



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>

WILLIAM T FUJIOKA
Chief Executive Officer

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

February 2, 2010

35 FEBRUARY 2, 2010

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

Board of Supervisors
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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:

**DEPARTMENT OF PUBLIC WORKS:
ENTERPRISE PARK RESTROOM – ADOPT AND ADVERTISE
UNINCORPORATED COMMUNITY OF ATHENS VILLAGE
SPECS. 6991; CAPITAL PROJECT NO. 69652
(SECOND DISTRICT) (3 VOTES)**

SUBJECT

This action is to adopt the plans and specifications for construction of the Enterprise Park Restroom project in unincorporated Athens Village and to advertise for bids.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Adopt plans and specifications for construction of the Enterprise Park Restroom project at an estimated construction cost of \$327,675. Instruct the Executive Officer of your Board to advertise for bids to be received and opened on March 9, 2010, in accordance with the Instruction Sheet for Publishing Legal Advertisements.
2. Authorize the Director of Public Works to execute a consultant services agreement with the apparent Lowest Responsive and Responsible Bidder to prepare a baseline construction schedule for a \$2,000 not-to-exceed fee funded by existing project funds and to establish the effective date following Board approval.

"To Enrich Lives Through Effective And Caring Service"

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Intra-County Correspondence Sent Electronically Only**

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will allow the Department of Public Works (Public Works) to solicit bids for construction of the Enterprise Park Restroom project.

The existing restroom facility is in an advanced state of disrepair and does not comply with current Americans with Disabilities (ADA) code requirements. The existing facility will be demolished. The new facility will be based on a prototype restroom facility designed for use throughout the County and adapted to the specific project site. The new building includes men's and women's restrooms, plumbing chase, accessible drinking fountain, and accessible path of travel. The prototype restrooms were designed and approved to comply with Americans with Disabilities Act (ADA) requirements.

The proposed agreement with the apparent Lowest Responsive and Responsible Bidder to prepare a baseline construction schedule that conforms to the County's schedule specifications is critical to successfully manage construction activities by both the contractor and the County, and a responsible contractor must be able to produce such a construction schedule. Bid specifications provide that if the apparent lowest bidder fails to complete an acceptable schedule, the bidder may be determined to be nonresponsive and that the Chief Executive Office may recommend awarding the construction contract to the next lowest bidder, contingent upon the next lowest bidder's completion of a baseline schedule that conforms to the County's specifications (see State Public Contracting definitions in Facts and Provisions section).

Sustainable Design Program

The project supports your Board's Sustainable Design Program by using energy efficient light fixtures with timer controls. There will be savings due to a reduction in electricity as a result of the sustainable building elements included in the design. The project will also use touch-free, water-efficient fixtures and waterless urinals in the restrooms. This will result in a reduction in the amount of potable water used.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provision of Operational Effectiveness (Goal 1) by improving the efficiency, quality, and responsiveness of County services to all residents. It also directs that we ensure Children, Family and Adult Well-Being (Goal 2) by enhancing the ability of families to live in safe, stable, and supportive communities. We are also directed to improve Community and Municipal Services (Goal 3) by offering a wide range of services responsive to each community's specific needs.

FISCAL IMPACT/FINANCING

Public Works' fair construction cost estimate for the base construction contract is \$327,675 without contingency.

On June 16, 2009, your Board approved a \$561,000 project budget. The total estimated cost includes plans and specifications, plan check, construction, change orders, consultant services and County services.

Sufficient funds are available in the Fiscal Year 2009-10 Capital Projects Budget under Capital Project No. 69652. The proposed project is fully funded by Second District net County cost funds.

The Project Schedule and Budget Summary are included in Attachment A.

Operating Budget Impact

Based on the project description, the Department of Parks and Recreation (Parks and Recreation) does not anticipate any one-time, start-up or ongoing costs resulting from the recommended actions. The project provisions have maintenance requirements that will be fulfilled with existing park staff and resources.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The State Public Contract Code requires the County to award construction contracts to the Lowest Responsive and Responsible Bidder, which is defined as the firm that: 1) submits the bid with the lowest cost; 2) is deemed by the County to be "responsive" to specific criteria under the solicitation, including, but not limited to licensure, bonding, and insurance requirements; and 3) is determined by the County to be a "responsible" bidder by exhibiting the capability, capacity, experience, trustworthiness, and financial wherewithal to perform the work required under the bid solicitation.

