

**LOCAL AGENCY FORMATION COMMISSION
REGULAR MEETING AGENDA**

Wednesday, October 27, 2004
9:00 a.m.

Board of Supervisors Hearing Room, Room 381B
Kenneth Hahn Hall of Administration
500 West Temple Street, Los Angeles 90012

A person with a disability may contact the LAFCO office at (818) 254-2454 at least 72 hours before the scheduled meeting to request receipt of an agenda in an alternative format or to request disability-related accommodations, including auxiliary aids or services, in order to participate in the public meeting. Later requests will be accommodated to the extent feasible.

1. **CALL MEETING TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **HEARINGS**
 - a. Los Angeles County Sanitation District No. 22, Annexation No. 366.
 - b. Los Angeles County Sanitation District No. 22, Annexation No. 375.
 - c. Los Angeles County Sanitation District No. 26, Annexation No. 333.
 - d. Los Angeles County Sanitation District No. 26, Annexation No. 334
 - e. Los Angeles County Sanitation District No. 26, Annexation No. 338.
 - f. Los Angeles County Sanitation District No. 32, Annexation No. 269.

4. **INFORMATIONAL ITEMS**

Los Angeles County Waterworks Districts Pre-Hearing

Upon receipt of any proposed change of (re)organization that includes the annexation of territory to any district, if the proposal is not filed by the district to which annexation is proposed, Government Code Section 56857 requires LAFCO to place the proposal on its agenda for informational purposes only.

District No. 40

- a. Annexation No. 2004-17 (Hunsaker & Associates Irvine, Inc.)

5. **SPECIAL ITEMS**

- a. Approve Document Imaging Upgrade.
- b. Approve minutes of the meeting held October 13, 2004.
- c. Municipal Service Reviews and Spheres of Influence Update.
- d. Report on pending applications.

6. **PUBLIC COMMENT**

This is the opportunity for members of the public to address the Commission on items that are not on the posted agenda, provided that the subject matter is within the jurisdiction of the Commission. Speakers are reminded of the three-minute time limitation.

7. **FUTURE MEETINGS**

November 10, 2004

December 8, 2004

8. **NEW BUSINESS**

This is the opportunity for commissioners to discuss matters not on the Posted Agenda (to be discussed and upon Commission approval placed on the Agenda for action at a future meeting).

9. **ADJOURNMENT MOTION**

Staff Report

October 27, 2004

Annexation No. 366 to County Sanitation District No. 22

Agenda Item No. 3A

Agenda Item 3A is an inhabited annexation (37 registered voters) to County Sanitation District No. 22 of Los Angeles County. County Sanitation Districts has initiated this proposal at the request of the developer Guy C. Alexander, III.

Location: 6.414 acres located on Azusa and San Gabriel Canyon Road approximately 2,300 feet north of Sierra Madre Avenue all within the City of Azusa.

Present and Surrounding Land Uses: The subject territory consists of 26 single-family homes. The land use in the surrounding area consists of single-family homes to the north and south, multi-family to the west and hillside to the east.

Sphere of Influence: The proposed annexation is consistent with the adopted sphere of influence for CSD 22.

Provision of Services: The subject territory will be served by District No. 22's 12-inch diameter Base Line Trunk Sewer in Base Line Road at Dalton Avenue approximately 3 miles south of the subject territory. It is estimated that the subject territory will discharge an average flow of 0.0068 mgd (0.04 cfs peak flow) into a sewer with available capacity of 1.0 cfs (peak flow).

Present Capacity: Based on the information provided by the property owner, the District's sewerage facilities have or, in accordance with current policy, will have adequate capacity to collect, treat and dispose of the wastewater anticipated to be generated on the subject property. Actual sewer hook-up will not be allowed until payment of the connection fee and shall be subject to all circumstances then existent including the availability of capacity.

Financing: Services are financed through a connection fee and an annual user-charge system.

CEQA: The City of Azusa, as lead agency, adopted a negative declaration for the development of 26 single-family homes and made a determination that the project will not have a significant impact on the environment.

Tax Transfer: All affected agencies have adopted the appropriate tax transfer resolution.

Correspondence: Staff has not received any correspondence in opposition to or in support of this annexation.

