

APPROVED

NOV 07 2012

REPORT OF GENERAL MANAGER

NO. 12-305

DATE November 7, 2012

BOARD OF RECREATION
AND PARK COMMISSIONERS

C.D. ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AS - NEEDED ENVIRONMENTAL SITE ASSESSMENT - AWARD OF CONTRACTS

R. Adams _____

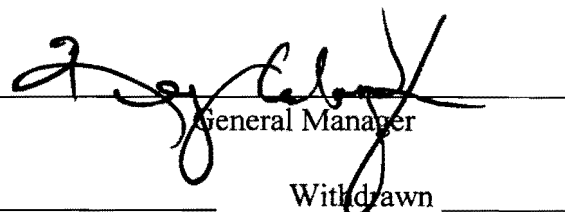
K. Regan _____

H. Fujita _____

*M. Shull RAK

V. Israel _____

N. Williams _____


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board as the contract awarding authority:

1. Find, in accordance with Charter Section 371(e)(2) and Los Angeles Administrative Code Section 10.15(a)(2), that the services to be provided are professional and special services of a temporary and occasional character for which competitive bidding is not practicable or advantageous as it is necessary for the Department of Recreation and Parks (Department) to be able to call on contractors to perform this work as-needed and on an occasional, but frequent, basis without engaging in a new competitive process for each individual project to be performed; however, from among as-needed contractors each individual project is assigned on the basis of availability of an as-needed contractor to perform the work, the price to be charged and the unique expertise of the as-needed contractor;
2. Find in accordance with Charter Section 371(e)(10), that use of competitive bidding would be undesirable, impractical or impossible or is otherwise excused by the common law and the Charter because, unlike the purchase of a specified product, there is no single criterion, such as price comparison, that will determine which proposer can best provide the services required by the Department to provide as-needed environmental site assessments;
3. Find, in accordance with Charter Section 372, that obtaining competitive proposals or bids for each individual project for which work may be performed pursuant to this agreement is not reasonably practicable or compatible with the Department's interests of having available as-needed contractors who are assigned various projects on the basis of availability, price,

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and expertise, and that it is therefore necessary to have several as-needed contractors for this type of service available when called upon by the Department to perform services;

4. Find as the contract awarding authority, in accordance with Charter Section 1022, that the work can be performed more economically or feasibly by independent contractors than by City employees because the Department does not have, available in its employ, personnel with sufficient time or necessary expertise to environmental site assessments and related work projects in a timely manner, and therefore it is more feasible, economical and in the Department's best interest, to secure these services by contract with multiple contractors to perform this work as-needed and on an occasional, but frequent basis, without engaging in a new competitive bidding process for each individual project to be performed;
5. Approve the proposed contracts substantially in the form on file in the Board Office and instruct staff to award contracts to the following thirteen (13) firms for as- environmental site assessments for a term of three (3) years;
 - 1) Alta Environmental
3777 Long Beach Boulevard
Long Beach, CA 90807
 - 2) Alta EM., Inc.
8280 Utica Ave, Ste 200
Rancho Cucamonga, CA 91730
 - 3) ATC Associates, Inc.
25 Cupania Circle
Monterey Park, CA 91755
 - 4) California Environmental
30423 Canwood Street, Suite 208
Agoura Hills, CA 91301
 - 5) Converse Consultants
222 E. Huntington Drive, Suite 211
Monrovia, CA 91016
 - 6) Parsons Transportation Group, Inc.
100 West Walnut Street
Pasadena, CA 91124

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- 7) Partner Engineering & Science
2154 Torrance Blvd, Ste 200
Torrance, CA 90501
 - 8) Rincon Consultants, Inc.
180 North Ashwood Avenue
Ventura, CA 93003
 - 9) Sapphos Environmental, Inc.
430 N. Halstead St
Pasadena, CA 91107
 - 10) SCS Engineers
3900 Kilroy Airport Way, Suite 100
Long Beach, CA 90806
 - 11) Tetra Tech, Inc.
3475 E. Foothill Boulevard
Pasadena, CA 91107
 - 12) TRC Solutions, Inc.
707 Wilshire Boulevard, Suite 3250
Los Angeles, CA 90017
 - 13) URS Corporation
915 Wilshire Blvd, Suite 1850
Los Angeles, CA 90017
6. Direct the Board Secretary to transmit the Contracts to the Mayor in accordance with Executive Directive No. 3 and, concurrently to the City Attorney for review and approval as to form; and,
 7. Authorize the Board President and Secretary to execute the Contracts upon receipt of the necessary approvals.

