



SACHI A. HAMAII
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>

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BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

21 September 3, 2019

CELIA ZAVALA
EXECUTIVE OFFICER

**ON-CALL MASTER PLAN AND STRATEGIC FACILITIES PLANNING SERVICES
AWARD CONSULTANT SERVICES AGREEMENTS
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

Dear Supervisors:

September 03, 2019

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

SUBJECT

This action is to authorize eight consultant services agreements, for an aggregate total not to exceed program amount of \$20 million, for on-call master plan and strategic facilities planning services. These services will 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 five-year term plus two 1 year extension options. The aggregate total not to exceed program amount of \$20 million will be allocated among the eight selected consultant firms at the sole discretion of the Chief Executive Officer, or her designee, based on the firms' qualifications and capacity relative to the specific needs of each project.

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 in the record of the proposed actions.
2. Approve and authorize the Chief Executive Officer, or her designee, to execute the consultant services agreements with the following firms: one small-sized firm: RAW International, Inc., Local Small Business Enterprise; one medium-sized firm: Makers Architecture and Urban Design, LLP.; and six large-sized firms: AECOM Technical Services, Inc.; DLR Group Inc.; M. Arthur Gensler Jr. & Associates, Inc., Forum Studio Inc.; Cannon/Parkin, Inc.; and Perkins Eastman Architects, D.P.C.

The aggregate total not-to-exceed program amount of \$20 million will be allocated across any or all of the eight agreements at the County's sole discretion. Each consultant services agreement will be for a five-year term, commencing upon execution by the Chief Executive Officer, or her designee, with two 1-year extension options. The expiration of each agreement is subject to the following: if the County authorizes a consultant in writing to perform services on a given project prior to the stated expiration date, but thereafter such services are not completed by the stated expiration date, then the expiration of the agreement shall be automatically extended solely to allow for the completion of such specific services. Any such automatic extensions of the expiration date shall be recorded in a notice issued to the consultant by the Chief Executive Office.

3. Authorize the Chief Executive Officer, or her designee, to: (a) approve and execute amendments to the consultant services agreements to exercise the two 1-year extension options for each firm; and (b) incorporate additions and/or changes to certain County standard contract terms and conditions in the agreements as required by the Board of Supervisors.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will allow for execution of the recommended consultant services agreements to 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 (Plan) presented to the Board of Supervisors (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. The recommended consultant service agreements will also be used to develop options on how to use vacant or under-utilized County property to support advancement of the Homeless Initiative, and other Board priorities. 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 property or facilities needed to meet service demand and advance Board priorities. Master plans will also provide a framework for making short-term investment decisions, as well as ground work for implementing long range plans.

Implementation of Strategic Plan Goals

The recommended action supports the following goal of the Countywide Strategic Plan: "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 implementing the goal by "pursuing operational effectiveness, fiscal responsibility, and accountability" (Strategy III.3) through maximizing County assets, guiding strategic investments, and supporting economic development, in ways that are fiscally responsible and align with the County's highest priority needs.

Strategic Asset Management Principles Compliance

N/A

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.

The aggregate total not to exceed program amount of \$20 million will be allocated among the eight selected consultant firms at the sole discretion of the Chief Executive Officer, or her designee, based on the firms' qualifications and capacity relative to the specific needs of each project.

Expenditures resulting from the recommended agreements will vary from year to year during the term of the agreements, based on work assigned by the CEO on an as-needed basis. Pursuant to the terms of the agreements, the County will only incur expenses for services performed after a written Notice to Proceed is issued by the CEO for a given scope of work. The CEO will report back annually to the Board on the status of the program.

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 contain terms and conditions in compliance with the CEO's and the Board's requirements. The agreements also include a provision requiring the consultant firms track subcontractors' utilization of Local Small Business Enterprise, Disabled Veterans Business Enterprise, and Social Enterprise Businesses.

Attachments A and B reflect the consultants' minority participation and the Community Business Enterprises participation data.

ENVIRONMENTAL DOCUMENTATION

The proposed actions do not constitute a project pursuant to CEQA because they are excluded from the definition of a project by Section 21065 of the California Public Resources Code (PRC) and Section 15378(b) of the State CEQA Guidelines. The proposed actions to award on-call 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 would constitute a project under CEQA.

CONTRACTING PROCESS

On February 7, 2019, the Department of Public Works (Public Works) issued a Request for Proposals (RFP) for on-call 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 in the Los Angeles Daily Journal, Los Angeles Sentinel, and La Opinion newspapers. Public Works informed 1,355 Local Small Business Enterprises about this business opportunity, and 26 firms registered on the Public Works' website for the RFP.

