

**APPROVED**  
JUN 07 2006

REPORT OF GENERAL MANAGER

NO. 06-140

DATE June 7, 2006

**BOARD OF RECREATION  
and PARK COMMISSIONERS**

C.D. 3

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: LANARK RECREATION CENTER – REFURBISHMENT OF FOUR BALL FIELDS AND IRRIGATION SYSTEM (W.O. #E170475F) – REVIEW OF BIDS AND AWARD OF CONTRACT

J. Combs _____	J. Kolb _____
H. Fujita _____	F. Mok _____
S. Huntley _____	K. Regan _____
B. Jensen _____	*M. Shull <i>MS</i>

*Robert H. Jensen (GM)*  
General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board:

1. Find that Thomsen Landscape, whose base bid of \$583,900, is the lowest responsive and responsible bidder for the Lanark Recreation Center – Refurbishment of Four Ball Fields and Irrigation System (W.O. #E170475F) project;
2. Award the contract in the total award amount of \$583,900 to Thomsen Landscape, all according to plans and specifications;
3. Authorize the Department’s Chief Accounting Employee to encumber funds in the amount of \$583,900 from the following fund and account numbers under the awarding authority of this Board Report; and

<u>FUNDING SOURCE</u>	<u>FUND/DEPT/ACCT NO.</u>	<u>ENCUMBRANCE BALANCE</u>
Prop K Year 8	43K/10/W566	\$ 83,539
Prop K Year 9	43K/10/Y566	\$ <u>500,361</u>
Total:		\$ 583,900

REPORT OF GENERAL MANAGER

PG. 2

NO. 06-140

- 4. Authorize the Board President and Secretary to execute the contract, subject to City Attorney approval as to form.

SUMMARY:

On March 15, 2006, the Board approved final plans and call for bids for the Lanark Recreation Center – Refurbishment of Four Ball Fields and Irrigation System (W.O. #E170475F) project, located at 21816 Lanark Street, Canoga Park, CA, 91304 (Board Report No. 06-61). The project provides for outdoor field improvements, fencing, field grading, irrigation and landscaping.

On May 9, 2006, the following bids were received:

<u>Designer</u>	<u>Estimate</u>			
BOE/ Architectural Div. – Richard Fisher		\$575,000		
		Ded. Alt.	Ded. Alt.	Ded. Alt.
<u>BIDDER</u>	<u>BASE BID</u>	<u>No. 1</u>	<u>No. 2</u>	<u>No. 3</u>
Thomsen Landscape	\$ 583,900	\$ 23,200	\$ 40,000	\$ 7,000
RYCO Construction	\$ 826,628	\$ 20,000	\$ 40,000	\$ 4,000
Mariposa Horticultural Center	\$ 593,802	\$ 27,227	\$ 67,423	\$ 7,256

Thomsen Landscape submitted the lowest base bid, as shown above. The bid documents defined that the determination of the lowest bidder would be based on the Base Bid amount. Three (3) deductive alternates were also included in the bid package, but as there are sufficient funds to award the Base Bid and to allow for contingencies during the construction of the project, it is recommended that the project be awarded without any of the deductive alternates being exercised. The project was presented to the Prop K Steering Committee on June 1, 2006, and it is recommended that the Board award the Base Bid, at \$583,900, at this time. There are sufficient funds available in Prop. K Year 8 and Year 9 to award this project.

Staff has reviewed the outreach effort made by Thomsen Landscape and, based on the documents submitted, has determined that a “good faith” effort has been made. The contractor obtained a 0.05% MBE/WBE participation and satisfied 100 of the 100-point requirements outlined by the Board’s outreach program. The outreach Document Package is on file in the Board Office and a synopsis of said package is attached.

The City Attorney and staff have reviewed the bids submitted by Thomsen Landscape and found them to be in order. Thomsen Landscape is the lowest responsive and responsible bidder.

## REPORT OF GENERAL MANAGER

PG. 3

NO. 06- 140

Staff reviewed the responsiveness and work performance of Thomsen Landscape on past Department projects and found them to be satisfactory. The Department of Public Works, Office of Contract Compliance (OCC) indicated that there have been no labor compliance violations and that all other legal requirements have been complied with by the bidder.

