

S P E C I A L A G E N D A

BOARD OF RECREATION AND PARK COMMISSIONERS  
OF THE CITY OF LOS ANGELES

Wednesday, May 28, 2003 - 11:30 a.m.  
George Hjelte Assembly Room  
200 North Main Street, City Hall East, Room 1325  
Los Angeles, California 90012

EVERY PERSON WISHING TO ADDRESS THE COMMISSION MUST COMPLETE A SPEAKER'S REQUEST FORM AT THE MEETING PRIOR TO THE BOARD'S CONSIDERATION OF THE ITEM AND SUBMIT IT TO THE COMMISSION EXECUTIVE ASSISTANT.

PURSUANT TO COMMISSION POLICY, COMMENTS BY THE PUBLIC ON AGENDA ITEMS WILL BE HEARD ONLY AT THE TIME THE RESPECTIVE ITEM IS CONSIDERED, FOR A CUMULATIVE TOTAL OF UP TO FIFTEEN (15) MINUTES FOR EACH ITEM. ALL REQUESTS TO ADDRESS THE BOARD ON PUBLIC HEARING ITEMS MUST BE SUBMITTED PRIOR TO THE BOARD'S CONSIDERATION OF THE ITEM. COMMENTS BY THE PUBLIC ON ALL OTHER MATTERS WITHIN THE SUBJECT MATTER JURISDICTION OF THE BOARD WILL BE HEARD DURING THE "PUBLIC COMMENTS" PERIOD OF THE MEETING. EACH SPEAKER WILL BE GRANTED TWO MINUTES, WITH FIFTEEN (15) MINUTES TOTAL ALLOWED FOR PUBLIC PRESENTATION.

1. GENERAL MANAGER'S REPORTS:

- 03-178 Chesterfield Square Park - Facility Improvements (#1120A) W.O. E170294 - Review of Bids and Award of Contract
- 03-179 Lincoln Park - Sportsfield Lighting Upgrades and Facility Improvements (#1114D) - W.O. E170233 - Review of Bids and Award of Contract
- 03-180 North Hollywood Park - Refurbishment (#13488) - W.O. E170257 - Review of Bids and Award of Contract
- 03-181 Sunland Recreation Center - Improvements (#1166B) - W.O. E170244 - Review of Bids and Award of Contract

2. FUTURE AGENDA ITEMS:

Request by Commissioners to Schedule Specific Items on Future Agendas

3. PUBLIC COMMENTS:

Any comments which require a response or report by staff will be automatically referred to staff for a report at some subsequent meeting

4. NEXT MEETING:

The next regularly scheduled meeting of the Board of Recreation and Park Commissioners will be held on Wednesday, June 4, 2003 at 9:30 a.m., George Hjelte Assembly Room, City Hall East, 200 North Main Street, Room 1325, Los Angeles, California 90012.

5. ADJOURNMENT:

Under the California State Ralph M. Brown Act, those wishing to make audio recordings of the Commission Meetings are allowed to bring tape recorders or camcorders in the Meeting.

Sign language interpreters, assistive listening devices, or any auxiliary aides and/or services may be provided upon request. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting you wish to attend. For additional information, please contact the Commission Office at (213)473-5888.

Finalization of Commission Actions: In accordance with City Charter, actions that are subject to Section 245 shall become final at the expiration of the next five meeting days of the Los Angeles City Council during which the Council has convened in regular session.

Information on agenda items may be obtained by calling the Commission Office at (213) 473-5888. Copies of the agenda and reports may be downloaded from the Department's website at [www.laparks.org](http://www.laparks.org).

REPORT OF GENERAL MANAGER

NO. 03-178

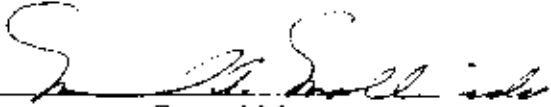
DATE May 28, 2003

C.D. 02

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: CHESTERFIELD SQUARE PARK FACILITY IMPROVEMENTS (#1120A)  
W.O. E170294 – REVIEW OF BIDS AND AWARD OF CONTRACT

J. Condos  
A. Cevallos  
J. Duggan  
H. Fujita  
J. Kulis  
\*B. Lakshmi *BSL*

  
General Manager

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

RECOMMENDATION:

It is recommended that the Board:

1. Accept the Base Bid of Terra-Cal Construction, Inc., in the amount of \$458,000.00 as the lowest responsible bidder;
2. Exercise the Board's option to select Deductive Alternate No. 2, deleting the park pavilion (\$58,000.00), in order to award the construction contract within the funds available, for a net contract amount award of \$400,000.00;
3. Authorize the Chief Accounting Employee to encumber funds in the amount of \$400,000.00 from the following fund and account number under the awarding authority of this Board Report; and,

<u>FUND</u>	<u>ACCOUNT NO.</u>	<u>AMOUNT</u>
43K	T432	\$400,000

4. Request the City Attorney to 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 as to form by the City Attorney have been obtained thereon.

