

From: tony <tony.higgins123@gmail.com>

Subject: Re: Public Records Request - PRR-19-00031-Higgins,Tony-04-08-19 (attached at end of this email)

Date: June 2, 2019 at 10:14:22 PM PDT

To: Michael Jenkins <Michael.Jenkins@bbklaw.com>, City Council <citycouncil@hermosabch.org>, city Clerk <cityclerk@hermosabch.org>

Cc: Tony Higgins <tony.higgins123@gmail.com>, Records Request <recordsrequest@hermosabch.org>, Suja Lowenthal <suja@hermosabch.org>, Robert Smith <wrldsmith@aol.com>, Gary Mammet <garyhb@verizon.net>, Walter Booty <walterbooty@outlook.com>, "krobertson@hermosabch.org" <krobertson@hermosabch.org>

June 2, 2019

Dear City Attorney,
Dear City Council:

Re: Public Records Request - PRR-19-00031-Higgins,Tony-04-08-19

I received the logfiles and only 7 responsive-records from the city related to my PRR-19-00031-Higgins,Tony-04-08-19 this past Thursday afternoon.

I am writing to ensure that the actual search-results from this PRR are not deleted while you consider that I have a compelling case that the city is inappropriately withholding records in clear violation of our states Public Records statutes.

In short, the log files revealed the city **withheld** 99.8% of the 2,211 records my PRR search yielded. It gave me only 7 emails

It is simply not credible that approximately 2,200 records were withheld properly, given the limitations placed on withholding records in the Public Records statutes.

This email enumerates my concerns.

See my PRR_request.doc below for details of my Public Records Request at the end of this email.

Please note this email is by no means an exhaustive analysis of the log file data. But I felt I compelled to reply immediately to make sure the records from my search query are not destroyed.

Please also, note that even though 2,211 records were found based on my search parameters (see PRR 19-00031.doc attached); only ~ 1 record per each THOUSAND records examined by the cities search-utility software were actually selected. That lends credence to the fact that my PRR was a well targeted search.

Following is a abbreviated-list of data sources (Custodians) and the number of records that matched my search criteria; **but were withheld**:

Note: For the purposes of this list an item counts as 1 email.

Custodians	Withheld Items/Total
gkau@hermosabch.org	289/289
mmckinnon@hermosapolice.org	167/167
jmassey@hermosabch.org	148/148
jduclos@hermosabch.org	146/146
sarmato@hermosabch.org	137/137
mcampbell@hermosabch.org	136/137
krobertson@hermosabch.org	100/100
anny@hermosabch.org	94/94
hfangary@hermosabch.org	89/89
spapa@hermosapolice.org	82/82
ndeanda@hermosabch.org	80/80
suja@hermosabch.org	79/79
brollins@hermosabch.org	47/47
korta@hermosabch.org	32/32
lzeigler@hermosabch.org	31/31
lsingleton@hermosabch.org	31/31
cityclerk@hermosabch.org	29/29
efreeman@hermosabch.org	23/23
kmorris@hermosabch.org	23/23
recordsrequest@hermosabch.org	18/18
lphillips@hermosapolice.org	16/16
labbott@hermosabch.org	15/15
MSteele@hermosabch.org	12/12

Note 1: See [Logfile_summary.xls](#) and [Logfile_Detail.xls](#) included at the end of this email for additional information.

Note 2: The [Logfile_Summary.xls](#) contains a pivot table summarizing the 3 log files the city.

-Click on the name of the person to see underlying detail.

-Doubleclick to collapse pivot table.

Once again, it is simply not credible that for the above listed users, 100% of the above listed records matched a Public Records Exclusion Criteria and were therefore not released to me. This clearly indicates an arbitrary standard was applied.

I challenge the City Council Members to ask the City Attorney's Office to provide the withheld records from each of their accounts (listed above in bold text) and determine for themselves if the City Attorneys office is following the appropriate Public Records Statutes and Exclusion Policies enumerated below:

COMPLIANCE WITH THE PUBLIC RECORDS ACT:

The people have the right of access to information concerning the conduct of the people's business, and, therefore, the meetings of public bodies and the writings of public officials and agencies shall be open to public scrutiny. CAL. CONST. ART. I, § 3(B).

In enacting this, the Legislature, mindful of the right of individuals to privacy, finds and declares that access to information concerning the conduct of the people's business is a fundamental and necessary right of every person in this state. GOV'T CODE § 6250.

California's Public Records Act is a key part of the philosophy that government at all levels in this State must be open and accessible to all. [1]

The requirements of the Public Records Act are the minimum standards which must be met by local agencies. The Public Records Act specifically provides that agencies may adopt procedures to allow greater access to records, except where the law otherwise prohibits access. [11]

The Public Records Act does NOT permit public agencies to withhold an entire document that contains both exempt and nonexempt information. On this point, the Supreme Court ruled that agencies must use "the equivalent of a surgical scalpel to separate those portions of a record subject to disclosure from privileged portions" unless records are not "reasonably segregable. [85] Further, the Court stressed that any ambiguity must be construed in "whichever way will further the people's right of access. [86]

Note: I'm sure that many of the records that were withheld included exempt and non-exempt information yet I did not receive a single redacted record. This flies in the face of common-sense and points to the fact that the city did not diligently apply the Public Records exclusion laws but rather just made a blanket denial.

The motive of the requester seeking public records is immaterial; an individual already in possession of requested documents may seek the documents so he or she may publicly disseminate them without fear of liability for doing so. *Caldecott v. Superior Court*, 243 Cal. App. 4th 212, 219 (4 Dist. 2015).

There are numerous cases examining a "balancing test" that make it clear that the burden is on the local agency to show that the public interest in confidentiality outweighs the public interest in disclosure. In fact, given the public policy involved, courts demand a demonstration of "clear overbalance" to justify non-disclosure. [95]

In practice, very few local agencies have been able to convince reviewing courts that the public interest in confidentiality outweighs the interest in disclosure.

Please also consider the General public interest [exemption.Gov't Code § 6255](#).

In practice, very few local agencies have been able to convince reviewing courts that the public interest in confidentiality outweighs the interest in disclosure. In the absence of a specific statutory exemption, this "catch-all" distinction rarely has been successfully relied upon to justify nondisclosure. Thus, local agencies must in good faith find a relatively rare "clear overbalance" to justify confidentiality on this ground.⁹⁶

In the absence of a specific statutory exemption, this “catch-all” distinction rarely has been successfully relied upon to justify nondisclosure. Thus, local agencies must in good faith find a relatively rare “clear overbalance” to justify confidentiality on this ground. [96]

I have listed below, the additional exemptions I believe might have been used by the City Attorney in denying the above listed records, as well as considerations that I believe apply to my Public Records Request.

Once again I ask that the City Council Members request the records that were withheld from their accounts to determine how they comport with the actual intent and the PRR statutes and process enumerated below:

SUMMARY OF EXEMPTIONS:

(1) Preliminary drafts, notes, or interagency or intra-agency memoranda. Gov’t Code § 6254(a).

Public officials should be aware that preliminary drafts and notes, along with interagency and intra-agency memoranda, are exempt from disclosure as public records if those documents are not customarily retained by the local agency in the ordinary course of business AND THE PUBLIC INTEREST IN WITHHOLDING THOSE RECORDS CLEARLY OUTWEIGHS THE PUBLIC INTEREST IN DISCLOSURE. [53]

The Public Records Act DOES NOT PERMIT public agencies to WITHHOLD an ENTIRE DOCUMENT that CONTAINS BOTH EXEMPT and NONEXEMPT INFORMATION. On this point, the Supreme Court ruled that agencies must use “the equivalent of a surgical scalpel to separate those portions of a record subject to disclosure from privileged portions” unless records are not “reasonably segregable.”⁸⁵

(2) Records pertaining to pending litigation to which the agency is a party. Gov’t Code § 6254(b).

This is not applicable because there is no pending litigation.

(3) Arrest records, complaint reports, investigatory and security files. Gov’t Code § 6254(f).

Investigatory or security files compiled by a local agency for law enforcement or licensing purposes are also covered by the exemption, PROVIDED “there is a CONCRETE and DEFINITE PROSPECT of CRIMINAL LAW ENFORCEMENT PROCEEDINGS.”⁷⁵ This applies to all hermosa police.org search results

(4) General Exclusions.

Under the Public Records Act, a local government agency must disclose virtually any public document; only a statutory exemption or a need for confidentiality that clearly outweighs the public’s right to access will legally justify withholding a public document.

Under the Public Records Act, every person has the right to inspect and to obtain a copy of any identifiable public record. [4] It is irrelevant whether the person making the Public Records Act request already has possession of the public records requested. [5]

Note: This means that the city must provide all records that matched my search criteria including copies of emails I originated that were sent to city officials. This was not done.

WHAT ARE THE PENALTIES FOR FAILURE TO COMPLY WITH THE PUBLIC RECORDS ACT?

First and foremost, at this point at this point I am not anticipating legal action. The case for the release of records is so compelling that I believe the City will act immediately and take action to release inappropriately withheld records in deference to City Government Transparency and Accountability goals it ascribes too in 2017 Plan Hermosa.

I believe the city will release these records because a failure to release these records will simply be seen as a thinly-veiled attempt to block CEQA safety and health related due processes afforded to the residents of 27th street related to the creation of a new truck-route and arterial roadway.

But unlike other open government laws, the Public Records Act does not criminally penalize a local agency for its failure to comply with the Act. Nor does it subject a local agency to money damages for a violation.¹³⁶ However, if a person requesting public records believes records have been improperly withheld, he or she may ask a court to compel a local agency to disclose the records.¹³⁷

Any person who prevails in enforcing his or her rights under the Act in court is entitled to receive court costs and reasonable attorney fees.¹³⁸

Courts have deemed a person to be the “prevailing party” for purposes of awarding costs and fees if filing of the lawsuit motivated the local agency to produce ANY documents.¹³⁹

The production of just one document can be sufficient to trigger an award of costs and fees.¹⁴⁰

Along the lines I believe the overwhelming evidence is that the city has withheld hundreds if not thousands of records inappropriately.

CONCLUSION AND NEXT STEPS:

The obstruction of the Public Records Act is not a trivial matter. A failure to diligently follow these statutes undermines public-trust in the City Administration and the Cities elected officials. The City Council is charged with oversight on these matters.

First, I demand the city not delete records related to my PRR and conduct an immediate review of the documents that have been withheld consistent with the above standards.

Second, I ask that an independent non-affiliated lawyer be brought in by the City Council to determine if substantial violations of the due process afforded by the Public Records Act have occurred related to my PRR and the cities failure to turn over records from my Public Records request

Third, I ask that if its found that the City Attorney’s office demonstrated a pattern of disregard to the proper methods of excluding Public Records Documents related to my PRR, then the City Attorney and BBK.law be excluded from all future Public Records act involvement and serious consideration be given to replacing the City Attorney or BBKLaw as a matter of restoring public trust.

Thank you,
Anthony Higgins

CITATIONS:

[3] CAL. CONST. art. I, § 3(b).

[4] Gov't Code § 6253(a), (b).

[5] The motive of the requester seeking public records is immaterial; an individual already in possession of requested documents may seek the documents so he or she may publicly disseminate them without fear of liability for doing so. *Caldecott v. Superior Court*, 243 Cal. App. 4th 212, 219 (4 Dist. 2015).

[6] Both cities and City attorneys have been deemed "persons" under the Act. *Los Angeles Unified School Dist. v. Superior Court (City of Long Beach)*, 151 Cal. App. 4th 759 (2 Dist. 2007) (holding that City, as well as the City attorney, were entitled to obtain records of school district relating to school construction project).

[7] Gov't Code § 6252(c); *Connell v. Superior Court (Intersource, Inc.)*, 56 Cal. App. 4th 601 (3 Dist. 1997).

[8] Gov't Code § 6253(b).

[9] See *Rosenthal v. Hansen*, 34 Cal. App. 3d 754 (3 Dist. 1973) (holding that under the former Section 6256, an agency need not provide exact copies if doing so would be impracticable, but that this does not excuse a public entity from producing the records at all).

[10] Gov't Code § 6253(a). 11 Gov't Code § 6253(e).

[53] Gov't Code § 6254(a).

[75] *Dixon v. Superior Court (Neves)*, 170 Cal. App. 4th 1271, 1277 (3 Dist. 2009) (internal quotation omitted).

[85] *Id.*, at *3.

[86] *Id.* (citing *Ardon v. City of Los Angeles*, 62 Cal. 4th 1176, 1190 (2016), and Cal. Const., art. I, § 3, subd. (b)). [87] *Citizens for Ceres v. Superior Court (City of Ceres)*, 217 Cal. App. 4th 889, 922 (5 Dist. 2013).

[88] *Id.* at 914-921.

[89] Stats. 1997, c. 620 (S.B. 143 – Kopp).

[90] *City of Richmond v. Superior Court (San Francisco Bay Guardian)*, 32 Cal. App. 4th 1430 (1 Dist. 1995); *City of Hemet*, 37 Cal. App. 4th 1411 (4 Dist. 1995); see also, *Copley Press, Inc. v. Superior Court (County of San Diego)*, 39 Cal. 4th 1272 (2006) (holding that records of a civil service commission, relating to a peace officer's administrative appeal of a disciplinary matter, were not subject to disclosure pursuant to the Public Records Act and Penal Code Section 832.7).

[94] Gov't Code § 6255.

[95] *City of Hemet*, 37 Cal. App. 4th at 1421; see also *Black Panther Party*, 42 Cal. App. 3d at 657.

[140] *Los Angeles Times*, 88 Cal. App. 4th at 1392.

ATTACHED RECORDS

A. Original Public Records Request

B. PRR log-file Summary Spreadsheet

C. PRR log-file Detail Spreadsheet

D. PRR 19-00031Responsive Records

END WRITTEN COMMUNICATION

PRR-19-00031

Attachment 1 - PRA Request



City of Hermosa Beach
 1315 Valley Drive, Hermosa Beach, CA 90254
 310.318-0203 - Fax 310.372-6186
 Email: recordsrequest@hermosabch.org



Received By: Tanesha H.
 Referred To: CAO, CAO
 Date Referred: 4/9/19

Public Records Request

The City of Hermosa Beach encourages public participation in the governing process and provides reasonable accessibility to all public records except those documents which are exempt from disclosure by express provisions of law or considered confidential or privileged under the law. The City is under no obligation to respond to requests which are not focused or specific. The City may withhold documents which are exempt from disclosure under state or federal law, including the attorney-client privilege or any other applicable privilege. The City, in accordance with Government Code Section 6253(b), has ten (10) days to respond to any request for public documents by indicating whether or not the documents exist and will be made available. Actual production of the documents may take somewhat longer depending upon their ease of availability and staff workload. To assist us in providing a timely response to your request, please fill out the form below and indicate the specific record/document you wish to review.

Name (please print): <u>TONY HIGGINS</u>		Email: <u>tony.higgins123@gmail.com</u>	
Address:		Phone:	
City:		Fax:	

Record or Document Requested:

To assist the City with your request, please identify each requested record/document separately. Please be as specific as possible. Non specific inquiries may cause responses to be delayed or may prove to be burdensome and therefore the City may not be able to respond. (Additional sheets may be used) Submit all requests to the City Clerk's Office.

see Attached

Photocopies are \$0.20 per page (Mailing fee, if applicable is \$3.00 plus postage). Fees must be paid before records are released.

I agree to pay all applicable fees and charges per the City Council Resolution of Fees for any copies I request of the above mentioned document. *Accepted method of payment:* Cash or check. Credit card accepted in person only.

Signature

Date

For Departmental Use Only:

Action Requested:	Action Taken:	By _____ Date _____
<input type="checkbox"/> Review Only	<input type="checkbox"/> Document Reviewed	<input type="checkbox"/> Non-Existent Document
<input type="checkbox"/> Copies Requested	<input type="checkbox"/> Copies Provided	<input type="checkbox"/> Other (Please Explain)
	<input type="checkbox"/> Refusal/Reason _____	

For City Clerk's Use Only:

Date Requestor Notified _____ **Notified By:** _____ **Date Picked Up or Mailed** _____

April 8, 2019

To: Ms. Linda Abbott
Deputy City Clerk, Hermosa Beach

From: Anthony Higgins
2705 Morningside Drive,
Hermosa Beach, CA., 90254-2121
tony.higgins123@gmail.com

Subj: Public Records Request – Anthony Higgins - Public Records Request 4/8/2019

Dear Ms. Abbott

I apologize for the delay in getting back to you with the search parameters for Item 1 of my 12/3/2018 PRR below, as we had agreed.

Item 1:

1. Any emails, documents or meeting notes that explain why Herondo truck- route pictured below was selected for the Hermosa Avenue pavement project.

Note: I'm specifically interested in information & documentation on safety, and/or quality of life factors that were considered in the selection of the Herondo-Route; not just the logistical factors. (i.e. the availability of a convenient staging area, etc.).

CITY RESPONSE TO MY12/3/2018 PRR:

No responsive documents found. The IT Department is doing an in-depth search for related emails....

End

Ms. Abbott, as we discussed, since the truck-route for the Hermosa Av Surfacing Project was determined by HB Public Works and it was NOT the most direct-route so it follows that the reasons for selecting this route must have been identified, discussed & documented.

However, Item 1 of my 12/3/2018 PRR yielded no search results other than emails I had sent.

This issue has still greater significance when one considers the construction truck route plan for the much larger Plaza Hotel project where up to 7500 heavy truck trips may be required.

Rather than going back and requesting the city provide the log-files for previous PRR EMAIL search-requests and working back , below I have provided specific search parameters that I believe will yield the records I am looking for.

Accordingly, if the City prefers, this request may be treated as a new PRR.

While the keyword-search parameters I provide below may seem somewhat exhaustive, the city is using Microsoft O365 client and the City has access to the Office 365 Security and Compliance Center on the Microsoft Office 365 US Government Community Cloud; so the actual keyword search should be relatively simple and straightforward: Office 365 Security and Compliance Center allows multiple keyword-searches to be concatenated into a single query.

NEW SEARCH PARAMETERS:

Search Window or Timeframe:

Two years from today's date.

Domains

ALL city-managed or city-owned domains including but not limited to @hermosabch.org and @hermosapolice.org

Accounts:

All user-accounts in ALL city domains including but not limited to city employees, contractors and consultants whose accounts were active anytime during the past two years, including all accounts that may have been inactivated OR deleted & archived during the two-year search window time-frame

Keywords Parameters [1]:

Document Type: ALL (see footnote 2)

All keyword searches are case *insensitive* using the NEAR keyword search operator:

NOTE: NEAR operator returns items with words that are near each other, where n equals the number of words apart. For example, best NEAR(5) worst returns any item where the word "worst" is within five words of "best"

NEAR (syntax)

keyword1 NEAR(15) keyword2

Example:

"Truck Route" NEAR (15) safety

Option:

Truck AND Route NEAR (15) safety

Note: quotation marks are meant to signify the Boolean AND operator. I am not searching for strings that include quotation marks.

The keyword-search-list below is meant to define the functional characteristics of the keyword-search, not the actual syntax of the search query.

START KEYWORD LIST:

"truck route" NEAR(15) safety
"truck route" NEAR(15) noise
"truck route" NEAR(15) vibration
"truck route" NEAR(15) hazard
"truck route" NEAR(15) pollution
"truck route" NEAR(15) EIR
"truck route" NEAR(15) FEIR
"truck route" NEAR(15) DEIR
"truck route" NEAR(15) safety
"truck route" NEAR(15) sidewalk
"truck route" NEAR(15) Higgins

truck-route NEAR(15) safety
truck-route NEAR(15) noise
truck-route NEAR(15) vibration
truck-route NEAR(15) hazard
truck-route NEAR(15) pollution
truck-route NEAR(15) EIR
truck-route NEAR(15) FEIR
truck-route NEAR(15) DEIR
truck-route NEAR(15) safety
truck-route NEAR(15) sidewalk
truck-route NEAR (15) higgins

27th NEAR(15) safety
27th NEAR(15) noise
27th NEAR(15) vibration
27th NEAR(15) hazard
27th NEAR(15) pollution

27th NEAR(15) EIR
27th NEAR(15) FEIR
27th NEAR(15) DEIR
27th NEAR(15) Plan Hermosa
27th NEAR(15) Plan-Hermosa
27th NEAR(15) safety
27th NEAR(15) sidewalk
27th NEAR(15) higgins
27th NEAR(15) 35703
27th NEAR(15) 10.12.120
27th NEAR(15) All American Asphalt

AVP NEAR(15) 27th
fiesta NEAR(15) Gould
fiesta NEAR(15) 27th
truck route NEAR(15) Plan Hermosa
truck-route NEAR(15) Plan-Hermosa
enforcement NEAR(15) direct-route
enforcement NEAR(15) "direct route"

END

Request for Specific Inactive User Accounts:

Glen Kau - former Public Works Director
Sergio Gonzalez - former City Manager
John Jalili - former City Manager

These 3 individuals were in key leadership positions and their user accounts are likely to contain records related to how the city made its decisions related to Truck routes and truck-route safety, quality of life, health and property-rights decisions over the past two years. I trust that given these were key personnel in senior positions their email has been archived and not deleted.

Please note that as part of this PRR I specifically request the log-files [1] from this search that show the actual search-parameters used and the summary-results listing the number of search "hits" BY user account, in an unredacted file, as a means to audit the search-results I obtain under this PRR.

I trust that the city maintains and keeps records of all PRR initiated Email searches as a means of proving compliance with the State's Public Records laws anyway. In general, there should not be any confidentiality concerns related to these log-files since they only show the number of "matches" to a specific search-term associated to a specific user account, but the logs do not contain user-data beyond that.

Log-files are a standard feature of the cities Office 365 Security & Compliance Center record search utility.

Note: The City's IT analyst should be able to concatenate these searches into 1 or 2 queries, reducing the labor and run-times.

Also, please note that the above keyword-searches are for *message-text*. That is, this search is not a "subject" line search. It is a search of the **body or text** of documents or emails.

Finally, as part of this PRR, please provide me with the system-privilege level of the IT analyst(s) performing these searches to confirm that the analyst has the necessary system privileges to search all documents. Inadequate system privileges can result in incomplete search results.

Thank You,
Anthony Higgins

ATTACHMENT A

FOOTNOTES

Footnotes

[1]

[2] KIND operator

The type of email message to search for. Possible values:

contacts

docs

email

externaldata

faxes

im

journals

meetings

microsoftteams (returns items from chats, meetings, and calls in Microsoft Teams)

notes

posts

rssfeeds

tasks

voicemail

<https://docs.microsoft.com/en-us/office365/securitycompliance/keyword-queries-and-search-conditions>

Attachments B

MESSAGE FROM CITY CLERKS OFFICE RELATED TO Item 1 of my 12/3/2018 PRR:

On Mar 6, 2019, at 4:28 PM, Records Request <recordsrequest@hermosabch.org> wrote:

Hello Mr. Higgins,

I apologize for this taking so long. Please provide the following information:

**IT email search terms/keywords
IT email addresses
IT emails date range**

I just received results of our IT search for your 12/24/18 Public Records Request but they are all emails from you, so I know that is not right.

I will find out what information IT used previously.

In the meantime, if you have lingering questions about the Project, or anything else, I suggest you send them to Lucho Rodriguez, Acting Public Works Director,

who is Cc'd above, or that you call him at 310.318.0210, as back and forth/question and answer is not a Public Records Request.

I will work on getting this done for you ASAP.

My sincere apologies,

**Linda Abbott
Deputy City Clerk**

Attachment C

**Correspondence to CITY OUTLINING THE REASONS I QUESTIONED THAT ITEM 1 of my
12/3/2018 PRR YIELDED NO RECORDS:**

It's simply hard to believe no records are available on the purpose behind why the route pictured above and provided to me by the city was selected for the Hermosa Ave pavement project.

It is a circuitous route and there simply must have been justifications for it that were discussed and documented.

My sense is at least a portion of the justifications were safety and quality of life related.

Speaking frankly, the city may not want the reasons this route was selected in the public domain because it could influence future actions, but government transparency on how decisions are made is a central purpose of the California Public Records Act

- Did the city ask Mr. Rodriguez for any documents or notes that may shed light on this question?**
- Have the email searches I requested pursuant to the 12/3/2018 related to the above request been completed?**
- Was safety discussed as a justification for the Herondo route that bypasses 27th Street? Given 27th streets narrow roadway where large trucks can run inches from a narrow-obstructed telephone pole obstructed sidewalk; I believe this would make sense**
- Was excessive noise discussed as a justification for the Herondo route? Given 27th streets extremely close proximity to homes on the westbound side; I believe this would make sense.**
- Was excessive vibration to nearby homes discussed as a justification for the Herondo truck-route for the Hermosa Ave project? I believe this makes sense because of the failing roadway. Please consider the 71 potholes that were recently patched and the 40 or so 2-4-inch-wide transverse curb to curb cracks that Public Works was aware of at the time the route was selected and still exist today.**

I choose to believe that public works competently considered all of these factors when they choose to bypass 27th Street and use the rather circuitous Herondo route for the Hermosa Ave project.

Yet almost 2 1/2 months after my California Public Records Act (CPRA) request the city has been unable to find any records of why the route pictured above was selected.

END MSG

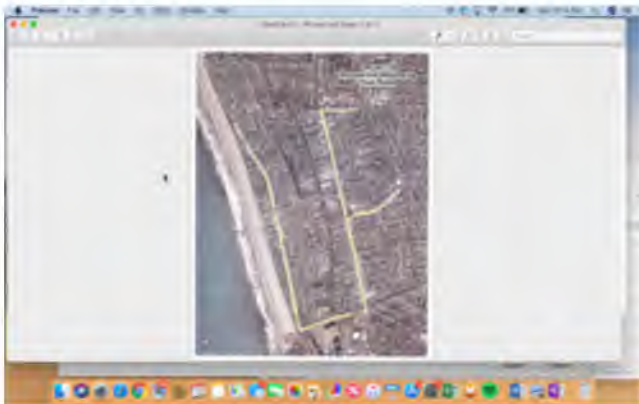
Sum of Items		
Custodians	Logfile#	Location name
agiancoli@hermosabch.org		1
anny@hermosabch.org		94
brollins@hermosabch.org		47
bvillanueva@hermosabch.org		6
cityclerk@hermosabch.org		29
cnewkirk@hermosabch.org		5
dpedersen@hermosabch.org		2
dscheid@hermosapolice.org		4
edoerfling@hermosabch.org		7
efreeman@hermosabch.org		23
FMacias@hermosabch.org		6
frances@hermosabch.org		1
gkau@hermosabch.org		289
gkonrad@hermosabch.org		11
gmoe@hermosapolice.org		3
hbehboodi@hermosabch.org		1
hfangary@hermosabch.org		89
hotelEIR@hermosabch.org		2
jbrittain@hermosabch.org		1
jduclos@hermosabch.org		146
jmassey@hermosabch.org		148
kbrown@hermosabch.org		1
kchafin@hermosabch.org		5
kmorris@hermosabch.org		23
knguyen@hermosabch.org		6
korta@hermosabch.org		32
krobertson@hermosabch.org		100
kswindell@hermosabch.org		4
labbott@hermosabch.org		15
lcastillo@hermosabch.org		49
lnichols@hermosabch.org		4
lphillips@hermosapolice.org		16
lrodriguez@hermosabch.org		207
lsingleton@hermosabch.org		31
lzeigler@hermosabch.org		31
mcampbell@hermosabch.org		136
mmckinnon@hermosapolice.org		167
mrice@hermosabch.org		2
MSteele@hermosabch.org		12
ndeanda@hermosabch.org		80
npino@hermosabch.org		6

phoffman@hermosabch.org	2
rcarpenter@hermosabch.org	7
recordsrequest@hermosabch.org	18
rhiggins@hermosapolice.org	11
rsaemann@hermosabch.org	2
RSalan@hermosabch.org	6
sarmato@hermosabch.org	137
sonalit@hermosabch.org	8
spapa@hermosapolice.org	82
ssmith@hermosapolice.org	5
sstine@hermosapolice.org	4
suja@hermosabch.org	79
tjohnson@hermosapolice.org	7
Vcopeland@hermosabch.org	1

Cc: Ann Yang[anny@hermosabch.org]; City Council[citycouncil@hermosabch.org]; Ken Robertson[krobertson@hermosabch.org]; Glen Kau[gkau@hermosabch.org]; gary@mammet.net[gary@mammet.net]; walterbooty@outlook.com[walterbooty@outlook.com]
To: Records Request[recordsrequest@hermosabch.org]
From: tony higgins
Sent: Mon 12/3/2018 7:59:53 AM
Subject: Fwd: Public Records Request (PRR)
[Anthony Higgins request \(1\).pdf](#)
[Anthony Higgins request \(2\).pdf](#)
[Anthony Higgins 111418.pdf](#)
[CityBoundary on Herondo.pdf](#)

Dear City Clerk,

As part of a recent Public Records Request (PRR) related to the Hermosa Avenue Pavement Project I received the truck-route map that is pictured below.

