

REPORT OF GENERAL MANAGER

NO. 01-443

DATE November 28, 2001

C.D. 03

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: RESEDA PARK RECREATION CENTER - RESTROOM IMPROVEMENTS
(#1716F) - REVIEW OF BIDS AND AWARD OF CONTRACT

J. Combs _____
A. Corrales _____
J. Duggan JD
J. Kolb _____

H. Fujita _____
*M. Tamuri MT
M. Matthews _____

E. [Signature]
General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

1. Accept the base bid of Bannaoun Engineers - Contractors, in the amount of \$171,600.00 as the lowest responsible bidder;
2. Authorize the Chief Accounting Employee to encumber funds in the amount of \$171,600.00 from the following fund and account numbers under the awarding authority of this Board Report; and,

<u>FUND</u>	<u>ACCOUNT NO.</u>
302	946RE
302	927PS

3. Request the City Attorney prepare a contract after which the president and secretary be authorized to execute same, after the appropriate signatures by the other parties thereto and approval of form by the City Attorney have been obtained thereon.

SUMMARY:

On October 2, 2001 the following bids were received for the Reseda Park Recreation Center - Restroom Improvements (#1716F) project:

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<u>Designer</u>	<u>Estimate</u>
In-house staff	\$155,000.00

<u>BIDDERS:</u>	<u>BASE BID:</u>	<u>ADDITIVE</u> <u>ALT. #1</u>	<u>TOTAL</u> <u>ESTIMATE</u>
Bannaoun Engineers Contractors	\$171,600.00	\$ 7,500.00	\$179,100.00
L A Builders	\$194,555.00	\$11,500.00	\$206,055.00
Prescon Builders	\$226,906.00	\$12,600.00	\$239,506.00
Universal Construction	\$172,000.00	\$15,000.00	\$187,000.00

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

<u>Fund</u>	<u>Account</u>
302	946RE
302	927PS

The City Attorney has reviewed the bids and found them to be in order. Bannaoun Engineers-Contractors is the lowest responsible bidder. On bid documents the lowest bid had been indicated to be that of the lowest bid price on the base contract without consideration of the prices on the additive alternate item. On bid documents it has been indicated that the project is funded with Proposition A funds and requires that a minimum of \$4,875.00 be dedicated to wages for youth employed on this project.

Staff has reviewed the outreach effort made by Bannaoun Engineers - Contractors and, based on the documents submitted, has determined that a good faith effort has been made. The contractor obtained an MBE/WBE participation of 8.3% and satisfied 81 of the 100 point requirements outlined by the Board's Outreach Program. The Outreach Document package is on file in the Board Office and synopsis of said package is attached.

Bannaoun Engineers Contractors has not performed any work on past Department projects.

Prepared by Ada Fernandez-De La Rosa.

GUIDELINES FOR EVALUATION OF GOOD FAITH EFFORT CHECKLIST

Bidder: Bannaoun Engineers - Constructors

Bid Date: October 2, 2001

Project Name: Reseda Park Recreation Center - Restroom Improvements (#1716F)

Indicator	Required Documentation	Description of Submitted or Missing Documentation	Points	
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) 617-0439, or by mail to the Recreation and Parks Dept., Planning and Development Branch, 200 N. Main Street, Room 709, Los Angeles, California 90012.		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	0
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	0
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
TOTAL POINTS ACHIEVED				81

MBE/WBE % ACHIEVED: 8.3%