SUMMARY:

On March 20, 2003, the Board approved final plans and call for bids for the Chesterfield Square Park Facility Improvement Project (#1120A) W.O. E170294, located at 1950 West 5<sup>th</sup> Street, Los Angeles (Board Report No. 03-80). Plans provide for landscape improvements to the entire facility, paving, picnic and game tables, lighting, landscape planting and irrigation.

REPORT OF GENERAL MANAGER

PG. 2 NO. 03-178

On May 13, 2003, the following bids were received:

<u>DESIGNER</u>	<u>ESTIMATE</u>
Recreation and Parks	\$ 330,000.00

<u>BIDDER</u>	<u>BASE BID</u>	<u>BIDDER</u>	<u>BASE BID</u>
Ryco Construction, Inc.	\$561,165	Terra-Cal Constr. Inc.	\$458,000
Ded. Alt. No. 1	\$ 11,000	Ded. Alt. No. 1	\$ 7,100
Ded. Alt. No. 2	\$ 60,000	Ded. Alt. No. 2	\$ 58,000
Ded. Alt. No. 3	\$ 4,000	Ded. Alt. No. 3	\$ 5,300

<u>BIDDER</u>	<u>BASE BID</u>
Valley Crest	\$489,000
Ded. Alt. No. 1	\$ 11,000
Ded. Alt. No. 2	\$ 76,000
Ded. Alt. No. 3	\$ 5,000

Terra-Cal Construction submitted the lowest Base Bid in accordance with the Bid Documents. The City Attorney has reviewed the bids and found them to be in order. There are insufficient funds to award the Base Bid without exercising the Boards' option to select a Deductive Alternate. The Park Pavillion will be required to be deleted from the contract at this time. Staff, and the Prop K Steering Committee, are recommending that the Board award the Base Bid less Deductive Additive No. 2, for a total contract amount of \$400,000.00.

Staff has reviewed the outreach effort made by Terra-Cal Construction, Inc., and, based on the documents submitted, has determined that a "good faith" effort has been made. The contractor obtained an MBE/WBE participation of 28% and satisfied 100 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.

Staff reviewed the responsiveness and work performance of Terra-Cal Construction, 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.

Prepared by Kathleen Chan, Prop K Coordinator, and Bureau of Engineering.

# GUIDELINES FOR EVALUATION OF GOOD FAITH EFFORT CHECKLIST

Bidder: Terra – Cal Construction, Inc.

Bid Date: May 13, 2003

Project Name: Chesterfield Square Park – Facility Improvements (#1120A) W.O. E170294

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	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>

**MBE/WBE % ACHIEVED: 28%**

REPORT OF GENERAL MANAGER

NO. 03-179

DATE May 28, 2003

C.D. 1

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: LINCOLN PARK SPORTSFIELD LIGHTING UPGRADES AND FACILITY IMPROVEMENTS (#1114D) - W.O. E170233 - REVIEW OF BIDS AND AWARD OF CONTRACT

J. Combs \_\_\_\_\_ H. Fajala \_\_\_\_\_  
A. Cornelius \_\_\_\_\_ I. Kolb \_\_\_\_\_  
J. Dugan \_\_\_\_\_ B. Lueckhart BSL

  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

It is recommended that the Board:

1. Waive, as an informality, the contractors' failure to submit page 3A with the bid since the page represents the cover sheet with instructions to bidders for completing the bidders check list and the purpose of the sheet is to provide information to the bidder and not to provide information to the City;
2. Accept the base bid of Electro Construction Corp. in the amount of \$114,200.00 as the lowest responsible bidder;
3. Accept the three additive alternates, the addition of the drinking fountains (\$12,000.00), the addition of the game tables (\$7,240.00) and the field refurbishment (\$88,200) in a total amount of \$107,440.00 to be added to the base bid, for a total contract amount of \$221,640.00;
4. Authorize the Chief Accounting Employee to encumber funds in the amount of \$221,640.00 from the following fund and account number under the awarding authority of this Board Report; and,

FUND	ACCOUNT NO.	AMOUNT
43K	1262	\$221,640.00

5. Request the City Attorney to 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 as to form by the City Attorney have been obtained thereon.

