



# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

*"To Enrich Lives Through Effective and Caring Service"*

900 SOUTH FREMONT AVENUE  
ALHAMBRA, CALIFORNIA 91803-1331  
Telephone: (626) 458-5100  
www.ladpw.org

ADDRESS ALL CORRESPONDENCE TO:  
P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE

REFER TO FILE: **S-0**

February 24, 2005

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**AS-NEEDED SURVEYING SERVICES FOR  
VARIOUS COUNTY PROJECTS  
AWARD AGREEMENTS  
ALL SUPERVISORIAL DISTRICTS  
3 VOTES**

**IT IS RECOMMENDED THAT YOUR BOARD:**

Award and authorize the Acting Director of Public Works to execute agreements with RBF Consulting; Hall & Foreman, Inc.; and Psomas for as-needed surveying services for various County projects and establish the effective dates following Board approval. These three agreements will be for one year with two 1-year renewal options for an amount not to exceed an annual fee of \$300,000 each. The agreements will provide for cost-of-living adjustments if the renewal options are exercised.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

We are recommending that your Board authorize the Acting Director of Public Works to execute three consultant services agreements for as-needed surveying services and establish the effective dates following Board approval. The use of independent land surveying firms to provide topography, design surveys, and construction staking will allow Survey Division to meet design and construction demands. The current and anticipated workload will likely exceed the capacity of existing County resources, and

these agreements would allow the flexibility for a more efficient means of providing as-needed surveying services for scheduled projects while reducing procurement costs associated with individual contracts.

### **Implementation of Strategic Plan Goals**

This action meets the County's Strategic Plan Goal of Service Excellence and Organizational Effectiveness by increasing our capacity to handle peak workloads in a responsive manner.

### **FISCAL IMPACT/FINANCING**

The contract period for these three agreements will be for one year with two 1-year renewal options for a total contract period of three years. The annual not to exceed amount for each agreement is \$300,000.

Each survey request undertaken as a result of the awarding of these three contracts will be encumbered in appropriate funds such as, but not limited to, General, Flood, Road, Aviation, Waterworks, and Sewer. Funds will be encumbered at the time each survey request is undertaken. No work will be authorized without the prior review and approval of the Acting Director or Director.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

A standard services agreement, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the contract.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration of contract award RBF Consulting; Hall & Foreman, Inc.; and Psomas are willing to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

As required by your Board, language has been incorporated into the project specifications stating that the contractors shall notify their employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135, the Safely Surrendered Baby Law, and that they may be eligible for the Federal Earned Income Credit under Federal income tax laws.

RBF Consulting; Hall & Foreman, Inc.; and Psomas are in full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

### **ENVIRONMENTAL DOCUMENTATION**

A finding of environmental impact is not required for award of these surveying services agreements.

### **CONTRACTING PROCESS**

On June 16, 2004, Public Works issued a request for proposals to 45 firms for these services. Nine firms submitted proposals for review and evaluation. The proposals were evaluated by a panel of members from Public Works based on technical expertise, experience, personnel qualifications, and understanding of the work requirements. These evaluations were completed without regard to race, creed, color, or gender. Based on the review and evaluation of the proposals, Public Works selected RBF Consulting; Hall & Foreman, Inc.; and Psomas as the best qualified firms to perform the required services.

RBF Consulting; Hall & Foreman, Inc.; and Psomas' Community Business Enterprise participation data, required certification forms, and three-year contracting histories with the County are on file with Public Works.

The recommended contracts with all three firms will include a cost-of-living provision for the optional extension years.

As requested by your Board on February 3, 1998, these contract opportunities were listed on the Office of Small Business website. A copy of the website posting is enclosed for your reference.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

There will be no negative impact on current County services or projects during the performance of the recommended services.

The Honorable Board of Supervisors  
February 24, 2005  
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**CONCLUSION**

Please return one adopted copy of this letter to Public Works.

Respectfully submitted,

DONALD L. WOLFE  
Acting Director of Public Works

EFH:mdc  
C:\MDC\Letters\Board Letter\As-Needed Survey Board lette.doc

Enc.

cc: Chief Administrative Office  
County Counsel  
Department of Public Social Services (GAIN/GROW Program)

## DOING BUSINESS WITH US

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Award information has not been added at this time.

**Bid Information**
**Bid Number :** AEDM00017

**Bid Title :** As-Needed Survey Services

**Bid Type :** Service

**Department :** Public Works

**Commodity :** CONSULTING SERVICES - ANALYTICAL STUDIES AND SURVEYS

**Open Date :** 6/17/2004

**Closing Date :** 7/13/2004 5:00 PM

**Notice of Intent to Award :** [View Detail](#)
**Bid Amount :** \$ 00

**Bid Download :** Not Available

**Bid Description :** Services to be required include, but are not limited to: 1)Construction surveys - road construction, upgrading existing drainage facilities, new drainage facilities, staking sewer & water lines, & staking for clean-out of dams, debris basins & spreading grounds; 2) Design surveys - aerial photogrammetry & control, preconstruction topography, hydrography, dam monitoring, project area scanning, before & after construction topography.  
 Hard copies of Request for Proposals available from David Asato; contact at phone & e-mail below. Or fax request to him at (626) 979-5311. Copies may be picked up at Dept. of Public Works, 900 S. Fremont Ave., 8th Floor, Architectural Engineering Division, Alhambra, CA 91803.

**Contact Name :** David Asato

**Contact Phone# :** (626) 458-2586

**Contact Email :** [dasato@ladpw.org](mailto:dasato@ladpw.org)
**Last Changed On :** 6/21/2004 10:47:08 AM

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