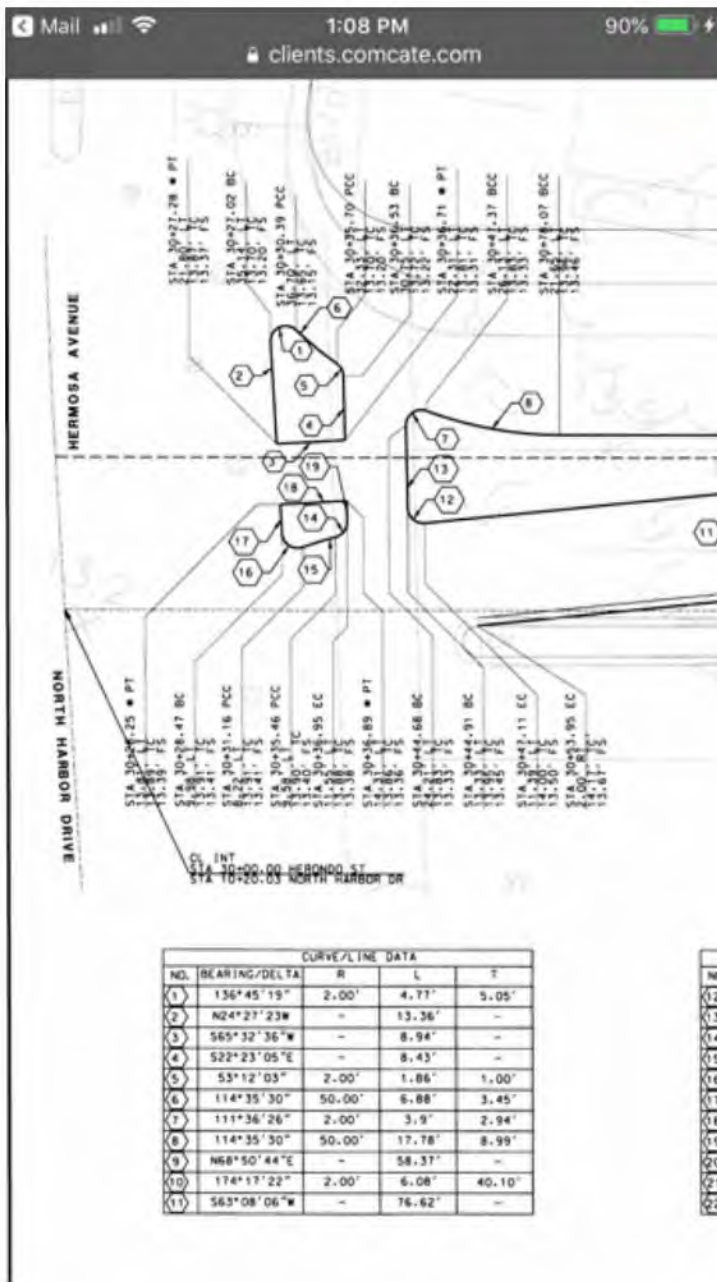


In order to better understand the cities truck-route plans going forward I request info on the following:

1. Any emails, documents or meeting notes that explain why the particular route pictured above was selected for the Hermosa Avenue pavement project.

Note: Im specifically interested in information and documentation on safety, and/or quality of life factors that were considered in the selection of this route; not just the logistical reasons. (i.e. the availability of a convenient staging area).

2. Any information, documents or discussions shedding light on the maximum size of trucks that can use this route given the Herondo Island Berms depicted in the engineering drawing below;



Note: I am providing the engineering drawings from the HERONDO STREET HARBOR DRIVE GATEWAY IMPROVEMENT PROJECT, JOB NO. 40900 to assist the city of HB in determining **effect** of the berms on large delivery & construction truck traffic flow and route selection.

Note: This turn-radius and truck-traffic flow impact analysis probably should have been done at the time Redondo shared the engineering plans with Hermosa Beach; but per my earlier PRR but apparently those records have been lost or the analysis was never done. See attached PRR.

3. Info on any potential or known problems the Herondo Island berms might pose for trucks using this route, that have been reported as a function of the Hermosa Ave Pavement project OR documented by city engineers, city officials, city contractors or mentioned by truck drivers using the above pictured Herondo Ave truck route.

*NOTE: what I'm getting at: is Herondo a viable direct-route for large construction and big rig delivery trucks trucks **even with the berms**? This comes directly into play with the evaluation of the Plaza Hotel Project and its 7,500 truck trips.*

4. The maximum dimensions and GVW of Hermosa Ave pavement project trucks using the above pictured route.

Note: this information also I may come into play in the Plaza Hotel EIR Truck Route selection process so I believe it is a reasonable request especially if the berms are cited as a reason not to use Herondo.

5. Were any big rig-dump trucks (shown below) used in the Hermosa Ave Project and if so did they use Herondo for **ingress** to Hermosa Ave northbound?

*Note: these big-rig dump trucks seem to be the **new vehicle of choice** for residential and commercial demolition on the west side of Hermosa Beach so if the drivers don't want to use Herondo because of difficulty negotiating the berms it has a significant impact on truck flow.*



10:32 AM

November 13, 2018

6. I understand that issue of AVP truck routes have been referred by the city council to **both** the City Attorney & Community Resources to determine if they comport with the direct-route provisions of cvc35703 and HBMC 10.24.040.

In light of this I again request emails, notes or documents related to this council request as discussed in the 10/27/18 council meeting and info on any responses by any department to this request.

7. Any info on the effects the Herondo berms might have on the truck-route selection for future commercial or residential construction, delivery to the Hermosa Avenue or Plaza Area businesses OR the Truck-Route selection in support of future special events (c.g fiesta or AVP).

8. Any info on discussions or plans to remove or modify the Herondo Berms to make them more truck-friendly.

9. A list of any citations that have been issued in the past year related to the no trucks signs on 27th.

Note: this goes to my many unanswered requests that the city council direct the HBPD to enforce the direct route laws for large delivery trucks that are now often using 27th as a truck-route to get to Hermosa Ave and Plaza Area businesses with impunity.

8. Any city documents or emails discussing the enforcement of the no trucks signs ON 27th and/or the direct-route laws in the past 3 years

Thank You
Anthony Higgins

Begin forwarded message:

From: Lucho Rodriguez <lrodriguez@hermosabch.org>
Date: November 26, 2018 at 11:03:32 AM PST
To: tony higgins <tony.higgins123@gmail.com>
Cc: Linda Abbott <labbott@hermosabch.org>, Elaine Doerfling <edoerfling@hermosabch.org>, Lizanne Castillo <lcastillo@hermosabch.org>, Lucho Rodriguez <lrodriguez@hermosabch.org>
Subject: Public Records Request (PRR)

Dear Mr. Higgins;

Please see the responses to your PRR below;

They frame the specific information I am requesting below:

1. All documentation on the justifications for the island berms on Herondo.
2. All documentation any studies to of the city-wide effect on truck flow as a consequence of the placement of these berms?
3. Documentation on any discussion by **city engineers** or **city administration** regarding the likely effect of these berms on the flow of truck traffic?
4. Any documentation or notifications given to the residents of 27th street about the changes in truck flow to 27th that were likely to be caused by the placement of these berms
5. All documentation on public hearings related to making 27th street a truck-route.
6. All documentation on discussions by city staff and the HBPD about making 27th street the primary truck-route the aforementioned businesses.
7. All documentation on when the city actually made the decision to use 27th street as the primary truck route for ingress to the aforementioned businesses.
8. Any documentation on cities efforts to address the safety concerns identified in the following safety assessment document , past, present or future.
9. Copy of the CEQD Negative-Finding for the Herondo Island-Berm project.

RESPONSE:

1. No records found
2. No records found
3. No records found
4. No records found
5. No records found
6. No records found
7. No records found
8. No records found
9. No records found

I also request any memos on record discussing whether safety, health and/or quality of life studies related to truck traffic on 27th street as part of:

1. any of the pier avenue renovations in the past 25 years,
2. Any Herondo berm placement projects whether commissioned by the city of Hermosa or Redondo,
3. The recent Hermosa Avenue renovation to 14th street that included installing curb-extensions that restrict large trucks from turning right from Hermosa Avenue northbound.

RESPONSE:

1. No records found
2. No records found
3. No records found

Finally I request drawings showing how the how the berms overlay the city boundary line.

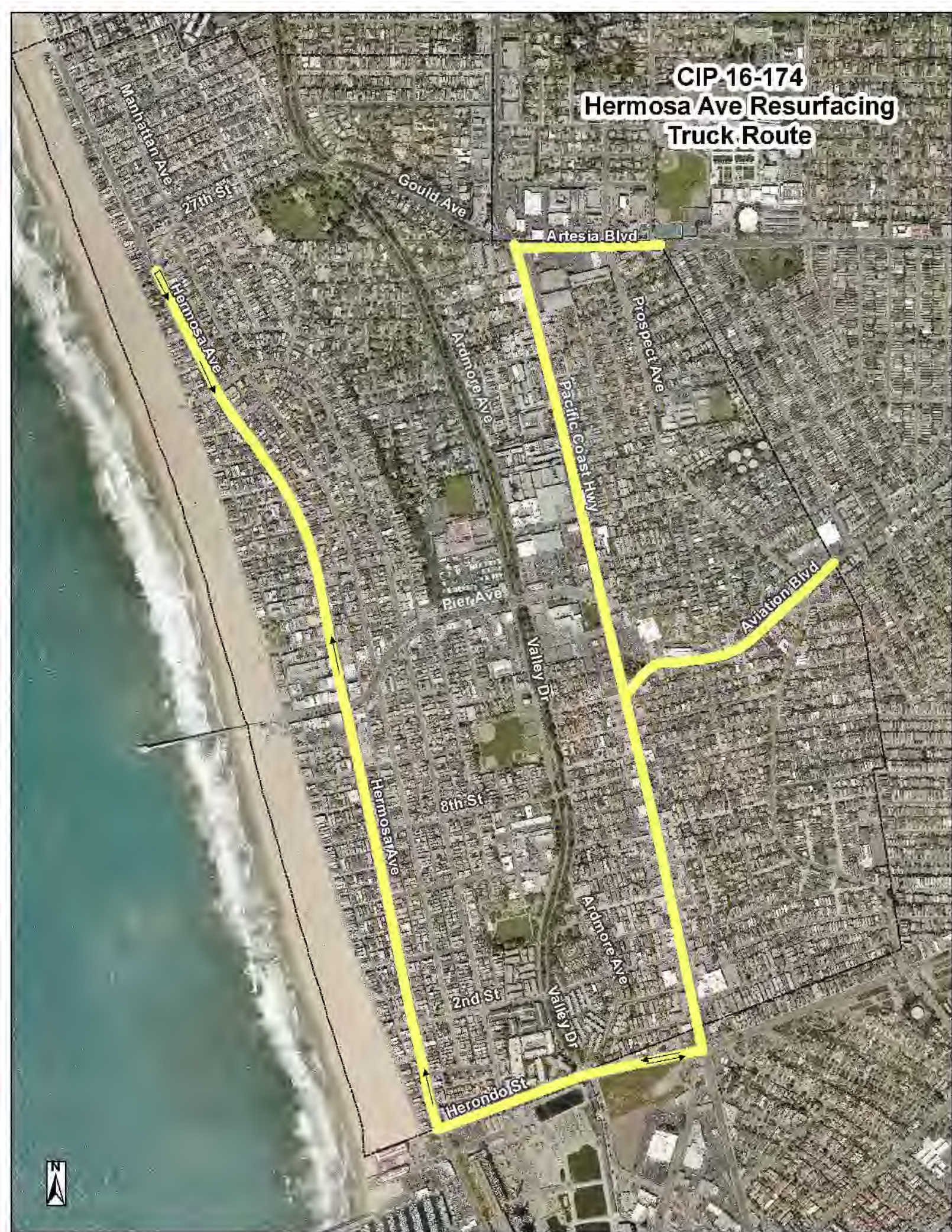
1. Attached is a GIS representation of the City boundary on Herondo Street.

Plans for the project which also show the boundary between the City of Hermosa Beach and City of Redondo Beach can be obtained from the City of Redondo Beach.

Regards,

Lucho Rodriguez, P.E., QSD
Deputy City Engineer
City of Hermosa Beach
1315 Valley Drive
Hermosa Beach, CA 90254-3885
310-318-0210

CIP 16-174
Hermosa Ave Resurfacing
Truck Route



To: Lucho Rodriguez[lrodriguez@hermosabch.org]
Cc: Glen Kau[gkau@hermosabch.org]; Matt Steele[MSteele@hermosabch.org]; John Manly[jmanly@allamericanasphalt.com]; Edward Ryu[Eryu@allamericanasphalt.com]; Ben Johnson[bjohnson@allamericanasphalt.com]; Dustin Blackwell[dblackwell@andpen.com]; David Pressly[dpressly@andpen.com]; Leeanne Singleton[lsingleton@hermosabch.org]
From: John Wolitarsky
Sent: Mon 12/10/2018 2:42:35 PM
Subject: Hermosa Meeting Minutes #10
[Meeting 10 - Minutes.pdf](#)

Lucho,

Please find attached the minutes for construction progress meeting #10.

Let me know if you have any questions or require additional information.

Sincerely,



John A. Wolitarsky
Project Manager

jwolitarsky@andpen.com
O: 310.359.1203
M: 949.339.9154
1960 E. Grand Ave., Suite. 300, El Segundo, CA. 90245
www.ardurra.com
Note new logo and website!



CONSTRUCTION PROGRESS MEETING NO. 10

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 10

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
A.4	Chain of Communication & Emergency Contacts. City: Lucho Rodriguez, P.E. Deputy City Engineer 1315 Valley Drive Hermosa Beach 90254 lrodriguez@hermosabch.org Contractor: Ben Johnson Public works Foreman All American Asphalt. 400 East Sixth Street Corona, CA. 92879 Phone: (951) 232-3953 Email: Bjohnson@allamericanasphalt.com Construction Manager: John A. Wolitarsky Anderson Penna Partners, Inc. 1960 E. Grand Avenue, Suite 300 El Segundo, CA 90245 Cell: (949) 339-9154 jwolitarsky@andpen.com	N/A		
A.5	Contractor's Representative To be determined Public Works Foreman will be the contractor's representative and will be the point of contact for the project -Identify Individual and obtain contact information.	AAA		
A.6	Meeting Minute Format The meeting minutes will follow the format of the meeting agenda and will include a list of all meeting attendees. The meeting minutes will also include any required actions and their associated deadlines and the status of each item. As-built will be discussed every week	APP		
B	Local Services & Permit Coordination			
B.1	City of Hermosa Beach Encroachment Permit and City license required -Notice with city	AAA		
B.2	Police The Police must be notified of any work that affects their operations or the roadways.	AAA	As Applicable	
B.3	Fire / EMT/Hospital The Fire Department must be notified of any work that affects their operations or the roadways.	AAA, APP	As Applicable	
B.4	Street Sweeper City to halt street sweeping at construction areas.	City		
C	Utility Coordination			
C.1	Water All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.2	Electrical All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.3	Sewer All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.4	Phone / Data All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
D	Public Relations and Notifications		ONGOING	
D.1	Construction Notices / Public Notifications / Flyers/ CMS Sign(s) <ul style="list-style-type: none"> Three CMS Signs at project beginning: one at each end of project section (two provide by AAA and one purchased by City) Notification for work on the strand distributed 	AAA / City / APP AAA / City / APP	ASAP	

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 10

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
D.2	PR Mitigation Measures Daily clean-up of project, with special care that nothing is left unfinished over a weekend. <ul style="list-style-type: none"> Logged in mural complaint at 17th Street by homeowner. AAA to mitigate. -Complete Construction Notice for work along Strand to be prepared and approved by PW/City Manager's office prior to distribution. 	City	N/A	
D.3	Truck Route Approved truck route given to contractor (see attached to Meeting No 2)	AAA	ONGOING	
E	Safety & Security			
E.1	Health & Safety Plan (HASP)	AAA		
E.2	Traffic Safety / Control Devices/ Signs The current WATCH Manual must be used for traffic safety, control devices, and signs as per S-1.05	AAA		
E.3	Trench Safety & Shoring	N/A		
E.4	Security	AAA		
F	Contract Administration			
F.1	NTP Notice to Perform start date was September 17, 2018			CLOSED
F.2	Establishment of Contract Time and Completion Date Estimated project end date is January 18, 2019.			
F.2.1	Liquidated Damages: \$1,000.00 per Day			
F.3	Schedule – Contractor's Project Schedule Revised schedule submitted and being reviewed. It was requested that AAA revise schedule to reflect ramp locations. -AAA to submit revised schedule by end of day, Oct 16. Revised schedule is received but needs to match the 2 week look ahead schedule. AAA to revise and resubmit. -The revised schedule was again requested as well as traffic control plans for concrete work on the strand. -Strand traffic control plan submitted. To be reviewed and sent back to AAA. Strand traffic control plan approved -Sawcutting to continue on strand. Coordination with film crew at 10 th Street to determine if Noise levels acceptable CPE to continue with signal pole foundations. -Need an updated schedule from AAA	AAA	ASAP	
F.4	Look Ahead / Progress Schedule Updates Weekly look-aheads must be provided and the progress schedule must be updated on a monthly basis. 2-week look ahead was submitted and will be uploaded to City's website (see attached) -Comments made about concrete placement at Foundations for street light poles and max height of placement to be 5 feet from the bottom. Question about the use of corrugated metal pipe. RFI to be prepared.	AAA	Weekly	
F.5	Sub-contracts –			
F.5.1	Subcontractor List			
F.5.2	Written approval required for substitution.			

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 10

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
F.6	Documentation and tracking controls			
F.6.1	Protocol: All communications shall be through Construction Manager John Wolitarsky	All		
F.6.2	Naming Convention: All email subject lines must start with "CIP 16-174 –" and then include the topic of the email.			
F.6.3	Photo / Video Documentation: A photo and video survey is required prior to the start of construction.	AAA	Prior to Construction	
G	Contract Compliance			
G.1	Paperwork and Reporting requirements: Contractor's Daily Reports – must report daily manpower, equipment and materials (delivery tickets). Prior week submitted each Monday to John Wolitarsky (electronic submittal preferred). <i>Hours and classifications must match certified payrolls exactly.</i>	AAA	Completed Daily, Submitted Weekly	
G.1.1	Certified Payrolls Contractor to submit weekly by mail to Project CM <ul style="list-style-type: none"> CPRs are being submitted weekly. 	AAA,	Ongoing	
I	Change Orders – See PCO Log (None to date):			
I.1	Process for Change Order Requests An RFI must be submitted regarding the item or work of concern, and then a CO must be requested. A CO must be approved in order to receive payment. If work is completed prior to a CO being finalized and approved, there will be no payment for that work. <ul style="list-style-type: none"> Awaiting price for additional work on Pier. AAA to submit 10-25-16. 	AAA, City, APP		
I.2	Claims and Protests Notification Requirements			
I.3	No CO / No Payment			
J	Submittals – See Submittal Log			
J.1	Transmission of Submittals: Transmission of submittals will continue as it has been. -2 submittals for Duratherm: discussed, pending Duratherm questions and will provide contractor with guidance soon. -Traffic Poles -Bus Shelter – Transportation companies using Hermosa Ave have been notified of construction -Trash Bins -Fire Hydrants -Cage submittal for street signal pole foundation not approved. CPE Inc. alerted and working anyway. -Re-Sent Cage submittal to engineer of record for review/approval. -City engineer claims CPE bent cage rebar in the field.	AAA		
J.2	Installation at Contractor's Risk Any installations completed prior to the approval of a submittal are installed at the Contractor's risk.	AAA		
K	RFI's – See RFI Log			
K.1	RFI Process: RFI's must be submitted to the Construction Manager, John Wolitarsky, who will coordinate the response to the RFI. A current RFI log was distributed at this meeting.	AAA, APP		

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 10

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
L	Project Payments			
L	Progress / Final Payments The contractor shall be entitled to full payment of only the actual quantities of contract items constructed in accordance with the plans and specifications. No payment will be made for materials on hand but not incorporated in the work. The contractor should refer to the "Progress Payments and Retention" section of the Contract for the Progress Payment Schedule. -Payment Application #2 submitted. City Engineer to process.			
L.1	Schedule of Values: Per bid schedule	AAA		
L.2	Quantity Measurement: Quantity measurements must be agreed upon by the Contractor, Inspector and Construction Manager on a monthly basis prior to progress payments.	AAA City APP	Monthly	
L.3	Documentation Requirements There will be a checklist of requirements that the Contractor must fulfill prior to approval of monthly progress applications, such as: certified payroll, as-built mark-ups, updated progress schedule, approved traffic control, clean work areas, agreement on status of change orders, etc.	AAA APP		
L.3.1	<ul style="list-style-type: none"> • City backup requirements • Material Delivery Tickets: • Lien Releases: • T&M Items • CPRs and Other Monthly Reporting Documents 			
L.3.2	As-Builts: As-builts must be updated and approved by the City Construction Manager on a weekly basis, and a final set of as-built drawings must be submitted prior to filing the Notice of Completion. As-Builts will be discussed at the weekly Progress Meetings. AAA will bring copy to next weekly meeting.	AAA	Weekly	
L.3.3	Final Payment / Release of Retention			
M	Field Operations and Quality Control			
M.1	NPDES Compliance Water pollution control and other environmental issues shall conform to Section 7-1.01 of the General Provisions. In addition, the contractor shall comply with the BMP Package submitted to and approved by the City.	AAA		
M.2	Construction and Demolition Waste Management Plan An approved construction and demolition waste management plan must be followed.	AAA		
M.4	Project Site Maintenance The project site must be maintained and cleaned on a daily basis since the facility is in use during construction.	AAA		
M.5	Construction Staging Areas AAA has obtained staging area from Edison	AAA		Closed
M.6	Survey Monuments per S-1.19 – CC survey, include strand	AAA		
M.7	Inspection and Testing All inspection and testing must be completed and must be shown on the project schedule. -Project inspector to call for inspection when required.	City		
M.7.1	Call-out Requirements 72-hour notice is required for call-outs.	AAA		

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 10

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
N	Project Closeout			
N.1	As-Builts: The Contractor shall maintain and submit "As Built" drawings to the City prior to filing of Notice of Completion. All "As Built" changes shall be maintained on one master copy and approved and initialed <u>weekly</u> by the City Construction Manager prior to implementation in the field.	AAA		
O	Questions / Comments / Contractor's Items for Discussion <ul style="list-style-type: none"> City expressed displeasure with workmanship of curb ramps and requested removal and replacement of 4 to 5 ramps. Todd from AA will field verify after meeting. (These ramps to be re-constructed next week) -City will let AAA know which ramps are unacceptable AAA requested final direction on strand concrete color and concrete finish required. City/APP has provided direction. City may remove Duratherm from the project Parking meter at 15th needs to be sacked with "No Parking" sign (City to undertake work) City engineer wants 12"x12" mock up of proposed concrete finish at the strand prior to starting work. -Mock-up will be ready for review on 12-11-2018 City inquired on best time for tree trimming along Hermosa. City will schedule for 11-15 to 11-16, 2018 -Work has been completed 	N/A		
Z.	WEEKLY/BI-WEEKLY MEETINGS:			
Z.1	Next Construction Progress Meeting: To be determined	ALL		







**City of Hermosa Beach
Hermosa Avenue Pavement Resurfacing Project
Construction Progress Meeting 10**



SIGN IN LOG

DATE: November 27, 2018

<u>Initials</u>	<u>Name</u>	<u>Title</u>	<u>Office/Affiliation</u>	<u>Phone</u>	<u>Cell Number</u>	<u>EMAIL</u>
	John Wolitarsky		Anderson Penna Partners	949-339-9154		jwolitarsky@andpen.com
	John Manly		All American Asphalt	951-553-8354		jmanly@allamericanasphalt.com
	Ben Johnson		All American Asphalt	951-232-3953		bjohnson@allamericanasphalt.com
	Jorge Rangel		All American Asphalt	951-570-3021		
	Todd Simon		All American Asphalt	951-757-8064		tsimon@allamericanasphalt.com
	Lucho Rodriguez		City of Hermosa Beach	310-318-0210		lrrodriguez@hermosabch.org
	David Pressly		Anderson Penna Partners	949 419382		dpressly@andpen.com
	Glen Kau		City of Hermosa Beach			gkau@hermosabch.org
	Edward Ryu		All American Asphalt	858-776-8840		eryu@allamericanasphalt.com
	Matt Steele		City of Hermosa Beach	310-318-0208		msteele@hermosabch.org



**City of Hermosa Beach
Hermosa Avenue Pavement Resurfacing Project
Construction Progress Meeting 10**



SIGN IN LOG

DATE: November 27, 2018

Initials	Name	Title	Office/Affiliation	Phone	Cell Number	EMAIL
LS	Leeanne Singleton		City of Hermosa Beach	310-318-0252		Lsingleton@hermosach.org
	Noe Ontiveros		C.P.E	626-589-8069		noeontiveros77@yahoo.com

Cc: City Council[citycouncil@hermosabch.org]; Glen Kau[gkau@hermosabch.org]; Ann Yang[anny@hermosabch.org]; gary@mammet.net[gary@mammet.net]; walterbooty@outlook.com[walterbooty@outlook.com]; ryan@easyreadernews.com[ryan@easyreadernews.com]
To: Suja Lowenthal[suja@hermosabch.org]
From: tony higgins
Sent: Wed 10/31/2018 9:18:32 AM
Subject: Hermosa Ave Project. Specified Truck Route NOT being Followed
[Meeting 01 - PreCon Minutes Rev 1.pdf](#)
[Meeting 02 - Minutes.pdf](#)

Re: Hermosa Avenue Pavement Project 9/25/2018 Meeting Minutes - attached.

Contractor: All American Asphalt

Dear Ms Lowenthal,

The following image from the 9/25 Public Works / All American Asphalt meeting minutes shows the approved truck route for the Hermosa Ave Pavement Project.

See minutes #2 at end of this thread.



