452	111-7010-421.61-20	PD OFFICE SUPPLIES	208.12
	8053901452	111-7030-421.61-20	PD OFFICE SUPPLIES	233.50
	8053901452	111-7040-421.61-33	PD OFFICE SUPPLIES	95.08
	8053901452	239-0260-463.61-20	ADMIN CDBG OFFICE SUPPLIES	28.98
	8053901452	741-8060-431.74-10	PW FLEET OFFICE SUPPLIES	733.64
SUPERIOR COURT OF CALIFORNIA	FEB-APR2019	111-9010-415.56-10	PARKING CITATION SURCHARG	90,376.98
				\$90,376.98

**CITY OF HUNTINGTON PARK
DEMAND REGISTER
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Payee Name	Invoice Number	Account Number	Description	Transaction Amount
T2 SYSTEMS CANADA INC.	IRIS0000054241	231-8010-415.56-41	PARKING STATION SOFTWRE	2,250.00
				\$2,250.00
THE GAS COMPANY	3/12-4/10/2019	111-8020-431.62-10	VARIOUS GOVT BUILDINGS	307.72
	3/12-4/10/2019	111-8023-451.62-10	VARIOUS GOVT BUILDINGS	226.67
	3/12-4/10/2019	111-8024-421.62-10	VARIOUS GOVT BUILDINGS	1,058.17
				\$1,592.56
TITAN LEGAL SERVICES, INC	SU314681-01-01	745-9031-413.32-70	3RD PARTY ADMIN LEGAL	110.21
				\$110.21
TOWN HALL STREAMS	9874	111-1010-411.56-41	COUNCIL STREAMING 5/2019	300.00
				\$300.00
TRANSTECH ENGINEERS, INC.	20191084	111-8080-431.76-03	HP ZOE REPAIR PROJECT	15,750.00
	20191083	202-8080-431.73-10	ATP CYCLE PROJ DESIGN	13,000.00
	20191083	221-8080-431.73-10	ATP CYCLE PROJ DESIGN	2,500.00
				\$31,250.00
U.S. ARMOR CORPORATION	22428	111-7010-421.61-20	PD BULLET PROOF VESTS	350.43
	22488	111-7010-421.61-20	PD BULLET PROOF VESTS	348.63
	22489	111-7010-421.61-20	PD BULLET PROOF VESTS	348.63
	22428	233-7010-421.74-10	PD BULLET PROOF VESTS	350.43
	22488	233-7010-421.74-10	PD BULLET PROOF VESTS	348.62
	22489	233-7010-421.74-10	PD BULLET PROOF VESTS	348.62
				\$2,095.36
U.S. BANK	PPE 04/21/2019	802-0000-217.30-20	EMPLOYEE PARS DEDUCT	2,033.29
	PPE 04/21/2019	802-0000-217.30-20	EMPLOYEE PARS DEDUCT	1,681.79
	PPE 04/21/2019	802-0000-218.10-05	EMPLOYEE PARS DEDUCT	10,717.44
	PPE 04/21/2019	802-0000-218.10-05	EMPLOYEE PARS DEDUCT	3,275.00
	PPE 05/05/2019	802-0000-217.30-20	EMPLOYEE PARS DEDUCT	1,682.71
	PPE 05/05/2019	802-0000-217.30-20	PARS DEDUCTION	2,101.90
	PPE 05/05/2019	802-0000-218.10-05	EMPLOYER CONTRIBUTION	14,000.11
				\$35,492.24
ULINE	107825978	111-8020-431.43-10	PW SUNSCREEN PURCHASE	88.47
				\$88.47
VARIDESK, LLC	IVC-2-793835	111-7010-421.61-20	PD STAND UP DESK	678.90
				\$678.90
VERIZON WIRELESS	9829246909	111-6010-419.53-10	P&R MOBILE 4/2-5/1/19	38.01
	9829246909	111-8010-431.53-10	PW MOBILE 4/2-5/1/19	818.17
	9829246909	681-8030-461.53-10	PW WATER MOBILE 4/2-5/1/19	114.03
				\$970.21
VERONICA MARTINEZ	19	111-2030-413.61-20	ORAL INTERVIEW REIMBURSE	60.00
	368	111-2030-413.61-20	ORAL INTERVIEW REIMBURSE	15.64
				\$75.64
VISION SERVICE PLAN-CA	806742572	802-0000-217.50-30	VISION PREMIUM 5/2019	4,109.96
				\$4,109.96
WALTERS WHOLESALE ELECTRIC COMPANY	S112999544.001	221-8014-429.61-20	TRAFFIC SIGNAL SUPPLIES	55.53
				\$55.53

**CITY OF HUNTINGTON PARK
DEMAND REGISTER
WR-5-21-2019**

Payee Name	Invoice Number	Account Number	Description	Transaction Amount
WESTERN EXTERMINATOR COMPANY	6985327	111-8020-431.56-41	EXTERMINATOR SRVC 4/2019	67.50
	6985327	111-8022-419.56-41	EXTERMINATOR SRVC 4/2019	49.00
	6985327	111-8023-451.56-41	EXTERMINATOR SRVC 4/2019	92.50
	6985327	111-8024-421.56-41	EXTERMINATOR SRVC 4/2019	50.00
	6985327	535-8090-452.56-60	EXTERMINATOR SRVC 4/2019	139.50
				\$398.50
WILSON DELFIA	32320046	111-0000-351.10-10	PARKING CITATION REFUND	157.50
	32320050	111-0000-351.10-10	PARKING CITATION REFUND	82.50
				\$240.00
XEROX CORPORATION	096873589	111-8020-431.43-05	PW COPIER LSE 3/21-4/30/19	102.81
	096873589	285-8050-432.43-05	PW COPIER LSE 3/21-4/30/19	80.00
	096873589	681-8030-461.43-05	PW COPIER LSE 3/21-4/30/19	102.81
				\$285.62
				\$1,552,398.92



CITY OF HUNTINGTON PARK

Police Department
City Council Agenda Report

May 28, 2019

Honorable Mayor and Members of the City Council
City of Huntington Park
6550 Miles Avenue
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

CONSIDERATION AND APPROVAL OF AN ORDINANCE AMENDING SECTIONS 4-7.1401, "PROHIBITED," ARTICLE 14 "STOPPING, STANDING, AND PARKING," OF CHAPTER 7 "TRAFFIC," TITLE 4 "PUBLIC SAFETY," OF THE CITY OF HUNTINGTON PARK'S MUNICIPAL CODE RELATING TO OBSTRUCTION OF DRIVEWAYS

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Waive first reading and introduce Ordinance No. 2019-975, amending sections 4-7.1401, Article 14, Chapter 7, Title 4, of the City of Huntington Park's Municipal Code relating to obstruction of driveways; and
2. Schedule the second reading and adoption of said ordinance to the next regular city council meeting.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Existing regulations prohibit the stopping, standing or parking of vehicles in any place where the standing of a vehicle will obstruct the use of any driveway.

However, parking enforcement personnel report that vehicle operators frequently partially block public and private driveways. Partial blocking of a driveway interferes with full enjoyment and access to a driveway for the ingress and egress of vehicles. Importantly, partial blocking of a driveway risks interfering with prompt access to a subject property by emergency personnel to render aid under emergency circumstances. Enforcement of the City's existing regulation is challenging when a vehicle is partially blocking a driveway, since it may not result in a complete obstruction of the use of a driveway.

Therefore, staff recommends amending existing regulations to clearly prohibit vehicles from "wholly or partially" stopping, standing, and parking in any driveway entrance or in any manner which obstructs or interferes with the free movement of vehicles in such driveway or in any manner so as to interfere with ingress or egress to such driveway.

CONSIDERATION AND APPROVAL OF AN ORDINANCE AMENDING SECTIONS 4-7.1401, "PROHIBITED," ARTICLE 14, "STOPPING, STANDING, AND PARKING," OF CHAPTER 7 "TRAFFIC," TITLE 4, "PUBLIC SAFETY," OF THE CITY OF HUNTINGTON PARK'S MUNICIPAL CODE RELATING TO OBSTRUCTION OF DRIVEWAYS

May 28, 2019

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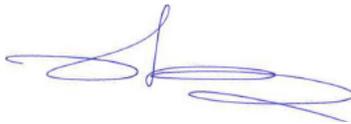
FISCAL IMPACT/FINANCING

None.

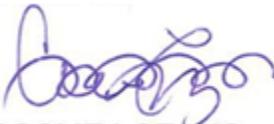
CONCLUSION

Upon City Council approval, staff will proceed with recommended actions.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Ricardo Reyes', with a stylized flourish at the end.

RICARDO REYES
City Manager

A handwritten signature in blue ink, appearing to read 'Cosme Lozano', with a stylized flourish at the end.

COSME LOZANO
Chief of Police

ATTACHMENT(S)

A. Ordinance No. 2019-975.

ATTACHMENT "A"

1 the ingress and egress of vehicles;

2 **WHEREAS**, partial blocking of a driveway may interfere with prompt access to a
3 subject property by emergency personnel to render aid under emergency circumstances;

4 **WHEREAS**, the City Council of the City of Huntington Park wishes to amend its
5 regulations related to obstruction of driveways by vehicles.

6 **NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF HUNTINGTON**
7 **PARK DOES HEREBY ORDAIN AS FOLLOWS:**

8 **SECTION 1:** The recitals set forth above are incorporated herein and by this reference
9 made an operative part hereof.

10 **SECTION 2:** Section 4-7.1404 in Article 14, of Chapter 7 at Title 4 of the Huntington
11 Park Municipal Code is hereby amended in its entirety to read as follows:

12 **4-7.1401 Prohibited.**

13 (a) No person shall stop, stand, or park a vehicle in any of the following places:

14 ~~(a)~~ (1) Within any tunnel or upon any bridge, viaduct, or approach thereto;

15 ~~(b)~~ (2) Within any parkway;

16 ~~(c)~~ (3) In any intersection;

17 ~~(d)~~ (4) In any crosswalk;

18 ~~(e) In any place where the standing of a vehicle will obstruct the use of any driveway;~~

19 ~~(f)~~ (5) In any place where the standing of a vehicle will interfere with a funeral;
20 provided, however, the space along such curb where the funeral is to occur shall be
21 properly marked by signs not less than four (4') feet above the curb; such signs shall
22 be placed two (2) hours prior to any funeral; such signs shall be inscribed on the front
23 thereof in white letters of a size to be easily read by a person using the highway with
24 the words "No parking between these signs. Funeral. Section 4-7.1401, Huntington
25 Park Municipal Code"; and such signs shall be removed immediately after the funeral
26 by the funeral director; and

27
28 ~~(g)~~ (6) Within fifty (50') feet of any street intersection, if the total width of such vehicle

1 exceeds eighty-four (84”) inches, except while such vehicle is actually being loaded or
2 unloaded or while such vehicle is being used in the performance of a service.

3
4 (b) No vehicle shall be parked, stopped, nor shall stand either wholly or partially in front
5 of any driveway apron or in any manner which shall obstruct or interfere with the free
6 movement of vehicles in such driveway or in any manner so as to obstruct or otherwise
7 prevent or interfere with ingress to or egress from any driveway.

8
9 For purposes of this Section, “driveway apron” shall be that portion of a curb, parkway
10 or sidewalk which has been depressed below the level of the adjoining curb, parkway
11 or sidewalk for the purpose of providing vehicular access from the street across said
12 curb, parkway or sidewalk to the property fronting thereon or abutting thereto.

13
14 **SECTION 3:** Violations of this Ordinance shall constitute violations of the Huntington
15 Park Municipal Code, and all penalties and remedies authorized under the Huntington Park
16 Municipal Code shall apply to violations of the provisions of this Ordinance.

17 **SECTION 4:** This Ordinance is exempt from the California Environmental Quality Act
18 (“CEQA”), in that this Ordinance does not constitute a “project” under CEQA and is exempt
19 pursuant to CEQA Guidelines section 15378(b)(4), and further there is no likelihood of this
20 Ordinance resulting in a significant negative impact on the environment, and is therefore
21 also exempt from CEQA pursuant to CEQA Guidelines section 15060(c)(2).

22 **SECTION 5:** Any provisions of the Huntington Park Municipal Code or appendices
23 thereto, which are inconsistent with the provisions of this Ordinance are hereby repealed or
24 modified to the extent necessary to affect the provisions of the Ordinance.

25 **SECTION 6:** If any section, subsection, sentence, clause, phrase, or portion of this
26 Ordinance is for any reason held to be invalid or unconstitutional by the decision of any court
27 of competent jurisdiction, such decision shall not affect the validity of the remaining portions of
28 this Ordinance. The City Council of the City of Huntington Park hereby declares that it would

1 have adopted this Ordinance and each section, subsection, sentence, clause, phrase or
2 portion thereof, irrespective of the fact that any one or more sections, subsections, sentences,
3 clauses, phrases or potions may be declared invalid or unconstitutional.

4 **SECTION 7:** This Ordinance shall take effect thirty 30 days after final passage by the
5 City Council.

6 **SECTION 8:** The City Clerk shall certify to the passage of this Ordinance and shall
7 cause the same to be published in the manner prescribed by law.

8
9 **PASSED, APPROVED AND ADOPTED** this 28th day of May, 2019.

10
11 **CITY OF HUNTINGTON PARK**

12
13
14 **ATTEST:**

Karina Macias, Mayor

15
16 _____
Donna G. Schwartz, CMC
17 City Clerk

18 **APPROVED AS TO FORM:**

19
20 _____
21 Arnold M. Alvarez-Glasman
22 City Attorney



CITY OF HUNTINGTON PARK

Police Department
City Council Agenda Report

May 28, 2019

Honorable Mayor and Members of the City Council
City of Huntington Park
6550 Miles Avenue
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

CONSIDERATION AND APPROVAL FOR APPROPRIATION OF FUNDS FOR THE COMPLETION OF INFORMATION TECHNOLOGY PROJECTS FOR THE POLICE DEPARTMENT

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Authorize the Finance Director to appropriate \$35,653.65 from the Community Oriented Policing Service's (COP) Grant, account #225-7120-421.74.10, for this project;
2. Authorize the services of LANWAN, the City's contracted IT services provider acting as a single source option, to acquire, install and implement new hardware and software; and
3. Authorize the Chief of Police to oversee the completion of this project during FY 18-19 to avoid this budget impact in FY 19-20.

BACKGROUND

Network Attached Storage (NAS) - The Huntington Park Police Department's (Department) current Network Attached Storage (NAS) device is an antiquated tape backup system, which was deployed in August 2011.

A "NAS" is a large capacity data storage hard drive device responsible for the backup of the Department's entire network data. The current NAS is only capable of holding, at best, one week's worth of data storage. This means, in essence, should there be a total data storage hard drive failure, the Department would only be able to recover approximately one week's worth of data. All other data would be permanently lost.

NAS systems contain one or more hard disk drives, often arranged into logical, redundant storage containers or RAID. This is a technical term describing duplicate storage of data, so that if one hard drive fails the data is still contained in the secondary hard drive and no data is lost.

CONSIDERATION AND APPROVAL FOR APPROPRIATION OF FUNDS FOR THE COMPLETION OF INFORMATION TECHNOLOGY PROJECTS FOR THE POLICE DEPARTMENT

May 28, 2019

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Barracuda Web Content Filtering - The Department currently does not have any type of Web content filtering. As a result, the Department is vulnerable and at continued risk in the following areas:

1. Objectionable, inappropriate, or illegal content which creates risk for organizations. For example;
 - Allowing pornographic content into the workplace which creates risk of sexual harassment claims, or otherwise creates a hostile or demeaning work environment.
 - Spam sites which can lead to malware or other malicious software being installed onto work computers.
 - Hate sites or sites with violent content which can compromise employee safety and also reflect poorly on the organization.
 - Social networking sites which can reduce productivity and distract employees from routine tasks.

Content filtering helps to mitigate these risks by making such content difficult to access in the workplace and by demonstrating the Department's intolerance for inappropriate, illegal, or objectionable content in general. To be effective, content filtering has to be deployed across all content channels. The most common channels include;

- Web - The screening of Web sites or pages as well as bookmarks and other Web traffic.
- Email - Screening of email for a variety of spam, malware and other undesired or malicious content. This is usually done by scanning the subject line of the emails forwarded through the filtering system. When a message is received that fills the relevant criteria, the message will be placed in the recipient's junk folder. In some cases, it will even be sent back to the sender as undeliverable.
- Executables - The screening of executable files that may install malicious software into workplace computers without warning and cause partial or complete network lock down.

The objective is to prevent access to content that the Department may determine is objectionable, inappropriate, or undesired. The level of restrictions can be applied in accordance with the scope and depth desired by the Department to protect the Department and all end users from risks associated with Web access.

CONSIDERATION AND APPROVAL FOR APPROPRIATION OF FUNDS FOR THE COMPLETION OF INFORMATION TECHNOLOGY PROJECTS FOR THE POLICE DEPARTMENT

May 28, 2019

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FISCAL IMPACT/FINANCING

The total fiscal impact for this project is \$35,653.65, to be drawn from the COP's Grant / Account #225-7120-421.74.10. The expanded cost estimates are as follows;

NETWORK ATTACHED STORAGE (NAS)				
Product	Model	Specs	Qty.	Price
NAS	Synology Disk Station DS3617xs Ethernet LAN Desktop Black NAS	CPU - Intel Xeion D-1527 CPU Architecture - 64-bit CPU Frequency - Quad Core 2.2 (base) / 2.7 (turbo) GHz System Memory - 16 GB DDR4 ECC SO-DIMM Memory Slots - 4	1.00	\$2,644.74
SSD	IronWolf NAS	7200RPM Internal SATA Hard Drive 8TB 6Gb/s 3.5-Inch (ST8000VN0022)	5.00	\$1,365.00
VEEAM	Backup Licenses	Licenses cover (30) Servers Plus 24x7 Support for 3 Servers	1.00	\$5,400.00
		VEEAM Backup Solution and NAS – LABOR Plus 24x7 Tech Support for (3) Servers	1.00	\$2,000.00
		Shipping and Handling	1.00	\$32.65
		Subtotal		\$11,442.39
		Sales Tax (9.5%)		\$380.93
		Total		\$11,823.32
BARRACUDA WEB SECURITY				
PRODUCT	MODEL	Specs	Qty.	Price
Barracuda	Web Security 410	Ethernet Passthrough port, LDAP support. Syslog support. URL Filtering, anti-spyware protection and content filtering	1.00	\$10,765.00
		LABOR – Setup + Total Protection Plus	1.00	\$12,000.00
		Shipping and Handling	1.00	\$42.65
		Subtotal		\$22,807.65
		Sales Tax (9.5%)		\$1,022.68
		Total		\$23,830.33
		Grand Total		\$35,653.65

RECOMMENDATIONS

LANWAN is the current contract IT service provider for the City and is considered by the Department to be highly capable and reliable with projects of this size and nature. It is recommended that LANWAN be considered as the single source option for the described upgrade, for these reasons:

1. LANWAN is highly familiar with the Department's IT infrastructure and has cleared all background checks, as required by California Law Enforcement Telecommunications (CLETS). LANWAN IT engineers already have access to police department network resources, including sensitive and confidential data.
2. Should the Department be forced to consider an outside IT source for this project, not only would it be disruptive to the Department's day-to-day operations, there would also be a potential cost associated with outside service providers not familiar with the Department's IT infrastructure, and there would certainly be delays in completing this project due to the need for background checks of outside individuals in order to provide clearance and access to the Department's IT database, which would place the Department in continued unnecessary risk.

CONSIDERATION AND APPROVAL FOR APPROPRIATION OF FUNDS FOR THE COMPLETION OF INFORMATION TECHNOLOGY PROJECTS FOR THE POLICE DEPARTMENT

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3. Estimates and recommendations to replace the described hardware, provided by LANWAN, have been validated by the Department's Administrative IT Coordinator to be in line with known IT industry pricing.

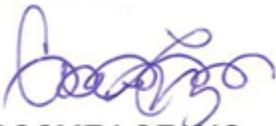
CONCLUSION

Upon Council approval, staff will proceed with the recommended actions.

