COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

DONALD L. WOLFE, Director

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December 5, 2006

IN REPLY PLEASE
REFER TO FILE: MP-8

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:

LAND TITLE SERVICES
VARIOUS PUBLIC WORKS PROJECTS
AWARD AGREEMENT
ALL SUPERVISORIAL DISTRICTS
3 VOTES

IT IS RECOMMENDED THAT YOUR BOARD:

Authorize the Director of Public Works to execute a Consultant Services Agreement with Stewart Title of California, Inc., for a 3-year term and a $500,000 not-to-exceed aggregate fee to provide as-needed land title services at the discretion of the Director of Public Works. These services will be financed from the available Road and Flood funds starting in Fiscal Year 2006-07.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

We are recommending that your Board authorize the Director of Public Works to obtain land title services to enhance Public Works' effectiveness in performing various real estate transactions.

Public Works is currently managing hundreds of active projects that are in various stages and require real estate services. The number of projects administered by Public Works is expected to increase substantially in the near future.

To ensure the use of adequate resources with the appropriate level of training and experience to deliver projects on schedule and with continuity, we are requesting an as-needed land title services Agreement with Stewart Title. This action will supplement our available resources for land title activities over the next 3 years. The consultant's staff, under Public Works' supervision, will provide land title services for the Department's various real estate-related activities.

Implementation of Strategic Plan Goals

This action meets the County Strategic Plan Goal of Fiscal Responsibility by supporting investment in public infrastructure. It is also consistent with the County Strategic Plan Goal of Organizational Effectiveness. The use of as-needed Consultant Services Agreements enables Public Works to better manage fluctuations in workload and thereby provide responsive services to our communities.

FISCAL IMPACT/FINANCING

This Agreement will be for a 3-year term and will not exceed an aggregate amount of $500,000. Financing is available in the Road and Flood funds starting in Fiscal Year 2006-07. There will be no impact on the County's General Fund. Therefore, the total annual expenditures for this Agreement will not exceed the amount approved by your Board, and no services will be ordered without the funding authorization of Public Works' Financial Management Branch.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard Agreement, in the form previously approved by County Counsel, will be used for the recommended Agreement. The standard Board-directed clauses that provide for Contract terminations, renegotiations, and hiring qualified displaced County employees will be included.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for Contract award, Stewart Title is willing to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

As required by your Board, language will be incorporated into the Consultant Services Agreement stating that Stewart Title shall notify its employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135 (Safely Surrendered

Baby Law) and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

Stewart Title is 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

Because it can be seen with certainty that the award of this Agreement will have no possible impact on the environment, this action is not subject to the California Environmental Quality Act.

CONTRACTING PROCESS

On July 3, 2002, Public Works issued a Request for Proposals for as-needed real estate services to assist us in obtaining right of way for the County's various projects.

The Request for Proposals invited 38 firms to compete in each of four categories of real estate services: right of way engineering, land title, real estate appraisal, and right of way acquisition.

We received 17 proposals, which were assessed by an Evaluation Committee consisting of Public Works' staff. Stewart Title qualified for land title services and is one of the 11 firms that the Evaluation Committee selected. The selected firms are the best qualified to provide the required real estate services based upon their proposed organizational structure, support resources, technical and administrative expertise, experience, and proposed work plan. The firms were selected without regard to race, creed, color, or gender.

Given the broad range and high volume of projects carried out by the County, Public Works will benefit from the flexibilities offered by consultant firms by competently matching the expertise of real estate services firms with the nature and requirements of specific projects.

As requested by your Board on February 3, 1998, this Contract opportunity was listed on the Doing Business with Us website. A copy of the website posting is included in the enclosure for your reference.

The Community Business Enterprise participation data for Stewart Title (23 percent minority owned and 38 percent women owned), along with their 3-year contracting histories, are on file with Public Works.

Public Works has evaluated and determined that this recommended Agreement is not a Proposition A Contract as it is for services that are technical in nature and needed on a part-time and intermittent basis; therefore, the Los Angeles County Code 2.201 (Living Wage Program) does not apply.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Authorizing a Consultant Services Agreement with Stewart Title will allow Public Works to efficiently carry out the right of way acquisition process for the County's projects. Our use of as-needed Consultant Services Agreements will help us better manage fluctuations in workload and thereby provide services that are more responsive to our citizens.

CONCLUSION

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

Respectfully submitted,

for DONALD L. WOLFE
Director of Public Works

TAD:psr
P8:\BD LTR LAND TITLE SVCS

Enc.

cc: Auditor-Controller
Chief Administrative Office
County Counsel
Office of Affirmative Action Compliance
Department of Public Social Services (GAIN/GROW Program)

ENCLOSURE A

Award information has not been added at this time.

Bid Information

Bid Number : M02R156921
Bid Title : Real Estate Services As-Needed - Development of Select Lists
Bid Type : Service
Department : Public Works
Commodity : CONSULTING SERVICES - REAL ESTATE/LAND
Open Date : 7/8/2002
Closing Date : 8/15/2002 5:00 PM
Notice of Intent to Award : View Detail
Bid Amount : N/A
Bid Download : Not Available
Bid Description : The Los Angeles County Department of Public Works is inviting proposals from qualified firms to provide As-Needed Real Estate Services for various projects throughout Los Angeles County. These services are to assist the Department's Mapping & Property Management Division in performing these services for the Department. These services include Right of Way Engineering, Land Title, Appraisal and Acquisition services. The objective of this solicitation is to assemble a listing of qualified firms that demonstrate the experience and capability to provide the requested services. Four lists will be developed from this solicitation, one list for each service. Each list may contain as many as five firms. Firms may be qualified for all services or for Right of Way Engineering, Land Title, Appraisal or Acquisition services individually. Firms are requested to clearly identify in the proposal, which service or services the firm is qualified to provide. When specific projects or needs are identified, a consultant will be selected from the aforementioned qualified lists, and a specific scope of work and fees will be negotiated as appropriate. Public Works reserves the right to match potential projects and needs to qualified firms based on performance, scheduling, and other factors. Proposals must be addressed and submitted to the Department of Public Works, Architectural Engineering Division, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803, attention Ms. Kathleen Gandara, no later than 5:00 p.m., August 15, 2002. Envelopes should be marked: "Real Estate Services". To obtain a copy of the RFP, please e-mail your request, include contact name, phone, and address, to kgandara@ladpw.org. Please e-mail your request and any questions.
Contact Name : Kathleen Gandara
Contact Phone# : (626) 458-2566
Contact Email : kgandara@ladpw.org
Last Changed On : 7/8/2002 1:00:12 PM

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