



Agenda Item #: _____

Staff Report

City of Manhattan Beach

TO: Honorable Mayor Cohen and Members of the City Council

THROUGH: Geoff Dolan, City Manager

FROM: Jim Arndt, Director of Public Works
Juan Price, Maintenance Superintendent

DATE: June 16, 2009

SUBJECT: Consideration of a Contract to Perform a Level III Energy Audit- City Buildings, Equipment and Facilities to PE Consulting in the Amount of \$64,950

RECOMMENDATION:

Staff recommends that the City Council award RFP #764-09 to PE Consulting to perform a Level III Energy Audit City Buildings, Equipment and Facilities in the amount of \$64,950

FISCAL IMPLICATION:

Funds totaling \$150,000 are budgeted in the CIP Fund for these services, however if timing allows, Federal stimulus energy grant funding will supplant budgeted CIP funds. We have been awarded \$155,800 in Federal stimulus energy funds and will use this money for projects resulting from the energy audit if the funds are not yet available to pay for the audit itself.

DISCUSSION:

In January 2007, the City Council adopted a resolution endorsing the US Mayors Climate Protection Agreement, which focuses on global warming and the need for all cities to reduce greenhouse gas emissions. Following this directive, The City of Manhattan Beach has committed to reducing greenhouse gas emissions 7% below 1990 levels through the development of a local Climate Action Plan for the City of Manhattan Beach. An integral part of this plan will focus on reducing greenhouse gases from municipal operations through energy efficiency.

The City released an RFP in April seeking a comprehensive Level III audit (please see the attached RFP for the detail requested) of all its current facilities and included equipment, analysis of energy use, and detailed strategies to attain its energy efficiency goals. The analysis is to include detailed anticipated carbon emission offsets, cost per ton to achieve these offsets, strategies to implement retrofits or new construction, and recommendations regarding prioritizing energy conservation measures (ECMs).

Staff received five responses to the RFP. An additional proposal was submitted by EcoMedia, but review of the submittal was considered non responsive. A summary of pricing offered by each vendor is shown below:

<u>Company</u>	<u>Cost</u>
1. Willdan	\$121,710
2. Siemans	\$184,000
3. EMG	\$ 94,930
4. BASE Energy	\$120,032
5. PE Consulting	\$ 64,950

Staff was approached by the South Bay Council of Governments (SBCOG) after receipt of solicited responses, and expressed interest in potentially providing similar services at no cost to the City. In order to ascertain whether the offer from SBCOG met the requirements of the RFP's that were already being reviewed, staff agreed to delay making a final decision until a proposal was received from the SBCOG team. In order to be considered, the terms were that the RFP requirements were to be met on equal terms as those that had already been received, and were to be delivered within two weeks.

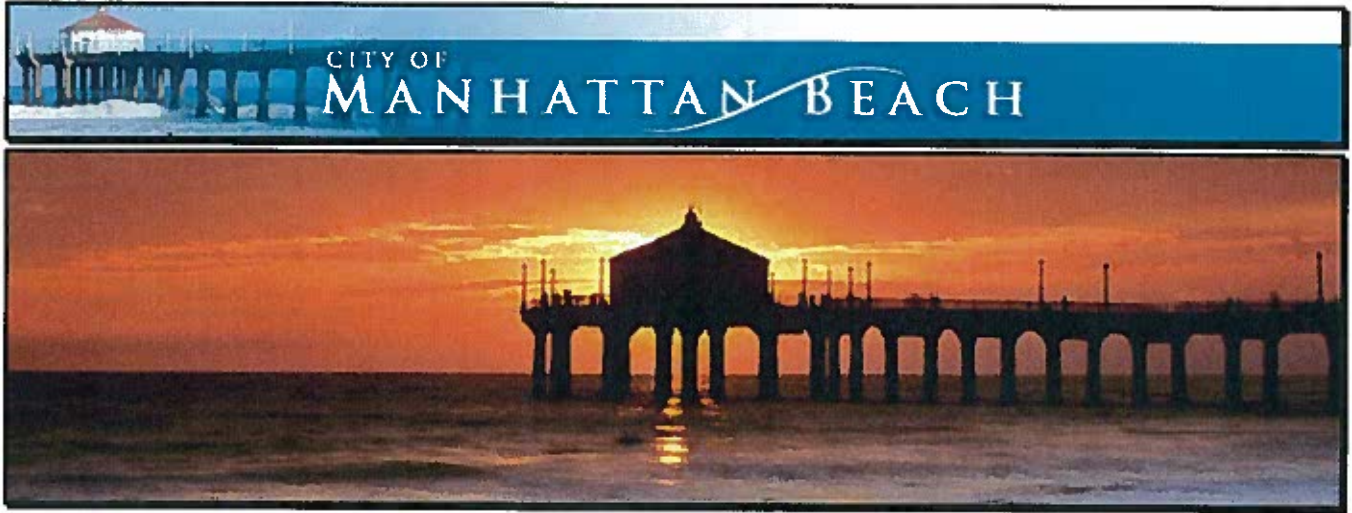
Upon reviewing and grading the resulting proposal to the same criteria as the initially received proposals, the SBCOG proposal did not meet the level of detail required to move forward with the SBCOG offer.

The award selection is based upon many factors: prior experience, technical expertise, staffing, references, ability to meet insurance requirements, and cost. PE Consulting offered the lowest price, met all specifications, and has a successful track record and references. Based upon these factors, staff recommends that Council award RFP#764-09 to PE Consulting to perform a Level III Energy Audit of City Buildings, Equipment and Facilities contract in the amount of \$64,950.

Once completed, it is expected that there will be projects that may be chosen from both a cost and carbon reduction benefit from the \$1,000,000 set aside in the recommended City CIP for FY 2009/2010 budget and from the Federal stimulus funding. We expect that the energy audit will be completed by the late summer or early fall timeframe.

Attachment: Level III energy Audit RFP

xc: Henry Mitzner, Controller
Keith Darling, Facilities Supervisor



City of Manhattan Beach
Department of Public Works
City Hall – 1400 Highland Avenue, City Yard – 3621 Bell Avenue
Manhattan Beach, CA 90266
(310) 802-5310
Fax (310) 802-5301

REQUEST FOR PROPOSALS
for

Level III Energy Audit
City Buildings, Equipment, and Facilities

Requesting Department:
Proposal Number:
Release Date:
Questions Due:
Proposals Due 3:00pm

Public Works
764-09
January 7, 2009
February 13, 2009
March 18, 2009

Address Questions to:

Juan Price
3621 Bell Avenue
Manhattan Beach, CA 90266
(310) 802-5310 phone
(310) 802-5301 fax
jprice@citymb.info

Table of Contents

<u>Section</u>	<u>Page</u>
Part I. Introduction and Schedule Detail.....	3
Part II. Scope of Services.....	3
Part III. Proposal Requirements and Evaluation.....	4
Part IV. General Requirements.....	5
Attachment A: Insurance Endorsement Forms	
Attachment B: Location Listing-General Parameters	
Attachment C: Street Address of Locations	
Attachment D: Maps of Locations and SCE Meter Numbers	

Draft No. 1

Part I. Introduction

The City of Manhattan Beach, as a progressive and environmentally conscious beach side community, has made a commitment to reduce its impact on the environment. In January 2007, the City Council adopted a resolution endorsing the US Mayors Climate Protection Agreement, which focuses on global warming and the need for all cities to reduce greenhouse gas emissions. Following this directive, The City of Manhattan Beach has committed to reducing greenhouse gas emissions 7% below 1990 levels through the development of a local Climate Action Plan for the City of Manhattan Beach. An integral part of this plan will focus on reducing greenhouse gases from municipal operations through energy efficiency.

In 1990, the City entered into a performance contract agreement with Honeywell acting as an Energy Service Company (ESCO). Honeywell Building and Energy Solutions surveyed all City facilities for HVAC, lighting, and pumping equipment. The resultant compilation of facilities and equipment was then audited for efficiency, analysis and reporting. Honeywell then retrofitted and or replaced lighting, HVAC, pumping equipment and controls, and various electric motors as required with high efficiency units by contractual obligation. As structured, the retrofitted work was financed through the realized energy savings.

The City is seeking a comprehensive Level III audit of all its current facilities and included equipment, analysis of energy use, and detailed strategies to attain its energy efficiency goals. The analysis is to include detailed anticipated carbon emission offsets, cost per ton to achieve these offsets, strategies to implement retrofits or new construction, and recommendations regarding prioritizing energy conservation measures (ECMs).

As much of the information will be reviewed by non-technical users, the successful applicant will ensure that finalized documents will be presented in a manner easily comprehended and accessible to lay individuals. Technical and analytical materials will also be delivered to industry standard

For the purpose of this Request for Proposal (RFP), the words "Consultant" and "Consultant" shall be used interchangeable and read to be the same. The selected Consultant shall furnish all labor, materials, equipment, protective measures, tools, and transportation means necessary for the entire scope of work as described in this RFP.

The Consultant shall, in the performance of the work and improvements, conform to the Labor Code and other laws of the State of California and the laws of the Federal Government of the United States applicable thereto. No contract will be awarded to a Consultant who has not been licensed in accordance with the provision of Chapter 9, Division III of the Business and Professions Code.

Proposals may be rejected if they show any alteration of form, additions not called for, conditional or alternative, incomplete, erasures, or irregularities of any kind. The City reserves the right to reject any and all proposals.

The following is the schedule for the selection process:

1/7/09	Release of RFP by City
1/8/09- 2/12/09	Consultant's Pre-Bid Site visit
2/13/09	Written questions from Consultants due
3/2/09	City sends written response to Consultants' questions
3/18/09	Proposals due 3:00 p.m. at City Clerk's office
3/19/09-4/14/09	Evaluation Period
4/15/09	Target Date for Notice of Selected Consultant

Part II. Scope of Services

The deliverables are to include, but not necessarily be limited to the following minimum criteria:

A. Lighting

City's current lighting inventory (street, security, interior), to be broken down by site, type, energy use, current carbon footprint, current cost to operate, anticipated cost of operation after ECMs are implemented.

Detailed analysis, current condition and anticipated remaining useful life, address technical barriers, and recommended ECMs to lighting inventory, anticipated costs to implement changes, anticipated change to current carbon footprint, cost per ton for anticipated carbon offset, simple payback.

Consultant is to factor in any and all alternatives to develop the City's energy saving strategy. Solar panels / photovoltaic arrays, micro turbines, purchasing of "green" energy, passive solar heating, day lighting control strategies, LED's, OLED's, etc.

B. HVAC

City's current HVAC inventory, to be broken down by site, type, energy use, current carbon footprint.