Respectfully submitted,



RICARDO REYES
City Manager



COSME LOZANO
Chief of Police

ATTACHMENT(S)

- A. Estimates

ATTACHMENT "A"



LAN WAN

ENTERPRISE Inc.

17500 Red Hill Ave. Suite 120
 Irvine, CA 92614-5680
 Phone: (949) 955-2451

Estimate

Date	Estimate #
4/30/2019	70615

Name / Address
Huntington Park Police Department 6542 Miles Avenue Huntington Park, CA 90255 United States

P.O. No.	Rep	Project	Customer # 00182723-0...	Invoice No.
			70305	

Description	Qty	Cost	Total
Synology DiskStation DS3617xs Ethernet LAN Desktop Black NAS	1.00	2,644.74	2,644.74T
Seagate IronWolf NAS 7200RPM Internal SATA Hard Drive 8TB 6Gb/s 3.5-Inch (ST8000VN0022)	5.00	273.00	1,365.00T
Shipping and Handling	1.00	32.65	32.65

Subtotal \$4,042.39

Sales Tax (9.5%) \$380.93

Total \$4,423.32



LAN WAN

ENTERPRISE Inc.

17500 Red Hill Ave. Suite 120
 Irvine, CA 92614-5680
 Phone: (949) 955-2451

Estimate

Date	Estimate #
5/1/2019	70617

Name / Address
Huntington Park Police Department 6542 Miles Avenue Huntington Park, CA 90255 United States

P.O. No.	Rep	Project	Customer # 00182723-0...	Invoice No.
			70305	

Description	Qty	Cost	Total
Backup Solution VEEAM and NAS - LABOR	1.00	2,000.00	2,000.00

Subtotal		\$2,000.00
Sales Tax (9.5%)		\$0.00
Total		\$2,000.00



17500 Red Hill Ave. Suite 120
 Irvine, CA 92614-5680
 Phone: (949) 955-2451

Estimate

Date	Estimate #
5/1/2019	70616

Name / Address
Huntington Park Police Department 6542 Miles Avenue Huntington Park, CA 90255 United States

P.O. No.	Rep	Project	Customer # 00182723-0...	Invoice No.
			70305	

Description	Qty	Cost	Total
Backup Licenses			
VEEAM Backup Licenses for 30 Servers	1.00	5,400.00	5,400.00
Plus			
24X7 Tech Support for 3 Servers			

Subtotal	\$5,400.00
Sales Tax (9.5%)	\$0.00
Total	\$5,400.00



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Congrats! Your \$500+ order qualifies you for advice from a dedicated account team.*

Item	Availability	Price	Quantity	Item Total
<p>Veeam Backup & Replication Enterprise – Upfront Billing License (2 years) + <small>MFG Part: V-VBHEM-CV-SUZYP-00 CDW Part: 4963476 UNSPSC: 43233415</small></p> <p>- Top Recommendations</p>	In Stock	\$170.00 \$169.99 Advertised Price	30	\$5,099.70

Order Summary

Subtotal: **\$6,554.67**

Tax and Shipping calculated at checkout.

Lease Option Pricing ⓘ
\$198.09 / Month

Checkout

<p>Veeam Premium Support – technical support (renewal) – for Veeam Backup & Re <small>MFG Part: V-VBHEM-CV-TECHSUP-00 CDW Part: 4963476 UNSPSC: 43233415</small></p> <p>+ Top Recommendations</p>	In Stock	\$484.99 \$484.99 Advertised Price	3	\$1,454.97
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<p>VMware Support and Subscription Production – technical.</p> <p>\$10,312.99 Advertised Price</p> <p>Add to Cart</p>	<p>Veeam Premium Support – technical support (renewal) – for...</p> <p>\$39.99 Advertised Price</p> <p>Add to Cart</p>	<p>StarTech.com Mini DisplayPort to DVI Video Adapter Converter</p> <p>★★★★★ (16)</p> <p>\$16.99 Advertised Price</p> <p>Add to Cart</p>	<p>Synology E10G17-F2 – network adapter</p> <p>\$302.99 Advertised Price</p> <p>Add to Cart</p>	<p>HPE - power supply - hot-plug / redundant - 500 Watt - 563...</p> <p>\$253.99 Advertised Price</p> <p>Add to Cart</p>
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<p>VMware Support and Subscription Production – technical.</p> <p>\$10,312.99 Advertised Price</p> <p>Add to Cart</p>	<p>Veeam Premium Support – technical support (renewal) – for...</p> <p>\$39.99 Advertised Price</p> <p>Add to Cart</p>	<p>StarTech.com Mini DisplayPort to DVI Video Adapter Converter</p> <p>★★★★★ (16)</p> <p>\$16.99 Advertised Price</p> <p>Add to Cart</p>	<p>Synology E10G17-F2 – network adapter</p> <p>\$302.99 Advertised Price</p> <p>Add to Cart</p>	<p>HPE - power supply - hot-plug / redundant - 500 Watt - 563...</p> <p>\$253.99 Advertised Price</p> <p>Add to Cart</p>
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Product Description



Seagate 8TB IronWolf 7200RPM SATA 6Gb/s 256MB Cache 3.5-inch NAS Hard Disk Drive - Pack of 2

Item #: 41725520 | Mfr. Part #: ST8000VN0022
Availability: Call Us (?)

Remove | Save for later

Item Price Quantity Final Price

\$497.99 5 \$2,489.95

Update



Synology Disk Station DS3617xs - NAS server - 12 bays - SATA 6Gb/s - RAID 0, 1, 5, 6, 10, JBOD, 5 hot spare, 6 hot spare, 10 hot spare, 1 hot spare - RAM 16 GB - Gigabit Ethernet - iSCSI

Item #: 40406414 | Mfr. Part #: DS3617XS
Availability: Usually Ships Same Day (?)

Remove | Save for later

\$2,699.99 1 \$2,699.99

Update

Email Cart Remove All

Your Order(s)

Cart Subtotal: \$5,189.94
Shipping: \$0.00
Total: \$5,189.94

Estimate Shipping:

Proceed to Secure Checkout:

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Add

Congrats! Your \$500+ order qualifies you for advice from a dedicated account team.*

Item	Availability	Price	Quantity	Item Total
 <p>Synology Disk Station DS3617xs - NAS server - 0 GB MFG Part: DS3617XS CDW Part: 4427930 UNSPSC: 43207635</p>	2-4 days Estimated delivery by Tuesday, May 7	\$2,935.99 Advertised Price	1	\$2,935.99

- Top Recommendations

 Synology Disk Station DS1618+ - NAS server \$885.99 <small>Advertised Price</small>	 Seagate IronWolf ST10000VN0004 - hard drive - 10 TB - SATA \$299.99 <small>Advertised Price</small>	 Seagate IronWolf Pro ST4000NE0025 - hard drive - 4 TB \$159.99 <small>Advertised Price</small>
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 <p>Seagate Barracuda Pro ST8000DM0004 - hard drive - 8 TB - SATA 6Gb/s MFG Part: ST8000DM0004 CDW Part: 4564287 UNSPSC: 43207635</p>	6-8 days Estimated delivery by Monday, May 13	\$269.99 \$299.99 Advertised Price	5	\$1,499.95
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+ Top Recommendations

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Customers Who Bought Products in Your Cart Also Bought... (12)

 Logitech Slim Folio - keyboard and folio case - black - for... \$99.99 <small>Advertised Price</small>	 OtterBox Defender Series for iPad 5th and 6th Gen Black Pro... \$80.96 <small>Advertised Price</small>	 Microsoft Windows Server Standard Edition - license - 2... \$121.99 <small>Advertised Price</small>	 Electronic HP Care Pack Next Business Day Hardware Support... \$231.99 <small>Advertised Price</small>	 Seagate IronWolf ST10000VN0004 - hard drive - 10 TB - SATA... \$299.99 <small>Advertised Price</small>
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Customers Who Bought Products in Your Cart Also Bought... (12)

 Logitech Slim Folio -	 OtterBox Defender	 Microsoft Windows	 Electronic HP Care	 Seagate IronWolf
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Order Summary

Subtotal: \$4,435.94

Tax and Shipping calculated at checkout.

Lease Option Pricing ⓘ
\$134.05 / Month

Checkout

FEEDBACK



Shopping Cart

Enter Item # [Quick Add](#)

Product Description	Item Price	Quantity	Final Price
 <p>Seagate 8TB IronWolf 7200RPM SATA 6Gb/s 256MB Cache 3.5-inch NAS Hard Disk Drive - Pack of 2</p> <p>Item #: 41725520 Mfr. Part #: ST8000VN0022 Availability: Call Us (?)</p> <p>Remove Save for later</p>	\$497.99	5 Update	\$2,489.95
 <p>Synology Disk Station DS3617xs - NAS server - 12 bays - SATA 6Gb/s - RAID 0, 1, 5, 6, 10, JBOD, 5 hot spare, 6 hot spare, 10 hot spare, 1 hot spare - RAM 16 GB - Gigabit Ethernet - iSCSI</p> <p>Item #: 40406414 Mfr. Part #: DS3617XS Availability: Usually Ships Same Day (?)</p> <p>Remove Save for later</p>	\$2,699.99	1 Update	\$2,699.99

[Email Cart](#) [Remove All](#)

Your Order(s)

Cart Subtotal: \$5,189.94
Shipping: \$0.00
Total: \$5,189.94

Estimate Shipping: Zip Code

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 Phone: (949) 955-2451

Estimate

Date	Estimate #
5/1/2019	70618

Name / Address
Huntington Park Police Department 6542 Miles Avenue Huntington Park, CA 90255 United States

P.O. No.	Rep	Project	Customer # 00182723-0...	Invoice No.
			70305	

Description	Qty	Cost	Total
Barracuda Web Security 410 + Total Protection Plus + Instant Replacement This is a bundle option that includes Advanced Threat Protection as part of your Energize Updates subscription. TPP provides multilayer sandboxing to protect against zero day threats.	1.00	10,765.00	10,765.00T
Shipping and Handling	1.00	42.65	42.65

Subtotal	\$10,807.65
Sales Tax (9.5%)	\$1,022.68
Total	\$11,830.33



LAN WAN

ENTERPRISE Inc.

17500 Red Hill Ave. Suite 120
 Irvine, CA 92614-5680
 Phone: (949) 955-2451

Estimate

Date	Estimate #
5/1/2019	70619

Name / Address
Huntington Park Police Department 6542 Miles Avenue Huntington Park, CA 90255 United States

P.O. No.	Rep	Project	Customer # 00182723-0...	Invoice No.
			70305	

Description	Qty	Cost	Total
Labor - Setup Barracuda Web Security 410 + Total Protection Plus	1.00	12,000.00	12,000.00
		Subtotal	\$12,000.00
		Sales Tax (9.5%)	\$0.00
		Total	\$12,000.00



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Item	Availability	Price	Quantity	Item Total
 <p>Barracuda Web Security Gateway 410 <small>MFG Part: BY-410A5 CDW Part: 1367741 LNSPSC: 45222501</small></p>	1-3 days Orders placed today will ship within 1-3 days	\$11,995.64 My CDW Price	<input type="text" value="1"/>	\$11,995.64

- Top Recommendations

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Save Cart Email Cart

Update All Remove All

Order Summary

Subtotal: \$11,995.64

Tax and Shipping calculated at checkout.

Lease Option Pricing ?
\$362.51 / Month

FEEDBACK



Shop Top Sellers (12)

 Tripp Lite Computer Power Extension Cord 13A 16AWG 5-15P to... \$9.49 <small>My CDW Price</small> <input type="button" value="Add to Cart"/>	 Tripp Lite Cat6 Gigabit Snagless Molded Patch Cable (RJ45... \$5.69 <small>My CDW Price</small> <input type="button" value="Add to Cart"/>	 Sophos Central Phish Threat - subscription license (1 year)... \$11.40 <small>My CDW Price</small> <input type="button" value="Add to Cart"/>	 Tripp Lite HDMI to DVI Digital Monitor Adapter Cable M/M... \$11.39 <small>My CDW Price</small> <input type="button" value="Add to Cart"/>	 HP Care Pack - Services Next Business Day Hardware Support... \$89.99 <small>My CDW Price</small> <input type="button" value="Add to Cart"/>
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Shop Top Sellers (12)

 HP UltraSlim Docking Station 2013 - docking station - VGA... \$208.99 <small>My CDW Price</small> <input type="button" value="Add to Cart"/>	 Lenovo ThinkPad Ultra Docking Station - docking station -... \$284.04 <small>My CDW Price</small> <input type="button" value="Add to Cart"/>	 Lenovo ThinkPad USB-C Dock - docking station - VGA \$189.99 <small>My CDW Price</small> <input type="button" value="Add to Cart"/>	 Microsoft Surface Pro 6 - 12.3" - Core i5 8350U - 8 GB... \$1,225.49 <small>My CDW Price</small> <input type="button" value="Add to Cart"/>	 Apple 12W USB Power Adapter power adapter \$23.74 <small>My CDW Price</small> <input type="button" value="Add to Cart"/>
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Product Description

Item Price

Quantity

Final Price



Barracuda Web Security Gateway 410 - Security appliance - with 3 years Energize Updates and Instant Replacement - GigE - 1U - rack-mountable

\$9,552.00

1

\$9,552.00

Item #: 9000490 | Mfr. Part #: BYF410a33
Availability: Usually Ships Next Day (?)

Update

Remove | Save for later



Barracuda Web Security Gateway 410VX - Subscription license (1 year)

\$3,674.00

1

\$3,674.00

Item #: 8883021 | Mfr. Part #: BYPV410a-v1
Availability: Usually Ships Next Day (?)

Update

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Your Order(s)

Cart Subtotal: \$13,226.00
Shipping: \$0.00
Total: \$13,226.00

Estimate Shipping: Zip Code

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New Customer

Existing Customer

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CITY OF HUNTINGTON PARK

Public Works Department
City Council Agenda Report

May 28, 2019

Honorable Mayor and Members of the City Council
City of Huntington Park
6550 Miles Avenue
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

CONSIDERATION AND APPROVAL OF RESOLUTION ADOPTING THE STATE OF CALIFORNIA DEPARTMENT OF TRANSPORTATION'S QUALITY ASSURANCE PROGRAM (QAP)

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Adopt Resolution No. 2019-11, adopting the State of California Department of Transportation's Quality Assurance Program;
2. Authorize the Director of Public Works or City Engineer to sign the Quality Assurance Program (QAP) and Caltrans' QAP Manual; and
3. Authorize staff to submit the adopted QAP and conforming resolution to Caltrans District Local Assistance Engineer.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

A Quality Assurance Program (QAP) is a program that will ensure the materials and workmanship incorporated into each construction project conform to the requirements of the contract plans and specifications including approved changes. The main elements of a QAP are an acceptance program and an independent assurance program. For federal construction projects, the City is required to adopt a QAP. The City Engineer must sign the QAP. Caltrans will not process a Request for Authorization for Construction without verification of an adopted QAP. The City must submit the QAP to Caltrans District Local Assistance Engineer for review. The QAP must be updated at least every five years. Copies of the approved QAP must be kept on file and available for state review. The City is required to adhere to the adopted QAP during the construction phase of the project, but a QAP is not part of the contract.

CONSIDERATION AND APPROVAL OF RESOLUTION ADOPTING THE STATE OF CALIFORNIA DEPARTMENT OF TRANSPORTATION'S QUALITY ASSURANCE PROGRAM (QAP)

May 28, 2019

Page 2 of 3

A typical QAP is structures utilizing the following primary descriptions:

- A. General Discussion
 - a. Variations for State Highway System (SHS) and Non-SHS Projects
- B. Materials Acceptance Program
- C. Independent Assurance (IA) Program
- D. Dispute Resolution Process
- E. Materials Certification Process
 - a. Attachments
 - i. Table of Minimum Sampling and Testing Frequency Requirements (a.k.a. Frequency Table)
 - ii. List of Materials Accepted by a Certificate of Compliance per the Contract Specifications
 - iii. Sample Testing Results Summary Log

All of the City's streets are off the SHS, so staff's recommendation is to adopt the Caltrans QAP described in Attachment C and more specifically tailored in the City's comprehensive QAP described in Attachment B. This conforms with Caltrans' QAP manual and Federal Highway Administration (FHWA) regulations. Tests methods used may be either CTM, ASTM, AASHTO, or other nationally recognized test methods, and must be specified in the contract documents.

LEGAL REQUIREMENT

The purpose of QAP is to provide assurance that the materials incorporated into construction projects are in conformance with the City Council's approved and adopted contract plans and specifications. The QAP should be updated every five years or more frequently if there are changes of the material testing frequencies or to the tests themselves. Failure to comply with the QAP and the requirements as set forth by Caltrans and the FHWA may result in the loss of federal funds.

The City utilizes the Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD), Caltrans Standard Specifications, the Greenbook, the County of Los Angeles Standard Specifications and the City's approved standard specifications.

FISCAL IMPACT/FINANCING

Not Applicable.

CONSIDERATION AND APPROVAL OF RESOLUTION ADOPTING THE STATE OF CALIFORNIA DEPARTMENT OF TRANSPORTATION'S QUALITY ASSURANCE PROGRAM (QAP)

May 28, 2019

Page 3 of 3

CONCLUSION

Upon Council approval, staff will proceed with the recommended actions.

Respectfully submitted,



RICARDO REYES
City Manager



DANIEL HERNANDEZ
Director of Public Works

ATTACHMENT(S)

- A. Resolution No. 2019-11, adopting the State of California Department of Transportation's Quality Assurance Program.
- B. City of Huntington Park QAP
- C. Caltrans QAP Manual

ATTACHMENT "A"

Karina Macias, Mayor

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2 ATTEST:

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5 Donna G. Schwartz, CMC
6 City Clerk
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ATTACHMENT "B"



CITY OF HUNTINGTON PARK

COUNTY OF LOS ANGELES

QUALITY ASSURANCE PROGRAM (QAP)

The purpose of this program is to provide assurance that the materials incorporated into the construction projects are in conformance with the contract specifications. This program should be updated every five years or more frequent if there are changes of the testing frequencies or to the tests themselves. To accomplish this purpose, the following terms and definitions will be used:

DEFINITION OF TERMS

- Acceptance Testing (AT) – Sampling and testing, or inspection, to determine the degree of compliance with contract requirements.
- Independent Assurance Program (IAP) – Verification that AT is being performed correctly by qualified testers and laboratories.
- Quality Assurance Program (QAP) – A sampling and testing program that will provide assurance that the materials and workmanship incorporated into the construction project are in conformance with the contract specifications. The main elements of a QAP are the AT, and IAP.
- Source Inspection – AT of manufactured and prefabricated materials at locations other than the job site, generally at the manufactured location.

MATERIALS LABORATORY

The City will use their own materials laboratory or a private consultant materials laboratory to perform AT on Federal-aid and other designated projects. The materials laboratory shall be under the responsible management of a California registered Engineer with experience in sampling, inspection and testing of construction materials. The Engineer shall certify the results of all tests performed by laboratory personnel under the Engineer's supervision. The materials laboratory shall contain certified test equipment capable of performing the tests conforming to the provisions of this QAP.

The materials laboratory used shall provide documentation that the laboratory complies with the following procedures:

1. Correlation Testing Program – The materials laboratory shall be a participant in one or more of the following testing programs:
 - a. AASHTO Materials Reference Laboratory (AMRL)
 - b. Cement and Concrete Reference Laboratory (CCRL)
 - c. Caltrans' Reference Samples Program (RSP)
2. Certification of Personnel – The materials laboratory shall employ personnel who are certified by one or more of the following:
 - a. Caltrans District Materials Engineer
 - b. Nationally recognized non-Caltrans organizations such as the American Concrete Institute, Asphalt, National Institute of Certification of Engineering Technologies, etc.
 - c. Other recognized organizations approved by the State of California and/or Recognized by local governments or private associations.

3. Laboratory and Testing Equipment – The materials laboratory shall only use laboratory and testing equipment that is in good working order. All such equipment shall be calibrated at least once each year. All testing equipment must be calibrated by impartial means using devices of accuracy traceable to the National Institute of Standards and Technology. A decal shall be firmly affixed to each piece of equipment showing the date of the last calibration. All testing equipment calibration decals shall be checked as part of the IAP.

