



WILLIAM T FUJIOKA
Chief Executive Officer

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>

"To Enrich Lives Through Effective And Caring Service"

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

August 06, 2013

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

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS:
PARKS BUREAU EAST MODULAR
BUILDING REPLACEMENT PROJECT
FRANK G. BONELLI REGIONAL PARK
ADOPT AND ADVERTISE CONSTRUCTION CONTRACT
SPECS. 7170; CAPITAL PROJECT NO. 77296
(FIFTH DISTRICT)
(3 VOTES)**

SUBJECT

This action will adopt plans and specifications for construction, and advertise for bids for the Parks Bureau East Modular Building Replacement Project in the City of San Dimas.

IT IS RECOMMENDED THAT THE BOARD:

1. Adopt the plans and specifications that are on file with the Department of Public Works' Architectural Engineering Division for construction of site work and utilities connections for the Parks Bureau East Modular Building Replacement Project at an estimated construction contract cost of \$410,000, and instruct the Executive Officer of the Board of Supervisors to advertise for bids to be received and opened on September 4, 2013, in accordance with the Instruction Sheet for Publishing Legal Advertisements.
2. 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 \$2,200 not-to-exceed fee funded by the existing Project funds, and to establish the effective date following Board approval.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will adopt plans and specifications and allow advertising for bids for the construction of site work and utility connection for the Parks Bureau East Modular Building Replacement Project (Project), located at 120 East Via Verde Drive in the City of San Dimas, within the Frank G. Bonelli Regional Park (Bonelli Park), and will authorize Public Works to execute a consultant services agreement for the preparation of a baseline construction schedule with the apparent Lowest Responsive and Responsible Bidder. The Project scope includes the installation of a 2,400-square-foot modular building along with pertinent site work that includes grading and utility connections.

On June 26, 2012, the Board established the capital project, found the Project categorically exempt from the California Environmental Quality Act (CEQA), and authorized the Director of Public Works, or her designee, to proceed with design. The Board also authorized the Internal Services Department (ISD) in its capacity as the County's Purchasing Agent to proceed with the acquisition of a new modular building for the Project at an estimated cost of \$300,000.

Plans and specifications, and jurisdictional approvals are now complete. We can now proceed with adopting plans and specifications, advertising for bids for the construction of the site work, and working with ISD to issue a purchase order for the modular building.

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 specifications 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, Public Works may return to the 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.

Upon receipt and review of all bids, the apparent responsible contractor with the lowest responsive bid will be determined. Public Works will return to the Board to recommend the award of the construction contract to the apparent Lowest Responsive and Responsible Bidder.

Green Building/Sustainable Design Program

The Project supports the Board's Green Building/Sustainable Design Program by using energy-efficient light fixtures with light sensor controls and photocells for outdoor lighting. There will be savings due to a reduction in electricity as a result of the sustainable building elements included in the design. The Project will also use water-efficient fixtures in the restrooms. This will result in a reduction in the amount of potable water used.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provision of Operational Effectiveness (Goal 1) by maximizing the effectiveness of process, structure, and operations to support timely delivery of customer-oriented and efficient public service.

FISCAL IMPACT/FINANCING

On June 26, 2012, the Board approved a Project budget of \$1,398,000, which includes construction, change orders, Civic Art, plans and specifications, jurisdictional approvals, consultant services, miscellaneous expenditures, and County Services. Due to jurisdictional agency requirements, the fee for plans and specifications increased from what was initially budgeted. The increase in costs was offset by a reduction in Public Works' estimated construction cost and savings in County services. The total Project cost remains at \$1,398,000. Public Works' fair construction cost estimate for the procurement of the modular building and the construction of site work is \$710,000 (\$300,000 for the modular building, and \$410,000 for the construction site work).

There are currently sufficient funds in Capital Project No. 77296 to fully fund the Project. There is no impact to net County costs.