Recommended Action

1. Open hearing and receive public testimony.
2. Close hearing.
3. Acting in its role as a responsible agency with respect to Annexation No. 366, and under State CEQA Guidelines Section 15096, LAFCO certifies that it has independently considered and reached its own conclusions regarding the environmental effects of the project and the negative declaration adopted by the City of Azusa, as lead agency, and has determined that the document adequately addresses the environmental impacts of the project. LAFCO finds that it has complied with the requirements of CEQA with respect to the process for a responsible agency and hereby adopts, by reference, the negative declaration, previously prepared by the lead agency, in connection with its approval of the project.
4. Adopt Resolution Making Determinations Approving Annexation No. 366 to County Sanitation District No. 22.
5. Pursuant to Government Code Section 57002 set December 8, 2004 as the date for commission protest proceedings.

**RESOLUTION OF THE LOCAL AGENCY FORMATION
COMMISSION FOR LOS ANGELES COUNTY
RESOLUTION NO. 2004- RD**

**MAKING DETERMINATIONS APPROVING ANNEXATION
OF CERTAIN INHABITED TERRITORY
DESIGNATED AS ANNEXATION NO. 366 ANNEXED TO
LOS ANGELES COUNTY SANITATION DISTRICT NO. 22**

WHEREAS, the County Sanitation District No. 22 of Los Angeles County adopted a resolution of application to initiate proceedings before the Local Agency Formation Commission for Los Angeles County (the "Commission") pursuant to Part 3, Division 3, Title 5 of the California Government Code (commencing with section 56000, the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000), for the annexation of territory located in the unincorporated territory of Los Angeles County; and

WHEREAS, the principal reason for the proposed annexation is to provide offsite sewerage disposal services for 26 single-family homes; and

WHEREAS, a description of the boundaries and map of the proposal are set forth in Exhibits "A" and "B," attached hereto and by this reference incorporated herein; and

WHEREAS, the territory consists of 6.414 acres and is inhabited; and

WHEREAS, the short-form designation given this proposal is "Annexation No. 366 to County Sanitation District No. 22;" and

WHEREAS, the Executive Officer has reviewed the proposal and submitted to the Commission a report, including his recommendation thereon; and

WHEREAS, on October 27, 2004, after being duly and properly noticed, this proposal came on for hearing at which time this Commission heard and received all oral and written testimony, objections and evidence which were made, presented or filed, and all persons present were given an opportunity to hear and be heard with respect to this proposal and the report of the Executive Officer.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Commission finds that acting in its role as a responsible agency with respect to Annexation No. 366 under State CEQA Guidelines Section 15096, the Commission certifies that it has independently considered and reached its own conclusions regarding the environmental effects of the proposed project and the negative declaration, adopted by the City of Azusa, as lead agency, and has determined that the document adequately addresses the environmental impacts of the project. The Commission finds that it has complied with the requirements of CEQA with respect to the process for a responsible agency and hereby adopts, by reference, the negative declaration, including findings, previously prepared by the lead agency, in connection with its approval of the project.

2. Annexation No. 366 to the District is hereby approved, subject to the following terms and conditions:
 - a. The property so annexed shall be subject to the payment of such service charges, assessments or taxes as the District may legally impose.
 - b. The regular County assessment roll is utilized by the District.
 - c. The affected territory will be taxed for existing bonded indebtedness of the District.

3. The Commission hereby sets December 8, 2004 as the date for Commission protest proceedings

4. Executive Officer is directed to transmit a certified copy of this resolution to General Manager of the District, upon the District's payment of the applicable fees required by Government Code section 54902.5, and prepare, execute and file a certificate of completion with the appropriate public agencies, pursuant to Government Code section 57200, *et seq.*

PASSED AND ADOPTED this 27th day of October 2004.

Ayes:

Noes:

Absent:

Abstain:

LARRY J. CALEMINE, Executive Officer

Staff Report

October 27, 2004

Annexation No. 375 to County Sanitation District No.. 22

Agenda Item No. 3B

The following is an uninhabited annexation to County Sanitation District No. 22 of Los Angeles County. County Sanitation Districts has initiated this proposal at the request of the landowners, Samuel and Bonnie Giron.

Annexation No. 375 consists of 0.793 acres.

Location: The subject territory is located on Oak Park Road approximately 500 feet easterly from its intersection with Amelia Avenue all within the City of Glendora.