Ms Lowenthal, please at the above approved truck route for the Hermosa Ave Project.

It is clear and unambiguous.

The trucks associated to this project are to use Herondo for ingress and egress.

Yet that is not what is happening.

For instance, yesterday, fully loaded 10 wheel dump trucks weighing over 30,000 lbs by my estimate were rolling up and down 27 all morning. For a couple of hours they were spaced about 5-10 minutes apart.

Even 60,000 lb cement trucks were rolling up 27th.

I sent you an email on that yesterday.

I've also sent at least 6 emails to Public Works on different days when **All American Asphalt** Trucks were heavily utilizing 27th instead of Herondo as required.

For the reasons I've documented ad-nauseam, the city is rolling the dice with our safety and health both on 27th and on Gould adjacent to Valley Park.

Why is the city continuing to allow All American Asphalt to break the agreement?

Why doesn't the City respond to any of my many complaints about this vendor over the past 6 or so weeks?

What specifically has the City done to stop this vendors rogue activity?

Since **All American Asphalt** is clearly breaking its agreement with the city can we at least get the police to talk to the contractor and inform them that if they continue to ignore the **agreement to use Herondo for ingress & egress** they will be cited by the HBPD and it's a **misdemeanor** offense.

Thank You

Anthony Higgins

Begin forwarded message:

From: Lizanne Castillo <lcastillo@hermosabch.org>
Date: October 15, 2018 at 6:07:33 PM PDT
To: "'tony.higgins123@gmail.com'" <tony.higgins123@gmail.com>
Cc: Lucho Rodriguez <lrodriguez@hermosabch.org>, Liz Zeigler <lzeigler@hermosabch.org>, Glen Kau <gkau@hermosabch.org>
Subject: FW: Public records request - Hermosa Ave Project

Hello,

Attached are the minutes for project meeting #2 of the Hermosa Repaving project CIP 16-174 where the project truck route was documented and the exhibit is attached.. At the previous Preconstruction meeting, the subject had been discussed verbally only and it is referred to on minutes #1.

This completes your public records request.

From: tony higgins <tony.higgins123@gmail.com>
Sent: Thursday, October 11, 2018 2:28 PM
To: Lizanne Castillo <lcastillo@hermosabch.org>
Cc: Glen Kau <gkau@hermosabch.org>
Subject: Public records request - Hermosa Ave Project

Hello Ms. Castillo

Do you have any sense of when the Hermosa Av pavement project public information request attached below will be filled?

Can I reserve the right to append it to my written comments on the Plaza Hotel project EIR due next Tuesday at some after the due date for written responses?

Please note the public info i receive may very well be relevant to both the ongoing Hermosa Av project and the Plaza Hotel EIR.

As long as I can append that info to my written response to the plaza EIR after its due date there is no urgency.

Thank You,

Anthony Higgins

To: Lucho Rodriguez[lrodriguez@hermosabch.org]
Cc: Glen Kau[gkau@hermosabch.org]; Matt Steele[MSteele@hermosabch.org]; John Manly[jmanly@allamericanasphalt.com]; Todd Simon[tsimon@allamericanasphalt.com]; Edward Ryu[Eryu@allamericanasphalt.com]; Dustin Blackwell[dblackwell@andpen.com]; David Pressly[dpressly@andpen.com]
From: John Wolitarsky
Sent: Mon 11/26/2018 2:09:47 PM
Subject: Hermosa Beach, Hermosa Ave - Meeting 9 Minutes
[Meeting 09 - Minutes.pdf](#)

Lucho,

Please find attached for your information and records a copy of the minutes for construction progress meeting #9.

Also included is the sign-in sheet, look ahead schedule, and the approved traffic control plans for the Strand.

Should you have any questions or require additional information, please don't hesitate to contact me.

Sincerely,



John A. Wolitarsky
Project Manager

jwolitarsky@andpen.com
O: 310.359.1203
M: 949.339.9154
1960 E. Grand Ave., Suite. 300, El Segundo, CA. 90245
www.ardurra.com
Note new logo and website!



Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 9

Minutes

Contractor: All American Asphalt

DATE: November 13, 2018

CONTRACT SUMMARY

NTP Date: September 17, 2018

Time	Working Days	Cost	Amount
Total Original Contract Time (working days):	80	Original Contract Amount	\$2,160,864.46
Approved non-compensable delay days:	0	Additional Amt. approved through CO No. ____:	\$0
Additional Time Granted through C.O. No. ____:	0	Total Current Contract Amount:	\$2,160,864.46
Total Current Contract Time (working days)	80	Value Processed through Pay Application #1:	\$64,298.68
Working Days elapsed through meeting date:	40	Liquidated Damages to Date)	\$0
Working Days Remaining	40		
Current Calculated Completion Date	01-18-2019	Balance to Complete:	\$2,096,565.78

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS												
A	Preliminary Matters:	N/A														
A.1	Introductions of Key Personnel & Sign-in Sheet	N/A														
A.2	<p>Project Overview</p> <p>This project will consist of street improvements along Hermosa Avenue between 10th St. and Greenwich Village Road consisting of the following:</p> <ul style="list-style-type: none">• Cold-milling 3.5 inches• Asphalt concrete (AC) leveling course• Pavement fabric• Removal and replacement of curb and gutter• Construction of PCC cross-gutters• Removal and replacement of curb ramps for ADA compliance• Install Decomark and Duratherm• Install bus shelters• Traffic signal modification• Construct bulbouts• Install street furniture• Signing and striping• Double adjust manholes?	N/A														
A.3	<p>Overview of Schedule & Working Hours:</p> <p>A start date for the project will be determined</p> <p>Construction Hours:</p> <p>A. Weekdays 8:00 AM to 6:00 PM. These are the standard working hours per the city's ordinance. All parties have concurred with the start time.</p> <p>City's Schedule: City Hall is closed every other Friday, but CM and Inspector are available.</p> <p>Holidays during this Contract are:</p> <table><tr><td>Labor Day</td><td>September 03, 2018</td></tr><tr><td>Columbus Day</td><td>October 08, 2018</td></tr><tr><td>Veterans Day</td><td>November 12, 2018</td></tr><tr><td>Thanksgiving</td><td>November 22 & 23, 2018</td></tr><tr><td>Christmas</td><td>December 25, 2018</td></tr><tr><td>New Year's Day</td><td>January 01, 2019</td></tr></table>	Labor Day	September 03, 2018	Columbus Day	October 08, 2018	Veterans Day	November 12, 2018	Thanksgiving	November 22 & 23, 2018	Christmas	December 25, 2018	New Year's Day	January 01, 2019	N/A		
Labor Day	September 03, 2018															
Columbus Day	October 08, 2018															
Veterans Day	November 12, 2018															
Thanksgiving	November 22 & 23, 2018															
Christmas	December 25, 2018															
New Year's Day	January 01, 2019															

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 9

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
A.4	Chain of Communication & Emergency Contacts. City: Lucho Rodriguez, P.E. Deputy City Engineer 1315 Valley Drive Hermosa Beach 90254 lrodriguez@hermosabch.org Contractor: Ben Johnson Public works Foreman All American Asphalt. 400 East Sixth Street Corona, CA. 92879 Phone: (951) 232-3953 Email: Bjohnson@allamericanasphalt.com Construction Manager: John A. Wolitarsky Anderson Penna Partners, Inc. 1960 E. Grand Avenue, Suite 300 El Segundo, CA 90245 Cell: (949) 339-9154 jwolitarsky@andpen.com	N/A		
A.5	Contractor's Representative To be determined Public Works Foreman will be the contractor's representative and will be the point of contact for the project -Identify Individual and obtain contact information.	AAA		
A.6	Meeting Minute Format The meeting minutes will follow the format of the meeting agenda and will include a list of all meeting attendees. The meeting minutes will also include any required actions and their associated deadlines and the status of each item. As-built will be discussed every week	APP		
B	Local Services & Permit Coordination			
B.1	City of Hermosa Beach Encroachment Permit and City license required -Notice with city	AAA		
B.2	Police The Police must be notified of any work that affects their operations or the roadways.	AAA	As Applicable	
B.3	Fire / EMT/Hospital The Fire Department must be notified of any work that affects their operations or the roadways.	AAA, APP	As Applicable	
B.4	Street Sweeper City to halt street sweeping at construction areas.	City		
C	Utility Coordination			
C.1	Water All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.2	Electrical All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.3	Sewer All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.4	Phone / Data All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
D	Public Relations and Notifications		ONGOING	
D.1	Construction Notices / Public Notifications / Flyers/ CMS Sign(s) <ul style="list-style-type: none"> Three CMS Signs at project beginning: one at each end of project section (two provide by AAA and one purchased by City) 	AAA City APP	ASAP	

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 9

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
D.2	PR Mitigation Measures Daily clean-up of project, with special care that nothing is left unfinished over a weekend. <ul style="list-style-type: none"> Logged in mural complaint at 17th Street by homeowner. AAA to mitigate. -Complete Construction Notice for work along Strand to be prepared and approved by PW/City Manager's office prior to distribution. 	City	N/A	
D.3	Truck Route Approved truck route given to contractor (see attached to Meeting No 2)	AAA	ONGOING	
E	Safety & Security			
E.1	Health & Safety Plan (HASP)	AAA		
E.2	Traffic Safety / Control Devices/ Signs The current WATCH Manual must be used for traffic safety, control devices, and signs as per S-1.05	AAA		
E.3	Trench Safety & Shoring	N/A		
E.4	Security	AAA		
F	Contract Administration			
F.1	NTP Notice to Perform start date was September 17, 2018			CLOSED
F.2	Establishment of Contract Time and Completion Date Estimated project end date is January 18, 2019.			
F.2.1	Liquidated Damages: \$1,000.00 per Day			
F.3	Schedule – Contractor's Project Schedule Revised schedule submitted and being reviewed. It was requested that AAA revise schedule to reflect ramp locations. -AAA to submit revised schedule by end of day, Oct 16. Revised schedule is received but needs to match the 2 week look ahead schedule. AAA to revise and resubmit. -The revised schedule was again requested as well as traffic control plans for concrete work on the strand. -Strand traffic control plan submitted. To be reviewed and sent back to AAA. Strand traffic control plan approved -Revised schedule submitted prior to meeting. Discussed possibility of moving up concrete demo work on strand. AAA to verify notifications required prior to strand improvements starting. Notifications to be prepared by APP and reviewed by PW/City Manager's Office.	AAA	ASAP	
F.4	Look Ahead / Progress Schedule Updates Weekly look-aheads must be provided and the progress schedule must be updated on a monthly basis. 2-week look ahead was submitted and will be uploaded to City's website (see attached) -Comments made about concrete placement at Foundations for street light poles and max height of placement to be 5 feet from the bottom. Question about the use of corrugated metal pipe. RFI to be prepared.	AAA	Weekly	
F.5	Sub-contracts –			
F.5.1	Subcontractor List			
F.5.2	Written approval required for substitution.			

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 9

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
F.6	Documentation and tracking controls			
F.6.1	Protocol: All communications shall be through Construction Manager John Wolitarsky	All		
F.6.2	Naming Convention: All email subject lines must start with "CIP 16-174 –" and then include the topic of the email.			
F.6.3	Photo / Video Documentation: A photo and video survey is required prior to the start of construction.	AAA	Prior to Construction	
G	Contract Compliance			
G.1	Paperwork and Reporting requirements: Contractor's Daily Reports – must report daily manpower, equipment and materials (delivery tickets). Prior week submitted each Monday to John Wolitarsky (electronic submittal preferred). <i>Hours and classifications must match certified payrolls exactly.</i>	AAA	Completed Daily, Submitted Weekly	
G.1.1	Certified Payrolls Contractor to submit weekly by mail to Project CM <ul style="list-style-type: none"> CPRs are being submitted weekly. 	AAA,	Ongoing	
I	Change Orders – See PCO Log (None to date):			
I.1	Process for Change Order Requests An RFI must be submitted regarding the item or work of concern, and then a CO must be requested. A CO must be approved in order to receive payment. If work is completed prior to a CO being finalized and approved, there will be no payment for that work. <ul style="list-style-type: none"> Awaiting price for additional work on Pier. AAA to submit 10-25-16. 	AAA, City, APP		
I.2	Claims and Protests Notification Requirements			
I.3	No CO / No Payment			
J	Submittals – See Submittal Log			
J.1	Transmission of Submittals: Transmission of submittals will continue as it has been. -2 submittals for Duratherm: discussed, pending Duratherm questions and will provide contractor with guidance soon. -Traffic Poles -Bus Shelter – Transportation companies using Hermosa Ave have been notified of construction -Trash Bins -Fire Hydrants -Cage submittal for street signal pole foundation not approved. CPE Inc. alerted and working anyway. -Re-Sent Cage submittal to engineer of record for review/approval. -City engineer claims CPE bent cage rebar in the field.	AAA		
J.2	Installation at Contractor's Risk Any installations completed prior to the approval of a submittal are installed at the Contractor's risk.	AAA		
K	RFI's – See RFI Log			
K.1	RFI Process: RFI's must be submitted to the Construction Manager, John Wolitarsky, who will coordinate the response to the RFI. A current RFI log was distributed at this meeting.	AAA, APP		

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 9

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
L	Project Payments			
L	Progress / Final Payments The contractor shall be entitled to full payment of only the actual quantities of contract items constructed in accordance with the plans and specifications. No payment will be made for materials on hand but not incorporated in the work. The contractor should refer to the "Progress Payments and Retention" section of the Contract for the Progress Payment Schedule. -Payment Application #1 submitted. City Engineer to process.			
L.1	Schedule of Values: Per bid schedule	AAA		
L.2	Quantity Measurement: Quantity measurements must be agreed upon by the Contractor, Inspector and Construction Manager on a monthly basis prior to progress payments.	AAA City APP	Monthly	
L.3	Documentation Requirements There will be a checklist of requirements that the Contractor must fulfill prior to approval of monthly progress applications, such as: certified payroll, as-built mark-ups, updated progress schedule, approved traffic control, clean work areas, agreement on status of change orders, etc.	AAA APP		
L.3.1	<ul style="list-style-type: none"> • City backup requirements • Material Delivery Tickets: • Lien Releases: • T&M Items • CPRs and Other Monthly Reporting Documents 			
L.3.2	As-Builts: As-builts must be updated and approved by the City Construction Manager on a weekly basis, and a final set of as-built drawings must be submitted prior to filing the Notice of Completion. As-Builts will be discussed at the weekly Progress Meetings. AAA will bring copy to next weekly meeting.	AAA	Weekly	
L.3.3	Final Payment / Release of Retention			
M	Field Operations and Quality Control			
M.1	NPDES Compliance Water pollution control and other environmental issues shall conform to Section 7-1.01 of the General Provisions. In addition, the contractor shall comply with the BMP Package submitted to and approved by the City.	AAA		
M.2	Construction and Demolition Waste Management Plan An approved construction and demolition waste management plan must be followed.	AAA		
M.4	Project Site Maintenance The project site must be maintained and cleaned on a daily basis since the facility is in use during construction.	AAA		
M.5	Construction Staging Areas AAA has obtained staging area from Edison	AAA		Closed
M.6	Survey Monuments per S-1.19 – CC survey, include strand	AAA		
M.7	Inspection and Testing All inspection and testing must be completed and must be shown on the project schedule. -Project inspector to call for inspection when required.	City		
M.7.1	Call-out Requirements 72-hour notice is required for call-outs.	AAA		

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 9

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
N	Project Closeout			
N.1	As-Builts: The Contractor shall maintain and submit "As Built" drawings to the City prior to filing of Notice of Completion. All "As Built" changes shall be maintained on one master copy and approved and initialed <u>weekly</u> by the City Construction Manager prior to implementation in the field.	AAA		
O	Questions / Comments / Contractor's Items for Discussion <ul style="list-style-type: none"> City expressed displeasure with workmanship of curb ramps and requested removal and replacement of 4 to 5 ramps. Todd from AA will field verify after meeting. (These ramps to be re-constructed next week) -City will let AAA know which ramps are unacceptable AAA requested final direction on strand concrete color and concrete finish required. City/APP has provided direction. City may remove Duratherm from the project Parking meter at 15th needs to be sacked with "No Parking" sign (City to undertake work) City engineer wants 12"x12" mock up of proposed concrete finish at the strand prior to starting work. City inquired on best time for tree trimming along Hermosa. City will schedule for 11-15 to 11-16, 2018 	N/A		
Z.	WEEKLY/BI-WEEKLY MEETINGS:			
Z.1	Next Construction Progress Meeting: Tuesday, November 27, 2018 at 10:00 AM	ALL		



City of Hermosa Beach
Hermosa Avenue Pavement Resurfacing Project
Construction Progress Meeting 09



SIGN IN LOG

DATE: November 13, 2018

Initials	Name	Title	Office/Affiliation	Phone	Cell Number	EMAIL
<i>JW</i>	John Wolitarsky		Anderson Penna Partners	949-339-9154		jwolitarsky@andpen.com
	John Manly		All American Asphalt	951-553-8354		jmanly@allamericanasphalt.com
<i>B</i>	Ben Johnson		All American Asphalt	951-232-3953		bjohnson@allamericanasphalt.com
	Jorge Rangel		All American Asphalt	951-570-3021		
	Todd Simon		All American Asphalt	951-757-8064		tsimon@allamericanasphalt.com
<i>LR</i>	Lucho Rodriguez		City of Hermosa Beach	310-318-0210		lrodriguez@hermosabch.org
<i>DP</i>	David Pressly		Anderson Penna Partners	949 4169382		dpressly@andpen.com
	Glen Kau		City of Hermosa Beach			gkau@hermosabch.org
	Edward Ryu		All American Asphalt	858-776-8840		eryu@allamericanasphalt.com
<i>MS</i>	Matt Steele		City of Hermosa Beach	310-318-0208		msteele@hermosabch.org

fs Leanne Singleton City of Hermosa



**City of Hermosa Beach
Hermosa Avenue Pavement Resurfacing Project
Construction Progress Meeting 09**



SIGN IN LOG

DATE: November 13, 2018

Initials	Name	Title	Office/Affiliation	Phone	Cell Number	EMAIL
	Leeanne Singleton		City of Hermosa Beach	310-318-0252		Lsingleton@hermosach.org
	Noe Ontiveros		C.P.E	626-589-8069		noeontiveros77@yahoo.com

CURB RAMP SCHEDULE
TWO WEEK LOOK AHEAD CONSTRUCTION SCHEDULE

Current Week							Project: Hermosa Beach - Hermosa Ave Pavement Resurfacing Pro CIP 16-174		All American Asphalt All American Aggregates General Contractor CA State LIC #267073-A		1st Week Look Ahead							2nd Week Look Ahead							Period: 11/26/2018 to 12/7/2018	
							Location: Hermosa Ave				26	27	28	29	30	1	2	3	4	5	6	7	8	9		
M	T	W	T	F	S	S	Description of Work		Subcontractor		M	T	W	T	F	S	S	M	T	W	T	F	S	S	Comments	
							Footing		California Professional Engineering		X	X	X	X	X											
							Move Existing poles to new footing											X	X	X	X	X				
							The Strand		AAA		X	X	X	X	X			X	X	X	X	X				



ALL AMERICAN ASPHALT
ALL AMERICAN AGGREGATES

T 951-736-7600 F 951-739-4671
P.O. BOX 2229, CORONA, CA 92878-2229
CONTRACTORS LICENSE #267073 AC12
DIR #1000001051

Submittal#022R1

November 9th, 2018

City of Hermosa Beach
Attn Lucho Rodriguez
1315 Valley Drive
Hermosa Beach, CA 90254-3885

RE: Hermosa Avene Pavement Resurfacing Project (10th Street to Greenwich Village Road)
CIP 16-174

Dear Mr. Rodriguez :

Enclosed you will find the following submittal for your review and approval regarding the above referenced project.

1. All American Asphalt : Traffic Control Plan for the Strand (Updated)

If you should have any questions or require any additional information, please feel free to contact Edward Ryu at (951) 736-7600 ext 215.

Thank you,

Edward Ryu
Estimator / Project Manager
O.951-736-7600 Ex215 C.951-757-8210



SHOP DRAWING / SUBMITTAL REVIEW

PROJ. NO.:	CIP 16-174	SUBMITTAL NO.:	022 R1
DATE:	11-16-2018	BY:	John A. Woltarsky
<input checked="" type="checkbox"/> NO EXCEPTION TAKEN	<input type="checkbox"/> NO EXCEPTION TAKEN - AS NOTED		
<input type="checkbox"/> SUBMIT SPECIFIED ITEM	<input type="checkbox"/> REVISE AND RESUBMIT		
<input type="checkbox"/> RECEIVED AND FILED	<input type="checkbox"/> REJECTED		





Review is only for general conformance with the design concept of the project and general conformance with the information included in the contract documents. Any action shown is subject to the requirements of the drawings and specifications. Contractor is responsible for: correlating and confirming dimensions at the job site; techniques of construction; coordination of its work with that of other trades; and performing work in a safe and satisfactory manner.

CONTRACTOR INSTRUCTIONS

1. All traffic control devices shall conform to the latest edition of California Manual on Uniform Traffic Control Devices(CA MUTCD), and the Standard Specifications for Public Works latest edition.
2. The City Engineer or his representative has the authority to initiate field changes to assure public safety.
3. All traffic control devices shall be removed from view when not in use and by Friday end of work day, and before holidays.
4. Work hours shall be restricted between 8:00 A.M. TO 6:00 P.M. unless approved otherwise.
5. Trenches must be back filled or plated during non-working hours Monday thru Thursday only. No trenches or plates allowed after end of working day, Friday, or before a holiday.
6. Pedestrian controls shall be provided as shown on the plans.
7. Temporary "NO PARKING" signs will be posted 24 hours prior to commencing work.
8. Access to driveways will be maintained at all times unless other arrangements are made.
9. All striping removed or damaged, will be replaced by the contractor within 24 hours (or replaced with temporary tape).
10. All workers shall be equipped with a class three vest (or a reflective vest at night). All flaggers shall also be equipped with a hard hat, C28 "Stop/Slow" paddle and shall be trained in the proper fundamentals of flagging traffic.
11. Any work that disturbs normal traffic signal operations shall be coordinated with the Traffic Division, 48 hours prior to beginning of construction.
12. The contractor shall maintain all traffic control devices 24 hours per day and Monday thru Thursday, all TC devices shall be removed by end of workday, Friday, or before a Holiday.

NOTE:

1. DURATION: SEE EACH PHASE
2. WORK PERFORMED IS FOR IMPROVEMENTS.
3. WORK HOURS WILL BE FROM 8:00 A.M. TO 6:00 P.M.
4. TWENTY FOUR HOUR CONTACT FOR THIS PROJECT WILL BE: BEN JOHNSON 951-232-3953.

- TEMPORARY TRAFFIC CONTROL SIGN
- PORTABLE CONE / WITH WHITE SLEEVE
- DIRECTION OF TRAVEL
- AREA OF CONSTRUCTION

TEMPORARY TRAFFIC CONTROL PLANS
CITY OF HERMOSA BEACH



LOCATION MAP



GENERAL TRAFFIC CONTROL NOTES:

1. THE APPLICATION OF THE SPECIFICATION FOR THE WORKSITE TRAFFIC CONTROL SHALL CONFORM TO THE STATE OF CALIFORNIA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (CA MUTCD), CHAPTER 6 OF THE 2014 EDITION, THE WORK AREA TRAFFIC CONTROL HANDBOOK (WATCH MANUAL), LATEST EDITION, CALTRANS SPECIFICATIONS AND STANDARD PLANS, AND THE CITY OF HERMOSA BEACH STANDARDS LATEST EDITIONS.
2. THE NAME AND PHONE NUMBER (24-HOUR AVAILABILITY) OF ALL AMERICAN ASPHALT 24 HR EMERGENCY CONTACT IS BEN JOHNSON 951-232-3953. ANY CHANGE IN THE ASSIGNED PERSONNEL OR PHONE NUMBER SHALL BE REPORTED IMMEDIATELY TO THE INSPECTOR. THE CONTRACTORS SAFETY COORDINATOR AND/OR TRAFFIC CONTROL DEVICE MAINTENANCE INSPECTOR SHALL MAKE PERIODIC INSPECTIONS OF TRAFFIC CONTROL DEVICES THROUGHOUT THE DAY AND NIGHT TO INSURE THAT CONTROLS ARE PROPERLY LOCATED AND IN GOOD REPAIR. THE ABOVE PERSONNEL SHALL HAVE THE WORKSITE TRAFFIC CONTROL PLANS ON SITE AND AVAILABLE AT ALL TIMES.
3. IT IS THE RESPONSIBILITY OF THE CONTRACTOR PERFORMING WORK FOR THE PROJECT TO INSTALL AND MAINTAIN THE TRAFFIC CONTROL DEVICES AS SHOWN HEREIN, AS WELL AS ANY SUCH ADDITIONAL TRAFFIC CONTROL DEVICES AS MAY BE REQUIRED BY THE CITY. THE TRAFFIC CONTROL PLAN INSTALLED SHALL PROVIDE FOR SAFE MOVEMENT OF VEHICULAR, PEDESTRIAN AND BICYCLE TRAFFIC THROUGH AND AROUND THE WORK AREA AND PROVIDE MAXIMUM PROTECTION AND SAFETY TO CONSTRUCTION WORKERS.
4. ALL TRAFFIC CONTROL DEVICES SHALL BE KEPT IN THEIR PROPER POSITION AT ALL TIMES AND SHALL BE REPAIRED, REPLACED, OR CLEANED AS NECESSARY TO PRESERVE THEIR APPEARANCE AND CONTINUITY.
5. THE CITY OF HERMOSA BEACH HAS THE RIGHT TO OBSERVE THE TRAFFIC CONTROL IN USE AND TO MAKE ANY CHANGES DEEMED NECESSARY BY FIELD CONDITIONS. ANY CHANGES SHALL SUPERSEDE THESE PLANS AND WILL BE DONE SOLELY AT THE CONTRACTORS EXPENSE.
6. ORANGE COLORED ENGINEERING GRADE REFLECTIVE OR BRIGHTER SHEETING SHALL BE USED AS THE BACKGROUND FOR ALL CONSTRUCTION MAINTENANCE WORK ZONE AND WARNING SIGNS USED WITHIN THE WORKSITE TRAFFIC CONTROL AREA. IF NOT SPECIFIED BY THE STANDARDS LISTED IN NOTE 1 ON THIS PLAN.
7. ALL TEMPORARY TRAFFIC CONTROL DEVICES SHALL BE REMOVED FOLLOWING THE COMPLETION OF THE CONSTRUCTION PHASE. THE PERMANENT TRAFFIC CONTROL DEVICES SHALL BE RESTORED BY THE CONTRACTOR AS OPERATIONS REVERT BACK TO THE DEVICES' INTENDED USE.
8. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO MAINTAIN ACCESS TO ALL PUBLIC AND PRIVATE DRIVEWAYS IN THE CONSTRUCTION AREA NOT RELATED TO THE SPECIFIC PROJECT. CONTRACTOR IS TO NOTIFY NEIGHBORING BUSINESSES 72-HOURS IN ADVANCE OF CONSTRUCTION.
9. ALL NECESSARY ENCROACHMENTS PERMITS SHALL BE OBTAINED PRIOR TO THE COMMENCEMENT OF CONSTRUCTION.
10. ALL CONFLICTING SIGNS SHALL BE COVERED.
11. THE CONTRACTOR SHALL PLATE OPEN TRENCHES AT THE END OF EACH WORK DAY PER CALTRANS STEEL PLATE BRIDGING UTILITY PROVISIONS TR-0157.
12. STRAND SHALL REMAIN FULLY OPEN WITH NO OPEN TRENCHES, STEEL PLATES, CONES, BLOCK, OR TRAFFIC CONTROL BY END OF WEEKDAY ON FRIDAY OR BEFORE A HOLIDAY.

