



JAMES A. NOYES, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

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IN REPLY PLEASE
REFER TO FILE: **PJ-1**

March 20, 2003

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:

**EATON YARD IMPROVEMENTS PROJECT
AWARD AGREEMENT
SPECS. 6545; C.P. 88929
SUPERVISORIAL DISTRICT 5
3 VOTES**

IT IS RECOMMENDED THAT YOUR BOARD:

Award and authorize the Director of Public Works to execute an agreement with Clements and Clements Architects to provide architectural/engineering design and consultant services for the Eaton Yard Improvements Project for a not to exceed fee of \$136,900 funded by the Flood Control District and establish the effective contract date following receipt of insurance certificates filed by the consultant.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will allow Public Works to proceed with design services for renovating the Eaton Yard facilities.

Eaton Yard, located in Pasadena, is a Public Works flood maintenance subyard that serves Pasadena, Altadena, Sierra Madre, and portions of the San Gabriel Valley. The yard property was acquired and developed by the Flood Control District in the 1930s. Since that time, many of the buildings have become functionally obsolete and inadequate due to changes in equipment, staffing, environmental regulations, and building codes, as well as general deterioration.

The proposed project consists of demolishing seven existing warehouse and storage structures, constructing a new 7,800-square-foot warehouse, upgrading the electrical system, and improving the facility to comply with current National Pollutant Discharge Elimination System regulations. The NPDES improvements will include adding a clarifier and washrack area, installing a stormwater filtration device, improving surface drainage, and potentially relocating material bins including installing a new canopy cover.

Implementation of Strategic Plan Goals

This action is consistent with the County's Strategic Plan Goal of Organizational Effectiveness as the proposed improvements will allow Public Works to provide services in a more efficient and cost-effective manner. This action is also consistent with the County's Strategic Plan Goal of Fiscal Responsibility as the project is an investment in public infrastructure.

FISCAL IMPACT/FINANCING

The recommended agreement with Clements and Clements is for a total not to exceed fee of \$136,900. The total project cost, including plans and specifications, plan check, construction, equipment, consultant services, miscellaneous expenditures, and County services, is currently estimated at \$1,917,000. The Project Schedule and Budget Summary are included in Enclosure A.

The project is being funded by the Flood Control District. Sufficient appropriation is currently available in the Fiscal Year 2002-03 Eaton Yard Improvements Capital Project (C.P. 88929) to award this agreement. A funding plan for construction will be finalized prior to returning to your Board to advertise for construction bids.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard agreement, 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.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for contract award, Clements and Clements is willing to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

Clements and Clements is in full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Services Program).

ENVIRONMENTAL DOCUMENTATION

Awarding this agreement will have no environmental impact. The appropriate environmental documentation will be completed prior to returning to your Board to request authorization to construct the project.

CONTRACTING PROCESS

Your Board awarded an agreement for architectural/engineering design and consultant services to La Cañada Design Group on November 12, 2002. However, La Cañada Design formally withdrew from the project on December 15, 2002, prior to execution of the agreement due to its inability to meet contract conditions, including the Liability and Insurance requirements and the Contractor Employee Jury Services Program requirement. To comply with these requirements, La Cañada Design requested a significant increase in fee.

Clements and Clements was subsequently selected using the Architectural Evaluation Board's accelerated architect/engineer selection process where the AEB provides a ranked list of qualified architectural/engineering firms for specific types of building design projects with a construction value less than \$2,000,000. Using this process, a single firm is chosen from the AEB's ranked list and invited to submit a proposal. The selection of Clements and Clements to submit a proposal was solely based on its qualifications to perform the design work.

On February 3, 1998, your Board requested that contract opportunities be listed on the "Doing Business with the County" website. However, this contract opportunity was not

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listed on the website because the AEB evaluation process was used. Public Works uses the "Doing Business with the County" website to offer general consultant opportunities, and the AEB supplements its business listing of architectural firms from website information.

Clements and Clements has agreed to provide the recommended services for a not to exceed fee of \$136,900. This fee includes architectural/engineering design, construction administration, additional consultant, and reimbursable services. The additional consultant services portions of the fee includes geotechnical and topographical survey services. The construction administration portion of the fee proposed by Clements and Clements is applicable to services during construction and will be billed only during construction. The fee for additional and reimbursable services will only be used if additional work is requested and approved by Public Works. The negotiated fee has been reviewed by Public Works and is considered reasonable for the scope of work. The negotiated fee is based on the County's architectural/engineering fee schedule approved by your Board on August 21, 1990.

Clements and Clements' current fee schedule, Community Business Enterprise participation data, and three-year contracting history are on file with Public Works.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The recommended action will have no impact on current County services or projects.

CONCLUSION

Please return one adopted copy of this letter to the Chief Administrative Office (Capital Projects) and Public Works.

Respectfully submitted,

JAMES A. NOYES
Director of Public Works

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Enc.

cc: County Counsel
Chief Administrative Office (Capital Projects Division)
Department of Public Social Services (GAIN/GROW Program)

March 20, 2003

ENCLOSURE A

**EATON YARD IMPROVEMENTS PROJECT
AWARD AGREEMENT
SPECS. 6545; C.P. 88929**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date	Revised Completion Date
Award Design Contract	11/05/02	03/25/03
Execute Design Contract	11/20/02	04/01/03
Schematic Design	01/06/03	--
Design Development	03/11/03	--
Enhanced Schematic Design	--	05/29/03
Construction Documents	07/06/03	08/14/03
Jurisdictional Approvals	09/03/03	10/14/03
Construction Award	12/16/03	01/12/04
Construction Start	01/12/04	02/23/04
Substantial Completion	08/23/04	10/05/04
Final Acceptance	10/05/04	11/28/04

II. PROJECT BUDGET SUMMARY

Budget Category	Current Board Approved Budget	Impact of this Action	Revised Project Budget
Plans and Specifications			
Basic Design Services	\$ 76,009	\$ 17,227	\$ 93,236
Construction Administration	\$ 21,015	\$ 6,849	\$ 27,864
Additional Consultant Services	\$ 17,520	\$ (6,720)	\$ 10,800
A/E Additional/Reimbursable Services	\$ 5,000	\$ 0	\$ 5,000
Total	\$ 119,544	\$ 17,356	\$ 136,900
Plan Check and Jurisdictional Reviews	\$ 19,500	\$ 0	\$ 19,500
Construction			
Construction	\$ 1,282,545		\$1,282,545
Change Order Contingency (10 percent)	\$ 128,255		\$ 128,255
Total	\$ 1,410,800	\$ 0	\$1,410,800
Equipment/Utility Connection Fees	\$ 25,000	\$ 0	\$ 25,000
Other Consultant Services	\$ 47,500	\$ 0	\$ 47,500
Miscellaneous Expenditures	\$ 8,500	\$ 0	\$ 8,500
County Services	\$ 286,156	\$ (17,356)	\$ 268,800
TOTAL	\$ 1,917,000	\$ 0	\$1,917,000