ACCEPTANCE TESTING (AT)

AT will be performed by a materials laboratory certified to perform the required tests. The tests results will be used to ensure that all materials incorporated into the project are in compliance with the contract specifications.

Testing methods will be in accordance with the CT Methods or a national recognized standard (i.e., AASHTO, ASTM, etc.) as specified in the contract specifications.

Sample locations and frequencies may be in accordance with the contract specifications. If not so specified in the contract specifications, samples shall be taken at the locations and frequencies as shown in Attachment #1 (Appendix D, “Acceptance Sampling and Testing Frequencies” of the QAP Manual).

INDEPENDENT ASSURANCE PROGRAM (IAP)

IAP shall be provided by personnel from Caltrans, the Agency’s certified materials laboratory, or consultant’s certified materials laboratory. IAP will be used to verify that sampling and testing procedures are being performed properly and that all testing equipment is in good condition and properly calibrated.

IAP personnel shall be certified in all required testing procedures, as part of IAP, and shall not be involved in any aspect of AT.

IAP shall be performed on every type of materials test required for the project. Proficiency tests shall be performed on Sieve Analysis, Sand Equivalent, and Cleanness Value tests. All other types of IAP shall be witness tests.

Poor correlation between acceptance tester’s results and other test results may indicate probable deficiencies with the acceptance sampling and testing procedures. In cases of unresolved discrepancies, a complete review of AT shall be performed by IAP personnel, or an independent materials laboratory chosen by the City. IAP samples and tests are not to be used for determining compliance with contract requirements. Compliance with contract requirements is determined only by AT.

REPORTING ACCEPTANCE TESTING RESULTS

The following are time periods for reporting material test results to the Resident Engineer:

- When the aggregate is sampled at material plants, test results for Sieve Analysis, Sand Equivalent and Cleanness Value should be submitted to the Resident Engineer within 24 hours after sampling.
- When materials are sampled at the job site, test results for compaction and maximum density should be submitted to the Resident Engineer within 24 hours after sampling.
- When soils and aggregates are sampled at the job site:
 - (1) Test results for Sieve Analysis, Sand Equivalent and Cleanness Value should be submitted to the Resident Engineer within 72 hours after sampling.
 - (2) Test results for “R” Value and asphalt concrete extraction should be submitted to the Resident Engineer within 96 hours after sampling.

When sampling products such as Portland Cement Concrete (PCC), cement-treated base (CTB), hot mix asphalt (HMA), and other such materials; the time of such sampling shall be varied with respect to the time of the day insofar as possible, in order to avoid a predictable sampling routine. The reporting of AT results, if not performed by the Resident Engineer’s staff, shall be done on an expedited basis such as by fax or telephone.

TESTING OF MANUFACTURED MATERIALS

During the Design phase of the project, the Project Engineer may submit a “Source Inspection Request” see Attachment#2 (Exhibit 16-V of the LAPM) to the City, consultant, or Caltrans for inspection and testing of manufactured and prefabricated materials by their materials laboratory. A list of materials that can be typically accepted on the basis of certificates of compliance during construction is found in Attachment #3 (Appendix F of the QAP Manual). All certificates of compliance shall conform to the requirements of the contract specifications, for examples see Attachment #4 (Appendix J of the QAP Manual).

Should the City request Caltrans to conduct the source inspection, and the request is accepted, all sampling, testing, and acceptance of manufactured and prefabricated materials will be performed by Caltrans’ Office of Materials Engineering and Testing Services.

For Federal-aid projects on the National Highway System (NHS), Caltrans will assist in certifying the materials laboratory, and the acceptance samplers and testers. For Federal-aid projects off the NHS, Caltrans may be able to assist in certifying the materials laboratory, and the acceptance samplers and testers.

PROJECT CERTIFICATION

Upon completion of a Federal-aid project, a “Materials Certificate” shall be completed by the Resident Engineer. The City shall include a “Materials Certificate” in the Report of Expenditures submitted to the Caltrans District Director, Attention: District Local Assistance Engineer. A copy of the “Materials Certificate” shall also be included in the Agency’s construction records. The Resident Engineer in charge of the construction function for the City shall sign the certificate. All materials incorporated into the work which did not conform to specifications must be explained and justified on the “Materials Certification”, including changes by virtue of contract change orders. See Attachment # 5 for an example (Appendix K of the QAP Manual).

RECORDS

All material records of samples and tests, material releases and certificates of compliance for the construction project shall be incorporated into the Resident Engineer’s project file. If a Federal-aid project:

- The files shall be organized as described in Section 16.8 “Project Files” of the Local Assistance Procedures Manual.
- It is recommended that the complete project file be available at a single location for inspection by Caltrans and Federal Highway Administration (FHWA) personnel.
- The project files shall be available for at least three years following the date of final project voucher.
- The use of a “Log Summary,” as shown in Appendix H of the QAP Manual , facilitates reviews of material sampling and testing by Caltrans and FHWA, and assists the Resident Engineer in tracking the frequency of testing.

When two or more projects are being furnished identical materials simultaneously from the same plant, it is not necessary to take separate samples or perform separate tests for each project; however, copies of the test reports are to be provided for each of the projects to complete the records.

APPROVED BY: _____ (Signature) _____ (CE# and Expiration Date)

NAME: Bruno Callu DATE: 5/28/2019

TITLE: City Engineer _____ City of Huntington Park, County of Los Angeles

ATTACHMENT "C"

CALIFORNIA DEPARTMENT OF TRANSPORTATION



Quality Assurance Program (QAP) Manual for Use by Local Agencies

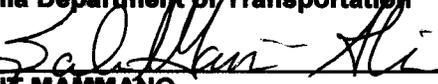
This manual provides quality assurance guidelines for materials used in Federal-aid projects off the State Highway System.

APPROVED BY:



DENIX D. ANBIAH
Chief
Division of Local Assistance
California Department of Transportation

01/06/09
Date

for 

VINCENT MAMMANO
Acting California Division Administrator
Federal Highway Administration

1/09/09
Date

December 2008

Division of Local Assistance

Note: Quality Assurance Programs should be reviewed and updated every five years or more frequently.

Caltrans would like to acknowledge the following contributors to this Manual:

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Henry Wells (Caltrans)

Note: Revisions were made on January 20, 2011 only to pages 1, 4, 6, and 7 of this manual as noted in bold and italics.



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Quality Assurance Program (QAP) Manual for Use by Local Agencies

1.0 INTRODUCTION

A Quality Assurance Program (QAP) consists of an Acceptance Program and an Independent Assurance (IA) Program that will provide assurance that the materials and workmanship incorporated into a construction project are in conformance with the contract specifications. A QAP should be updated as needed, and at least once every five years.

When transportation projects are constructed on the National Highway System (NHS), it is required by federal regulations that each State Transportation Department (STD) has a QAP that meets federal requirements.

There are no federal QAP regulations for local agency administered Federal-aid projects off the NHS. However, to ensure that a local agency is a good steward of public funds and to ensure that the materials and workmanship incorporated in a construction project are in conformance with the contract specifications, the use of a QAP is essential. Consequently, Caltrans has included the requirement in the Local Assistance Procedures Manual that every local agency receiving funds for a Federal-aid transportation project must have a QAP. This manual provides guidelines that local agencies can use to develop a QAP for all Federal-aid projects off the State Highway System (SHS) which would include agency transportation projects off the NHS and the essential connecting roads on the NHS that are off the SHS.

2.0 STATE AND LOCAL AGENCY PROJECTS ON THE NHS

When local agencies need assistance concerning Federal-aid projects on the SHS, they are encouraged to contact their Caltrans District Local Assistance Engineer (DLAE) for guidance.

2.1 THE NATIONAL HIGHWAY SYSTEM (NHS)

In California, the NHS consists of approximately 7,500 miles of roadways on the SHS, all roadways on the Interstate System, and **324** miles of essential connecting (city or county) roads off the SHS. For the locations of California roadways on the NHS, refer to the following website:

<http://www.fhwa.dot.gov/planning/nhs/index.html>

2.2 CODE OF FEDERAL REGULATIONS TITLE 23, PART 637 FOR PROJECTS ON THE NHS

The Code of Federal Regulations (Title 23, Section 637.205), defines the general policy for quality assurance programs on the NHS. It reads:



“Each State Transportation Department (STD) shall develop a quality assurance program which will assure that the materials and workmanship incorporated into each Federal-aid highway construction project on the NHS are in conformity with the requirements of the approved plans and specifications, including approved changes.”

Appendix A contains the entire text of Part 637, including the “Guide Letter of Certification by State Engineer” required for transportation projects on the NHS.

2.3 QAP REQUIREMENTS FOR PROJECTS ON THE SHS

In California, the STD (Caltrans) has determined that California test (CT) methods will be used to meet the QAP requirements.

2.3.1 QAP DOCUMENTS

These QAP documents are to be used:

- The California Department of Transportation (Caltrans) Construction Manual
- The Caltrans Independent Assurance (IA) Manual

The Caltrans Construction Manual provides the frequency of acceptance testing and outlines the acceptance testing program. The Caltrans IA Manual details the Caltrans Independent Assurance program to be followed that has been approved by FHWA.

These manuals are available at the following websites:

http://www.dot.ca.gov/hq/construc/manual2001/chapter6/chp6_1.pdf

<http://www.dot.ca.gov/hq/esc/Translab/IAPMasterList/2005%20IA%20Manual.pdf>

2.3.2 PLANS AND SPECIFICATIONS

Caltrans and local agency projects on the SHS are required to use Caltrans approved plans and specifications.

2.3.3 TEST METHODS

On Caltrans and local agency projects on the SHS, CT methods are required to be followed. All CT methods are available at the following website:

<http://www.dot.ca.gov/hq/esc/ctms/index.html>

2.4 TRANSPORTATION PROJECTS ON THE NHS, BUT OFF THE SHS

2.4.1 QAP DOCUMENTS

For projects on the NHS but off the SHS, federal requirements mandate a QAP. The local agency may adopt the information contained in this manual for their QAP as outlined in Section 3, or follow the Caltrans QAP documents outlined in Section 2.3. The QAP in Section 3 consists of:

- An acceptance testing program
- An independent assurance program

An example of a simple QAP that can be used by a local agency is shown in Appendix Y.



2.4.2 PLANS AND SPECIFICATIONS

For local agencies with Federal-aid projects on the NHS, but off the SHS, approved plans and specifications shall be one of the following:

- Plans and specifications based upon a nationally-recognized standard (i.e., AASHTO, ASTM, etc.)
- Caltrans Standard Plans and Specifications
- Greenbook Standard Plans and Specifications

2.4.3 TEST METHODS

To receive Federal-aid funding for local agency administered projects off the SHS but on the NHS, local agencies are required to use test methods based upon a national standard or CT methods. Examples of national standards include:

- American Society for Testing and Materials (ASTM)
- American Association of State Highway and Transportation Officials (AASHTO)

It is beneficial if local agencies decide which testing standards are best suited for transportation projects in their geographical area. Local agencies should consider selecting the testing standards predominantly used by the professional groups in their geographical area. A list of testing standards is located in Appendix C.

2.5 CALTRANS INDEPENDENT ASSURANCE PROGRAM

Per the Caltrans IA Manual, IA services are provided by Caltrans IA staff for all locally-administered projects on the NHS or SHS, when CT methods are used. It should be noted that Caltrans will not perform IA services for these projects when ASTM or AASHTO standards are used to test the construction materials. When CT methods are used for local agency administered projects on the SHS or NHS, typical IA services performed by Caltrans include:

- Qualifying samplers and testers
- Accrediting laboratories
- Providing equipment calibration verification



3.0 LOCAL AGENCY TRANSPORTATION PROJECTS OFF THE NHS

For local agency Federal-aid transportation projects off the NHS, a QAP is required by the Caltrans Local Assistance Procedures Manual and is recommended by FHWA. The local agency has flexibility on how to develop and implement their QAP. It is recommended that ASTM standards, AASHTO standards, the Greenbook and/or Caltrans standards be used for the local agency's QAP.

3.1 DEVELOPING A QAP USING CT METHODS

- Caltrans QAP – Local agencies may use the Caltrans QAP documents outlined previously in Section 2.3.
- QAP Developed by the Local Agency – Chapter 16 of the Local Assistance Procedures Manual and this manual provide QAP guidelines using CT methods that will assist local agencies in developing a QAP for projects off the NHS. An example of a simple QAP that can be used by a local agency is shown in Appendix Y.
- ~~• When local agencies use CT methods, and construct one or more projects on the SHS or NHS each year, Caltrans is required to provide IA services for those local agency projects. After the samplers and testers are qualified and laboratories are accredited by Caltrans, they can then be used on other local agency projects while the accreditation and qualifications are still valid.~~
- ***When local agencies use CT methods on a Federal-aid project, Caltrans can provide IA services (certification of samplers, testers and laboratories) for that Federal-aid project.***
- If the local agency does not have a current ***Federal-aid or State funded project, or project on the SHS or NHS, or does not use CT methods, then*** the local agency must make its own arrangements for IA services.

3.2 RECOMMENDED GUIDELINES FOR DEVELOPING A QAP

For local agencies that do not use the Caltrans QAP documents outlined previously in Section 2.3, it is recommended that they develop their own QAP that includes as a minimum:

- **Acceptance Testing** - sampling and testing to determine the degree of compliance with contract requirements. This includes:
 - a) Testing Frequency Tables – construction sampling and acceptance testing should be outlined in a frequency table. An example of a frequency table is shown in Appendix D.
 - b) Qualifying testing laboratories and acceptance samplers and testers through an independent assurance program.
 - c) A testing laboratory tied to a nationally known proficiency (or correlation) testing program or the Caltrans Reference Sample Program. Proficiency testing programs are explained in Appendix B.
 - d) Thorough acceptance testing documentation. This is explained in detail in Section 4. "Maintaining Acceptance Testing Records and Materials Documentation."

- **Independent Assurance Program** – procedures to verify that acceptance testing is being performed correctly by qualified testers and laboratories. These include, but are not limited to:
 - a) Verifying that equipment used for acceptance testing is properly calibrated and in good working condition. Records of equipment calibrations should be kept with the equipment.
 - b) Witnessing sampling and testing by the acceptance tester.
 - c) Performing corroboration testing between the acceptance tester and independent assurance personnel.
 - d) A written procedure for dispute resolution.

Section 5, “Developing an Independent Assurance Program” provides further guidelines and recommendations in developing a local agency IA program.

- **Testing of Manufactured materials** - procedures for inspecting, accepting and testing manufactured and prefabricated materials either by source inspection, job inspection, or certificate of compliance.
- **QAP approval** - The QAP shall be approved by the Public Works Director. A non-registered Public Works Director must delegate the approval to a staff engineer if such individual is appropriately registered. If no registered staff engineer is available, the delegation can be made to a registered consultant engineer retained by the agency. Copies of the QAP shall be kept on file for review; one copy shall be submitted to the Caltrans District Local Assistance Engineer.

4.0 MAINTAINING ACCEPTANCE TESTING RECORDS AND MATERIALS DOCUMENTATION

Local agencies shall maintain accurate acceptance testing records during the construction of their Federal-aid projects. It is the responsibility of the Resident Engineer to keep all acceptance testing records current. After the completion of each transportation project, all materials records should be stored at a convenient location, with easy access, for a minimum of three years after final project voucher.

To assist the Resident Engineer, a check list of acceptance sampling and testing items is shown in Appendix E. During an FHWA or Caltrans process review, the Resident Engineer is usually asked to present the following items:

- Local Agency Quality Assurance Program
- A log summary of acceptance tests (Appendix H)
- Individual acceptance test records (Appendix G)
- Certificates of Compliance (Appendix J.1, J.2)
- Documentation of Qualified Testing Personnel and Testing Laboratories
- Materials Certification signed at the completion of the project (Appendix K)

See Appendix F for a list of the construction materials accepted by a Certificate of Compliance. Appendices G, H, J.1, J.2 and K are examples of acceptance testing records that should be maintained by the Resident Engineer.



4.1 ACCEPTANCE TESTING DOCUMENTATION FOR LOCAL AGENCIES WITHOUT MATERIALS TESTING LABORATORIES

Many local agencies cannot justify the cost of having a fully functional materials testing laboratory to perform their acceptance tests. In these cases, a local agency's only option is to "contract-out" all sampling and testing services. These types of activities are usually contracted to a consultant within the geographical area. Some consultant laboratories may already be qualified by Caltrans or other professional organizations (i.e., AASHTO, Asphalt Institute, American Concrete Institute, National Institute of Certification of Engineering Technologies, etc.). Whenever possible, consultant laboratories with these types of qualifications should be considered.

Throughout the construction of a project, it is important that a local agency employee frequently check with the consultant to ensure that all elements of the required acceptance sampling and testing are being performed. All test records for specification compliance should be accurately compiled using examples in this manual and they should be regularly presented to a local agency employee for review and acceptance.

Prior to construction, a representative from the local agency should present the consultant with a copy of the local agency's approved QAP. It is the responsibility of the consultant to forward all test records (and final documents) to the Resident Engineer each day and to the local agency within one week of completing testing.

Should a local agency need to confirm the certifications and/or qualifications of their consultant's samplers, testers, and/or laboratory; or to verify the accuracy of the consultant's test results, the local agency should use a second qualified consultant with different IA services to ensure there is no conflict of interest and that the sampling, testing, and laboratory equipment are truly independent. Differences between the construction contractor's test results and the local agency consultant's test results of the same materials, if significant, can also require sampling, and laboratory testing by a third independent qualified material's consultant.

4.2 ACCEPTANCE TESTING DOCUMENTATION FOR LOCAL AGENCIES WITH MATERIALS TESTING LABORATORIES

Local agencies that perform acceptance testing using their own facilities and trained staff should perform the sampling and testing per an approved QAP. The acceptance samplers and testers should also use documentation similar to that shown in Appendices G, H, J.1, J.2 and K. Personnel may not have dual roles; namely, being an acceptance sampler and tester and concurrently performing IA duties. This is a conflict of interest and is not allowed.

5.0 DEVELOPING AN INDEPENDENT ASSURANCE (IA) PROGRAM

When local agencies have Federal-aid projects off the NHS they may choose to:

- Hire an outside qualified consultant to perform IA services, or
- Have a qualified employee from within the local agency to perform IA services, or
- ***Request Caltrans provide IA services if California Test Methods are used.***

~~Note: Using Caltrans IA services is currently not an option for local agencies with Federal-aid projects off the NHS even if the local agency's QAP uses CT methods.~~



When local agencies hire a consultant to perform the acceptance sampling and testing, they may choose to:

- Perform IA services using a qualified person from within the agency, or
- Hire a second consultant from another firm to perform IA services, or
- ***Request Caltrans provide IA services for the consultant if California Test Methods are used.***

A check list of IA items is presented in Appendix L to help the local agency monitor all the required IA activities.

Prior to performing any acceptance tests on a local agency project, IA personnel should ensure laboratories are accredited and acceptance samplers and testers are qualified. This generally includes verifying test equipment, checking for current calibration stickers, reviewing the testing laboratory's Quality Control Manual, issuing written examinations to qualify samplers and testers, and issuing Certificates of Proficiencies.

5.1 QUALIFICATIONS FOR THE LOCAL AGENCY'S IA PERSON

Local agencies should ensure their IA person is qualified to verify equipment calibration, perform witness tests, perform proficiency tests, issue sampler and tester qualification certificates, issue laboratory accreditation and prepare accurate records associated with all IA services. This person can be a consultant or an employee from within the local agency.

