COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"Enriching Lives"

JAMES A. NOYES, Director

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IN REPLY PLEASE
REFER TO FILE: PJ-2

February 5, 2004

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:

BOB HOPE PATRIOTIC HALL ELEVATOR REPLACEMENT PROJECT
AWARD CONSTRUCTION CONTRACT
APPROVE APPROPRIATION ADJUSTMENT
AND REVISED PROJECT BUDGET
SPECS. 6542; C.P. 86256
SUPERVISORIAL DISTRICT 1
3 VOTES

JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER AND THE DIRECTOR OF MILITARY AND VETERANS AFFAIRS THAT YOUR BOARD:

1. Approve the revised project budget of $1,915,000 (Enclosure A) and Appropriation Adjustment (Enclosure D) in the amount of $163,000 to be reallocated from the Bob Hope Patriotic Hall General Improvements Project (C.P. 86491).

2. Award and authorize the Director of Public Works to execute a construction contract, in the form previously approved by County Counsel, to MTM Construction, Inc., for the Bob Hope Patriotic Hall Elevator Replacement Project, in the amount of $1,238,000 funded by Bob Hope Patriotic Hall Elevator Replacement Project (C.P. 86256) and establish the effective contract date following receipt of approved Faithful Performance Bonds, Labor and Materials Bonds, and insurance certificates filed by the contractor.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will allow Public Works to proceed with the replacement of obsolete and aged elevators and the associated building access improvements for the disabled at Bob Hope Patriotic Hall.

The Bob Hope Patriotic Hall was built in 1925, and the two existing manually operated passenger elevators serving the ten-story building have remained unchanged from their original installation, have outlived their useful lives, and are exhibiting service problems associated with their age. In the interest of safety and service to the public, it is proposed to install two new, code-compliant automatic elevators in a manner consistent with the architecture of the building. The new elevators will be installed in conformance with the Secretary of the Interior's Standards for the Treatment of Historic Properties due to the historical significance of the elevators within the structure.

On December 16, 2003, your Board adopted the plans and specifications and authorized Public Works to advertise for construction bids and award the construction contract for a not to exceed amount of $1,095,900. On January 20, 2004, four bids were received. All West Iron, Inc., was the apparent low bidder with a bid of $1,190,911. However, two bidders claimed the Local Small Business Enterprise Preference established by your Board on July 23, 2002. With the application of the Local SBE Preference, MTM has been determined to be the lowest responsive and responsible bidder with the Local SBE preference applied bid of $1,188,000. The bid results are summarized in Enclosure B.

Because the bids received for the project are above Public Works' range of estimated costs and the authority delegated to the Director of Public Works to award a contract, we are recommending your Board approve the revised project budget and an appropriation adjustment (Enclosure D) to reallocate funds from the Bob Hope Patriotic Hall General Improvements Project, award the construction contract to MTM, and authorize the Director of Public Works to execute the contract and establish the effective date thereof.

Implementation of Strategic Plan Goals

These actions are consistent with the County's Strategic Plan Goals of Service Excellence and Fiscal Responsibility as the proposed elevator replacement and accessibility upgrades are an investment in public infrastructure that will enhance accessibility at this County facility.

FISCAL IMPACT/FINANCING

The recommended construction contract with MTM is for $1,238,000. In addition, $185,300 (approximately 15 percent of the contract amount) is recommended as a change order allowance in the construction budget.

The current total project cost estimate is $1,915,000, and includes plans and specifications, jurisdictional review, construction, consultant services, miscellaneous expenditures, and County services. This represents an increase of $163,000 above the $1,752,000 previously authorized by your Board on December 16, 2003. The Project Schedule and Budget Summary are included in Enclosure A.

Approval of the enclosed appropriation adjustment will reallocate $163,000 from the Bob Hope Patriotic Hall General Improvement Project (C.P. 86491) to complete the funding for this project.

Operating Budget Impact

Because this project is limited to replacing existing elevators and accessibility upgrades, Military and Veterans Affairs anticipates neither startup costs nor an increase in operational costs following completion of the project. Because of the age of the existing elevators, Military and Veterans Affairs is currently required to provide staff to manually operate the elevators. The installation of the replacement elevators will eliminate the need to provide elevator operators and will reduce the facility's maintenance costs.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard construction 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.

The project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the contract if it is found that the contractor offered or gave improper consideration to County employees.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for contract award, MTM is 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 contractor shall notify its 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 the Federal income tax laws.

MTM 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

On December 16, 2003, your Board found this project categorically exempt.

CONTRACTING PROCESS

On December 16, 2003, your Board adopted the plans and specifications for the project at an estimated construction cost of $996,200 and authorized advertising for bids. On January 20, 2004, four bids were received. In accordance with the provisions of the Local SBE Preference Program adopted by your Board on July 23, 2002, MTM was determined to be the apparent lowest responsive and responsible bidder with the maximum $50,000 Local SBE Preference applied to its bid of $1,238,000, resulting in a preferenced low bid amount of $1,188,000 used as the basis for evaluating the lowest bid as prescribed by Los Angeles County Code Chapter 2.204 (Local SBE Preference Program). The bid results are summarized in Enclosure B.