Surrounding and Present Land Uses: The surrounding land use is residential and the present land use is a vacant parcel.

Sphere of Influence: The proposed annexation is consistent with the adopted spheres of influence for all affected agencies.

Proposed Development: The territory will be developed as one single-family home.

Provision of Services: The wastewater generated by the subject territory will be treated at the San Jose Creek Water Reclamation Plant (SJCWRP). The SJCWRP has a design capacity of 100 mgd and currently processes an average flow of 88.7mgd. However, the District's Board of Directors approved the 2010 Plan that addresses the sewerage needs of the projected Joint Outfall System service area through the year 2010.

Based on the information provided by the property owner, the District's sewerage facilities have or, in accordance with current policy, will have adequate capacity to collect, treat and dispose of the wastewater anticipated to be generated on the subject property. Actual sewer hook-up will not be allowed until payment of the connection fee and shall be subject to all circumstances then existent including the availability of capacity.

CEQA: The project is exempt from the provisions of the CEQA pursuant to the State CEQA Guidelines Section 15303(a). The annexation consists of construction of not more than three single-family homes in an urbanized area.

Tax Transfer: All affected agencies have adopted the appropriate tax transfer resolution.

Correspondence: Staff has not received any correspondence in opposition to or in support of this

annexation.

RECOMMENDATION

1. Open hearing and receive public testimony.
2. Close hearing.
3. Find that this project is categorically exempt under State CEQA Guidelines Section 15303(a).
4. Find that all owners of land have given their written consent to the change of organization, and all affected agencies have consented in writing to the waiver of protest proceedings, and pursuant to Government Code Section 56663, waive the requirement for protest proceedings in its entirety.
5. Adopt Resolution Making Determinations and Ordering Annexation No. 375 to County Sanitation District No. 22.

Staff Report

October 27, 2004

Annexation No. 333 to County Sanitation District No. 26

Agenda Item No. 3C

The following is an uninhabited annexation to County Sanitation District No. 26 of Los Angeles County. County Sanitation Districts has initiated this proposal at the request of the landowner, Jim Rex, Forecast Homes PPI, LLC.

Annexation No. 333 consists of 66.100 acres.

Location: The subject territory is located on Sierra Highway approximately 1,500 feet southerly from its intersection with Sand Canyon Road all within the unincorporated area of Los Angeles County.

Surrounding and Present Land Uses: The surrounding land use is vacant and hilly to the north and east; single-family dwellings and commercial to the west; and vacant land to the south. The present land use in the subject territory consists of vacant land.

Sphere of Influence: The proposed annexation is consistent with the adopted spheres of influence for all affected agencies.

Proposed Development: The territory will be developed as 110 condominiums.

Provision of Services: The wastewater generated by the subject territory will be treated at the Santa Clarita Valley Joint Sewerage System (SCVJSS). The current SCVJSS permitted treatment capacity is 19.1 mgd and currently processes an average flow of 18.1 mgd. However, the Boards of Directors of District Nos. 26 and 32 approved the 2015 SCVJSS Plan and EIR that allows the capacity of SCVJSS to increase from 19.1 to 34.1 by 2015.

Based on the information provided by the property owner, the District's sewerage facilities have or, in accordance with current policy, will have adequate capacity to collect, treat and dispose of the wastewater anticipated to be generated on the subject property. Actual sewer hook-up will not be allowed until payment of the connection fee and shall be subject to all circumstances then existent including the availability of capacity.

CEQA: The Los Angeles County Department of Regional Planning, as lead agency, approved a negative declaration and has determined that the project poses no significant impact on the environment.

Tax Transfer: All affected agencies have adopted the appropriate tax transfer resolution.

Correspondence: Staff has not received any correspondence in opposition to or in support of this annexation.

RECOMMENDATION

1. Open hearing and receive public testimony.
2. Close hearing.
3. Acting in its role as a responsible agency with respect to Annexation No. 333, and under State CEQA Guidelines Section 15096, LAFCO certifies that it has independently considered and reached its own conclusions regarding the environmental effects of the project and the negative declaration adopted by the Los Angeles County Department of Regional Planning and has determined that the document adequately addresses the environmental impacts of the project. LAFCO finds that it has complied with the requirements of CEQA with respect to the process for a responsible agency, and hereby adopts by reference the negative declaration previously prepared by the lead agency, in connection with its approval of the project.
4. Find that all owners of land have given their written consent to the change of organization, and all affected agencies have consented in writing to the waiver of protest proceedings, and pursuant to Government Code Section 56663, waive the requirement for protest proceedings in its entirety.
5. Adopt Resolution Making Determinations and Ordering Annexation No. 333 to County Sanitation District No. 26.