Suggested minimum qualifications for the IA person are noted below:

- The consultant (or local agency employee) should have at least three years of experience in materials testing and/or construction.
- When non-CT methods are used, the consultant (or local agency) laboratory that will be used for IA activities should regularly perform proficiency tests with AMRL and/or CCRL, or the laboratory and tester to be used should be demonstrating proficiency by splitting samples with a laboratory that is certified by AMRL and/or CCRL.
- When CT methods are used, the consultant or local agency laboratory that performs IA services for the local agency should perform proficiency tests with a laboratory that is accredited by Caltrans.
- Caltrans Reference Sample Program (RSP) or the laboratory and tester to be used should be demonstrating proficiency by splitting samples with a laboratory that is certified by Caltrans. See Appendix P.
- The consultant (or local agency employee) should maintain accurate IA records, as outlined in the local agency's approved QAP. The IA person selected by the local agency should have a good knowledge of all facets of the construction process. Specifically, the IA person should have a good understanding of transportation construction practices, standard test procedures, equipment calibration and materials testing. The IA person should be organized and familiar with the local agency's approved QAP. When an IA person is selected by the local agency, the local agency should prepare a letter, stating that the local agency has approved this person to perform their IA services. See Appendix M.

5.2 PROFICIENCY TESTING (BY THE IA PERSON)

It is suggested that the IA person work in a laboratory that performs annual proficiency tests using AMRL, CCRL and/or CT methods. Proficiency tests are also called



corroboration tests, round-robin tests and split-sample tests. For local agencies that use ASTM and AASHTO standards, the qualified laboratory should be accredited by AASHTO and perform annual proficiency tests with AMRL and/or CCRL. For local agencies that use CT methods on their projects, annual proficiency tests should be performed with the Caltrans Reference Sample Program.

If the IA person is not working through an AMRL, CCRL or a Caltrans accredited laboratory; at a minimum, the following tests should be performed by the IA person with the accredited laboratory:

- Sieve Analysis
- Sand Equivalent
- Cleanness Value

When an IA person working from an unaccredited laboratory performs proficiency tests with a tester from an accredited laboratory, material samples for proficiency tests should be prepared by the accredited laboratory. The IA person should perform the material tests, using IA person's own equipment, and forward the test results to the accredited laboratory for evaluation. See Appendix N for a corroboration chart used to determine acceptable comparisons between an IA person and a tester from an accredited laboratory. The IA person must receive acceptable test results on each test performed (i.e., "Good" or "Fair" rating for each test performed) to be eligible as an IA person. An example of acceptable round-robin testing between a tester from an accredited laboratory and an IA person is shown in Appendix P.

5.3 IA PERSONNEL RESTRICTIONS

5.3.1 TESTER TRAINING AND TESTER CERTIFICATION SHOULD BE PERFORMED BY DIFFERENT IA STAFF

To avoid a conflict of interest, the local agency IA person should not train acceptance testers and also qualify them for the same tests. For example, the IA person should not teach acceptance testers how to calibrate testing equipment and then verify that the testing equipment is properly calibrated. The training activities should be conducted by a different person.

However, it is totally acceptable for an IA person from another agency to train the acceptance samplers and testers for your agency. If a local agency does not have adequate staff to train acceptance samplers and testers, excellent training personnel are usually available in the private sector. (i.e., American Concrete Institute, Asphalt Institute, National Institute of Certification of Engineering Technologies, etc.)

5.3.2 IA STAFF MUST REMAIN INDEPENDENT FROM ACCEPTANCE TESTING

The IA person should not perform both IA services and acceptance testing for an agency. The IA person should remain totally separate (or independent) from all elements of the specification compliance process. The main function of the IA Person is to "test the acceptance tester" and not be directly involved with the acceptance of materials.

5.3.3 USE SEPARATE TESTING EQUIPMENT FOR IA ACTIVITIES

When acceptance testers perform proficiency tests, the IA person should not use testing equipment that is also used for acceptance testing. Separate testing equipment should be used. This separate equipment should never be used by others, especially workers who perform acceptance testing for the local agency.

5.4 ISSUING CERTIFICATES OF PROFICIENCY FOR ACCEPTANCE SAMPLERS AND TESTERS

Annually the IA person should issue a Certificate of Proficiency to each local agency's sampler and tester to qualify the person to perform work for the local agency. To assist with this qualification process, samplers and/or testers may be asked to take a standard written examination to demonstrate knowledge of the test procedure. An example of standard test method questions is shown in Appendix R. In addition, the IA person should review the calibration status of the equipment used for acceptance testing.

The Certificate of Proficiency should include the following items:

- The printed full name of the acceptance sampler and/or tester
- The company and address of the qualified sampler and/or tester
- A list of the test methods the sampler and/or tester is qualified to perform
- The re-qualification date (month and year) for each test
- The printed name (and signature) of the IA person
- The date the certificate is issued

Each sampler and/or tester should receive a copy of the Certificate of Proficiency. Prior to sampling and testing on a local agency transportation project, the IA person should provide the Resident Engineer with a copy of the Certificate of Proficiency for each sampler and tester on the project. See Appendix Q for an example of a Certificate of Proficiency.

5.5 ISSUING LABORATORY ACCREDITATION CERTIFICATES

At least once during each calendar year, the IA person should review each materials testing laboratory that performs work for the local agency to verify the laboratory has the following:

- A current copy of the local agency's QAP (signed and dated by a city or county engineer).
- A current copy of all test methods used by the local agency.
- Proper test equipment (with firmly attached calibration stickers dated within 12 months of the current date), supporting calibration records and round-robin test results (from an accredited laboratory tied to AMRL, CCRL or Caltrans' RSP).
- Current Certificates of Proficiency for all samplers and/or testers expected to be on the project.



The Laboratory Accreditation Certificate should include the printed name and address of the laboratory, the accreditation date, a list of the tests the laboratory is accredited to perform and the full name of the IA person, and a statement that all of the above requirements have been met.

See Appendix S for an example of a Laboratory Accreditation Certificate for a materials testing laboratory.

5.6 PERFORMING WITNESS TESTS

At least once during each calendar year, the IA person should meet with the local agency acceptance sampler and tester, and observe the person perform the test (or tests) that the person is qualified to perform. The meeting location may be designated by the IA person. Materials used for the witness testing may be from any source or location determined by the IA person. If the IA person observes that the sampling and/or testing procedures are performed correctly, the successful witness test is documented. See Appendix T for an example of a Witness Test Report.

However, if a test is not performed correctly, or the equipment does not have a proper calibration sticker, the IA person is required to immediately notify the acceptance sampler and/or tester that they are disqualified for that test. The disqualified person should also be handed a notice stating the terms of the decertification. An example would be: “the acceptance tester improperly used a wooden stake instead of the required tamping rod to consolidate the concrete during fabrication of the test cylinders.” The disqualified person should then wait at least seven days before requesting another witness test for the test that was incorrectly performed. It should be noted, that when a person is disqualified for one or more tests, the person is still qualified to perform the other tests identified on the Certificate of Proficiency.

5.7 PERFORMING PROFICIENCY TESTS (ALSO KNOWN AS CORROBORATION TESTS, ROUND-ROBIN TESTS AND SPLIT-SAMPLE TESTS)

At least once during each calendar year, the local agency IA person should present each acceptance tester with a representative sample of soil or aggregate for proficiency testing. Corroboration samples are prepared by the IA person using materials either on or off the project site. One split sample is tested by the IA person, using test equipment not used for acceptance testing. These test results are used as a standard to evaluate the results obtained by the acceptance tester.

After a second split sample is presented to the acceptance tester, the acceptance tester is asked to go to the laboratory and perform the following tests: sand equivalent, cleanness value and sieve analysis.



The acceptance tester’s results should be e-mailed or faxed to the IA person within three days after the split sample is presented. Test results from the acceptance tester are then compared to the test results of the IA person using the following table. An example of a Proficiency Test Report (corroboration) is shown in Appendix U.

Type of Test	Degree of Corroboration		
	Good (Satisfactory)	Fair (Satisfactory)	Poor (Unsatisfactory)
Sieve Analysis (Percent Passing)			
No. 4 Sieve and Larger	2 or less	3 to 4	5 or more
No. 8 – No. 30	2 or less	3	4 or more
No. 50 – No. 100	2 or less	3	4 or more
No. 200	1 or less	2	3 or more
Sand Equivalent (Nearest whole number)	3 or less	4 to 5	6 or more
Cleanness Value (Nearest whole number)	3 or less	4 to 6	7 or more

NOTE: When Caltrans performs IA services for a local agency, only three proficiency tests are evaluated. These tests include: sieve analysis, sand equivalent and cleanness value.

When an acceptance tester receives an “unsatisfactory rating”, the IA person immediately meets with the tester, examines the test equipment, the equipment calibration scores, and the test procedures used by the acceptance tester and witnesses the acceptance tester perform the test using their own test equipment. If the non-corroboration can be resolved and a satisfactory score achieved by the acceptance tester, the acceptance tester may continue to perform testing on the project. If the non-corroboration cannot be resolved, both the tester and equipment cannot continue to be used for acceptance testing and the tester is disqualified for the test in question until the problem is resolved. Usually this is done by presenting a second split sample for testing. It should be noted, that when a tester is disqualified for one test, the tester is still qualified to perform the other tests identified on the Certificate of Proficiency. The disqualified tester should also be handed a notice stating the terms of the disqualification. The tester must wait at least seven days before requesting another witness test for the test that was incorrectly performed. All Resident Engineers or project engineers should immediately be notified once an acceptance tester becomes disqualified.



When a local agency wishes to perform additional proficiency tests (other than the standard soils or aggregate tests), the local agency is encouraged to include tests on fresh concrete and the compaction of hot mix asphalt using guidelines from the table below:

Degree of Corroboration			
Type of Test	Good (Satisfactory)	Fair (Satisfactory)	Poor (Satisfactory)
Air Content of Fresh Concrete (%)	1/4 or less	1/2 to 3/4	1 or more
Unit Weight of Fresh Concrete (lb/cu.ft.)	2 or less	3 to 4	5 or more
Slump (or Penetration) of Fresh Concrete (%)	Less than 1/4	1/4 to 1/2	3/4 more
Compaction of Hot Mix Asphalt (%)	Less than 1	1 to 2	3 or more

5.7.1 PROCEDURES FOR TESTER REINSTATEMENT

Once a tester has been disqualified, the tester must wait at least 7 days before contacting the IA person to request a meeting to become re-qualified. After the waiting period, the IA person may decide to give the acceptance tester another written examination, ask the acceptance tester to present test equipment with a current calibration sticker, perform another witness test, and/or conduct another split sample test. Once satisfied that the acceptance tester is now performing the test satisfactorily (using properly calibrated test equipment and correct test procedures), the IA person is required to reissue an updated Certificate of Proficiency. It is the responsibility of the IA person to record and maintain all IA documents pertaining to the reinstatement of the acceptance sampler and/or tester, (i.e., copy of the written disqualification notice, record of written examinations, recertification notice, etc.). It is the responsibility of the acceptance tester to immediately show their updated Certificate of Proficiency to the Resident Engineer or project engineer.

5.8 PROCEDURE FOR DISPUTE RESOLUTION

Dispute resolution refers to the process of denial, suspension, revocation, appeals, and reinstatement of an IA person, an acceptance sampler and tester, or a laboratory. If the contractor or member of a private laboratory has a dispute with the local agency involving a quality assurance item, a manager from the local agency shall be selected to review the dispute. The Resident Engineer and/or IA person and the party in dispute will submit his/her substantiating paperwork to the management person, within 10 days after requested to do so. In some cases, one or more meetings may be needed to resolve disputes. Within a 30-day period, the local agency management person should try to resolve the dispute, based on the evidence presented. Appeals by the contractor, Resident Engineer, the IA person, or acceptance sampler and tester may be made after the final decision by the local agency management person. The person making the appeal should be directed to contact the District Local Assistance Engineer no more than 14 days after receiving written notice of the final decision by the local agency management person.



The District Local Assistance Engineer will head up the appeal process. Again, evidence will be presented and a final decision should be made within 30 days after receipt of the appeal. For additional guidelines concerning the dispute resolution process, refer to Caltrans IA Manual.

5.9 MAINTAINING ACCURATE RECORDS

It is the responsibility of the local agency's IA person (consultant or employee of the local agency) and the Resident Engineer to create, and maintain accurate records for all IA and acceptance materials testing performed on local agency construction projects. Per CFR Title 49, Section 18.42, a local agency using federal funds for a transportation project must maintain pertinent construction records for three years subsequent to final project voucher reimbursement or through the period of litigation, whichever is later. A complete set of Resident Engineer records should include the following:

- A log summary of the acceptance tests taken on the project
- Copies of all tester qualification and lab certifications
- All acceptance tests taken on the project
- Copies of all IA testing performed on the project
- Copies of Certificates of Compliance
- Records of pre-manufactured materials (collection of release tags)
- Materials certificate (signed by the Resident Engineer at the completion of the project)
- A copy of the approved QAP with the date of approval

(See Appendices G, H, J.1, J.2, K, P, Q, S, T, U, V.I, V.2, and W for examples of these records.)

6.0 FHWA/CALTRANS PROCESS REVIEWS

FHWA and/or Caltrans process review teams randomly visit California local agencies to examine their materials records on selected Federal-aid construction projects. During a FHWA or Caltrans process review, the IA person and the Resident Engineer may only have five to seven days to retrieve all their project files and review the materials testing elements on their project. Under these conditions, it is imperative that all materials records for each construction project are accurate, well organized and stored in an easily retrievable place.

The process review team may typically ask several questions pertaining to the quality assurance process. They are especially interested in examining the written documentation collected during the construction of the project, to verify that proper amounts of sampling and testing were performed in accordance with the local agency's QAP and determine if all failed tests were resolved.

From project plans, quantities of materials used, and the local agency's QAP frequency tables, it is relatively easy to determine the minimum number of acceptance tests that are required on the project. In the past, California local agencies have not always had the proper number of acceptance tests and other required items in their project files. It should be noted that the role of



the review team is to examine all areas of the local agency's QAP and observe whether or not the local agency has done what is required. Their main objectives are to assist state and local agencies with their control of materials and encourage them to fully document all required materials records as noted in their QAP. This manual is intended to help local agencies fulfill material testing and record requirements on their Federal-aid projects and to help ensure both state and federal compliance with future Caltrans or FHWA process reviews. See Appendix X for commonly asked questions during a Caltrans or FHWA process review.

Note: The following pages contain quality assurance forms and information to assist local agencies to maintain required quality assurance and independent assurance records. The pages include Appendices A to X. Appendices I and O have been purposely excluded from the appendices.



Appendix A - Code of Federal Regulations that Govern Transportation Quality Assurance Programs – 23 CFR 637

- Chapter 1 – Federal Highway Administration, Department of Transportation
- Title 23 Code of Federal Regulations (CFR) – Highways
- Part 637 – Construction Inspection and Approval

Caltrans Editorial Comment: Currently, there are no Code of Federal Regulations (CFR) pertaining to Quality Assurance Program requirements for local agency Federal-aid projects off the NHS. However, for local agencies that have projects on the NHS, the provisions of 23 CFR 637 which includes "Subpart B – Quality Assurance Procedures for Construction" apply.

Title 23 CFR 637 can be found at:

http://www.access.gpo.gov/nara/cfr/waisidx_01/23cfr63701.html

The following are the specific requirements set forth in "Subpart B – Quality Assurance Procedures for Construction" for projects on the NHS (not all Sections are shown):

Section 637.201 – Purpose

To prescribe policies, procedures, and guidelines to assure the quality of materials and construction in all Federal-aid highway projects on the National Highway System.

Section 637.207 – Quality Assurance Program

- (a) Each State Transportation Department's (STD)* quality assurance program shall provide for an acceptance program and an independent assurance (IA) program consisting of the following:

*(Caltrans Editorial Comment: Local agencies administering construction contracts on the NHS must follow the requirements for the STD which is Caltrans in California.)

(1) Acceptance program

- (i) Each STD's acceptance program shall consist of the following:

- (A) Frequency schedules for verification sampling and testing personnel responsible for the program and allow adaptation to specific project conditions and needs.
- (B) Identification of the specific location in the construction or production operation at which verification sampling and testing is to be accomplished.
- (C) Identification of the specific attributes to be inspected which reflect the quality of the finished product.

- (ii) Quality control sampling and testing results may be used as part of the acceptance decision provided that:

- (A) The sampling and testing has been performed by qualified laboratories and qualified sampling and testing personnel.
- (B) The quality of the material has been validated by the verification sampling and testing. The verification testing shall be performed on samples that are taken independently of the quality control samples.
- (C) The quality control sampling and testing is evaluated by an IA program.



Appendix A (continued)

- (iii) If the results from the quality control sampling and testing are used in the acceptance program, the STD shall establish a dispute resolution system. The dispute resolution system shall address the resolution of discrepancies occurring between the verification sampling and testing and the quality control sampling and testing. The dispute resolution system may be administered entirely with the STD.
- (iv) In the case of a design-build project on the NHS, warranties may be used where appropriate. See 23 CFR 635.413 (e) for specific requirements.
- (2) The IA program shall evaluate the qualified sampling and testing personnel and their testing equipment. The program shall cover sampling procedures, testing procedures, and testing equipment. Each IA program shall include a schedule of frequency for IA evaluation. The schedule may be established based on either a project basis or a system basis. The frequency can be based on either a unit of production or on a unit of time.
 - (i) The testing equipment shall be evaluated by using one or more of the following:
Calibration checks, split samples or proficiency samples.
 - (ii) Testing personnel shall be evaluated by observations and split samples or proficiency-samples.
 - (iii) A prompt comparison and documentation shall be made of test results obtained by the tester being evaluated and IA tester. The STD shall develop guidelines including tolerance limits for the comparison of test results.
 - (iv) If the STD uses the system approach to the IA program, the STD shall provide an annual report to the FHWA summarizing the results of the IA program.
- (3) The preparation of a materials certification conforming in substance to Appendix A of this subpart, shall be submitted to the FHWA Division Administrator for each construction project which is subject to FHWA construction oversight activities.
- (b) In the case of a design-build project funded under Title 23, U.S Code, the STD's quality assurance program should consider the specific contractual needs of the design-build project. All provisions of paragraph (a) of this section are applicable to design build projects. In addition, the quality assurance program may include the following:
 - (1) Reliance on a combination of contractual provisions and acceptance methods.
 - (2) Reliance on quality control sampling and testing as part of the acceptance decision, provided that adequate verification of the design-builder's quality control sampling and testing is performed to ensure that the design-builder is providing the quality of materials and construction required by the contract documents.
 - (3) Contractual provisions which require the operation of the completion facility for a specific time period.



Appendix A (continued)

Section 637.209 – Laboratory and sampling and testing personnel qualifications

- (a) Laboratories
 - (1) After June 29, 2000, all contractor, vendor, and STD testing used in the acceptance decision shall be performed by qualified laboratories.
 - (2) After June 30, 1997, each STD shall have its central laboratory accredited by the AASHTO Accreditation Program or a comparable laboratory accreditation program approved by the FHWA.
 - (3) After June 29, 2000, any non-STD designated laboratory which performs IA sampling and testing shall be accredited in the testing to be performed by the AASHTO Accreditation Program or a comparable laboratory accreditation program approved by the FHWA.
 - (4) After June 29, 2000, any non-STD laboratory that is used in dispute resolution sampling and testing shall be accredited in the testing to be performed by the AASHTO Accreditation Program or a comparable laboratory accreditation program approved by the FHWA.
 - (5) After September 24, 2009, laboratories that perform crash testing for acceptance of roadside hardware by the FHWA shall be accredited by a laboratory accreditation body that is recognized by the National Cooperation for Laboratory Accreditation (NACLA), is a signatory to the Asia Pacific Laboratory Accreditation Cooperation (APLAC) Mutual Recognition Arrangement (MRA), is a signatory to the International Laboratory Accreditation Cooperation (ILAX) Mutual Recognition Arrangement (MRA), or another accreditation body acceptable to FHWA.
- (b) Sampling and testing personnel. After June 29, 2000, all sampling and testing data to be used in the acceptance decision or the IA program, shall be executed by qualified sampling and testing personnel.
- (c) Conflict of interest. In order to avoid an appearance of a conflict of interest, any qualified non-STD laboratory shall perform only one of the following types of testing on the same project: Verification testing, quality control testing, IA testing or dispute resolution testing.