REPORT OF GENERAL MANAGER

PG. 2 NO. 03-179

SUMMARY:

On March 20, 2003, the Board approved final plans and call for bids for the Lincoln Park Sportsfield Lighting Upgrades and Facility Improvement Project (#1114D) W.O. E 170233, located at 3501 Valley Boulevard (Board Report No. 03-81). Plans provide for sportsfield lighting, field refurbishment and game table installation at the facility.

On May 13, 2003 the following bids were received:

DESIGNER  
Recreation and Parks

ESTIMATE  
\$156,928.00

<u>BIDDER</u>	<u>BASE BID</u>	<u>BIDDER</u>	<u>BASE BID</u>
Electro Construction Corp.	\$114,200	MS Navarro Engr.	\$168,200
Add. Alt. No. 1	\$ 12,000	Add. Alt. No. 1	No Bid
Add. Alt. No. 2	\$ 7,240	Add. Alt. No. 2	No Bid
Add. Alt. No. 3	\$ 88,200	Add. Alt. No. 3	No Bid

<u>BIDDER</u>	<u>BASE BID</u>
Diamond Electric & Inst.	\$132,400
Add. Alt. No. 1	\$ 6,990
Add. Alt. No. 2	\$ 8,510
Add. Alt. No. 3	\$220,175

Electro Construction Corp. submitted the lowest base bid in accordance with the Bid Documents. The City Attorney has reviewed the bid and found that page 3A, the cover sheet of the Instructions to Bidders and Bidders Check list, was not submitted with the bid package. However, this informality may be waived since the cover sheet provides information to the bidders and does not require information on that page to be provided to the City.

Staff has reviewed the outreach effort made by Electro Construction Corp. and, based on the documents submitted, has determined that a "good faith" effort has been made. The contractor obtained an MBE/WBE participation of 49.4% and satisfied 77 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.

Staff reviewed the responsiveness and work performance of Electro Construction Corp. 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.

Prepared by Kathleen Chan, Prop K Coordinator, and Bureau of Engineering.

# GUIDELINES FOR EVALUATION OF GOOD FAITH EFFORT CHECKLIST

Bidder: Electro Construction Corp.

Bid Date: May 13, 2003

Project Name: Lincoln Park – Sportsfield Lighting Upgrades and Facility Improvements (#1114D) – W.O. E170233

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 placeholder 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	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	13
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>77</b>	

**MBE/WBE % ACHIEVED: 49.4%**

REPORT OF GENERAL MANAGER

NO. 03-180

DATE May 28, 2003

C.D. 02

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: NORTH HOLLYWOOD PARK - REFURBISHMENT (#1348B) - W.O. E170257  
REVIEW OF BIDS AND AWARD OF CONTRACT

F. Combs \_\_\_\_\_ H. Fujita \_\_\_\_\_  
A. Conolly \_\_\_\_\_ J. Keli \_\_\_\_\_  
I. Duggan \_\_\_\_\_ \*B. Lukhart *BSL*

  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

It is recommended that the Board:

1. Waive, as an informality, the contractor's failure to perform at least 50% of the work because the difference between 50% and 48.1%, which is what the contractor is actually performing, is immaterial.
2. Accept the Base Bid of Terra-Cal Construction, Inc., in the amount of \$167,000.00 as the lowest responsible bidder;
3. Accept the five Additive Alternates, the addition of the ADA improvements to the pool bath house (\$30,000.00), the addition of the new splash pad at the swimming pool (\$310,000.00), additional landscape and irrigation (\$25,000.00), refurbishment of the existing parking lot (\$10,000.00), and refurbishment of the existing baseball diamond (\$20,000.00), in a total amount of \$395,000.00 to be added to the Base Bid, for a total contract amount of \$562,000.00;
4. Authorize the Chief Accounting Employee to encumber funds in the amount of \$562,000.00 from the following fund and account number under the awarding authority of this Board Report; and,

<u>FUND</u>	<u>ACCOUNT NO.</u>	<u>AMOUNT</u>
43K	T374	\$562,000.00

REPORT OF GENERAL MANAGER

PG. 2 NO. 03-180

- Request the City Attorney to 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 as to form by the City Attorney have been obtained thereon.

SUMMARY:

On March 20, 2003, the Board approved final plans and call for bids for the North Hollywood Park Refurbishment Project, (#1348B) W.O. E170257, located at 5301 Tujunga Ave. (Board Report No. 03-82). Plans provide for grading, drainage, infield mix, backstop and related baseball field improvements. Included are a new basketball half court, new restroom, ADA improvements, and splash pad at the swimming pool to replace the existing children's wading pool, landscape irrigation and improvement to the existing baseball backstop area.