PROJECT NAME:

STRAND IMPROVEMENTS

PRIME CONTRACTOR:

ALL AMERICAN ASPHALT

PHONE:

951-736-7600

DATE:

11-9-2018

JOB #

30367

LOCATION

FONTANA

REVISED

CITY OF HERMOSA BEACH
DEPARTMENT OF PUBLIC WORKS

RECOMMENDED BY:

APPROVED BY:

ENGINEER, TRAFFIC DIVISION

DATE

TRAFFIC DIVISION

DATE

PERMIT ENGINEER
OPERATIONS SUPPORT DIVISION

DATE

NO.

DESCRIPTION OF REVISION

1. PER CITY REQUEST, SHOW PLAN PHASING WORK.

DATE

CITY

APPROVED

SEAL

DIGALERT



1-800-227-2600



JARED ROBB (909) 223-1898
patriottdinc@gmail.com

CRAIG PITTS (951) 379-2425
patriottdinc@gmail.com

APPROVED BY:
TRAFFIC ENGINEER

DRAWN BY:
CRAIG JARED
PITTS ROBB

DESIGNED BY:
CRAIG JARED
PITTS ROBB

CHECKED BY:
CRAIG JARED
PITTS ROBB

DATE:

RCE NO.

RECOMMENDED

SHEET

1 OF 4

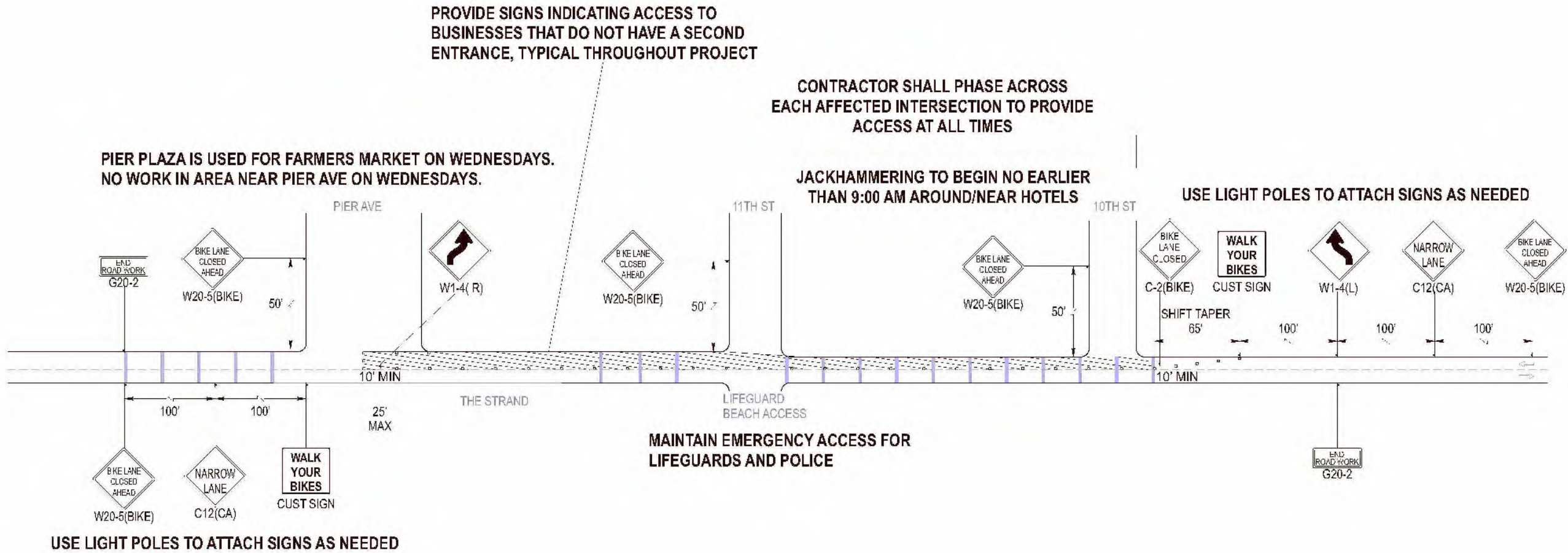
DRAWING NO

18 -132-1

SEE SHEET ONE FOR CONTRACTOR NOTES

-CONTRACTOR SHALL PROVIDE LOCAL BUSINESS ACCESS AT ALL TIMES. PHASE AS NECESSARY

-DURATION: 11/26/2018 - 12/07/2018

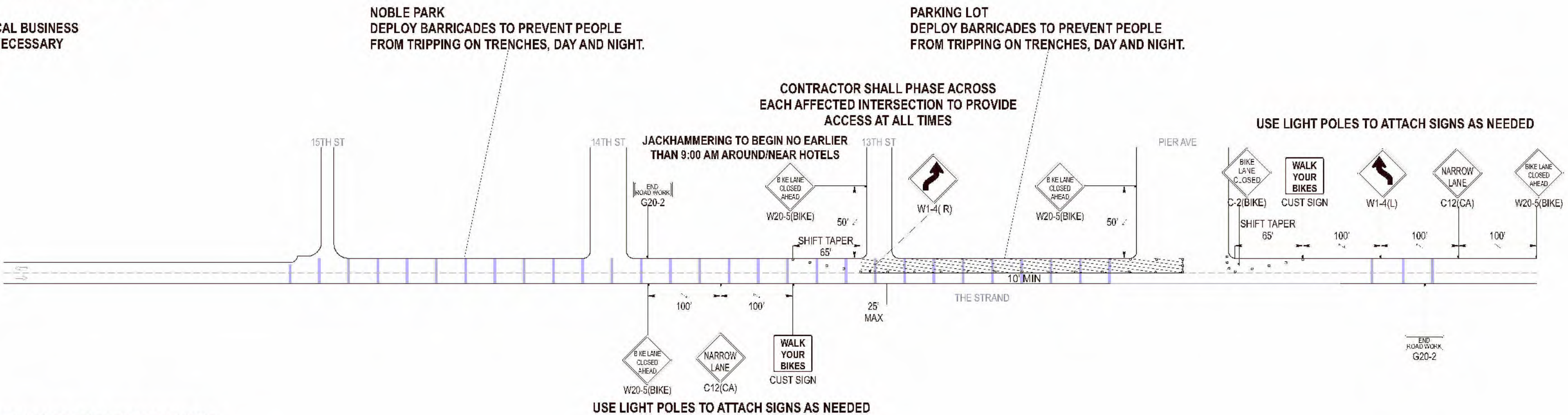


- ACCESS TO RESTROOM SHALL BE MAINTAINED AT ALL TIMES PROVIDING SIGNAGE AS NEEDED.
- CLOSE OFF BEACH ACCESS LOCATIONS WITH SIGNAGE AND DELINEATORS WHEN WORKING ON THAT SIDE.
- USE DELINEATORS WITH CAUTION TAPE TO CLOSE STREET ACCESS.

SEE SHEET ONE FOR CONTRACTOR NOTES

-CONTRACTOR SHALL PROVIDE LOCAL BUSINESS ACCESS AT ALL TIMES. PHASE AS NECESSARY

-DURATION: 12/10/2018 - 12/14/2018



- ACCESS TO RESTROOM SHALL BE MAINTAINED AT ALL TIMES PROVIDING SIGNAGE AS NEEDED.
- CLOSE OFF BEACH ACCESS LOCATIONS WITH SIGNAGE AND DELINEATORS WHEN WORKING ON THAT SIDE.
- USE DELINEATORS WITH CAUTION TAPE TO CLOSE STREET ACCESS.

PROJECT NAME:

STRAND IMPROVEMENTS

PRIME CONTRACTOR:

ALL AMERICAN ASPHALT

PHONE:

951-736-7600

DATE:

11-8-2018

JOB #

30367

LOCATION

FONTANA

REVIS

CITY OF HERMOSA BEACH
DEPARTMENT OF PUBLIC WORKS

RECOMMENDED BY:

APPROVED BY:

ENGINEER, TRAFFIC DIVISION

DATE

TRAFFIC DIVISION

DATE

PERMIT ENGINEER

OPERATIONS SUPPORT DIVISION

1. PER CITY REQUEST, SHOW PLAN PHASING WORK.

DESCRIPTION OF REVISION

DATE

CITY

APPROVED

SEAL

DIGALERT



1-800-227-2600



PATRIOT TRAFFIC DESIGN, INC.

JARED ROBB (909) 223-1898
patriottdinc@gmail.com

CRAIG PITTS (951) 379-2425
patriottdinc@gmail.com

APPROVED BY:
TRAFFIC ENGINEER

DRAWN BY:

CRAIG JARED

PITTS ROBB

DESIGNED BY:

CRAIG JARED

PITTS ROBB

CHECKED BY:

CRAIG JARED

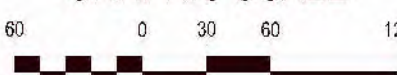
PITTS ROBB

DATE:

RCE NO.

RECOMMENDED

GRAPHIC SCALE



[IN FEET]

1 INCH = 60 FEET

SHEET

2 OF 4

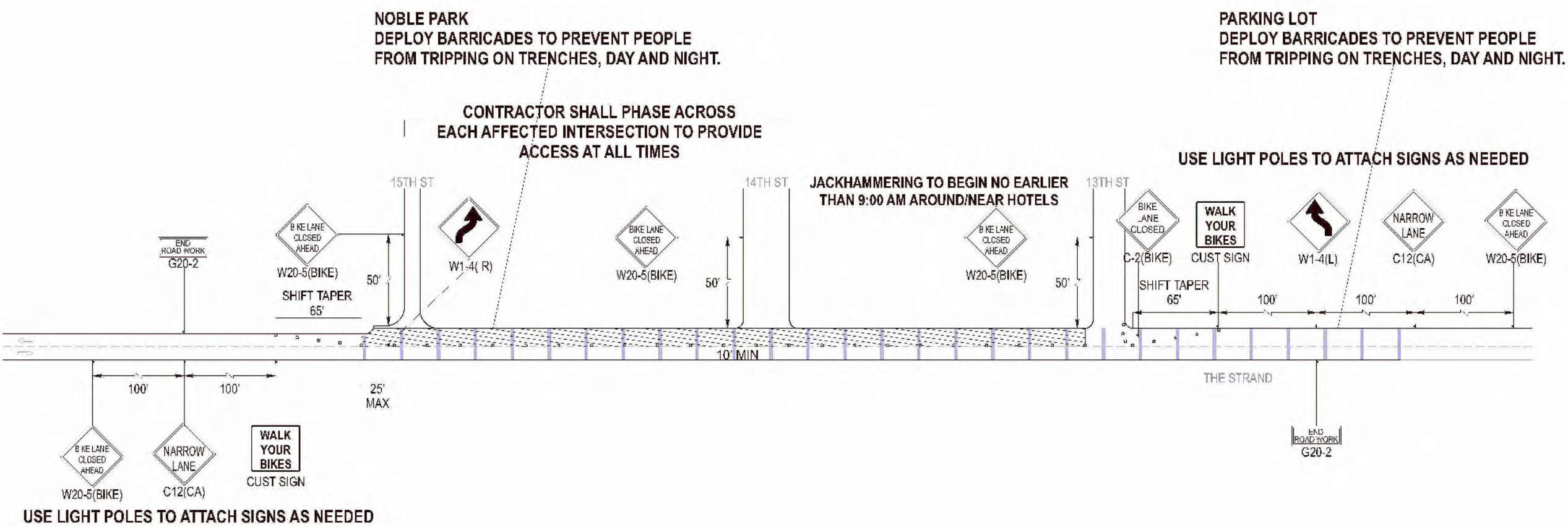
DRAWING NO

18 - 132-1

SEE SHEET ONE FOR CONTRACTOR NOTES

-CONTRACTOR SHALL PROVIDE LOCAL BUSINESS ACCESS AT ALL TIMES. PHASE AS NECESSARY

-DURATION: 12/17/2018 - 12/21/2018

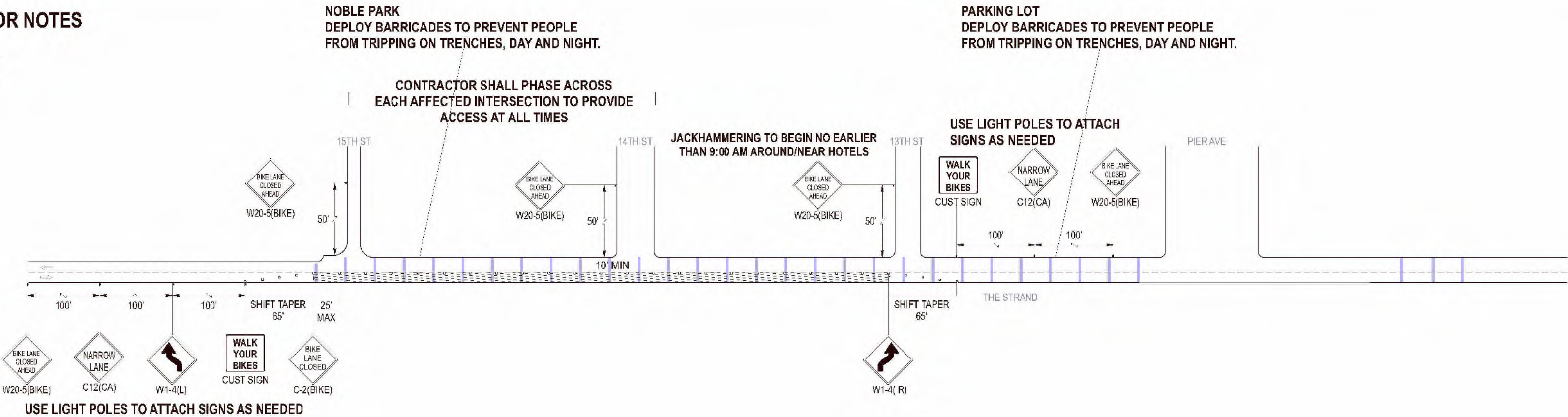


- ACCESS TO RESTROOM SHALL BE MAINTAINED AT ALL TIMES PROVIDING SIGNAGE AS NEEDED.
- CLOSE OFF BEACH ACCESS LOCATIONS WITH SIGNAGE AND DELINEATORS WHEN WORKING ON THAT SIDE.
- USE DELINEATORS WITH CAUTION TAPE TO CLOSE STREET ACCESS.

SEE SHEET ONE FOR CONTRACTOR NOTES

-CONTRACTOR SHALL PROVIDE LOCAL BUSINESS ACCESS AT ALL TIMES. PHASE AS NECESSARY

-DURATION: 01/07/2019 - 01/17/2019



- ACCESS TO RESTROOM SHALL BE MAINTAINED AT ALL TIMES PROVIDING SIGNAGE AS NEEDED.
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- USE DELINEATORS WITH CAUTION TAPE TO CLOSE STREET ACCESS.

PROJECT NAME:

STRAND IMPROVEMENTS

PRIME CONTRACTOR:

ALL AMERICAN ASPHALT

PHONE:

951-736-7600

DATE:

11-8-2018

JOB #

30367

LOCATION

FONTANA

REVISION

ENGINEER, TRAFFIC DIVISION

DATE

APPROVED BY:

PERMIT ENGINEER

OPERATIONS SUPPORT DIVISION

1. PER CITY REQUEST, SHOW PLAN PHASING WORK.

DESCRIPTION OF REVISION

DATE

CITY

APPROVED

SEAL

DIGALERT



1-800-227-2600



JARED ROBB (909) 223-1898
patriottdinc@gmail.com

CRAIG PITTS (951) 379-2425
patriottdinc@gmail.com

APPROVED BY:
TRAFFIC ENGINEER

DRAWN BY:

PITTS ROBB

DESIGNED BY:

PITTS ROBB

CHECKED BY:

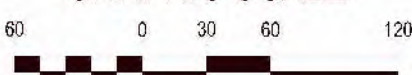
PITTS ROBB

DATE:

RCE NO.

RECOMMENDED

GRAPHIC SCALE



[IN FEET]

1 INCH = 60 FEET

SHEET

3 OF 4

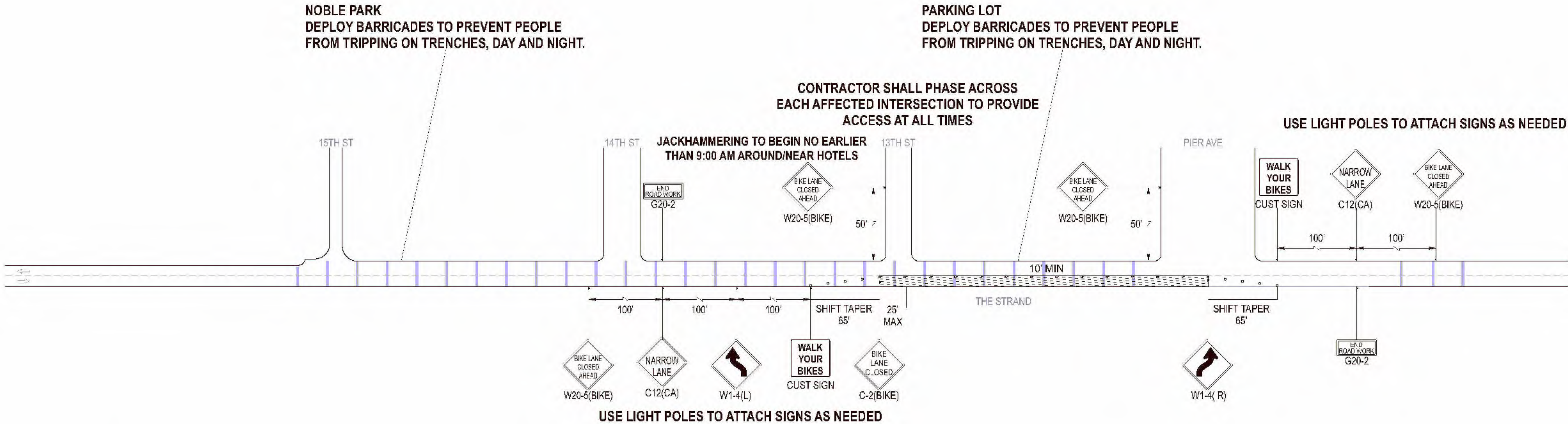
DRAWING NO

18 - 132-1

SEE SHEET ONE FOR CONTRACTOR NOTES

-CONTRACTOR SHALL PROVIDE LOCAL BUSINESS ACCESS AT ALL TIMES. PHASE AS NECESSARY

-DURATION: 01/14/2019 - 01/25/2019



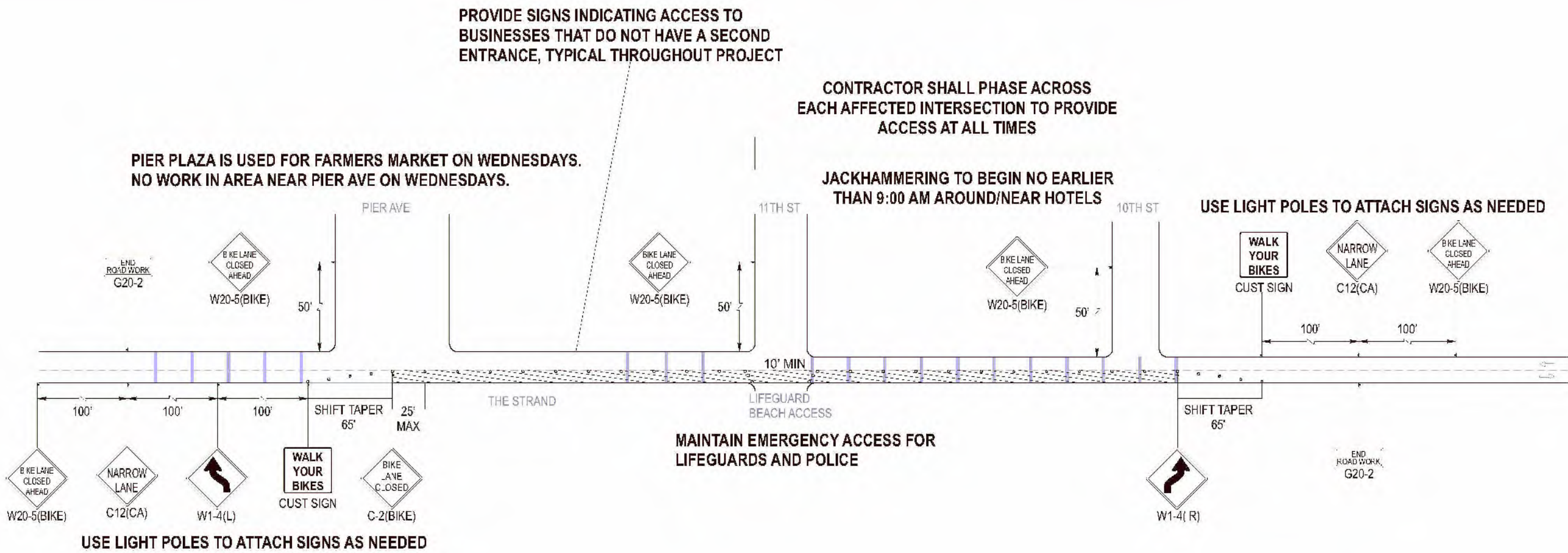
- ACCESS TO RESTROOM SHALL BE MAINTAINED AT ALL TIMES PROVIDING SIGNAGE AS NEEDED.
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SEE SHEET ONE FOR CONTRACTOR NOTES

-CONTRACTOR SHALL PROVIDE LOCAL BUSINESS ACCESS AT ALL TIMES. PHASE AS NECESSARY

-DURATION: 01/21/2019 - 02/04/2019



- ACCESS TO RESTROOM SHALL BE MAINTAINED AT ALL TIMES PROVIDING SIGNAGE AS NEEDED.
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- USE DELINEATORS WITH CAUTION TAPE TO CLOSE STREET ACCESS.



PROJECT NAME:
STRAND IMPROVEMENTS

PRIME CONTRACTOR:
ALL AMERICAN ASPHALT

PHONE:	DATE:	JOB #	LOCATION
951-736-7600	11-8-2018	30367	FONTANA
ACCOUNT #	12	REVISED	TRAFFIC DIVISION

CITY OF HERMOSA BEACH
DEPARTMENT OF PUBLIC WORKS

ENGINEER, TRAFFIC DIVISION	DATE	APPROVED BY:
PERMIT ENGINEER	DATE	OPERATIONS SUPPORT DIVISION

- DESCRIPTION OF REVISION
1. PER CITY REQUEST, SHOW PLAN PHASING WORK.

DATE CITY SEAL

APPROVED



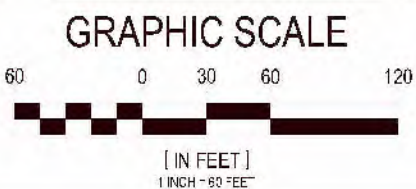
1-800-227-2600



JARED ROBB (909) 223-1898
patriottdinc@gmail.com

CRAIG PITTS (951) 379-2425
patriottdinc@gmail.com

APPROVED BY:
TRAFFIC ENGINEER
DRAWN BY:
CRAIG JARED
PITTS ROBB
DESIGNED BY:
CRAIG JARED
PITTS ROBB
CHECKED BY:
CRAIG JARED
PITTS ROBB



DATE: _____
RCE NO.

RECOMMENDED
SHEET
4 OF 4
DRAWING NO
18 - 132-1

To: Lucho Rodriguez[lrodriguez@hermosabch.org]
Cc: Glen Kau[gkau@hermosabch.org]; Matt Steele[MSteele@hermosabch.org]; John Manly[jmanly@allamericanasphalt.com]; Edward Ryu[Eryu@allamericanasphalt.com]; Ben Johnson[bjohnson@allamericanasphalt.com]; Dustin Blackwell[dblackwell@andpen.com]; David Pressly[dpressly@andpen.com]
From: John Wolitarsky
Sent: Mon 11/12/2018 1:45:30 PM
Subject: Hermosa Avenue Rehabilitation and Resurfacing Project: Construction Meeting# 8 Minutes.
[Meeting 08 - Minutes.pdf](#)

Lucho,

Please find attached the minutes to construction progress meeting #8, as well as the sign-in sheet and look ahead schedule.

Should you have any questions, please don't hesitate to contact me.