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 eight 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 five large-sized firms (with over 75 personnel).

On March 7, 2019, 14 firms submitted proposals. An evaluation committee, consisting of staff from the CEO, Health Agency, and Public Works, 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 - Makers Architecture and Urban Design, LLC; and large-sized category - AECOM Technical Services, Inc.; DLR Group Inc.; M. Arthur Gensler Jr. & Associates, Inc; Forum Studio Inc.; Cannon/Parkin, Inc.; and Perkins Eastman Architects, D.P.C.

In the small-sized business enterprise category, two firms submitted proposals. Based on the evaluation committee's review, one firm was selected for a contract. In the medium-sized business category, only 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, 11 firms submitted proposals. Based on the evaluation committee's review, and given that only one medium-sized firm submitted a proposal, six firms were selected for contracts. These firms were selected without regard to race, creed, color, or gender. The CEO has determined that the firms' proposed rates for performing the services are reasonable. The three-year contracting history for the selected firms are on file with Public Works. Public Works has fully implemented the Services Contract Solicitation Protest Policy in accordance with Board Policy No. 5.055. Public Works offered Debriefings to the six non-selected proposers and conducted Debriefings with five of these firms; one non-selected firm requested but subsequently canceled their Debriefing appointment.

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. Labor was notified and consulted 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 CEO, Asset Management Branch.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Sachi A. Hamai", with a long horizontal flourish extending to the right. Below the signature, the word "for" is written in a smaller, cursive script.

SACHI A. HAMAI
Chief Executive Officer

SAH:FAD:DPH
KQ:MWT:kb

Enclosures

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

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS
CONSULTANTS' UTILIZATION PARTICIPATION FOR
ON-CALL MASTER PLAN & STRATEGIC FACILITIES PLANNING SERVICES (BRC0000070)

SELECTED FIRMS

LARGE FIRMS

	Consultant Name	Local SBE	SBE	Minority	Women	Disadvantaged	DisabledVet
1	AECOM						
	Chattel, Inc.	X	X				
	Lenax Construction Services	X			X	X	
	Ramos Consulting Services, Inc.	X		X		X	
	Selbert Perkins Design		X		X	X	
	AIM Consulting Services	X	X			X	
	Consensus Inc.		X				
	Katherine Padilla Associates		X	X	X	X	
2	Cannon/Park, Inc.						
	Saiful Bouquet	X		X			
	IMEG			X			
	EPD Solutions		X				
3	DLR Group						
	Chinn Planning, Inc.				X		
	E.W. Moon, Inc.	X	X	X		X	
	Ninyo & Moore			X			
	Saiful Bouquet Structural Engineers	X		X			
	Sapphos Environmental, Inc.	X	X	X			
	VCA Engineers, Inc.	X	X	X		X	
	Parametrix, Inc.		X				
4	Forum Studio, Inc.						
	BAE Urban Economics, Inc.			X		X	
	3rd Wave			X			
	Leland Saylor						X

	Consultant Name	Local SBE	SBE	Minority	Women	Disadvantaged	DisabledVet
	Studio T Square					X	
5	M. Arthur Gensler Jr. & Associates, Inc.						
	Saiful Bouquet Structural Engineers	X		X			
	Asset Strategies	X			X		
6	Perkins Eastman Architects, DPC						
	VCA Engineers, Inc.	X	X	X		X	
	Saiful Bouquet	X	X	X			
	Pamela Burton & Company	X	X		X		
	C.P. O'Halloran Associates, Inc.	X	X				
	Vantage Technology Consulting Group	X	X				
	Linscott, Law & Greenspan	X	X				
	Veralon						
	Kimley-Horn and Associates, Inc.						
	KPFF Consulting Engineers						
	Psomas						
	Degenkolb Engineers						
	Mazzetti						
	ME Engineers						
	MIG, Inc.						
	Cumming Corporation						
	Guidepost Solutions						
	Jensen Hughes, Inc.						

