



COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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GAIL FARBER, Director

January 17, 2012

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

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

15 January 17, 2012

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

Dear Supervisors:

**CONSULTANT SERVICES AGREEMENTS FOR AS-NEEDED
BUILDING AND SAFETY INSPECTION AND PERMIT TECHNICIAN SERVICES
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

SUBJECT

This action will award consultant services agreements for as-needed building and safety inspection and permit technician services to meet anticipated demands from private construction projects.

IT IS RECOMMENDED THAT YOUR BOARD:

Award and authorize the Director of Public Works or her designee to execute consultant services agreements with Bureau Veritas North America Inc.; Interwest Consulting Group; JAS Pacific, Inc.; The G Crew; and Willdan Engineering for as-needed building and safety inspection and permit technician services for a 5-year term. The consultant services agreements shall not exceed an aggregate total of \$15 million.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the recommended action is to enable the Department of Public Works (Public Works) to contract for as-needed building and safety inspection and permit technician services to meet anticipated demands from private construction projects. The consultant services agreements will provide Public Works with the flexibility to augment staffing levels on an as-needed basis. This flexibility is needed to meet the intermittent demand for additional inspection and permit technician services resulting from varying levels of construction activity due to economic forces and seasonal differences.

The selected consultants were determined to be qualified to provide the as-needed building and safety inspection and permit technician services, each with their own particular strengths and staffing levels, and will provide Public Works with the most flexibility for matching our staffing needs with each of the firms' ability to provide services. The combined maximum cost of the consultant services agreements shall not exceed an aggregate total of \$15 million.

The term of the consultant service agreements will be 5 years, commencing on the date of the initial Notice to Proceed.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs that we provide Operational Effectiveness (Goal 1) and Community and Municipal Services (Goal 3). The recommended action meets these goals through the use of flexible staffing resource augmentation to enhance services to the County's building permitting customers.

FISCAL IMPACT/FINANCING

There will be no impact to the County General Fund. Funds to finance the consultant agreements will be requested through the annual budget process. These costs will be reimbursed through funds from fees for services. Total expenditures on the consultant agreements will not exceed the amount approved by your Board and no services will be ordered without the funding authorization of Public Works' Financial Management Branch.

The total program cost of the five as-needed consultant services agreements is for an aggregate not-to-exceed amount of \$15 million for a 5-year term.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard consultant services agreement, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for termination, renegotiation, and hiring of qualified displaced County employees will be included.

The consultant services agreements will contain terms and conditions supporting your Board's ordinances, policies, and programs including, but not limited to, County's Greater Avenues for Independence and General Relief Opportunities for Work Programs (GAIN/GROW), Board Policy No. 5.050; Contract Language to Assist in Placement of Displaced County Workers, Board Policy No. 5.110; Reporting of Improper Solicitations, Board Policy No. 5.060; Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law), Board Policy No. 5.135; Contractor Employee Jury Service Program, Los Angeles County Code, Chapter 2.203; Notice to Employees Regarding the Federal Earned Income Credit, Federal Income Tax Law, Internal Revenue Service Notice 1015; Contractor Responsibility and Debarment, Los Angeles County Code, Chapter 2.202; Los Angeles County's Child Support Compliance Program, Los Angeles County Code, Chapter 2.200; Defaulted Property Tax Reduction Program, Los Angeles County Code, Chapter 2.206; and the standard Board-directed clauses that provide for contract termination or renegotiation.

The consultant services agreements will include a cost-of-living adjustment provision in accordance with your Board policy that was approved on January 29, 2002.

ENVIRONMENTAL DOCUMENTATION

Approval of the recommended action is not a project pursuant to the California Environmental Quality Act (CEQA) because it is an activity that is excluded from the definition of a project by Section 15378(b) of Title 14 of the California Code of Regulations (CEQA Guidelines). Approval of the consultant services agreements is an administrative activity of the government that will not result in direct or indirect changes to the environment.

CONTRACTING PROCESS

On September 8, 2011, Public Works issued a Request for Proposals. A total of eight firms submitted proposals by the October 6, 2011, deadline. An evaluation committee comprised of staff from Public Works' Building and Safety and Land Development Divisions evaluated the proposals. The evaluation of the firms was based on technical expertise, proposed work plan, experience, personnel qualifications, and understanding of the work requirements. Evaluations were completed without regard to race, creed, color, age, or gender.

Based on the review and evaluation of the proposals, the evaluation committee recommended Bureau Veritas North America Inc.; Interwest Consulting Group; JAS Pacific, Inc.; The G Crew; and Willdan Engineering as the best qualified firms to provide the requested services.

As requested by your Board on February 3, 1998, and to further increase consultants' awareness of contracting opportunities with Public Works, the Request for Proposals was posted on the County's Doing Business With Us website. A copy of the website posting is enclosed.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

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

CONCLUSION

Please return one approved copy of this letter to the Department of Public Works, Building and Safety Division.

The Honorable Board of Supervisors

1/17/2012

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Respectfully submitted,

A handwritten signature in cursive script that reads "Gail Farber".

GAIL FARBER

Director

GF:RP:ll

Enclosures

c: Chief Executive Office (Rita Robinson)
County Counsel
Executive Office

Bid Detail Information

Bid Number : AED7739746
Bid Title : As-Needed Building and Safety Inspection and Permit Technician Services
Bid Type : Service
Department : Public Works
Commodity : ENGINEERING - INSPECTING, GENERAL
Open Date : 9/8/2011
Closing Date : 10/6/2011 3:00 PM
Bid Amount : N/A
Bid Download : Not Available
Bid Description : Provide as-needed building and safety inspection and permit technician services for various improvement projects located in the County of Los Angeles. [Click here to view RFP](#)
Contact Name : Grace Stohs
Contact Phone# : (626) 979-5311 Ext: fax
Contact Email : gstohs@dpw.lacounty.gov
Last Changed On : 9/8/2011 9:10:43 AM

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