



SACHI A. HAMAII
Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

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"To Enrich Lives Through Effective And Caring Service"

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August 15, 2017

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:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

18 August 15, 2017

LORI GLASGOW
EXECUTIVE OFFICER

**AS-NEEDED MASTER PLAN AND STRATEGIC FACILITIES PLANNING CONSULTING
SERVICES
AWARD CONSULTANT SERVICES AGREEMENTS
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

SUBJECT

This action is to authorize five consultant services agreements, for an aggregate total not to exceed amount of \$6.25 million, for as-needed master plan and strategic facilities planning services to augment the Chief Executive Office Asset Management Branch's ability to complete master plans and strategic facilities planning analyses to advance the Strategic Asset Management Plan presented to the Board of Supervisors in March 2016. Each consultant services agreement will be for a three-year term plus two 1-year extension options.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the proposed actions are not a project under the California Environmental Quality Act for the reasons stated in this Board letter and the record.
2. Approve and authorize the Chief Executive Officer, or her designee, to execute consultant services agreements with the following firms: one small-sized firm: RAW International, Inc., Local Small Business Enterprise; one medium-sized firm: Johnson Fain, Inc.; and three large-sized firms: AECOM Technical Services, Inc.; DLR Group Inc. of California; and M. Arthur Gensler Jr. & Associates, Inc., to provide specialized as-needed master plan and strategic facilities planning consulting services for various County departments and initiatives for \$1.25 million for each consultant services agreement and an aggregate not-to-exceed amount for all of the consultants in the aggregate amount of \$6.25 million, for a three-year term, commencing upon execution by the

Chief Executive Officer, or her designee, with two 1-year extension options for each consultant services agreement.

3. Authorize the Chief Executive Officer, or her designee, to approve and execute the two 1-year extension options for each firm.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Execution of the recommended consultant services agreements will augment the Chief Executive Office (CEO) Asset Management Branch's (Branch) ability to complete master plans, and other strategic facilities planning analyses and studies to advance the Strategic Asset Management Plan (the Plan) presented to the Board in March 2016. The main goals of the Plan include:

- Optimizing the use of assets to their highest and best use;
- Establishing stronger connections between service priorities and asset decisions;
- Creating an enterprise-wide understanding of needs and priorities;
- Developing long-term funding strategies that address future unfunded needs; and
- Stimulating economic activity and improve residents' quality of life.

The recommended consultant services agreements will directly support the development of long range facility master plans that align service delivery goals, associated operational plans, and related facility needs. Master plans will provide the Board with an understanding of opportunities related to optimizing the use of existing facilities, and the benefits and costs related to developing new facilities needed to meet service demand. Master Planning will also provide a framework for making short-term investment decisions, as well as laying the ground work for implementing long range plans. The recommended consultant services agreements may also be used for analyses, such as developing options on how to use vacant or under-utilized County property to support advancement of the Homeless Initiative, or other Board priorities.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provisions of Realize Tomorrow's Government Today (Goal III). The consultants who have the specialized expertise to provide master planning and strategic facility planning services will support the CEO in supporting the goal by pursuing operational effectiveness, fiscal responsibility and accountability through Manage and Maximize County Assets (Strategy III.3.2) guide strategic investments, and support economic development, in ways that are fiscally responsible and align with the County's highest priority needs.

FISCAL IMPACT/FINANCING

The recommended actions have no direct impact on the County's General Fund.

Funding for these agreements will be provided through existing appropriation in either the Project and Facilities Development Fund, or various operating funds, special funds, and other funding sources.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard consultant services agreement, in the form previously approved by County Counsel, will

be used.

The consultant services agreements will contain terms and conditions in compliance with the CEO and the Board's requirements, as well as with the Board's ordinances, policies, and programs. The consultants were selected upon final analysis and consideration without regard to race, creed, gender, or color.

ENVIRONMENTAL DOCUMENTATION

The proposed actions are not a project pursuant to CEQA because they are excluded from the definition of a project by Section 15378(b) of the State CEQA Guidelines. The proposed actions to award as-needed master plan and strategic facilities planning services contracts are administrative activities of government, which will not result in direct or indirect physical changes in the environment. We will return to the Board as necessary for consideration of appropriate environmental documentation pursuant to CEQA before the approval of any activities that constitute a project under CEQA.

CONTRACTING PROCESS

On March 8, 2017, Public Works issued a Request for Proposals (RFP) for as-needed master plan and strategic facilities planning services. The RFP was posted on both the "Doing Business with Us" and "Public Works Business Opportunities" websites and on Los Angeles Daily Journal, Los Angeles Sentinel, and La Opinion newspapers. Also, Public Works informed over 1,200 local small business enterprises about this business opportunity. Public Works reached out to non-Local Small Business Enterprise (LSBE) and/or Small Business Enterprise (SBE) firms to inform them and their sub-consultants of the benefits of being a certified LSBE and to encourage them to become an LSBE, if eligible. The enclosed chart reflects the selected and non-selected consultants' utilization participation.

The RFP allowed firms to compete as primes in one of three categories: small, medium, or large-sized firms. Each firm was requested to certify its own size based on number of personnel for competition with other firms in the same size category. The RFP stated that a total of six firms would be awarded contracts as follows: one small-sized firm (with 25 or fewer personnel), two medium-sized firms (with 26 to 75 personnel), and three large-sized firms (with over 75 personnel).

