



COUNTY OF LOS ANGELES
DEPARTMENT OF PARKS AND RECREATION

"Parks Make Life Better!"

Norma E. García-González, Director

Alina Bokde, Chief Deputy Director

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

May 21, 2024

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JEFF LEVINSON
INTERIM EXECUTIVE OFFICER

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:

**FIVE JOB ORDER CONTRACTS FOR MAINTENANCE, REPAIR, REMODELING, AND
REFURBISHMENT OF COUNTY INFRASTRUCTURE AND FACILITIES AWARD JOB
ORDER CONTRACTS 2404CP, 2405CP, 2412GG, 2413GG AND 2414GG
(ALL SUPERVISORIAL DISTRICTS) (3-VOTES)**

SUBJECT

The recommended action will award five separate Job Order Contracts (2404CP, 2405CP, 2412GG, 2413GG, and 2414GG) to the apparent lowest responsive and responsible bidder and authorize the Director of Parks and Recreation, or her designee, to issue Job Order Contract work orders for County facilities and infrastructure.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the proposed actions are not a project under the California Environmental Quality Act for the reasons stated in this Board letter and the record.
2. Award Job Order Contracts 2404CP and 2413GG to MTM Construction, Inc., the lowest responsive and responsible bidder, for a maximum amount of \$5.7 million each to be financed from repair and maintenance project budgets as deemed appropriate by the Director of Parks and Recreation, or her designee, for a 12-month term.
3. Award Job Order Contracts 2405CP, 2412GG and 2413GG to New Creation Engineering & Builders, Inc., the lowest responsive and responsible bidder, for a maximum amount of \$5.7 million each to be financed from repair and maintenance project budgets as deemed appropriate by the

Director of Parks and Recreation, or her designee, for a 12-month term.

4. Authorize the Director of Parks and Recreation, or her designee, to execute five separate Job Order Contracts, each in a not-to-exceed amount of \$5.7 million, in the form previously approved by County Counsel, and to establish the effective date of the contracts following the receipt of acceptable performance and payment bonds and evidence of required contractor insurance filed by MTM Construction, Inc. and New Creation Builders.

5. Authorize the Director of Parks and Recreation, or her designee, to issue work orders for projects that are not subject to the State Public Contract Code, including maintenance work, as applicable, in an amount not to exceed \$5.7 million per work order, subject to the limitation that the aggregate amount of all work orders issued under a particular Job Order Contract does not exceed the \$5.7 million maximum contract amount of the Job Order Contract.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Job Order Contracts (JOC) are a competitively bid, flexible, and cost-effective unit price contracting method used by the County of Los Angeles (County) Department of Parks and Recreation (Department) to efficiently accomplish maintenance, repair, refurbishment, remodeling, and alteration of County infrastructure and facilities. The State Public Contract Code (PCC) provides that JOCs are contracts of a single-year duration and cannot be used for new construction. These JOCs are subject to the Board required Countywide Local and Targeted Worker Hiring Policy.

Approval of the recommended actions will allow the Director of the Department of Parks and Recreation (Director), or her designee, to issue JOC work orders for projects that are not subject to the PCC, including maintenance work, as applicable, in an amount not to exceed \$5.7 million per work order, subject to the limitation that the aggregate amount of all work orders issued under a particular JOC does not exceed the \$5.7 million maximum contract amount of the JOC. In accordance with the October 31, 2017 Board Motion, the Director, or her designee, will provide notification to the Board one week prior to issuance of work orders in excess of \$150,000 for projects not subject to the PCC.

Approval of the recommended actions will also allow the Director, or her designee, to issue JOC work orders for projects that are subject to the PCC, including repair, remodeling, and refurbishment work, in an amount not to exceed \$330,000 delegated to the Director under Los Angeles County Code, Section 2.26.065 (Ordinance), subject to the limitation that the aggregate amount of all work orders issued under a particular JOC does not exceed the \$5.7 million maximum contract amount of the JOC. For projects subject to the PCC that exceed the monetary limits delegated to the Director by the Ordinance, the Director, or her designee, will seek advance approval from the Board to issue JOC work orders.

In order to have adequate JOC capacity available on a continuous basis, the aggregate requested amount of JOC authority is \$28.5 million (five JOCs) to be used for various JOC-eligible projects. This capacity is based on the anticipated need for various projects to be performed under the JOCs, including repair, remodeling, refurbishment, and maintenance work for County general and special fund departments.

Implementation of Strategic Plan Goals

These recommendations support the County's 2024-2030 Strategic Plan: North Star II Goals, Focus Area E, Foster Vibrant and Resilient Communities – Economic Health, North Star III Goals, Focus

Area B, by investing in small businesses to support them as they serve as the economic engines of our communities, investing in and strengthening the economic capacity and infrastructure in communities, and developing and retaining a top-rate workforce committed to serving the people of Los Angeles County.

FISCAL IMPACT/FINANCING

The recommended contracts have a maximum limit of \$5.7 million each. Work orders will be financed through the appropriate refurbishment projects, as budgeted in the Capital Projects/Refurbishments and Extraordinary Maintenance Budget, or as funded through the Department's Operating and Special Funds Budgets.