On May 13, 2003 the following bids were received:

<u>DESIGNER</u>	<u>ESTIMATE</u>
Recreation and Parks	\$690,000.00

<u>BIDDER</u>	<u>BASE BID</u>	<u>BIDDER</u>	<u>BASE BID</u>
Dynamic Gen. Contractors	\$228,600	H.M.L. Construction Svs.	\$195,000
Add. Alt. No. 1	\$ 25,000	Add. Alt. No. 1	\$ 28,000
Add. Alt. No. 2	\$250,000	Add. Alt. No. 2	\$367,000
Add. Alt. No. 3	\$ 30,000	Add. Alt. No. 3	\$ 30,795
Add. Alt. No. 4	\$ 35,000	Add. Alt. No. 4	\$ 28,000
Add. Alt. No. 5	\$ 6,000	Add. Alt. No. 5	\$ 48,000

<u>BIDDER</u>	<u>BASE BID</u>	<u>BIDDER</u>	<u>BASE BID</u>
L.A. Builders, Inc.	\$289,590	Moment Constr. Co., Inc.	\$607,000
Add. Alt. No. 1	\$ 40,320	Add. Alt. No. 1	\$127,000
Add. Alt. No. 2	\$285,640	Add. Alt. No. 2	\$347,000
Add. Alt. No. 3	\$ 31,680	Add. Alt. No. 3	\$ 87,000
Add. Alt. No. 4	\$ 36,750	Add. Alt. No. 4	\$ 37,000
Add. Alt. No. 5	\$ 18,000	Add. Alt. No. 5	\$ 34,700

REPORT OF GENERAL MANAGER

PG. 3 NO. 03-180

<u>BIDDER</u>	<u>BASE BID</u>	<u>BIDDER</u>	<u>BASE BID</u>
Terra-Cal Constr., Inc.	\$167,000	Trimax Construction Corp.	\$418,000
Add. Alt. No. 1	\$ 30,000	Add. Alt. No. 1	\$ 71,800
Add. Alt. No. 2	\$310,000	Add. Alt. No. 2	\$218,760
Add. Alt. No. 3	\$ 25,000	Add. Alt. No. 3	\$ 83,400
Add. Alt. No. 4	\$ 10,000	Add. Alt. No. 4	\$ 69,810
Add. Alt. No. 5	\$ 20,000	Add. Alt. No. 5	\$ 48,850
<u>BIDDER</u>	<u>BASE BID</u>		
W & N Luxor Construction	\$242,967		
Add. Alt. No. 1	\$ 83,164		
Add. Alt. No. 2	\$161,048		
Add. Alt. No. 3	\$ 35,000		
Add. Alt. No. 4	\$ 97,771		
Add. Alt. No. 5	\$ 61,800		

Terra-Cal Construction submitted the lowest base bid in accordance with the Bid Documents. The City Attorney has reviewed the bids and found them to be in order. There are sufficient funds to award the Base Bid and all the Additive Alternates therefore staff and the Prop K Steering Committee are recommending that the Board award the Base Bid plus Additives No. 1, 2, 3, 4 and 5 for a total contract amount of \$562,000.00.

Staff has reviewed the outreach effort made by Terra-Cal Construction, Inc., and, based on the documents submitted, has determined that a "good faith" effort has been made. The contractor obtained an MBE/WBE participation of 6% and satisfied 100 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.

Staff reviewed the responsiveness and work performance of Terra-Cal Construction, 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.

Prepared by Kathleen Chan, Prop K Coordinator, and Bureau of Engineering.

# GUIDELINES FOR EVALUATION OF GOOD FAITH EFFORT CHECKLIST

**Bidder:** Terra – Cal Construction, Inc.

**Bid Date:** May 13, 2003

**Project Name:** North Hollywood Park – Refurbishment (#1348B) – W.O. E.170257

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	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>	

**MBE/WBE % ACHIEVED: 6.0%**

REPORT OF GENERAL MANAGER

NO. 03-181

DATE May 28, 2003

C.D. 02

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SUNLAND RECREATION CENTER - IMPROVEMENTS (#1166B) - W.O. #170244  
REVIEW OF BIDS AND AWARD OF CONTRACT

J. Combs  
A. Ceroalles  
J. Duggan  
H. Fujita  
J. Kolb  
\*B. Lakehart *BSL*

  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

It is recommended that the Board:

1. Accept the Base Bid of Terra-Cal Construction, Inc., in the amount of \$1,139,000.00 as the lowest responsible bidder;
2. Accept the three Additive Alternates, the addition of the restroom building (\$137,100.00), the addition of the improvements at the northeast corner of the park (\$106,780.00), and the new 1/2 court basketball court (\$4,700.00), in a total amount of \$248,580.00 to be added to the Base Bid, for a total contract amount of \$1,387,580.00;
3. Authorize the Chief Accounting Employee to encumber funds in the amount of \$1,387,580.00 from the following fund and account numbers under the awarding authority of this Board Report; and,

<u>FUND</u>	<u>ACCOUNT NO.</u>	<u>AMOUNT</u>
43K	S405	\$ 140,682.00
43K	T405	\$1,299,587.00

4. Request the City Attorney to 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 as to form by the City Attorney have been obtained thereon.