Staff Report

October 27, 2004

Annexation No. 334 to County Sanitation District No. 26

Agenda Item No. 3D

The following is an uninhabited annexation to County Sanitation District No. 26 of Los Angeles County. County Sanitation Districts has initiated this proposal at the request of the landowner, Toula Constantinou.

Annexation No. 334 consists of 3.658 acres.

Location: The subject territory is located on Sand Canyon Road approximately 1,500 feet south of Lost Canyon Road all within the City of Santa Clarita.

Surrounding and Present Land Uses: The surrounding land use is residential and the present land use is single-family.

Sphere of Influence: The proposed annexation is consistent with the adopted spheres of influence for all affected agencies.

Proposed Development: There is no proposed development for the subject territory.

Provision of Services: The wastewater generated by the subject territory will be treated at the Santa Clarita Valley Joint Sewerage System (SCVJSS). The current SCVJSS permitted treatment capacity is 19.1 mgd and currently processes an average flow of 18.1 mgd. However, the Boards of Directors of District Nos. 26 and 32 approved the 2015 SCVJSS Plan and EIR that allows the capacity of SCVJSS to increase from 19.1 to 34.1 by 2015.

Based on the information provided by the property owner, the District's sewerage facilities have or, in accordance with current policy, will have adequate capacity to collect, treat and dispose of the wastewater anticipated to be generated on the subject property. Actual sewer hook-up will not be allowed until payment of the connection fee and shall be subject to all circumstances then existent including the availability of capacity.

CEQA: The project is exempt from the provisions of the CEQA pursuant to the State CEQA Guidelines Section 15319(a). The annexation consists of areas containing existing structures developed to the density allowed by the current zoning

Tax Transfer: All affected agencies have adopted the appropriate tax transfer resolution.

Correspondence: Staff has not received any correspondence in opposition to or in support of this

annexation.

RECOMMENDATION

1. Open hearing and receive public testimony.
2. Close hearing.
3. Find that this project is categorically exempt under State CEQA Guidelines Section 15319(a).
4. Find that all owners of land have given their written consent to the change of organization, and all affected agencies have consented in writing to the waiver of protest proceedings, and pursuant to Government Code Section 56663, waive the requirement for protest proceedings in its entirety.
5. Adopt Resolution Making Determinations and Ordering Annexation No. 334 to County Sanitation District No. 26.

Staff Report

October 27, 2004

Annexation No. 338 to County Sanitation No. 26

Agenda Item No. 3E

The following is an uninhabited annexation to County Sanitation District No. 26 of Los Angeles County. County Sanitation Districts has initiated this proposal at the request of the landowners MEL Financial Company, XI, Michael and Judi Clare, and Richard C. King.

Annexation No. 338 consists of 2.897 acres.

Location: Parcels 1 & 2 of the subject territory are located on Scherzinger lane approximately 200 feet and 500 feet southerly of Sierra Highway, respectively. Parcels 3 and 4 are located on Sierra Highway approximately 300 feet and 500 feet northeasterly from its intersection with Scherzinger Lane, respectively all within the City of Santa Clarita.

Surrounding and Present Land Uses: The surrounding land use is residential and multi-family. The present land use of the subject territory consists of single-family and multi-family.

Sphere of Influence: The proposed annexation is consistent with the adopted spheres of influence for all affected agencies.

Proposed Development: There is no proposed development within the subject territory.

Provision of Services: The wastewater generated by the subject territory will be treated at the Santa Clarita Valley Joint Sewerage System (SCVJSS). The current SCVJSS permitted treatment capacity is 19.1 mgd and currently processes an average flow of 18.1 mgd. However, the Boards of Directors of District Nos. 26 and 32 approved the 2015 SCVJSS Plan and EIR that allows the capacity of SCVJSS to increase from 19.1 to 34.1 by 2015.