Appendix A (continued)

Appendix A to Subpart B of Part 637 – Guide Letter of Certification by State Engineer

Date _____

Project No. _____

This is to certify that:

The results of the tests used in the acceptance program indicate that the materials incorporated in the construction work, and the construction operations controlled by sampling and testing, were in conformity with the approved plans and specifications. (The following sentence should be added if the IA testing frequencies are based on project quantities. All independent assurance samples and tests are within tolerance limits of the samples and testes that used in the acceptance program.) Exceptions to the plans and specifications are explained on the back hereof (or on attached sheet).

Director of STD Laboratory or other appropriate STD Official.



Appendix B - Proficiency Testing Through AMRL, CCRL and Caltrans Reference Sample Program

Whenever possible, local agencies should perform annual proficiency tests (also known as round-robin tests and split-sample tests) with one or more laboratories to ensure that the laboratories are obtaining consistent test results. Three organizations that perform proficiency tests and utilize statistical methods to evaluate their test results are: the AASHTO Materials Reference Laboratory (AMRL), Cement and Concrete Reference Laboratory (CCRL) and Caltrans Reference Samples Program (RSP).

It should be noted that AMRL and CCRL use ASTM and AASHTO standards when evaluating their proficiency samples. Caltrans uses only CT methods to evaluate proficiency samples in their RSP. California local agencies that use Caltrans plans and specifications are encouraged to have their city, county or consultant's laboratories regularly participate in Caltrans' RSP.

Each program tests the following materials:

AASHTO Materials Reference Laboratory (AMRL)

- Soil
- Bituminous Asphalt Concrete (or Hot Mix Asphalt)
- Emulsified Asphalt
- Bituminous Concrete Design
- Bituminous Concrete Analysis
- Coarse Aggregate
- Fine Aggregate

Cement and Concrete Reference Laboratory (CCRL)

Portland Cement Concrete (or Hydraulic Cement Concrete)
Mineral Admixtures (Types C, F and N)
Portland Cement (Chemical Tests)
Portland Cement (Physical Tests)

Caltrans Reference Samples Program (RSP)

- Soils
- Asphalt Concrete
- Fine Aggregate
- Coarse Aggregate

Note: AMRL and CCRL prepare thousands of representative samples each year for correlations testing. These samples are then shipped to materials testing laboratories throughout the world. The various material types are noted above. When a laboratory determines its final results, according to specified ASTM and/or AASHTO standards, the results are mailed to AMRL (100 Bureau Drive, Stop 8619, Building 202, Room 211, Gaithersburg, Maryland, 0899-8619); or CCRL (100 Bureau Drive, Stop 8618, Building 220, Room A63, Gaithersburg, Maryland, 0899-8618); for data analysis. Each laboratory is then mailed an individual rating (from 0 to 5) for the testing standards that were performed by the laboratory. When all results are finalized, CCRL mails their finding to AMRL. For laboratories with test ratings of 3 (or greater), AMRL mails certificates to these laboratories, stating they are an accredited laboratory by AMRL and/or CCRL. Caltrans RSP is conducted at 5900 Folsom Blvd, Sacramento, CA 95825.



Appendix B (continued)

Laboratory Ratings (by AMRL and CCRL)	Test Results	Testing Laboratories
5 (Best Rating)	mean \pm 1.0 σ	within the middle 68.26 percent
4	mean \pm 1.5 σ	within the middle 86.64 percent
3	mean \pm 2.0 σ	within the middle 95.44 percent
2	mean \pm 2.5 σ	within the middle 98.76 percent
1	mean \pm 3.0 σ	within the middle 99.74 percent
0 (Worst Rating)	mean \pm > 3.0 σ	N/A



Appendix C - Websites of Nationally Known Testing Standards

- American Society for Testing and Materials (ASTM)
<http://www.astm.org/cgi-bin/SoftCart.exe/index.shtml?E+mystore>
- American Association of State Highway and Transportation Officials (AASHTO)
<https://www.transportation.org/publication/bookstore.nsf/Home?openForm>
- National Institute of Standards and Technology (NIST)
<http://www.nist.gov/>
- California Test (CT) Methods
<http://www.dot.ca.gov/hq/esc/ctms>

Appendix D - Acceptance Sampling and Testing Frequencies

Note: It may be desirable to sample and store some materials. If warranted, testing can be performed at a later date.

Portland Cement (Hydraulic Cement)

Materials to be Sampled or Tested	Sample Size	Sampling/Testing Frequency	Typical Test Methods	Description or Comments
Cement/fly ash (Sampling only)	8-lb. sample	If possible, take a least one sample per job, even if the material is accepted based on a Certificate of Compliance.	ASTM D75, C494 CT 125 AASHTO T127, M85, M295	Standard for sampling hydraulic cement or fly ash.
Cement (Testing Only)	8-lb. sample	If the product is accepted based on a Certificate of Compliance, testing is not required. If the product is not accepted using a Certificate of Compliance, test at least once per job.	ASTM C109 CT 515 AASHTO T106	If testing appears warranted, fabricate six 2-in. mortar cubes using the Portland (or hydraulic cement). Test for compressive strength.

Portland Cement Concrete (Hydraulic Cement Concrete)

Materials to be Sampled or Tested	Sample Size	Sampling/Testing Frequency	Typical Test Methods	Description or Comments
Aggregate for Hydraulic Cement Concrete (Sampling & Testing)	50-lb. sample	Take one aggregate sample for each 1000 cu. yd. of PCC/HCC concrete. Test at least one sample per job.	ASTM D75 CT 125 AASHTO M6, T2, M80	Sample aggregate from belt or hopper (random basis).
Water (Sampling & Testing)	Take a two-quart sample using a clean plastic jug (with lining) and sealed lid. Sample at the point of use.	If the water is clean with no record of chlorides or sulfates greater than 1%, no testing is required. If the water is dirty do not use it. Test only when the chloride or sulfates are suspected to be greater than 1%.	CT 405, CT 422, CT 417 AASHTO R23	If testing appears warranted, test for chlorides and sulfates.

Appendix D (continued)

Portland Cement Concrete (Hydraulic Cement Concrete) – Continued

Materials to be Sampled or Tested	Sample Size	Sampling/Testing Frequency	Typical Test Methods	Description of Comments
Air Entraining Admixtures (Sampling & Testing)	Take a one-quart sample using a clean, lined can or plastic bottle, if liquid. If powder, take a 2.5 lb. sample.	If the product is accepted based on a Certificate of Compliance, testing is not required. Take one sample per job. Prior to sampling, check with Caltrans (METS) for acceptable brands and dosage rates.	ASTM C233 AASHTO M154, T157, C260	If testing appears warranted, test for sulfates and chlorides Admixtures with sulfates and chlorides greater than 1% should not be used.
Water Reducers or Set Retarders (Sampling & Testing)	If liquid, take a 1-qt. sample using a clean plastic can. If powder, take a 2.5 lb. sample.	If the product is accepted based on a Certificate of Compliance, no testing is required. If not, test once per job. Prior to using this product, please check with Caltrans (METS) for acceptable brands and dosage rates.	ASTM C494 AASHTO M194	If testing appears warranted, test for sulfates and chlorides. Admixtures with sulfates and chlorides greater than 1% should not be used.
Freshly-Mixed Concrete (Sampling)	Approx. 150lb. (or 1 cu. ft.) near mixer discharge.	When tests are required, take at least one sample for each 500 to 1000 cu. yd. of PCC/HCC.	ASTM C172, C685 CT 539 AASHTO T141, M157	This describes a method to sample freshly-mixed concrete.
Freshly-Mixed Concrete (Testing)	Approx. 150 lb/ (or 1 cu. ft.) near mixer discharge.	On projects with 500 cu. yd., or more, test at least one sample per job.	ASTM C143 AASHTO T119	This test determines the slump of the freshly-mixed concrete.
Freshly-Mixed Concrete (Testing)	Approx. 150 lb/ (or 1 cu. ft.) near mixer discharge	On projects with 500 cu. yd., or more, test at least one sample per job.	ASTM C360 CT 533	This test determines the ball penetration of the freshly-mixed concrete.
Freshly-Mixed Concrete (Testing)	Approx. 150 lb/ (or 1 cu. ft.) near mixer discharge	On projects with 500 cu. yd., or more, test at least one sample per job.	ASTM C231 CT 504 AASHTO T152	This test determines the air content of freshly-mixed concrete (pressure method).
Freshly-Mixed Concrete (Testing)	Approx. 150 lb/ (or 1 cu. ft.) near mixer discharge	On projects with 500 cu. yd., or more, test at least one sample per job.	ASTM C138 CT 518 AASHTO T121	This test determines the unit weight of freshly mixed concrete.

Appendix D (continued)

Portland Cement Concrete (Hydraulic Cement Concrete) – Continued

Materials to be Sampled or Tested	Sample Size	Sampling/Testing Frequency	Typical Test Methods	Description or Comments
Freshly-Mixed Concrete (Testing)	Approx. 150 lb/ (or 1 cu. ft.) near mixer discharge	Fabricate at least two concrete cylinders per project. Test for compressive strength at least once for each 500 to 1,000 cu. yd. of structural concrete.	ASTM C39 CT 521 AASHTO T22	This test is used to fabricate 6" x 12" concrete cylinders. Compressive strengths are determined, when needed.
Freshly-Mixed Concrete (Testing)	Approximately 210 lb. of concrete are needed to fabricate three concrete beams.	One sample set for every 500 to 1,000 cu. yd. of concrete.	ASTM C78 CT 31 AASHTO T97 & T23	This test is used to determine the flexural strength of simple concrete beams in third-point loading

Soils and Aggregates

Materials to be Sampled or Tested	Sample Size	Sampling/Testing Frequency	Typical Test Methods	Description or Comments
Aggregate (Sampling)	One 50-lb. sample	Take one sample for every 500 to 1,000 tons of materials. Test at least one sample per project.	ASTM D75 CT 125 AASHTO T2	This test describes the procedures to sample aggregate from the belt or hopper (random basis).
Fine Aggregates (Testing)	One 50-lb. sample	Take one sample for every 500 to 1,000 tons of materials. Test at least one sample per project.	ASTM C128 CT 208 AASHTO T84	This test determines the apparent specific gravity of fine aggregates for bituminous mixes, cement treated bases and aggregate bases.
Fine Aggregate (Testing)	One 50-lb. sample	Take one sample for every 500 to 1,000 tons of materials. Test at least one sample per project.	ASTM C128 CT 207 AASHTO T84	This test determines the bulk specific gravity (SSD) and the absorption of material passing the No. 4 sieve.
Coarse Aggregate (Testing)	One 50-lb. sample	Take one sample for every 500 to 1,000 tons of materials. Test at least one sample per project.	CT 206	This test determines the cleanness of coarse aggregate.

Appendix D (continued)

Soils and Aggregates - Continued

Materials to be Sampled or Tested	Sample Size	Sampling/Testing Frequency	Typical Test Methods	Description or Comments
Coarse Aggregate (Testing)	One 50-lb. sample	Take one sample for every 500 to 1,000 tons of materials. Test at least one sample per project.	ASTM C127 CT 227 AASHTO T85	This test determines the specific gravity and absorption of coarse aggregate (material retained on the No. 4 sieve).
Soils and Aggregates (Testing)	One 50-lb. sample	Take one sample for every 500 to 1,000 tons of materials. Test at least one sample per project.	ASTM C136 CT 202 AASHTO T27	This test determines the gradation of soils and aggregates by sieve analysis.
Soils and Aggregates (Testing)	One 50-lb. sample	Take one sample for every 500 to 1,000 tons of materials. Test at least one sample per project.	ASTM D2419 CT 217 AASHTO T176	This test determines the Sand Equivalent of soils and aggregates.
Soils and Aggregates (Testing)	One 50-lb. sample	Take one sample for every 500 to 1,000 tons of materials. Test at least one sample per project.	ASTM C117 AASHTO T11	This test determines the gradation for materials finer than the No. 200 sieve (by washing method).
Soils and Aggregates (Testing)	One 50-lb. sample	Take one sample for every 500 to 1,000 tons of materials. Test at least one sample per project.	ASTM D3744 CT 229 AASHTO T210	This test determines the Durability Index of soils and aggregates.
Soils and Aggregates (Testing)	One 50-lb. sample	Take one sample for every 500 to 1,000 tons of materials. Test at least one sample per project.	ASTM D2844 CT 301 AASHTO T190	This test determines the Resistance Value (R-) and expansion pressure of compacted materials.
Soils and Aggregates (Testing)	One random location for every 2,500 sq. ft.	Take one sample for every 500 to 1,000 tons of materials. Test at least one sample per project.	ASTM D2922 CT 231 AASHTO T238	This test determines field densities using the nuclear gage.
Soils and Aggregates (Testing)	One random location for every 2,500 sq. ft.	Take one sample for every 500 to 1,000 tons of materials. Test at least one sample per project.	ASTM D3017 CT 231 AASHTO T239	This test determines the water content using the nuclear gage.

Appendix D (continued)

Asphalt Binder

Materials to be Sampled or Tested	Sample Size	Sampling/Testing Frequency	Typical Test Methods	Description or Comments
Asphalt Binder (Sampling)	One 0.5-gal. sample placed in a clean, sealed can.	Sample once per job at the asphalt concrete plant.	CT 125 ASTM D 979 AASHTO T 168, T48	This procedure describes the proper method to sample the asphalt binder.
Asphalt Binder (Testing)	One 0.5-gal. sample placed in a clean, sealed can.	Sample once per job at the asphalt concrete plant.	ASTM D92, D117 AASHTO T 48	This test determines the flash point of the asphalt binder (by Cleveland open cup).
Asphalt Binder (Testing)	One 0.5-gal. sample placed in a clean, sealed can.	Obtain one sample at the asphalt concrete plant for each 1,000 tons of asphalt concrete placed.	ASTM D2872 & D92 CT 346 AASHTO T240 & T48	This test determines the rolling thin-film oven test (RTFO).
Asphalt Binder (Testing)	One 0.5-gal. sample placed in a clean, sealed can.	Obtain one sample at the asphalt concrete plant for each 1,000 tons of asphalt concrete placed.	ASTM D2042 AASHTO T44	This test determines the solubility of asphalt material in trichloroethylene.
Asphalt Binder (Testing)	One 0.5-gal. sample placed in a clean, sealed can.	Obtain one sample at the asphalt concrete plant for each 1,000 tons of asphalt concrete placed.	ASTM D2171 AASHTO T202	This test determines the dynamic viscosity, (absolute viscosity of asphalt @ 140 degrees F by the Vacuum Capillary Viscometer Poises).
Asphalt Binder (Testing)	One 0.5-gal. sample placed in a clean, sealed can.	Obtain one sample at the asphalt concrete plant for each 1,000 tons of asphalt concrete placed.	ASTM D5 AASHTO T49	This test determines the penetration of bituminous material @ 77 degrees F and percentage of original penetration from the residue.
Asphalt Binder (Testing)	One 0.5-gal. sample placed in a clean, sealed can.	Obtain one sample at the asphalt concrete plant for each 1,000 tons of asphalt concrete placed.	ASTM D113 AASHTO T51	This test determines the ductility of asphalt @ 77 degrees F.
Asphalt Binder (Testing)	One 0.5-gal. sample placed in a clean, sealed can.	Obtain one sample at the asphalt concrete plant for each 1,000 tons of asphalt concrete placed.	ASTM D2170 AASHTO T201	This test determines the kinematic viscosity of asphalt @275 degrees F (Centistoke).

Appendix D (continued)

Asphalt Binder - Continued

Materials to be Sampled or Tested	Sample Size	Sampling/Testing Frequency	Typical Test Methods	Description or Comments
Asphalt Binder (Testing)	One 0.5-gal. sample placed in a clean, sealed can.	Obtain one sample at the asphalt concrete plant for each 1,000 tons of asphalt concrete placed.	ASTM D2171 AASHTO T202	This test determines the dynamic viscosity. (absolute viscosity of asphalt @ 140 degrees F by the Vacuum Capillary Viscometer Poises).
Asphalt Binder (Testing)	One 0.5-gal. sample placed in a clean, sealed can.	Obtain one sample at the asphalt concrete plant for each 1,000 tons of asphalt concrete placed.	ASTM D36 AASHTO T53	This test determines the softening point of asphalt.

Asphalt Emulsified

Materials to be Sampled or Tested	Sample Size	Sampling/Testing Frequency	Typical Test Methods	Description or Comments
Emulsified Asphalt (Sampling)	One 0.5-gal. sample placed in a clean, sealed can.	Obtain one sample at the asphalt concrete plant for each 1,000 tons of asphalt concrete placed.	ASTM D140, D979 CT 125 AASHTO T 40, T168	This test describes the procedure to sample the emulsified asphalt.
Emulsified Asphalt (Testing)	One 0.5-gal. sample placed in a clean, sealed can.	Obtain one sample at the asphalt concrete plant for each 1,000 tons of asphalt concrete placed.	ASTM D244 AASHTO T59	This test determines the sieve retention of emulsified asphalt.
Emulsified Asphalt (Testing)	One 0.5-gal. sample placed in a clean, sealed can.	Obtain one sample at the asphalt concrete plant for each 1,000 tons of asphalt concrete placed.	ASTM D244 AASHTO T59	This test determines the weight per gallon of emulsified asphalt.
Emulsified Asphalt (Testing)	One 0.5-gal. sample placed in a clean, sealed can.	Obtain one sample at the asphalt concrete plant for each 1,000 tons of asphalt concrete placed.	ASTM D244 AASHTO T59	This test determines the penetration of the emulsified asphalt.
Emulsified Asphalt (Testing)	One 0.5-gal. sample placed in a clean, sealed can.	Obtain one sample at the asphalt concrete plant for each 1,000 tons of asphalt concrete placed.	ASTM D244 CT 330 AASHTO T59	This test determines the residue @ 325 degrees F evaporation of emulsified asphalt.

Appendix D (continued)

Asphalt Emulsified - Continued

Materials to be Sampled or Tested	Sample Size	Sampling/Testing Frequency	Typical Test Methods	Description or Comments
Emulsified Asphalt (Testing)	One 0.5-gal. sample placed in a clean, sealed can.	Obtain one sample at the asphalt concrete plant for each 1,000 tons of asphalt concrete placed.	ASTM D4402 AASHTO T201	This test determines the Brookfield viscosity.
Emulsified Asphalt (Testing)	One 0.5-gal. sample placed in a clean, sealed can.	Obtain one sample at the asphalt concrete plant for each 1,000 tons of asphalt concrete placed.	ASTM D88 AASHTO T72	This test determines the Saybolt-Furol viscosity of emulsified asphalt @ 77 degrees F (seconds).

Hot Mix Asphalt (Asphalt Concrete) – Concrete

Materials to be Sampled or Tested	Sample Size	Sampling/Testing Frequency	Typical Test Methods	Description or Comments
Asphalt Concrete (Sampling)	Obtain one 30-lb. sample each day of production	Obtain one sample at the asphalt concrete plant for each 5,000 tons of asphalt concrete placed.	ASTM D75, D140, D979 CT 125 AASHTO T 40, T168	This test describes the procedure to sample the asphalt concrete.
Asphalt Concrete (Testing)	4" x 8" cores	Take one 4" x 8" core for every 500 ft of paved roadway.	ASTM D1188, D1560, D1561, D5361 CT 304 AASHTO T246, T247	This test determines the field density of street samples.
Asphalt Concrete (Testing)	Obtain one 30-lb. sample for each day of production	Obtain one sample for every five cores taken.	ASTM D1188, D1560, D1561, D5361 CT 304 AASHTO T246, T247	This test determines the laboratory density and relative compaction of asphalt concrete.
Asphalt Concrete (Testing)	4" x 8" cores	Obtain one sample for every five cores taken.	ASTM D2726, D1188, D5361	This test determines the specific gravity of compacted bituminous mixture dense-graded or non-absorptive.