Detailed and comprehensive analysis, current condition and anticipated remaining useful life, addressing technical barriers and recommended changes to HVAC inventory, anticipated costs to implement ECMs, anticipated change to current carbon footprint, cost per ton for anticipated carbon offset, simple payback. Perform a comprehensive on-site review, performing data logging as necessary to identify all potential ECMs that exist at the facility; address any major technical barriers (e.g., no space to install a secondary boiler in the boiler room); address non-energy issues. Review temperature logs and Indoor Air Quality (IAQ) problems/issues. The on site survey will include, but not necessarily limited to, the following items:

- Check mechanical performance of heating, cooling and ventilation equipment as well as water heating equipment through use of test equipment (flow hoods, power meters, infrared imaging, flow meters, etc.)
- Check boiler combustion air-fuel ratio

- Check outside air dampers for freedom of motion and correct operation (dampers close at night, economizer operation, etc.)
- Check control operation for start-up and shutdown functions (i.e., sequence of operation), check economizer function, check other control sequences (if possible due to weather conditions), obtain data trending from DDC system, check for problems with equipment operation such as excessive on/off cycling, improperly set equipment limits (e.g., insufficient outside air opening for required CFM), general equipment problems (e.g., bad ball bearings)
- Check for problems within maintenance procedures
- Check for non-energy issues (e.g., IAQ)

Analyze control strategies and feasibility of centralized building control and monitoring.

C. Building Envelope (Whole Building Analysis)

Inventory the City's current facilities, to be broken down by site, type, overall energy use. The survey is to include building envelope analysis (construction type, roof type, insulation type and condition, glazing, environmental control strategy, lighting, etc.) All building systems are to be considered during analysis.

After considering current use of building and anticipated useful lifespan, research feasibility of ECMs, costs of implementation, anticipated change to current carbon footprint, cost per ton for anticipated carbon offset, and simple payback

Part III. Proposal Requirements and Evaluation

Sealed proposals will be received at the office of the City Clerk, City Hall, 1400 Highland Avenue, Manhattan Beach, California 90266 **until 3:00 P.M. on March 18, 2009**. Failure to submit any of the five listed mandatory requirements (see Part III, item A.) may result in the determination that the proposal is not eligible for further consideration. Proposals will then be reviewed by City staff to determine conformance with all RFP provisions.

Five copies of the proposal must be received at or before the time indicated above. The fee proposal must be received in a separate sealed envelope. The five copies should be submitted enclosed in an envelope marked "Proposal Level III Energy Audit City Buildings, Equipment, and Facilities in Manhattan Beach", showing the proposal number (714-07) and addressed to Juan Price – Maintenance Superintendent, c/o the City Clerk, City Hall, 1400 Highland Avenue, Manhattan Beach, CA, 90266. No telephone or facsimile proposals will be accepted.

A. The proposal **must** include the following:

1. Transmittal/Offer Letter
2. Page Numbering

3. Scope of Services – Refer to Part II of this RFP for minimum scope requirements.
4. Statement of Qualifications – To include a brief resume of key personnel who will provide these services demonstrating their qualifications and experience. This section should also describe relevant experience and provide a list of 6 recent Municipal clients with similar services.
5. Contract Schedule – Provide an estimated completion schedule including projected hours to complete specified tasks.

In reviewing the proposals, City staff will consider several factors: fee proposal, experience, reputation, and compliance with specifications, ability to perform work, customer care/public relations and other factors germane to energy auditing / engineering consulting services.

Part IV. General Requirements

Examination of Plans, Specifications, Special Provisions, and Site of Work:

The Consultant is required to carefully examine the sites of work, proposal forms, and all other contract documents for the work contemplated. The submission of a Consultant's Proposal shall be considered conclusive evidence that the Consultant has investigated and is satisfied as to the conditions to be encountered, the character, quality, and quantities of work to be performed and materials to be furnished, and as to the requirements of all the above documents.

Reservations:

The Public Works Department, on behalf of the City, reserves the right to reject any and all proposals received, to take all proposals under advisement for up to 90 days after opening, to waive any informality on any proposal, and to be the sole judge of the relative merits of the material mentioned in the respective proposals received.

Payment and Laws to be Observed:

Complete payment on the contract will be made in approximately 30 days from the complete delivery and acceptance of service, unless alternate terms are proposed and accepted by the City. All materials, supplies, equipment, and services supplied by the Consultant shall conform to the applicable requirements of State and Federal Laws as well as conforming to the specifications herein.

Taxes:

The City of Manhattan Beach is exempt from paying Federal Excise Taxes and such taxes are not to be included.

Force Majeure:

The consultant will be excused from the performance of the contract, in whole or in part, only by reason of the following causes:

- A. When such performance is prevented by operation of law.
- B. When such performance is prevented by an irresistible superhuman cause.

- C. When such performance is prevented by an act of the public enemies of the United States of America, or the State of California, or by strike, mob violence, fire, delay in transportation beyond the control of the consultant, or unavoidable casualty.
- D. When such performance is prevented by the inability of the consultant to secure necessary materials, supplies, or equipment by reason of:
 - 1. Appropriation of use thereof by the Federal Government or,
 - 2. Regulations imposed by the Federal Government.

No other Force Majeure clauses or conditions may be inserted in this proposal and any changes in the conditions stated herein will cause the proposal to be rejected.

Indemnification:

Consultant agrees to indemnify, defend, and hold harmless the City and its elective or appointive boards, officers, agents, attorneys and employees from any and all claims, liabilities, expenses, or damages of any nature, including attorney's fees arising out of, or in any way connected with the performance of, the agreement by the Consultant, Consultant's agents, officers, employees, subconsultants, or independent consultant(s) hired by the Consultant.

Default:

If the Consultant fails in any manner to fully perform and carry out each and all of the terms, covenants, and conditions of the award, then the Consultant is in default of the agreement. The Consultant shall be notified in writing of the default status, and will be given a time frame in which to comply. If the Consultant fails to comply within the time frame given, the City, at its option, may terminate or cancel the agreement, and at the expense of the Consultant, complete the agreement with an alternate Consultant.

Termination of Contract:

The City reserves the right to terminate the agreement unilaterally at any time upon 30 days written notice to the Consultant. If the City determines that they Consultant has failed to comply with terms set forth in the contract and these specifications or upon Consultant default, the contract may be terminated upon five (5) days written notice to the Consultant.

Business License:

The successful Consultant will be required to procure a City of Manhattan Beach Business License prior to commencing work. Call Business Licensing at (310) 802-5557 for rate information or to apply for a license.

Insurance Requirements:

1. Commencement of Work

CONSULTANT shall not commence work under this Agreement until it has obtained CITY approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as indicated below, CONSULTANT must have and maintain in place, all of the insurance coverages required in this Section. CONSULTANT'S insurance shall

comply with all items specified by this Agreement. Any subconsultants shall be subject to all of the requirements of this Section and CONSULTANT shall be responsible to obtain evidence of insurance from each subconsultant and provide it to CITY before the subconsultant commences work.

All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers authorized to do business in the State of California. Insurers shall have a current A.M. Best's rating of not less than A-: VII unless otherwise approved by CITY.

2. Coverages, Limits and Policy Requirements

CONSULTANT shall maintain the types of coverages and limits indicated below:

- a. Commercial General Liability Insurance – A policy for occurrence coverage, including all coverages provided by and to the extent afforded by Insurance Services Office Form CG 0001 ed. 11/88 or 11/85, with no special limitations affecting CITY. The limit for all coverages under this policy shall be no less than one million dollars (\$1,000,000.00) per occurrence. CITY, its employees, officials and agents, shall be added as additional insureds by endorsement to the policy. The insurer shall agree to provide the City with thirty (30) days prior written notice of any cancellation, non-renewal or material change in coverage. The policy shall contain no provision that would make this policy excess over, contributory with, or invalidated by the existence of any insurance, self-insurance or other risk financing program maintained by CITY. In the event the policy contains such an “other insurance” clause, the policy shall be modified by endorsement to show that it is primary for any claim arising out of the work performed under this Agreement. The City of Manhattan Beach Insurance Endorsement Form No. 1 (General Liability) must be executed by the applicable insurance underwriters.
- b. Commercial Auto Liability Insurance – A policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, ed. 12/93, including Symbol 1 (any auto) with no special limitations affecting the CITY. The limit for bodily injury and property damage liability shall be no less than one million dollars (\$1,000,000) per accident. CITY, its employees, officials and agents, shall be added as additional insureds by endorsement to the policy. The insurer shall agree to provide the City with thirty (30) days prior written notice of any cancellation, non-renewal or material change in coverage. The policy shall contain no provision that would make this policy excess over, contributory with, or invalidated by the existence of any insurance, self-insurance or other risk financing program maintained by CITY. In the event the policy contains such an “other insurance” clause, the policy shall be modified by endorsement to show that it is primary for any claim arising out of the work performed under this

Agreement. The City of Manhattan Beach Insurance Endorsement Form No. 2 (Auto) must be executed by the applicable insurance underwriters.

- c. Workers' Compensation Insurance – A policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars (\$1,000,000) per claim. The policy shall contain, or be endorsed to include, a waiver of subrogation in favor of CITY.

3. Additional Requirements

The procuring of such required policies of insurance shall not be construed to limit CONSULTANT'S liability hereunder, nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against CITY for payment of premiums or other amounts with respect thereto. CITY shall notify CONSULTANT in writing of changes in the insurance requirements. If CONSULTANT does not deposit copies of acceptable insurance policies with CITY incorporating such changes within sixty (60) days of receipt of such notice.

CONSULTANT shall be deemed in default hereunder.

Any deductibles or self-insured retentions must be declared to and approved by CITY. Any deductible exceeding an amount acceptable to CITY shall be subject to the following changes:

- a. Either the insurer shall eliminate, or reduce, such deductibles or self-insured retentions with respect to CITY and its officials, employees and agents (with additional premium, if any, to be paid by CONSULTANT); or
- b. CONSULTANT shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration, and defense expenses.

4. Verification of Compliance

CONSULTANT shall furnish CITY with original endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by CITY before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, CONSULTANT shall deliver to CITY a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefore, or accompanied by other proof of payment satisfactory to CITY.

