MINUTES
LA PUENTE CITY COUNCIL
SPECIAL MEETING OF
OCTOBER 13, 2011

Per *Robert's Rules of Order Newly Revised 10th Edition*, minutes are a record of the actions taken by the body. These minutes do not include a summary of the discussion but only reflect the action taken by the body. A complete audio recording of this meeting is available on the City's website www.lapuente.org

A Special Meeting of the City Council of the City of La Puente was held in the Council Chambers of City Hall, 15900 East Main Street, La Puente, California, on October 13, 2011, at 6:30 p.m.

CALL TO ORDER

Mayor Solis called the meeting to order at 6:30 p.m.

ROLL CALL

Members present:	Mendoza, Holloway, Argudo, Solis
Members absent:	House
Staff Members present:	City Manager Plumlee, Interim City Attorney Casso, and Acting Deputy City Clerk Garcia.

PLEDGE OF ALLEGIANCE

Council Member Mendoza led the Pledge of Allegiance.

ORAL COMMUNICATIONS – None

A. DICUSSION AND DIRECTION REGARDING THE DESIGN AND INSTALLATION OF THE CITY HALL HVAC SYSTEM

City Manager Plumlee reported that this is a follow-up item regarding the City's air conditioning and heating system. City staff has been working on short and long-term solutions after the failure of the system in August 2011, and a preliminary report outlining options was previously presented to the City Council. Mr. Plumlee stated that in addition to the longer-term options, the City Council recommended a short-term solution to alleviate the cost of operating the temporary system currently in place. Following City Council direction, staff worked with Willdan Engineering to prepare specifications to solicit bids for replacing the air compressor unit, and to proceed with the option to replace the existing HVAC system with an outdoor package multi-zone unit, and to prepare an Air Balance Report and Specifications, at a cost of $22,500. Three bids were received for replacement of the air compressor unit, ranging in cost from $13,000 to over $25,000.

Mr. Plumlee reported that an additional option has been identified after discussions with a local HVAC distributor, US Air Conditioning Distributors (US Air). Mr. Plumlee stated that as long as the City is in compliance with the Public Contract Code, it could purchase components from US Air and solicit bids from various HVAC contractors for the installation. This option could result in a cost savings to the City. US Air has submitted a proposal incorporating a two-phase approach, including purchasing of a unit that would fit in the existing space and a condensing unit at a cost of $155,000. This amount does not include applicable sales tax and installation costs. A separate vendor has given a range of approximately $100,000 for other costs, including installation. Staff has instructed Willdan not to proceed with preparation of specifications until receiving instructions from the City Council. Mr. Plumlee stated that the Council might wish to direct staff to further evaluate and analyze the option as presented by US Air, and based upon their direction, staff would bring back the item at the meeting of October 25 with a recommendation on how to proceed with the project.

Mayor Pro Tem Argudo informed the Council that he and Council Member Holloway recently toured the facilities of US Air, and thanked the company's representative for providing a tour of the facility.

Council Member Holloway reviewed the proposal by US Air, which would cost less than the amount proposed in the preliminary assessment report presented in September. He confirmed that the price given was for the entire HVAC package. Mr. Holloway commented that it was difficult to compare the previous estimate with the current one from US Air.

Council Member Mendoza suggested a follow-up with City Engineer William Pagett to break down and compare the current estimate for the proposed equipment with the recommendation from Willdan Engineering.

Mayor Pro Tem Holloway confirmed that the equipment as proposed by US Air could work with the existing controls, ducting and thermostats.

Following discussion, Mayor Pro Tem Argudo moved to 1) direct staff to terminate the preparation of the specifications being prepared by Willdan Engineers and to not proceed with the repair of the compressor unit; and 2) bring back a comparison of the HVAC options for the City Council to review within one week; seconded by Mayor Solis. The motion carried by the following roll call vote: AYES: Mendoza, Holloway, Argudo, and Solis. NOES: None. ABSENT: House

B. DISCUSSION AND DIRECTION IN SPONSORING THE CITY OF LA PUENTE SPECIAL ASSIGNMENT OFFICERS (SAO) TEAM FOR BAKER TO LAS VEGAS RUN

Mayor Pro Tem Argudo reported that the City of La Puente Special Assignment Officers (SAO) Team would be participating in the Baker to Las Vegas Run. He stated that the team is specific to the City and recommended the City sponsor the team by donating money for shoes and clothing for team members.

Council Member Mendoza questioned which City fund the donation would be taken from. Interim City Attorney Jaime Casso responded that the Council could make the budgetary decision of which fund to take the donation from, but must ensure there is a public purpose behind the expenditure. He further stated that the gear provided by the City should promote the City of La Puente.

Mayor Pro Tem Argudo moved to take $150 from the City Council's travel expense budget and direct legal counsel to ensure the donated monies are used properly.

Interim City Attorney Casso suggested the City Council direct the City Manager to evaluate which account the donation will be taken from and prepare a resolution setting forth the public purpose behind the donation, the sponsorship, the importance of the run, how it benefits the City of La Puente, and the reprogramming of budget funds, for adoption at a future City Council meeting.

Following a brief discussion, Mayor Pro Tem Argudo amended the original motion as recommended by Mr. Casso to 1) direct the City Manager to evaluate the account the donation will be taken from; and 2) prepare a resolution setting forth the public purpose behind the donation, the sponsorship, the importance of the run, how it benefits the City of La Puente, and the reprogramming of budget funds; seconded by Council Member Holloway. The motion carried by the following roll call vote: AYES: Mendoza, Holloway, Argudo, and Solis. NOES: None. ABSENT: House

AD HOC COMMITTEE REPORTS

Council Member Holloway stated that the Building and Safety ad hoc committee recently met, and during the meeting several issues were addressed. Among the issues discussed were bids received last March. The Committee gave the bidders the option of leaving the bids in place, withdrawing the bids or updating them. A second issue was the claim from a company on the City's bidders list that stated they were not notified. Due to staff turnover, it is not possible to verify that all bidders on the list were notified, therefore, those on the list who did not submit a bid will be given ten days to do, if they so desire. Mayor Pro Tem Argudo suggested it would be prudent for the ad hoc committee to review Request for Proposals (RFP) prior to sending.

ORAL COMMENTS FROM COUNCIL – None

ORAL COMMENTS FROM STAFF - None

ADJOURNMENT

There being no further business to come before the City Council, Mayor Solis adjourned the meeting at 7:45 p.m.

Approved this 11th day of January 2012

Adrian Garcia
Acting Deputy City Clerk

John M. Solis
Mayor