

REPORT OF GENERAL MANAGER

NO. 05-67

DATE March 16, 2005

C.D. 14

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: RINALDI PARK – POCKET PARK DEVELOPMENT (#1452A)(W.O. # E170950F) REVIEW OF BIDS AND AWARD OF CONTRACT

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

  
 \_\_\_\_\_  
 General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board:

1. Find that Thomsen Landscape, whose base bid of \$90,640.00, is the lowest responsible bidder for the Rinaldi Park – Pocket Park Development project (#1452A)(W.O. #E170950F);
2. Award the contract in the total award amount of \$90,640.00 to Thomsen Landscape all according to plans and specifications;
3. Authorize the Department’s Chief Accounting Employee to encumber funds in the amount of \$90,640.00 from the following fund and account numbers under the awarding authority of this Board Report;and

<u>FUND/DEPT/ACCT NO.</u>	<u>AMOUNT</u>
205W/88/WR01	\$90,640.00

4. Request Staff to prepare a contract, subject to approval of the City Attorney, after which the Board 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 December 8, 2004, the Board approved final plans and call for bids for the Rinaldi Park – Pocket Park Development, (#1452A)( W.O. #E170950F), located at 18501 West Rinaldi Street, Porter Ranch, CA, 91326 (Report No. 04-362). The basic scope of work includes minor grading, irrigation and landscaping, site furnishing, and hardscape work.

On January 18, 2005, the following bids were received:

<u>Designer</u>	<u>Estimate</u>	
Recreation and Parks/Bureau of Engineering	\$100,000.00	
<u>BIDDER</u>	<u>BASE BID</u>	<u>Additive Alternate No. 1</u>
Thomsen Landscape	\$90,640.00	\$10,300.00
<u>BIDDER</u>	<u>BASE BID</u>	<u>Additive Alternate No. 1</u>
Environmental Construction	\$117,252.00	\$19,000.00
<u>BIDDER</u>	<u>BASE BID</u>	<u>Additive Alternate No. 1</u>
HH Construction	\$120,000.00	\$24,000.00
<u>BIDDER</u>	<u>BASE BID</u>	<u>Additive Alternate No. 1</u>
Belaire-West Landscape, Inc.	\$142,650.00	\$35,000.00
<u>BIDDER</u>	<u>BASE BID</u>	<u>Additive Alternate No. 1</u>
Bentley Construction	\$170,000.00	\$25,000.00

Thomsen Landscape submitted the lowest base bid, as shown above. One additive alternate was also included in the bid package, but as there are only 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 without the additive alternate being exercised. The project was presented to the Prop K Steering Committee on February 24, 2005 and they are recommending that the Board award the Base Bid, at \$90,640.00, at this time. Additive Alternate No. 1 can be executed in the form of a Change Order if supplementary funding is identified at a late date.

Currently there is \$16,045.00 in from Prop 12 funds available for this project. There will be an additional \$154,675.00 available from Prop 12 funds following the State's receipt of the executed construction contract, Notice to Proceed and an advance payment request of 70% of the remaining available funds, \$123,740.00. The current available funds are inadequate to award the construction contract, so funds will be made available to cash flow the contract encumbrance from Fund 205,

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Account WR01. This account will be reimbursed immediately upon receipt of the State funds, which will be approximately 4 to 6 week after submittal of our advance payment request.

Staff has reviewed the outreach effort made by Thomsen Landscape and, based on the documents submitted, has determined that a "good faith" effort has been made. The contractor did not obtain any MBE/WBE participation but satisfied 90 of the 100-point requirements outlined by the Board's outreach program. The prime contractor proposes to perform approximately 73.8% of the work, sub-contracting 26%. The outreach Document Package is on file in the Board Office and a synopsis of said package is attached.

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

Staff reviewed the responsiveness and work performance of Thomsen Landscape 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.

This report was prepared by Ralph Lew, 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:** Thomsen Landscape

**Bid Date:** January 18, 2005

**Project Name:** Rinaldi Park – Pocket Park Development, (#1452A)(W.O. # E170950F)

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	Letter not on file	10	0
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.	No Ad or other verification included.	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>90</b>	
<b>MBE =0% WBE= 0%</b>			<b>MBE/WBE ACHIEVED: 0%</b>	

PRIME=73.8%