Attachment A: Insurance Endorsement Forms

City of Manhattan Beach
1400 Highland Avenue
Manhattan Beach, CA 90266
(310) 802-5300

GENERAL LIABILITY INSURANCE ENDORSEMENT FORM #1

This endorsement is issued in consideration of the policy premium. Notwithstanding any inconsistent expression in the policy to which this endorsement is attached, or in any other endorsement now or hereafter attached thereto, or made a part thereof, the protection afforded by said policy shall include the following:

1. Additional Insured. With respect to such insurance as is afforded by this policy, the City of Manhattan Beach, and their officers, employees, elected officials, volunteers, and members of boards and commissions shall be named as additional insured. This additional insured coverage only applies with respect to liability of the named insured or other parties acting on their behalf arising out of the activities of the undertaking specified in paragraph No. 5 below (Indemnification Clause).
2. Cross Liability Clause. The insurance afforded applies separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the company's liability.
3. Occurrence Based Policy. This policy shall be an "occurrence based policy."
4. Primary Insurance. For the risks covered by this endorsement this insurance shall provide primary insurance to the City to the exclusion of any other insurance or self-insurance program the City may carry with respect to claims and injuries arising out of activities of the consultant or otherwise insured hereunder.
5. Indemnification Clause. The underwriters acknowledge that the name insured shall indemnify and save harmless the City of Manhattan Beach against any and all claims resulting from the wrongful or negligent acts or omissions of the named insured or other parties acting on their behalf in the undertaking specified as the AMERICANS WITH DISABILITIES ACT (ADA) EVALUATION SERVICES FOR BEACH ACCESS FOR CITY OF MANHATTAN BEACH, CALIFORNIA.
6. Investigation and Defense Costs. Said hold harmless assumption on the part of the underwriters shall include all reasonable costs necessary to defend a lawsuit including attorney fees, investigators, filing fees, transcripts, court reports and other reasonable costs of investigation and defense.
7. Reporting Provisions. Any failure to comply with the reporting provisions of the policy shall not affect coverage provided to the City.

City of Manhattan Beach General Insurance Endorsement Form #1, Continued

8. Cancellation. This policy shall not be cancelled except by written notice to the Risk Manager at: City of Manhattan Beach, 1400 Highland Avenue, Manhattan Beach, CA 90266, at least thirty (30) days prior to the date of such cancellation.
9. Limits of Liability. This policy shall provide minimum limits of liability of \$1,000,000 dollars, combined single limit coverage against any injury, death, loss or damage as a result of wrongful or negligent acts or omissions by the named insured.
10. Comprehensive Coverage. This policy shall afford coverage at least as broad as Commercial General Liability "Occurrences" Form CG0001 and shall include the following:
 - A. General Liability
 - 1.) Comprehensive Form
 - 2.) Premises/Operations
 - 3.) Independent Consultants Liability
 - 4.) Broad Form Property Damage
 - 5.) Personal Injury
 - 6.) Products, Completed Operations
 - 7.) Contractual
 - 8.) Explosions, collapse, or underground property damage.

NOTE: If this is a Homeowner's Policy in lieu of Commercial General Liability, it shall afford coverage at least as broad as Homeowners ISO form HO II (Ed 9-70) California and shall include comprehensive personal liability.

This policy shall provide the dollar limit specified in paragraph 9 with the following additional coverage where boxes below are checked:

11. Host Liquor Liability
12. Liquor Law Liability
13. Other

The limits of liability as stated in this endorsement apply to the insurance afforded by this endorsement notwithstanding that the policy may have lower limits of liability elsewhere in the policy.

City of Manhattan Beach General Insurance Endorsement Form #1, Continued

This endorsement is effective _____ (Date) at 12:01 AM and forms a part of policy number _____.

Named Insured _____

Named of Insurance Company _____

I, _____ (print/type name), warrant that I have authority to bind the above listed insurance company and by my signature do so bind this company.

By:

Signature of Authorized Date
Representative

Approved:

Howard Fishman, Risk Manager Date

PLEASE ATTACH CERTIFICATE OF INSURANCE

City of Manhattan Beach
1400 Highland Avenue
Manhattan Beach, CA 90266
(310) 802-5312

AUTO INSURANCE ENDORSEMENT FORM #2

This endorsement is issued in consideration of the policy premium. Notwithstanding any inconsistent expression in the policy to which this endorsement is attached, or in any other endorsement now or hereafter attached thereto, or made a part thereof, the protection afforded by said policy shall include the following:

1. Additional Insured. With respect to such insurance as is afforded by this policy, the City of Manhattan Beach, and their officers, employees, elected officials, volunteers, and members of boards and commissions shall be named as additional insured. This additional insured coverage only applies with respect to liability of the named insured or other parties acting on their behalf arising out of the activities of the undertaking specified in paragraph No. 5 below (Indemnification Clause).
2. Cross Liability Clause. The insurance afforded applies separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the company's liability.
3. Occurrence Based Policy. This policy shall be an "occurrence based policy."
4. Primary Insurance. For the risks covered by this endorsement this insurance shall provide primary insurance to the City to the exclusion of any other insurance or self-insurance program the City may carry with respect to claims and injuries arising out of activities of the consultant or otherwise insured hereunder.
5. Indemnification Clause. The underwriters acknowledge that the named insured shall indemnify and save harmless the City of Manhattan Beach against any and all claims resulting from the wrongful or negligent acts or omissions of the named insured or other parties acting on their behalf in the undertaking specified as the HVAV MAINTENANCE CONTRACT FOR THE CITY OF MANHATTAN BEACH, CALIFORNIA.
6. Investigation and Defense Costs. Said hold harmless assumption on the part of the underwriters shall include all reasonable costs necessary to defend a lawsuit including attorney fees, investigators, filing fees, transcripts, court reports and other reasonable costs of investigation and defense.
7. Reporting Provisions. Any failure to comply with the reporting provisions of the policy shall not affect coverage provided to the City.

City of Manhattan Beach, Auto Endorsement Form #2, Continued

8. Cancellation. This policy shall not be cancelled except by written notice to the Risk Manager at: City of Manhattan Beach, 1400 Highland Avenue, Manhattan Beach, CA 90266, at least thirty (30) days prior to the date of such cancellation.
9. Limits of Liability. This policy shall provide minimum limits of liability of \$1,000,000, combined single limit coverage against any injury, death, loss or damage as a result of wrongful or negligent acts or omissions by the named insured.
10. Scope of Coverage. This policy shall afford coverage at least as broad as Insurance Services office form number CA0001 (Ed 1/78), Code 1 ("any auto") and shall include the following:
 - A. Automobile Liability
 - 1.) Any auto
 - 2.) All owned autos (Private Passengers)
 - 3.) All owned autos (other than private Passengers)
 - 4.) Hired autos
 - 5.) Non-owned autos (for business purposes)
 - 6.) Other

The limits of liability as stated in this endorsement apply to the insurance afforded by this endorsement notwithstanding that the policy may have lower limits of liability elsewhere in the policy.

This endorsement is effective _____ (date) at 12:01 AM and forms a part of policy number _____.

Named Insured _____

Named of Insurance Company _____

City of Manhattan Beach, Auto Endorsement Form #2, Continued

I, _____ (print/type name), warrant that I have authority to bind the above listed insurance company and by my signature do so bind this company.

By:

Signature of Authorized Date
Representative

Approved:

Howard Fishman, Risk Manager Date

PLEASE ATTACH CERTIFICATE OF INSURANCE

Draft No. 1

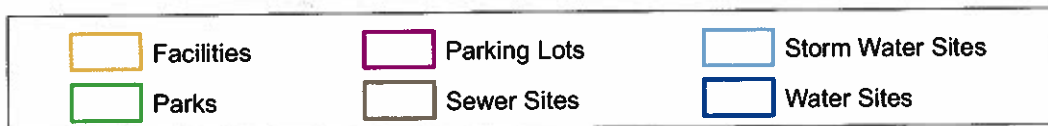
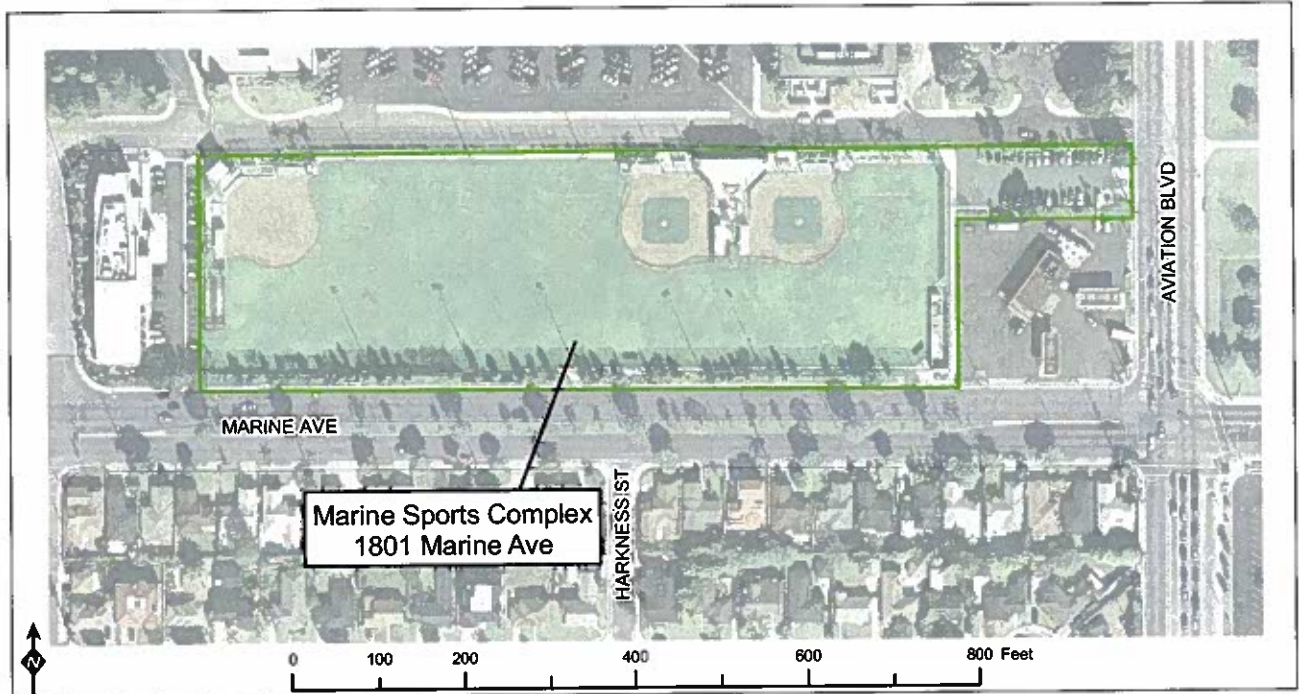
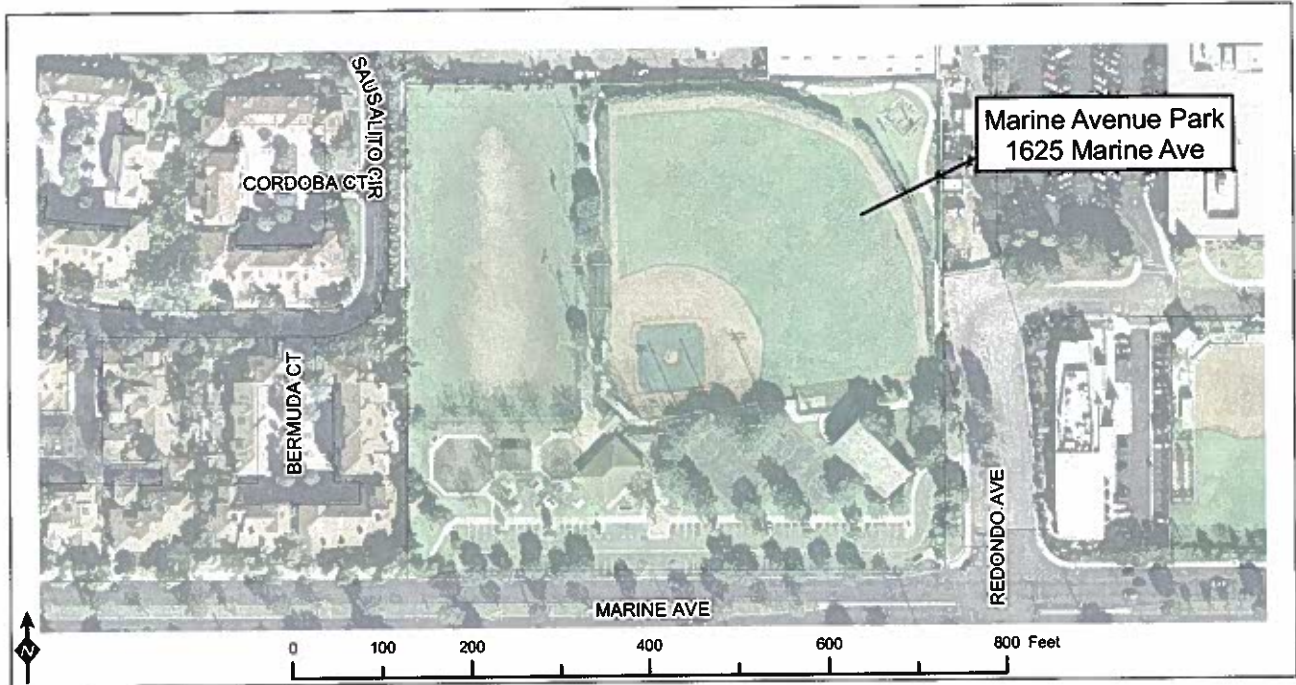
Attachments

