

APPROVED
JUN 11 2014

REPORT OF GENERAL MANAGER

NO. 14-131

DATE June 11, 2014

**BOARD OF RECREATION
& PARK COMMISSIONERS**

C.D. 12

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: DEARBORN PARK – IRRIGATION AND FIELD IMPROVEMENTS (PRJ20830)
(W.O. #E170332F) PROJECT – REVIEW OF BIDS AND AWARD OF CONTRACT

<i>for</i> R. Adams	_____	V. Israel	_____
*R. Barajas	<u>CSP</u>	K. Regan	_____
H. Fujita	_____	N. Williams	_____

Neil Israel for
General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Find Landshapes, with a base bid of \$211,700.00, to be the lowest responsive and responsible bidder for the Dearborn Park – Irrigation and Fields Improvements (PRJ20830) (W.O. #E170332F) project;
2. Authorize the reallocation of \$11,700.00 in Quimby Fees, previously allocated for the Dearborn Park – Outdoor Park Improvements (PRJ20257) project, per Board Report No. 13-256, to the Dearborn Park – Irrigation and Fields Improvements (PRJ20830) (W.O. #E170332F) project;
3. Approve the allocation of \$11,700.00 in Quimby Fees from Dearborn Park Account No. 89460K-DC for the Dearborn Park – Irrigation and Fields Improvements (PRJ20830) (W.O. #E170332F) project, as described in the Summary of this Report;
4. Award the contract to Landshapes for a total contract amount of \$211,700.00, all according to the plans and specifications;
5. Authorize the Department’s Chief Accounting Employee to encumber from the following funds and account numbers under the awarding authority of this Board Report; and,

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<u>FUNDING SOURCE</u>	<u>FUND/DEPT./ACCT NO.</u>	<u>APPROPRIATION AMOUNT</u>
Proposition K Year 17	43K/10/10K866	\$200,000.00
Quimby	302/89/89460K-DC	<u>\$ 11,700.00</u>
Total:		\$211,700.00

6. Authorize the Board President and Secretary to execute the contract subject to City Attorney approval as to form.
7. Find that the actions taken by the Board herein are exempt from the California Environmental Quality Act (CEQA).

SUMMARY:

On April 2, 2014, the Board approved final plans and call for bids for the Dearborn Park - Irrigation and Field Improvements (PRJ20830) (W.O. #E170332F) project, located at 17141 Nordhoff Street, Northridge, California 91325 (Board Report No. 14-078). The Irrigation component of this project is funded by Proposition K - L.A. for Kids Funds and the Field Improvements component is funded by Quimby Funds. Plans and Specifications for this project were prepared by the Bureau of Engineering's (BOE) Architectural Division.

The scope of work, as described in the Proposition K Ballot measure, is: "construct public restrooms, irrigation." The Department of Recreation and Parks (RAP) expended approximately \$116,000.00 in Quimby funds to constructed new public restrooms at this park. Construction began in May 1999 and the work was accepted by this Board in April 2000. (Board Report No. 00-117). The restrooms were designed to meet current standards, are in good condition, and adequately meet the needs at this site. Thus, there is no need to construct additional new restrooms. However, approximately \$5,000.00 in Proposition K funds will be expended to have a City vendor install new programmable locks on the doors of the existing restrooms, which will enable the doors to be locked when the park is closed.

The scope of work for the current project is to fulfill the irrigation component of the project scope in Proposition K Ballot measure. The design was further developed with input and subsequent approvals from RAP staff and the Local Volunteer Neighborhood Oversight Committee (LVNOC).

The current project scope is to replace an existing irrigation system, which covers approximately one third of the nine-acre park. The replacement system will include the installation of a new standard 2-wire smart irrigation controller, the installation of approximately 2,700 linear feet of non-pressurized piping, 310 linear feet of new pressure piping, and other related installations. At the request of RAP staff, the scope of work also includes field improvements, consisting of the installation of concrete pads and nine (9) new picnic tables, seven (7) of which will be regular picnic tables, and two (2) will be in compliance with the American with Disabilities Act (ADA). Proposition K funds can only be

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used for the Irrigation component of the scope. The Field Improvements component will be paid for with Quimby funds.

On April 29, 2014, three (3) bids were received for this project. The lowest responsive and responsible bidder is Landshapes with a base bid amount of \$211,700.00 which is \$38,300.00 below the City Engineer's cost estimate of \$250,000.00. The bid amounts received are as follows:

<u>Bidders</u>	<u>Base Bid</u>
Landshapes	\$211,700.00
C.S. Legacy Construction, Inc.	\$219,255.00
O & J Golf Construction Inc.	\$229,336.50

The bid documents stated that the determination of the lowest bidder would be based on the Base Bid amount. Among responsive bidders, Landshapes submitted the lowest base bid, as demonstrated above. It is recommended that the project be awarded to Landshapes for a total construction contract base amount of \$211,700.00. Landshapes' cost breakdown is \$205,700.00 for the Irrigation component and \$6,000.00 for the Field Improvements component of the scope. Sufficient funds including a fifteen percent (15%) contingency of the contract base amount are available for the construction of this project from Proposition K and Quimby funds.

Staff has reviewed the subcontractor outreach effort made by Landscapes, and based on the documents submitted, has determined that a "good faith" effort has been made. Landscapes satisfies the Business Inclusion Program (BIP) requirements outlined by the Board's BIP Outreach Program. The Outreach Document Package is on file in the Board Office and a synopsis of said package is attached to this Report. The City Attorney has reviewed the bid submitted by Landshapes, and found it to be in order.