Appendix D (continued)

Hot Mix Asphalt (Asphalt Concrete) –Continued

Materials to be Sampled or Tested	Sample Size	Sampling/Testing Frequency	Typical Test Methods	Description or Comments
Asphalt Concrete (Testing)	One 30-lb sample	Obtain one sample for every 1,000 tons of asphalt concrete.	ASTM D1559 AASHTO T245	This test determines the resistance to plastic flow of prepared mixes as determined by the Marshall Method.
Asphalt Concrete (Testing)	One 30-lb sample	Obtain one sample for every 1,000 tons of asphalt concrete.	ASTM C117, D2172 (use Method B) AASHTO T164	This test determines the screen analysis of aggregates recovered from asphalt materials.
Geotextile Fabric (Placed Under the Asphalt Con- crete) (Testing)	One 12 ft. x 3 ft. sample	Obtain one sample per job.	ASTM D4632 AASHTO M288	This test determines the weight per sq. yd. and grabs strength of geotextile fabrics.
Asphalt Concrete (Testing)	Sample any test location (random basis)	Obtain one sample for every 1,000 tons of asphalt concrete.	ASTM D2950 CT 375	This test determines the nuclear field density of in-place asphalt concrete.
Asphalt Concrete (Testing)	One 10-lb sample	Obtain one sample during every day of production.	ASTM D1560, D1561 CT 366 AASHTO T246, T247	This test determines the stability value of asphalt concrete.
Slurry Seals (Sample)	One 0.5 gal. sample in a clean, dry plastic container.	Obtain one sample per truck	ASTM D979 CT 125 AASHTO T 40, T168	This test describes the procedure for sampling the slurry seal.
Aggregate for Slurry Seals (Testing)	One 30-lb. sample.	Obtain at least one sample per project from the belt or hopper or stockpile and test for Sand Equivalent	ASTM D2419 CT 217 AASHTO T176	This test determines the Sand Equivalent of aggregates.

Appendix D (continued)

Slurry Seals

Materials to be Sampled or Tested	Sample Size	Sampling/Testing Frequency	Typical Test Methods	Description or Comments
Aggregate for Slurry Seals (Testing)	One 30-lb. sample.	Obtain at least one sample per project from the belt, hopper, or stockpile and test for sieve analysis of fine sand.	ASTM C117 AASHTO T11	This test determines the sieve analysis of fine sand (gradation of materials finer than No. 200 sieve by wash grading).
Slurry Seals (Testing)	One 0.5 gal. sample in a clean, dry plastic container.	Test one sample per project and test for Abrasion.	ASTM D3910	This test determines the Wet Track Abrasion Test (2) (WTAT).

Steel

Materials to be Sampled or Tested	Sample Size	Sampling/Testing Frequency	Typical Test Methods	Description or Comments
Steel Strand (Testing)	Sample strand at various sizes.	This item may be accepted using a Certificate of Compliance. Sample and test at least two steel strands per job when a Certificate of Compliance is not used.	ASTM A370, A416, E328 AASHTO T244	This test determines the tensile strength of uncoated seven-wire stress-relieved strand for pre-stressed concrete.
Steel Rebar (Testing)	Sample rebar at various sizes.	This item may be accepted using a Certificate of Compliance. Sample and test at least two steel rebar per job when a Certificate of Compliance is not used.	ASTM A615, A370 AASHTO T244	This test determines the steel reinforcement bar tensile strength and bend capability.



Appendix E - Check List to Assist Local Agencies Monitor Acceptance Testing Requirements

No.	Item	Yes, No or N/A
1	Was the Resident Engineer able to present an approved QAP, when requested to do so?	
2	Were there Certificates of Compliance in the project files for materials that were accepted (without testing) on the project?	
3	Did the type and number of acceptance tests taken on the project match (or exceed) the minimum type and number required in the frequency tables of the approved QAP?	
4	Did all acceptance samplers and testers (local agency employees and/or consultants) have valid Certificates of Proficiency for the duration of the project?	
5	Were there calibration stickers firmly affixed to all the test equipment used by the acceptance samplers and testers on the project?	
6	Were the calibration dates on the stickers (affixed to the test equipment) within 12 months of the current date?	
7	Did the Resident Engineer have a log summary sheet of all acceptance tests performed on the project?	
8	If plant inspection and/or source inspection were performed on this project, were there test records to show that testing was performed for the items used?	
9	Did any acceptance samplers and testers get decertified for any test during the construction of the project?	
10	Did the Resident Engineer provide written approval of the PCC mix designs used on the project?	
11	Did the Resident Engineer provide written approval of the hot mix asphalt designs used on the project?	
12	If materials did not meet minimum specifications but were still used on the project, did the Resident Engineer fully document all testing and attach justifications for use and cost reduction information to the Materials Certificate?	
13	Did the Resident Engineer sign and date the Materials Certificate after the project was completed?	

Note (for No. 3 above):

Assume that a concrete structure was 50% complete and approximately 1000 cubic yards of PCC will be used on the project. If the testing frequency in the local agency's QAP states that two concrete cylinders will be tested for compressive strength every 500 cubic yards, did the Resident Engineer have at least two compressive-strength tests in the project file? Likewise if the structure was 100% complete, were there four compressive-strength tests in the project file?

Printed Name of the Local Agency: _____

Printed Name of the Resident Engineer: _____

Printed Name of the Reviewer: _____

Date of Review: _____



Appendix F - Construction Materials Accepted by a Certificate of Compliance *

Soil Amendment
Fiber
Mulch
Stabilizing Emulsion
Plastic Pipe
Lime
Reinforcing Steel
Structural Timber and Lumber
Treated Timber and Lumber
Timber and Lumber
Culvert and Drainage Pipe Joints
Reinforced Concrete Pipe
Corrugated Steel Pipe and Corrugated Steel Pipe Arches
Structural Metal Plate Pipe Arches and Pipe Arches
Perforated Steel Pipe
Polyvinyl Chloride Pipe and Polyethylene Tubing
Steel Entrance Tapers, Pipe Down drains, Reducers, Coupling Bands and Slip Joints
Aluminum Pipe (Entrance Tapers, Arches, Pipe Down drains, Reducers, Coupling Bands and Slip Joints)
Metal Target Plates
Electrical Conductors
Portland Cement
Minor Concrete
Waterstop

* If Caltrans Standard Specifications May 2006 is part of contract specifications.

Note: Usually these items are inspected at the site of manufacture or fabrication and reinspected after delivery to the job site.



Appendix G - Example of an Acceptance Testing Record

Material Tested: Fresh Concrete

Location of Test: Station 100 + 50 (50 feet right of centerline)

Type of Work: Retaining Wall Foundation .

Date	Test Number	Description of Test	Test Results	Specification
07/07/07	CT 504	Air Content	4.2%	4.0% Minimum
07/07/07	CT 533	Ball Penetration	1.5 in.	0.5 to 2.0 in.

Printed Name of Acceptance Tester: Bill Johnson .

Company: ABC Engineering Company .(Middletown, CA)

Date: 07/07/07 .

Note: An air content test was recommended because the foundation elevation was over 5,000 feet.



Appendix H - Example of a Log Summary Sheet

Subgrade Materials

Date	CT	Station	Elevation	Test Results	Minimum Spec.	Passed or Failed	Action Taken
5/15/07	231	1+ 00 (30' L)	99.00	93	90 or greater	Passed	N/A
5/16/07	231	1+ 50 (20' R)	100.50	94	90 or greater	Passed	N/A
5/17/07	231	2+ 25 (25' R)	101.00	96	90 or greater	Passed	N/A
5/18/07	231	1+ 50 (30' L)	101.50	95	95 or greater	Passed	N/A
5/19/07	231	2+ 50 (20' L)	102.00	92 *	95 or greater	Failed	See Note 1
5/19/07	231	2+ 50 (20' L)	102.00	95	95 or greater	Passed	N/A

CT 231 = Compaction (Nuclear Gage)

* Note 1: The Contractor used a water tank to dampen the soil surface at the failed subgrade location. Using a sheep's foot compactor, he reworked the subgrade (making at least 10 passes) from Station 2+ 00 to Station 3+ 00. After approximately 30 minutes, another compaction test was taken. This time the relative compaction was 95.

Aggregates and Base Materials

Date	CT	Station	Elevation	Test Results	Minimum Spec.	Passed or Failed	Action Taken
6/20/07	202	1+ 00 (10' R)	102.50	See data sheet	See data sheet	Passed	N/A
6/20/07	202	2+ 00 (20' L)	102.50	See data sheet	See data sheet	Passed	N/A
6/22/07	217	1+ 00 (10' R)	102.50	75	25 or greater	Passed	N/A
6/22/07	217	2+ 00 (20' L)	102.50	83	25 or greater	Passed	N/A
6/20/07	227	1+ 00 (20' R)	102.50	86	71 or greater	Passed	N/A
6/20/07	227	1+ 50 (20' L)	102.50	85	71 or greater	Passed	N/A
6/24/07	231	2+ 00 (20' R)	102.50	98	95 or greater	Passed	N/A
6/24/07	231	2+ 50 (20' L)	102.50	97	95 or greater	Passed	N/A

CT 202 = Sieve Analysis, CT 217 = Sand Equivalent, CT 227 = Cleanness Value,
 CT 231 = Compaction (Nuclear Gage)



Appendix H (continued)

Hot Mix Asphalt

Date	CT	Station	Elevation	Test Results	Minimum Spec.	Passed or Failed	Action Taken
7/10/07	339	1+ 00 (10' R)	103.00	0.08 gal/ sq yd	0.05 -0.10 gal/sq yd	Passed	N/A
7/10/07	366	2+ 00 (20' L)	103.00	32	>23	Passed	N/A
7/10/07	366	1+ 00 (10' R)	103.00	41	>23	Passed	N/A
7/10/07	375	2+ 00 (20' L)	103.00	94	RC = 93 to 97	Passed	N/A
7/15/07	375	1+ 00 (20' R)	103.00	96	RC = 93 to 97	Passed	N/A
7/15/07	375	1+ 50 (20' L)	103.00	95	RC = 93 to 97	Passed	N/A

CT 339 = Distributor Spread Rate, CT 366 = Stabilometer Value
 CT 375 = In-Place Density & Relative Compaction

Portland Cement Concrete

Date	CT	Station	Elevation	Test Results	Minimum Spec.	Passed or Failed	Action Taken
9/25/07	504	10 + 50 (50' R)	102.50	6.5%	>6.0%	Passed	N/A
9/25/07	533	12 + 50 (50' R)	102.50	1.5"	<2"	Passed	N/A
9/25/07	518	11 + 50 (50' R)	102.50	151 lb/cu ft	> 145 lb/cu ft	Passed	N/A
9/25/07	521	10 + 50 (50' R)	102.50	28 day = 4200 psi	>3800 psi	Passed	N/A
9/28/07	521	11 + 50 (50' R)	102.50	28 day = 4290 psi	>3800 psi	Passed	N/A
9/30/07	521	12 + 50 (50' R)	102.50	28 day = 4160 psi	>3800 psi	Passed	N/A

CT 504 = Air Content, CT 518 = Unit Weight, CT 521 = Compressive Strength,
 CT 533 = Ball Penetration



Appendix J.1 - Example of a Vendor's Certificate of Compliance

No. 583408

STATE OF CALIFORNIA - DEPARTMENT OF TRANSPORTATION
VENDOR'S CERTIFICATE OF COMPLIANCE
 MR-0543 (REV. 5/93) #CT-7541-6020-2

PRECAST CONCRETE PRODUCTS OR SOUNDWALL

TO: BILL SYNDER

STATE HIGHWAY ENGINEER
RESIDENT ENGINEER - CITY OF FLATLAND

We certify that the portland cement, chemical and mineral admixtures contained in the material described below are brands stated and comply with specifications for:

CONTRACT NUMBER:	
CEMENT BRAND <u>XYZ CEMENT CO.</u>	MILL LOCATION <u>MIDLAND, CALIFORNIA</u>
TYPE <u>II MODIFIED</u>	
CHEMICAL ADMIXTURE	
1. BRAND <u>ABC. ADMIXTURE</u>	MANUFACTURER <u>XYZ SUPPLIER</u>
TYPE <u>WATER REDUCER</u>	
2. BRAND	MANUFACTURER
TYPE	

CHECK BOX IF A CHEMICAL ADMIXTURE WAS NOT USED

MINERAL ADMIXTURE	
MANUFACTURER <u>POZZ. INC.</u>	CLASS <u>F</u>

CHECK BOX IF A MINERAL ADMIXTURE WAS NOT USED

DELIVERY DATE (Ready-Mix) <u>7/7/07</u>	DATES OF FABRICATION (Precast)
--	--------------------------------

LIST PRODUCTS TO WHICH CERTIFICATE APPLIES. (Show size and lin. ft. of pipe, etc., delivery slip numbers for ready-mix.)

Portland Cement
Flyash
Water Reducer

MANUFACTURER OF CONCRETE PRODUCTS <u>A. & B. READY MIX</u>

By: AUTHORIZED REPRESENTATIVE SIGNATURE
Joe Anderson



Appendix J.2 - Example of a Certificate of Compliance for Portland Cement (continued)

This is to certify that the

Portland Cement.

Supplied by ABC Cement Company complies with all requirements for Type II Portland Cement when tested in accordance with ASTM C - 494.

Local Agency Project No.

HP21L – 5055 – 111

Albert Howakowa

Quality Assurance Engineer
ABC Cement Company

Date: 07/07/07.



**Appendix K - Examples of Materials Certificates/Exceptions
 (Signed by the Resident Engineer at the Completion
 of the Project)**

Federal-aid Project No.: Project HP21L – 5055 – 111

Subject: Materials Certification

This is to certify that the results of the tests on acceptance samples indicate that the materials incorporated in the construction work and the construction operations controlled by sampling and testing were in conformity with the approved plans and specifications.

All materials exceptions to the plans and specifications on this project are noted below.

No exceptions were found to the plans and specifications on this project.

Bill Sanders
 Resident Engineer (Print Name)

Bill Sanders
 Resident Engineer (Signature)

7/7/07
 (Date)

Note: The signed original of this certificate is placed in the Resident Engineer’s project files and one copy is mailed to the DLAE and filed under “Report of Expenditures.”

See the attachment (next page)



Appendix K (continued)

Attachments: Materials Exceptions (Acceptance Testing)

Type of Test	Description of Work	Total Tests Performed On the Project	Number of Failed Tests	Action Taken
Slump Test	Concrete Sidewalk	8	1	When the measured slump exceeded the maximum limit, the entire concrete load was rejected.
Sand Equivalent	Aggregate for Structural Concrete	10	1	The tested S.E. was 70 and the contract compliance specification was 71 minimum. However, the concrete 28-day compressive strength was 4800 psi. The concrete was considered adequate and no materials deductions were taken.
Compaction	Sub grade Material	12	1	One failed test was noted. The failed area was watered and reworked. When this was completed, a retest was performed. The retest was acceptable.
Compaction	Hot Mix Asphalt	12	1	One failed area was noted. It was reworked and retested. The second test met specifications.

Bill Sanders
 Resident Engineer (Print Name)

Bill Sanders
 Resident Engineer (Signature)

July 4, 2007
 Date



Appendix L - Check List for Local Agencies to Help Monitor Independent Assurance Requirements

No.	Item	Yes, No Or N/A
1	Did the IA person have a letter (or contract) stating he (or she) was authorized to perform IA services for the city or county?	
2	Did the IA person have a recent Qualification Certificate from a qualified tester from a qualified laboratory that regularly participates in Reference Samples Programs with AMRL and CCRL?	
3	Did the IA person maintain separate files for each acceptance sampler and tester for all local agency projects?	
4	Did the IA person have annual Split-Sample Test records for each acceptance tester for all local agency projects?	
5	Did the Split-Sample Testing include the following tests: sieve analysis, sand equivalent, cleanness, slump (or penetration) of fresh concrete air content of fresh concrete, unit weight of fresh concrete, compaction of hardened hot mix asphalt?	
6	Did the IA person have annual Witness Test records for each acceptance sampler and tester for all local agency projects?	
7	On each project, did the IA records include: certification, decertification, and recertification for each acceptance sampler and tester?	
8	Did the IA person have annual Certificates of Proficiency for each acceptance sampler and tester for all local agency projects?	
9	Did the IA person issue annual Laboratory Certificates for each laboratory that performed tests for all local agency projects?	
10	Did the IA person verify that all test equipment for each acceptance tester conformed to current test standards and the equipment had firmly affixed calibration stickers (dated within the last 12 months)?	
11	Did the IA person train acceptance samplers and testers and also perform IA services involving these people?*	
12	Did the IA person use separate materials testing equipment than used by the acceptance testers?	

Printed Name of the City or County: _____

Printed Name of the IA Person: _____

Printed Name of the Reviewer: _____

Date of Review: _____

***Answer is “no”, others should be “yes” or “not applicable”**



Appendix M - Authorization Letter (To Allow the IA Person to Provide Services for the Local Agency)

August 13, 2007

ABC Engineering
123 Main Street
Maintown, CA 95678

Dear Mr. John Smith,

This letter authorizes you, as a 5-year employee with ABC Engineering, to perform all independent assurance (IA) services for the City of Maintown, effective August 25, 2007.

I acknowledge that on August 13, 2007, you performed a series of split-sample tests (California Tests 202, 217, 227, 375, 504, 518 and 533) with Bill Jones of XYZ Construction Company in Middleton, CA 95678. Mr. Jones' laboratory, at XYZ Construction Company, is qualified by AMRL and CCRL and he is their quality assurance engineer.

Thank you for your willingness to assist the City of Maintown with our IA activities. A copy of the test result comparisons between you and Mr. Jones is attached.

Sincerely,

Justin Hammer

Justin Hammer, City Engineer
City of Maintown
111 Main Street
Maintown, CA 95678

Attachment



Appendix N - Corroboration Chart (To Determine Proficiency Ratings)

Description of Test Procedure	Degree of Corroboration		
	Good (Satisfactory)	Fair (Satisfactory)	Poor (Unsatisfactory)
Sieve Analysis (Percent Passing)*			
No. 4 Sieve and Larger	2 or less	3 to 4	5 or more
No. 8 – No. 30	2 or less	3	4 or more
No. 50 – No. 100	2 or less	3	4 or more
No. 200	1 or less	2	3 or more
Sand Equivalent* (Nearest whole number)	3 or less	4 to 5	6 or more
Cleanness Value* (Nearest whole number)	3 or less	4 to 6	7 or more
Air Content of Fresh Concrete ** (Percent)	1/4 or less	1/2 to 3/4	1 or more
Unit Weight of Fresh Concrete ** (Pounds/Cu. Ft.)	2 or less	3 to 4	5 or more
Slump (or Penetration) of Fresh Concrete ** (In.)	Less than 1/4	1/4 to 1/2	3/4 or more
Compaction of Hot Mix Asphalt *** (Percent)	Less than 1	1 to 2	3 or more

Note:

Soil and Aggregate Tests*

If any split-sample produces a “Poor” Degree of Corroboration, the test is deemed “Unsatisfactory.” If this occurs, another split sample shall immediately be presented for retesting. A “Satisfactory” result will occur when a “Good” or “Fair” Degree of Corroboration is achieved between the testers.

Fresh Concrete Tests **

If a “Poor” Degree of Corroboration is achieved on any of the fresh concrete tests, the concrete materials shall be recombined and thoroughly mixed prior to any retesting. A “Satisfactory” result will occur when a “Good” or “Fair” Degree of Corroboration is achieved between the testers.

Hot Mix Asphalt Tests ***

If a “Poor” Degree of Corroboration is achieved on a hardened asphalt concrete surface, a new test site must be found. A “Satisfactory” result will occur when a “Good” or “Fair” Degree of corroboration is achieved between the testers.

All split-sample test results (Satisfactory and Unsatisfactory) must be fully documented.