Based on the information provided by the property owner, the District's sewerage facilities have or, in accordance with current policy, will have adequate capacity to collect, treat and dispose of the wastewater anticipated to be generated on the subject property. Actual sewer hook-up will not be allowed until payment of the connection fee and shall be subject to all circumstances then existent including the availability of capacity.

CEQA: The project is exempt from the provisions of the CEQA pursuant to the State CEQA Guidelines Section 15319(a). The annexation consists of areas containing existing structures developed to the density allowed by the current zoning

Tax Transfer: All affected agencies have adopted the appropriate tax transfer resolution.

Correspondence: Staff has not received any correspondence in opposition to or in support of this annexation.

Correspondence: Staff has not received any correspondence in opposition to or in support of this annexation.

Staff Report – October 27, 2004

CSD 26 – Annexation 338

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RECOMMENDATION

1. Open hearing and receive public testimony.
2. Close hearing.
3. Find that this project is categorically exempt under State CEQA Guidelines Section 15319(a).
4. Find that all owners of land have given their written consent to the change of organization, and all affected agencies have consented in writing to the waiver of protest proceedings, and pursuant to Government Code Section 56663, waive the requirement for protest proceedings in its entirety.
5. Adopt Resolution Making Determinations and Ordering Annexation No. 338 to County Sanitation District No. 26.

Staff Report

October 27, 2004

Annexation No. 269 to County Sanitation District No. 32

Agenda Item No. 3F

The following is an inhabited annexation to County Sanitation District No. 32 of Los Angeles County. County Sanitation Districts has initiated this proposal at the request of the landowner, Mr. William McDermott, Assistant Superintendent Castaic Union School District.

Annexation No. 269 consists of 24.726 acres.

Location: The 24.726 acres are located on Ridge Route Road approximately 4,700 feet north of Lake Hughes Road and 1,000 feet east of the Golden State Freeway all within the unincorporated area of Los Angeles County.

Surrounding and Present Land Uses: The surrounding land use consists of vacant land and an existing single-family subdivision to the south. The present land use within the subject territory is currently vacant.

Sphere of Influence: The proposed annexation is consistent with the adopted spheres of influence for all affected agencies.

Proposed Development: The territory will be developed as an elementary school.

Provision of Services: The wastewater generated by the subject territory will be treated at the Santa Clarita Valley Joint Sewerage System (SCVJSS). The current SCVJSS permitted treatment capacity is 19.1 mgd and currently processes an average flow of 18.1 mgd. However, the Boards of Directors of District Nos. 26 and 32 approved the 2015 SCVJSS Plan and EIR that allows the capacity of SCVJSS to increase from 19.1 to 34.1 by 2015.

The District's sewerage facilities have or, in accordance with current policy, will have adequate capacity to collect, treat and dispose of the wastewater anticipated to be generated by the subject property.

CEQA: The Castaic Union School District, as lead agency, approved a negative declaration based on the initial study, and has determined that the project poses no significant impact on the environment and determined that no mitigation measures were required.

Tax Transfer: All affected agencies have adopted the appropriate tax transfer resolution.

Correspondence: Staff has not received any correspondence in opposition to or in support of this

annexation.

RECOMMENDATION

1. Open hearing and receive public testimony.
2. Close hearing
3. Acting in its role as a responsible agency with respect to Annexation No. 269, and under State CEQA Guidelines Section 15096, LAFCO certifies that it has independently considered and reached its own conclusions regarding the environmental effects of the project and the negative declaration adopted by the Castaic Union School District and has determined that the document adequately addresses the environmental impacts of the project. LAFCO finds that it has complied with the requirements of CEQA with respect to the process for a responsible agency and hereby adopts, by reference, the negative declaration previously prepared by the lead agency, in connection with its approval of the project.
4. Find that all owners of land have given their written consent to the change of organization, and all affected agencies have consented in writing to the waiver of protest proceedings, and pursuant to Government Code Section 56663, waive the requirement for protest proceedings in its entirety.
5. Adopt Resolution Making Determinations Approving and Ordering Annexation No. 269 to County Sanitation District No. 32.

