



WILLIAM T FUJIOKA  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

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August 12, 2014

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 12, 2014

*Sachi A. Hamai*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

**DEPARTMENT OF PUBLIC WORKS:  
AS-NEEDED ARCHITECTURAL/ENGINEERING DESIGN  
AND/OR DESIGN REVIEW SERVICES  
VARIOUS COUNTY PROJECTS  
AWARD CONSULTANT SERVICES AGREEMENTS  
ALL DISTRICTS  
(3 VOTES)**

**SUBJECT**

This action is to approve ten consultant services agreements for a not-to-exceed fee of \$1 million each for as-needed architectural/engineering design and/or design review services, to augment the Department of Public Works' ability to rapidly provide as-needed architectural/engineering design and/or design review services, to be utilized on various County projects for a three-year term plus two 1-year extension options each.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Award and authorize the Director of Public Works, or her designee, to execute consultant services agreements with RAW International; Osborn Architects; La Canada Design Group; PBWS Architects; Gonzalez Goodale Architects; Johnson Fain, Inc.; Gruen Associates; Gkkworks; RNL Interplan; and IBI Group, to provide as-needed architectural/engineering design and/or design review services for various County projects for a three-year term, plus two 1-year extension options for each firm. The consultant services agreements shall be for a maximum, not-to-exceed amount of \$1 million each for a combined total of \$10 million. The term of each consultant services agreement shall commence on the date of the full execution of the contract unless otherwise modified, and shall extend for a period of three years from such commencement date. The expiration of the consultant services agreement is subject to the following condition: Where services for a given project have been authorized by the

County but are not completed by the consultant prior to the stated expiration date, the expiration date will be automatically extended solely to allow for the completion of such services.

2. Delegate authority to the Director of Public Works, or her designee, to authorize unforeseen additional services and extend the contract expiration date as necessary to complete those services when the unforeseen additional services are directly related to the initial scope of work and are necessary for the completion of a given project on the above-referenced ten agreements.
3. Delegate authority to Director of Public Works, or her designee, to supplement the initial not to exceed amount of \$1 million for any of the above-referenced ten agreements by up to 10 percent per amendment based on workload requirements. The aggregate amount, per agreement, of such amendments shall not exceed 25 percent of the original contract amount.
4. Delegate authority to the Director of Public Works, or her designee, to exercise the two 1-year extension options on the above-referenced ten agreements at the discretion of the Director of Public Works, or her designee, based upon the level of satisfaction with the services provided.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The recommended consultant services agreements will augment the Department of Public Works' (Public Works) ability to rapidly provide as-needed architectural/engineering design and/or design review services to be utilized on various County projects.

The recommended as-needed architectural/engineering design and/or design review services agreements will expand Public Works' ability to deliver any renovations/improvements to various County buildings, various Public Works' facilities, and County projects efficiently, and provide design and design review services within desired timeframes.

### **Implementation of Strategic Plan Goals**

The Countywide Strategic Plan directs the provision of Operational Effectiveness/Fiscal Sustainability (Goal 1), by the use of as-needed consultant services agreements to better manage fluctuations and increases in workload while providing quality services in a responsive manner to our clients.

### **FISCAL IMPACT/FINANCING**

No direct impact to the County's General Fund is expected from this action. Sufficient funds to finance work orders for these agreements are included in the Public Works' Internal Service Fund-Capital Project Management Program Budget.

Expenditures for the subject services incurred by the Public Works' Internal Service Fund-Capital Project Management Program will be reimbursed through approved individual project budgets.

### **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 be in compliance with the Chief Executive Officer's and the Board's requirements.

The consultant services agreements will contain terms and conditions supporting the Board's ordinances, policies, and programs including, but not limited to, County's Greater Avenues for Independence (GAIN) and General Relief Opportunities for Work (GROW) Programs, 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; and the 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 contractors were selected upon final analysis and consideration without regard to race, creed, gender, or color.

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

## **ENVIRONMENTAL DOCUMENTATION**

The proposed action is not a project pursuant to California Environmental Quality Act (CEQA) because it is an activity that is excluded from the definition of a project by Section 15378(b) of the CEQA Guidelines. The proposed action, to award as-needed architectural/engineering design and/or design review services, is an administrative activity of government, which will not result in direct or indirect changes to 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 July 8, 2013, Public Works issued a Request for Proposals (RFP) for as-needed architectural/engineering design and/or design review services. The RFP was posted on both the County's "Doing Business with Us" and Public Works' "Contract Opportunities" websites. Copies of the websites postings are attached for your reference (Attachment A and Attachment B).

The RFP allowed firms to compete as primes in one of three categories: small-size, medium-size, or large-size 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 ten firms would be awarded contracts as follows: five small-size firms (with 25 or fewer personnel), three medium-size firms (with 26 to 75 personnel), and two large-size firms (with over 75 personnel).

On September 12, 2013, 47 firms submitted proposals. An evaluation committee, consisting of 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, proposed work plan, experience, personnel, qualifications, and understanding of the work requirements. The following firms were selected without regard to race, creed, color, or gender: small-size category - RAW International; Osborn Architects; La Canada Design Group; PBWS Architects; and Gonzalez Goodale Architects; medium-size category -

Johnson Fain, Inc.; Gruen Associates; and Gkkworks; and large-size category - RNL Interplan and IBI Group. Public Works has determined that the firms proposed rates for performing the services are reasonable.

