



GAIL FARBER, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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January 6, 2009

IN REPLY PLEASE
REFER TO FILE: PD-1

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:

**COUNTY OF LOS ANGELES BIKEWAY MASTER PLAN
APPROVAL OF A CONSULTANT SERVICES AGREEMENT
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

SUBJECT

This action is to authorize the Director of Public Works or her designee to enter into a consultant services agreement with Alta Planning and Design to prepare a Bikeway Master Plan for the County of Los Angeles.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Find that this action is statutorily exempt from the provisions of the California Environmental Quality Act.
2. Authorize the Director of Public Works or her designee to enter into a consultant services agreement with Alta Planning and Design to prepare a Bikeway Master Plan for the County of Los Angeles, including negotiating and executing any amendments necessary to complete the plan, for a not-to-exceed fee of \$347,490, plus an additional 25 percent for any required additional work that is within the scope of the agreement, for a total amount of \$434,363.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the recommended action is to authorize the Director of Public Works or her designee to enter into a consultant services agreement with Alta Planning and Design to prepare the Bikeway Master Plan (Plan) for the County of Los Angeles (County).

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provision of Service Excellence (Goal 1), Fiscal Responsibility (Goal 4), and Community Services (Goal 6). The Plan will identify gaps in the County's existing bikeway network and identify opportunities to expand the network, thus improving the quality of life of residents in the County. In addition, by adoption of the Plan, the County will be eligible for grant funding through the State of California Bicycle Transportation Account Call for Projects, which will strengthen the County's fiscal capability.

FISCAL IMPACT/FINANCING

There will be no impact to the County General Fund.

The fee to prepare the Plan is not to exceed \$347,490, plus an additional 25 percent for any required additional work that is within the scope of the agreement, for a total amount of \$434,363. Of this amount, \$325,772 will be financed from the First, Second, Third, Fourth, and Fifth Supervisorial Districts' Road Construction Programs on an equal basis. The remaining \$108,591 will be financed with Article 3 Bikeway funds. The necessary funds are included in the Fiscal Year 2008-09 Road Fund and Article 3 Bikeway Fund Budgets.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The existing Plan of Bikeways, a sub-element of the County General Plan, was adopted in 1975. The goal of the Plan is to develop a framework that fosters an environment for bicycle transportation, and enhance recreational bicycle use in the County. The consultant will evaluate the County's existing bikeway network and will identify opportunities to propose Class I bikeways countywide, and Class II and Class III bikeways in the unincorporated areas of the County.

The agreement will contain provisions requiring the contractor to comply with the terms and conditions supporting your 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; the Los Angeles County's Child Support Compliance Program, Los Angeles County Code, Chapter 2.200; and the standard Board-directed clauses that provide for agreement termination or renegotiation.

The agreement will include 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.

A standard consultant services agreement, approved as to form 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.

ENVIRONMENTAL DOCUMENTATION

Execution of the agreement is statutorily exempt from the provisions of the California Environmental Quality Act Guidelines pursuant to Section 15262 of the Guidelines and Section 307.B.(7) of the Environmental Reporting Procedures and Guidelines adopted by your Board on November 17, 1987. This exemption provides for feasibility or planning studies for possible future actions which have not been approved, adopted, or funded.

CONTRACTING PROCESS

On July 22, 2008, the Department of Public Works (Public Works) issued a Request for Proposals (RFP) to 20 consulting firms to prepare the Plan. Alta Planning and Design was the sole respondent to the RFP. An evaluation committee, comprised of staff from Public Works and the Department of Regional Planning, evaluated the proposals and determined that Alta Planning and Design is qualified to perform the required services. The evaluation was based on technical expertise, experience, personnel qualifications, and an understanding of the work requirements. The evaluation was completed without regard to race, creed, color, or gender.

As requested by your Board on February 3, 1998, the RFP was listed on the County's "Doing Business with Us" website.

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Participation by Community Business Enterprises (CBEs) in these services is encouraged through Public Works' CBE Outreach Program and the requirement that consultants demonstrate their good faith efforts to utilize CBEs. Alta Planning and Design is aware of Public Works' CBE Outreach Program, and its proposed CBE participation is on file with Public Works.

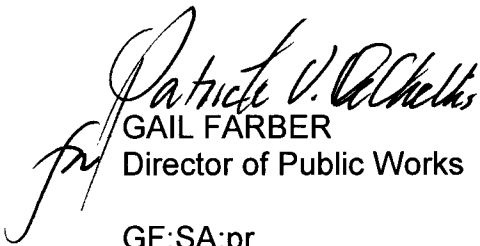
IMPACT ON CURRENT SERVICES (OR PROJECTS)

The Plan will assess the County's existing bikeway network, evaluate gaps, and identify opportunities to expand the network, which will better serve the public and enhance the safety, security, and quality of life for bicyclists and pedestrians in the County.

CONCLUSION

Please return two adopted copies of this letter to Public Works, Programs Development Division.

Respectfully submitted,


GAIL FARBER
Director of Public Works

GF:SA:pr

- c: Chief Executive Office (Lari Sheehan)
- County Counsel
- Department of Regional Planning (Mark Herwick)