

PUBLIC WORKS DEPARTMENT MONTHLY REPORT – OCTOBER 2012
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The Public Works Department is divided into three (3) major functions: Administration, Engineering and Maintenance.

ADMINISTRATION

The administration function coordinates and blends the efforts of all divisions of the Public Works Department in accomplishing the directives of the City Council and City Manager; this includes engineering and management of Capital Improvements Projects (CIP's).

	PLAN CHECK FOR CONST.	ENVIRON. PLAN REVIEW	SEWER LATERAL	SEWER DEMO.	STREET EXCAV.	BANNERS	DUMPSTER, STAGING, CRANES, MISC	UTIL. CO. CUTS	ENCR./C.U.P. ETC.
CURRENT MONTH	6	3	5	2	7	4	28	14	1
YEAR TO DATE (FY 12-13)	21	4	10	6	21	17	110	56	4

<u>NON-CIP PROJECTS</u> DESCRIPTION	<u>STAFF HOURS</u>		
	CURRENT	PREVIOUS MONTH	YEAR TO DATE
Field Investigations	11	5	38
Inspections	29	23	93
NPDES Permit/City Storm Water Management Program	18	17	47
General Office Engineering	92	93	263
Grant Applications	6	5	19
Projects	10	5	49
Meetings – Other Public Agencies	10	6	42
NPDES Investigations	3	0	6
*Counts started 7/1/12			
TOTAL HOURS	179	154	557

<u>SERVICE REQUESTS</u> DESCRIPTION	<u>COUNTS*</u>		
	RECEIVED CURRENT MONTH	RECEIVED YTD	INCIDENTS COMPLETED YTD
Building Maintenance	47	144	102
Parks (Landscaping)	8	41	41
Sewers	3	15	13
Storm Drains	1	7	6
Street Lighting	13	32	15
Street Maintenance	15	67	60
Traffic Safety	15	55	36
Vehicle Maintenance (Fleet Maintenance)	4	14	7
Other (graffiti removal, special requests, utilities, USA's)	31	108	84
Call-Outs (Services provided after hours and/or on weekends) **	0	0	0
*Counts started 7/1/12			
TOTALS	137	483	364

ENGINEERING FY 12/13

CAPITAL IMPROVEMENT PROJECTS (BUDGETED, IN PROGRESS, COMPLETED/CLOSE OUT)

COMPLETED/CLOSE-OUT			BUDGET
PROJECT NO.	TITLE		
			AMOUNT
			FY 11-12/12-13
99- 631	Beach Restrooms – Rehabilitation	1,087,692	
10- 137	Hermosa Valley School Traffic Signal Modification	128,117	
01- 662	EECBG Energy Efficiency Upgrades	108,136	
05- 119	Street Improvements/Hermosa Ave/26 th to 35 th /Longfellow	172,481	
Total			1,496,426

UNDER CONSTRUCTION			BUDGET
PROJECT NO.	TITLE		
			AMOUNT
TOTAL			0

DESIGN			BUDGET
PROJECT NO.	TITLE		
			AMOUNT
11- 602	Clark Field Electrical	20,000	
10- 426	Sewer Improvements (Various Locations)	272,569	
11- 401	Sewer Improvements (Various Locations)	523,337	
07- 649	Community Center Improvements (South Wing & Theatre Electrical) (\$69,806, FY11/12 + \$90,000, FY12/13)	159,806	
11- 652	Pier Structural Repairs	163,400	
10- 661	Surf Memorial	51,242	
11- 127	Street Improvements @ Various Locations (previously identified as CIP 11-142)	830,073	
11- 179	Hermosa View Elementary SR2S Project	357,410	
12 143	PCH/Aviation Beautification Project	160,000	
TOTAL			2,537,837

TO BE DESIGNED			BUDGET
PROJECT NO.	TITLE		
			AMOUNT
09- 659	Parking Structure Repairs – Parking Structure Portion Only	20,116	
11- 139	Protective Bollards at Pier Plaza	137,975	
07- 651	Lot "A" Trash Enclosures (\$110,000, FY 11/12 + \$240,000, FY 12/13)	350,000	
11- 141	Gould Avenue Street Improvements	45,000	
12- 606	Fire Station Renovation & Upgrades	63,900	
12- 609	Civic Center Strategic Plan	150,000	
12- 127	Street Improvements @ Various Locations	720,000	
12- 153	Fire Station Traffic Signal	30,000	
12- 160	PCH Traffic Improvements	88,000	
11- 537	South Park Phase I Improvements (150,000, FY11/12 + 100,000, FY12/13)	250,000	
12- 401	Sewer Improvements (Various Locations)	400,000	
TOTAL			2,254,991

Geographic Information systems (GIS) – October 2012

The GIS staff person manages digital records, prepares maps, compiles data and develops and maintains GIS map layers.