Sincerely,

JOHN A. WOLITARSKY
SENIOR PROJECT MANAGER
ANDERSONPENNA | Partners in Project Delivery
1960 E. Grand Ave. Suite 370
El Segundo, CA. 90245
Office (310) 359 1203
Cell (949) 339-9154
www.andpen.com jwolitarsky@andpen.com





Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 8

Minutes

Contractor: All American Asphalt

DATE: November 06, 2018

CONTRACT SUMMARY

NTP Date: September 17, 2018

Time	Working Days	Cost	Amount
Total Original Contract Time (working days):	80	Original Contract Amount	\$2,160,864.46
Approved non-compensable delay days:	0	Additional Amt. approved through CO No. ___:	\$0
Additional Time Granted through C.O. No. ___:	0	Total Current Contract Amount:	\$2,160,864.46
Total Current Contract Time (working days)	80	Value Processed through Pay Application #1:	\$64,298.68
Working Days elapsed through meeting date:	36	Liquidated Damages to Date)	\$0
Working Days Remaining	44		
Current Calculated Completion Date	01-18-2019	Balance to Complete:	\$2,096,565.78

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS												
A	Preliminary Matters:	N/A														
A.1	Introductions of Key Personnel & Sign-in Sheet	N/A														
A.2	<p>Project Overview</p> <p>This project will consist of street improvements along Hermosa Avenue between 10th St. and Greenwich Village Road consisting of the following:</p> <ul style="list-style-type: none">• Cold-milling 3.5 inches• Asphalt concrete (AC) leveling course• Pavement fabric• Removal and replacement of curb and gutter• Construction of PCC cross-gutters• Removal and replacement of curb ramps for ADA compliance• Install Decomark and Duratherm• Install bus shelters• Traffic signal modification• Construct bulbouts• Install street furniture• Signing and striping• Double adjust manholes?	N/A														
A.3	<p>Overview of Schedule & Working Hours:</p> <p>A start date for the project will be determined</p> <p>Construction Hours:</p> <p>A. Weekdays 8:00 AM to 6:00 PM. These are the standard working hours per the city's ordinance. All parties have concurred with the start time.</p> <p>City's Schedule: City Hall is closed every other Friday, but CM and Inspector are available.</p> <p>Holidays during this Contract are:</p> <table><tr><td>Labor Day</td><td>September 03, 2018</td></tr><tr><td>Columbus Day</td><td>October 08, 2018</td></tr><tr><td>Veterans Day</td><td>November 12, 2018</td></tr><tr><td>Thanksgiving</td><td>November 22 & 23, 2018</td></tr><tr><td>Christmas</td><td>December 25, 2018</td></tr><tr><td>New Year's Day</td><td>January 01, 2019</td></tr></table>	Labor Day	September 03, 2018	Columbus Day	October 08, 2018	Veterans Day	November 12, 2018	Thanksgiving	November 22 & 23, 2018	Christmas	December 25, 2018	New Year's Day	January 01, 2019	N/A		
Labor Day	September 03, 2018															
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Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 8

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
A.4	Chain of Communication & Emergency Contacts. City: Lucho Rodriguez, P.E. Deputy City Engineer 1315 Valley Drive Hermosa Beach 90254 lrodriguez@hermosabch.org Contractor: Ben Johnson Public works Foreman All American Asphalt 400 East Sixth Street Corona, CA. 92879 Phone: (951) 232-3953 Email: Bjohnson@allamericanasphalt.com Construction Manager: John A. Wolitarsky Anderson Penna Partners, Inc. 1960 E. Grand Avenue, Suite 300 El Segundo, CA 90245 Cell: (949) 339-9154 jwolitarsky@andpen.com	N/A		
A.5	Contractor's Representative To be determined Public Works Foreman will be the contractor's representative and will be the point of contact for the project -Identify Individual and obtain contact information.	AAA		
A.6	Meeting Minute Format The meeting minutes will follow the format of the meeting agenda and will include a list of all meeting attendees. The meeting minutes will also include any required actions and their associated deadlines and the status of each item. As-built will be discussed every week	APP		
B	Local Services & Permit Coordination			
B.1	City of Hermosa Beach Encroachment Permit and City license required -Notice with city	AAA		
B.2	Police The Police must be notified of any work that affects their operations or the roadways.	AAA	As Applicable	
B.3	Fire / EMT/Hospital The Fire Department must be notified of any work that affects their operations or the roadways.	AAA, APP	As Applicable	
B.4	Street Sweeper City to halt street sweeping at construction areas.	City		
C	Utility Coordination			
C.1	Water All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.2	Electrical All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.3	Sewer All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.4	Phone / Data All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
D	Public Relations and Notifications		ONGOING	
D.1	Construction Notices / Public Notifications / Flyers/ CMS Sign(s) <ul style="list-style-type: none"> Three CMS Signs at project beginning: one at each end of project section (two provide by AAA and one purchased by City) 	AAA City APP	ASAP	
D.2	PR Mitigation Measures Daily clean-up of project, with special care that nothing is left unfinished over a weekend. <ul style="list-style-type: none"> Logged in mural complaint at 17th Street by homeowner. AAA to mitigate. 	City	N/A	

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 8

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
D.3	Truck Route Approved truck route given to contractor (see attached to Meeting No 2)	AAA	ONGOING	
E	Safety & Security			
E.1	Health & Safety Plan (HASP)	AAA		
E.2	Traffic Safety / Control Devices/ Signs The current WATCH Manual must be used for traffic safety, control devices, and signs as per S-1.05	AAA		
E.3	Trench Safety & Shoring	N/A		
E.4	Security	AAA		
F	Contract Administration			
F.1	NTP Notice to Perform start date was September 17, 2018			CLOSED
F.2	Establishment of Contract Time and Completion Date Estimated project end date is January 18, 2019.			
F.2.1	Liquidated Damages: \$1,000.00 per Day			
F.3	Schedule – Contractor's Project Schedule Revised schedule submitted and being reviewed. It was requested that AAA revise schedule to reflect ramp locations. -AAA to submit revised schedule by end of day, Oct 16. Revised schedule is received but needs to match the 2 week look ahead schedule. AAA to revise and resubmit. -The revised schedule was again requested as well as traffic control plans for concrete work on the strand. -Strand traffic control plan submitted. To be reviewed and sent back to AAA. -Revised schedule submitted prior to meeting. Discussed possibility of moving up concrete demo work on strand. AAA to verify notifications required prior to strand improvements starting.	AAA	ASAP	
F.4	Look Ahead / Progress Schedule Updates Weekly look-aheads must be provided and the progress schedule must be updated on a monthly basis. 2-week look ahead was submitted and will be uploaded to City's website (see attached) -City manager's office alerting all of sidewalk sale Nov. 16-18, 2018. Site must be clear.	AAA	Weekly	
F.5	Sub-contracts –			
F.5.1	Subcontractor List			
F.5.2	Written approval required for substitution.			
F.6	Documentation and tracking controls			
F.6.1	Protocol: All communications shall be through Construction Manager John Wolitarsky	All		
F.6.2	Naming Convention: All email subject lines must start with "CIP 16-174 –" and then include the topic of the email.			
F.6.3	Photo / Video Documentation: A photo and video survey is required prior to the start of construction.	AAA	Prior to Construction	
G	Contract Compliance			
G.1	Paperwork and Reporting requirements:	AAA	Completed	

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 8

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
	Contractor's Daily Reports – must report daily manpower, equipment and materials (delivery tickets). Prior week submitted each Monday to John Wolitarsky (electronic submittal preferred). <i>Hours and classifications must match certified payrolls exactly.</i>		Daily, Submitted Weekly	
G.1.1	Certified Payrolls Contractor to submit weekly by mail to Project CM <ul style="list-style-type: none"> CPRs are being submitted weekly. 	AAA,	Ongoing	
I	Change Orders – See PCO Log (None to date):			
I.1	Process for Change Order Requests An RFI must be submitted regarding the item or work of concern, and then a CO must be requested. A CO must be approved in order to receive payment. If work is completed prior to a CO being finalized and approved, there will be no payment for that work. <ul style="list-style-type: none"> Awaiting price for additional work on Pier. AAA to submit 10-25-16. 	AAA, City, APP		
I.2	Claims and Protests Notification Requirements			
I.3	No CO / No Payment			
J	Submittals – See Submittal Log			
J.1	Transmission of Submittals: Transmission of submittals will continue as it has been. -2 submittals for Duratherm: discussed, pending Duratherm questions and will provide contractor with guidance soon. -Traffic Poles -Bus Shelter – Transportation companies using Hermosa Ave have been notified of construction -Trash Bins -Fire Hydrants -Cage submittal for street signal pole foundation not approved. CPE Inc. alerted and working anyway. -Re-Sent Cage submittal to engineer of record for review/approval. -City engineer claims CPE bent cage rebar in the field.	AAA		
J.2	Installation at Contractor's Risk Any installations completed prior to the approval of a submittal are installed at the Contractor's risk.	AAA		
K	RFI's – See RFI Log			
K.1	RFI Process: RFI's must be submitted to the Construction Manager, John Wolitarsky, who will coordinate the response to the RFI. A current RFI log was distributed at this meeting.	AAA, APP		
L	Project Payments			
L	Progress / Final Payments The contractor shall be entitled to full payment of only the actual quantities of contract items constructed in accordance with the plans and specifications. No payment will be made for materials on hand but not incorporated in the work. The contractor should refer to the "Progress Payments and Retention" section of the Contract for the Progress Payment Schedule. -Payment Application #1 submitted. City Engineer to process.			
L.1	Schedule of Values: Per bid schedule	AAA		
L.2	Quantity Measurement: Quantity measurements must be agreed upon by the Contractor, Inspector and Construction Manager on a monthly basis prior to progress payments.	AAA City APP	Monthly	

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 8

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
L.3	Documentation Requirements There will be a checklist of requirements that the Contractor must fulfill prior to approval of monthly progress applications, such as: certified payroll, as-built mark-ups, updated progress schedule, approved traffic control, clean work areas, agreement on status of change orders, etc.	AAA APP		
L.3.1	<ul style="list-style-type: none"> • City backup requirements • Material Delivery Tickets: • Lien Releases: • T&M Items • CPRs and Other Monthly Reporting Documents 			
L.3.2	As-Builts: As-builts must be updated and approved by the City Construction Manager on a weekly basis, and a final set of as-built drawings must be submitted prior to filing the Notice of Completion. As-Builts will be discussed at the weekly Progress Meetings. AAA will bring copy to next weekly meeting.	AAA	Weekly	
L.3.3	Final Payment / Release of Retention			
M	Field Operations and Quality Control			
M.1	NPDES Compliance Water pollution control and other environmental issues shall conform to Section 7-1.01 of the General Provisions. In addition, the contractor shall comply with the BMP Package submitted to and approved by the City.	AAA		
M.2	Construction and Demolition Waste Management Plan An approved construction and demolition waste management plan must be followed.	AAA		
M.4	Project Site Maintenance The project site must be maintained and cleaned on a daily basis since the facility is in use during construction.	AAA		
M.5	Construction Staging Areas AAA has obtained staging area from Edison	AAA		Closed
M.6	Survey Monuments per S-1.19 – CC survey, include strand	AAA		
M.7	Inspection and Testing All inspection and testing must be completed and must be shown on the project schedule. -Project inspector to call for inspection when required.	City		
M.7.1	Call-out Requirements 72-hour notice is required for call-outs.	AAA		
N	Project Closeout			
N.1	As-Builts: The Contractor shall maintain and submit "As Built" drawings to the City prior to filing of Notice of Completion. All "As Built" changes shall be maintained on one master copy and approved and initialed <u>weekly</u> by the City Construction Manager prior to implementation in the field.	AAA		
O	Questions / Comments / Contractor's Items for Discussion <ul style="list-style-type: none"> • City expressed displeasure with workmanship of curb ramps and requested removal and replacement of 4 to 5 ramps. Todd from AA will field verify after meeting. -City will let AAA know which ramps are unacceptable • AAA requested final direction on strand concrete color and concrete finish required. City/APP has provided direction. • City may remove Duratherm from the project • Parking meter at 15th needs to be sacked with "No Parking" sign (City to undertake work) 	N/A		

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 8

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
	<ul style="list-style-type: none"> City engineer wants 12"x12" mock up of proposed concrete finish at the strand prior to starting work. 			
Z.	WEEKLY/BI-WEEKLY MEETINGS:			
Z.1	Next Construction Progress Meeting: 11-13-18 at 10:00 AM	ALL		



**City of Hermosa Beach
Hermosa Avenue Pavement Resurfacing Project
Construction Progress Meeting 08**



SIGN IN LOG

DATE: November 06, 2018

<u>Initials</u>	<u>Name</u>	<u>Title</u>	<u>Office/Affiliation</u>	<u>Phone</u>	<u>Cell Number</u>	<u>EMAIL</u>
<i>John</i>	John Wolitarsky		Anderson Penna Partners	949-339-9154		jwolitarsky@andpen.com
	John Manly		All American Asphalt	951-553-8354		jmanly@allamericanasphalt.com
<i>Ben</i>	Ben Johnson		All American Asphalt	951-232-3953		bjohnson@allamericanasphalt.com
	Jorge Rangel		All American Asphalt	951-570-3021		
	Todd Simon		All American Asphalt	951-757-8064		tsimon@allamericanasphalt.com
<i>Lucho</i>	Lucho Rodriguez		City of Hermosa Beach	310-318-0210		lrodriguez@hermosabch.org
	David Pressly		Anderson Penna Partners			dpressly@andpen.com
	Glen Kau		City of Hermosa Beach			gkau@hermosabch.org
	Edward Ryu		All American Asphalt	858-776-8840		eryu@allamericanasphalt.com
<i>Matt</i>	Matt Steele		City of Hermosa Beach	310-318-0208		msteele@hermosabch.org

*Leeanne
Singleton*

*City of Hermosa
Beach*



**City of Hermosa Beach
Hermosa Avenue Pavement Resurfacing Project
Construction Progress Meeting 08**



SIGN IN LOG

DATE: November 06, 2018

<u>Initials</u>	<u>Name</u>	<u>Title</u>	<u>Office/Affiliation</u>	<u>Phone</u>	<u>Cell Number</u>	<u>EMAIL</u>
	Leeanne Singleton		City of Hermosa Beach	310-318-0252		Lsingleton@hermosach.org
	Noe Ontiveros		C.P.E	626-589-8069		noeontiveros77@yahoo.com

CURB RAMP SCHEDULE

TWO WEEK LOOK AHEAD CONSTRUCTION SCHEDULE

[illegible]

To: Lucho Rodriguez[lrodriguez@hermosabch.org]
Cc: Glen Kau[gkau@hermosabch.org]; Matt Steele[MSteele@hermosabch.org]; John Manly[jmanly@allamericanasphalt.com]; Edward Ryu[Eryu@allamericanasphalt.com]; Ben Johnson[bjohnson@allamericanasphalt.com]; Dustin Blackwell[dblackwell@andpen.com]; David Pressly[dpressly@andpen.com]
From: John Wolitarsky
Sent: Mon 11/5/2018 2:05:39 PM
Subject: Hermosa Avenue Rehabilitation and Resurfacing Project: Construction Progress Meeting #7 Minutes.
[Meeting 07 - Minutes.pdf](#)

Lucho,

Please find attached for your information and records a copy of the minutes for construction progress meeting #7.

Also included is the sign-in sheet and look ahead schedule.

Should you have any questions or require additional information, please don't hesitate to contact me.

Sincerely,

JOHN A. WOLITARSKY
SENIOR PROJECT MANAGER
ANDERSONPENNA | Partners in Project Delivery
1960 E. Grand Ave. Suite 370
El Segundo, CA. 90245
Office (310) 359 1203
Cell (949) 339-9154
www.andpen.com jwolitarsky@andpen.com





Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 7

MINUTES

Contractor: All American Asphalt

DATE: October 30, 2018

CONTRACT SUMMARY

NTP Date: September 17, 2018

Time	Working Days	Cost	Amount
Total Original Contract Time (working days):	80	Original Contract Amount	\$2,160,864.46
Approved non-compensable delay days:	0	Additional Amt. approved through CO No. ____:	\$0
Additional Time Granted through C.O. No. ____:	0	Total Current Contract Amount:	\$2,160,864.46
Total Current Contract Time (working days)	80	Value Processed through Pay Application #1:	\$64,298.68
Working Days elapsed through meeting date:	31	Liquidated Damages to Date)	\$0
Working Days Remaining	49		
Current Calculated Completion Date	01-18-2019	Balance to Complete:	\$2,096,565.78

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS												
A	Preliminary Matters:	N/A														
A.1	Introductions of Key Personnel & Sign-in Sheet	N/A														
A.2	<p>Project Overview</p> <p>This project will consist of street improvements along Hermosa Avenue between 10th St. and Greenwich Village Road consisting of the following:</p> <ul style="list-style-type: none">• Cold-milling 3.5 inches• Asphalt concrete (AC) leveling course• Pavement fabric• Removal and replacement of curb and gutter• Construction of PCC cross-gutters• Removal and replacement of curb ramps for ADA compliance• Install Decomark and Duratherm• Install bus shelters• Traffic signal modification• Construct bulbouts• Install street furniture• Signing and striping• Double adjust manholes?	N/A														
A.3	<p>Overview of Schedule & Working Hours:</p> <p>A start date for the project will be determined</p> <p>Construction Hours:</p> <p>A. Weekdays 8:00 AM to 6:00 PM. These are the standard working hours per the city's ordinance. All parties have concurred with the start time.</p> <p>City's Schedule: City Hall is closed every other Friday, but CM and Inspector are available.</p> <p>Holidays during this Contract are:</p> <table><tr><td>Labor Day</td><td>September 03, 2018</td></tr><tr><td>Columbus Day</td><td>October 08, 2018</td></tr><tr><td>Veterans Day</td><td>November 12, 2018</td></tr><tr><td>Thanksgiving</td><td>November 22 & 23, 2018</td></tr><tr><td>Christmas</td><td>December 25, 2018</td></tr><tr><td>New Years Day</td><td>January 01, 2019</td></tr></table>	Labor Day	September 03, 2018	Columbus Day	October 08, 2018	Veterans Day	November 12, 2018	Thanksgiving	November 22 & 23, 2018	Christmas	December 25, 2018	New Years Day	January 01, 2019	N/A		
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Christmas	December 25, 2018															
New Years Day	January 01, 2019															

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 7

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
A.4	Chain of Communication & Emergency Contacts. City: Lucho Rodriguez, P.E. Deputy City Engineer 1315 Valley Drive Hermosa Beach 90254 lrodriguez@hermosabch.org Contractor: Ben Johnson Public works Foreman All American Asphalt 400 East Sixth Street Corona, CA. 92879 Phone: (951) 232-3953 Email: Bjohnson@allamericanasphalt.com Construction Manager: John A. Wolitarsky AndersonPenna Partners, Inc. 1960 E. Grand Avenue, Suite 300 El Segundo, CA 90245 Cell: (949) 339-9154 jwolitarsky@andpen.com	N/A		
A.5	Contractor's Representative To be determined Public Works Foreman will be the contractor's representative and will be the point of contact for the project -Identify Individual and obtain contact information.	AAA		
A.6	Meeting Minute Format The meeting minutes will follow the format of the meeting agenda and will include a list of all meeting attendees. The meeting minutes will also include any required actions and their associated deadlines and the status of each item. As-built will be discussed every week	APP		
B	Local Services & Permit Coordination			
B.1	City of Hermosa Beach Encroachment Permit and City license required -Notice with city	AAA		
B.2	Police The Police must be notified of any work that affects their operations or the roadways.	AAA	As Applicable	
B.3	Fire / EMT/Hospital The Fire Department must be notified of any work that affects their operations or the roadways.	AAA, APP	As Applicable	
B.4	Street Sweeper City to halt street sweeping at construction areas.	City		
C	Utility Coordination			
C.1	Water All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.2	Electrical All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.3	Sewer All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.4	Phone / Data All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
D	Public Relations and Notifications		ONGOING	
D.1	Construction Notices / Public Notifications / Flyers/ CMS Sign(s) <ul style="list-style-type: none"> Three CMS Signs at project beginning: one at each end of project section (two provide by AAA and one purchased by City) 	AAA City APP	ASAP	
D.2	PR Mitigation Measures Daily clean-up of project, with special care that nothing is left unfinished over a weekend. <ul style="list-style-type: none"> Logged in mural complaint at 17th Street by homeowner. AAA to mitigate. 	City	N/A	

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 7

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
D.3	Truck Route Approved truck route given to contractor (see attached to Meeting No 2)	AAA	ONGOING	
E	Safety & Security			
E.1	Health & Safety Plan (HASP)	AAA		
E.2	Traffic Safety / Control Devices/ Signs The current WATCH Manual must be used for traffic safety, control devices, and signs as per S-1.05	AAA		
E.3	Trench Safety & Shoring	N/A		
E.4	Security	AAA		
F	Contract Administration			
F.1	NTP Notice to Perform start date was September 17, 2018			CLOSED
F.2	Establishment of Contract Time and Completion Date Estimated project end date is January 18, 2019.			
F.2.1	Liquidated Damages: \$1,000.00 per Day			
F.3	Schedule – Contractor's Project Schedule Revised schedule submitted and being reviewed. It was requested that AAA revise schedule to reflect ramp locations. -AAA to submit revised schedule by end of day, Oct 16. Revised schedule is received but needs to match the 2 week look ahead schedule. AAA to revise and resubmit. -The revised schedule was again requested as well as traffic control plans for concrete work on the strand.	AAA	ASAP	
F.4	Look Ahead / Progress Schedule Updates Weekly look-aheads must be provided and the progress schedule must be updated on a monthly basis. 2-week look ahead was submitted and will be uploaded to City's website (see attached) • City / inspector and AAA to walk site on 11-01-18 at 9:00AM to review ramps requiring replacement as well as R&R of additional sidewalk.	AAA	Weekly	
F.5	Sub-contracts –			
F.5.1	Subcontractor List			
F.5.2	Written approval required for substitution.			
F.6	Documentation and tracking controls			
F.6.1	Protocol: All communications shall be through Construction Manager John Wolitarsky	All		
F.6.2	Naming Convention: All email subject lines must start with "CIP 16-174 –" and then include the topic of the email.			
F.6.3	Photo / Video Documentation: A photo and video survey is required prior to the start of construction.	AAA	Prior to Construction	
G	Contract Compliance			
G.1	Paperwork and Reporting requirements: Contractor's Daily Reports – must report daily manpower, equipment and materials (delivery tickets). Prior week submitted each Monday to John Wolitarsky (electronic submittal preferred). <i>Hours and classifications must match certified payrolls exactly.</i>	AAA	Completed Daily, Submitted Weekly	
G.1.1	Certified Payrolls Contractor to submit weekly by mail to Project CM	AAA,	Ongoing	

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 7

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
	<ul style="list-style-type: none"> CPRs are being submitted weekly. 			
I	Change Orders – See PCO Log (None to date):			
I.1	Process for Change Order Requests An RFI must be submitted regarding the item or work of concern, and then a CO must be requested. A CO approved in order to receive payment. If work is completed prior to a CO being finalized and approved, there will be no payment for that work. <ul style="list-style-type: none"> Awaiting proce for additional work on Pier. AAA to submit 10-25-16. 	AAA, City, APP		
I.2	Claims and Protests Notification Requirements			
I.3	No CO / No Payment			
J	Submittals – See Submittal Log			
J.1	Transmission of Submittals: Transmission of submittals will continue as it has been. -2 submittals for Duratherm: discussed, pending Duratherm questions and will provide contractor with guidance soon. -Traffic Poles -Bus Shelter – Transportation companies using Hermosa Ave have been notified of construction -Trash Bins -Fire Hydrants -AAA to send submittal for High/Early concrete mix in case it is needed.	AAA		
J.2	Installation at Contractor's Risk Any installations completed prior to the approval of a submittal are installed at the Contractor's risk.	AAA		
K	RFI's – See RFI Log			
K.1	RFI Process: RFIs must be submitted to the Construction Manager, John Wolitarsky, who will coordinate the response to the RFI. A current RFI log was distributed at this meeting.	AAA, APP		
L	Project Payments			
L	Progress / Final Payments The contractor shall be entitled to full payment of only the actual quantities of contract items constructed in accordance with the plans and specifications. No payment will be made for materials on hand but not incorporated in the work. The contractor should refer to the "Progress Payments and Retention" section of the Contract for the Progress Payment Schedule. -Payment Application #1 submitted. City Engineer to process.			
L.1	Schedule of Values: Per bid schedule	AAA		
L.2	Quantity Measurement: Quantity measurements must be agreed upon by the Contractor, Inspector and Construction Manager on a monthly basis prior to progress payments.	AAA City APP	Monthly	
L.3	Documentation Requirements There will be a checklist of requirements that the Contractor must fulfill prior to approval of monthly progress applications, such as: certified payroll, as-built mark-ups, updated progress schedule, approved traffic control, clean work areas, agreement on status of change orders, etc.	AAA APP		
L.3.1	<ul style="list-style-type: none"> City backup requirements Material Delivery Tickets: Lien Releases: T&M Items 			

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 7

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
	• CPRs and Other Monthly Reporting Documents			
L.3.2	As-Builts: As-builts must be updated and approved by the City Construction Manager on a weekly basis, and a final set of as-built drawings must be submitted prior to filing the Notice of Completion. As-Builts will be discussed at the weekly Progress Meetings. AAA will bring copy to next weekly meeting.	AAA	Weekly	
L.3.3	Final Payment / Release of Retention			
M	Field Operations and Quality Control			
M.1	NPDES Compliance Water pollution control and other environmental issues shall conform to Section 7-1.01 of the General Provisions. In addition, the contractor shall comply with the BMP Package submitted to and approved by the City.	AAA		
M.2	Construction and Demolition Waste Management Plan An approved construction and demolition waste management plan must be followed.	AAA		
M.4	Project Site Maintenance The project site must be maintained and cleaned on a daily basis since the facility is in use during construction.	AAA		
M.5	Construction Staging Areas AAA has obtained staging area from Edison	AAA		Closed
M.6	Survey Monuments per S-1.19 – CC survey, include strand	AAA		
M.7	Inspection and Testing All inspection and testing must be completed and must be shown on the project schedule. -Project inspector to call for inspection when required.	City		
M.7.1	Call-out Requirements 72 hour notice is required for call-outs.	AAA		
N	Project Closeout			
N.1	As-Builts: The Contractor shall maintain and submit "As Built" drawings to the City prior to filing of Notice of Completion. All "As Built" changes shall be maintained on one master copy and approved and initialed <u>weekly</u> by the City Construction Manager prior to implementation in the field.	AAA		
O	Questions / Comments / Contractor's Items for Discussion <ul style="list-style-type: none"> City expressed displeasure with workmanship of curb ramps and requested removal and replacement of 4 to 5 ramps. Todd from AA will field verify after meeting. -City will let AAA know which ramps are unacceptable AAA requested final direction on strand concrete color and concrete finish required. City/APP has provided direction. Inspector to provide ramps constructed and remaining to be constructed Parking meter at 15th needs to be sacked with "No Parking" sign (City to undertake work) Electrical sub requested direction on existing foundation removal and placement of new foundations given existing soil conditions. RFI #8 & #9 to be prepared and sent out. 	N/A		
Z	WEEKLY/BI-WEEKLY MEETINGS:			
Z.1	Next Construction Progress Meeting: 11-06-2018 at 10:00 AM	ALL		



City of Hermosa Beach
Hermosa Avenue Pavement Resurfacing Project
Construction Progress Meeting 07



SIGN IN LOG


DATE: October 30, 2018

Initials	Name	Title	Office/Affiliation	Phone	Cell Number	EMAIL
JW	John Wolitarsky		Anderson Penna Partners	949-339-9154		jwolitarsky@andpen.com
	John Manly		All American Asphalt	951-553-8354		jmanly@allamericanasphalt.com
	Ben Johnson		All American Asphalt	951-232-3953		bjohnson@allamericanasphalt.com
	Jorge Rangel		All American Asphalt	951-570-3021		
	Todd Simon		All American Asphalt	951-757-8064		tsimon@allamericanasphalt.com
	Lucho Rodriguez		City of Hermosa Beach	310-318-0210		lrodriguez@hermosabch.org
	David Pressly		Anderson Penna Partners	949		dpressly@andpen.com
	Glen Kau		City of Hermosa Beach			gkau@hermosabch.org
	Edward Ryu		All American Asphalt	858-776-8840		eryu@allamericanasphalt.com
	Matt Steele		City of Hermosa Beach	310-318-0208		msteele@hermosabch.org

LS Leanna Singleton

Hermosa Beach

TWO WEEK LOOK AHEAD CONSTRUCTION SCHEDULE

CURRENT WEEK								PROJECT: HERMOSA BEACH - HERMOSA AVE PAVEMENT RESURFACING PRO CIP 10-174	 ALL AMERICAN ASPHALT ALL AMERICAN AGGREGATES GENERAL CONTRACTOR CA STATE LIC #267073-A	1ST WEEK LOOK AHEAD							2ND WEEK LOOK AHEAD							PERIOD: 11/5 TO 11/9	
M	T	W	T	F	S	S	LOCATION: HERMOSA BEACH	DESCRIPTION OF WORK		SUBCONTRACTOR	M	T	W	T	F	S	S	M	T	W	T	F	S	S	COMMENTS
								Footings, Conduits, pull BOXES	California Professional Engineering Shardien Design Asphalt Inc. PCI CL Surveying and Mapping V & E Tree Service															XXXXX	
								19th Eastside Re-DO (1) FFFF																XXXXX	
								21st Eastside Re-DO (2) Additional SDRK (Throughout) 11th, 13th, 14th Finish																	

To: Lucho Rodriguez[lrodriguez@hermosabch.org]
Cc: Glen Kau[gkau@hermosabch.org]; Matt Steele[MSteele@hermosabch.org]; John Manly[jmanly@allamericanasphalt.com]; Todd Simon[tsimon@allamericanasphalt.com]; Edward Ryu[Eryu@allamericanasphalt.com]; Dustin Blackwell[dblackwell@andpen.com]; David Pressly[dpressly@andpen.com]
From: John Wolitarsky
Sent: Mon 10/29/2018 1:32:06 PM
Subject: Hermosa - Meeting 6 Minutes
[Meeting 06 - Minutes.pdf](#)

Lucho,

Please find attached for your information and records the minutes to constriction progress meeting #6.