- A. Site maps and locations
- B. City Owned Streetlights
- C. SCE Meter numbers
- D.

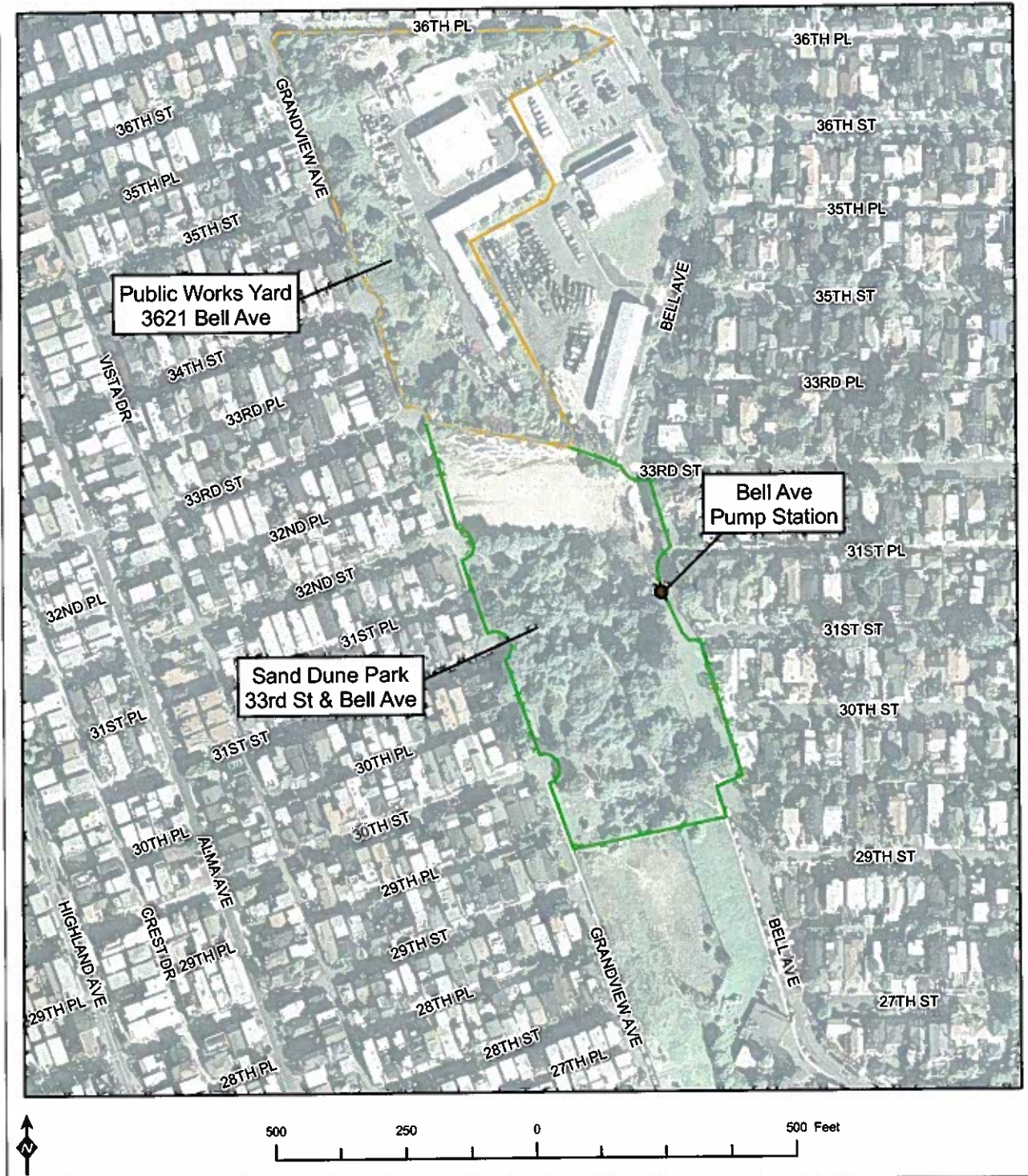
Draft No. 1

Attachment A
Site Maps and Locations

Marine Ave Park / Marine Sports Complex

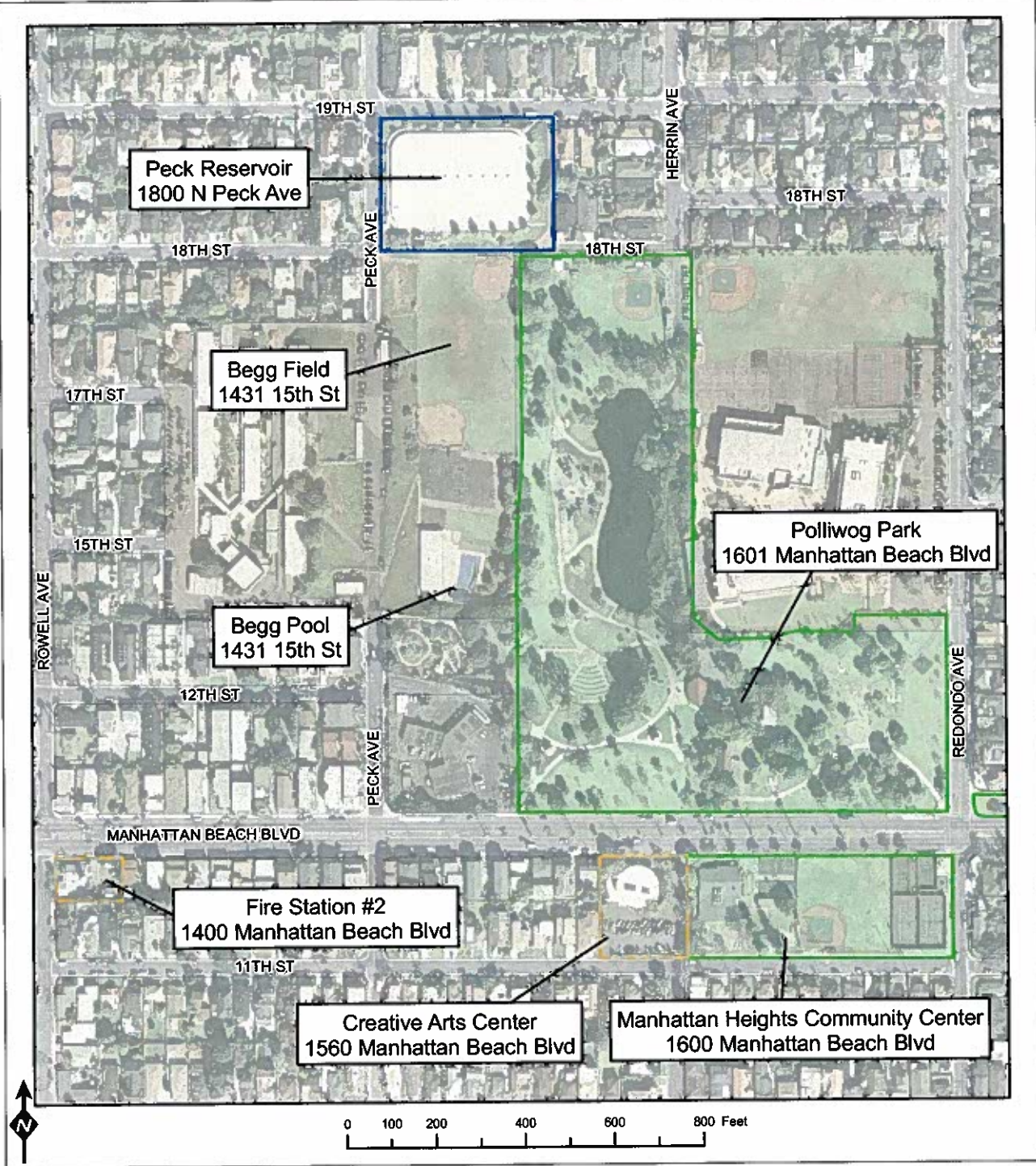


Public Works Facility/Sand Dune Park/ Bell Ave Pump Station