Staff reviewed the responsiveness and work performance of Landshapes on past projects and found them to be satisfactory.

Upon approval of this Report, \$11,700.00 in unexpended residual Quimby Fees, previously allocated for the Dearborn Park – Outdoor Park Improvements (PRJ20257) project, per Board Report No. 13-256, can be reallocated to the Dearborn Park – Irrigation and Fields Improvements (PRJ20830) (W.O. #E170332F) project. The Dearborn Park – Outdoor Park Improvements (PRJ20257) project is complete, and the unexpended residual Quimby Fees remaining from that project are available for allocation to other projects. The total Quimby Fees allocation for the Dearborn Park – Irrigation and Fields Improvements (PRJ20830) (W.O. #E170332F) project is \$11,700.00. These Fees were collected within one (1) mile of Dearborn Park, which is the standard distance for the allocation of Quimby Fees for Neighborhood parks.

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Council District 12 supports the recommendations set forth in this Report.

Staff has determined that the subject project is a continuation of an existing project approved on April 2, 2014 (Board Report No.14-078) that is exempted from CEQA [Class 1 (1,32) and Class 4 (3)]. The award of a contract by the current Board action will not result in any additional environmental impacts, and therefore, is covered by the existing CEQA exemption. No additional CEQA documentation is required.

FISCAL IMPACT STATEMENT:

The construction of this project will be funded by a combination of Proposition K funds and Quimby funds. There is no immediate fiscal impact to RAP's General Fund. The assessment of the future operations and maintenance costs have yet to be determined and will be addressed in future budget requests.

This Report was prepared by Ray Araujo, Project Manager, Bureau of Engineering (BOE) Recreation and Cultural Facilities Program. Reviewed by Neil Drucker, Program Manager, Recreational and Cultural Facilities Program, BOE; Jose Fuentes, Acting Municipal Facilities Deputy City Engineer, BOE, and Cathie Santo Domingo, Superintendent of Planning, Construction and Maintenance Branch, Department of Recreation and Parks.

**CITY OF LOS ANGELES
GUIDELINES FOR EVALUATION OF THE BUSINESS INCLUSION PROGRAM
(BIP) OUTREACH CHECKLIST**

Bidder: Landshapes Bid Date: 04/29/2014

Project Name: DEARBORN PARK IRRIGATION& FIELD IMPROVEMENTS W.O. #: E170332F

Indicator	Required Documentation	Description of Submitted or Missing Documentation	Credit ✓						
2 Pre-Bid Meeting	a) Attend pre-bid meeting and be listed on the attendance sheet, or b) Submit a letter either by e-mail, mail, or fax to the Bureau of Engineering, Project Award and Control (PAC) on certifying it is informed of the BIP project requirements and has participated in a City-sponsored or City approved matchmaking event in the past 12 months. Note: If the RFB states that the pre-bid meeting is mandatory, then attendance at the pre-bid meeting is the only way to pass this indicator.		✓						
3 Work Areas	Proof of this must be demonstrated in Indicator 4. The notification must be performed using the BAVN's BIP Outreach Reports system.	(Automatic after meeting Indicator 4 requirements)	✓						
4 Written Notice to Sub-contractors	E-mail or fax notification in each of the selected potential work areas to available MBEs, WBEs, SBEs, EBEs, DVBEs, and OBEs for each anticipated work area to be performed. The notification must be performed using the BAVN's BIP Outreach Reports system. The notification may be to potential sub-bidders/ subcontractors either currently registered on the BAVN or added to the BAVN by the bidder. Letters must contain areas of work selected to be subcontracted, City of Los Angeles project name, name of the bidder, and contact person's name, address, and telephone number. Bidders are required to send notifications to a sufficient number of firms in each potential sub work area as determined by the City. Typically, the sufficient number of firms is determined by the total number of potential sub-bidders/ subcontractors in each sub work area.		✓						
5 Plans, specifications and requirements	Include, in Indicator 4, information detailing how, where, and when the bidder will make the required information available to interested potential sub-bidders/ subcontractors. The notification must be performed using the BAVN's BIP Outreach Reports system.	(Automatic after meeting Indicator 4 requirements)	✓						
6 Negotiate in Good Faith	a) Copies of all potential MBE/WBE/SBE/EBE/DVBE/OBE bids or quotes received must be submitted prior to award of a contract; and b) Online Summary Sheet must be completed, listing the bids or quotes received, the name of the sub-bidder/ subcontractor who submitted the bid or quote, and a brief reason given for selection/ non-selection of each subcontractor. The reasons for selection/non-selection should be included in the Notes section of the online Summary Sheet. If the bidder elects to perform a listed work area with its own forces, they must include a bid/ quote for comparison purposes and an explanation must be provided and included on the Summary Sheet. All bids/ quotes received, regardless of whether or not the bidder outreached to the sub-bidder/ subcontractor, must be submitted. To this extent, the City expects the bidder to submit a bid/ quote from each sub-bidder/ subcontractor listed on the Summary Sheet. The Summary Sheet must be performed using the BAVN's BIP Outreach Reports system and must be submitted by 4:30 p.m. the following City working day after the date bids are received by the Board of Public Works. If a bid/quote is submitted by a sub-bidder/subcontractor that is not registered on the BAVN, the contractor is required to add that firm to their Summary Sheet.		✓						
7 Bonds	Include, in Indicator 4, information about the bidder's efforts to assist with bonds, lines of credit, and insurance. The notification must be performed using the BAVN's BIP Outreach Reports system.	(Automatic after meeting Indicator 4 requirements)	✓						
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