Should you have any questions or require additional information, please don't hesitate to contact me.

Sincerely,

JOHN A. WOLITARSKY
SENIOR PROJECT MANAGER
ANDERSONPENNA | Partners in Project Delivery
1960 E. Grand Ave. Suite 370
El Segundo, CA. 90245
Office (310) 359 1203
Cell (949) 339-9154
www.andpen.com jwolitarsky@andpen.com





Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 6

MINUTES

Contractor: All American Asphalt

DATE: October 23, 2018

CONTRACT SUMMARY

NTP Date: September 17, 2018

Time	Working Days	Cost	Amount
Total Original Contract Time (working days):	80	Original Contract Amount	\$2,160,864.46
Approved non-compensable delay days:	0	Additional Amt. approved through CO No. ____:	\$0
Additional Time Granted through C.O. No. ____:	0	Total Current Contract Amount:	\$2,160,864.46
Total Current Contract Time (working days)	80	Value Processed through Pay Application #__:	\$0
Working Days elapsed through meeting date:	26	Liquidated Damages to Date)	\$0
Working Days Remaining	54		
Current Calculated Completion Date	01-18-2019	Balance to Complete:	\$2,160,864.46

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS												
A	Preliminary Matters:	N/A														
A.1	Introductions of Key Personnel & Sign-in Sheet	N/A														
A.2	<p>Project Overview</p> <p>This project will consist of street improvements along Hermosa Avenue between 10th St. and Greenwich Village Road consisting of the following:</p> <ul style="list-style-type: none">• Cold-milling 3.5 inches• Asphalt concrete (AC) leveling course• Pavement fabric• Removal and replacement of curb and gutter• Construction of PCC cross-gutters• Removal and replacement of curb ramps for ADA compliance• Install Decomark and Duratherm• Install bus shelters• Traffic signal modification• Construct bulbouts• Install street furniture• Signing and striping• Double adjust manholes?	N/A														
A.3	<p>Overview of Schedule & Working Hours:</p> <p>A start date for the project will be determined</p> <p>Construction Hours:</p> <p>A. Weekdays 8:00 AM to 6:00 PM. These are the standard working hours per the city's ordinance. All parties have concurred with the start time.</p> <p>City's Schedule: City Hall is closed every other Friday, but CM and Inspector are available.</p> <p>Holidays during this Contract are:</p> <table><tr><td>Labor Day</td><td>September 03, 2018</td></tr><tr><td>Columbus Day</td><td>October 08, 2018</td></tr><tr><td>Veterans Day</td><td>November 12, 2018</td></tr><tr><td>Thanksgiving</td><td>November 22 & 23, 2018</td></tr><tr><td>Christmas</td><td>December 25, 2018</td></tr><tr><td>New Years Day</td><td>January 01, 2019</td></tr></table>	Labor Day	September 03, 2018	Columbus Day	October 08, 2018	Veterans Day	November 12, 2018	Thanksgiving	November 22 & 23, 2018	Christmas	December 25, 2018	New Years Day	January 01, 2019	N/A		
Labor Day	September 03, 2018															
Columbus Day	October 08, 2018															
Veterans Day	November 12, 2018															
Thanksgiving	November 22 & 23, 2018															
Christmas	December 25, 2018															
New Years Day	January 01, 2019															

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 6

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
A.4	Chain of Communication & Emergency Contacts. City: Lucho Rodriguez, P.E. Deputy City Engineer 1315 Valley Drive Hermosa Beach 90254 lrodriguez@hermosabch.org Contractor: Ben Johnson Public works Foreman All American Asphalt. 400 East Sixth Street Corona, CA. 92879 Phone: (951) 232-3953 Email: Bjohnson@allamericanasphalt.com Construction Manager: John A. Wolitarsky AndersonPenna Partners, Inc. 1960 E. Grand Avenue, Suite 300 El Segundo, CA 90245 Cell: (949) 339-9154 jwolitarsky@andpen.com	N/A		
A.5	Contractor's Representative To be determined Public Works Foreman will be the contractor's representative and will be the point of contact for the project -Identify Individual and obtain contact information.	AAA		
A.6	Meeting Minute Format The meeting minutes will follow the format of the meeting agenda and will include a list of all meeting attendees. The meeting minutes will also include any required actions and their associated deadlines and the status of each item. As-built will be discussed every week	APP		
B	Local Services & Permit Coordination			
B.1	City of Hermosa Beach Encroachment Permit and City license required -Notice with city	AAA		
B.2	Police The Police must be notified of any work that affects their operations or the roadways.	AAA	As Applicable	
B.3	Fire / EMT/Hospital The Fire Department must be notified of any work that affects their operations or the roadways.	AAA, APP	As Applicable	
B.4	Street Sweeper City to halt street sweeping at construction areas.	City		
C	Utility Coordination			
C.1	Water All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.2	Electrical All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.3	Sewer All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.4	Phone / Data All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
D	Public Relations and Notifications		ONGOING	
D.1	Construction Notices / Public Notifications / Flyers/ CMS Sign(s) <ul style="list-style-type: none"> Three CMS Signs at project beginning: one at each end of project section (two provide by AAA and one purchased by City) 	AAA City APP	ASAP	
D.2	PR Mitigation Measures Daily clean-up of project, with special care that nothing is left unfinished over a weekend. <ul style="list-style-type: none"> Logged in mural complaint at 17th Street by homeowner. AAA to mitigate. 	City	N/A	

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 6

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
D.3	Truck Route Approved truck route given to contractor (see attached to Meeting No 2)	AAA	ONGOING	
E	Safety & Security			
E.1	Health & Safety Plan (HASP)	AAA		
E.2	Traffic Safety / Control Devices/ Signs The current WATCH Manual must be used for traffic safety, control devices, and signs as per S-1.05	AAA		
E.3	Trench Safety & Shoring	N/A		
E.4	Security	AAA		
F	Contract Administration			
F.1	NTP Notice to Perform start date was September 17, 2018			CLOSED
F.2	Establishment of Contract Time and Completion Date Estimated project end date is January 18, 2019.			
F.2.1	Liquidated Damages: \$1,000.00 per Day			
F.3	Schedule – Contractor's Project Schedule Revised schedule submitted and being reviewed. It was requested that AAA revise schedule to reflect ramp locations. -AAA to submit revised schedule by end of day, Oct 16. Revised schedule is received but needs to match the 2 week look ahead schedule. AAA to revise and resubmit.	AAA	ASAP	
F.4	Look Ahead / Progress Schedule Updates Weekly look-aheads must be provided and the progress schedule must be updated on a monthly basis. 2-week look ahead was submitted and will be uploaded to City's website (see attached) <ul style="list-style-type: none"> In light of LaLa Land event, AAA to slurry intersection of 11th, 13th, and 14th in order to avoid open areas at intersection. It was once again reiterated that all removals must be poured back by Friday. No open areas on weekends. Coordination with electrical sub required. Electrical sub to be invited to next progress meeting. 	AAA	Weekly	
F.5	Sub-contracts –			
F.5.1	Subcontractor List			
F.5.2	Written approval required for substitution.			
F.6	Documentation and tracking controls			
F.6.1	Protocol: All communications shall be through Construction Manager John Wolitarsky	All		
F.6.2	Naming Convention: All email subject lines must start with "CIP 16-174 –" and then include the topic of the email.			
F.6.3	Photo / Video Documentation: A photo and video survey is required prior to the start of construction.	AAA	Prior to Construction	
G	Contract Compliance			
G.1	Paperwork and Reporting requirements: Contractor's Daily Reports – must report daily manpower, equipment and materials (delivery tickets). Prior week submitted each Monday to John Wolitarsky (electronic submittal preferred). <i>Hours and classifications must match certified payrolls exactly.</i>	AAA	Completed Daily, Submitted Weekly	

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 6

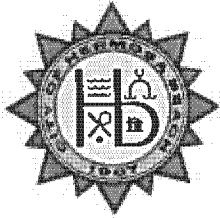
MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
G.1.1	Certified Payrolls Contractor to submit weekly by mail to Project CM <ul style="list-style-type: none"> CPRs are being submitted weekly. 	AAA,	Ongoing	
I	Change Orders – See PCO Log (None to date):			
I.1	Process for Change Order Requests An RFI must be submitted regarding the item or work of concern, and then a CO must be requested. A CO approved in order to receive payment. If work is completed prior to a CO being finalized and approved, there will be no payment for that work. <ul style="list-style-type: none"> Awaiting proce for additional work on Pier. AAA to submit 10-25-16. 	AAA, City, APP		
I.2	Claims and Protests Notification Requirements			
I.3	No CO / No Payment			
J	Submittals – See Submittal Log			
J.1	Transmission of Submittals: Transmission of submittals will continue as it has been. -2 submittals for Duratherm: discussed, pending Duratherm questions and will provide contractor with guidance soon. -Traffic Poles -Bus Shelter – Transportation companies using Hermosa Ave have been notified of construction -Trash Bins -Fire Hydrants -AAA to send submittal for High/Early concrete mix in case it is needed.	AAA		
J.2	Installation at Contractor's Risk Any installations completed prior to the approval of a submittal are installed at the Contractor's risk.	AAA		
K	RFI's – See RFI Log			
K.1	RFI Process: RFIs must be submitted to the Construction Manager, John Wolitarsky, who will coordinate the response to the RFI. A current RFI log was distributed at this meeting.	AAA, APP		
L	Project Payments			
L	Progress / Final Payments The contractor shall be entitled to full payment of only the actual quantities of contract items constructed in accordance with the plans and specifications. No payment will be made for materials on hand but not incorporated in the work. The contractor should refer to the "Progress Payments and Retention" section of the Contract for the Progress Payment Schedule. -Payment Application #1 submitted. City Engineer to process.			
L.1	Schedule of Values: Per bid schedule	AAA		
L.2	Quantity Measurement: Quantity measurements must be agreed upon by the Contractor, Inspector and Construction Manager on a monthly basis prior to progress payments.	AAA City APP	Monthly	
L.3	Documentation Requirements There will be a checklist of requirements that the Contractor must fulfill prior to approval of monthly progress applications, such as: certified payroll, as-built mark-ups, updated progress schedule, approved traffic control, clean work areas, agreement on status of change orders, etc.	AAA APP		
L.3.1	<ul style="list-style-type: none"> City backup requirements Material Delivery Tickets: 			

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 6

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
	<ul style="list-style-type: none"> • Lien Releases: • T&M Items • CPRs and Other Monthly Reporting Documents 			
L.3.2	As-Builts: As-builts must be updated and approved by the City Construction Manager on a weekly basis, and a final set of as-built drawings must be submitted prior to filing the Notice of Completion. As-Builts will be discussed at the weekly Progress Meetings. AAA will bring copy to next weekly meeting.	AAA	Weekly	
L.3.3	Final Payment / Release of Retention			
M	Field Operations and Quality Control			
M.1	NPDES Compliance Water pollution control and other environmental issues shall conform to Section 7-1.01 of the General Provisions. In addition, the contractor shall comply with the BMP Package submitted to and approved by the City.	AAA		
M.2	Construction and Demolition Waste Management Plan An approved construction and demolition waste management plan must be followed.	AAA		
M.4	Project Site Maintenance The project site must be maintained and cleaned on a daily basis since the facility is in use during construction.	AAA		
M.5	Construction Staging Areas AAA has obtained staging area from Edison	AAA		Closed
M.6	Survey Monuments per S-1.19 – CC survey, include strand	AAA		
M.7	Inspection and Testing All inspection and testing must be completed and must be shown on the project schedule. -Project inspector to call for inspection when required.	City		
M.7.1	Call-out Requirements 72 hour notice is required for call-outs.	AAA		
N	Project Closeout			
N.1	As-Builts: The Contractor shall maintain and submit "As Built" drawings to the City prior to filing of Notice of Completion. All "As Built" changes shall be maintained on one master copy and approved and initialed <u>weekly</u> by the City Construction Manager prior to implementation in the field.	AAA		
O	Questions / Comments / Contractor's Items for Discussion <ul style="list-style-type: none"> • City to look into providing AAA with parking permits -Completed • City expressed displeasure with workmanship of curb ramps and requested removal and replacement of 4 to 5 ramps. Todd from AA will field verify after meeting. -City will let AAA know which ramps are unacceptable • Discussion of inserts vs bolt down on detectable warning surface -Bolt downs are OK, need yellow detectable warnings at 16th and 24th Street -Yellow detectable warnings required at "safe to school routes" • AAA requested final direction on strand concrete color and concrete finish required. City/APP to provide direction. -Will send info to AAA on this subject today. • Inspector to provide ramps constructed and remaining to be constructed 	N/A		
Z.	WEEKLY/BI-WEEKLY MEETINGS:			
Z.1	Next Construction Progress Meeting: 10-30-2018 at 10:00 AM	ALL		


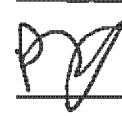





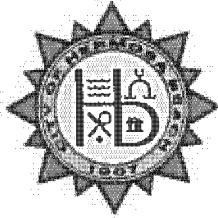
City of Hermosa Beach
Hermosa Avenue Pavement Resurfacing Project
Construction Progress Meeting 06



SIGN IN LOG

DATE: October 23, 2018

Initials	Name	Title	Office/Affiliation	Phone	Cell Number	EMAIL
	John Wolitarsky		Anderson Penna Partners	949-339-9154		jwolitarsky@andpen.com
	John Manly		All American Asphalt	951-553-8354		jmanly@allamericanasphalt.com
	Ben Johnson		All American Asphalt	951-232-3953		bjohnson@allamericanasphalt.com
	Jorge Rangel		All American Asphalt	951-570-3021		
	Todd Simon		All American Asphalt	951-757-8064		tsimon@allamericanasphalt.com
	Lucho Rodriguez		City of Hermosa Beach	310-318-0210		lrodriguez@hermosabch.org
	David Pressly		Anderson Penna Partners	949 416 9352		dpressly@andpen.com
	Glen Kau		City of Hermosa Beach			gkau@hermosabch.org
	Edward Ryu		All American Asphalt	858-776-8840		eryu@allamericanasphalt.com
	Matt Steele		City of Hermosa Beach	310-318-0208		msteele@hermosabch.org



**City of Hermosa Beach
Hermosa Avenue Pavement Resurfacing Project
Construction Progress Meeting 06**



SIGN IN LOG

DATE: October 23, 2018

<u>Initials</u>	<u>Name</u>	<u>Title</u>	<u>Office/Affiliation</u>	<u>Phone</u>	<u>Cell Number</u>	<u>EMAIL</u>
	Leeanne Singleton		City of Hermosa Beach	310-318-0252		lsingleton@hermosach.org

OCTOBER/NOV
2018

[illegible]

To: Lucho Rodriguez[lrodriguez@hermosabch.org]
Cc: Glen Kau[gkau@hermosabch.org]; Matt Steele[MSteele@hermosabch.org]; John Manly[jmanly@allamericanasphalt.com]; Todd Simon[tsimon@allamericanasphalt.com]; Edward Ryu[Eryu@allamericanasphalt.com]; Dustin Blackwell[dblackwell@andpen.com]; David Pressly[dpressly@andpen.com]
From: John Wolitarsky
Sent: Mon 10/15/2018 2:21:43 PM
Subject: FW: Hermosa Beach Meeting Minutes
[Meeting 04 - Minutes.pdf](#)

Lucho,

For your information and records, please find attached meeting minutes for construction progress meeting #4 along with sign-in sheet and 2 week look ahead schedule.

Should you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,

JOHN A. WOLITARSKY
SENIOR PROJECT MANAGER
ANDERSONPENNA | Partners in Project Delivery
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El Segundo, CA. 90245
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Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 4

MINUTES

Contractor: All American Asphalt

DATE: October 09, 2018

CONTRACT SUMMARY

NTP Date: September 17, 2018

Time	Working Days	Cost	Amount
Total Original Contract Time (working days):	80	Original Contract Amount	\$2,160,864.46
Approved non-compensable delay days:	0	Additional Amt. approved through CO No. ____:	\$0
Additional Time Granted through C.O. No. ____:	0	Total Current Contract Amount:	\$2,160,864.46
Total Current Contract Time (working days)	80	Value Processed through Pay Application #__:	\$0
Working Days elapsed through meeting date:	16	Liquidated Damages to Date)	\$0
Working Days Remaining	64		
Current Calculated Completion Date	01-18-2019	Balance to Complete:	\$2,160,864.46

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS												
A	Preliminary Matters:	N/A														
A.1	Introductions of Key Personnel & Sign-in Sheet	N/A														
A.2	<p>Project Overview</p> <p>This project will consist of street improvements along Hermosa Avenue between 10th St. and Greenwich Village Road consisting of the following:</p> <ul style="list-style-type: none">• Cold-milling 3.5 inches• Asphalt concrete (AC) leveling course• Pavement fabric• Removal and replacement of curb and gutter• Construction of PCC cross-gutters• Removal and replacement of curb ramps for ADA compliance• Install Decomark and Duratherm• Install bus shelters• Traffic signal modification• Construct bulbouts• Install street furniture• Signing and striping• Double adjust manholes?	N/A														
A.3	<p>Overview of Schedule & Working Hours:</p> <p>A start date for the project will be determined</p> <p>Construction Hours:</p> <p>A. Weekdays 8:00 AM to 6:00 PM. These are the standard working hours per the city's ordinance. All parties have concurred with the start time.</p> <p>City's Schedule: City Hall is closed every other Friday, but CM and Inspector are available.</p> <p>Holidays during this Contract are:</p> <table><tr><td>Labor Day</td><td>September 03, 2018</td></tr><tr><td>Columbus Day</td><td>October 08, 2018</td></tr><tr><td>Veterans Day</td><td>November 12, 2018</td></tr><tr><td>Thanksgiving</td><td>November 22 & 23, 2018</td></tr><tr><td>Christmas</td><td>December 25, 2018</td></tr><tr><td>New Years Day</td><td>January 01, 2019</td></tr></table>	Labor Day	September 03, 2018	Columbus Day	October 08, 2018	Veterans Day	November 12, 2018	Thanksgiving	November 22 & 23, 2018	Christmas	December 25, 2018	New Years Day	January 01, 2019	N/A		
Labor Day	September 03, 2018															
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NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
A.4	Chain of Communication & Emergency Contacts. City: Lucho Rodriguez, P.E. Deputy City Engineer 1315 Valley Drive Hermosa Beach 90254 lrodriguez@hermosabch.org Contractor: John Manly Public works Foreman All American Asphalt 400 East Sixth Street Corona, CA. 92879 Phone: (981) 757-8159 Email: jmanly@allamericanasphalt.com Construction Manager: John A. Wolitarsky AndersonPenna Partners, Inc. 1960 E. Grand Avenue, Suite 300 El Segundo, CA 90245 Cell: (949) 339-9154 jwolitarsky@andpen.com	N/A		
A.5	Contractor's Representative To be determined Public Works Foreman will be the contractor's representative and will be the point of contact for the project -Identify Individual and obtain contact information.	AAA		
A.6	Meeting Minute Format The meeting minutes will follow the format of the meeting agenda and will include a list of all meeting attendees. The meeting minutes will also include any required actions and their associated deadlines and the status of each item. As-built will be discussed every week	APP		
B	Local Services & Permit Coordination			
B.1	City of Hermosa Beach Encroachment Permit and City license required -Notice with city	AAA		
B.2	Police The Police must be notified of any work that affects their operations or the roadways.	AAA	As Applicable	
B.3	Fire / EMT/Hospital The Fire Department must be notified of any work that affects their operations or the roadways.	AAA, APP	As Applicable	
B.4	Street Sweeper City to halt street sweeping at construction areas.	City		
C	Utility Coordination			
C.1	Water All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.2	Electrical All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.3	Sewer All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.4	Phone / Data All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
D	Public Relations and Notifications		ONGOING	
D.1	Construction Notices / Public Notifications / Flyers/ CMS Sign(s) <ul style="list-style-type: none"> Three CMS Signs at project beginning: one at each end of project section (two provide by AAA and one purchased by City) 	AAA City APP	ASAP	
D.2	PR Mitigation Measures Daily clean-up of project, with special care that nothing is left unfinished over a weekend.	City	N/A	

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NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
D.3	Truck Route Approved truck route given to contractor (see attached to Meeting No 2)	AAA	ONGOING	
E	Safety & Security			
E.1	Health & Safety Plan (HASP)	AAA		
E.2	Traffic Safety / Control Devices/ Signs The current WATCH Manual must be used for traffic safety, control devices, and signs as per S-1.05	AAA		
E.3	Trench Safety & Shoring	N/A		
E.4	Security	AAA		
F	Contract Administration			
F.1	NTP Notice to Perform start date was September 17, 2018			CLOSED
F.2	Establishment of Contract Time and Completion Date Estimated project end date is January 18, 2019.			
F.2.1	Liquidated Damages: \$1,000.00 per Day			
F.3	Schedule – Contractor's Project Schedule Revised schedule submitted and being reviewed. It was requested that AAA revise schedule to reflect ramp locations.	AAA	ASAP	
F.4	Look Ahead / Progress Schedule Updates Weekly look-aheads must be provided and the progress schedule must be updated on a monthly basis. 2-week look ahead was submitted and will be uploaded to City's website (see attached)	AAA	Weekly	
F.5	Sub-contracts –			
F.5.1	Subcontractor List			
F.5.2	Written approval required for substitution.			
F.6	Documentation and tracking controls			
F.6.1	Protocol: All communications shall be through Construction Manager John Wolitarsky	All		
F.6.2	Naming Convention: All email subject lines must start with "CIP 16-174 –" and then include the topic of the email.			
F.6.3	Photo / Video Documentation: A photo and video survey is required prior to the start of construction.	AAA	Prior to Construction	
G	Contract Compliance			
G.1	Paperwork and Reporting requirements: Contractor's Daily Reports – must report daily manpower, equipment and materials (delivery tickets). Prior week submitted each Monday to John Wolitarsky (electronic submittal preferred). <i>Hours and classifications must match certified payrolls exactly.</i>	AAA	Completed Daily, Submitted Weekly	
G.1.1	Certified Payrolls Contractor to submit weekly by mail to Project CM -Certified payrolls not yet received. It was requested that certified payrolls be submitted this week.	AAA, City, APP	Monthly	
I	Change Orders – See PCO Log (None to date):			
I.1	Process for Change Order Requests An RFI must be submitted regarding the item or work of concern, and then a CO must be requested. A CO approved in order to receive payment. If work is completed prior	AAA, City, APP		

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NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
	to a CO being finalized and approved, there will be no payment for that work.			
I.2	Claims and Protests Notification Requirements			
I.3	No CO / No Payment			
J	Submittals – See Submittal Log			
J.1	Transmission of Submittals: Transmission of submittals will continue as it has been. -2 submittals for Duratherm: discussed, pending Duratherm questions and will provide contractor with guidance soon. -Traffic Poles -Bus Shelter – Transportation companies using Hermosa Ave have been notified of construction -Trash Bins -Fire Hydrants -AAA to send submittal for High/Early concrete mix in case it is needed.	AAA		
J.2	Installation at Contractor's Risk Any installations completed prior to the approval of a submittal are installed at the Contractor's risk.	AAA		
K	RFI's – See RFI Log			
K.1	RFI Process: RFIs must be submitted to the Construction Manager, John Wolitarsky, who will coordinate the response to the RFI. A current RFI log was distributed at this meeting.	AAA, APP		
L	Project Payments			
L	Progress / Final Payments The contractor shall be entitled to full payment of only the actual quantities of contract items constructed in accordance with the plans and specifications. No payment will be made for materials on hand but not incorporated in the work. The contractor should refer to the "Progress Payments and Retention" section of the Contract for the Progress Payment Schedule.			
L.1	Schedule of Values: Per bid schedule	AAA		
L.2	Quantity Measurement: Quantity measurements must be agreed upon by the Contractor, Inspector and Construction Manager on a monthly basis prior to progress payments.	AAA City APP	Monthly	
L.3	Documentation Requirements There will be a checklist of requirements that the Contractor must fulfill prior to approval of monthly progress applications, such as: certified payroll, as-built mark-ups, updated progress schedule, approved traffic control, clean work areas, agreement on status of change orders, etc.	AAA APP		
L.3.1	<ul style="list-style-type: none"> • City backup requirements • Material Delivery Tickets: • Lien Releases: • T&M Items • CPRs and Other Monthly Reporting Documents 			
L.3.2	As-Builts: As-builts must be updated and approved by the City Construction Manager on a weekly basis, and a final set of as-built drawings must be submitted prior to filing the Notice of Completion. As-Builts will be discussed at the weekly Progress Meetings. See Submittal Log	AAA	Weekly	
L.3.3	Final Payment / Release of Retention			

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MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
M	Field Operations and Quality Control			
M.1	NPDES Compliance Water pollution control and other environmental issues shall conform to Section 7-1.01 of the General Provisions. In addition, the contractor shall comply with the BMP Package submitted to and approved by the City.	AAA		
M.2	Construction and Demolition Waste Management Plan An approved construction and demolition waste management plan must be followed.	AAA		
M.4	Project Site Maintenance The project site must be maintained and cleaned on a daily basis since the facility is in use during construction.	AAA		
M.5	Construction Staging Areas AAA has obtained staging area from Edison	AAA		Closed
M.6	Survey Monuments per S-1.19 – CC survey, include strand	AAA		
M.7	Inspection and Testing All inspection and testing must be completed and must be shown on the project schedule.	City		
M.7.1	Call-out Requirements 72 hour notice is required for call-outs.	AAA		
N	Project Closeout			
N.1	As-Builts: The Contractor shall maintain and submit "As Built" drawings to the City prior to filing of Notice of Completion. All "As Built" changes shall be maintained on one master copy and approved and initialed <u>weekly</u> by the City Construction Manager prior to implementation in the field.	AAA		
O	Questions / Comments / Contractor's Items for Discussion <ul style="list-style-type: none"> City to look into providing AAA with parking permits -Completed City expressed displeasure with workmanship of curb ramps and requested removal and replacement of 4 to 5 ramps. Todd from AA will field verify after meeting. -Follow up Field meeting scheduled with Michael Baker & Associates to discuss design issues on ramps and obtain solutions. Discussion of inserts vs bolt down on detectable warning surface -Follow up AAA requested final direction on strand concrete color and concrete finish required. City/APP to provide direction. -Follow up To date, 10 ramps completed, 6 removed, and 30 left to construct 	N/A		
Z.	WEEKLY/BI-WEEKLY MEETINGS:			
Z.1	Next Construction Progress Meeting: October 16, 2018 at 10:00AM	ALL		



City of Hermosa Beach
Hermosa Avenue Pavement Resurfacing Project
Construction Progress Meeting 04



SIGN IN LOG

DATE: October, 09, 2018

Initials	Name	Title	Office/Affiliation	Phone	Cell Number	EMAIL
JW	John Wolitarsky		Anderson Penna Partners	949-339-9154		jwolitarsky@andpen.com
	John Manly		All American Asphalt	951-553-8354		jmanly@allamericanasphalt.com
BJ	Ben Johnson		All American Asphalt	951-232-3953		bjohnson@allamericanasphalt.com
	Jorge Rangel		All American Asphalt	951-570-3021		
	Todd Simon		All American Asphalt	951-757-8064		tsimon@allamericanasphalt.com
LR	Lucho Rodriguez		City of Hermosa Beach	310-318-0210		lrodriguez@hermosabch.org
DH	Dana Hutchins		Anderson Penna Partners	949-416-9382		dhutchins@andpen.com
	Glen Kau		City of Hermosa Beach			gkau@hermosabch.org
ER	Edward Ryu		All American Asphalt	858-776-8840		eryu@allamericanasphalt.com
	Matt Steele		City of Hermosa Beach	310-318-0208		msteele@hermosabch.org

CURB RAMP SCHEDULE
TWO WEEK LOOK AHEAD CONSTRUCTION SCHEDULE

OCTOBER 2018

Current Week							Project: Hermosa Beach - Hermosa Ave Pavememnt Resurfacing Pro CIP 16-174	All American Asphalt All American Aggregates General Contractor CA State LIC #267073-A	1st Week Look Ahead							2nd Week Look Ahead							Period: To	
Location: Hermosa Ave							Description of Work	Subcontractor	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Comments	
M	T	W	T	F	S	S			M	T	W	T	F	S	S	M	T	W	T	F	S	S		
							Temporary Signal at 11th Street	California Professional Engineering			X	X												
								Shariden Design Asphalt Inc.																
								PCI																
								CL Surveying and Mapping																
								V & E Tree Service																
							11th Street - 3 EA returns									X	X	X	X	X			Demo / pour returns only	
							13th Court - 2 EA returns																	
							14th Street - 4 EA returns																	
							21st Court - 2 EA ramps																	
							20th Court - 2 EA ramps																	

To: Glen Kau[gkau@hermosabch.org]; Lucho Rodriguez[lrodriguez@hermosabch.org]
Cc: John Manly[jmanly@allamericanasphalt.com]; Edward Ryu[Eryu@allamericanasphalt.com]; Dustin Blackwell[dblackwell@andpen.com]; Dana Hutchins[dhutchins@andpen.com]
From: John Wolitarsky
Sent: Wed 8/15/2018 2:59:00 PM
Subject: Hermosa Avenue Pavement Resurfacing Project, CIP 16-174 - Meeting Minutes
[Meeting 01 - PreCon_Minutes_Rev 1.pdf](#)

Glen/Lucho,

Please see revised meeting minutes for the recent pre-construction meeting.

