

# Agenda Report

April 8, 2013

**TO:** Honorable Mayor and City Council

**THROUGH:** Finance Committee

**FROM:** Department of Public Works

**SUBJECT:** **AMEND FISCAL YEAR 2013 CAPITAL IMPROVEMENT PROGRAM BUDGET TO ADD ONE NEW PROJECT AND APPROVE A JOURNAL VOUCHER TO AMEND PROJECTS IN FISCAL YEAR 2013 CAPITAL IMPROVEMENT PROGRAM BUDGET**

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Amend the Fiscal Year 2013 Capital Improvement Program Budget to add one new project: *Restoration, Upgrades, and Repairs of the Civic Auditorium, Convention Center and Ice Rink FY 2013 – FY 2017*;
2. Approve a journal voucher with a net increase of \$874,446 amending 16 projects in the Fiscal Year 2013 Capital Improvement Program Budget as detailed in the Fiscal Impact section of this report; and
3. Approve an increase to Purchase Order #51580 with Mallcraft Inc. in the amount of \$69,326.

## **PLANNING COMMISSION RECOMMENDATION:**

On February 27, 2013, the Planning Commission found the recommended new project consistent with the General Plan.

## **BACKGROUND:**

As part of the process to update the Capital Improvement Program (CIP) budget, the Department of Public Works has completed this report detailing necessary budget adjustments. The budget adjustments are needed due to changes in the status of various capital projects. The budgetary changes to the projects are listed below and

must be recognized through the City's journal voucher process to formalize the changes. The changes are summarized in Attachment B.

- 1. Restoration, Upgrades, and Repairs of the Civic Auditorium, Convention Center and Ice Rink FY 2013 – FY 2017 (NEW)** – Staff recommends this project be added to the FY 2013 CIP budget (see Attachment A).

DESCRIPTION: This project provides for a yearly program to address maintenance, replacement and restoration to areas and equipment for the Civic Auditorium, Convention Center, and Ice Rink. This project will ensure that maintenance and repairs (including painting and carpentry work) are regularly scheduled and performed on roofs, heating, ventilation, and air conditioning (HVAC) systems, transformers and electrical panels, boilers, gutters, plumbing equipment and elevators.

SCHEDULE: In FY 2013, the following improvements will be completed to the Civic Auditorium: one transformer will be removed and replaced; the video projector will be upgraded; the balusters will be repaired; the artist entrance drain will be enlarged and replaced; the HVAC main supply fan will be upgraded and the cooling coils replaced; the doors, metal grates and windows will be refinished; the elevator shaft will be replaced; and the driveway bollards will be repaired. The following work will be completed at the Convention Center: HVAC cooling tower number 2 will be replaced, and the video surveillance computer system will be upgraded.

Staff recommends appropriating \$340,000 in Pasadena Center Operating Company funds to this project.

- 2. Restoration and Renovation of Historic Civic Auditorium Ballroom Phase II** – Staff recommends unappropriating \$340,000 in Pasadena Center Operating Company funds from this project. This project has been postponed until FY 2015. These funds will be used to fund the new *Restoration, Upgrades, and Repairs of the Civic Auditorium, Convention Center and Ice Rink FY 2013 – FY 2017* project.
- 3. Intelligent Transportation System (ITS) Project Phase I (75701)** – Staff recommends unappropriating \$200,389 in SAFTEA-LU Grant funds from this project. The City received less grant funds than originally anticipated. This action will correct the project budget.
- 4. Preventive Maintenance Asphalt Streets FY 2011 – 2015 (73901)** – Staff recommends unappropriating \$517,008 in Federal Surface Transportation Program – Local (STPL) funds. Due to an administrative error, these funds were appropriated twice to this project. This action will correct the project budget.
- 5. Building Preventive Maintenance FY 2011 – 2015 (71901)** – Staff recommends recognizing and appropriating \$26,317 in Private Capital from

T-Mobile for the placement of a cell tower on the upper parking lot at the City Yards. These funds will be used for improvements at the City Yards.