Local SBE Preference Program

The Local SBE Preference Program provides that a certified Local SBE that is a registered County vendor may claim a 5 percent bid price reduction or preference whenever a solicitation for goods or services includes a cost component in the solicitation process. For solicitations that are based on the lowest responsive and responsible bid, the preference to be granted to each certified Local SBE shall be equal to 5 percent of the lowest bid amount not to exceed $50,000. However, the contract award is for the full value of the certified Local SBE's bid.

An SBE is initially certified by the State of California. Upon validation by our own Office of Affirmative Action Compliance that the firm's principal office has been located within the County of Los Angeles for at least the past 12 months, that firm is then certified as a Local SBE.

The bid results for this project will be reflected in our Quarterly Report on the Local SBE Preference Program for the first quarter of 2004.

As requested by your Board on February 3, 1998, this contract opportunity was listed on the "Doing Business With Us" website as shown in Enclosure C.

MTM's Community Business Enterprise participation data and three-year contracting history with the County are on file with Public Works.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The replacement of the elevators and accessibility upgrades will be coordinated with Military and Veterans Affairs to minimize impacts on the operations of the facility. The project will be managed to keep disruption to a minimum and allow maximum flow through the facility. MTM will maintain one of the two elevators in service at all times that the building is open.

CONCLUSION

Please return one adopted copy of this letter to the Chief Administrative Office (Capital Projects), Military and Veterans Affairs, and Public Works.

Respectfully submitted,

JAMES A. NOYES for
Director of Public Works

DAVID E. JANSSEN
Chief Administrative Officer

JOSEPH N. SMITH
Director of Military and Veterans Affairs

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Enc. 4

cc: County Counsel
Department of Public Social Services (GAIN/GROW Program)
Office of Affirmative Action Compliance (Ozie Smith)

February 5, 2004

ENCLOSURE A

BOB HOPE PATRIOTIC HALL ELEVATOR REPLACEMENT PROJECT
AWARD CONSTRUCTION CONTRACT
APPROVE APPROPRIATION ADJUSTMENT
AND REVISED PROJECT BUDGET
SPECS. 6542; C.P. 86256

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date	Revised Completion Date
Award Design Contract	12/18/01*	
Execute Design Contract	01/16/02*	
Enhanced Schematic Design	04/01/02*	
Historical Survey	09/04/02*	
Construction Documents	08/13/03*	
Jurisdictional Approvals	11/04/03*	
Construction Contract Award	02/05/04	02/17/04
Construction Start	02/19/04	03/10/04
Substantial Completion	02/25/05	03/17/05
Final Acceptance	03/24/05	04/07/05

* Indicates actual completion date.

II. PROJECT BUDGET SUMMARY

Budget Category	Current Project Budget	Impact of this Action	Revised Project Budget
Land Acquisition	$ 0	$ 0	$ 0
Construction			
Construction Contract	$ 1,095,900	$ 142,100	$ 1,238,000
Change Order Allowance	164,400	20,900	185,300
Subtotal	$ 1,260,300	$ 163,000	$ 1,423,300
Equipment	$ 0	$ 0	$ 0
Plans and Specifications			
Basic Design Services	$ 76,100	0	$ 76,100
Subconsultant Services	16,300	0	16,300
Additional Services	13,300	0	13,300
Reimbursable Services	3,000	0	3,000
Subtotal	$ 108,700	$ 0	$ 108,700
Consultant Services (Hazardous Materials and Soils)	$ 18,000	$ 0	$ 18,000
Miscellaneous Expenditures	$ 5,000	$ 0	$ 5,000
Jurisdictional Review and Plan Check Permits	$ 4,700	$ 0	$ 4,700
County Services	$ 355,300	$ 0	$ 355,300
TOTAL	**$ 1,752,000**	**$ 163,000**	**$ 1,915,000**

February 5, 2004

ENCLOSURE B

BOB HOPE PATRIOTIC HALL ELEVATOR REPLACEMENT PROJECT
AWARD CONSTRUCTION CONTRACT
APPROVE APPROPRIATION ADJUSTMENT
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SPECS. 6542; C.P. 86256

BID SUMMARY

Bid Opening: January 20, 2004

Bid Summary:

Bidder	Lump Sum Bid	SBE Preference	**Preferential Lump Sum Bid**
1. MTM Construction, Inc.	$1,238,000.00	$50,000	**$1,188,000.00***
2. All West Iron, Inc.	$1,190,911.00	$ 0	**$1,190,911.00**
3. Integrated Construction Technology Corporation	$1,316,301.96	$50,000	**$1,266,301.96**
4. Metro Builders & Engineers Group, Inc.	$1,399,000.00	$ 0	**$1,399,000.00**

* Lowest responsive and responsible bidder including SBE Preference.