SELECTED FIRMS

MEDIUM FIRMS

	Consultant Name	Local SBE	SBE	Minority	Women	Disadvantaged	DisabledVet
1	MAKERS Architecture and Urban Design, LLP				X	X	
	The Maxima Group, LLC				X	X	
	Lenax Construction Services	X			X	X	
	Gibson Transportation Consulting, Inc.		X				

	Consultant Name	Local SBE	SBE	Minority	Women	Disadvantaged	DisabledVet
	Alta Environmental LP	X					
	Anil Verma Associates, Inc.	X			X	X	

SELECTED FIRMS

SMALL FIRMS

	Consultant Name	Local SBE	SBE	Minority	Women	Disadvantaged	DisabledVet
1	RAW International				X	X	
	The Maxima Group LLC		X			X	
	C.P. O'Halloran Associates, Inc.	X					
	Psomas						
	P2S Engineering Inc.						
	MHP, Inc. Structural Engineers						

NON-SELECTED FIRMS

	Small Firms	LSBE	SBE	Minority	Women	Disadvantaged	Disabled Vet
1	Richard A. Chavira, AIA Architecture & Interior Design	X		X			
	Medium Firms	LSBE	SBE	Minority	Women	Disadvantaged	Disabled Vet
	Large Firms	LSBE	SBE	Minority	Women	Disadvantaged	Disabled Vet
1	IBI Group						
2	HMC Architects						
3	HKS Architects, Inc.						
4	Jones Lang LaSalle Americas, Inc.						
5	NAC Architecture, Inc.						

**PROPOSERS UTILIZATION PARTICIPATION AND COMMUNITY BUSINESS ENTERPRISE PROGRAM INFORMATION
ON-CALL MASTER PLAN STRATEGIC FACILITIES PLANNING SERVICES
SMALL-SIZED BUSINESS CATEGORY**

FIRM INFORMATION*		RACAIA Architecture & Interior Design	RAW International				
BUSINESS STRUCTURE		Sole Proprietorship	Corporation				
CULTURAL/ETHNIC COMPOSITION		NUMBER / % OF OWNERSHIP					
OWNERS/PARTNERS	Black/African American	0	2				
	Hispanic/Latino	1	0				
	Asian or Pacific Islander	0	0				
	American Indian	0	0				
	Filipino	0	0				
	White	0	0				
	<i>Female (included above)</i>	0	0				
NUMBER							
MANAGER	Black/African American	0	0				
	Hispanic/Latino	1	0				
	Asian or Pacific Islander	0	1				
	American Indian	0	0				
	Filipino	0	0				
	White	1	2				
	<i>Female (included above)</i>	1	2				
STAFF	Black/African American	0	0				
	Hispanic/Latino	3	2				
	Asian or Pacific Islander	0	1				
	American Indian	0	0				
	Filipino	0	1				
	White	1	2				
	<i>Female (included above)</i>	1	1				
Total # of Employees		7	11				
COUNTY CERTIFICATION							
CBE		Yes	Yes				
LSBE		Yes	Yes				
OTHER CERTIFYING AGENCY		N/A	LA Metropolitan Transportation Authority				

*Information provided by Proposers in response to the RFP. On final analysis and consideration of award, vendors were selected without regard to race, creed, gender, or color.

**PROPOSERS UTILIZATION PARTICIPATION AND COMMUNITY BUSINESS ENTERPRISE PROGRAM INFORMATION
ON-CALL MASTER PLAN STRATEGIC FACILITIES PLANNING SERVICES
MEDIUM-SIZED BUSINESS CATEGORY**

FIRM INFORMATION*		MAKERS Architecture and Urban Design, LLP					
BUSINESS STRUCTURE		Limited Liability Partnership					
CULTURAL/ETHNIC COMPOSITION		NUMBER / % OF OWNERSHIP					
OWNERS/PARTNERS	Black/African American	0					
	Hispanic/Latino	0					
	Asian or Pacific Islander	0					
	American Indian	0					
	Filipino	0					
	White	5					
	<i>Female (included above)</i>	2					
		NUMBER					
MANAGER	Black/African American	0					
	Hispanic/Latino	0					
	Asian or Pacific Islander	0					
	American Indian	0					
	Filipino	0					
	White	0					
	<i>Female (included above)</i>	0					
STAFF	Black/African American	0					
	Hispanic/Latino	1					
	Asian or Pacific Islander	4					
	American Indian	0					
	Filipino	1					
	White	20					
	<i>Female (included above)</i>	12					
Total # of Employees		31					
COUNTY CERTIFICATION							
CBE		Yes					
LSBE		Yes					
OTHER CERTIFYING AGENCY		Offices of MBE and WBE					

**PROPOSERS UTILIZATION PARTICIPATION AND COMMUNITY BUSINESS ENTERPRISE PROGRAM INFORMATION
ON-CALL MASTER PLAN STRATEGIC FACILITIES PLANNING SERVICES
LARGE-SIZED BUSINESS CATEGORY**