1. Map layers routinely updated: Properties, Streets, Zoning, General Plan and Addresses.
2. Map layers partially completed: Sewer, Storm Drain
3. Maps and data created as requested by staff:
 - Election Precincts map for Hermosa Beach
 - PCH and Aviation Blvd businesses and parcels list
 - Update businesses map
 - Street and Pole banners map
 - Storage building by the city hall - Exhibits of the surrounding building window heights, Aerials and converted CAD data to the architects
 - 1st st and 7th st speed hump maps
 - Exhibit for bridge over the PCH and Aviation Blvd meeting
 - Café Boogaloo 500' radius businesses and parcel list and map
4. Other projects and tasks:
 - Get information about an alternative service request/work order system for public works. Organized vendor demos for PW.
5. Following miscellaneous tasks were done for the staff
 - Scan and print maps and documents for staff, consultants, residents
 - Send data and data files requested by outside contractors and/or agencies.
 - Attend regional meetings and seminars organized by SBCCOG, South bay GIS group and ESRI

MAINTENANCE

The maintenance function of the Public Works Department is divided into the following sections:

- ◆ Building Maintenance
- ◆ Fleet Equipment Service
- ◆ Parks/Medians
- ◆ Sewers/Storm Drains
- ◆ Street Lighting
- ◆ Street Maintenance/Traffic Safety

Building Maintenance Division: *City Hall:* Council Chamber setups, repaired all 'Exit' signs, replaced flags, removed and replaced soap dispenser, delivered copy paper, moved 40 cases of copy paper to storage, repaired lights, performed janitorial inspections and mat and rag inventory inspection for new contract. *Community Center:* Repaired room 9 wiring, replaced toilet paper dispensers in restrooms, repaired theatre doors, changed marquee, located electrical for memorial, repaired faucet in men's restroom South Wing, replaced bulbs in foyer, relocated chairs to storage, replaced flags and basketball hoop system, unplugged toilets and urinals in theatre restroom, janitorial inspections for all public buildings. *Clark Stadium:* Replaced faucets and toilet paper holders. *Clark building:* Installed new fire extinguisher and repaired restroom plumbing. *Bard Street Garage:* Reinforced wall framing and installed plywood for Police Department.

Fleet Maintenance: *Scheduled and performed preventive maintenance:* lubed chassis, changed oil and filters as needed; serviced transmissions, cooling systems, and fuel systems; serviced brake systems; repaired flats, rotated, balanced and replaced tires; charged, tested and replaced batteries; repaired vehicle break downs, responded to service calls, ordered and purchase parts, supplies and tools as needed for repairs. Repaired oil leak on unit 119E, replace steering column on HB9, recycled and replaced tires on both dump trucks #63 and #91. Tested both EOC and PD backup generators; repaired brake pedal on 119D; repaired overheating on 119C & 119H, started replacement of rotted out truck bed #68, fabricated and installed new storm drain covers, addressed bent wheel and damaged suspension R11. Tested oil pressure problem on 119G; scheduled annual service on Crawler, and on EOC and PD generators.

Parks/Landscaping Divisions: *Citywide:* Repaired irrigation in parks, Greenbelt, and medians; repaired beach sand fence and broken waterline at 15th. *Community Center:* Installed new fencing for tennis courts and replaced nets. Inspected play equipment in parks and beach. *Parking Structure:* repaired vandalized fire back flow waterline. *Greenbelt:* Installed new 'No Smoking' and 'Reclaimed Water' signs, repaired doggy bag dispenser. *Edith Roadway Park:* Added DG to entrance area.

Sewers/Storm Drain Divisions: *Citywide:* Continued annual hydro-flush sewer line maintenance, scheduled city wide storm drain cleaning prior to predicted rain, inspected contractor sewer lateral installation at 700blk of Loma, mucked out drain at 3400blk of Shakespeare, unclogged sewer line at Pier restrooms, unplugged drain at 18th & Valley Park Dr., repaired loose manhole at 720 Beach Dr., opened beach outfalls for predicted rain. Replaced pump station at 35th and Strand.

Street Lighting/Median Divisions: *Citywide:* Repaired tennis court lights in court #5 and #6, repaired and replaced street lights on Hermosa Ave., reported street light problems to SCE, checked and marked underground utilities, repaired electrical light problem on the Pier and Strand, repaired lights at Pier restrooms, repaired wiring for safety lights at Clark Field, repaired lights on Plaza, replaced light fixture in parking structure, and repaired outside security lights at Community Center.

Street Maintenance/Traffic Safety Divisions: *Citywide:* Repaired cold joint separation at Clark basketball court, removed graffiti and stickers, repaired potholes, removed and replaced meter poles, removed and installed new tennis net post at Community Center, assisted with paint spill cleanup on Gould Ave., repaired pavers on Pier Ave., repaired expansion joint at 1400blk of the Strand, repaired street at 19th and Beach Dr., replaced street signs, restored missing handicap parking on El Oeste, replaced 'No Parking' signs, repaired 'Stop' sign at Valley and Gould. Replaced damage bumper stops at Lot A and 1000blk of Valley Dr.

Graffiti Removal

FY 11-12 Graffiti/Vandalism

<u>MONTH</u>	<u>MANHOURS</u>
JULY	27.0
AUGUST	49.0
SEPTEMBER	43.0
OCTOBER	35.5
NOVEMBER	23.0
DECEMBER	17.5
JANUARY	19.0
FEBRUARY	30.0
MARCH	33.0
APRIL	35.0
MAY	33.0
JUNE	38.0
TOTAL	383.0

FY 12-13 Graffiti/Vandalism

<u>MONTH</u>	<u>MANHOURS</u>
JULY	69.0
AUGUST	30.0
SEPTEMBER	56.0
OCTOBER	37.0
NOVEMBER	
DECEMBER	
JANUARY	
FEBRUARY	
MARCH	
APRIL	
MAY	
JUNE	
TOTAL	192.0

Respectfully submitted:



Frank Senteno, P.E.
Director of Public Works/City Engineer

Concur:



Tom Bakaly
City Manager