

REPORT OF GENERAL MANAGER

NO. 05-140

DATE June 1, 2005

C.D. 2

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: LITTLE LANDERS PARK - OUTDOOR PARK IMPROVEMENTS  
(W.O. # E170238F) - REVIEW OF BIDS AND AWARD OF CONTRACT

J. Combs \_\_\_\_\_  
\*S. Huntley SH  
J. Kolb \_\_\_\_\_  
K. Regan \_\_\_\_\_

H. Fujita \_\_\_\_\_  
B. Jensen \_\_\_\_\_  
F. Mok \_\_\_\_\_

Robert H. Jensen (for)  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board:

1. Accept the base bid of Environmental Construction, Inc in the amount of \$583,023.55 as the lowest responsible bidder;
2. Authorize the Chief Accounting Employee to encumber funds in the amount of \$583,023.55 from the following fund and account numbers under the awarding authority of this Board Report;

<u>FUNDING SOURCE</u>	<u>FUND/DEPT/ACCOUNT NO.</u>	<u>AMOUNT</u>
Prop K - Year 8	43K/10/W454	\$583,023.55

and,

- 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.

SUMMARY:

On March 2, 2005, the Board approved final plans and call for bids for the Little Landers Park - Outdoor Park Improvements (W.O. # E170238F), located at 10116 N. Commerce Avenue, Sunland, CA, 91042 (Board Report No.05-59).

REPORT OF GENERAL MANAGER

PG. 2 NO. 05-140

On April 12, 2005, the following bids were received:

<u>Designer</u>	<u>Estimate</u>
Bureau of Engineering	\$544,400.00

<u>BIDDER</u>	<u>BASE BID</u>	<u>DED ALT 1</u>	<u>DED ALT 2</u>
1 Environmental Construction, Inc	\$ 583,023.55	\$ 83,829.00	\$ 5,000.00
2 Thomsen Landscape	\$ 596,100.00	\$ 67,800.00	\$ 4,520.00

Environmental Construction, Inc., submitted the lowest base bid, as shown above. Two deductive alternates were also included in the bid packages, but as there are 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 26, 2005, and they are recommending that the Board award the Base Bid, at \$583,023.55, at this time.

Staff has reviewed the outreach effort made by Environmental Construction, Inc. and, based on the documents submitted, has determined that a "good faith" effort has been made. The contractor and satisfied 100 of the 100-point requirements outlined by the Board's outreach program and obtained 0% MBE/WBE participation. The outreach Document Package is on file in the Board Office and a synopsis of said package is attached.

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

<u>Project</u>	<u>Funding Source</u>	<u>Appropriation</u>	<u>Fund/Dept/Acct</u>	<u>Available Balance</u>
Little Landers	Prop K - Yr 7	\$ 149,875.00	43K/10/V454	\$ 59,740.00
	Prop K - Yr 8	\$ 849,625.00	43K/10/W454	\$ 849,625.00
Total		\$ 999,500.00		\$ 909,365.00

REPORT OF GENERAL MANAGER

PG. 3

NO. 05-140

The City Attorney and staff have reviewed the bids submitted by Environmental Construction, Inc., and found them to be in order. Environmental Construction, Inc., is the lowest responsible bidder.

Staff reviewed the responsiveness and work performance of Environmental 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 by the bidder.

FISCAL IMPACT STATEMENT:

There is no anticipated fiscal impact to the Department's budget. The assessments of the future operations and maintenance costs have yet to be determined.

This report was prepared by David Takata, Project Manager, and reviewed by Neil Drucker, Program Manager, Recreational and Cultural Facilities Program; and by Bradley M. Smith, P.E., Bureau of Engineering.

## GUIDELINES FOR EVALUATION OF GOOD FAITH EFFORT CHECKLIST

**Bidder:** Environmental Construction, Inc.      **Bid Date:** April 12, 2005

**Project Name:** LITTLE LANDERS - OUTDOOR PARK IMPROVEMENTS, W.O. # E170238F

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) 847-5172, or by mail to the Bureau of Engineering, Project Award and Control Division, 600 S. Spring, 6 <sup>th</sup> Floor, Los Angeles, Ca. 90014		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>	
<b>MBE =0% WBE=0% OBE=7%</b>			<b>MBE/WBE</b>	<b>0%</b>
<b>ACHIEVED:</b>				

PRIME= 93%