On May 7, 2014, Viniegra & Viniegra Architecture submitted a letter of protest requesting that Public Works reconsider eight items for a higher score. Public Works reviewed all eight items in comprehensive detail and found no merit to the protest. Viniegra & Viniegra Architecture was notified on June 19, 2014, that they would not be selected for recommendation for award of a contract.

On May 14, 2014, Owen Group submitted a letter of protest requesting that Public Works reconsider and score some items higher, although Owen Group had failed to identify the projects to be scored as per the instructions of the RFP. Public Works reviewed the request and responded to Owen Group on June 19, 2014, that the protest had no merit, and as such, Owen Group would not be selected for recommendation for award of a contract.

On May 23, 2014, fsy Architects submitted a letter of protest requesting that Public Works reconsider nine items for a higher score. Public Works reviewed all nine items in comprehensive detail and found no merit to the protest. On June 19, 2014, Public Works replied that the proposal had been properly scored and that the firm would not be selected for recommendation for award of a contract.

The Community Business Enterprises participation data and three-year contracting histories for the ten 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 contracts.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

There will be no negative impact on current County services or projects during the performance of the recommended consultant services agreements. These consultant services agreements will provide necessary as-needed architectural/engineering design and/or design review services to support various County projects in an efficient manner, enhancing the delivery of County projects.

### **CONCLUSION**

Please return one adopted copy of this Board letter to the Chief Executive Office, Facilities and Asset Management Division; and the Department of Public Works, Architectural Engineering Division.

The Honorable Board of Supervisors

8/12/2014

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Respectfully submitted,

A handwritten signature in black ink, appearing to read 'W. T. Fujioka', with a long horizontal line extending to the right.

WILLIAM T FUJIOKA

Chief Executive Officer

WTF:SHK:DJT

SW:RB:rp

Enclosures

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

**ATTACHMENT A**

**EXISTING AS-NEEDED ARCHITECTURAL AND ENGINEERING DESIGN  
AND/OR DESIGN REVIEW SERVICES CONTRACTS**

<u>Name</u>	<u>Capacity Remaining</u>
Altoon + Porter Architects	\$0
Brooks + Scarpa Architecture	\$0
Carde Ten Architects	\$738,726
Claremont Environmental Design Group, Inc.	\$0
Frank R. Webb Architects, Inc.	\$100,000
Gkkworks	\$867,060
Gonzalez Goodale Architects	\$44,390
Gonzalez Goodale Architects	\$410,000
HGA	\$0
HMC Architects	\$239,304
Johnson Fain, Inc.	\$0
Langdon Wilson	\$848,500
Lehrer Architects	\$4,058
Morris Architects, Inc.	\$0
Onyx Architects, Inc.	\$0
Osborn Architects	\$700,000
Owen	\$632,660
Rachlin Architects	\$523,950
RAW International, Inc.	\$0
RNL Interplan	\$920,580
Sparano + Mooney Architects	\$735,880

**RECOMMENDED AS-NEEDED ARCHITECTURAL AND ENGINEERING DESIGN  
AND/OR DESIGN REVIEW SERVICES CONTRACTS**

<u>Name</u>	<u>Amount</u>
Gkkworks	\$1,000,000
Gonzalez Goodale Architects	\$1,000,000
Gruen Associates	\$1,000,000
IBI Group	\$1,000,000
Johnson Fain, Inc.	\$1,000,000
La Canada Design Group	\$1,000,000
Osborn Architects	\$1,000,000
PBWS Architects	\$1,000,000
RAW International, Inc.	\$1,000,000
RNL Interplan	\$1,000,000

Award information has not been added at this time.

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### Bid Information

**Bid Number :** AED7739875

**Bid Title :** As-Needed Architectural and Engineering Design and/or Design Review Services

**Bid Type :** Service

**Department :** Public Works

**Commodity :** ARCHITECT SERVICES, PROFESSIONAL

**Open Date :** 7/8/2013

**Closing Date :** 9/12/2013 5:00 PM

**Notice of Intent to Award :** [View Detail](#)

**Bid Amount :** \$ 1,000,000

**Bid Download :** Not Available

**Bid Description :** THIS RFP MAY BE DOWNLOADED AT THE FOLLOWING SITE:

<http://dpw.lacounty.gov/general/contracts/opportunities/>

When at this site, please change the status field from "Upcoming" to "Open" in order to find the RFP.

The County of Los Angeles Department of Public Works is requesting proposals from qualified firms to provide As-Needed Architectural and Engineering Design and/or Design Review Services for various projects throughout Los Angeles County.

The intent of this solicitation is to select qualified small, medium, and large size firms to provide the requested services. A total of up to ten (10) as-needed contracts will be awarded from this solicitation; five (5) small sized category firms, three (3) medium size category firms, and two (2) large size category firms. Each Consultant shall self-certify that it is a large, medium, or small sized business enterprise according to the established criteria on the Business Size Enterprise Category Form provided in this Request for Proposal. The County reserves the right to increase or decrease the number of firms in each size category at any time prior to contract award.

**Contact Name :** Matt Jerge

**Contact Phone# :** (626) 458-2593

**Contact Email :** [mjerge@dpw.lacounty.gov](mailto:mjerge@dpw.lacounty.gov)

**Last Changed On :** 8/15/2013 9:25:01 AM

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