SUMMARY:

The Department is in need of environmental site assessment services that staff cannot provide, therefore one or more environmental site assessment services contracts are required. Currently, the Department does not have contracts in place to perform the required due diligence in accordance

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with the U.S. Environmental Protection Agency's Standards and Practices for All Appropriate Inquiries (40 Code of Federal Regulation (CFR) Part 312) when it acquires property for park use through a purchase, a donation, or transfer. The scope of these contracts will include, but is not limited to, the preparation of Phase I site assessments in accordance with American Society for Testing and Materials (ASTM) Standard E1527-05, and Phase II site assessments in accordance with ASTM Standard E1903-11 and related standards.

On March 14, 2012, the Board approved a Request for Qualifications (RFQ) which was released June 19, 2012. On August 14, 2012, the Department received seventeen (17) proposals in response to the RFQ for Environmental Site Assessment.

1. Alta Environmental
 3777 Long Beach Boulevard
 Long Beach, CA 90807

2. Alta EM., Inc.
 8280 Utica Ave, Ste 200
 Rancho Cucamonga, CA 91730

3. ATC Associates, Inc.
 25 Cupania Circle
 Monterey Park, CA 91755

4. Andersen Environmental
 5261 West Imperial Highway
 Los Angeles, CA 90045

5. Antea Group
 911 South Primrose Avenue, Suite K
 Monrovia, CA 91016

6. California Environmental
 30423 Canwood Street, Suite 208
 Agoura Hills, CA 91301

7. Converse Consultants
 222 E. Huntington Drive, Suite 211
 Monrovia, CA 91016

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8. ETIC Engineering
898 North Fair Oaks Ave, Suite A
Pasadena, CA 91103
9. Parsons Transportation Group, Inc.
100 West Walnut Street
Pasadena, CA 91124
10. Partner Engineering & Science
2154 Torrance Blvd, Ste 200
Torrance, CA 90501
11. Rincon Consultants, Inc.
180 North Ashwood Avenue
Ventura, CA 93003
12. Sapphos Environmental, Inc.
430 N. Halstead St
Pasadena, CA 91107
13. SCS Engineers
3900 Kilroy Airport Way, Suite 100
Long Beach, CA 90806
14. Tetra Tech, Inc.
3475 E. Foothill Boulevard
Pasadena, CA 91107
15. The Planning Center
9841 Airport Boulevard, Suite 1010
Los Angeles, CA 90045
16. TRC Solutions, Inc.
707 Wilshire Boulevard, Suite 3250
Los Angeles, CA 90017
17. URS Corporation
915 Wilshire Blvd, Suite 1850
Los Angeles, CA 90017

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Responders were required to provide evidence of their qualifications and were required to meet all of the following minimum requirements as stated below:

1. Provide a brief (maximum of 2 pages) statement of its general background information related to conducting environmental site assessment services, including the number of years performing both Phases I and II site assessment work, the organizational approach and other resources that will be used in the performance of the contract work.

Note: This was for background information only and was not used to evaluate the Responder.

2. Have an established office(s) in Southern California (Los Angeles, Orange, Riverside, San Bernardino, San Diego, Ventura counties). Responder will provide the address of the office location(s) and the name and phone number of the office manager(s).
3. Submit a list of ten (10) representative Phase I projects completed from January 1, 2006 to January 31, 2012. The list must contain the following information for each: the title, a brief description of the project, the service date, the client name and a valid contact reference.

Projects related to the acquisition of land for future park purposes, completed by southern California office (specified in Qualification #2) are preferred but not required to qualify. Satisfactory feedback from references provided by responder will be used as a basis for qualification.

4. From the required list provided in Qualification #3, Responder must submit the following documents:
 - a. Submit three (3) Phase I Environmental Site Assessment documents performed in accordance with ASTM Standards to the satisfaction of the client. Assessments must have been performed 100% by the Responder (no sub-consultants allowed).
 - b. Submittals related to park projects are preferred but will not affect qualification determination.
 - c. Provide one hard copy of each environmental document as well as one electronic copy on a compact disk (CD). All three electronic documents may

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be submitted on one (1) CD.

5. Submit a list of five (5) representative Phase II projects completed from January 1, 2006 to January 31, 2012. The list must contain the following information for each: the title, a brief description of the project, the service date, the client name and a valid contact reference.
 - a. The use of sub-consultants is acceptable. Projects related to the acquisition of land for future park purposes, completed by the southern California office (specified in Qualification #2) are preferred but not required to qualify.
 - b. Satisfactory feedback from references provided by Responder will be used as a basis for qualification.
6. From the required list provided in Qualification #5, Responder must submit the following documents:

One (1) Phase II Environmental Site Assessment document performed in accordance with applicable ASTM Standards to the satisfaction of the client. Provide one (1) hard copy and an electronic copy on a CD. Again, documents related to park projects are preferred, but will not affect qualification.

Only thirteen (13) of the seventeen (17) responders submitted a responsive submittal for this RFQ. Four (4) responders failed to submit a completed submittal and thus had to be disqualified from any further review process. The following responders were disqualified because they submitted an incomplete RFQ package submittal response, specific details for the disqualifications can be found on Exhibit A.