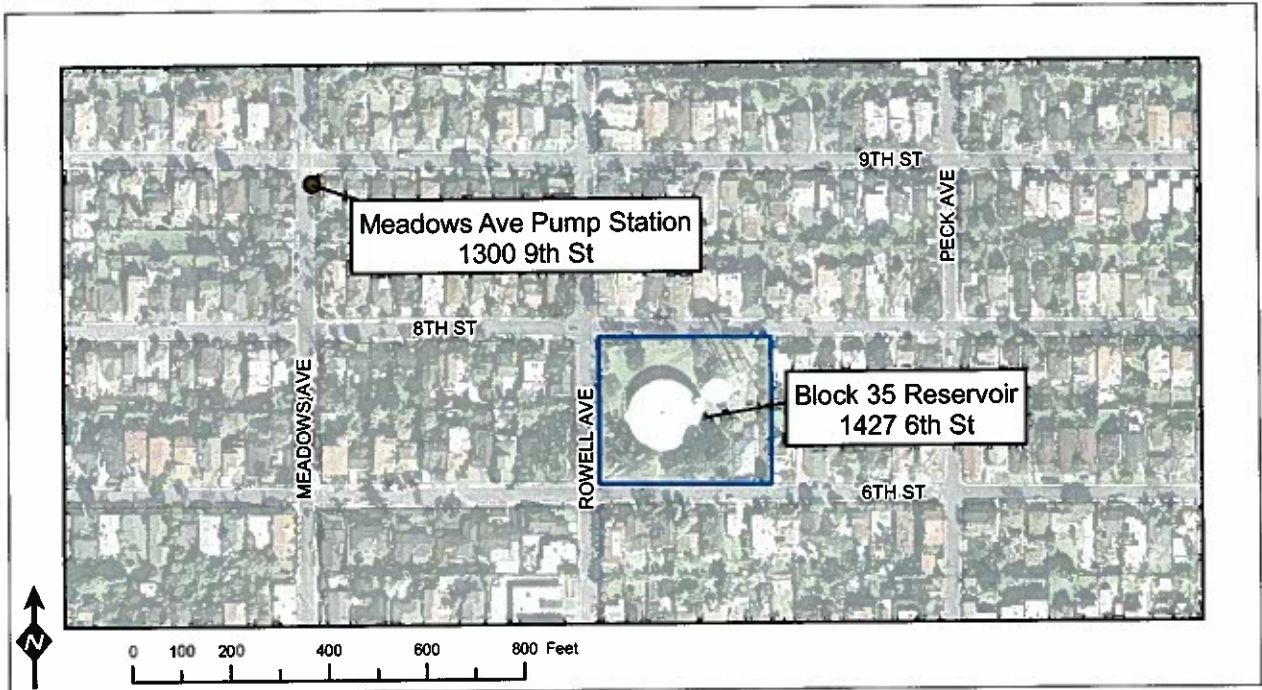
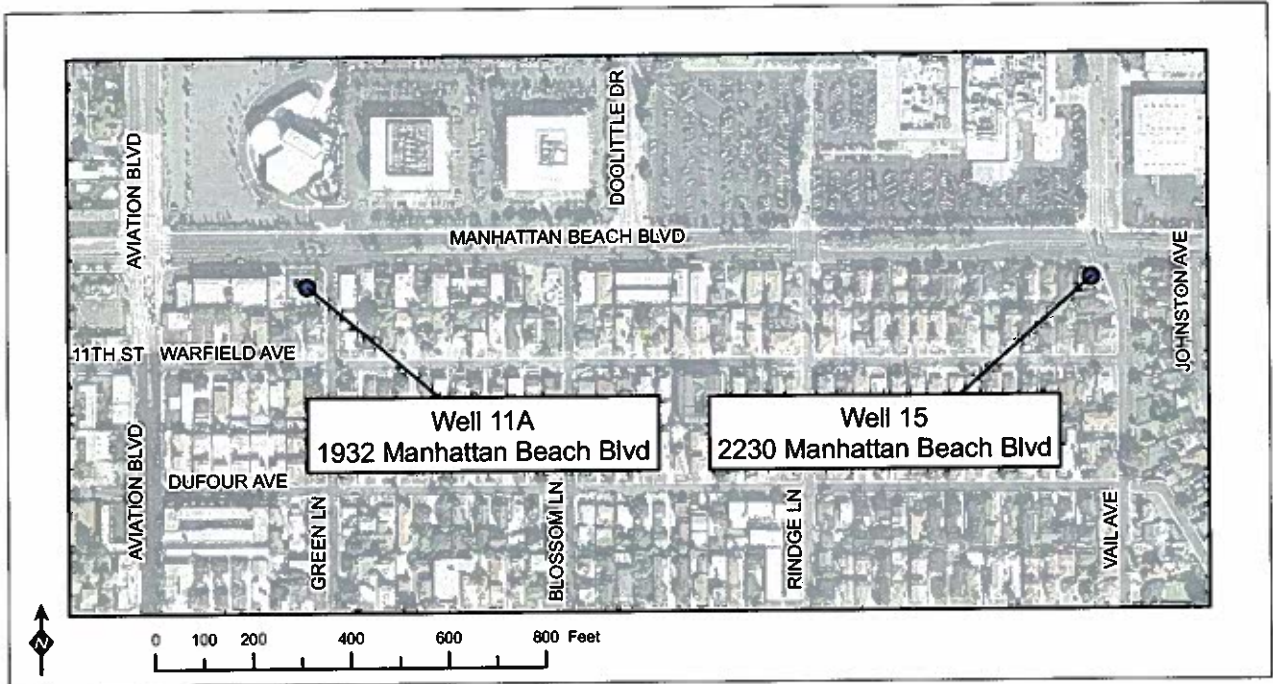


	Facilities		Parking Lots		Storm Water Sites
	Parks		Sewer Sites		Water Sites

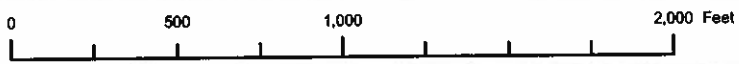
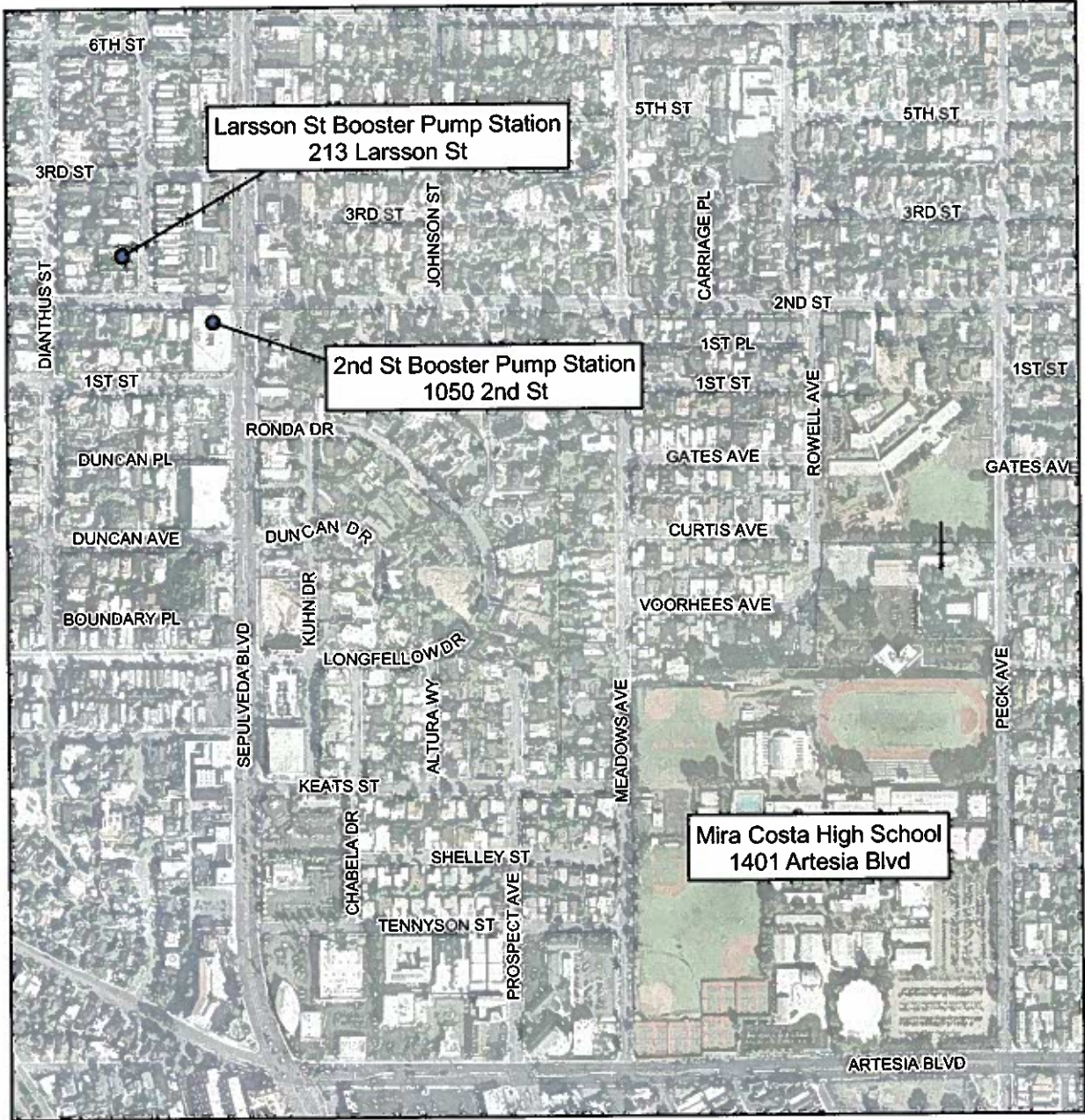
Peck Reservoir/Begg Field & Pool/Polliwog Park/ Fire Station #2/Creative Arts Ctr/Height Com. Ctr



