

REPORT OF GENERAL MANAGER

APPROVED
MAR 14 2012

NO. 12-060

DATE March 14, 2012

BOARD OF RECREATION
and PARK COMMISSIONERS

C.D. ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AS-NEEDED ELECTRICAL MAINTENANCE AND REPAIRS OF OUTDOOR FIELD LIGHTING, FACILITIES AND SOLAR POWER SYSTEM SERVICES – AWARD OF CONTRACTS

R. Adams	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u><i>MS</i></u>
V. Israel	_____	N. Williams	_____

[Signature]
General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Find, in accordance with Charter Section 1022, that the Department does not have, available in its employ, personnel with sufficient time or necessary expertise to undertake electrical maintenance and repairs of outdoor field lighting, facilities and solar power systems in a timely manner, and it is more feasible, economical and in the Department's best interest, to secure these services by contract with several contractors to perform this work as-needed and on an occasional, but frequent basis, without engaging in a new competitive bidding process for each individual project to be performed;
2. Find, in accordance with Charter Section 371(e)(2) and Los Angeles Administrative Code Section 10.15(a)(2), that a competitive bidding is not practicable or advantageous as it is necessary for the Department to be able to call on contractors to perform this work as-needed and on an occasional, but frequent, basis without engaging in a new competitive process for each individual project to be performed; however, from among as-needed contractors each individual project is assigned on the basis of availability of an as-needed contractor to perform the work, the price to be charged and the unique expertise of the as-needed contractor; and,
3. Find, in accordance with Charter Section 372, that obtaining competitive proposals or bids for each individual project for which work may be performed pursuant to this agreement is not reasonably practicable or compatible with the Department's interests of having available as-needed contractors who are assigned various projects on the basis of availability, price,

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and expertise, and that it is therefore necessary to have several as-needed contractors for this type of service available when called upon by the Department to perform services;

4. Approve and direct staff to prepare Personal Services Contracts (Contracts) between the City of Los Angeles, Department of Recreation and Parks (Department) and the following firms for Electrical Maintenance and Repairs of Outdoor Filled Lighting, Facilities and Solar Power Systems specifying the terms and conditions for a two (2) year contract, with one (1) one (1) year renewal, exercisable at the discretion of the General Manager, subject to approval of the Mayor and the City Attorney as to form;

Contractors:

Electro Construction Corp.

Fluoresco Lighting-Sign Maintenance Corp.

CSI Electrical Contractors, Inc.

5. Direct the Board Secretary to transmit the Contracts to the Mayor in accordance with Executive Directive No. 3 and, concurrently to the City Attorney for review and approval as to form;
6. Approve the selection process for the selection of qualified firms; and,
7. Authorize the Board President and Secretary to execute the contracts upon receipt of the necessary approvals.

SUMMARY:

The Department of Recreation and Parks (Department) requires as-needed electrical maintenance and repair contracts in order to perform current and future construction projects such as standard maintenance of work on our sports field lighting infrastructures, facilities and future solar power systems. The minimum qualifications as described in more detail below were established to address the highest and most complex needs of the Department.

It is imperative that the Department develop and award these contracts in order to continue its general facility maintenance needs. Currently the Department is severely under-staffed and lacks the knowledge and equipment to perform the standard electrical maintenance needed to continue safe and efficient use of our park facilities. Having access to on-call, pre-qualified contractors who specialize in this type of work will help ensure our facilities are maintained in a safe operating condition with reduced interruption to public use when electrical maintenance and repair is needed. The pre-qualified contractors will be required to competitively bid amongst those on the list as outlined in this report and will work as support to the Department's Planning, Maintenance and Construction staff and be called upon on an as-needed basis.

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The Department operates over four hundred (400) park properties of which one hundred and twenty (120) throughout the City have sports field lighting amenities servicing more than a million patrons every year. Approximately two-thirds of our facilities are more than forty (40) years old and are in constant need of electrical maintenance and repairs. Our Department's electrical staffing levels have decreased to point that we must have this contract in place to keep up with the ever increasing electrical maintenance and repair needs.

The proposed electrical Contractors have demonstrated the required special electrical knowledge and skills that are required to work on our Park lighting infrastructure, which includes but is not limited to baseball, football, soccer field lighting and towers, lighting controllers, facility gym lighting, sports field lighting fixtures up to 70' high and electrical knowledge and skills of recreation facility infrastructure.