On April 17, 2017, 12 firms submitted proposals. An evaluation committee, consisting of the Chief Executive Office, Department of Health Services, and Public Works' technical staff, evaluated the proposals as outlined in the RFP. The selected firms represent the best qualified firms from each size category to provide the required services based upon their technical expertise, experience, personnel, qualifications, and understanding of the work requirements. The following firms were selected without regard to race, creed, color, or gender: small-sized category - RAW International, Inc., Local Small Business Enterprise; medium-sized category - Johnson Fain, Inc.; and large-sized category - AECOM Technical Services, Inc.; DLR Group Inc. of California; and M. Arthur Gensler Jr. & Associates, Inc.

In the small-sized business enterprise category, six firms submitted proposals. Based on the evaluation committee's review, one firm was selected for a contract. In the medium-sized business category, one firm submitted a proposal. Based on the evaluation committee's review, this one firm

was selected for a contract. In the large-sized business enterprise category, five firms submitted proposals and based on the evaluation committee's review, three firms were selected for contracts. The CEO has determined that the firms' proposed rates for performing the services are reasonable.

The Community Business Enterprises participation data and three-year contracting history for the five selected firms are on file with Public Works.

Public Works has evaluated and determined that the Los Angeles County Code Chapter 2.201 (Living Wage Program) does not apply to the recommended agreements. These consultant services agreements are exempt from the requirements of Proposition A because the services are required on a part-time and intermittent basis. Union was not notified on this solicitation.

The consultant services agreements include a cost-of-living adjustment provision in accordance with the Board Policy No. 5.070.

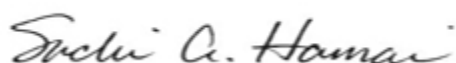
IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no negative impact on current County services during the performance of the recommended consultant services agreements.

CONCLUSION

Please return one adopted copy of this Board letter to the Chief Executive Office, Asset Management Branch.

Respectfully submitted,



SACHI A. HAMAI
Chief Executive Officer

SAH:JJ:DPH
KQ:ns

Enclosures

c: Executive Office, Board of Supervisors
County Counsel
Public Works

**COUNTY OF LOS ANGELES CHIEF EXECUTIVE OFFICE
CONSULTANT'S UTILIZATION PARTICIPATION FOR AS-NEEDED
MASTER PLAN AND STRATEGIC FACILITIES PLANNING SERVICES**

SELECTED FIRMS

Small-Sized Business Category Consultant Name (Prime with subcontractors* listed below) *only subcontractors with Utilization Participation are listed.	Local SBE	SBE	Minority	Women	Disadvantaged	DisabledVet
RAW International, Inc.	X		X		X	
Medium-Sized Business Category Consultant Name (Prime with subcontractors* listed below) *only subcontractors with Utilization Participation are listed.	Local SBE	SBE	Minority	Women	Disadvantaged	DisabledVet
Johnson Fain, Inc.						
Advantec			X		X	
BASE			X		X	
Diaz Yourman & Associates			X		X	
Estolano LeSar Perez Advisors			X	X	X	
Historic Resources Group	X					
Hongjoo Kim Landscape Architects			X		X	
JCE Structural Engineering Group			X		X	
Katherine Padilla & Associates			X	X	X	
KPJ Consulting			X	X	X	
KOA Corporation	X	X	X			
Kosmont Companies		X	X			
Leland Saylor Associates						X
Lynn Capouya Landscape Architects		X		X	X	
MBI Media		X			X	
Miyamoto International			X			
Ninyo & Moore			X			
Office of the Designed Landscape		X		X	X	
Okapi Architecture			X	X	X	
Parking Design Associates			X	X	X	
Roshanian and Associates	X					
Saiful Bouquet			X			
Sapphos Environmental		X				
Schwab		X				X
TransTech Systems		X				
Vantage Technology Consulting Group	X					

Large-Sized Business Category Consultant Name (Prime with subcontractors* listed below) *only subcontractors with Utilization Participation are listed.	Local SBE	SBE	Minority	Women	Disadvantaged	DisabledVet
AECOM Technical Services, Inc.						
BASE Architecture, Planning and Engineering, Inc.			X		X	
Lenax Construction Services				X	X	
MBI Media				X	X	
RAMOS Consulting Services, Inc.			X		X	
DLR Group inc. of California						
Chinn Planning			X			
PlanNet Consulting, LLC		X				
M. Arthur Gensler Jr. & Associates, Inc.						
Asset Strategies	X					
MR+E		X				

NON-SELECTED FIRMS

Small-Sized Business Category Consultant Name	Local SBE	SBE	Minority	Women	Disadvantaged	DisabledVet
Chelsea Design Group, Inc.		X		X	X	
La Canada Design Group, Inc.	X	X				
JTC Architects, Inc.		X			X	
SEC LLC	X					
STIR Architecture						
Large-Sized Business Category Consultant Name	Local SBE	SBE	Minority	Women	Disadvantaged	DisabledVet
IBI Group Inc.						
NAC, Inc.						