Contract price has been revised as well as item M.7

JOHN A. WOLITARSKY
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Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 1 (Preconstruction)

MINUTES

Contractor: All American Asphalt

DATE: August 9, 2018

CONTRACT SUMMARY

NTP Date: September 04, 2018

Time	Working Days	Cost	Amount
Total Original Contract Time (working days):	80	Original Contract Amount	\$2,160,864.46
Approved non-compensable delay days:	0	Additional Amt. approved through CO No. ____:	\$0
Additional Time Granted through C.O. No. ____:	0	Total Current Contract Amount:	\$2,160,864.46
Total Current Contract Time (working days)	80	Value Processed through Pay Application #__:	\$0
Working Days elapsed through meeting date:	0	Liquidated Damages to Date)	\$0
Working Days Remaining	80		
Current Calculated Completion Date	01-02-2019	Balance to Complete:	\$2,160,864.46

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS												
A	Preliminary Matters:	N/A														
A.1	Introductions of Key Personnel & Sign-in Sheet	N/A														
A.2	<p>Project Overview</p> <p>This project will consist of street improvements along Hermosa Avenue between 10th St. and Greenwich Village Road consisting of the following:</p> <ul style="list-style-type: none">• Cold-milling 3.5 inches• Asphalt concrete (AC) leveling course• Pavement fabric• Removal and replacement of curb and gutter• Construction of PCC cross-gutters• Removal and replacement of curb ramps for ADA compliance• Install Decomark and Duratherm• Install bus shelters• Traffic signal modification• Construct bulbouts• Install street furniture• Signing and striping• Double adjust manholes?	N/A														
A.3	<p>Overview of Schedule & Working Hours:</p> <p>A start date for the project will be determined</p> <p>Construction Hours:</p> <p>A. Weekdays 8:00 AM to 6:00 PM. These are the standard working hours per the specifications, unless otherwise authorized by the City.</p> <p>City's Schedule: City Hall is closed every other Friday, but CM and Inspector are available.</p> <p>Holidays during this Contract are:</p> <table><tr><td>Labor Day</td><td>September 03, 2018</td></tr><tr><td>Columbus Day</td><td>October 08, 2018</td></tr><tr><td>Veterans Day</td><td>November 12, 2018</td></tr><tr><td>Thanksgiving</td><td>November 22 & 23, 2018</td></tr><tr><td>Christmas</td><td>December 25, 2018</td></tr><tr><td>New Years Day</td><td>January 01, 2019</td></tr></table>	Labor Day	September 03, 2018	Columbus Day	October 08, 2018	Veterans Day	November 12, 2018	Thanksgiving	November 22 & 23, 2018	Christmas	December 25, 2018	New Years Day	January 01, 2019	N/A		
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Veterans Day	November 12, 2018															
Thanksgiving	November 22 & 23, 2018															
Christmas	December 25, 2018															
New Years Day	January 01, 2019															
A.4	<p>Chain of Communication & Emergency Contacts.</p> <p>City: _____ Construction Manager: _____</p>	N/A														

Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 1 (Preconstruction)

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
	<p>Lucho Rodriguez, P.E. Deputy City Engineer 1315 Valley Drive Hermosa Beach 90254 lrodriguez@hermosabch.org</p> <p>Contractor: John Manly Public works Foreman All American Asphalt 400 East Sixth Street Corona, CA. 92879 Phone: (981) 757-8159 Email: jmanly@allamericanasphalt.com</p> <p>John A. Wolitarsky AndersonPenna Partners, Inc. 1960 E. Grand Avenue, Suite 300 El Segundo, CA 90245 Cell: (949) 339-9154 jwolitarsky@andpen.com</p>			
A.5	Contractor's Representative To be determined Public Works Foreman will be the contractor's representative and will be the point of contact for the project	AAA		
A.6	Meeting Minute Format The meeting minutes will follow the format of the meeting agenda and will include a list of all meeting attendees. The meeting minutes will also include any required actions and their associated deadlines and the status of each item. As-built will be discussed every week	APP		
B	Local Services & Permit Coordination			
B.1	City of Hermosa Beach Encroachment Permit and City license required -Notice with city	AAA		
B.2	Police The Police must be notified of any work that affects their operations or the roadways.	AAA	As Applicable	
B.3	Fire / EMT/Hospital The Fire Department must be notified of any work that affects their operations or the roadways.	AAA, APP	As Applicable	
B.4	Street Sweeper City to halt street sweeping at construction areas.	City		
C	Utility Coordination			
C.1	Water All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.2	Electrical All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.3	Sewer All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.4	Phone / Data All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
D	Public Relations and Notifications			
D.1	Construction Notices / Public Notifications / Flyers/ CMS Sign(s) ▪ Four CMS Signs at project beginning: one at each end of project section	AAA City APP	ASAP	
D.2	PR Mitigation Measures Daily clean-up of project, with special care that nothing is left unfinished over a weekend.	City	N/A	
D.3	Truck Route Traffic engineer is currently researching an appropriate truck route	City		
E	Safety & Security			

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MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
E.1	Health & Safety Plan (HASP)	AAA		
E.2	Traffic Safety / Control Devices/ Signs The current WATCH Manual must be used for traffic safety, control devices, and signs as per S-1.05	AAA		
E.3	Trench Safety & Shoring	N/A		
E.4	Security	AAA		
F	Contract Administration			
F.1	NTP Notice to Perform start date is scheduled for September 04, 2018	City/ APP		
F.2	Establishment of Contract Time and Completion Date Estimated project end date is January 02, 2019.			
F.2.1	Liquidated Damages:			
F.3	Schedule – Contractor's Project Schedule AAA to work on project schedule and will provide to APP next week.	AAA	ASAP	
F.4	Look Ahead / Progress Schedule Updates Weekly look-aheads must be provided and the progress schedule must be updated on a monthly basis.	AAA	Weekly	
F.5	Sub-contracts –			
F.5.1	Subcontractor List			
F.5.2	Written approval required for substitution.			
F.6	Documentation and tracking controls			
F.6.1	Protocol: All communications shall be through Construction Manager John Wolitarsky	All		
F.6.2	Naming Convention: All email subject lines must start with "CIP 16-174 –" and then include the topic of the email.			
F.6.3	Photo / Video Documentation: A photo and video survey is required prior to the start of construction.	AAA	Prior to Construction	
G	Contract Compliance			
G.1	Paperwork and Reporting requirements: Contractor's Daily Reports – must report daily manpower, equipment and materials (delivery tickets). Prior week submitted each Monday to John Wolitarsky (electronic submittal preferred). <i>Hours and classifications must match certified payrolls exactly.</i>	AAA	Completed Daily, Submitted Weekly	
G.1.1	Certified Payrolls Contractor to submit weekly by mail to Project CM	AAA, City, APP	Monthly	
I	Change Orders – See PCO Log (None to date):			
I.1	Process for Change Order Requests An RFI must be submitted regarding the item or work of concern, and then a CO must be requested. A CO approved in order to receive payment. If work is completed prior to a CO being finalized and approved, there will be no payment for that work.	AAA, City, APP		
I.2	Claims and Protests Notification Requirements			
I.3	No CO / No Payment			
J	Submittals – See Submittal Log			
J.1	Transmission of Submittals: Transmission of submittals will continue as it has been. -2 submittals for Duratherm	AAA		

Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 1 (Preconstruction)

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
	-Traffic Poles -Bus Shelter -Trash Bins -Fire Hydrants			
J.2	Installation at Contractor's Risk Any installations completed prior to the approval of a submittal are installed at the Contractor's risk.	AAA		
K	RFI's – See RFI Log			
K.1	RFI Process: RFIs must be submitted to the Construction Manager, John Wolitarsky, who will coordinate the response to the RFI. A current RFI log was distributed at this meeting.	AAA, APP		
L	Project Payments			
L	Progress / Final Payments The contractor shall be entitled to full payment of only the actual quantities of contract items constructed in accordance with the plans and specifications. No payment will be made for materials on hand but not incorporated in the work. The contractor should refer to the "Progress Payments and Retention" section of the Contract for the Progress Payment Schedule.			
L.1	Schedule of Values: Per bid schedule Manhole Adjustments. Extra work to be added at pier	AAA		
L.2	Quantity Measurement: Quantity measurements must be agreed upon by the Contractor, Inspector and Construction Manager on a monthly basis prior to progress payments.	AAA City APP	Monthly	
L.3	Documentation Requirements There will be a checklist of requirements that the Contractor must fulfill prior to approval of monthly progress applications, such as: certified payroll, as-built mark-ups, updated progress schedule, approved traffic control, clean work areas, agreement on status of change orders, etc.	AAA APP		
L.3.1	<ul style="list-style-type: none"> • City backup requirements • Material Delivery Tickets: • Lien Releases: • T&M Items • CPRs and Other Monthly Reporting Documents 			
L.3.2	As-Builts: As-builts must be updated and approved by the City Construction Manager on a weekly basis, and a final set of as-built drawings must be submitted prior to filing the Notice of Completion. As-Builts will be discussed at the weekly Progress Meetings. See Submittal Log	AAA	Weekly	
L.3.3	Final Payment / Release of Retention			
M	Field Operations and Quality Control			
M.1	NPDES Compliance Water pollution control and other environmental issues shall conform to Section 7-1.01 of the General Provisions. In addition, the contractor shall comply with the BMP Package submitted to and approved by the City.	AAA		
M.2	Construction and Demolition Waste Management Plan An approved construction and demolition waste management plan must be followed.	AAA		
M.4	Project Site Maintenance The project site must be maintained and cleaned on a daily basis since the facility is in use during construction.	AAA		
M.5	Construction Staging Areas	City / APP		Open

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MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
	The City and APP will investigate possible staging areas.			
M.6	Survey Monuments per S-1.19 – CC survey, include strand	AAA		
M.7	Inspection and Testing All inspection and testing must be completed and must be shown on the project schedule.	City		
M.7.1	Call-out Requirements 72 hour notice is required for call-outs.	AAA		
N	Project Closeout			
N.1	As-Builts: The Contractor shall maintain and submit "As Built" drawings to the City prior to filing of Notice of Completion. All "As Built" changes shall be maintained on one master copy and approved and initialed <u>weekly</u> by the City Construction Manager prior to implementation in the field.	AAA		
O	Questions / Comments / Contractor's Items for Discussion	N/A		
Z.	WEEKLY/BI-WEEKLY MEETINGS:			
Z.1	Next Construction Progress Meeting: TBA	N/A		

To: Lucho Rodriguez[lrodriguez@hermosabch.org]
Cc: Glen Kau[gkau@hermosabch.org]; John Manly[jmanly@allamericanasphalt.com]; Todd Simon[tsimon@allamericanasphalt.com]; Edward Ryu[Eryu@allamericanasphalt.com]; Dustin Blackwell[dblackwell@andpen.com]; David Pressly[dpressly@andpen.com]
From: John Wolitarsky
Sent: Fri 10/19/2018 2:31:46 PM
Subject: Hermosa Beach, Hermosa Ave, Meeting 5 Minutes
[Meeting 05 - Minutes.pdf](#)

Lucho,

Please find attached for your review and information, minutes for construction progress meeting #5 along with the sign in sheet and 2 week look ahead schedule.

Should you have any questions, please don't hesitate to contact me.

Sincerely,

JOHN A. WOLITARSKY
SENIOR PROJECT MANAGER
ANDERSONPENNA | Partners in Project Delivery
1960 E. Grand Ave. Suite 370
El Segundo, CA. 90245
Office (310) 359 1203
Cell (949) 339-9154
www.andpen.com jwolitarsky@andpen.com





Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 5

MINUTES

Contractor: All American Asphalt

DATE: October 16, 2018

CONTRACT SUMMARY

NTP Date: September 17, 2018

Time	Working Days	Cost	Amount
Total Original Contract Time (working days):	80	Original Contract Amount	\$2,160,864.46
Approved non-compensable delay days:	0	Additional Amt. approved through CO No. ____:	\$0
Additional Time Granted through C.O. No. ____:	0	Total Current Contract Amount:	\$2,160,864.46
Total Current Contract Time (working days)	80	Value Processed through Pay Application #__:	\$0
Working Days elapsed through meeting date:	21	Liquidated Damages to Date)	\$0
Working Days Remaining	59		
Current Calculated Completion Date	01-18-2019	Balance to Complete:	\$2,160,864.46

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS												
A	Preliminary Matters:	N/A														
A.1	Introductions of Key Personnel & Sign-in Sheet	N/A														
A.2	<p>Project Overview</p> <p>This project will consist of street improvements along Hermosa Avenue between 10th St. and Greenwich Village Road consisting of the following:</p> <ul style="list-style-type: none">• Cold-milling 3.5 inches• Asphalt concrete (AC) leveling course• Pavement fabric• Removal and replacement of curb and gutter• Construction of PCC cross-gutters• Removal and replacement of curb ramps for ADA compliance• Install Decomark and Duratherm• Install bus shelters• Traffic signal modification• Construct bulbouts• Install street furniture• Signing and striping• Double adjust manholes?	N/A														
A.3	<p>Overview of Schedule & Working Hours:</p> <p>A start date for the project will be determined</p> <p>Construction Hours:</p> <p>A. Weekdays 8:00 AM to 6:00 PM. These are the standard working hours per the city's ordinance. All parties have concurred with the start time.</p> <p>City's Schedule: City Hall is closed every other Friday, but CM and Inspector are available.</p> <p>Holidays during this Contract are:</p> <table><tr><td>Labor Day</td><td>September 03, 2018</td></tr><tr><td>Columbus Day</td><td>October 08, 2018</td></tr><tr><td>Veterans Day</td><td>November 12, 2018</td></tr><tr><td>Thanksgiving</td><td>November 22 & 23, 2018</td></tr><tr><td>Christmas</td><td>December 25, 2018</td></tr><tr><td>New Years Day</td><td>January 01, 2019</td></tr></table>	Labor Day	September 03, 2018	Columbus Day	October 08, 2018	Veterans Day	November 12, 2018	Thanksgiving	November 22 & 23, 2018	Christmas	December 25, 2018	New Years Day	January 01, 2019	N/A		
Labor Day	September 03, 2018															
Columbus Day	October 08, 2018															
Veterans Day	November 12, 2018															
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Christmas	December 25, 2018															
New Years Day	January 01, 2019															

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 5

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
A.4	Chain of Communication & Emergency Contacts. City: Lucho Rodriguez, P.E. Deputy City Engineer 1315 Valley Drive Hermosa Beach 90254 lrodriguez@hermosabch.org Contractor: John Manly Public works Foreman All American Asphalt 400 East Sixth Street Corona, CA. 92879 Phone: (981) 757-8159 Email: jmanly@allamericanasphalt.com Construction Manager: John A. Wolitarsky AndersonPenna Partners, Inc. 1960 E. Grand Avenue, Suite 300 El Segundo, CA 90245 Cell: (949) 339-9154 jwolitarsky@andpen.com	N/A		
A.5	Contractor's Representative To be determined Public Works Foreman will be the contractor's representative and will be the point of contact for the project -Identify Individual and obtain contact information.	AAA		
A.6	Meeting Minute Format The meeting minutes will follow the format of the meeting agenda and will include a list of all meeting attendees. The meeting minutes will also include any required actions and their associated deadlines and the status of each item. As-built will be discussed every week	APP		
B	Local Services & Permit Coordination			
B.1	City of Hermosa Beach Encroachment Permit and City license required -Notice with city	AAA		
B.2	Police The Police must be notified of any work that affects their operations or the roadways.	AAA	As Applicable	
B.3	Fire / EMT/Hospital The Fire Department must be notified of any work that affects their operations or the roadways.	AAA, APP	As Applicable	
B.4	Street Sweeper City to halt street sweeping at construction areas.	City		
C	Utility Coordination			
C.1	Water All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.2	Electrical All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.3	Sewer All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.4	Phone / Data All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
D	Public Relations and Notifications		ONGOING	
D.1	Construction Notices / Public Notifications / Flyers/ CMS Sign(s) <ul style="list-style-type: none"> Three CMS Signs at project beginning: one at each end of project section (two provide by AAA and one purchased by City) 	AAA City APP	ASAP	
D.2	PR Mitigation Measures Daily clean-up of project, with special care that nothing is left unfinished over a weekend.	City	N/A	

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 5

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
D.3	Truck Route Approved truck route given to contractor (see attached to Meeting No 2)	AAA	ONGOING	
E	Safety & Security			
E.1	Health & Safety Plan (HASP)	AAA		
E.2	Traffic Safety / Control Devices/ Signs The current WATCH Manual must be used for traffic safety, control devices, and signs as per S-1.05	AAA		
E.3	Trench Safety & Shoring	N/A		
E.4	Security	AAA		
F	Contract Administration			
F.1	NTP Notice to Perform start date was September 17, 2018			CLOSED
F.2	Establishment of Contract Time and Completion Date Estimated project end date is January 18, 2019.			
F.2.1	Liquidated Damages: \$1,000.00 per Day			
F.3	Schedule – Contractor's Project Schedule Revised schedule submitted and being reviewed. It was requested that AAA revise schedule to reflect ramp locations. -AAA to submit revised schedule by end of day, Oct 16.	AAA	ASAP	
F.4	Look Ahead / Progress Schedule Updates Weekly look-aheads must be provided and the progress schedule must be updated on a monthly basis. 2-week look ahead was submitted and will be uploaded to City's website (see attached) -City Manager's Office discussed upcoming events for November and wants cleanup on 10 th to 14 th street for weekend of Oct 27-28 th , 2018.	AAA	Weekly	
F.5	Sub-contracts –			
F.5.1	Subcontractor List			
F.5.2	Written approval required for substitution.			
F.6	Documentation and tracking controls			
F.6.1	Protocol: All communications shall be through Construction Manager John Wolitarsky	All		
F.6.2	Naming Convention: All email subject lines must start with "CIP 16-174 –" and then include the topic of the email.			
F.6.3	Photo / Video Documentation: A photo and video survey is required prior to the start of construction.	AAA	Prior to Construction	
G	Contract Compliance			
G.1	Paperwork and Reporting requirements: Contractor's Daily Reports – must report daily manpower, equipment and materials (delivery tickets). Prior week submitted each Monday to John Wolitarsky (electronic submittal preferred). <i>Hours and classifications must match certified payrolls exactly.</i>	AAA	Completed Daily, Submitted Weekly	
G.1.1	Certified Payrolls Contractor to submit weekly by mail to Project CM -Certified payrolls not yet received. It was requested that certified payrolls be submitted this week.	AAA, City, APP	Monthly	

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 5

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
I	Change Orders – See PCO Log (None to date):			
I.1	Process for Change Order Requests An RFI must be submitted regarding the item or work of concern, and then a CO must be requested. A CO approved in order to receive payment. If work is completed prior to a CO being finalized and approved, there will be no payment for that work.	AAA, City, APP		
I.2	Claims and Protests Notification Requirements			
I.3	No CO / No Payment			
J	Submittals – See Submittal Log			
J.1	Transmission of Submittals: Transmission of submittals will continue as it has been. -2 submittals for Duratherm: discussed, pending Duratherm questions and will provide contractor with guidance soon. -Traffic Poles -Bus Shelter – Transportation companies using Hermosa Ave have been notified of construction -Trash Bins -Fire Hydrants -AAA to send submittal for High/Early concrete mix in case it is needed.	AAA		
J.2	Installation at Contractor's Risk Any installations completed prior to the approval of a submittal are installed at the Contractor's risk.	AAA		
K	RFI's – See RFI Log			
K.1	RFI Process: RFIs must be submitted to the Construction Manager, John Wolitarsky, who will coordinate the response to the RFI. A current RFI log was distributed at this meeting.	AAA, APP		
L	Project Payments			
L	Progress / Final Payments The contractor shall be entitled to full payment of only the actual quantities of contract items constructed in accordance with the plans and specifications. No payment will be made for materials on hand but not incorporated in the work. The contractor should refer to the "Progress Payments and Retention" section of the Contract for the Progress Payment Schedule. -Payment Application #1 submitted. City Engineer to process.			
L.1	Schedule of Values: Per bid schedule	AAA		
L.2	Quantity Measurement: Quantity measurements must be agreed upon by the Contractor, Inspector and Construction Manager on a monthly basis prior to progress payments.	AAA City APP	Monthly	
L.3	Documentation Requirements There will be a checklist of requirements that the Contractor must fulfill prior to approval of monthly progress applications, such as: certified payroll, as-built mark-ups, updated progress schedule, approved traffic control, clean work areas, agreement on status of change orders, etc.	AAA APP		
L.3.1	<ul style="list-style-type: none"> • City backup requirements • Material Delivery Tickets: • Lien Releases: • T&M Items • CPRs and Other Monthly Reporting Documents 			

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 5

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
L.3.2	As-Builts: As-builts must be updated and approved by the City Construction Manager on a weekly basis, and a final set of as-built drawings must be submitted prior to filing the Notice of Completion. As-Builts will be discussed at the weekly Progress Meetings. AAA will bring copy to next weekly meeting.	AAA	Weekly	
L.3.3	Final Payment / Release of Retention			
M	Field Operations and Quality Control			
M.1	NPDES Compliance Water pollution control and other environmental issues shall conform to Section 7-1.01 of the General Provisions. In addition, the contractor shall comply with the BMP Package submitted to and approved by the City.	AAA		
M.2	Construction and Demolition Waste Management Plan An approved construction and demolition waste management plan must be followed.	AAA		
M.4	Project Site Maintenance The project site must be maintained and cleaned on a daily basis since the facility is in use during construction.	AAA		
M.5	Construction Staging Areas AAA has obtained staging area from Edison	AAA		Closed
M.6	Survey Monuments per S-1.19 – CC survey, include strand	AAA		
M.7	Inspection and Testing All inspection and testing must be completed and must be shown on the project schedule. -Project inspector to call for inspection when required.	City		
M.7.1	Call-out Requirements 72 hour notice is required for call-outs.	AAA		
N	Project Closeout			
N.1	As-Builts: The Contractor shall maintain and submit "As Built" drawings to the City prior to filing of Notice of Completion. All "As Built" changes shall be maintained on one master copy and approved and initialed <u>weekly</u> by the City Construction Manager prior to implementation in the field.	AAA		
O	Questions / Comments / Contractor's Items for Discussion <ul style="list-style-type: none"> City to look into providing AAA with parking permits -Completed City expressed displeasure with workmanship of curb ramps and requested removal and replacement of 4 to 5 ramps. Todd from AA will field verify after meeting. -City will let AAA know which ramps are unacceptable Field meeting scheduled with Michael Baker & Associates to discuss design issues on ramps and obtain solutions. -Waiting on RFI #5 Discussion of inserts vs bolt down on detectable warning surface -Bolt downs are OK, need yellow detectable warnings at 16th and 24th Street AAA requested final direction on strand concrete color and concrete finish required. City/APP to provide direction. -Follow up To date, 15 ramps completed, 6 removed, and 24 left to construct 	N/A		
Z.	WEEKLY/BI-WEEKLY MEETINGS:			
Z.1	Next Construction Progress Meeting: October 23, 2018 at 10:00AM	ALL		



City of Hermosa Beach
Hermosa Avenue Pavement Resurfacing Project
Construction Progress Meeting 05



SIGN IN LOG

DATE: October, 16, 2018

Initials	Name	Title	Office/Affiliation	Phone	Cell Number	EMAIL
<i>JW</i>	John Wolitarsky		Anderson Penna Partners	949-339-9154		jwolitarsky@andpen.com
	John Manly		All American Asphalt	951-553-8354		jmanly@allamericanasphalt.com
<i>B</i>	Ben Johnson		All American Asphalt	951-232-3953		bjohnson@allamericanasphalt.com
	Jorge Rangel		All American Asphalt	951-570-3021		
	Todd Simon		All American Asphalt	951-757-8064		tsimon@allamericanasphalt.com
<i>LR</i>	Lucho Rodriguez		City of Hermosa Beach	310-318-0210		lrodriguez@hermosabch.org
<i>DP</i>	David Pressly		Anderson Penna Partners	949 416 9592		dpressly@andpen.com
	Glen Kau		City of Hermosa Beach			gkau@hermosabch.org
	Edward Ryu		All American Asphalt	858-776-8840		eryu@allamericanasphalt.com
<i>MS</i>	Matt Steele		City of Hermosa Beach	310-318-0208		msteele@hermosabch.org

LS Leanne Singleton

City of Hermosa

310-318-0252

lsingleton@hermosabch.org

TWO WEEK LOOK AHEAD CONSTRUCTION SCHEDULE

[illegible]

To: Lucho Rodriguez[lrodriguez@hermosabch.org]
Cc: Glen Kau[gkau@hermosabch.org]; John Manly[jmanly@allamericanasphalt.com]; Todd Simon[tsimon@allamericanasphalt.com]; Edward Ryu[Eryu@allamericanasphalt.com]; Dustin Blackwell[dblackwell@andpen.com]; Dana Hutchins[dhutchins@andpen.com]
From: John Wolitarsky
Sent: Mon 10/8/2018 1:23:33 PM
Subject: Hermosa Beach, Hermosa Ave - Meeting 3 minutes
[Meeting 03 - Minutes.pdf](#)

Lucho,

Please see attached for your review and records the meeting minutes for construction progress meeting #3 along with the corresponding sign-in sheet.

Please let me know should you have any questions.