REPORT OF GENERAL MANAGER

PG. 2 NO. 03-181

SUMMARY:

On March 20, 2003, the Board approved final plans and call for bids for the Sunland Recreation Center – Improvements (#1166B) – W.O. E170244, located at 8651 Foothill Boulevard (Board Report No. 03-83). Plans provide for grading, drainage, infield mix, backstop and related baseball field improvements. A new basketball halfcourt, lighting, picnic tables, irrigation and landscape improvements are also part of the plans for the improvements at the facility.

On May 13, 2003 the following bids were received:

<u>DESIGNER</u>	<u>ESTIMATE</u>
Recreation and Parks	\$1,350,000.00

<u>BIDDER</u>	<u>BASE BID</u>	<u>BIDDER</u>	<u>BASE BID</u>
L.A Builders, Inc.	\$1,160,000	Morillo Constr. Co.	\$1,626,659
Add. Alt. No. 1	\$ 499,700	Add. Alt. No. 1	\$ 137,000
Add. Alt. No. 2	\$ 173,565	Add. Alt. No. 2	\$ 272,000
Add. Alt. No. 3	\$ 145,000	Add. Alt. No. 2	\$ 11,500

<u>BIDDER</u>	<u>BASE BID</u>	<u>BIDDER</u>	<u>BASE BID</u>
Pert Constr. Co., Inc.	\$1,278,500	Ruiz Bro. Constr. Co.	\$1,321,559
Add. Alt. No. 1	\$ 50,000	Add. Alt. No. 1	\$ 493,137
Add. Alt. No. 2	\$ 52,500	Add. Alt. No. 2	\$ 154,387
Add. Alt. No. 3	\$ 12,000	Add. Alt. No. 3	\$ 14,808

<u>BIDDER</u>	<u>BASE BID</u>	<u>BIDDER</u>	<u>BASE BID</u>
Simgel Co., Inc.	\$1,272,000	Terra-Cal Constr. Inc.	\$1,139,000
Add. Alt. No. 1	\$ 180,000	Add. Alt. No. 1	\$ 137,100
Add. Alt. No. 2	\$ 45,000	Add. Alt. No. 2	\$ 106,780
Add. Alt. No. 3	\$ 33,000	Add. Alt. No. 3	\$ 4,700

<u>BIDDER</u>	<u>BASE BID</u>
Trimax Construction Corp.	\$1,495,000
Add. Alt. No. 1	\$ 189,800
Add. Alt. No. 2	\$ 146,100
Add. Alt. No. 3	\$ 38,600

Terra-Cal Construction, Inc., submitted the lowest Base Bid in accordance with the Bid Documents. The City Attorney has reviewed the bids and found them to be in order. There are sufficient funds to award the Base Bid and all the Additive Alternates. Therefore, staff and the Prop K Steering

REPORT OF GENERAL MANAGER

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Committee are recommending that the Board award the Base Bid plus Additives No. 1, 2, and 3 for a total contract amount of \$1,387,580.00.

Staff has reviewed the outreach effort made by Terra-Cal Construction, Inc., and, based on the documents submitted, has determined that a "good faith" effort has been made. The contractor obtained an MBE/WBE participation of .01% and satisfied 100 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.

Staff reviewed the responsiveness and work performance of Terra-Cal Construction, 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.

Prepared by Kathleen Chan, Prop K Coordinator, and Bureau of Engineering.

# GUIDELINES FOR EVALUATION OF GOOD FAITH EFFORT CHECKLIST

Bidder: Terra - Cal Construction, Inc.

Bid Date: May 13, 2003

Project Name: Sunland Recreation Center - Improvements (#1156B0 - W.O. E170244

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	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>

**MBE/WBE % ACHIEVED: 0.01%**

MATTERS PENDING

Matters Pending will be carried for a maximum of six months, after which time they will be deemed withdrawn and rescheduled whenever a new staff report is received.

BIDS TO BE RECEIVED:

07/28/03 Griffith Park - Hogback Trail (#1245D) - Approval of Final Plans and Call for Bids