A standard 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 in the contract.

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.

The Honorable Board of Supervisors
February 2, 2010
Page 4

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration of contract award, bidders, will be required to attest their willingness 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 (Safely Surrendered Baby Law) and that they may be eligible for the Federal Earned Income Credit under Federal income tax laws.

The total project budget for the Enterprise Park ADA Restroom does not include the 1 percent Civic Arts fund. In accordance with your Board's Civic Art Policy, refurbishment projects with eligible project costs of less than \$500,000 are not subject to the 1 percent Civic Art fund requirement.

Bidders will also be required to show full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program), and Chapter 2.206 (Defaulted Tax Reduction Program).

To ensure that the contract is awarded to a responsible contractor with a satisfactory history of performance, bidders are required to report violations of the False Claims Act, their civil litigation history, and information regarding prior criminal convictions. The information reported will be considered before making a recommendation to award.

ENVIRONMENTAL DOCUMENTATION

On June 16, 2009, your Board found this project be categorically exempt under the California Environmental Quality Act (CEQA) in accordance with State CEQA Guidelines Section 15302, Replacement and Reconstruction, Class 2 (c); and the County of Los Angeles Environmental Procedures and Guidelines, Appendix G, Class 2 (a), adopted by your Board on November 17, 1987, because the project provides for the replacement or reconstruction of existing facilities involving negligible or no expansion of capacity. A Notice of Exemption was filed with the Registrar-Recorder/County Clerk.

CONTRACTING PROCESS

Advertising for bids will be in accordance with the County's standard Instruction Sheet for Publishing Legal Advertisements (Attachment B). Following receipt of bids, we will return to your Board for construction contract award.

As provided by the State Labor Code, the project specifications require that contractors pay prevailing wage rates to all persons providing work on the project.

As requested by your Board on February 3, 1998, this contract opportunity will be listed on the Doing Business with Us website.

Participation by Community Business Enterprises (CBEs) in the project is encouraged through Public Works' Capital Projects' CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBEs.

A previously Board-approved as-needed contract provided architect/engineer design services for the Enterprise Park Restroom project.

IMPACT ON CURRENT SERVICES OR PROJECTS

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

The Honorable Board of Supervisors
February 2, 2010
Page 6

CONCLUSION

Please return one adopted copy of this letter to the Chief Executive Office, Capital Projects Division; Department of Public Works, Project Management Division II; Civic Arts Commission; and the Department of Parks and Recreation.

Respectfully submitted,



WILLIAM T FUJIOKA
Chief Executive Officer

WTF:GF:SK
DJT:RB:zu

Attachments (2)

c: Executive Office, Board of Supervisors
Auditor-Controller
County Counsel
Department of Parks and Recreation
Department of Public Works

ATTACHMENT A

**DEPARTMENT OF PUBLIC WORKS:
ENTERPRISE PARK RESTROOM – ADOPT AND ADVERTISE
AREA OF ATHENS VILLAGE
SPECS. 6991; CAPITAL PROJECT NO. 69652
(SECOND DISTRICT) (3 VOTES)**

I. PROJECT SCHEDULE

Project Activity	
Project Design	
Construction Documents	04/01/09*
Jurisdictional Approvals	10/02/09*
Bid and Award	05/06/10
Construction	
Substantial Completion	12/20/10
Acceptance	04/25/11

*Completed Activities

II. PROJECT BUDGET SUMMARY

Budget Category	Project Budget
Land Acquisition	\$ -
Construction	
Job Order Contract (Site Work)	\$ -
Low Bid Construction Contract	\$ 327,675
Bid Contingency	\$ -
Change Orders (15%)	\$ 49,152
Departmental Crafts	\$ -
Youth Employment	\$ -
Construction Consultants	\$ -
Misc. Expense	\$ -
Gordian Group	\$ -
Civic Arts	\$ -
Subtotal	\$ 376,827
Programming/Development	\$ -
Plans and Specifications	\$ 26,910
Consultant Services	
Deputy Inspection	\$ 12,000
Site Planning	\$ -
Hazardous Materials	\$ 4,140
Geotechnical/Soils Test	\$ 4,250
Material Testing	\$ -
Cost Estimating	\$ 2,225
Topographic Surveys	\$ 5,570
Construction Management	\$ -
Construction Administration	\$ -
Environmental	\$ -
Move Management	\$ -
Equipment Planning	\$ -
Legal	\$ -
Contract/Change Order	\$ -
Other	\$ -
Subtotal	\$ 28,185
Miscellaneous Expenditures	
Office of Affirmative Action	\$ 3,100
Printing	\$ 2,000
Miscellaneous	\$ -
Subtotal	\$ 5,100