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

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The contract will contain terms and conditions supporting the 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 Opportunities 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 lowest-cost bid; (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 apparent Lowest Responsive and Responsible Bidder with a satisfactory history of performance, bidders are required to report violations 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 violations, and debarment actions. As provided for in Board Policy 5.140, the information reported by the contractor will be considered before making a recommendation to award.

As required by the Board, the Project cost includes 1 percent of the estimated design and construction costs to be allocated to the Civic Art Special Fund per the Board's Civic Art Policy, adopted on December 7, 2004, and revised on December 15, 2009.

ENVIRONMENTAL DOCUMENTATION

On June 26, 2012, the Board found the Project categorically exempt from the provisions of CEQA, in accordance with CEQA Guidelines, Section 15301(a), (d), (e), (f), and (l); Section 15302(b); and Section 15303(c) and (d) and (e) of the CEQA Guidelines and Class 1 and 4 of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. A Notice of Exemption was filed with the Registrar Recorder/County Clerk on July 3, 2012.

CONTRACTING PROCESS

A standard contract, 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 the Board, language has been incorporated into the Project 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 the Board on February 3, 1998, this contract opportunity will be listed on the "Doing Business with Us" website. In addition, prospective bidders will be able to download plans and specifications on the Public Works' website free of charge. Following receipt of bids and award of the consultant services contract for preparation of a baseline construction schedule to the apparent Lowest Responsive and Responsible Bidder, we will return to the Board for award of the construction contract.

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.

A copy of the plans and specifications are on file in the Public Works' Architectural Engineering Division.

The acquisition and installation of the modular building falls under the statutory authority of the County's purchasing agent and will be accomplished in accordance with the County's purchasing policies and procedures established by ISD.

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, Facilities and Asset Management Division, and the Department of Public Works.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'WTF', followed by a large, stylized flourish that resembles a heart or a large 'M' shape, and then a horizontal line extending to the right.

WILLIAM T FUJIOKA
Chief Executive Officer

WTF:RLR:DJT
TJ:MJD:zu

Enclosures

c: Executive Office, Board of Supervisors
County Counsel
Auditor-Controller
Internal Services

ATTACHMENT A

**DEPARTMENT OF PUBLIC WORKS:
PARKS BUREAU EAST MODULAR
BUILDING REPLACEMENT PROJECT
FRANK G. BONELLI REGIONAL PARK
ADOPT AND ADVERTISE CONSTRUCTION CONTRACT
SPECS. 7170; CAPITAL PROJECT NO. 77296
(FIFTH DISTRICT) (3 VOTES)**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date	Revised Completion Date
Project Feasibility	11/24/10*	N/A
Design Construction Documents Jurisdictional Approvals	12/19/12* 02/20/13	N/A 05/01/13*
Construction Bid and Award	06/04/13	11/27/13
Construction Substantial Completion Project Acceptance	12/31/13 03/03/14	07/07/14 09/15/14

*Indicates completed activity.

August 6, 2013

ATTACHMENT B

**DEPARTMENT OF PUBLIC WORKS:
PARKS BUREAU EAST MODULAR
BUILDING REPLACEMENT PROJECT
FRANK G. BONELLI REGIONAL PARK
ADOPT AND ADVERTISE CONSTRUCTION CONTRACT
SPECS. 7170; CAPITAL PROJECT NO. 77296
(FIFTH DISTRICT) (3 VOTES)**

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:

<u>SD</u>	<u>SPECS</u>	<u>PROJECT</u>	<u>BID DOC. FEE</u>	<u>DATE OF BID OPENING</u>
5	7170	Parks Bureau East Modular Building Replacement	\$75	September 4, 2013

Copies of the project manual and drawings may be downloaded for free from the 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 shall be filed at the Cashier's office no later than 1:45 p.m. on September 4, 2013. 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 license at the time of bid submittal. The contractor should verify to his/her satisfaction that he/she holds the correct license(s) for this 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 10:00 a.m. on August 20, 2013, at the project site, 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 August 6, 2013.

Specs. 7170

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