County of Los Angeles
CHIEF EXECUTIVE OFFICE
Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
http://ceo.lacounty.gov

WILLIAM T FUJIOKA
Chief Executive Officer

Board of Supervisors
GLORIA MOLINA
First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

March 6, 2012

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 PUBLIC WORKS: FIRE DISTRICT
BARTON HELIPORT FUEL SYSTEM
REFURBISHMENT PROJECT
CITY OF LOS ANGELES
CATEGORICAL EXEMPTION – ESTABLISH CAPITAL PROJECT
APPROVE TOTAL PROJECT BUDGET
APPROVE APPROPRIATION ADJUSTMENT
ADOPT, ADVERTISE, AND AWARD
SPECS. 7138; CAPITAL PROJECT NO. 89032
(FIFTH DISTRICT) (4 VOTES)

SUBJECT

These actions will find that the Project is categorically exempt under the California Environmental Quality Act, establish the capital project, approve the total Project budget, adopt plans and specifications, advertise for bids, and to allow the Department of Public Works to award and execute a construction contract to construct the Barton Heliport Fuel System Refurbishment Project; and approve appropriation adjustment.

JOINT RECOMMENDATION WITH THE FIRE CHIEF THAT YOUR BOARD, ACTING AS THE GOVERNING BODY OF THE CONSOLIDATED FIRE PROTECTION DISTRICT:

1. Find that the proposed Barton Heliport Fuel System Refurbishment Project is categorically exempt from the California Environmental Quality Act for the reasons stated in this letter and in the Project files.

2. Establish Capital Project No. 89032 for the Barton Heliport Fuel System Refurbishment Project and approve the $2,954,000 total Project budget.

3. Approve the appropriation adjustment to transfer $469,000 from the Fire District's Designation for Capital Projects to Capital Project No. 89032 to fully fund the Project.

4. Adopt plans and specifications for construction of the Barton Heliport Fuel System Refurbishment Project at an estimated $1,988,800 construction cost, and instruct the Executive Officer of the Board of Supervisors to advertise for bids to be received and opened on April 3, 2012, in accordance with the Instruction Sheet for Publishing Legal Advertisements.

5. Authorize the Director of Public Works, or her designee, to execute a consultant services agreement with the apparent Lowest Responsive and Responsible Bidder to prepare a baseline construction schedule for a $5,000 not-to-exceed fee funded by existing Project funds.

6. Delegate to the Director of Public Works, or her designee, the authority to determine, in accordance with the applicable contract and bid specifications, whether the apparent Lowest Responsive and Responsible Bidder has timely prepared a satisfactory baseline construction schedule and satisfied all conditions for contract award, including the criteria adopted by your Board for contract award. Upon the determination that all such conditions have been satisfied, authorize the Director of Public Works, or her designee, to award and execute a construction contract, in the form previously approved by County Counsel, to the apparent Lowest Responsive and Responsible Bidder so long as the bid amount does not exceed $1,988,800, and to establish the effective date of the contract upon receipt of acceptable performance and payment bonds and evidence of required contractor insurance.

7. Delegate authority to the Director of Public Works, or her designee, to manage and deliver the Barton Heliport Fuel System Refurbishment Project, to issue change orders pertaining to the construction contract for the Project, within the same authority and limits delegated under the County Code to the Director of Public Works, or her designee, for purposes of County projects, to accept the Project, and to release retention.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will find that the Barton Heliport Fuel System Refurbishment Project (Project) is exempt from California Environmental Quality Act (CEQA) and allow the Department of Public Works (Public Works) to proceed with the solicitation of bids for construction, award a construction contract, and proceed with the implementation and delivery of the Project located at 12605 Osborne Street, Pacoima, California 91331.

Barton Heliport is the Fire District's largest and main aircraft fueling and maintenance center. A vast majority of the Fire District's aircraft fleet is housed at this facility. The improvements will allow the helicopters and support vehicles to refuel faster and in a safer and more reliable setting.

The existing heliport refueling system is aging and in constant need of repairs in order to maintain a safe environment and fueling capability for the Fire District's helicopter fleet. The scope of the proposed Project includes the installation of a new above ground fuel tank, repairs to the existing underground tank containment connections, a new pumping system, underground piping replacement of single wall piping with new double wall piping, a waste oil storage tank replacement, and an upgraded electrical system to include a generator system for the new fuel pumps.

It is recommended that your Board authorize the Director of Public Works, or her designee, to award and execute a construction contract to the Lowest Responsive and Responsible Bidder as defined in the Facts and Provisions/Legal Requirements section of this letter.