- 1) Andersen Environmental
5261 West Imperial Highway
Los Angeles, CA 90045
- 2) Antea Group
911 South Primrose Avenue, Suite K
Monrovia, CA 91016
- 3) ETIC Engineering
898 North Fair Oaks Ave, Suite A
Pasadena, CA 91103

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- 4) The Planning Center
9841 Airport Boulevard, Suite 1010
Los Angeles, CA 90045

The following responders met the minimum qualifications for environmental site assessment specified above:

- 1) Alta Environmental
3777 Long Beach Boulevard
Long Beach, CA 90807
- 2) Alta EM., Inc.
8280 Utica Ave, Ste 200
Rancho Cucamonga, CA 91730
- 3) ATC Associates, Inc.
25 Cupania Circle
Monterey Park, CA 91755
- 4) California Environmental
30423 Canwood Street, Suite 208
Agoura Hills, CA 91301
- 5) Converse Consultants
222 E. Huntington Drive, Suite 211
Monrovia, CA 91016
- 6) Parsons Transportation Group, Inc.
100 West Walnut Street
Pasadena, CA 91124
- 7) Partner Engineering & Science
2154 Torrance Blvd, Ste 200
Torrance, CA 90501
- 8) Rincon Consultants, Inc.
180 North Ashwood Avenue
Ventura, CA 93003

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- 9) Sapphos Environmental, Inc.
430 N. Halstead St
Pasadena, CA 91107
- 10) SCS Engineers
3900 Kilroy Airport Way, Suite 100
Long Beach, CA 90806
- 11) Tetra Tech, Inc.
3475 E. Foothill Boulevard
Pasadena, CA 91107
- 12) TRC Solutions, Inc.
707 Wilshire Boulevard, Suite 3250
Los Angeles, CA 90017
- 13) URS Corporation
915 Wilshire Blvd, Suite 1850
Los Angeles, CA 90017

RFQ responses were evaluated solely for the minimum qualifications (as stated in RFQ Document). The minimum qualifications as set forth will determine the responder's knowledge and experience to perform the terms and specifications of this Contract. It was determined through review of the submittals and verification of references by Department staff that the above listed responders have met and/or exceeded the minimum qualifications as set forth in the RFQ.

When staff checked the respondent's references, questions were posed regarding each respondent's ability to produce a quality product that met all necessary standards, in a timely manner. References were also asked if the respondent was timely and effective in their correspondence with governing agencies. All of the references for the respondents who met our minimum qualifications responded favorably to these questions and highly recommend the respective respondent. Staff then determined that the thirteen (13) respondents listed above should be selected as pre-qualified Environmental Site Assessment contractors eligible to bid on future Department projects.

All responders who submitted and qualified, performed and passed the City's Business Inclusion Program (BIP) outreach.

The Department is seeking authorization to direct staff to prepare contracts for each of the thirteen (13) qualified responders and authorize the Board President and Secretary to execute these contracts, subject to City Attorney and Mayor approval. The selected pre-qualified contractors are

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recommended to the Board for a three (3) year contract, in an amount not to exceed an annual expenditure of \$7,000,000 per contract. The contract amount is an estimate, and the Department does not guarantee that the contract maximum amount will be reached. The professional services that the Department is requesting shall be on an as-needed basis; the Department, in entering into an agreement, guarantees no minimum amount of business or compensation. Contracts awarded through this RFQ shall be subject to funding availability and early termination by Department, as provided in the Standard Provisions for City Contracts.

Funding for projects will be provided from various funding sources including to but not limited to Proposition K, Quimby, and Proposition 40.

FISCAL IMPACT STATEMENT:

Executing these as-needed contracts has no impact to the Department's General Fund.

This report was prepared by Jim Newsom, Management Analyst II, Planning, Construction and Maintenance Branch.

EXHIBIT A
REQUEST FOR QUALIFICATION
ENVIRONMENTAL SITE ASSESSMENT

"NON RESPONSIVE" RESPONDERS	REASONS FOR "NON-RESPONSIVENESS"
Andersen Environmental	1) Responder did not sign the Contractor Responsibility Ordinance (CRO) form on Page 68, 2) Responder did not "Print, Sign and Date" on Page 69 of CRO Questionnaire, 3) Responder did not provide an answer to question #9 of the CRO, Page 72.
Antea Group	1) Responder did not sign the "Reporting Requirement after award of a Contract" on page 59 of the RFQ document, 2) Responder did not sign the CRO form on page 68 of the RFQ document, 3) Responder did not sign the CRO Questionnaire on page 75 of the RFQ document.
ETIC ENGINEERING	1) Responder did not sign the "Reporting Requirement After Award of a Contract" on page 59 of this RFQ document.
The Planning Center	1) Responder did not sign the "Bidder Certification CEC" form 50 on page 20 of the RFQ document.