

REPORT OF GENERAL MANAGER

NO. 04-198

DATE June 16, 2004

C.D. 4

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: GRIFFITH PARK RECREATION CENTER – OUTDOOR SPORTSFIELD IMPROVEMENTS (W.O. E170256F) – REVIEW OF BIDS AND AWARD OF CONTRACT

* K. Chan	<u>hc</u>	J. Combs	_____
H. Fujita	_____	J. Kolb	_____
M. Mariscal	_____	F. Mok	_____
K. Regan	_____	G. Stigile	_____



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board:

1. Accept the base bid of Los Angeles Engineering in the amount of \$843,960.00 as the lowest responsible bidder;
2. Authorize the Department's Chief Accounting Employee to encumber funds in the amount of \$427,085.18 from the available funds in the following funds and account numbers under the awarding authority of this Board Report; and,

FUND	ACCOUNT NO.	AMOUNT
43K (Prop. K-YR7)	V466	\$ 427,085.18

3. Request the City Attorney to prepare a contract, including a "funding clause" limiting the City's liability for contract payments to the amount of funding appropriated by the City for this contract, as well as so limiting the contractor's obligation to perform the contract, as further described in this report, after which the Board 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.

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SUMMARY:

On April 7, 2004, the Board approved final plans and call for bids for the Griffith Recreation Center – Outdoor Sportsfield Improvements and Perimeter Fencing, W.O. E170256F, located at 3401 Riverside Drive, Los Angeles, CA 90027 (Board Report No. 04-97). Plans provide for the removal and replacement of an existing soccer field with a synthetic turf soccer field.

On May 25, 2004, the following bids were received:

<u>Designer</u>	<u>Estimate</u>
Land Images	\$ 780,000.00

<u>Bidder #1- LA Engineering, Inc.</u>	<u>Bid Amount</u>
Base Bid	\$ 843,960.00
Deduct Alternate No. 1	\$ 3,300.00
Deduct Alternate No. 2	\$ 600.00
Deduct Alternate No. 3	\$ 8,200.00
Deduct Alternate No. 4	\$ 12,880.00
Deduct Alternate No. 5	\$ 10,800.00

<u>Bidder #2- Ecology Construction</u>	<u>Bid Amount</u>
Base Bid	\$ 868,262.40
Deduct Alternate No. 1	\$ 2,250.00
Deduct Alternate No. 2	\$ 1,250.00
Deduct Alternate No. 3	\$ 5,340.00
Deduct Alternate No. 4	\$ 5,125.00
Deduct Alternate No. 5	\$ 9,585.00

<u>Bidder #3- Ryco Construction, Inc.</u>	<u>Bid Amount</u>
Base Bid	\$ 1,017,101.00
Deduct Alternate No. 1	\$ 4,000.00
Deduct Alternate No. 2	\$ 1,500.00
Deduct Alternate No. 3	\$ 10,000.00
Deduct Alternate No. 4	\$ 20,000.00
Deduct Alternate No. 5	\$ 9,800.00

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Los Angeles Engineering submitted the lowest base bid as shown above. Five deductive alternates were also included in the bid packages. As it is anticipated there will be sufficient funds to award the Base Bid and to allow for contingencies during the construction of the project, it is recommended that the project be awarded with none of the deductive alternates being exercised. The project was presented to the Prop K Steering Committee on May 27, 2004, and it was recommended that the Board award the Base Bid at \$843,960.00 at this time.

Currently, there is only \$427,085.18 available in Prop K funds, as indicated below. The remaining funds required to fully encumber the contract are contingent upon approval of the Engineer's Report for the allocation of Prop K funds for fiscal year 2004-05. The Steering Committee was made aware that the award is contingent upon the approval of next year's funding in the Prop K program. The contract will provide that the City's liability for contract payments under this contract shall only be to the extent of the City appropriation to fund the contract. If the City does appropriate the additional funding through the City Council approval of the Engineer's Report for the Prop K program the City's liability for contract payments shall be extended to the extent of such appropriation, subject to the terms and conditions of this contract. The Contractor will not be required to do any work in excess of the amount of current funding, plus any additional funding appropriated by the City, if any, for this project.

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

FUND	ACCOUNT NO.	AMOUNT
43K (Prop. K-YR7)	V466	\$ 427,085.18

However, additional funding is planned for this project to be available after July 1, 2004, contingent upon City Council appropriating the funds. If these funds are appropriated, as requested and recommended by the LA for Kids Steering Committee, by adoption of the Engineer's Report by the City Council in June, 2004, the Department's Chief Accounting Employee will be able to encumber the contract balance. The contractor would be notified of the amount of the appropriation being made to the contract from the additional funding and to continue working until project completion or until the appropriated funding for the project is expended which ever comes first.

Staff has reviewed the outreach effort made by Los Angeles Engineering and, based on the documents submitted, has determined that a "good faith" effort has been made. The contractor obtained a MBE/WBE participation of 7% 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 a synopsis of said package is attached.

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The City Attorney and staff have reviewed the bids submitted by Los Angeles Engineering and found them to be in order. Los Angeles Engineering is the lowest responsible bidder.

Staff reviewed the responsiveness and work performance of Los Angeles Engineering and found that they have not been awarded any past projects. 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.

This report was prepared by Kathleen Chan, Acting Superintendent and Cathie Santo Domingo, Proposition K Group, Bureau of Engineering.

GUIDELINES FOR EVALUATION OF GOOD FAITH EFFORT CHECKLIST

Bidder: Los Angeles Engineering

Bid Date: May 25, 2004

Project Name: GRIFFITH PARK RECREATION CENTER – OUTDOOR SPORTSFIELD IMPROVEMENTS AND PERIMETER FENCING - W.O. E170256F

Indicator	Required Documentation	Description of Submitted or Missing Documentation	Points	
1	The bidder's or proposer's efforts to obtain participation by MBEs, WBEs and other business enterprises could reasonably be expected by the Board of Recreation and Park Commissioners (the "Board") to produce a level of participation by interested sub-contractors, including 15% MBE and 2% WBE.		0	0
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
TOTAL POINTS ACHIEVED				100
MBE/WBE % ACHIEVED:				7 %