FIRM INFORMATION*		AECOM	Cannon/Park, Inc.	DLR Group Inc.	Forum Studio, Inc.	NAC Architecture	Jones Lang LaSalle Americas, Inc.
BUSINESS STRUCTURE		Corporation	Corporation	Corporation	Corporation	Corporation	Corporation
CULTURAL/ETHNIC COMPOSITION		NUMBER / % OF OWNERSHIP					
OWNERS/PARTNERS	Black/African American	N/A	N/A	N/A	N/A	0	N/A
	Hispanic/Latino	N/A	N/A	N/A	N/A	1	N/A
	Asian or Pacific Islander	N/A	N/A	N/A	N/A	3	N/A
	American Indian	N/A	N/A	N/A	N/A	0	N/A
	Filipino	N/A	N/A	N/A	N/A	0	N/A
	White	N/A	N/A	N/A	N/A	35	N/A
	Female (included above)	N/A	N/A	N/A	N/A	8	N/A
		NUMBER					
MANAGER	Black/African American	141	1	N/A	0	0	152
	Hispanic/Latino	227	4	N/A	0	0	216
	Asian or Pacific Islander	385	9	N/A	2	0	166
	American Indian	8	0	N/A	0	0	17
	Filipino	37	0	N/A	1	0	Included w/ Asian/P.I
	White	4,155	31	N/A	26	5	3,123
	Female (included above)	1,078	12	N/A	3	4	1,311
STAFF	Black/African American	686	1	N/A	8	3	1,983
	Hispanic/Latino	961	19	N/A	6	22	2,217
	Asian or Pacific Islander	1,404	27	N/A	20	21	1,092
	American Indian	45	1	N/A	5	N/A	90
	Filipino	205	0	N/A	10	N/A	Included w/ Asian/P.I
	White	9,716	54	N/A	161	91	15,398
	Female (included above)	4,829	51	N/A	80	78	6,757
Total # of Employees		13,871	147	1,201	209	181	24,454
COUNTY CERTIFICATION							
	CBE	N/A	N/A	N/A	N/A	N/A	N/A
	LSBE	N/A	N/A	N/A	N/A	N/A	N/A
OTHER CERTIFYING AGENCY		N/A	N/A	N/A	N/A	N/A	N/A

**PROPOSERS UTILIZATION PARTICIPATION AND COMMUNITY BUSINESS ENTERPRISE PROGRAM INFORMATION
ON-CALL MASTER PLAN STRATEGIC FACILITIES PLANNING SERVICES
LARGE-SIZED BUSINESS CATEGORY**

*Information provided by Proposers in response to the RFP. On final analysis and consideration of award, vendors were selected without regard to race, creed, gender, or color.

FIRM INFORMATION*		Gensler	HKS Architects, Inc.	HMC Architects	IBI Group	Perkins Eastman Architects DPC	
BUSINESS STRUCTURE		Corporation	Corporation	Corporation	General Partnership	Corporation	
CULTURAL/ETHNIC COMPOSITION		NUMBER / % OF OWNERSHIP					
OWNERS/PARTNER	Black/African American	17	1	N/A	0	8	
	Hispanic/Latino	81	4	N/A	0	15	
	Asian or Pacific Islander	166	2	N/A	2	0	
	American Indian	1	1	N/A	0	2	
	Filipino	0	0	N/A	0	129	
	White	298	74	N/A	4	0	
	<i>Female (included above)</i>	228	10	N/A	0	42	
		NUMBER					
MANAGER	Black/African American	4	34	2	4	5	
	Hispanic/Latino	7	80	10	2	6	
	Asian or Pacific Islander	20	58	8	5	7	
	American Indian	0	2	0	0	0	
	Filipino	0	1	0	0	0	
	White	79	496	56	66	58	
	<i>Female (included above)</i>	44	241	25	19	36	
STAFF	Black/African American	13	35	6	25	41	
	Hispanic/Latino	74	63	83	38	73	
	Asian or Pacific Islander	146	41	64	58	135	
	American Indian	1	0	3	1	0	
	Filipino	0	0	0	0	9	
	White	219	902	116	242	372	
	<i>Female (included above)</i>	183	886	129	163	285	
Total # of Employees		581	1,344	348	562	860	
COUNTY CERTIFICATION							
CBE		N/A	N/A	N/A	N/A	N/A	
LSBE		N/A	N/A	N/A	N/A	N/A	
OTHER CERTIFYING AGENCY		N/A	N/A	N/A	N/A	N/A	