II. PROJECT BUDGET SUMMARY

Budget Category	Project Budget
Jurisdictional Review/Plan Check/Permit	
Building and Safety Plan Check	\$ 2,500
Fire Department	\$ 1,000
Health Department	\$ -
Regional Planning	\$ 1,000
Subtotal	\$ 4,500
County Services	
Code Compliance & Quality Control Inspections	\$ 39,852
Design Review	\$ -
Design Services	\$ 480
Contract Administration	\$ 16,679
Project Management	\$ 55,561
Project Management Support Services	\$ -
ISD Job Order Contract Management	\$ -
DPW Job Order Contract Management	\$ -
ISD ITS Communications	\$ -
Project Security	\$ -
Project Technical Support	\$ 3,795
County Counsel	\$ -
Other	\$ -
Consultant Contract Recovery	\$ 3,111
Sheriff Job Order Contract Management	\$ -
Design Services	\$ -
Subtotal	\$ 119,478
Total	\$ 561,000

ATTACHMENT B

**DEPARTMENT OF PUBLIC WORKS:
ENTERPRISE PARK RESTROOM – ADOPT AND ADVERTISE
AREA OF ATHENS VILLAGE
SPECS. 6991; CAPITAL PROJECT NO. 69652
(SECOND DISTRICT) (3 VOTES)**

PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper or ten times in a daily newspaper. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE
INVITING BIDS**

Notice is hereby given that the Director of Public Works will receive sealed bids for furnishings, materials, labor, and equipment required to complete construction for the following work:

<u>SD</u>	<u>SPECS</u>	<u>PROJECT</u>	<u>BID DOC. FEE</u>	<u>DATE OF BID OPENING</u>
2	6991	Enterprise Park Restroom	\$25	March 9, 2010

Copies of the project manual and drawings may be obtained at the Cashier's office, Department of Public Works, 900 South Fremont Avenue, Mezzanine Floor, Alhambra, California 91803, for the fee stated above. For bid information, please call (626) 458-2563. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's office no later than 10:45 a.m. on March 9, 2010. Bids will be publicly opened, examined, and declared by Public Works at 11:00 a.m. on this date in 900 South Fremont Avenue, AED Conference Room, 8th Floor, Alhambra, California 91803.

Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess a B license classification at the time of award. The contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project.

PREBID CONFERENCE

The Public Works' Project Management Team will hold a prebid conference at 9 a.m. on February 16, 2010, at the project site, located at 13055 Clovis Avenue, Los Angeles, CA 90059, to provide information on the project, bidding process, and answer any questions that the potential bidders may have. For further directions, please contact Ms. Grace Stohs with the Public Works' Project Management Team at (626) 458-5114.

OTHER INSTRUCTIONS

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code, to contract with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical errors and discrepancies in bids submitted in the public's interest.

Si necesita información en español, por favor llame al Telefono (626) 458-2563.



Upon 72 hours notice, Public Works can provide program information and publications in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our main office in Alhambra (900 South Fremont Avenue), which is accessible to individuals with disabilities. To request accommodations ONLY, or for more ADA information, please contact our departmental ADA Coordinator at (626) 458-4081 or TDD (626) 282-7829, Monday through Thursday, from 7 a.m. to 5:30 p.m.



Con 72 horas de noticia, el Departamento puede proveerle información y publicaciones sobre el programa y formatos alternativos o hacer adaptaciones para incapacitados. Además, documentación sobre el programa está disponible en nuestra oficina principal en Alhambra (900 South Fremont Avenue), la cual es accesible para individuos con incapacidades. Para solicitar adaptaciones SOLAMENTE, o para mas información del ADA, pongase en contacto con nuestro Coordinador del ADA del Departamento al (626) 458-4081 o TDD (626) 282-7829, de Lunes a Jueves de las 7 a.m. a 5:30 p.m.

By order of the Board of Supervisors of the County of Los Angeles, State of California,
dated February 2, 2010.

Specs. 6795

SACHI A. HAMAI, EXECUTIVE OFFICER
OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES