

REPORT OF GENERAL MANAGER

**APPROVED**

NO. 09-166

DATE June 17, 2009

**JUN 17 2009**

C.D. 2

**BOARD OF RECREATION  
and PARK COMMISSIONERS**

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VAN NUYS/SHERMAN OAKS PARK - FIELD IMPROVEMENTS PROJECT  
(W.O. #E170269F) - REVIEW OF BIDS AND AWARD OF CONTRACT

R. Adams	_____	J. Kolb	_____
H. Fujita	_____	F. Mok	_____
S. Huntley	_____	K. Regan	_____
V. Israel	_____	*M. Shull	<u><i>for</i></u>

*[Signature]*  
General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board:

1. Find Park West Landscape, Inc., with a base bid of \$496,966, to be the lowest responsive and responsible bidder for the Van Nuys/Sherman Oaks Park - Field Improvements (W.O. #E170269F) project;
2. Award the contract to Park West Landscape, Inc. for a total contract amount of \$ 496,966, all according to the plans and specifications;
3. Authorize the Chief Accounting Employee to encumber \$496,966 in available funds from the following fund and account numbers under the awarding authority of this Board Report;

<u>FUNDING SOURCE</u>	<u>FUND/DEPT./ ACCT. NO.</u>	<u>AVAILABLE APPROPRIATION AMOUNT</u>
Proposition K - Year 11	43K/10/C810	\$199,875
Proposition K - Year 12	43K/10/E810	\$415,133
TOTAL FUNDING		\$615,008

4. Direct Staff to prepare a contract and authorize the Board President and Secretary to execute the contract, subject to City Attorney approval as to form.

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SUMMARY:

On April 15, 2009, the Board approved final plans and call for bids for the Van Nuys/Sherman Oaks Park - Field Improvements (W.O. #E170269F) project, located at 14201 West Huston Street, Los Angeles, CA 91423 (Board Report No. 09-080). Plans for this project were prepared by the Bureau of Engineering Architectural Division. The project scope of work consists of re-grading approximately seven (7) acres of the park's soccer fields in order to eliminate a large curvature in the field and to produce a level playing field. Baseball field improvements will include new wooden backstops, removal of concrete block walls, and new shade roofs at the dugouts. New permanent bleachers will be installed at four of the baseball fields. In addition, new permanent benches will be installed along various locations along the walking/jogging trail around the park. Part of the re-grading project will also involve the replacement of the existing irrigation system.

On May 19, 2009, eleven bids were received for this project. The lowest responsive and responsible bidder is Park West Landscape, Inc., with a base bid amount of \$496,966, which is \$703,034 below the City Engineer's cost estimate of \$1,200,000. The bid amounts received are as follows:

<u>Bidders</u>	<u>Bid Amount</u>
Park West Landscape, Inc.	\$ 496,966.00
American Landscape, Inc.	\$ 525,000.00
Marina Landscape, Inc.	\$ 550,000.00
Environmental Construction, Inc.	\$ 573,575.80
Valley Crest Landscape Development, Inc.	\$ 670,600.00
Tobo Construction, Inc.	\$ 694,000.00
Los Angeles Engineering, Inc.	\$ 719,000.00
Y. Ko Construction Co., Inc.	\$ 845,550.00
Tiffany Group, Inc.	\$ 854,746.00
Yakar	\$ 937,800.00
Elite Landscaping, Inc.	\$1,050,000.00

The bid specifications stated the low bidder would be determined to be the responsible and responsive bidder submitting the lowest base bid. Park West Landscape, Inc., submitted the lowest base bid, as shown above. It is recommended that the project be awarded to Park West Landscape, Inc., for a total construction contract of \$496,966.

The funds to award the contract for this project are available in the following accounts:

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FUNDING SOURCE

FUND/DEPT./ACCT. NO.

Proposition K - Year 11

43K/10/C810

Proposition K - Year 12

43K/10/E810

Staff has reviewed the subcontractor outreach effort made by Park West Landscape, Inc., and based on the documents submitted, has determined that a "good faith" effort has been made. Park West Landscape, Inc., satisfied 100 of the 100-point requirement outlined by the Board's Outreach Program. Per the Board's policy a score of 70 points or above satisfies the "good faith effort" requirements. The Outreach Document Package is on file in the Board Office and a synopsis of said package is attached.

Staff reviewed the responsiveness and work performance of Park West Landscape, Inc., 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.

The City Attorney and staff have reviewed the bid submitted by Park West Landscape, Inc., and found it to be in order. Staff recommends that the Board find Park West Landscape, Inc., to be the lowest responsive and responsible bidder.

In compliance with the California Environmental Quality Act (CEQA), staff has determined that the proposed improvements will have no significant impact on the environment. A Notice of Exemption was filed with the Los Angeles City Clerk's office on May 26, 1998, and posted by the County Clerk's office on May 27, 1998, until June 26, 1998. Since the project scope has not changed significantly enough to change the environmental setting at the park, the original NOE filed in 1998 is still valid for this project.

FISCAL IMPACT STATEMENT:

There is no anticipated fiscal impact to the Department's budget because the project's constructed costs will be fully funded by the above listed funding sources specifically identified and approved for use of this project. The assessments of the future operations and maintenance costs have yet to be determined and would be addressed in future budget requests.

This report was prepared by Gary Lam, Project Manager. Reviewed by Neil Drucker, Program Manager, Recreational and Cultural Facilities Program, Bureau of Engineering; Deborah Weintraub, Chief Deputy City Engineer, Bureau of Engineering; and by Michael A. Shull, Superintendent, Planning and Development Division, Department of Recreation and Parks.

**GOOD FAITH EFFORT CHECKLIST- EVALUATION DRAFT WORK**

Bidder: Park West Landscape, Inc. Bid Date: May 19, 2009

PROJECT: Van Nuys Sherman Oaks Park – Field Improvements (W.O. #E170269F)

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>			<b>100</b>	
<b>MBE/WBE % ACHIEVED:</b>			<b>0%</b>	

MBE=0%      WBE=0%      OBE=0.3%      PRIME=67.30%

**RESPONSIVE**