Well 11A / Well 15/ Meadows Pump Station/Block 35 Reservoir

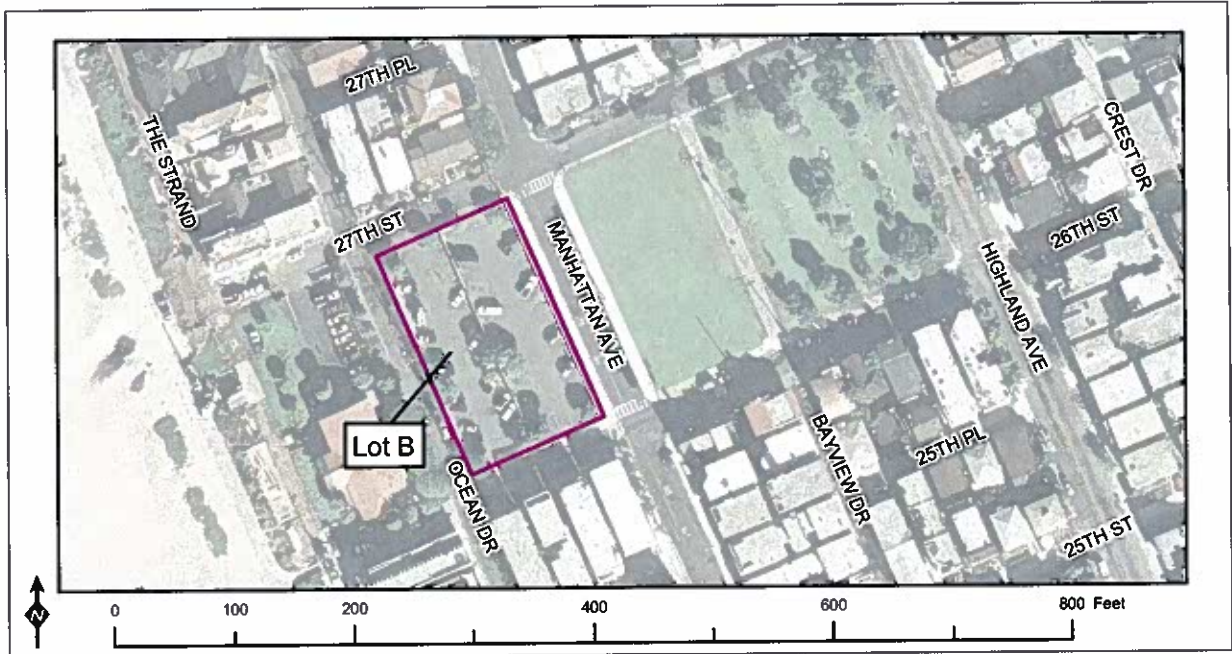
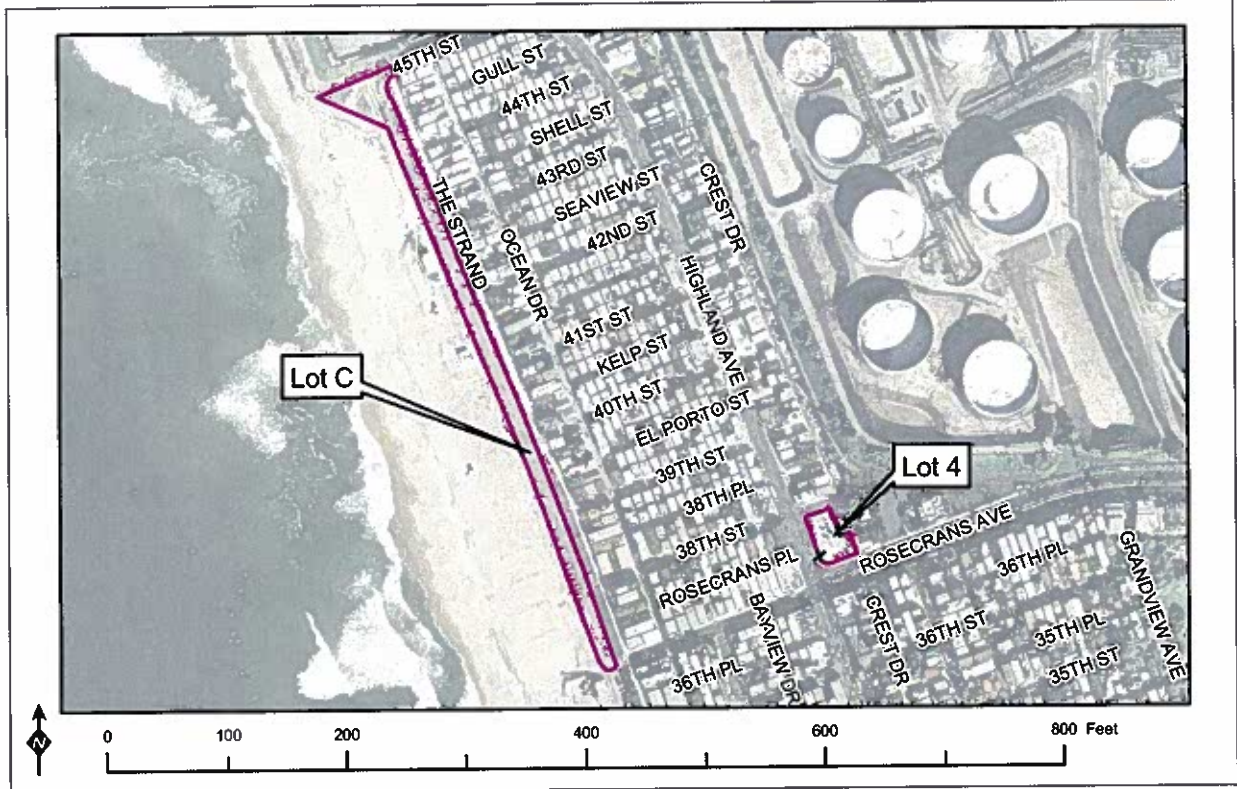


Larsson Pump Station/ 2nd St Pump Station/ Mira Costa High School

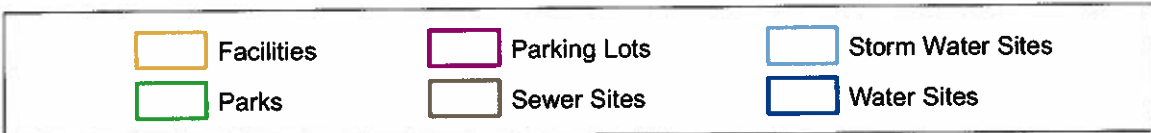
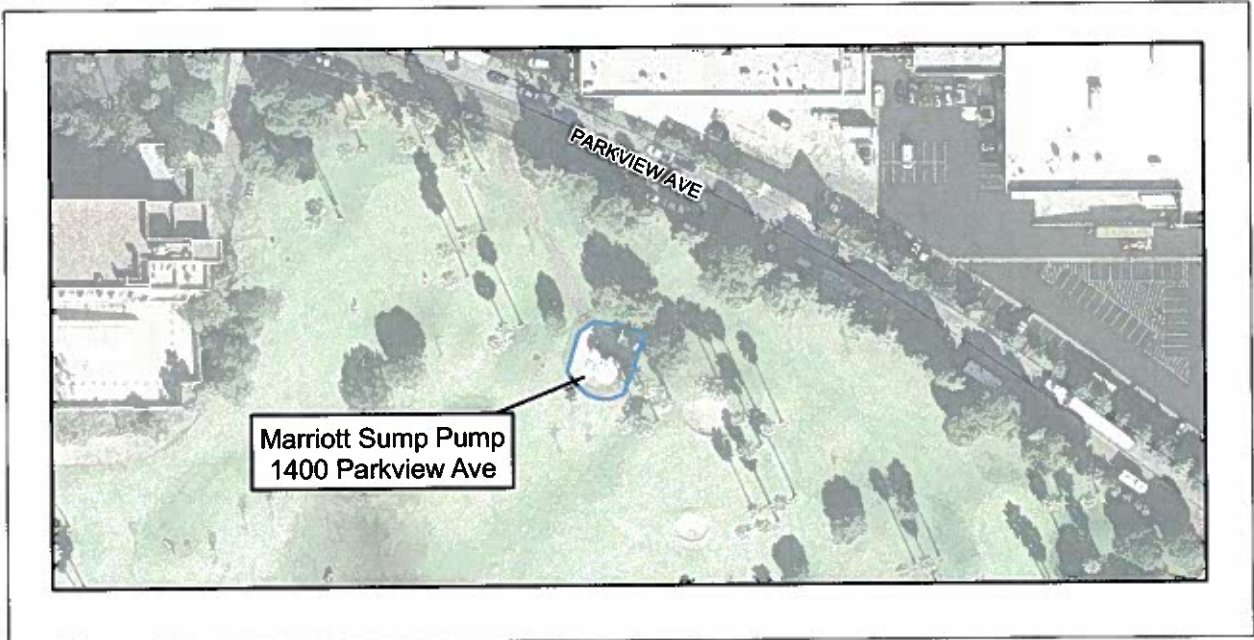
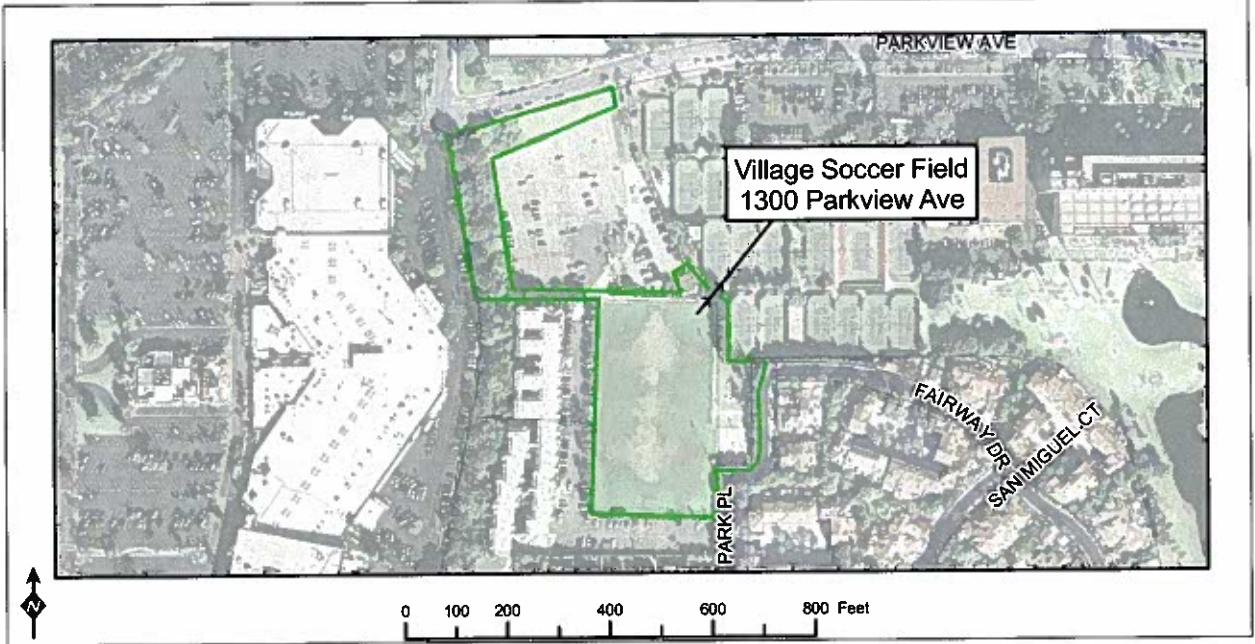