Sincerely,

JOHN A. WOLITARSKY
SENIOR PROJECT MANAGER
ANDERSONPENNA | Partners in Project Delivery
1960 E. Grand Ave. Suite 370
El Segundo, CA. 90245
Office (310) 359 1203
Cell (949) 339-9154
www.andpen.com jwolitarsky@andpen.com



From: Dustin Blackwell



Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 3

MINUTES

Contractor: All American Asphalt

DATE: October 02, 2018

CONTRACT SUMMARY

NTP Date: September 17, 2018

Time	Working Days	Cost	Amount
Total Original Contract Time (working days):	80	Original Contract Amount	\$2,160,864.46
Approved non-compensable delay days:	0	Additional Amt. approved through CO No. ____:	\$0
Additional Time Granted through C.O. No. ____:	0	Total Current Contract Amount:	\$2,160,864.46
Total Current Contract Time (working days)	80	Value Processed through Pay Application #__:	\$0
Working Days elapsed through meeting date:	11	Liquidated Damages to Date)	\$0
Working Days Remaining	69		
Current Calculated Completion Date	01-18-2019	Balance to Complete:	\$2,160,864.46

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS												
A	Preliminary Matters:	N/A														
A.1	Introductions of Key Personnel & Sign-in Sheet	N/A														
A.2	<p>Project Overview</p> <p>This project will consist of street improvements along Hermosa Avenue between 10th St. and Greenwich Village Road consisting of the following:</p> <ul style="list-style-type: none">• Cold-milling 3.5 inches• Asphalt concrete (AC) leveling course• Pavement fabric• Removal and replacement of curb and gutter• Construction of PCC cross-gutters• Removal and replacement of curb ramps for ADA compliance• Install Decomark and Duratherm• Install bus shelters• Traffic signal modification• Construct bulbouts• Install street furniture• Signing and striping• Double adjust manholes?	N/A														
A.3	<p>Overview of Schedule & Working Hours:</p> <p>A start date for the project will be determined</p> <p>Construction Hours:</p> <p>A. Weekdays 8:00 AM to 6:00 PM. These are the standard working hours per the city's ordinance. All parties have concurred with the start time.</p> <p>City's Schedule: City Hall is closed every other Friday, but CM and Inspector are available.</p> <p>Holidays during this Contract are:</p> <table><tr><td>Labor Day</td><td>September 03, 2018</td></tr><tr><td>Columbus Day</td><td>October 08, 2018</td></tr><tr><td>Veterans Day</td><td>November 12, 2018</td></tr><tr><td>Thanksgiving</td><td>November 22 & 23, 2018</td></tr><tr><td>Christmas</td><td>December 25, 2018</td></tr><tr><td>New Years Day</td><td>January 01, 2019</td></tr></table>	Labor Day	September 03, 2018	Columbus Day	October 08, 2018	Veterans Day	November 12, 2018	Thanksgiving	November 22 & 23, 2018	Christmas	December 25, 2018	New Years Day	January 01, 2019	N/A		
Labor Day	September 03, 2018															
Columbus Day	October 08, 2018															
Veterans Day	November 12, 2018															
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Christmas	December 25, 2018															
New Years Day	January 01, 2019															

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 3

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
A.4	Chain of Communication & Emergency Contacts. City: Lucho Rodriguez, P.E. Deputy City Engineer 1315 Valley Drive Hermosa Beach 90254 lrodriguez@hermosabch.org Contractor: John Manly Public works Foreman All American Asphalt 400 East Sixth Street Corona, CA. 92879 Phone: (981) 757-8159 Email: jmanly@allamericanasphalt.com Construction Manager: John A. Wolitarsky AndersonPenna Partners, Inc. 1960 E. Grand Avenue, Suite 300 El Segundo, CA 90245 Cell: (949) 339-9154 jwolitarsky@andpen.com	N/A		
A.5	Contractor's Representative To be determined Public Works Foreman will be the contractor's representative and will be the point of contact for the project	AAA		
A.6	Meeting Minute Format The meeting minutes will follow the format of the meeting agenda and will include a list of all meeting attendees. The meeting minutes will also include any required actions and their associated deadlines and the status of each item. As-built will be discussed every week	APP		
B	Local Services & Permit Coordination			
B.1	City of Hermosa Beach Encroachment Permit and City license required -Notice with city	AAA		
B.2	Police The Police must be notified of any work that affects their operations or the roadways.	AAA	As Applicable	
B.3	Fire / EMT/Hospital The Fire Department must be notified of any work that affects their operations or the roadways.	AAA, APP	As Applicable	
B.4	Street Sweeper City to halt street sweeping at construction areas.	City		
C	Utility Coordination			
C.1	Water All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.2	Electrical All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.3	Sewer All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.4	Phone / Data All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
D	Public Relations and Notifications			
D.1	Construction Notices / Public Notifications / Flyers/ CMS Sign(s) Three CMS Signs at project beginning: one at each end of project section	AAA City APP	ASAP	
D.2	PR Mitigation Measures Daily clean-up of project, with special care that nothing is left unfinished over a weekend.	City	N/A	
D.3	Truck Route	City		

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 3

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
	Approved truck route given to contractor (see attached to Meeting No 2)			
E	Safety & Security			
E.1	Health & Safety Plan (HASP)	AAA		
E.2	Traffic Safety / Control Devices/ Signs The current WATCH Manual must be used for traffic safety, control devices, and signs as per S-1.05	AAA		
E.3	Trench Safety & Shoring	N/A		
E.4	Security	AAA		
F	Contract Administration			
F.1	NTP Notice to Perform start date was September 17, 2018			CLOSED
F.2	Establishment of Contract Time and Completion Date Estimated project end date is January 18, 2019.			
F.2.1	Liquidated Damages:			
F.3	Schedule – Contractor's Project Schedule Revised schedule submitted and being reviewed.	AAA	ASAP	
F.4	Look Ahead / Progress Schedule Updates Weekly look-aheads must be provided and the progress schedule must be updated on a monthly basis. AAA did not have a two week look ahead for review. They will have one at the next meeting and will submit one by the end of 10-02-2018.	AAA	Weekly	
F.5	Sub-contracts –			
F.5.1	Subcontractor List			
F.5.2	Written approval required for substitution.			
F.6	Documentation and tracking controls			
F.6.1	Protocol: All communications shall be through Construction Manager John Wolitarsky	All		
F.6.2	Naming Convention: All email subject lines must start with "CIP 16-174 –" and then include the topic of the email.			
F.6.3	Photo / Video Documentation: A photo and video survey is required prior to the start of construction.	AAA	Prior to Construction	
G	Contract Compliance			
G.1	Paperwork and Reporting requirements: Contractor's Daily Reports – must report daily manpower, equipment and materials (delivery tickets). Prior week submitted each Monday to John Wolitarsky (electronic submittal preferred). <i>Hours and classifications must match certified payrolls exactly.</i>	AAA	Completed Daily, Submitted Weekly	
G.1.1	Certified Payrolls Contractor to submit weekly by mail to Project CM	AAA, City, APP	Monthly	
I	Change Orders – See PCO Log (None to date):			
I.1	Process for Change Order Requests An RFI must be submitted regarding the item or work of concern, and then a CO must be requested. A CO approved in order to receive payment. If work is completed prior to a CO being finalized and approved, there will be no payment for that work.	AAA, City, APP		
I.2	Claims and Protests Notification Requirements			
I.3	No CO / No Payment			

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 3

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
J	Submittals – See Submittal Log			
J.1	Transmission of Submittals: Transmission of submittals will continue as it has been. -2 submittals for Duratherm: discussed, pending Duratherm questions and will provide contractor with guidance soon. -Traffic Poles -Bus Shelter – Transportation companies using Hermosa Ave have been notified of construction -Trash Bins -Fire Hydrants -AAA to send submittal for High/Early concrete mix in case it is needed.	AAA		
J.2	Installation at Contractor's Risk Any installations completed prior to the approval of a submittal are installed at the Contractor's risk.	AAA		
K	RFI's – See RFI Log			
K.1	RFI Process: RFIs must be submitted to the Construction Manager, John Wolitarsky, who will coordinate the response to the RFI. A current RFI log was distributed at this meeting.	AAA, APP		
L	Project Payments			
L	Progress / Final Payments The contractor shall be entitled to full payment of only the actual quantities of contract items constructed in accordance with the plans and specifications. No payment will be made for materials on hand but not incorporated in the work. The contractor should refer to the "Progress Payments and Retention" section of the Contract for the Progress Payment Schedule.			
L.1	Schedule of Values: Per bid schedule	AAA		
L.2	Quantity Measurement: Quantity measurements must be agreed upon by the Contractor, Inspector and Construction Manager on a monthly basis prior to progress payments.	AAA City APP	Monthly	
L.3	Documentation Requirements There will be a checklist of requirements that the Contractor must fulfill prior to approval of monthly progress applications, such as: certified payroll, as-built mark-ups, updated progress schedule, approved traffic control, clean work areas, agreement on status of change orders, etc.	AAA APP		
L.3.1	<ul style="list-style-type: none"> • City backup requirements • Material Delivery Tickets: • Lien Releases: • T&M Items • CPRs and Other Monthly Reporting Documents 			
L.3.2	As-Builts: As-builts must be updated and approved by the City Construction Manager on a weekly basis, and a final set of as-built drawings must be submitted prior to filing the Notice of Completion. As-Builts will be discussed at the weekly Progress Meetings. See Submittal Log	AAA	Weekly	
L.3.3	Final Payment / Release of Retention			
M	Field Operations and Quality Control			
M.1	NPDES Compliance Water pollution control and other environmental issues shall conform to Section 7-1.01 of the General Provisions. In addition, the contractor shall comply with the BMP Package submitted to and approved by the City.	AAA		

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 3

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
M.2	Construction and Demolition Waste Management Plan An approved construction and demolition waste management plan must be followed.	AAA		
M.4	Project Site Maintenance The project site must be maintained and cleaned on a daily basis since the facility is in use during construction.	AAA		
M.5	Construction Staging Areas AAA has obtained staging area from Edison	AAA		Closed
M.6	Survey Monuments per S-1.19 – CC survey, include strand	AAA		
M.7	Inspection and Testing All inspection and testing must be completed and must be shown on the project schedule.	City		
M.7.1	Call-out Requirements 72 hour notice is required for call-outs.	AAA		
N	Project Closeout			
N.1	As-Built: The Contractor shall maintain and submit "As Built" drawings to the City prior to filing of Notice of Completion. All "As Built" changes shall be maintained on one master copy and approved and initialed <u>weekly</u> by the City Construction Manager prior to implementation in the field.	AAA		
O	Questions / Comments / Contractor's Items for Discussion <ul style="list-style-type: none"> City to look into providing AAA with parking permits Lucho expressed displeasure with workmanship of curbs and requested removal and replacement of 4 to 5 ramps. Todd from AA will field verify after meeting. Field meeting scheduled with Michael Baker & Associates to discuss design issues on ramps and obtain solutions. Discussion of inserts vs bolt down on detectable warning surface AAA requested final direction on strand concrete color and concrete finish required. City/APP to provide direction. 	N/A		
Z.	WEEKLY/BI-WEEKLY MEETINGS:			
Z.1	Next Construction Progress Meeting: Tuesday, October 09, 2018 at 10:00AM at Public Works Conference Room, Hermosa Beach City Hall	ALL		



City of Hermosa Beach
Hermosa Avenue Pavement Resurfacing Project
Construction Progress Meeting 03



SIGN IN LOG

DATE: October, 02, 2018

Initials	Name	Title	Office/Affiliation	Phone	Cell Number	EMAIL
J	John Wollitarsky		Anderson Penna Partners	949-339-9154		jwollitarsky@andpen.com
J	John Manly		All American Asphalt	951-553-8354		jmanly@allamericanasphalt.com
B	Ben Johnson		All American Asphalt	951-232-3953		bjohnson@allamericanasphalt.com
J	Jorge Rangel		All American Asphalt	951-570-3021		
T	Todd Simon		All American Asphalt	951-757-8064		tsimon@allamericanasphalt.com
L	Lucho Rodriguez		City of Hermosa Beach	310-318-0210		lrodriguez@hermosabch.org
D	Dana Hutchens		Anderson Penna Partners	949-416-9382		dhutchins@andpen.com
	Glen Kau		City of Hermosa Beach			gkau@hermosabch.org
E	Eduard Ryn		All American Asphalt	858-776-5540		ERYU@allamericanasphalt.com
M	MATT STEELE		HB PW	310-318-0208		MSTEELE@HERMOSABCH.ORG



CITY OF HERMOSA BEACH
Hermosa Avenue Pavement Resurfacing Project

Contract No. CIP 16-174

SUBMITTAL LOG



* The intended purpose of this log is to provide a preliminary guide of required submittals. The City reserves the right to add/deduct submittals as required during the project. Any omissions do not relieve the Contractor of its responsibility to provide product data/shop drawings/submittals for all construction materials. Materials installed on the project without an approved submittal are done so at the Contractor's risk.

(Shaded area indicates Submittal closed)

Submittal ID No.	Revision No.	Description	Plan/Spec Reference	Bid Item #	Buy USA? (Y/N)	Due	Contractor to APP	APP to City	City to APP	APP to Contractor	Status	Disposition	Materials	Notes	Material Delivery Ticket?
1	C	Drawings	214	35			7/16/2018		7/16/2018	8/15/2018	CLOSED	No additional changes noted		review and submit of the material book and color choices	
2	C	Drawings		31			7/16/2018		7/16/2018	8/15/2018	CLOSED	No additional changes noted		review and submit of the material book and color choices	
3	C	Full Sign Striping Schedule		45			7/16/2018				OPEN				
4	C	Shrub to Mail Stop		620			7/16/2019			8/15/2019	CLOSED	No Disposition Taken			
5	C	Shrub to Mail Stop					7/16/2019				OPEN				
6	C	Graded Aggregate Base					7/16/2018			8/15/2018	CLOSED	No Disposition Taken			
7	C	Bus Benders		2634							Closed			See Submittal 13	
8	C	Electrical Long Lead Items		1446			8/29/2018			9/26/2018	CLOSED	Review & Test Item 1		Long Lead Items; See 1 and 2 items below	
9	I	Electrical Long Lead Items		1447			8/29/2018			8/30/2018	CLOSED	No Disposition Taken - 4x Noted			
9	C	Facilities - Stone		1446			8/29/2018				OPEN				Not Yet on Construction Material Approval List
10	C	Facilities (Stone Lead Item)		1447			8/29/2018				OPEN				
11	C	Bus Shelter		34					7/16/2019	9/26/2018	CLOSED	No Disposition Taken		Filed for submittal review	
12	C	Perforated Wearing Surface		54			8/29/2018			8/30/2018	CLOSED	Review & Test Item 1		404 Soil Layer Surface Ward Textile	
13	C	Perforated Wearing Surface		54			8/29/2018			8/30/2018	CLOSED	No Disposition Taken			
13	I	Gravel Concrete					8/16/2018				OPEN				Approved by Sub 131
14	C	Construction Schedule					8/29/2018				CLOSED				Approved by Sub 141
14	I	Construction Schedule					8/29/2018				CLOSED				Approved by Sub 141
14	I	Construction Schedule					7/16/2019				CLOSED				Approved by Sub 141
14	I	Construction Schedule					8/29/2018				CLOSED				Approved by Sub 141
14	I	Construction Schedule					8/29/2019				OPEN				
15	C	Gravel Concrete		59			8/29/2018			8/30/2018	CLOSED	No Disposition Taken		Quantity for item 14.2 has changed to 45 Lbs. so item closed	
17	C														
19	C	Shrub to Mail Stop					8/16/2019			8/15/2019	CLOSED	No Disposition Taken			

To: Lucho Rodriguez[lrodriguez@hermosabch.org]
Cc: Glen Kau[gkau@hermosabch.org]
From: John Wolitarsky
Sent: Mon 10/1/2018 1:31:13 PM
Subject: RE: PR Request Anthony Higgins
[Meeting 02 - Minutes.pdf](#)

Lucho,

Please see attached minutes to meeting #2 which include the truck route and should address the questions posed by the resident.

JOHN A. WOLITARSKY
SENIOR PROJECT MANAGER
ANDERSONPENNA | Partners in Project Delivery
1960 E. Grand Ave. Suite 370
El Segundo, CA. 90245
Office (310) 359 1203
Cell (949) 339-9154
www.andpen.com jwolitarsky@andpen.com



From: Lucho Rodriguez <lrodriguez@hermosabch.org>
Sent: Monday, October 1, 2018 11:26 AM
To: John Wolitarsky <jwolitarsky@andpen.com>
Subject: FW: PR Request Anthony Higgins

Hello John, do you have any minutes from our meetings that talk about the truck route provided to All American.

Thanks

Lucho Rodriguez, P.E., QSD
Deputy City Engineer
City of Hermosa Beach
1315 Valley Drive
Hermosa Beach, CA 90254-3885
310-318-0210

From: Liz Zeigler
Sent: Monday, October 01, 2018 10:56 AM
To: Lucho Rodriguez; Glen Kau
Cc: Glen Kau
Subject: FW: PR Request Anthony Higgins

Lucho,

Higgins is asking for info regarding the Hermosa paving project currently in progress. Would you please respond to this one since you are the project manager?

Thanks,
Liz



Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 2

MINUTES

Contractor: All American Asphalt

DATE: September 25, 2018

CONTRACT SUMMARY

NTP Date: September 17, 2018

Time	Working Days	Cost	Amount
Total Original Contract Time (working days):	80	Original Contract Amount	\$2,160,864.46
Approved non-compensable delay days:	0	Additional Amt. approved through CO No. ____:	\$0
Additional Time Granted through C.O. No. ____:	0	Total Current Contract Amount:	\$2,160,864.46
Total Current Contract Time (working days):	80	Value Processed through Pay Application #__:	\$0
Working Days elapsed through meeting date:	6	Liquidated Damages to Date)	\$0
Working Days Remaining	74		
Current Calculated Completion Date	01-18-2019	Balance to Complete:	\$2,160,864.46

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS												
A	Preliminary Matters:	N/A														
A.1	Introductions of Key Personnel & Sign-in Sheet	N/A														
A.2	<p>Project Overview</p> <p>This project will consist of street improvements along Hermosa Avenue between 10th St. and Greenwich Village Road consisting of the following:</p> <ul style="list-style-type: none">• Cold-milling 3.5 inches• Asphalt concrete (AC) leveling course• Pavement fabric• Removal and replacement of curb and gutter• Construction of PCC cross-gutters• Removal and replacement of curb ramps for ADA compliance• Install Decomark and Duratherm• Install bus shelters• Traffic signal modification• Construct bulbouts• Install street furniture• Signing and striping• Double adjust manholes?	N/A														
A.3	<p>Overview of Schedule & Working Hours:</p> <p>A start date for the project will be determined</p> <p>Construction Hours:</p> <p>A. Weekdays 8:00 AM to 6:00 PM. These are the standard working hours per the specifications, unless otherwise authorized by the City.</p> <p>City's Schedule: City Hall is closed every other Friday, but CM and Inspector are available.</p> <p>Holidays during this Contract are:</p> <table><tr><td>Labor Day</td><td>September 03, 2018</td></tr><tr><td>Columbus Day</td><td>October 08, 2018</td></tr><tr><td>Veterans Day</td><td>November 12, 2018</td></tr><tr><td>Thanksgiving</td><td>November 22 & 23, 2018</td></tr><tr><td>Christmas</td><td>December 25, 2018</td></tr><tr><td>New Years Day</td><td>January 01, 2019</td></tr></table>	Labor Day	September 03, 2018	Columbus Day	October 08, 2018	Veterans Day	November 12, 2018	Thanksgiving	November 22 & 23, 2018	Christmas	December 25, 2018	New Years Day	January 01, 2019	N/A		
Labor Day	September 03, 2018															
Columbus Day	October 08, 2018															
Veterans Day	November 12, 2018															
Thanksgiving	November 22 & 23, 2018															
Christmas	December 25, 2018															
New Years Day	January 01, 2019															
A.4	<p>Chain of Communication & Emergency Contacts.</p> <p>City: _____ Construction Manager: _____</p>	N/A														

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 2

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
	<p>Lucho Rodriguez, P.E. Deputy City Engineer 1315 Valley Drive Hermosa Beach 90254 lrodriguez@hermosabch.org</p> <p>Contractor: John Manly Public works Foreman All American Asphalt 400 East Sixth Street Corona, CA. 92879 Phone: (981) 757-8159 Email: jmanly@allamericanasphalt.com</p> <p>John A. Wolitarsky AndersonPenna Partners, Inc. 1960 E. Grand Avenue, Suite 300 El Segundo, CA 90245 Cell: (949) 339-9154 jwolitarsky@andpen.com</p>			
A.5	Contractor's Representative To be determined Public Works Foreman will be the contractor's representative and will be the point of contact for the project	AAA		
A.6	Meeting Minute Format The meeting minutes will follow the format of the meeting agenda and will include a list of all meeting attendees. The meeting minutes will also include any required actions and their associated deadlines and the status of each item. As-built will be discussed every week	APP		
B	Local Services & Permit Coordination			
B.1	City of Hermosa Beach Encroachment Permit and City license required -Notice with city	AAA		
B.2	Police The Police must be notified of any work that affects their operations or the roadways.	AAA	As Applicable	
B.3	Fire / EMT/Hospital The Fire Department must be notified of any work that affects their operations or the roadways.	AAA, APP	As Applicable	
B.4	Street Sweeper City to halt street sweeping at construction areas.	City		
C	Utility Coordination			
C.1	Water All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.2	Electrical All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.3	Sewer All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.4	Phone / Data All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
D	Public Relations and Notifications			
D.1	Construction Notices / Public Notifications / Flyers/ CMS Sign(s) ▪ Four CMS Signs at project beginning: one at each end of project section	AAA City APP	ASAP	
D.2	PR Mitigation Measures Daily clean-up of project, with special care that nothing is left unfinished over a weekend.	City	N/A	
D.3	Truck Route Approved truck route given to contractor (see attached to Meeting No 2)	City		
E	Safety & Security			

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 2

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
E.1	Health & Safety Plan (HASP)	AAA		
E.2	Traffic Safety / Control Devices/ Signs The current WATCH Manual must be used for traffic safety, control devices, and signs as per S-1.05	AAA		
E.3	Trench Safety & Shoring	N/A		
E.4	Security	AAA		
F	Contract Administration			
F.1	NTP Notice to Perform start date was September 17, 2018			CLOSED
F.2	Establishment of Contract Time and Completion Date Estimated project end date is January 18, 2019.			
F.2.1	Liquidated Damages:			
F.3	Schedule – Contractor's Project Schedule Revised schedule is needed from AAA that reflects work on strand and curb ramps.	AAA	ASAP	
F.4	Look Ahead / Progress Schedule Updates Weekly look-aheads must be provided and the progress schedule must be updated on a monthly basis.	AAA	Weekly	
F.5	Sub-contracts –			
F.5.1	Subcontractor List			
F.5.2	Written approval required for substitution.			
F.6	Documentation and tracking controls			
F.6.1	Protocol: All communications shall be through Construction Manager John Wolitarsky	All		
F.6.2	Naming Convention: All email subject lines must start with "CIP 16-174 –" and then include the topic of the email.			
F.6.3	Photo / Video Documentation: A photo and video survey is required prior to the start of construction.	AAA	Prior to Construction	
G	Contract Compliance			
G.1	Paperwork and Reporting requirements: Contractor's Daily Reports – must report daily manpower, equipment and materials (delivery tickets). Prior week submitted each Monday to John Wolitarsky (electronic submittal preferred). <i>Hours and classifications must match certified payrolls exactly.</i>	AAA	Completed Daily, Submitted Weekly	
G.1.1	Certified Payrolls Contractor to submit weekly by mail to Project CM	AAA, City, APP	Monthly	
I	Change Orders – See PCO Log (None to date):			
I.1	Process for Change Order Requests An RFI must be submitted regarding the item or work of concern, and then a CO must be requested. A CO approved in order to receive payment. If work is completed prior to a CO being finalized and approved, there will be no payment for that work.	AAA, City, APP		
I.2	Claims and Protests Notification Requirements			
I.3	No CO / No Payment			
J	Submittals – See Submittal Log			
J.1	Transmission of Submittals: Transmission of submittals will continue as it has been. -2 submittals for Duratherm	AAA		

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 2

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
	-Traffic Poles -Bus Shelter – Transportation companies using Hermosa Ave have been notified of construction -Trash Bins -Fire Hydrants -AAA to send submittal for High/Early concrete mix in case it is needed.			
J.2	Installation at Contractor's Risk Any installations completed prior to the approval of a submittal are installed at the Contractor's risk.	AAA		
K	RFI's – See RFI Log			
K.1	RFI Process: RFIs must be submitted to the Construction Manager, John Wolitarsky, who will coordinate the response to the RFI. A current RFI log was distributed at this meeting.	AAA, APP		
L	Project Payments			
L	Progress / Final Payments The contractor shall be entitled to full payment of only the actual quantities of contract items constructed in accordance with the plans and specifications. No payment will be made for materials on hand but not incorporated in the work. The contractor should refer to the "Progress Payments and Retention" section of the Contract for the Progress Payment Schedule.			
L.1	Schedule of Values: Per bid schedule	AAA		
L.2	Quantity Measurement: Quantity measurements must be agreed upon by the Contractor, Inspector and Construction Manager on a monthly basis prior to progress payments.	AAA City APP	Monthly	
L.3	Documentation Requirements There will be a checklist of requirements that the Contractor must fulfill prior to approval of monthly progress applications, such as: certified payroll, as-built mark-ups, updated progress schedule, approved traffic control, clean work areas, agreement on status of change orders, etc.	AAA APP		
L.3.1	<ul style="list-style-type: none"> • City backup requirements • Material Delivery Tickets: • Lien Releases: • T&M Items • CPRs and Other Monthly Reporting Documents 			
L.3.2	As-Builts: As-builts must be updated and approved by the City Construction Manager on a weekly basis, and a final set of as-built drawings must be submitted prior to filing the Notice of Completion. As-Builts will be discussed at the weekly Progress Meetings. See Submittal Log	AAA	Weekly	
L.3.3	Final Payment / Release of Retention			
M	Field Operations and Quality Control			
M.1	NPDES Compliance Water pollution control and other environmental issues shall conform to Section 7-1.01 of the General Provisions. In addition, the contractor shall comply with the BMP Package submitted to and approved by the City.	AAA		
M.2	Construction and Demolition Waste Management Plan An approved construction and demolition waste management plan must be followed.	AAA		
M.4	Project Site Maintenance The project site must be maintained and cleaned on a daily basis since the facility is in use during construction.	AAA		

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 2

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DUE DATE	STATUS
M.5	Construction Staging Areas AAA has obtained staging area from Edison	AAA		Closed
M.6	Survey Monuments per S-1.19 – CC survey, include strand	AAA		
M.7	Inspection and Testing All inspection and testing must be completed and must be shown on the project schedule.	City		
M.7.1	Call-out Requirements 72 hour notice is required for call-outs.	AAA		
N	Project Closeout			
N.1	As-Builts: The Contractor shall maintain and submit "As Built" drawings to the City prior to filing of Notice of Completion. All "As Built" changes shall be maintained on one master copy and approved and initialed <u>weekly</u> by the City Construction Manager prior to implementation in the field.	AAA		
O	Questions / Comments / Contractor's Items for Discussion City to look into providing AAA with parking permits	N/A		
Z.	WEEKLY/BI-WEEKLY MEETINGS:			
Z.1	Next Construction Progress Meeting: 10-02-2018, at 10:00 AM	ALL		

CONSTRUCTION PROGRESS MEETING No. 02

September 25, 2018

Hermosa Avenue Pavement Resurfacing Project

[illegible]

CIP 16-174
Hermosa Ave Resurfacing
Truck Route

