

APPROVED
AUG 12 2015

BOARD OF RECREATION
AND PARK COMMISSIONERS

REPORT OF GENERAL MANAGER

NO. 15-170

DATE August 12, 2015

C.D. All

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: ALL-WEATHER TURF CONSTRUCTION, RETROFIT, MAINTENANCE
AND/OR REPAIRS – REQUEST FOR QUALIFICATIONS

R. Barajas _____

K. Regan _____

H. Fujita _____

*N. Williams NBW

V. Israel _____



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board:

1. Approve the All-Weather Turf Construction, Retrofit, Maintenance and/or Repairs Request for Qualifications (RFQ), for a three (3) year contract, substantially in the form on file in the Board Office, subject to the review and approval of the City Attorney as to form;
2. Direct the Board Secretary to transmit the RFQ to the City Attorney for approval as to form;
3. Direct staff, subsequent to City Attorney review and approval as to form, to advertise the RFQ and conduct the RFQ process; and
4. Authorize the Department's Chief Accounting Employee to make technical corrections as necessary to carry out the intent of this Report.

SUMMARY:

The Department of Recreation and Parks (RAP) requires a contract for All-Weather Turf (formerly Synthetic Turf) Construction, Retrofit, Maintenance and Repair. It is important that RAP bids and awards this contract in order to construct new and maintain existing all-weather/synthetic turf fields currently operated by RAP. All-weather/synthetic turf fields have become a common amenity of the City's park landscape and a desired improvement for the community's new and exiting parks. All-weather/synthetic turf fields provide the residents of the City with a

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recreation amenity that is multi-use, allows unlimited play time, is not restricted by limitations that natural fields have, is environmentally friendly, and conserves a substantial amount of water.

Beyond the ability to construct new all-weather/synthetic turf fields, this contract will provide RAP the ability to maintain and repair our existing all-weather/synthetic turf fields. Maintenance and repair are vital components to maintaining the longevity of our existing fields. Currently RAP has no staff and/or equipment to adequately maintain our all-weather/synthetic fields. On an average use field, maintenance and minor repairs must be performed once every three (3) months. But due to heavy public use of most of the City's all-weather/synthetic fields, experts recommend that standard maintenance and repairs be performed once a month.

The scope of this contract will include but is not limited to the construction, retrofit, maintenance and/or repairs of our all-weather/synthetic turf fields.

At the direction of the Board, Staff has developed and is now ready to release a RFQ which will be advertised in several periodicals, will be available on the Department's website, and posted on the Los Angeles Business Assistance Virtual Network (BAVN). In addition, a letter inviting bids will be mailed to interested parties from a mailing list maintained by the Department. The Planning, Construction and Maintenance Division, which oversees the Department's construction and maintenance projects, has reviewed the RFQ and provided input.

A pre-bid conference will be held approximately two (2) weeks after the release of the RFQ in order to provide potential bidders with a review of the submittal documents, compliance documents, and requirements for the Business Inclusion Program as required by Executive Directive No. 14, Villaraigosa Series and the Board's policy (Report No. 12-250).

Evaluation Process

Responses will be evaluated in two (2) levels. Level I will be a review by staff for the minimum qualifications (as stated in RFQ Document). The minimum qualifications will determine the responder's knowledge and experience to perform the terms and specifications of the Contract. If a responder's minimum qualification cannot be verified by City Staff, the responder will be disqualified and no further evaluation will be performed. Level II will evaluate all compliance and submittal documents as required per City Ordinance. Responder must successfully pass Level I before staff will proceed to Level II.

If responder(s) are successful in meeting the City's minimum qualifications requirements, then response evaluations will be based solely on the price submitted by responder.

In the interest of maintaining a competitive environment and maximizing the City's contracting options, staff may choose to award a contract to multiple vendors. If multiple vendors are

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awarded the contract, vendors will have the opportunity to submit a competitive quote for each project issued by RAP's Finance Division, within the terms of the contract.

The selected Responder(s) will be recommended to the Board for a three (3) year contract in an amount not to exceed Ten Million Dollars (\$10,000,000) per year per contractor. 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.

FISCAL IMPACT STATEMENT:

Funding for service is to be provided from various funding sources. Releasing the Request for Qualifications has no impact to the Department's General Fund.

Report prepared by Jim Newsom, Management Analyst II, Contract Unit, Finance Division.