February 5, 2004

ENCLOSURE C

BOB HOPE PATRIOTIC HALL ELEVATOR REPLACEMENT PROJECT
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SPECS. 6542; C.P. 86256

BID SOLICITATION

Bid Detail Information

Bid Number : 06542

Bid Title : Bob Hope Patriotic Hall Elevator Peplacement and Building Facilitation Project

Bid Type : Construction

Department : Public Works

Commodity : BUILDING CONSTRUCTION SERVICE, NON- RESIDENTIAL (OFFICE BLDG., ETC.)

Open Date : 12/16/2003

Closing Date : 1/20/2004 10:45 AM

Bid Amount : N/A

Bid Download : Not Available

Bid Description : The project envolves replacement of the obsolete and aged elevators and the associated building access improvements for the disabled.

The Bob Hope Patriotic Hall, originally built in 1925, currently serves as the administrative headquarters for the Department of Military and Veterans Affairs and houses various community and veterans programs. The two existing manually operated passenger elevators that serve the 10 story building have remained unchanged from their original installation, have outlived their useful lives, and are exhibiting service problems associated with their age. In the interest of safety and service to the public, it is proposed to install two new, code-compliant automatic elevators. The new elevators will be installed in conformance with the Secretary of the Interior's Standards for the Treatment of Historic Properties due to the historical significance of the elevators within the structure.

The estimate for the work is between $876,720 - $1,205,490.

This project requires the Bidder to possess a license classification of "B" at the time of Bid

A pre-bid conference and site visitation will be held at the project site on Tuesday, January 6, 2004, at 10:00 a.m., at the job site to answer questions concerning the project. Interested parties are requested to meet promptly at the front entrance of the facility at 1816 South Figueroa Street, Los Angeles, CA 90015. Attendance is strongly encouraged.

If you have any questions regarding this project, please contact Mr. Ron Beal at (626) 458-2587 or Mr. Brian Soria at (626) 458-2588 or send a facsimile to (626) 979-5311.

NOTICE TO PLANHOLDERS: SECOND JOB WALK

A second site visitation will be held on Tuesday, January 13, 2004, at 10:00 a.m., for a review of the facility. Interested parties are requested to meet promptly in the lobby of the Bob Hope Patriotic Hall located at 1816 South Figueroa Street, Los Angeles, California 90015.

This notice is being given to general contractors and any subcontractors interested in the project. Attendance to the follow up job walk is not mandatory.

Plans and specifications are available at the Architectural Engineering Division, 900 South Fremont Avenue, Cashier's Office, 1st Floor, Alhambra, CA 91803.

On January 15, Notice to Bidders "A" was issued which modifies the Construction Documents. A copy can be obtain with the purchase of Plans and Specifications or by contacting Ron Beal at (626) 458-2587.

Contact Name : Ron Beal

Contact Phone# : (626) 458-2587

Contact Email : rbeal@ladpw.org

Last Changed On : 1/15/2004 4:27:39 PM

February 5, 2004

ENCLOSURE D

BOB HOPE PATRIOTIC HALL ELEVATOR REPLACEMENT PROJECT
AWARD CONSTRUCTION CONTRACT
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AND REVISED PROJECT BUDGET
SPECS. 6542; C.P. 86256

APPROPRIATION ADJUSTMENT

76R 352M 11/83

BOARD OF SUPERVISORS OFFICIAL COPY

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPT'S. No. 060

DEPARTMENT OF Chief Administrative Office

February 4, ~~19~~ 2004

AUDITOR-CONTROLLER.
THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

3 - Vote

Sources
Military & Veterans Affairs
Rfurb-General Improvements
Fixed Assets - B&I
A01 - CP - 86491 - 6014
$163,000 Decrease Appropriation

Uses
Military & Veterans Affairs
Rfurb-Elevator Replacement
Fixed Assets - B&I
A01 - MV - 86256 - 6014
$163,000 Increase Appropriation

Justification: The adjustment is necessary to increase the appropriation to fully fund the Elevator Replacement project for Military and Veterans Affairs.

CHIEF ADMINISTRATIVE OFFICER'S REPORT

REFERRED TO THE CHIEF ADMINISTRATIVE OFFICER FOR — ACTION

✓ RECOMMENDATION

AUDITOR-CONTROLLER BY

No. 194

FEB 4 2004 ~~19~~

APPROVED AS REQUESTED ✓ AS REVISED

February 5 2004 ~~19~~

CHIEF ADMINISTRATIVE OFFICER

APPROVED (AS REVISED): BOARD OF SUPERVISORS 19

BY

DEPUTY COUNTY CLERK

SEND 6 COPIES TO THE AUDITOR-CONTROLLER