Operating Budget Impact

The Department's proposed JOC program requires technical and administrative support provided by the Department of Public Works (Public Works) for bid solicitation services. These technical and administrative support fees, based on the written agreement between Public Works and the Department, will be charged to the operating budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard contract will be used in the form previously approved by County Counsel. The standard Board-directed clauses for contract termination and hiring qualified displaced County employees will be included.

Each JOC agreement will contain terms and conditions in compliance with the Board's ordinances, policies, and programs.

Data regarding the bidders' minority participation are on file with Public Works. The contractors have been selected upon final analysis and consideration without regard to race, creed, color, or gender.

The JOCs are subject to the Board-adopted Countywide Local and Targeted Worker Hiring Policy.

ENVIRONMENTAL DOCUMENTATION

The recommended actions are not subject to the California Environmental Quality Act (CEQA) because they are activities that are excluded from the definition of a project by Section 21065 of the Public Resources Code and Section 15378(b)(4) and (5) of the State CEQA Guidelines. The proposed award of the JOCs is an administrative activity of government and would create government funding mechanisms that do not involve any commitment to a specific project that may result in a potentially significant physical impact on the environment or direct or indirect physical changes to the environment.

JOC work orders under the recommended contracts may be issued for repair, remodeling, refurbishment, and maintenance of existing structures and facilities that are likely exempt from CEQA. The Board's award of the JOCs does not include approval of any work under the contracts. The future implementation of each work order proposed under the JOCs will be subject to prior determination and documentation by the Director, or her designee, that the work is exempt from CEQA.

CONTRACTING PROCESS

The Department received assistance from Public Works during the bidding process for these contracts.

On December 14, 2023, Public Works issued and advertised a Notice of Invitation for Bids for 23 JOCs (2401CP through 2423GG) using the February 2023 JOC Construction Task Catalog and Specifications prepared by The Gordian Group, Inc., and The SimpleBid Book Job Order Contracting Unit Price Catalog prepared by Cannon/Parkin, Inc., dated February 2023, both books were adopted by the Board on May 16, 2023. Eighteen JOCs will be utilized by Public Works. Five JOCs will be utilized by the Department of Parks and Recreation.

On December 14, 2023, Invitation for Bids were placed on the County's "Doing Business with Los Angeles County" website (Enclosure A), Public Works' "Do Business with Public Works" website, and X (formerly Twitter); and advertised in Daily News Los Angeles, La Opinion, Los Angeles Sentinel, The Daily Breeze, The Signal, World Journal, Press-Telegram, Daily Commerce, The Malibu Times, and Pasadena Star News. Also, Public Works informed 2,535 Local Small Business Enterprises and Community Business Enterprises.

On January 16, 2024, Public Works held a mandatory prebid conference for JOCs 2401CP through 2423GG to explain the JOC concept, discuss JOC from the contractors' perspective, and answer questions.

On January 30, 2024, six bids were received for each JOC (2401CP through 2423GG) and publicly opened.

MTM Construction, Inc., is deemed the lowest responsive and responsible bidder meeting the criteria adopted by the Board with regard to JOCs 2401CP, 2403CP, 2407GG, 2408GG, 2416GG, 2417GG, and 2419GG contracts identified herein and is, therefore, recommended for the award of the subject JOCs.

New Creation Engineering & Builders, Inc., is deemed the lowest responsive and responsible bidder meeting the criteria adopted by the Board with regard to JOCs 2402CP, 2406CP, 2409GG to 2411GG, 2418GG, and 2421GG to 2423GG contracts identified herein and is, therefore, recommended for the award of the subject JOCs.

Vincor Construction, Inc., is deemed the lowest responsive and responsible bidder meeting the criteria adopted by the Board with regard to JOCs 2415GG and 2420GG contracts identified herein and is, therefore, recommended for the award of the subject JOCs.

To ensure the JOCs are awarded to responsible contractors with a satisfactory performance history, bidders were required to report violations of the False Claims Act, their civil litigation history, and information regarding prior criminal convictions. The information reported by each contractor was considered before making the recommendation to award the JOCs.

A copy of the Job Order Contracting Construction Task Catalog and Specifications prepared by The Gordian Group, Inc., dated February 2023, and The SimpleBid Book Job Order Contracting Unit Price Catalog prepared by Cannon/Parkin, Inc., dated February 2023, are on file at Public Works, Business Relations and Contracts Division.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The use of these JOCs will expedite the completion of repair, remodeling, refurbishment, and maintenance work throughout the Department. Minor impacts may occur while repair and maintenance work is underway.

CONCLUSION

Upon approval by the Board, please return one adopted copy of this Board letter to the Department of Parks and Recreation. If you have any questions, please contact Marites Lee at (626) 588-5220 or mlee2@parks.lacounty.gov or Johanna Hernandez at (626) 588-5370 or bll@parks.lacounty.gov.

Respectfully submitted,



Norma E. Garcia-Gonzalez

Director

NEGG:AB:MR:CB:ML:ml

c: Chief Executive Officer
County Counsel
Department of Public Works