6. **Preventive Maintenance Curb and Gutter FY 2011 – 2015 (76903)** – Staff recommends recognizing and appropriating to this project \$580,228 in Private Capital collected from January 1, 2011 through January 31, 2013 from 394 developers and residents. The funds were received as their fair share contribution for sidewalk repairs on sidewalks abutting their properties.
7. **Windstorm Restoration on Arterial and Major Collector Streets Citywide (73133)** – Staff recommends recognizing and appropriating \$28,908 in Private Capital collected from 15 developers to this project. The funds were received as a condition of development to purchase and install one street light each at various locations. The funds are being appropriated to this project so the 15 lights can be purchased as part of a larger purchase order.
8. **Pedestrian Accessibility FY 2011 – 2015 (73903)** – Staff recommends appropriating \$25,000 in Gas Tax, \$15,000 in Street Occupancy Fees and \$10,000 in Sewer Fund to this project. In FY 2012 more wheelchair ramps were installed and curb and gutter work done than originally estimated which caused the project go over budget. Replacing wheelchair ramps along rehabilitated roads is a Federal requirement.
9. **Seismic Retrofit of Fire Station #32 (71806)** – Staff recommends appropriating \$15,000 in 2006 Bond Reserve Funds to this project. The scope of this project was increased to include the installation of cabinets, countertops and interior and exterior painting. This necessitated an increase of the emergency purchase order with Mallcraft, Inc. from \$330,000 to \$399,326. The original project budget was able to absorb all of this increase but \$15,000. This appropriation will allow this project to be closed.
10. **Seismic Retrofit and Rehabilitation of Fire Station #39 (71807)** – Staff recommends appropriating \$211,000 in 2006 Bond Reserve Funds to this project. On December 3, 2012, the City Council authorized the City Manager to enter into a contract with Mallcraft, Inc. for the seismic retrofit and rehabilitation of Fire Station #39. The contract was entered with an explanation that \$211,000 would be needed and appropriated to the project at a later date.
11. **Wheelchair Ramps Citywide (73736)** – Staff recommends appropriating \$23,941 in Commercial Development Fees to this project so it can be closed. This project was done in conjunction with the Preventive Maintenance (PM) – Asphalt Streets – 2010 project. The scope of work for that project included adding truncated domes to 223 wheelchair ramp locations. When streets are resurfaced with Federal or State money (as was the case with this project), the American Disability Act (ADA) requires wheelchair ramps on street corners be brought up to current ADA standards. This includes installing truncated domes and ensuring the grade of wheelchair ramps is no greater than 8.33 percent. Once project work began, 192 wheelchair ramp locations were found to exceed

the grade requirement and had to be reconstructed to meet the current wheelchair ramp grade requirement. This was not included in the original scope of the project.

- 12. Playhouse District Streetscapes Phase II (73125)** – Staff recommends appropriating \$22,845 in Commercial Development Fees to this project. The City received less grant funds than originally anticipated. The project is complete and this appropriation will allow this project to be closed.
- 13. Lake Avenue/Del Mar Blvd Smart Corridor (75026)** – Staff recommends appropriating \$9,751 in Commercial Development Fees to this project. The City received less grant funds than originally anticipated. The project is complete and this appropriation will allow this project to be closed.
- 14. Preventive Maintenance Bridges FY 2011 – 2015 (73902)** – Staff recommends appropriating \$5,553 in Commercial Development Fees to this project. This project is funded with Gas Tax which has to be expensed in the same fiscal year as the work is completed. These FY 2012 expenditures for the work on the Marengo pedestrian bridge were not received and paid during the allowable time period and therefore no longer eligible to be paid with Gas Tax funds.
- 15. Community Health Center – Service Expansion (71148)** – Staff recommends unappropriating \$126,900 in Private Capital from OCHIN settlement funds and \$4,600 in State Realignment Funds and returning them to the Health Fund Balance, and appropriating \$131,500 in Private Capital from Supervisor Michael Antonovich. This contribution from Supervisor Antonovich's county funds was designated to help fund the dental clinic and the unappropriated funds will be used for future improvements and updates to the prenatal clinic.
- 16. Rose Bowl Major and Preventative Maintenance FY 2013 – 2017** – Staff recommends appropriating \$618,300 in Rose Bowl Funds to this project. The Rose Bowl Operating Company approved this amendment on April 4, 2013. The stadium will host both the Rose Bowl game on January 1, 2014 and the BCS National Championship game on January 6, 2014. This appropriation will allow staff to complete the FY 2014 preventive maintenance capital improvements prior to the championship games.

#### **COUNCIL POLICY CONSIDERATION:**

All of the above projects and actions address the City Council's goals to maintain fiscal responsibility and stability and improve, maintain, and enhance public facilities and infrastructure. Also, all of the projects have been found consistent with the General Plan.