Facilities	Parking Lots	Storm Water Sites
Parks	Sewer Sites	Water Sites

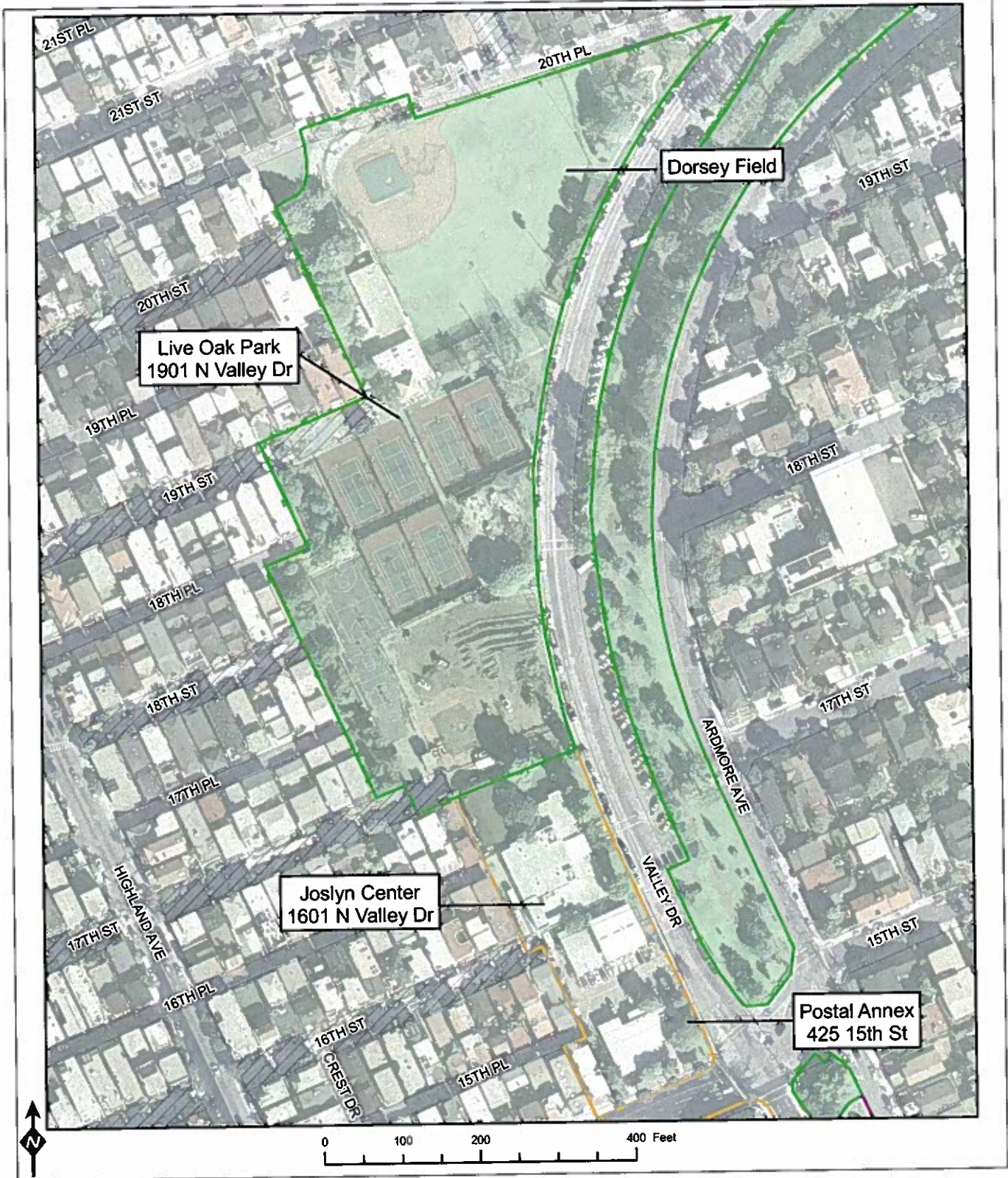
Lot C / Lot 4 / Lot B



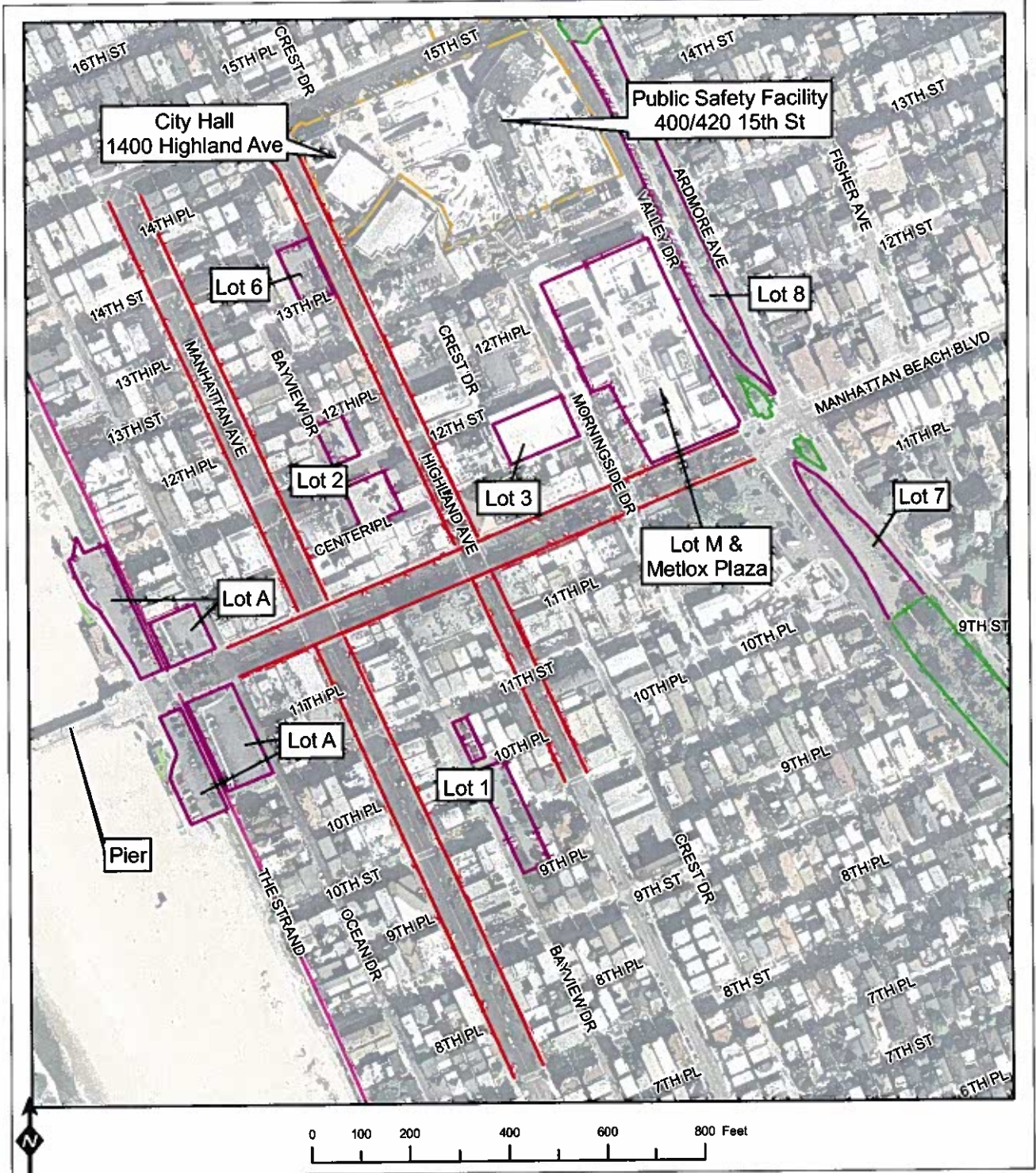
Manhattan Village Field/ Marriott Sump Pump



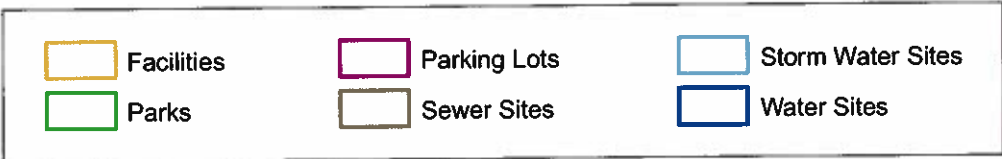
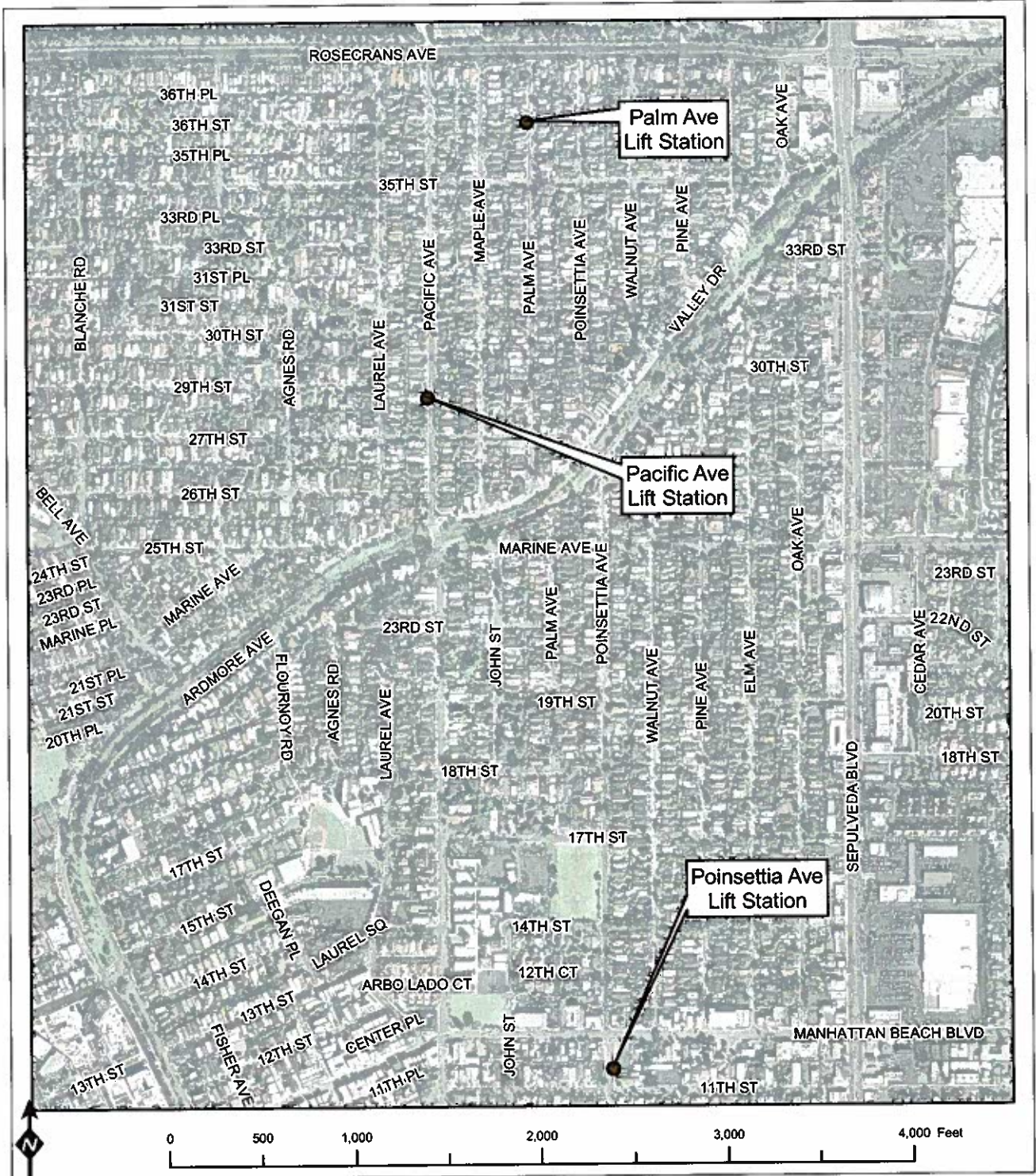
Live Oak Park/ Dorsey Field/ Joslyn Center/ Postal Annex