See Appendix U



Appendix P - Example of Proficiency Testing (Between a Tester from an Accredited Laboratory and IA Person who is a Local Agency Consultant or Employee)

Name of the Local Agency's IA Person: John Smith (City of Redlands)
 Name, Company & City of the Qualified Tester: Bill Jones, XYZ Construction Co. (Middleton, CA)
 The Qualified Tester gave the Local Agency's IA Person Aggregate and Concrete samples on: August 13, 2007
 The Local Agency's IA Person e-mailed test results to the Qualified Tester on: August 18, 2007

Test Results of the Qualified Tester from an Accredited Laboratory	Test Results of the IA Person (Consultant or Employee of the Local Agency)	Numerical Difference Between the Qualified Tester from an Accredited Laboratory and IA Person	Were the Corroboration Results Acceptable per Appendix N? (Yes or No)
Sand Equivalent = 92 (CT 217)	Sand Equivalent = 90 (CT 217)	2	Yes
Cleanness Value = 80 (CT 227)	Cleanness Value = 85 (CT 227)	5	Yes
Percent Passing Sieve Analysis: (CT 202) 1-1/2" = 95 % 1" = 77 % 3/4" = 68 % 1/2" = 60 % 3/8" = 43 % No. 4 = 38 % No. 8 = 25 % No. 16 = 20 % No. 30 = 15 % No. 50 = 7 % No. 100 = 4 % No. 200 = 2 %	Percent Passing Sieve Analysis: (CT 202) 1-1/2" = 95 % 1" = 80 % 3/4" = 65 % 1/2" = 58% 3/8" = 40 % No. 4 = 35 % No. 8 = 27 % No. 16 = 21 % No. 30 = 18 % No. 50 = 8 % No. 100 = 5 % No. 200 = 2 %	0 3 3 2 3 3 2 1 3 1 1 0	Yes Yes Yes Yes Yes Yes Yes Yes Yes Yes Yes Yes
Unit Weight = 150.0 pcf (Fresh Concrete - CT 518)	Unit Weight = 151.7 pcf (Fresh Concrete - CT 518)	1.7	Yes
Air Content = 2.9 % (Fresh Concrete - CT 504)	Air Content = 3.2 % (Fresh Concrete - CT 504)	0.3	Yes
Penetration = 1-1/2 " (Fresh Concrete - CT 533)	Penetration = 1-3/4" (Fresh Concrete - CT 533)	1/4	Yes
AC Compaction = 95%* (CT 375)	AC Compaction = 93%* (CT 375)	2	Yes

Hot Mix Asphalt tests were performed in the IA person's parking lot.

Printed Name (Tester from the Accredited Lab): Bill Jones

Signature of the Tester (Accredited Lab): Bill Jones

Date: August 18, 2007

Note: The test equipment used by the IA person conformed to the test standards and methods shown above.



Appendix Q - Example of a Certificate of Proficiency (Acceptance Sampler and Tester)

This is to certify that Harry J. Jones is a consultant for XYZ Construction Company in Midtown, CA. He has been evaluated by the City of Midtown and is shown to be fully qualified to perform the following tests:

<u>Standard Test Method</u>	<u>Date Certified</u>	<u>Recertification Date</u>
CT 125 – Sampling Materials	4/07	4/10
CT 202 – Sieve Analysis	4/07	4/10
CT 217 – Sand Equivalent	4/07	4/10
CT 227 – Cleanness Value	4/07	4/10
CT 375 – Relative Compaction (AC)	4/07	4/10
CT 504 – Air Content (PCC)	4/07	4/10
CT 518 – Unit Weight (PCC)	4/07	4/10
CT 533 – Penetration (PCC)	4/07	4/10

Issued By: Mary Harrington
 (Printed Name)
 IA Person for the City of Midtown

Signed By: Mary Harrington
 (Signature)
 IA Person for the City of Midtown

Date Issued: April 15, 2007
 (Date)

Note: This certificate is valid until April 15, 2010, provided the acceptance sampler and tester successfully:

1. Maintains test equipment in good working condition and has current calibration stickers.
2. Passes all witness tests, and
3. Achieves acceptable split sample test results, as noted in the City of Midtown’s approved QAP.



Appendix R - Example of Test Method Questions to Help the IA Person Qualify Acceptance Samplers and Testers (Consultants and/or Employees of the Local Agency)

Printed Name of Acceptance Tester: _____
Printed Name of Company: _____
Printed Name of IA Person: _____
Date of Written Examination: _____
Pass or Fail? _____

California Test 540 - Making, Handling, and Storing Concrete Compressive Test Specimens in the Field

Below is a sample written examination (supplied by the Division of Local Assistance) to help the local agency's IA person certify consultant (or local agency) samplers and testers for California Test 540. A minimum score of seven correct answers is required to pass this examination. All written examinations are confidential. All examinations taken by acceptance samplers and testers shall remain in the custody of the IA person. Before and after each examination, the local agency IA person is responsible to make sure that all examinations are returned to a locked, storage area. At each local agency, only the IA person should have access to the standard written examinations. The correct answer "(a), (b), or (c)" should be circled by the sampler or tester.

- (1) The inside dimensions of a cylinder mold used to fabricate concrete cylinders are:
Hint: ASTM Designation: C 470
 - (a) 6" diameter x 12" high, (approximately 150 mm x 300 mm)
 - (b) 4" diameter x 8" high, (approximately 100 mm x 200 mm)
 - (c) C4" diameter x 12" high, (approximately 100 mm x 300 mm)
- (2) The tamping rod used to consolidate the concrete test specimens is:
 - (a) 1/2 " diameter x 18" long, with one or more hemispherical ends (approximately 13 mm x 460 mm)
 - (b) 1/2 " diameter x 24" long, with one or more hemispherical ends (approximately 13 mm x 610 mm)
 - (c) 5/8 " diameter x 24" long, with one or more hemispherical ends (approximately 16 mm x 460 mm)
- (3) When fabricating concrete test specimens, how many equal layers are consolidated?
 - (a) Four
 - (b) Two
 - (c) Three
- (4) How many times does a qualified tester rod each layer of fresh concrete (when fabricating concrete test specimens)?
 - (a) 25
 - (b) 15
 - (c) 20
- (5) When fabricating concrete test specimens, what action is taken immediately after each concrete layer is rodded?
 - (a) The tester firmly pats (or taps) the outer surface of the mold several times
 - (b) The tester gently levels the top of each layer, using a metal spatula
 - (c) The tester rotates the mold 90 degrees

Appendix R (continued)

- (6) When all layers of the mold have been properly consolidated (and the top layer of concrete is struck off), what action is then taken?
 - (a) The tester quickly takes the molded cylinder to a protected area
 - (b) The tester places the lid on the mold and takes the cylinder to a protected area
 - (c) The tester securely places the lid on the mold and uses masking tape to seal the lid to the cylinder mold. He or she takes the cylinder to a protected area, free from vibration
- (7) For structural concrete that requires a minimum 28-day compressive strength (and steam curing is not used), when should the concrete test specimens be stripped and the concrete be placed into a water tank?
 - (a) From 44 to 52 hours after fabrication
 - (b) From 20 to 28 hours after fabrication
 - (c) From 32 to 40 hours after fabrication
- (8) What key items are written on the outside of a cylinder mold (using permanent ink) after fabrication of the concrete test specimen?
 - (a) The tester's name, the fabrication date and the contract number
 - (b) The certified tester's ID-number, the break date and the sample number
 - (c) The sample number, date cast and contract number
- (9) When concrete cylinders are fabricated to determine when to apply loads (or stresses), where are the concrete cylinders stored prior to testing?
 - (a) Near the structure, at a shaded/semi-sheltered location or in a plywood box
 - (b) Near the testing facility, in a sunny, protected area away from all moving Traffic
 - (c) Inside the testing facility, submerged in a water tank
- (10) In the field, assume that a water bath is used to cure concrete test specimens that will be tested for compressive strength. At what age should the test specimens be removed from the water bath, resealed (with the lid on) and ship to a testing laboratory?
 - (a) Two to five days
 - (b) Seven to ten days
 - (c) Fourteen to twenty days



Appendix S - Example of a Laboratory Accreditation Letter

This is to certify that on August 10, 2007, I inspected the City of Maintown's testing laboratory at 1500 Main Street, Maintown, California. I hereby certify that this laboratory is accredited to perform acceptance testing for all City of Maintown projects from August 10, 2007 to August 10, 2008.

The laboratory samplers and testers all had current Certificates of Proficiency records. The laboratory was clean and equipped with adequate safety items (a plastic shield on their compression machine, a nearby emergency shower, two fire extinguishers and a first-aid kit). All testing equipment inspected conformed to the requirements noted in their updated California Test manual. In addition, calibration stickers were firmly affixed to all scales and testing equipment. All calibration stickers had dates on or after July 1, 2007.

The laboratory also had a QAP that was approved by the City of Maintown in 2007. The City of Maintown regularly participates in Caltrans Reference Samples Program and achieved ratings of 3 (or better) on the tests they normally perform.

Printed Name of IA Person: Mary Harrington
City of Maintown

Signature of IA Person: *Mary Harrington*

Date Signed: August 10, 2007



Appendix U - Example of a Proficiency Test Report (Comparisons Between the Local Agency's IA Person and an Acceptance Tester for the Local Agency)

Name of the IA Person: John Smith
 Name, Company and City of the Acceptance Tester: Mary Liu - XYZ Consultants (Maintown, CA)
 The IA Person gave the Acceptance Tester an aggregate sample on: July 13, 2007
 The Acceptance Tester e-mailed the test results to the IA Person on: July 18, 2007

Test Results of the IA Person (Consultant or Employee of the Local Agency)	Test Results of the Acceptance Tester (Consultant or Employee of the Local Agency)	Numerical Difference Between the Local Agency's Acceptance Tester and IA Person	Per Appendix N, were the Corroboration Results Acceptable? (Yes or No)
Percent Passing Sieve Sieve Analysis: (CT 202) 1-1/2" = 95 % 1" = 77 % 3/4" = 68 % 1/2" = 60 % 3/8" = 43 % No. 4 = 38 % No. 8 = 25 % No. 16 = 20 % No. 30 = 15 % No. 50 = 7 % No. 100 = 4 % No. 200 = 2 %	Percent Passing Sieve Analysis: (CT 202) 1-1/2" = 95 % 1" = 80 % 3/4" = 65 % 1/2" = 58% 3/8" = 40 % No. 4 = 35 % No. 8 = 27 % No. 16 = 21 % No. 30 = 18 % No. 50 = 8 % No. 100 = 5 % No. 200 = 2 %	0 3 3 2 3 3 2 1 3 1 1 0	Yes Yes Yes Yes Yes Yes Yes Yes Yes Yes Yes Yes
Sand Equivalent = 83 (CT 217)	Sand Equivalent = 85 (CT 217)	2	Yes
Cleanness Value = 50 (CT 227)	Cleanness Value = 55 (CT 227)	5	Yes
AC Compaction = 94% (CT 375)	AC Compaction = 93% (CT 375)	1	Yes
Air Content = 4.0 % (Fresh Concrete - CT 504)	Air Content = 3.7 % (Fresh Concrete - CT 504)	0.3	Yes
Unit Weight = 151.5 pcf (Fresh Concrete - CT 518)	Unit Weight = 149.8 pcf (Fresh Concrete - CT 518)	1.7	Yes
Penetration = 2 " (Fresh Concrete - CT 533)	Penetration = 2-1/4" (Fresh Concrete - CT 533)	1/4	Yes

Printed Name of IA Person: John Smith
 Signature of IA Person: *John Smith*
 Date: July 18, 2007

Note: To remain certified, the Acceptance Tester should perform a new series of Split-Sample Tests by: July 18, 2008.

The test equipment used by the IA person and the acceptance tester conformed to the California Tests shown above and had current calibration stickers firmly attached to the test equipment.



Appendix V.1 - Example of an IA Log Summary Sheet

This is to certify that all IA services (Witness Tests, Split-Samples Tests, verification of equipment calibration and accreditation of laboratories, and qualification of samplers and testers) on Project HP21L-5055-111 were performed in accordance with the requirements in the local agency QAP.

This local agency project was completed on August 19, 2007 and it was not on the State Highway System or National Highway System.

IA person: John Smith
(Printed Name)

IA person: John Smith
(Signature)

Date: September 2, 2007

Exceptions to the above statement are noted below:

There were no exceptions on this project.

Note: Also see "Appendix V2" for a more detailed IA log summary sheet. Either one would be acceptable if approved by the local agency.



Appendix V.2 - Example of an IA Log Summary Sheet (Detailed)

Printed Name of Acceptance Tester: Bill Johnson
 Company and City: ABC Engineering, Maintown, CA

Date	Witness Test (Write the Appropriate CT No.)	Did the Acceptance Tester Successfully Pass the Witness Test?	Was the Equipment in Good Working Condition?	Did the Equipment have a Calibration Sticker Firmly Affixed to the Equipment and was the Date within 12 Months of the Current Date?	Was the Split-Sample Corroboration Rating "Good" or Fair per Table 1?	Comments or Follow-Up Action
4/4/07	202	Yes	Yes	Yes	N/A	Witness Test Only
4/4/07	217	Yes	Yes	Yes	N/A	Witness Test Only
4/4/07	227	Yes	Yes	Yes	N/A	Witness Test Only
4/4/07	231	Yes	Yes	Yes	N/A	Witness Test Only
4/4/07	375	Yes	Yes	Yes	N/A	Witness Test Only
4/4/07	504	Yes	Yes	Yes	N/A	Witness Test Only
4/4/07	518	Yes	Yes	Yes	N/A	Witness Test Only
4/4/07	521	Yes	Yes	Yes	N/A	Witness Test Only
4/4/07	531	Yes	Yes	Yes	N/A	Witness Test Only
5/1/07	202	N/A	Yes	Yes	Yes	Split-Sample Test Only
5/1/07	217	N/A	Yes	Yes	Yes	Split-Sample Test Only
5/1/07	227	N/A	Yes	Yes	Yes	Split-Sample Test Only
5/1/07	504	N/A	Yes	Yes	Yes	Split-Sample Test Only
5/1/07	518	N/A	Yes	Yes	Yes	Split-Sample Test Only
5/1/07	521	N/A	Yes	Yes	Yes	Split-Sample Test Only
5/1/07	531	N/A	Yes	Yes	Yes	Split-Sample Test Only

Note: Bill Johnson's next series of Witness Tests and Split-Sample Tests must be completed on or before 4/08 and 5/08, respectively

IA person: John Smith
 (Signature)

Agency: City of Redlands Date: May 2007



Appendix W - Example of an Annual IA Report (City of Maintown)

During the 2007 calendar year, the following activities were performed by John Smith, the IA person for the City of Maintown.

- On February 16, 2007, I received a letter from the City Engineer of Maintown, stating I was selected to perform IA services for the city.
- On March 1, 2007, I performed corroboration tests with Bill Smith (of ABC Testing Lab – qualified by AMRL & CCRL). The following tests were performed: Sieve Analysis, Sand Equivalent, Cleanness Value, Air Content of Fresh Concrete, Unit Weight of Fresh Concrete, Penetration of Fresh Concrete and Compaction of Asphalt Concrete by both parties. All tests had acceptable corroboration values, per Table 1 (Split-Sample Results between the IA person and a Representative from a Testing Laboratory Qualified by AMRL & CCRL).
- During 2007, Proficiency Certificates were issued to 30 acceptance testers (6 Maintown testers, 24 consultant testers.)
- During 2007, all 30 acceptance testers received split-sample tests and witness tests for the tests each person was qualified to perform. All passed the witness tests and 29 of the 30 acceptance testers had “good” or “fair” corroboration scores. Within a 7-day period, a second aggregate sample was presented to the tester who received the poor comparison. This time, the retest revealed a “Good” comparison. all test records were documented.
- During 2007, the test equipment of all 30 acceptance testers was checked. All equipment appeared in good condition with firmly affixed calibration stickers. All calibration dates on the stickers were in the year 2007.
- During 2007, I visited 3 consultant labs and the Maintown lab. I issued a Qualification Certificate to each lab. I checked to make sure that each lab had an approved QAP, current test methods, and calibration stickers on their equipment with current dates, that each acceptance tester had a Proficiency Certificate, and recent round-robin test data.
- See Attachment A for a list of the qualified labs that can perform acceptance tests for the City of Maintown.
- See Attachment B for a list of testers that are qualified to perform acceptance tests for the City of Maintown.

John Smith

(Signature of John Smith)

IA Person for the City of Maintown

July 15, 2007

(Date)



Appendix X - Typical Questions Asked During a FHWA/Caltrans Process Review

During a FHWA/Caltrans process review, the local agency's Resident Engineer and the IA person are usually asked specific questions pertaining to the control of materials on a city or county Federal-aid transportation project. Typical questions include:

- Do you have a copy of your agency's approved Quality Assurance Program?
- May we see your log summary sheet for all the acceptance tests performed on your project?
- Who certifies your laboratory or your consultant's laboratory?
- Who calibrates your test equipment? May we see your calibration records?
- Do you have written evidence that your laboratory is qualified?
- Do you have Certificates of Proficiency for the samplers and testers on your project?
- Do you know the difference between acceptance and assurance testing?
- Can you show me with the acceptance tests that were performed on this project?
- Can you show me the independent assurance tests that were performed on this project?
- Who approves your mix designs?
- Can you show me Certificates of Compliance for materials accepted on your project, but were not tested by your laboratory?
- Can you show me your local agency's ratings from your last few Reference Samples Programs?
- Do you have plant inspection and/or source inspection records?
- If your test records indicated that some materials did not meet minimum standards (but the materials were used on your project), who approved this action? Do you have a copy of this authorization?
- Please show me signed copies of the Materials Certificates and any Materials Exceptions when the Resident Engineer closed out the project.



Appendix Y - Example of a QAP

QUALITY ASSURANCE PROGRAM (QAP)

AGENCY: City / County of _____

The purpose of this program is to provide assurance that the materials incorporated into the construction projects are in conformance with the contract specifications. This program should be updated every five years or more frequent if there are changes of the testing frequencies or to the tests themselves. To accomplish this purpose, the following terms and definitions will be used:

DEFINITION OF TERMS

- Acceptance Testing (AT) – Sampling and testing, or inspection, to determine the degree of compliance with contract requirements.
- Independent Assurance Program (IAP) – Verification that AT is being performed correctly by qualified testers and laboratories.
- Quality Assurance Program (QAP) – A sampling and testing program that will provide assurance that the materials and workmanship incorporated into the construction project are in conformance with the contract specifications. The main elements of a QAP are the AT, and IAP.
- Source Inspection – AT of manufactured and prefabricated materials at locations other than the job site, generally at the manufactured location.

MATERIALS LABORATORY

The AGENCY will use their own materials laboratory or a private consultant materials laboratory to perform AT on Federal-aid and other designated projects. The materials laboratory shall be under the responsible management of a California registered Engineer with experience in sampling, inspection and testing of construction materials. The Engineer shall certify the results of all tests performed by laboratory personnel under the Engineer's supervision. The materials laboratory shall contain certified test equipment capable of performing the tests conforming to the provisions of this QAP.

The materials laboratory used shall provide documentation that the laboratory complies with the following procedures:

1. Correlation Testing Program – The materials laboratory shall be a participant in one or more of the following testing programs:
 - a. AASHTO Materials Reference Laboratory (AMRL)
 - b. Cement and Concrete Reference Laboratory (CCRL)
 - c. Caltrans' Reference Samples Program (RSP)
2. Certification of Personnel – The materials laboratory shall employ personnel who are certified by one or more of the following:
 - a. Caltrans District Materials Engineer
 - b. Nationally recognized non-Caltrans organizations such as the American Concrete Institute, Asphalt, National Institute of Certification of Engineering Technologies, etc.
 - c. Other recognized organizations approved by the State of California and/or Recognized by local governments or private associations.



Appendix Y (continued)

3. Laboratory and Testing Equipment – The materials laboratory shall only use laboratory and testing equipment that is in good working order. All such equipment shall be calibrated at least once each year. All testing equipment must be calibrated by impartial means using devices of accuracy traceable to the National Institute of Standards and Technology. A decal shall be firmly affixed to each piece of equipment showing the date of the last calibration. All testing equipment calibration decals shall be checked as part of the IAP.

ACCEPTANCE TESTING (AT)

AT will be performed by a materials laboratory certified to perform the required tests. The tests results will be used to ensure that all materials incorporated into the project are in compliance with the contract specifications.

Testing methods will be in accordance with the CT Methods or a national recognized standard (i.e., AASHTO, ASTM, etc.) as specified in the contract specifications.

Sample locations and frequencies may be in accordance with the contract specifications. If not so specified in the contract specifications, samples shall be taken at the locations and frequencies as shown in Attachment #1 (Appendix D, “Acceptance Sampling and Testing Frequencies” of the QAP Manual).