#### **ENVIRONMENTAL ANALYSIS:**

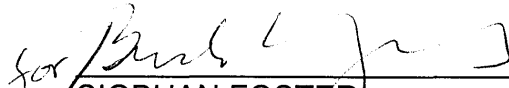
As work for each project moves through the City's approval process, the appropriate environmental analysis will be conducted and brought to the City Council.

**FISCAL IMPACT:**

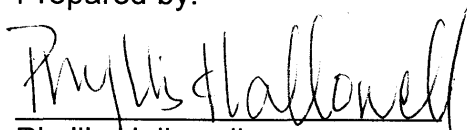
The cumulative result of these recommendations will increase the FY 2013 CIP budget by \$874,446. The specific funding sources are listed below, and Attachment B shows the detailed changes to each project.

Commercial Development Fees	62,090
Federal Surface Transportation Program	(517,008)
Gas Tax	25,000
2006 Bond Reserve Funds	226,000
Pasadena Operating Company Funds	0
Private Capital - Various	640,053
Rose Bowl Fund	618,300
SAFTEA-LU Grant	(200,389)
Sewer Fund	10,000
State Realignment Funds	(4,600)
Street Occupancy Fees	15,000
<b>Total Fiscal Impact</b>	<b>\$874,446</b>

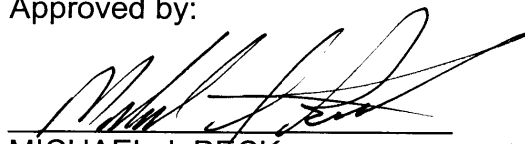
Respectfully submitted,

  
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SIOBHAN FOSTER  
Director of Public Works

Prepared by:

  
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City Manager

Attachment A - Restoration, Upgrades, and Repairs of the Civic Auditorium,  
Convention Center and Ice Rink – FY 2013 – FY 2017 project sheet  
Attachment B - Changes to the FY 2013 CIP

FY 2013 - 2017 Capital Improvement Program  
Pasadena Center Improvements  
Restoration, Upgrades, and Repairs of the Civic Auditorium, Convention Center and Ice Rink - FY 2013 - FY 2017

Priority	Project No.	Description	Total Estimated Costs	Proposed FY 2013	Proposed FY 2014	Proposed FY 2015	Proposed FY 2016	Proposed FY 2017
NEW		Restoration, Upgrades, and Repairs of the Civic Auditorium, Convention Center and Ice Rink - FY 2013 - FY 2017	940,000	340,000	150,000	150,000	150,000	150,000
		Pasadena Center Operating Company	940,000	340,000	150,000	150,000	150,000	150,000
		Total	940,000	340,000	150,000	150,000	150,000	150,000

**DESCRIPTION:** This project provides for a yearly program to address maintenance, replacement and restoration to areas and equipment for the Civic Auditorium, Convention Center, and Ice Rink. This project will ensure that maintenance and repairs (including painting and carpentry work) are regularly scheduled and performed on roofs, heating, ventilation, and air conditioning (HVAC) systems, transformers and electrical panels, boilers, gutters, plumbing equipment and elevators.

**JUSTIFICATION:** The Historic Civic Auditorium was built in 1931 to serve the community of Pasadena. The Convention Center was built in 1974 to provide convention space to the local community. These buildings have undergone many repairs and upgrades over the years. The Ice Rink was built in 2011, and even though it is new, it still will need work to maintain the condition of the facility. Maintaining the functionality and look of the Civic Auditorium, Convention Center, and Ice Rink is vital to the enjoyment of guests, patrons and clients.

**SCHEDULE:** In FY 2013, the following improvements will be completed to the Civic Auditorium: one transformer will be removed and replaced; the video projector will be upgraded; the balusters will be repaired; the artist entrance drain will be enlarged and replaced; the HVAC main supply fan will be upgraded and the cooling coils replaced; the doors, metal grates and windows will be refinished; the elevator shaft will be replaced; and the driveway bollards will be repaired. The following work will be completed at the Convention Center: HVAC cooling tower number 2 will be replaced, and the video surveillance computer system will be upgraded.

**RELATIONSHIP TO THE GENERAL PLAN:** This project is consistent with Objective 5 by providing a high level of maintenance of existing facilities. Also it is consistent with the Historic and Cultural Resources Element by preserving and enhancing the City's cultural and historic buildings.