Streetscape, Pier & Civic Center Areas

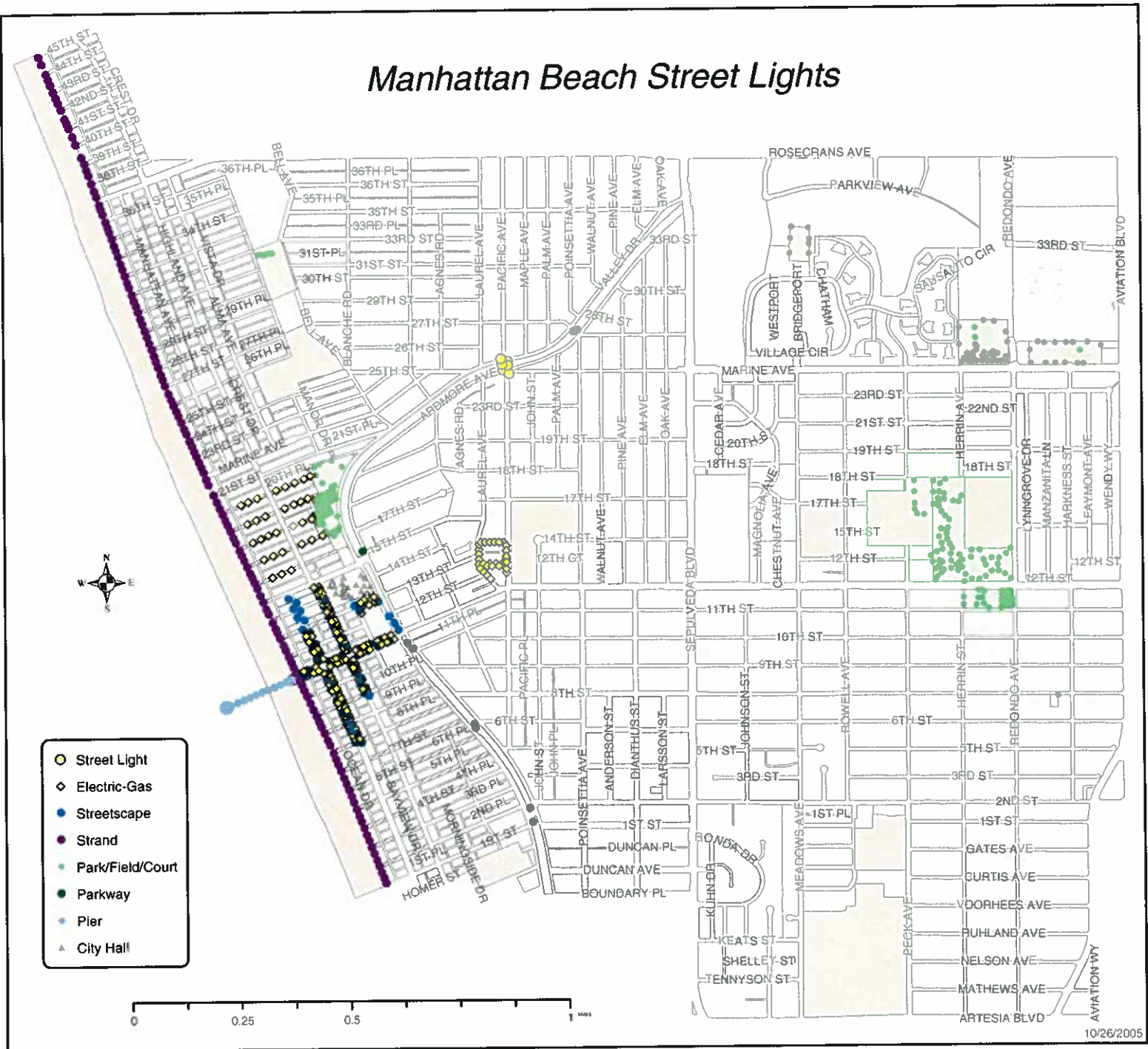


Lift Stations: Palm, Pacific, Poinsettia



Attachment B
City Owned Streetlights

Manhattan Beach Street Lights



Attachment C
SCE Meter numbers

CUSTOMER ACCOUNT # 2-00-445-0763		CUSTOMER ACCOUNT # 2-00-445-0763		
FILE NAME:	EDISON 0763	FILE:	11/6/2008	
SORT	FOLIO NO. - OLD ACCOUNT	ACCT. NO.	FOLIO NO.	AMOUNT
7325	51-44-055-0352-01	100-18-043-5502	3-008-2245-49	30.26
0352	51-44-184-5550-01-000-1	100-18-043-5502	3-010-5777-64	2.01
5550	51-44-040-4502-01-000-7	100-18-032-5502	3-000-0052-82	68.61
4502	55-44-041-6570-01-000-9	100-18-032-5502	3-000-0053-18	64.00
6570	51-44-043-0790-01-000-3	100-18-032-5502	3-000-0053-23	57.72
0790	51-44-043-6855-01-000-2	100-18-032-5502	3-000-0053-30	122.91
6855	52-44-044-3143-01-000-8	100-18-032-5502	3-000-0053-35	125.24
3143	52-44-044-6550-01-000-7	100-18-032-5502	3-000-0053-38	88.40
6550	65-44-046-0105-01-000-0	100-18-032-5502	3-000-0053-40	35.57
0105	51-44-046-2571-01-000-1	100-18-032-5502	3-000-0053-41	63.19
2571	53-44-047-3476-01-000-0	100-18-032-5502	3-000-0053-42	16.95
3476	53-44-047-9524-01-000-9	100-18-032-5502	3-000-0053-48	91.70
9524	52-44-048-2451-01-000-2	100-18-032-5502	3-000-0053-51	54.76
2451	51-44-050-1960-01-000-5	100-18-032-5502	3-000-0053-53	43.56
1960	51-44-050-3795-01-000-2	100-18-032-5502	3-000-0053-66	176.70
3795	51-44-055-0990-01-000-6	100-18-032-5502	3-000-0053-69	105.16
0990	52-44-056-2741-01-000-1	100-18-032-5502	3-000-0053-75	50.50
1562	52-44-056-1562-01-000-9	100-18-032-5502	3-000-0053-76	44.37
2741	52-44-059-4858-01-000-3	100-18-032-5502	3-000-0053-77	66.92
4858	52-44-059-5710-01-000-8	100-18-032-5502	3-000-0053-85	40.22
5710	52-44-059-6206-01-000-9	100-18-032-5502	3-000-0053-89	76.53
6206	51-44-983-5530-01-000-9	100-18-032-5502	3-000-0053-90	30.29
5530	52-44-062-1252-02-000-5	100-18-032-5502	3-001-1825-27	165.38
6550	52-44-067-8150-01-000-9	100-18-032-5502	3-007-2515-30	84.36
1252	51-44-983-5380-01-000-0	100-18-032-5502	3-000-0053-96	34.99
8150	53-44-032-8260-01-000-6	100-18-032-5502	3-000-0054-02	60.19
5380	51-44-983-6025-01-000-9	100-18-032-5502	3-000-0052-92	65.78
8260	52-44-067-4300-01-000-7	100-18-032-5502	3-000-0052-98	54.08
6025	52-44-067-4300-01-000-8	100-18-032-5502	3-000-0052-93	55.08
4300	53-44-035-6570-01-000-2	100-18-032-5502	3-000-0054-00	1,758.02
7784	55-44-041-7074-01-000-8	100-18-032-5502	3-000-0052-88	(282.78)
6570	55-44-041-7108-01-000-8	100-18-032-5502	3-000-0053-08	20.13
7074	65-44-047-3486-01-000-2	100-18-032-5502	3-000-0053-24	18.65
7108		100-18-032-5502	3-000-0053-26	81.11
3486		100-18-032-5502	3-000-0053-49	18.23

SOUTHERN CALIFORNIA EDISON CO.

JOURNAL ENTRY
VENDOR # 12311
FILE NAME: EDISO/63

DATE:

11/6/2008

ACCOUNT NUMBER

TOTAL AMOUNT

01-101-321-810	100-18-011-5502	1,758.02
01-102-323-810	100-18-032-5502	2,241.29
01-102-329-810	100-18-043-5502	82.20
01-102-631-810	100-18-042-5502	2,858.81
61-09-361-810	520-18-511-5502	1,318.79
65-09-367-810	521-18-514-5502	76.89
66-102-365-810	522-18-512-5502	2,152.25

TOTAL

10,488.25