The proposed consultant services agreement with the apparent Lowest Responsive and Responsible Bidder to prepare a baseline construction schedule that conforms to the County's schedule specification is critical to successfully manage construction activities by both the contractor and the County. Bid documents provide that if the apparent Lowest Responsive and Responsible Bidder fails to complete an acceptable schedule, the Director of Public Works, or her designee, may return to your Board to recommend that the bidder be determined nonresponsible and recommend awarding the construction contract to the next apparent Lowest Responsive and Responsible Bidder, contingent on that bidder completing a baseline schedule that conforms to the County's specifications.

Green Building/Sustainable Design Program

The Project will support your Board's Green Building/Sustainable Design Program through recycling of building materials, the use of locally manufactured materials, and energy-efficient equipment. There will be environmental benefits from the completed Project due to a reduction in fuel waste as a result of system improvements included in the design.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provision of Operational Effectiveness (Goal 1) by improving the efficiency, quality, and responsiveness of County services to all residents. We are also directed to improve Community and Municipal Services (Goal 3) by offering a wide range of services responsive to each community's specific needs. This Project will achieve these goals as it is an investment in public infrastructure that will improve the Fire District's ability to deploy, maintain, and operate their fleet of fire fighting helicopters that will serve all the communities in the County.

FISCAL IMPACT/FINANCING

The total proposed Project cost is currently estimated at $2,954,000, including plans and specifications, plan check, construction, change orders, consultant services, miscellaneous expenditures, Civic Art allocation, and County services. Public Works' fair construction cost estimate for the Project is $1,988,800 (including a 10 percent bid contingency).

Approval of the recommended appropriation adjustment (Attachment C) will transfer $469,000 from the Fire District's Designation for Capital Projects to Capital Project No. 89032 into the Fire Accumulated Capital Outlay Fund to fully fund the Project. There is no impact to net County cost.

The proposed Project Schedule and Budget Summary are included in Attachment A.

Operating Budget Impact

There will be no impact to the current operating budget. The Chief Executive Office will review the cost estimates and work with the Fire District to determine appropriate operating requirements and available funding.

Based upon the Project schedule, one-time or ongoing operating costs resulting from this development Project would not be anticipated to be incurred by the Fire District until Fiscal Year 2012-13.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The contract will contain terms and conditions supporting your Board's ordinances and policies, including, but not limited to: County Code Chapter 2.200, Child Support Compliance Program; County Code Chapter 2.202, Contractor Responsibility and Debarment; County Code Chapter 2.203, Contractor Employee Jury Service Program; County Code Chapter 2.206, Defaulted Property Tax Reduction Program; Board Policy 5.050, County's Greater Avenues for Independence (GAIN) and General Relief Opportunity for Work (GROW) Programs; Board Policy 5.060, Reporting of Improper Solicitations; Board Policy 5.110, Contract Language to Assist in Placement of Displaced County Workers; and Board Policy 5.135, Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law).

Applicable law, including the State Public Contract Code, requires the County to award construction contracts to the apparent Lowest Responsive and Responsible Bidder, which refers to the firm that: (1) submits the bid with the lowest cost; (2) is deemed by the County to be "responsive" to specific criteria under the solicitation, including, but not limited to, licensure, bonding, and insurance requirements; and (3) is determined by the County to be a "responsible" bidder by exhibiting the quality, fitness, capacity, experience, and trustworthiness to satisfactorily perform the work required under the bid solicitation.

To ensure that the contract is awarded to the Lowest Responsive and Responsible Bidder with a satisfactory history of performance, bidders are required to report violation of the False Claims Act, criminal convictions, civil litigation, defaulted contracts with the County, complaints filed with the contractor's State License board labor law/payroll violation, and debarment actions. As provided for in the Board Policy 5.140, the information reported by the contractor will be considered before making a recommendation to award.

Per your Board's Civic Art Policy adopted on December 7, 2004, and revised on December 15, 2009, the project includes 1 percent of the estimated design and construction costs to be allocated to the Civic Art Special Fund.