**Staff Report
Informational Items**

October 27, 2004

Los Angeles County Waterworks Districts Pre-Hearing

Agenda Item No. 4

Upon receipt of any proposed change of organization or reorganization that includes the annexation of territory to any district, if the proposal is not filed by the district to which annexation of territory is proposed, Government Code section 56857 require LAFCO to place the proposal on its agenda for informational purpose only. Within 60 days of the meeting date, the annexing district may adopt and submit to LAFCO a resolution requesting termination of the annexation proceedings. The law requires that the annexing district "present written findings supported by substantial evidence in the record that the termination request is justified by a financial or service related concern." Prior to the commission's determination of termination of proceedings the resolution is subject to judicial review.

Waiver of 60-Day Termination Period

Under Section 56857, LAFCO may not hear and consider the proposed annexation until the 60-day termination period has expired. The code provides, however, that the commission may waive the 60-day termination period if the annexing district adopts and submits to LAFCO a resolution supporting the change of organization or reorganization.

The following is a summary of annexation proposals on file with LAFCO:

a). **County Waterworks District No. 40 (Antelope Valley), Annexation No. 2004-17**

Project Description

On October 27, 2004, Hunsaker and Associates filed, on behalf of Royal Investors Group LLC, a landowner petition requesting annexation of 40 acres to territory to Los Angeles County Waterworks District No. 40. The proposal will result in the development of a 130 unit single-family residential development.

Project Location

The subject territory bounded by 40th Street East, Avenue J-8, 42nd Street E., and Avenue J-4, in the City of Lancaster.

Recommended Action

Receive and File.

Staff Report

October 27, 2004

Document Imaging Upgrade

Agenda Item No. 5A

Agenda item 5.a. is consideration and approval to procure a new document imaging system.

Background

LAFCO's are required to maintain all records and documentation in perpetuity. Since its inception this LAFCO has retained all of its documentation with a document retrieval storage facility and has further maintained copies of those records in its computer system by utilizing a database and retrieval system, known as File Magic.

While the current File Magic System has served its purpose, since its purchase in 1997 there have been a variety of issues that have made the imaging process inefficient. Multiple crashes of the system have resulted in the loss of data and the time consuming labor intensive task of rebuilding the databases. The storage protocol inherent to File Magic 4 of having each individual page in an entire file stored as an individual file making the search and retrieval of data time consuming, frustrating, and inefficient. The upgrade from File Mage 4 to File Magic 5 from optical disks to a server environment and to convert single page documents into complete files while necessary for more efficient use of the system has delayed staff's ability to efficiently archive recent and current files.

In addition, the upgrade presented new issues in re-establishing the correct path so the software would know where to look for a document. Migration of the software to upgraded computer equipment requires an on-site technician available from one of two locations in southern California, Irvine and San Diego. Under these circumstances on-site customer support was to say the least logistically interesting. Search features in the File Magic system are more complex making it difficult for anyone not familiar with the software to retrieve data. Rapid changes in technology alone have rendered the File Magic system unwieldy and obsolete.

Newer technology now allows private companies and other entities to scan, store and retrieve data in a much more efficient manner. American MicroImaging, Inc.(AMI) located in Los Angeles, California is a leader in the area of document imaging, processing and retrieval systems.

While this LAFCO has been provided a list of more than thirty clients, staff has been most impressed with the recommendation provided by the Riverside County LAFCO. AMI was able to take all of the Riverside LAFCO documentation, which was almost completely destroyed in a flood and restore, scan and save their data. AMI now stores the data for Riverside and can retrieve it as necessary.

Proposal

Staff requested that AMI provide two proposals. The first would allow staff to do all scanning of documentation in house and would include appropriate hardware, software, licenses installation and support. The second would have AMI perform the scanning, thus relieving staff of that function so that their time could be utilized in a more proficient manner.

In accordance with the attached cost proposal the following applies:

- A. Equipment, software and support for AMI scanning: \$21,060
- B. Equipment, software and support for in house scanning: *\$15,965

AMI can convert all existing Filemagic images to their system. The cost to do so is an estimate, as again, the actual cost is determined exact count of the images current stored on File Magic and cannot be established in a timely fashion.

- C. AMI has proposed an estimate of *\$6,800 to convert the Filemagic data.

This will eliminate the need to have two storage and retrieval systems operating concurrently; one to accommodate the old stored data and another to accommodate the current data being scanned into the AMI system.

Recommendation

Staff recommends that the Commission approve the procurement of items B. and C. above.