**HISTORY:** This project was created and received initial funding in FY 2013.

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Responsible Department:  
*Pasadena Center Operating Company*

## Attachment B - Changes to FY 2013 CIP

Project/Fund Source	Appropriations Through FY 2013	Changes	Revised Appropriation
1 Restoration, Upgrades, and Repairs of the Civic Auditorium, Convention Center and Ice Rink - FY 2013 - FY 2017 Pasadena Center Operating Company	0	340,000	340,000
<b>Total</b>	<b>0</b>	<b>340,000</b>	<b>340,000</b>
2 Resoration and Renovation of Historic Civic Auditorium Ballroom - Phase II Pasadena Center Operating Company	500,000	(340,000)	160,000
<b>Total</b>	<b>500,000</b>	<b>(340,000)</b>	<b>160,000</b>
3 Intelligent Transportation System Project - Phase I (75701) SAFTEA-LU	2,000,000	(200,389)	1,799,611
<b>Total</b>	<b>2,000,000</b>	<b>(200,389)</b>	<b>1,799,611</b>
4 Preventive Maintenance - Asphalt Streets FY 2011 - 2015 (73901) Federal Surface Transportation Program - Local	2,163,477	(517,008)	1,646,469
<b>Total</b>	<b>2,163,477</b>	<b>(517,008)</b>	<b>1,646,469</b>
5 Building Preventive Maintenance - FY 2012 - 2015 (71901) Private Capital - T- Mobile	47,107	26,317	73,424
<b>Total</b>	<b>47,107</b>	<b>26,317</b>	<b>73,424</b>
6 Preventive Maintenance - Curbs and Gutters FY 2011 - 2015 (76903) Private Capital - Various	0	580,228	580,228
<b>Total</b>	<b>0</b>	<b>580,228</b>	<b>580,228</b>
7 Windstorm Restoration on Arterial and Major Collector Streets - Citywide (73133) Private Capital - Various	0	28,908	28,908
<b>Total</b>	<b>0</b>	<b>28,908</b>	<b>28,908</b>
8 Pedestrian Accessibility FY 2011 - 2015 (73903) Gas Tax	355,900	25,000	380,900
Sewer Fund	44,100	10,000	54,100
Street Occupancy Fees	0	15,000	15,000
<b>Total</b>	<b>355,900</b>	<b>50,000</b>	<b>405,900</b>
9 Seismic Retrofit of Fire Station #32 (71806) 2006 Bond Reserve	0	15,000	15,000
<b>Total</b>	<b>0</b>	<b>15,000</b>	<b>15,000</b>
10 Seismic Retrofit and Rehabilitation of Fire Station #39 2006 Bond Reserve	0	211,000	211,000
<b>Total</b>	<b>0</b>	<b>211,000</b>	<b>211,000</b>
11 Wheelchair Ramps - Citywide (73736) Commercial Development Fees	0	23,941	23,941
<b>Total</b>	<b>0</b>	<b>23,941</b>	<b>23,941</b>
12 Playhouse District Streetscapes - Phase II (73125) Commercial Development Fees	0	22,845	22,845
<b>Total</b>	<b>0</b>	<b>22,845</b>	<b>22,845</b>
13 Lake Avenue/Del Mar Blvd - Smart Corridor (75026) Commercial Development Fees	0	9,751	9,751
<b>Total</b>	<b>0</b>	<b>9,751</b>	<b>9,751</b>
14 Preventive Maintenance - Bridges FY 2011 - 2015 (73902) Commercial Development Fees	0	5,553	5,553
<b>Total</b>	<b>0</b>	<b>5,553</b>	<b>5,553</b>
15 Community Health Center - Service Expansion (71148) Private Capital - Michael Antonovich	0	131,500	131,500
Private Capital - OCHIN Settlement	126,900	(126,900)	0
State Realignment Funds	4,600	(4,600)	0
<b>Total</b>	<b>131,500</b>	<b>0</b>	<b>131,500</b>
16 Rose Bowl Major and Preventative Maintenance FY 2013 - 2017 Rose Bowl Funds	300,000	618,300	918,300
<b>Total</b>	<b>300,000</b>	<b>618,300</b>	<b>918,300</b>
<b>Net Change to Capital Budget</b>		<b>874,446</b>	