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June 17, 2008

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:

DEPARTMENT OF REGIONAL PLANNING: ENVIRONMENTAL IMPACT REPORT, NOISE TECHNICAL STUDY AND TRANSPORTATION TECHNICAL STUDY FOR THE UPDATE OF THE LOS ANGELES COUNTY GENERAL PLAN (ALL DISTRICTS AFFECTED) (3 VOTES)

SUBJECT

Recommendation to award a three-year contract to The Planning Center in a sum not to exceed $847,254 plus 15 percent contingency ($127,088) for unforeseen additional work within the scope of the contract to develop an Environmental Impact Report, Noise Technical Study and Transportation Technical Study for the update of the Los Angeles County General Plan.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and instruct the Chair to sign the enclosed three-year contract with The Planning Center, effective the day after your Board's approval or July 15, 2008, whichever is later, at a maximum contract amount of $847,254 plus 15 percent contingency ($127,088) for unforeseen additional work.

2. Authorize the Director of Planning or designee to increase the contract award by an amount not to exceed 15 percent of the total contract sum for unforeseen additional work within the scope of the contract.

3. Authorize the Director of Planning or designee to approve and execute amendments to incorporate necessary changes to the contract that do not significantly affect the scope of work or exceed the maximum contract sum of $847,254 plus contingency; and to suspend work if, in the opinion of the Director of Planning, it is in the best interest of the County.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the recommended actions is for your Board to approve the award of a contract with The Planning Center to develop the Environmental Impact Report (EIR), Noise Technical Study and Transportation Technical Study for the Los Angeles County General Plan. The General Plan is being comprehensively updated by the Department of Regional Planning (DRP) with new and revised goals and policies, compliance with legal planning requirements, technical changes, and implementation action programs which are anticipated to have significant environmental impacts. These impacts must be assessed and in compliance with the California Environmental Quality Act (CEQA), the County is required to prepare an EIR. Concurrently with the EIR, technical studies for transportation and noise will be conducted to provide the foundation data necessary for environmental analysis of these issues associated with the County General Plan.

The EIR will inform decision makers and the public of potential significant environmental effects of the comprehensive update of the General Plan; propose mitigation measures, and where feasible, reduce significant impacts; and examine alternatives to the proposed project that could reduce or avoid potential environmental impacts.

When the EIR is certified it will be utilized in the evaluation of future projects throughout the unincorporated areas of the County. It will be a foundation document that future environmental reviews will be able to build on and/or alleviate the need to prepare detailed subsequent environmental documentation for development projects consistent with the adopted General Plan.

Implementation of Strategic Plan Goals

The recommendations are consistent with the principles of the Countywide Strategic Plan Goal No. 1 (Service Excellence), and Goal No. 6 (Community Services), by providing the public with services that are both beneficial and responsive.

FISCAL IMPACT/FINANCING

The contract sum is $847,254 plus 15 percent ($127,088), for unforeseen additional work within the scope of the contract. The contract sum is based on the price quoted by the contractor. Additional tasks are often the result dictated by external variables for projects of this nature, for example, new State requirements adopted after the initiation of the contract may require that the EIR be revised. This can happen during the final stages of the completion of the EIR. The contingency will accommodate such additional tasks if needed.

The DRP's Fiscal Year 2007-08 operating budget includes sufficient funding for the services. Additional funding, if required, has been included in the Fiscal Year 2008-09 Priority Needs Request.

The contract does not include provisions for cost of living adjustments throughout the term of this contract.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The contract contains all of the most recent required provisions including, but not limited to, non-responsibility and debarment, child support compliance, GAIN/GROW, Safely Surrendered Baby Law, and the provisions of paid jury service time for the contractor's employees.

This is a non-Prop A contract. Consequently, there are no departmental employee relations issues and the contract will not result in a reduction of County services. Furthermore, the DRP evaluated and determined that the Living Wage Program (County Code Chapter 2.201) does not apply to this contract.

Data regarding the proposers minority participation is on file with the DRP. The contractor was selected upon final analysis and consideration without regard to race, creed, gender, or color.

The DRP will not require the contractor to perform services that exceed the Board-approved contract sum, scope of work, and/or contract term.

County Counsel has approved the contract as to form.

ENVIRONMENTAL DOCUMENTATION

The services provided through this contract will not have an effect on the environment and therefore, this contract is exempt from CEQA, pursuant to Section 15378 (b) (4) of the CEQA Guidelines.

CONTRACTING PROCESS

The DRP conducted a competitive Request for Proposals (RFP) to solicit the services. The RFP was released on February 7, 2008. Consistent with the RFP process, interested contractors were required to submit a proposal demonstrating their ability to provide the services. The solicitation information was made available through the Internet on the County of Los Angeles Internal Services Department website, and an advertisement was placed in the Los Angeles Times.

In response to the advertisement efforts, a copy of the RFP was provided to 19 potential contractors. Three proposals were received by the February 28, 2008 deadline. These proposals were reviewed using an initial "pass/fail" process to determine which proposals would be evaluated. The initial screening was consistent with the Selection Process and Evaluation Criteria set forth in the RFP. The three proposals received passed the initial screening of the RFP process.

An evaluation committee was formed to evaluate the proposals. The committee comprised of representatives from the DRP, the Department of Public Works, the Department of Parks and Recreation, and the Community Development Commission. The evaluation committee members objectively evaluated the proposals submitted by the following proposers:

- PBS&J
- PMC
- The Planning Center

The evaluation committee members reviewed the proposals consistent with the selection process and evaluation criteria set forth in the RFP which included price, experience, work plan, financial resources, and references. In addition, all three proposers were interviewed by the evaluation committee. The Planning Center received consistently higher scores in most categories of the evaluation. While The Planning Center was not the lowest-cost bid, this firm was the highest ranked proposer. Furthermore, The Planning Center proposal offered a superior service and was determined to have more corporate qualifications and resources than the competing proposals.

DEBRIEFING

On May 1, 2008, the DRP notified the non-recommended proposers that their firms were not recommended for contract award based on the evaluation of their proposal. In addition, the DRP offered to debrief the non-recommended proposers on the proposal evaluations. One non-recommended proposer is satisfied with the results of the debriefing and indicated to the DRP that they would not continue with the protest process. The other non-recommended proposer did not submit the request for a debriefing by the deadline indicated on the May 1, 2008 notification.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The award of this contract will not infringe on the role of the County in relationship to its residents. The County's ability to respond to emergencies will not be impaired. There is no change in risk exposure to the County.

CONCLUSION

Upon Board approval, the Executive Office, Board of Supervisors, is requested to return one adopted, stamped Board letter, and two original signature copies of the contract to the Director of Planning.

Respectfully submitted,

WILLIAM T FUJIOKA
Chief Executive Officer

WTF:LS
BWM:AO:lr

Attachment

c: County Counsel
Department of Regional Planning