

REPORT OF GENERAL MANAGER

NO. 04-316

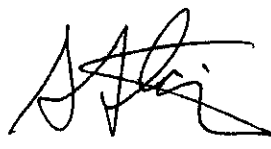
DATE: October 20, 2004

C.D. 1

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: TAYLOR YARD PARK – GRADING PROJECT (#1356A) (W.O. # E1904346)
REVIEW OF BIDS AND AWARD OF CONTRACT

* K. Chan	<u>kc</u>	J. Kolb	_____
J. Combs	_____	F. Mok	_____
H. Fujita	_____	G. Stigile	_____



 General Manager

for JKM

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board:

1. Accept the base bid of Southern California Grading, Inc., in the amount of \$2,131,000.00 as the lowest responsible bidder for the Taylor Yard Park – Grading Project (#1356A)(W.O. #E1904346);
2. Authorize the Department’s Chief Accounting Employee to encumber funds in the amount of \$2,131,000.00 from the following fund and account numbers under the awarding authority of this Board Report; and,

<u>SOURCE</u>	<u>FUND/DEPT./ACCOUNT</u>	<u>AMOUNT</u>
CDBG	424/22/V742	\$ 631,000.00
State – Parks & Rec.	305/50/W215	\$ 1,500,000.00
Total:		\$ 2,131,000.00

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

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SUMMARY:

On August 11, 2004, the Board approved final plans and call for bids for the Taylor Yard Park – Grading Project (#1356A) (W.O. # E1904346), located at 1900 N. San Fernando Road, Los Angeles, CA, 90065 (Board Report No. 04-246). The plans provide for site clearing, grading, drainage, relocating existing utilities and installing rough utility infrastructure associated with proposed future work within the 40-acre site.

<u>Designer</u>	<u>Estimate</u>
Withers & Sandgren, Ltd.	\$2,300,000.00

On September 21, 2004, the following bids were received:

<u>BIDDER</u>	<u>BASE BID</u>
Southern California Grading, Inc	\$2,131,000.00
Clarke Contracting Corporation	\$2,420,000.00
Ecology Construction, Inc.	\$2,467,637.00

Southern California Grading, Inc., submitted the lowest base bid, as shown above. There were no deductive or additive alternates requested by the City to be included in the bid package. The project was presented to the Prop K Steering Committee on October 7, 2004, and they are recommending that the Board award the Base Bid, at \$2,131,000.00, at this time.

There are sufficient funds available in the identified fund and account numbers to award the Base Bid. On October 15, 2004, a City Council Motion was introduced to grant authority to use the Public Works Trust Fund as a cash flow account for the construction of this project. The Public Works Trust Fund will be reimbursed upon receiving payments from the State Proposition 40 funds.

Staff has reviewed the outreach effort made by Southern California Grading, Inc., and based on the documents submitted, has determined that a "good faith" effort has been made. The contractor obtained MBE/WBE participation of 21.7%, and satisfied 93 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.

The CDBG forms, completed by Southern California Grading Inc., and required due to CDBG funding have been reviewed and approved by staff.

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Southern California Grading, Inc., has no past record of projects for the City. 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 by the bidder.

This report was prepared by Kathleen Chan, Acting Superintendent, RAP Planning & Construction, and Mike Shull, LA for Kids Program, Bureau of Engineering.

GUIDELINES FOR EVALUATION OF GOOD FAITH EFFORT CHECKLIST

Bidder: Southern California Grading, Inc. **Bid Date:** September 21, 2004

Project Name: TAYLOR YARD PARK-GRADING PROJECT – E1904346

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.	Attended Pre-Bid	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.	Proof of Publication/Copy of Ads	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.	Letters to Potential Subs/faxed transmittal confirmations	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.	Telephone Log	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.	Letters/fax copies	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.	Quotes and Summary	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	0
TOTAL POINTS ACHIEVED				93

MBE/WBE % ACHIEVED: 21.7%

*MBE=15.7% WBE=6% OBE=78.3%