COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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IN REPLY PLEASE
REFER TO FILE: PM-3

October 28, 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:

FIRE STATION 89 – NEW STATION PROJECT
APPROVE APPROPRIATION ADJUSTMENT
APPROVE REVISED TOTAL PROJECT BUDGET
APPROVE CHANGE ORDER
SPECS. 5504R1; C.P. 70778
SUPERVISORIAL DISTRICT 3
3 VOTES

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

1. Approve the enclosed appropriation adjustment in the amount of $408,000 to increase appropriation for the construction of Fire Station 89 – New Station project.

2. Approve the revised total project budget of $6,174,788 for the construction of Fire Station 89.

3. Authorize the Interim Director of Public Works to execute a change order to Contract PW 12776 with MTM Construction Inc. to install a permanent subdrainage system for a not to exceed amount of $209,000.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

On June 1, 2004, your Board awarded a construction contract to MTM Construction to build the new Fire Station 89 in the City of Agoura Hills. During the grading activities, groundwater was encountered at a higher level than expected throughout the site. In order to avoid delays in the construction schedule, a temporary drainage system was installed to lower the groundwater level. This interim solution was funded by the project change order budget.

A permanent drainage system has since been designed that will address the high groundwater on an ongoing basis. This permanent drainage system includes the installation of a french-drain system, placement of aggregate throughout the site, and installation of a sump and pump system. To implement the permanent drainage system, it is recommended that a change order be issued to MTM Construction. The additional funds will cover the cost of this change order and replenish the project budget for the cost of the interim drainage system.

Approving the recommended actions will allow for the construction of Fire Station 89 to continue.

Implementation of Strategic Plan Goals

These actions meet the County's Strategic Plan Goal of Fiscal Responsibility as it invests in public infrastructure by allowing the construction of this new fire station to move forward.

FISCAL IMPACT/FINANCING

The revised total project budget is $6,174,788, which represents an increase of $408,000 from the currently approved project budget. The recommended increase will replenish the project budget for the $134,000 that was incurred for the installation of the temporary drainage system and provide an additional $274,000 in change order funding to implement the permanent drainage system.

Sufficient appropriation is available in the 2004-05 Fire Department Accumulated Capital Outlay Fund to offset the increased project cost.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The existing contract with MTM Construction includes the standard Board-directed clauses that provide for termination of services, renegotiation, hiring qualified displaced County employees, GAIN/GROW, Safely Surrendered Baby Law, Contractor Employee Jury Service Program, and Child Support Compliance Program.

ENVIRONMENTAL DOCUMENTATION

On March 4, 2003, your Board adopted a Mitigated Negative Declaration and adopted a Mitigated Monitoring and Reporting Program for the project.

CONTRACTING PROCESS

On June 1, 2004, your Board delegated to the Director of Public Works the authority to determine, in accordance with the applicable contract and bid specifications, whether MTM Construction, the apparent lowest bidder, had satisfied conditions for contract award, and authorized the Director to execute the construction contract with MTM Construction, in the form previously approved by County Counsel. On July 13, 2004, the Director executed a construction contract with MTM Construction and issued a notice to proceed.

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

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no impact of current County services during the construction of the proposed project.

CONCLUSION

Please return one adopted copy of this letter to the CAO (Capital Projects Division), Fire Department, and Public Works.

Respectfully submitted,

DONALD L. WOLFE
Interim Director of Public Works

DAVID E. JANSSEN
Chief Administrative Officer

P. MICHAEL FREEMAN
Fire Chief

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Enc.

cc: Auditor – Controller
County Counsel
Department of Public Social Services (GAIN/GROW Program)
Office of Affirmative Action Compliance

October 28, 2004

ENCLOSURE

FIRE STATION 89 – NEW STATION PROJECT
APPROVE APPROPRIATION ADJUSTMENT
APPROVE REVISED TOTAL PROJECT BUDGET
APPROVE CHANGE ORDER
SPECS. 5504R1; C.P. 70778

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date	Revised Completion Date
Project Needs Assessment	N/A	
Project Feasibility	N/A	
Project Program	N/A	
Design Contract Execution Amendment Execution Construction Documents Jurisdictional Approval	 02/09/00* 11/04/03* 11/13/03* 11/28/03*	
Construction Bid and Award	06/01/04*	
Construction Substantial Completion Acceptance	 06/23/05 09/07/05	 08/18/05 11/02/05

* Indicates completed activities.

II. PROJECT BUDGET SUMMARY

Budget Category	Project Budget	Impact of this Action	Revised Project Budget
Land Acquisition	$ 430,000	0	$ 430,000
Construction			
(a) Construction	$ 3,241,000	0	$ 3,241,000
(b) Change Orders	$ 324,688	$ 343,000	$ 667,688
Subtotal	$ 3,565,688	$ 343,000	$ 3,908,688
Equipment	$ 67,000	0	$ 67,000
Plans and Specifications	$ 323,900	0	$ 323,900
Consultant Services	$ 100,700	$ 20,000	$ 120,700
Miscellaneous Expenditures			
(a) Furniture	$ 75,000	0	$ 75,000
(b) Utility Connection Fees	$ 41,000	0	$ 41,000
(c) Printing/Legal	$ 21,800	0	$ 21,800
Subtotal	$ 137,800	0	$ 137,800
Jurisdictional Review and Plan Check	$ 35,000	0	$ 35,000
County Services	$ 1,106,700	$ 45,000	$ 1,151,700
TOTAL	$ 5,766,788	$ 408,000	$ 6,174,788

COUNTY OF LOS ANGELES
REQUEST FOR APPROPRIATION ADJUSTMENT

DEPT'S NO. 390-01

DEPARTMENT OF **FIRE**

October 21, 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

4-VOTE
Fiscal Year 2004-05

SOURCES:

Fire Department
Capital Project ACO Fund
Services & Supplies
DA1-FR-50099-2000
$ 408,000

USES:

Fire Department
Capital Project ACO Fund
FS 89 - Agoura
Building & Improvements
J13-FR-70778-6014
$ 408,000

This Appropriation Adjustment is to transfer $408,000 from Services and Supplies to Fire Station 89 - New Station project for the groundwater change order.

CHIEF, FINANCIAL MANAGEMENT DIVISION