ENVIRONMENTAL DOCUMENTATION

The proposed Project is categorically exempt from the provisions of CEQA. The Project consists of the replacement and minor alteration of existing structures, including electrical and mechanical systems upgrades; and, therefore, is within a class of projects that has been determined not to have a significant effect on the environment in that it meets the criteria set forth in Section 15301(a) of the State CEQA Guidelines and Class 1 of the County of Los Angeles Environmental Document Procedures and Guidelines, Appendix G. The Project involves negligible or no expansion of existing use currently at the Barton Heliport. In addition, there are no cumulative impacts, unusual circumstances, or other limiting factors that would make the exemption inapplicable based on the Project records.
Upon your Board's approval of the Project, Public Works will file a Notice of Exemption with the Registrar-Recorder/County Clerk in accordance with Section 15062 of the State CEQA Guidelines.

CONTRACTING PROCESS

A standard 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 required by your Board, language has been incorporated into the Project's specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees that they may be eligible for the Federal Earned Income Credit under the Federal income tax law (Federal Income Tax Law, Internal Revenue Service Notice 1015).

Advertising for bids will be in accordance with the County's standard Instruction Sheet for Publishing Legal Advertisements (Attachment B).

As requested by your Board on February 3, 1998, this contract opportunity will be listed on the Doing Business with Us website.

The contract requires the contractor to pay its employees applicable prevailing wages in accordance with the California Labor Code.

Participation by Community Business Enterprises (CBE) in the Project is encouraged through Public Works' Capital Projects' CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBEs.

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.

CONCLUSION

Please return one adopted copy of this Board letter to the Chief Executive Office, Capital Projects Division; Fire Department; Arts Commission; and Department of Public Works, Project Management Division II.

Respectfully submitted,

WILLIAM T FUJIOKA
Chief Executive Officer

DARYL L. OSBY
Fire Chief

WTF:DLO:RLR
DJT:SW:CY:cvb

Attachments

c: Executive Office, Board of Supervisors
County Counsel
Arts Commission
Auditor-Controller
Internal Services
Public Works

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ATTACHMENT A
March 6, 2012

DEPARTMENT OF PUBLIC WORKS: FIRE DISTRICT
BARTON HELIPORT FUEL SYSTEM
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I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Project Needs Assessment	06/04/08*
Project Feasibility	12/15/10*
Design Construction Documents Jurisdictional Approval	 11/04/11* 01/10/12*
Construction Bid and Award	05/03/12
Construction Substantial Completion Project Acceptance	 12/31/12 01/30/13

*Indicates completed activities.

II. PROJECT BUDGET SUMMARY

Budget Category	Project Budget
Land Acquisition	$ 0
Construction	
Low Bid Contract	$ 1,808,000
Bid Contingency (10 percent)	$ 180,800
Change Orders	$ 197,900
Civic Arts	$ 19,000
Subtotal	**$ 2,205,700**
Programming/Development	**$ 0**
Plans and Specifications	**$ 130,000**
Consultant Services	
Deputy Inspection	$ 30,000
Hazardous Materials	$ 25,000
Geotech/Soils Test	$ 50,000
Cost Estimating	$ 9,100
Construction Management- Constructability Review	$ 10,900
Environmental	$ 25,000
Scheduling	$ 9,000
Subtotal	**$ 159,000**
Miscellaneous Expenditures	
Printing	$ 10,000
Subtotal	**$ 10,000**
Jurisdictional Review/Plan Check/Permit	**$ 20,000**
County Services	
Code Compliance and Quality Control Inspections	$ 96,500
Contract Administration	$ 30,000
AED Support Services	$ 10,000
Project Management	$ 165,100
Project Management Support Services	$ 15,100
Secretarial	$ 5,400
Document Control	$ 47,800
Land Development Division	$ 20,000
Project Technical Support	$ 20,000
Consultant Contract Recovery	$ 8,900
Office of Affirmative Action	$ 10,500
Subtotal	**$ 429,300**
Total	**$ 2,954,000**

ATTACHMENT B
March 6, 2012

DEPARTMENT OF PUBLIC WORKS: FIRE DISTRICT
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PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper or ten times in a daily newspaper. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803-1331.

OFFICIAL NOTICE
INVITING BIDS

Notice is hereby given that the Director of Public Works will receive sealed bids for furnishings, materials, labor, and equipment required to complete construction for the following work:

SD	SPECS	PROJECT	BID DOC. FEE	DATE OF BID OPENING
5	7138	Barton Heliport Fuel System Refurbishment 12605 Osborne Street Pacoima, California 91331	$75	April 3, 2012

Copies of the project manual and drawings may be downloaded for free from the Los Angeles County Public Works website http://dpw.lacounty.gov/go/construction contracts; or for $75, copies of the project manual and drawings may be obtained at the Cashier's office, Department of Public Works, 900 South Fremont Avenue, Mezzanine Floor, Alhambra, California 91803. For bid information, please call (626) 458-2563. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's office no later than 1:45 p.m. on April 3, 2012. Bids will be publicly opened, examined, and declared by Public Works at 2:00 p.m. on this date in Architectural Engineering Division's Conference Room, 900 South Fremont Avenue, Alhambra, California 91803.

Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess an active B and a C61/D-40 license classification or listing a subcontractor with the specialty classification at the time of award bid submittal. The contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project. The contractor and all of its subcontractors of any tier shall be required to pay prevailing wages to all workers employed in the execution of the work of improvement in accordance with the Labor Code Section 1770 et seq. Copies of prevailing rate of per diem wages are on file at the Department of Public Works, Architectural Engineering Division, which shall be made available to any interested party upon request.

PREBID CONFERENCE

Public Works' Project Management Team will hold a pre-bid conference at 2:00 p.m. on March 20, 2012, at the project site, 12605 Osborne Street, Pacoima, CA 91331, to provide information on the project, bidding process, and answer any questions that the potential bidders may have. For further directions, please contact Ms. Ivonne Pena with the Public Works' Project Management Team at (626) 458-2585.

OTHER INSTRUCTIONS

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code, to contract with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical or inconsequential errors and discrepancies in bids submitted in the public's interest.

Si necesita información en español, por favor llame al Teléfono (626) 458-2563.

Upon 72 hours notice, Public Works can provide program information and publications in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our main office in Alhambra (900 South Fremont Avenue), which is accessible to individuals with disabilities. To request accommodations ONLY, or for more ADA information, please contact our departmental ADA Coordinator at (626) 458-4081 or TDD (626) 282-7829, Monday through Thursday, from 7 a.m. to 5:30 p.m.

Con 72 horas de noticia, el Departamento puede proveerle información y publicaciones sobre el programa y formatos alternativos o hacer adaptaciones para incapacitados. Además, documentación sobre el programa está disponible en nuestra oficina principal en Alhambra (900 South Fremont Avenue), la cual es accesible para individuos con incapacidades. Para solicitar adaptaciones SOLAMENTE, o para más información del ADA, póngase en contacto con nuestro Coordinador del ADA del Departamento al (626) 458-4081 o TDD (626) 282-7829, de lunes a jueves de las 7 a.m. a 5:30 p.m.

By order of the Board of Supervisors of the County of Los Angeles, State of California, dated March 6, 2012.

Specs. 7138

SACHI A. HAMAI, EXECUTIVE OFFICER
OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES

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BA FORM 09-09

BOARD OF SUPERVISORS OFFICIAL COPY

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPT'S. NO. 390-13

DEPARTMENT OF FIRE

March 6, 2012

AUDITOR-CONTROLLER:

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. PLEASE CONFIRM THE ACCOUNTING ENTRIES AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

FY 2011-12
4 - VOTE

SOURCES	USES
Fire Department DA1-3016 DES for Capital Projects - $469,000 DECREASE DESIGNATION	Fire Department - Financing Element Budget Unit DA1-FR-6100-40100-40109 Other Financing Uses - $469,000 INCREASE APPROPRIATION
Fire Department Barton Heliport Fuel System Rfurb Project J13-CP-96-9919-65033-89032 Operating Transfers In/CP - $469,000 INCREASE REVENUE	Fire Department Barton Heliport Fuel System Rfurb Project J13-CP-6014-65033-89032 Capital Assets - B&I - $469,000 INCREASE APPROPRIATION

SOURCES TOTAL: $ 938,000 USES TOTAL: $ 938,000

JUSTIFICATION: TO REDUCE THE DESIGNATION FOR CAPITAL PROJECTS TO FUND THE BARTON HELIPORT FUEL SYSTEM REFURB PROJECT.

AUTHORIZED SIGNATURE: LES SEIDMAN, ASSISTANT CHIEF FINANCIAL MANAGEMENT DIVISION

BOARD OF SUPERVISOR'S APPROVAL (AS REQUESTED/REVISED)

REFERRED TO THE CHIEF EXECUTIVE OFFICER FOR—

- [ ] ACTION
- [x] RECOMMENDATION

- [x] APPROVED AS REQUESTED
- [ ] APPROVED AS REVISED

AUDITOR-CONTROLLER BY Karen Fukuma

B.A. NO. 122 Feb 22 2012

CHIEF EXECUTIVE OFFICER BY Naim Mostafavi

2/23 2012

SEND 6 COPIES TO THE AUDITOR-CONTROLLER