INDEPENDENT ASSURANCE PROGRAM (IAP)

IAP shall be provided by personnel from Caltrans, the Agency’s certified materials laboratory, or consultant’s certified materials laboratory. IAP will be used to verify that sampling and testing procedures are being performed properly and that all testing equipment is in good condition and properly calibrated.

IAP personnel shall be certified in all required testing procedures, as part of IAP, and shall not be involved in any aspect of AT.

IAP shall be performed on every type of materials test required for the project. Proficiency tests shall be performed on Sieve Analysis, Sand Equivalent, and Cleanness Value tests. All other types of IAP shall be witness tests.

Poor correlation between acceptance tester’s results and other test results may indicate probable deficiencies with the acceptance sampling and testing procedures. In cases of unresolved discrepancies, a complete review of AT shall be performed by IAP personnel, or an independent materials laboratory chosen by the Agency. IAP samples and tests are not to be used for determining compliance with contract requirements. Compliance with contract requirements is determined only by AT.

REPORTING ACCEPTANCE TESTING RESULTS

The following are time periods for reporting material test results to the Resident Engineer:

- When the aggregate is sampled at material plants, test results for Sieve Analysis, Sand Equivalent and Cleanness Value should be submitted to the Resident Engineer within 24 hours after sampling.
- When materials are sampled at the job site, test results for compaction and maximum density should be submitted to the Resident Engineer within 24 hours after sampling.
- When soils and aggregates are sampled at the job site:
 - (1) Test results for Sieve Analysis, Sand Equivalent and Cleanness Value should be submitted to the Resident Engineer within 72 hours after sampling.
 - (2) Test results for “R” Value and asphalt concrete extraction should be submitted to the Resident Engineer within 96 hours after sampling.

When sampling products such as Portland Cement Concrete (PCC), cement-treated base (CTB), hot mix asphalt (HMA), and other such materials; the time of such sampling shall be varied with respect to the time of the day insofar as possible, in order to avoid a predictable sampling routine. The reporting of AT results, if not performed by the Resident Engineer’s staff, shall be done on an expedited basis such as by fax or telephone.



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CITY OF HUNTINGTON PARK

Community Development Department
City Council Agenda Report

May 28, 2019

Honorable Mayor and Members of the City Council
City of Huntington Park
6550 Miles Avenue
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

CONSIDERATION AND APPROVAL OF RESOLUTION ADOPTING THE 2030 CITY OF HUNTINGTON PARK GENERAL PLAN AND CERTIFICATION OF AN ENVIRONMENTAL IMPACT REPORT (EIR) UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Conduct a public hearing;
2. Take public testimony and staff's analysis; and
3. Adopt Resolution No. 2019-12 adopting the proposed 2030 City of Huntington Park General Plan and certification of an Environmental Impact Report under the California Environmental Quality Act (CEQA).

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

California State Law requires every city and county to prepare and adopt a comprehensive General Plan to serve as a guide for development. Planning case law has placed the General Plan atop the hierarchy of local government laws that regulate land use and development. As a result, the state requires consistency between the General Plan and all other regulations and ordinances.

General Plans must be comprehensive and long-term in order to guide the physical development of the community. In addition, State Law requires that a General Plan contain seven (7) elements, which include, Land Use, Circulation, Housing, Conservation, Open Space, Noise, and Safety.

- ***Huntington Park Municipal Code***

Pursuant to HPMC Section 9-2.1401, the City is permitted to amend the General Plan whenever public necessity and general welfare require changes in or modification thereto.

CONSIDERATION AND APPROVAL OF RESOLUTION ADOPTING THE 2030 CITY OF HUNTINGTON PARK GENERAL PLAN AND CERTIFICATION OF AN ENVIRONMENTAL IMPACT REPORT (EIR) UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

May 28, 2019

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Furthermore, pursuant to HPMC Section 9-2.1405, the Planning Commission is required to make a written recommendation to the City Council on proposed General Plan Amendment whether to approve, approve in modified form, or disapprove based upon the findings outlined in HPMC Section 9-2.1407. On October 17, 2018, the Planning Commission considered the General Plan Amendment and the EIR. At the conclusion of the public hearing, the Planning Commission recommended approval of the General Plan Amendment and certification of the EIR to the City Council.

- ***General Plan Amendment***

The Huntington Park General Plan will be updated and reformatted to address the State required elements as well as recent changes in State legislature. The amendments will also have a focus on Transit Oriented Development (TOD). This focus stems from a requirement of the Metro grant as well as anticipation of future light rail stations envisioned for Huntington Park.

The 2030 Huntington Park General Plan will include the following elements:

- Land Use & Community Development;
- Mobility & Circulation;
- Resource Management;
- Health & Safety; and
- Housing

Each of the elements will include goals and policies that will help guide the development and land uses of the City.

FISCAL IMPACT/FINANCING

The proposed General Plan Amendment was funded by a grant awarded to the City by Los Angeles County Metropolitan Transportation Authority (Metro).

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The proposed General Plan Amendment encompasses the entire City of Huntington Park. The amendments will address all land uses, including, Industrial, Commercial, Public, Schools, Parks and Recreation, and Rail Transportation Corridor, located within the City of Huntington Park.

- ***Project Timeline and Community Outreach***

The City of Huntington Park initiated the General Plan Amendment in 2015 after being awarded a grant from Los Angeles County Metropolitan Transportation Authority (Metro). During the initial process, the City entered into an agreement for professional

CONSIDERATION AND APPROVAL OF RESOLUTION ADOPTING THE 2030 CITY OF HUNTINGTON PARK GENERAL PLAN AND CERTIFICATION OF AN ENVIRONMENTAL IMPACT REPORT (EIR) UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

May 28, 2019

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services with Tierra West Advisors for the General Plan Amendment. The agreement was approved by the City Council on February 17, 2015. Since contracting with Tierra West Advisors, a series of public outreach events have been conducted in order to create a community based General Plan that reflects the community's vision, priorities, and goals. The following is a list of public outreach events regarding the City's General Plan Amendment:

- Meetings/Interviews with community stakeholders including residents, business owners, local schools, parents and community organizations – Fall 2015
- Outreach at City's annual Halloween Festival – 10/30/15
- Outreach at City Youth Commission Meeting – 11/2/15
- Community Workshop – 4/20/16
- Youth Plan Huntington Park, a 5-week project involving local youth to become educated advocates of the general plan update process – Summer 2016
- PlanHP survey, which received 700 responses from members of the Huntington Park community about their joint goals and concerns for the future – Summer 2016

In addition to public outreach, Tierra West Advisors provided City Council with updates on the status of the proposed amendments on the following dates:

- City Council Meeting – 9/21/15
- City Council Meeting – 10/18/16
- City Council Meeting – 4/18/17

A Notice of Preparation (NOP) was made available for a period of thirty (30) days from August 10, 2017 to September 11, 2017. The Draft Environmental Impact Report was circulated for a period of forty-five (45) days beginning of October 12, 2017 to November 27, 2017, as required per State Law.

CONCLUSION

Upon City Council approval, the 2030 City of Huntington Park General Plan and EIR will be adopted and certified. Staff will file all required Notices of Determination with the State and Local Agencies.

Respectfully submitted,



RICARDO REYES
City Manager

CONSIDERATION AND APPROVAL OF RESOLUTION ADOPTING THE 2030 CITY OF HUNTINGTON PARK GENERAL PLAN AND CERTIFICATION OF AN ENVIRONMENTAL IMPACT REPORT (EIR) UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

May 28, 2019

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SERGIO INFANZON

Director of Community Development

ATTACHMENT(S)

- A. City Council Resolution No. 2019-12, Adopting the City of Huntington Park 2030 General Plan and the Certification of an Environmental Impact Report under the California Environmental Quality Act (CEQA)
- B. PC Resolution No. 2018-04
- C. Draft Environmental Impact Report (EIR) (AVAILABLE FOR REVIEW IN THE CITY CLERK'S OFFICE)
- D. Draft 2030 City of Huntington Park General Plan (AVAILABLE FOR REVIEW IN THE CITY CLERK'S OFFICE)

ATTACHMENT "A"

1 **WHEREAS**, on April 20, 2016, an advertised community workshop was held to
2 discuss the General Plan Amendment; and

3 **WHEREAS**, in the summer of 2016, additional community outreach efforts were
4 performed; and

5 **WHEREAS**, informational presentations to the City Council were performed on
6 September 21, 2015, October 18, 2016, and April 18, 2017; and

7 **WHEREAS**, a Notice of Preparation (“NOP”) was made available for a period of
8 thirty (30) days from August 10, 2017 to September 11, 2017; and

9 **WHEREAS**, a draft Environmental Impact Report (“EIR”) in connection with the
10 proposed General Plan Amendment was prepared for and by the City of Huntington Park
11 pursuant to the California Environmental Quality Act (“CEQA”) and the State CEQA
12 Guidelines; and

13 **WHEREAS**, the draft EIR was circulated for a period of forty-five (45) days
14 beginning on October 12, 2017 to November 27, 2017, as required by State Law; and

15 **WHEREAS**, pursuant to Huntington Park Municipal Code Section 9-2.1405, the
16 Planning Commission is required to make a written recommendation to the City Council
17 on the proposed amendment whether to approve, approve in modified form, or
18 disapprove based upon the finding outlined in Huntington Park Municipal Code Section 9-
19 2.1407; and

20 **WHEREAS**, on October 17, 2018, the Planning Commission held a public
21 hearing and considered all testimony for the proposed project and recommended
22 adoption of the 2030 City of Huntington Park General Plan to the City Council; and

23 **WHEREAS**, on October 17, 2018, the Planning Commission considered the
24 Environmental Impact Report and determined that the Environmental Impact Report
25 adequately describes and analyzes the Draft General Plan; and

26 **WHEREAS**, all persons appearing for or against the recommendation to adopt
27 the General Plan Amendment and Environmental Impact Report were given the
28 opportunity to be heard in connection with said matter; and

1 **WHEREAS**, any and all written comments received prior to and at the hearing
2 were reviewed by the Planning Commission.

3
4 **NOW, THEREFORE, THE PLANNING COMMISSION OF THE CITY OF**
5 **HUNTINGTON PARK DOES RESOLVE AS FOLLOWS:**

6 **SECTION 1:** The proposed General Plan Amendment and the Environmental
7 Impact Report were presented to the City Council, and the City Council has carefully
8 considered all pertinent testimony and the staff report offered in the case as presented at
9 the public hearing, reviewed and considered the information therein prior to any action on
10 the adoption of this Resolution.

11 **SECTION 2:** The City Council finds, determines, and declares that the
12 proposed General Plan Amendment has been processed in accordance with State law
13 and local regulations.

14 **SECTION 3:** The City Council hereby makes the following findings in
15 connection with the proposed General Plan Amendment:

- 16 1. The proposed amendment is internally consistent with the General Plan

17 **Finding:** The proposed amendment is internally consistent with the
18 comprehensive General Plan in that the goals and polices identified for each
19 element are specific and facilitate the development envisioned by the General
20 Plan. Furthermore, the amendment identifies project areas that are in concert
21 with the goals and policies of the General Plan Amendment, resulting in a clear
22 path to achieve development consistent with the comprehensive General Plan;

- 23 2. The proposed amendment will not be detrimental to the public interest, health,
24 safety, convenience or welfare of the City

25 **Finding:** The proposed amendment will not be detrimental to the public interest,
26 health, safety, convenience or welfare of the City in that technical studies (i.e.
27 Traffic Impact Analysis) were prepared for the proposed amendment that
28 evaluated the project and possible impacts to the community. The technical

1 studies were also utilized in the preparation of the Environmental Impact Report
2 (EIR), which analyzed all possible impacts the General Plan Amendment could
3 have on the community. The EIR provided for mitigation measures to help
4 safeguard the community. Both the technical studies and the EIR determined
5 that the proposed amendment will not negatively impact the community or the
6 residents;

- 7 3. The proposed amendment will contribute to an appropriate balance of land uses
8 so that local residents may work and shop in the community in which they live

9 **Finding:** The amendment proposes to providing goals and policies that would
10 preserve existing industrial and commercial businesses; expedite reviews of new
11 businesses, promote mixed-use developments, and promote the City as a place
12 for business through marketing, advertising, and partnerships with other
13 organizations. As a result, the amendment will contribute to an appropriate
14 balance of land uses so that local residents may work and shop in the community
15 in which they live;

- 16 4. The subject parcel(s) is physically suitable (including, but not limited to access,
17 provision of utilities, compatibility with adjoining land uses and absence of
18 physical constraints) for the requested/anticipated land use development

19 **Finding:** The proposed amendment will update and reorganize the City's
20 General Plan so that it is compliant with State Law. Furthermore, future
21 developments will be reviewed for consistency with the General Plan and the
22 Zoning Code to ensure it is physically suitable for the proposed land use; and

- 23 5. The proposed project has been reviewed in compliance with the provisions of the
24 California Environmental Quality Act (CEQA) and the City's Guidelines.

25 **Finding:** Upon completion of the Environmental Assessment Initial Study, the
26 City of Huntington Park has determined that the proposed project scope of
27 analysis required an Environmental Impact Report. A Notice of Preparation
28 (NOP) and Initial Study were circulated for public review. A Draft EIR was

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prepared and circulated in accordance with the California Environmental Quality Act (CEQA) as amended.

SECTION 4: The City Council conducted a public hearing, considered all public testimony, and adopted Resolution No. 2018-27, approving the City of Huntington Park’s 2030 General Plan and certified an Environmental Impact Report under the California Environmental Quality Act (CEQA) associated with the project.

SECTION 5: The Mayor shall sign and the City Clerk shall attest to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED this 28th day of May 2019.

Karina Macias, Mayor

ATTEST:

Donna G. Schwartz, CMC
City Clerk

ATTACHMENT "B"

1 community stakeholders were held regarding the General Plan Amendment; and

2 **WHEREAS**, on April 20, 2016, an advertised community workshop was held to
3 discuss the General Plan Amendment; and

4 **WHEREAS**, in the summer of 2016, additional community outreach efforts were
5 performed; and

6 **WHEREAS**, informational presentations to the City Council were performed on
7 September 21, 2015, October 18, 2016, and April 18, 2017; and

8 **WHEREAS**, a Notice of Preparation (“NOP”) was made available for a period of thirty
9 (30) days from August 10, 2017 to September 11, 2017; and

10 **WHEREAS**, a draft Environmental Impact Report (“EIR”) in connection with the
11 proposed General Plan Amendment was prepared for and by the City of Huntington Park
12 pursuant to the California Environmental Quality Act (“CEQA”) and the State CEQA
13 Guidelines; and

14 **WHEREAS**, the draft EIR was circulated for a period of forty-five (45) days beginning
15 on October 12, 2017 to November 27, 2017, as required by State Law; and

16 **WHEREAS**, pursuant to Huntington Park Municipal Code Section 9-2.1405, the
17 Planning Commission is required to make a written recommendation to the City Council on
18 the proposed amendment whether to approve, approve in modified form, or disapprove
19 based upon the finding outlined in Huntington Park Municipal Code Section 9-2.1407; and

20 **WHEREAS**, the Planning Commission has considered the Environmental Impact
21 Report and determined that the Environmental Impact Report adequately describes and
22 analyzes the Draft General Plan; and

23 **WHEREAS**, all persons appearing for or against the recommendation to adopt the
24 General Plan Amendment and Environmental Impact Report were given the opportunity to
25 be heard in connection with said matter; and

26 **WHEREAS**, any and all written comments received prior to and at the hearing were
27 reviewed by the Planning Commission.
28

1 **NOW, THEREFORE, THE PLANNING COMMISSION OF THE CITY OF**
2 **HUNTINGTON PARK DOES RESOLVE AS FOLLOWS:**

3 **SECTION 1:** The proposed General Plan Amendment and the Environmental Impact
4 Report were presented to the Planning Commission, and the Planning Commission has
5 carefully considered all pertinent testimony and the staff report offered in the case as
6 presented at the public hearing, reviewed and considered the information therein prior to
7 any action on the adoption of this Resolution.

8 **SECTION 2:** The Planning Commission finds, determines, and declares that the
9 proposed General Plan Amendment has been processed in accordance with State law
10 and local regulations.

11 **SECTION 3:** The Planning Commission hereby makes the following findings in
12 connection with the proposed General Plan Amendment:

- 13 1. The proposed amendment is internally consistent with the General Plan

14 **Finding:** The proposed amendment is internally consistent with the
15 comprehensive General Plan in that the goals and polices identified for each
16 element are specific and facilitate the development envisioned by the General
17 Plan. Furthermore, the amendment identifies project areas that are in concert
18 with the goals and policies of the General Plan Amendment, resulting in a clear
19 path to achieve development consistent with the comprehensive General Plan;

- 20 2. The proposed amendment will not be detrimental to the public interest, health,
21 safety, convenience or welfare of the City

22 **Finding:** The proposed amendment will not be detrimental to the public
23 interest, health, safety, convenience or welfare of the City in that technical
24 studies (i.e. Traffic Impact Analysis) were prepared for the proposed
25 amendment that evaluated the project and possible impacts to the community.
26 The technical studies were also utilized in the preparation of the Environmental
27 Impact Report (EIR), which analyzed all possible impacts the General Plan
28 Amendment could have on the community. The EIR provided for mitigation

1 measures to help safeguard the community. Both the technical studies and the
2 EIR determined that the proposed amendment will not negatively impact the
3 community or the residents;

- 4 3. The proposed amendment will contribute to an appropriate balance of land uses
5 so that local residents may work and shop in the community in which they live

6 **Finding:** The amendment proposes to providing goals and policies that would
7 preserve existing industrial and commercial businesses; expedite reviews of
8 new businesses, promote mixed-use developments, and promote the City as a
9 place for business through marketing, advertising, and partnerships with other
10 organizations. As a result, the amendment will contribute to an appropriate
11 balance of land uses so that local residents may work and shop in the
12 community in which they live;

- 13 4. The subject parcel(s) is physically suitable (including, but not limited to access,
14 provision of utilities, compatibility with adjoining land uses and absence of
15 physical constraints) for the requested/anticipated land use development

16 **Finding:** The proposed amendment will update and reorganize the City's
17 General Plan so that it is compliant with State Law. Furthermore, future
18 developments will be reviewed for consistency with the General Plan and the
19 Zoning Code to ensure it is physically suitable for the proposed land use; and

- 20 5. The proposed project has been reviewed in compliance with the provisions of
21 the California Environmental Quality Act (CEQA) and the City's Guidelines.

22 **Finding:** Upon completion of the Environmental Assessment Initial Study, the
23 City of Huntington Park has determined that the proposed project scope of
24 analysis required an Environmental Impact Report. A Notice of Preparation
25 (NOP) and Initial Study were circulated for public review. A Draft EIR was
26 prepared and circulated in accordance with the California Environmental Quality
27 Act (CEQA) as amended.

28 **SECTION 4:** The Planning Commission recommends that the City Council conduct a

1 public hearing, consider all public testimony, and adopt the resolution recommending to the
2 City Council the adoption of the City of Huntington Park 2030 General Plan and the adoption
3 of an Environmental Impact Report under the California Environmental Quality Act (CEQA)
4 associated with the project.

5 **SECTION 5:** The Secretary of the Planning Commission shall certify to the adoption
6 of this Resolution and a copy thereof shall be filed with the City Clerk.

7 **PASSED, APPROVED, AND ADOPTED this 17th day of October, 2018 by the**
8 **following vote:**

9 AYES: Chair Montes, Vice-Chair Gomez, Commissioner Carvajal

10 NOES: None

11 ABSENT: Commissioner Pacheco

12 HUNTINGTON PARK PLANNING COMMISSION

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16 _____
17 Angelica Montes, Chairperson

18 ATTEST:

19
20
21 _____
22 Carlos Luis, Secretary

ATTACHMENT “C”

Draft Environmental Impact Report (EIR)
AVAILABLE FOR REVIEW IN
THE CITY CLERK’S OFFICE

ATTACHMENT “D”

**Draft 2030 City of Huntington Park General Plan
AVAILABLE FOR REVIEW
IN THE CITY CLERK’S OFFICE**