It is important to add that much of the work associated with electrical maintenance and repairs, is performed by City staff within the Planning, Construction and Maintenance Division. Staff currently performs as much as the electrical maintenance and repairs as staffing will allow, but due to the last three (3) to four (4) years of the City's budgetary problems, no additional electrical positions could be filled. This type of contract is called upon to support our staff with electrical maintenance and repairs and associated work at Department facilities.

On June 6, 2011, the Board approved a Request for Qualifications (RFQ), which was released June 22, 2011. On August 2, 2011, the Department received three (3) proposals in response to the Request for Qualifications for Electrical Maintenance and Repairs of Outdoor Field Lighting, Facilities and Solar Power Systems.

- 1) Electro Construction Corp.
 3021 Rowena Avenue
 Los Angeles, California 90039

- 2) Fluoresco Lighting-Sign Maintenance Corp.
 5505 South Nogales Highway
 Tucson, Arizona 85706

- 3) CSI Electrical Contractors, Inc.
 10623 Fulton Wells Avenue
 Santa Fe Springs, California 90670

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Responders were required to provide evidence of their qualifications and were required to meet at least one of the three minimum requirements listed below.

- 1) Outdoor Sports Field Lighting: Qualified Responders must have 10 years of electrical maintenance and repairs of baseball, football, soccer and other field lighting experience. Responders must have provided acceptable evidence of the successful maintenance and/or repair of 30 baseball, football and/or soccer field lighting projects with towers 70 feet high over the last 10 years. 100% of the maintenance and/or repair of the projects provided must have performed by Responder.
- 2) RAP Facility: Qualified Responders must have provided a list of 20 indoor gymnasium lighting control maintenance and/or repairs over the last 10 years. 100% of the maintenance and/or repair of the projects provided must have performed by Responder.
- 3) Solar Power Systems Installation: Qualified Responders must have provided a list of 10 solar power and/or lighting system projects that require maintenance and/or repairs over the last five (5) years. 100% of the maintenance and/or repair of the projects provided must have performed by Responder.

The following responders met the minimum qualifications for Outdoor Sports Field Lighting specified above:

Electro Construction Corp.
3021 Rowena Avenue
Los Angeles, California 90039

Fluoresco Lighting-Sign Maintenance Corp.
5505 South Nogales Highway
Tucson, Arizona 85706

The following responder met the minimum qualifications for RAP Facility Maintenance and/or Repairs specified above:

Fluoresco Lighting-Sign Maintenance Corp.
5505 South Nogales Highway
Tucson, Arizona 85706

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The following responder met the minimum qualifications for Solar Power System Installation, Maintenance and/or Repairs specified above:

CSI Electrical Contractors, Inc.
10623 Fulton Wells Avenue
Santa Fe Springs, California 90670

RFQ responses were evaluated solely for the minimum qualifications (as stated in RFQ Document). The minimum qualifications as set forth will determine the responder's knowledge and experience to perform the terms and specifications of this Contract. It was found through review and verification by Department Staff that the above listed responders met and/or exceeded the minimum qualifications as set forth in the RFQ.

Once it was determined that the responders had met all of the minimum qualifications the staff verified with the respondents' provided references. Questions were posed regarding respondent's ability to produce a quality product that met all necessary standards, in a timely manner. They were also asked if the respondent was timely and effective in their correspondence with governing agencies. All of the references for the respondents who met our minimum qualifications responded favorably to these questions and highly recommend the respective respondent. It was then determined that the above listed Respondents should be selected as a pre-qualified electrical maintenance and repair contractor and eligible to bid on future Department projects.

All responders performed a valid good faith effort sub-contractor outreach (GFE) and obtained a score of the required 75% or higher.

We are seeking authorization to direct staff to prepare contracts for each of the three (3) responders and authorize the Board President and Secretary to execute these contracts, subject to City Attorney and Mayor approval. The selected pre-qualified contractors will be recommended to the Board for a two (2) year contract, with one (1), one-year options to renew, at the sole discretion of the General Manager, in an amount not to exceed an annual expenditure of \$7,000,000 per contract. The contract amount is an estimate, and the Department does not guarantee that the contract maximum amount will be reached. The construction services that the Department is requesting shall be on an as-needed basis; the Department, in entering into an agreement, guarantees no minimum amount of business or compensation. Contracts awarded through this RFQ shall be subject to funding availability and early termination by Department, as provided in the Standard Provisions for City Contracts.

Funding for projects will be provided from various funding sources including to but not limited to Proposition K, Quimby, and Proposition 40.

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FISCAL IMPACT STATEMENT:

The execution of these as-needed contracts has no impact to the Department's General Fund.

This report was prepared by Jim Newsom, Management Analyst II, Planning, Construction and Maintenance Division.