In compliance with the California Environmental Quality Act (CEQA), staff has determined that the proposed improvements will not have a significant impact on the environment. Therefore, the project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Class 1 (1) and Class 2 (5), Section 1 (a) (1) and Section 1 (b) (5), of the City CEQA Guidelines on October 9, 2003. A Notice of Exemption was filed with the Los Angeles City Clerk's office on October 9, 2003, and posted by the County Clerk's office on October 10, 2003.

### FISCAL IMPACT STATEMENT:

There is no anticipated fiscal impact to the Department's budget. The assessments of the future operations and maintenance cost have yet to be determined.

Prepared by Somsak Poolperm, Project Manager, and revised by Neil Drucker, Program Manager, Recreational and Cultural Facilities Program; and by Bradley M. Smith, P.E.; Chief Deputy Engineer, Bureau of Engineering.

**GUIDELINES FOR EVALUATION OF GOOD FAITH EFFORT CHECKLIST**

**Bidder:** Thomsen Landscape

**Bid Date:** May 9, 2006

**Project Name:** Lanark Rec. Center – Refurbishment of Four Ball Fields and Irrigation System (W.O. #E170475F)

Indicator	Required Documentation	Description of Submitted or Missing Documentation	Points	
1	The bidder's or proposer's efforts to obtain participation by MBEs, WBEs and other business enterprises could reasonably be expected by the Board of Recreation and Park Commissioners (the "Board") to produce a level of participation by interested sub-contractors, including 15% MBE and 2% WBE.		0	0
2 Pre-Bid Meeting	a) Attend pre-bid meeting and be listed on the attendance sheet; or b) Submit a letter prior to the pre-bid meeting either by fax to (213) 847-0703, or by mail to the Bureau of Engineering, Project Award and Control Division, 1149 S. Broadway, 1 <sup>st</sup> Floor, Los Angeles, CA 90015.		10	10
3 Work Areas	Proof of this must be demonstrated in either Indicator 4 or 5.		13	13
4 Ad	A copy of the advertisement or a proof of publication statement or other verification which confirms the date the advertisement was published. The advertisement must be specific to the project, not generic, and may not be a planholder advertisement provided by the publication. It should include the City of Los Angeles project name, name of bidder, areas of work available for subcontracting, and a contact person's name and telephone number, information on the availability of plans and specifications and the bidder's policy concerning assistance to subcontractors in obtaining bonds, lines of credit and/or insurance. Consideration will be given to the wording of the advertisement to ensure that it did not exclude or seriously limit the number of potential respondents.		9	9
5 Letters to Potential Subs	A copy of each letter sent to available MBEs, WBEs and OBEs for each item of work to be performed. If there is only one master notification, then a copy of the letter along with a listing of all recipients will suffice. Faxed copies must include the fax transmittal confirmation slip showing the date and time of transmission. Mailed letters must include copies of the metered envelope or certified mail receipts. Letters must contain areas of work to be subcontracted, City of Los Angeles project name, name of the bidder, and contact person's name, address, and telephone number.		10	10
6 Follow-up to Letters	A copy of telephone logs. These logs must include the name of the company called, telephone number, contact person, who did the calling, time, date, and the result of the conversation. Bidder must follow-up with all subcontractors to whom they sent letters.		10	10
7 Plans	Include in Indicator 4 or 5, information detailing how, where and when the bidder will make the required information available to interested subcontractors.		5	5
8 Outreach Letters	A copy of each letter sent to outreach agencies requesting assistance in recruiting MBEs, WBEs and OBEs. Faxed copies must include the fax transmittal confirmation slip showing the date and time of transmission. Mailed letters must include copies of the metered envelopes or certified mail receipts. Letters must contain areas of work to be subcontracted, City of Los Angeles project name, name of the bidder, and contact person's name, address, and telephone number.		10	10
9 Negotiate in Good Faith	a) Copies of all MBE/WBE/OBE bids or quotes received; and b) Summary sheet organized by work area, listing bids received and the subcontractor selected for that work area. If the bidder elects to perform a listed work area with its own forces, they must include a bid that shows their own costs for the work.		26	26
10 Bonds	Include in Indicator 4 or 5, information about the bidder's efforts to assist with bonds, lines of credit and insurance.		7	7
<b>TOTAL POINTS ACHIEVED</b>			100	
<b>MBE =0% WBE= 0%</b>			<b>MBE/WBE ACHIEVED: .05%</b>	
PRIME=73.8%				