

TRANSMITTAL

To:

THE COUNCIL

Date:

FEB 05 2013

From:

THE MAYOR

TRANSMITTED FOR YOUR CONSIDERATION. PLEASE SEE ATTACHED.



(Mercedes Marquez) for
ANTONIO R. VILLARAIGOSA
Mayor

CITY OF LOS ANGELES

CALIFORNIA

GREGORY P. IRISH
INTERIM GENERAL MANAGER



ANTONIO R. VILLARAIGOSA
MAYOR

COMMUNITY DEVELOPMENT
DEPARTMENT

1200 W. SEVENTH STREET
LOS ANGELES, CA 90017

February 1, 2013

Council File No:
Council Districts: All
Contact Person & Phone
Manuel Chavez: 213-744-7398

The Honorable Antonio R. Villaraigosa
Mayor, City of Los Angeles
Room 303, City Hall

Attention: Mandy Morales, Legislative Coordinator

TRANSMITTAL: HISTORICAL PRESERVATION CONSULTANT REQUEST FOR PROPOSALS RESULTS—SCORES AND FUNDING RECOMMENDATIONS

The General Manager of the Community Development Department (CDD) respectfully requests your office review and approve this transmittal and forward to the City Council for further consideration.

RECOMMENDATION

The General Manager of CDD respectfully requests that the Mayor and City Council:

1. APPROVE the results of the Historical Preservation Consultant (HPC) Request for Proposals;
2. AUTHORIZE the General Manager of CDD and the Los Angeles Housing Department (LAHD) or designees to negotiate and execute City Agreements with the selected proposer, ICF Jones & Stokes, Inc., to serve as the HPC with funding not to exceed Three Hundred Thousand Dollars (\$300,000) for the period commencing April 1, 2013 through March 31, 2014, with an option to extend for up to two additional one-year periods at the City's sole discretion and contingent upon availability of funds, contractor performance, and continued compliance with applicable laws; and
3. AUTHORIZE the General Manager of CDD and LAHD or designees to prepare Controller's instructions needed to implement actions approved by the Council and Mayor on matters presented in or deriving from this transmittal, and/or make necessary technical adjustments, subject to the approval of the City Administrative Officer; and further requests that the Controller implement the instructions.

SUMMARY

On March 9, 2012, the City Council approved the 38th Program Year Housing and Community Development Consolidated Plan - Fifth Year Action Plan (CF 11-1593). Part of the Consolidated Plan approval, authorized CDD to issue a Request for Proposals (RFP) to select a qualified historical review consultant to advise and assist the City in conducting research and in preparing documentation on the condition and status of potentially historically significant properties.

Based on the RFP evaluation process, ICF Jones & Stokes, Inc. received the highest score and is recommended for funding.

FISCAL IMPACT STATEMENT

There is no fiscal impact to the General Fund. The HPC receives funding through the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant and Home Investment Partnership Act (HOME) Investment Partnership entitlement awards.

BACKGROUND

The Community Development Department is responsible for the administration of four entitlement grants received from HUD: Community Development Block Grant, HOME Investment Partnership, Emergency Solutions Grant, and Housing Opportunities for Persons with AIDS. These grants are used to fund various programs designed to assist low and moderate income individuals and families in the areas of housing, community/economic development, and supportive services.

A portion of the physical development and housing related program delivery provisions in the grants pertains to the protection of properties with historic and archaeological significance. Federal and state regulations require that environmental reviews must be performed for federally funded projects that involve structures and properties.¹ The National Historic Preservation Act requires agencies responsible for protecting historical properties meet professional standards as determined by the Secretary of Interior's Professional Qualification Standards. Since historical review and preservation is a highly specialized and technical field, it is necessary for the City to augment its labor force and hire a consultant.

Each year many federally funded projects affect historic properties in Los Angeles. Many projects are initiated by, or require permits or licenses from, various government entities. In 1995, the City signed a Programmatic Agreement with the California State Historic Preservation Officer (SHPO) and the federal Advisory Council on Historic Preservation for the purpose of having an expedited and streamlined process for review and approval of historical projects. Both state and federal statutes require the City to consult with the SHPO on how the project will affect Los Angeles' cultural resources. The SHPO works with municipalities to integrate historic preservation into a broader overall community planning and development process through a comprehensive approach to preservation planning at the local level. The SHPO promotes the preservation of California's heritage resources by ensuring that projects and programs carried out comply with federal and state historic preservation laws and that projects are planned in ways that avoid adverse effects to heritage resources. If adverse effects cannot be avoided, the SHPO assists in developing measures to minimize or mitigate such effects.

A programmatic agreement, or PA, is a document that spells out the terms of a formal, legally binding agreement between agencies and establishes a process for consultation, review, and

¹ CDD and LAHD environmental reviews are governed by the National Environmental Policy Act; California Environmental Quality Act; HUD requirements as specified in 24 CFR Part 58; and 36 CFR Part 800, which is commonly referred to as Section 106 of the National Historic Preservation Act of 1966.

compliance with one or more federal laws, most often with those federal laws concerning historic preservation. One of the provisions contained in the Programmatic Agreement requires the City to retain a historic preservation consultant, and the procurement of ICF Jones & Stokes, Inc. as the Historical Preservation Consultant fulfills this requirement.

REQUEST FOR PROPOSAL

On July 6, 2012, the CDD in conjunction with the LAHD released a Request for Proposals to procure the services of a Historic Preservation Consultant (HPC) to assist the departments in conducting research, preparing documentation on the status of potential historic properties, coordinating with the state and HUD, and preparing a work plan to fulfill the purposes of the National Historic Preservation Act. The HPC will also assist in the identification, evaluation, and monitoring of properties approved for federally funded construction, reconstruction, clearance, demolition, or modification of homes and buildings.

The RFP was posted on the CDD's website and the Los Angeles Business Assistance Virtual Network (BAVN #14022). A bidders' conference was held on July 25, 2012, and was attended by thirty representatives from sixteen organizations. In addition to the bidders' conference, technical assistance was also provided by posting questions and answers on CDD's website. The deadline was August 17, 2012 for proposals to be submitted by electronic submission to RFP.HistoricalPreservation@lacity.org.

The selected contractor will have a contract term of one year commencing April 1, 2013 to March 31, 2014, with an option to extend for up to two additional one-year periods, at the City's sole discretion. Contract amount will not exceed Three Hundred Thousand Dollars (\$300,000) per year. Contract award is subject to Mayor and City Council approval. The selected contractor is also subject to the approval of the State Historic Preservation Officer; approval will be requested after Mayor and City Council approval.

PROPOSAL REVIEW PROCESS

Five organizations responded to the RFP. Outside raters from other City departments reviewed and evaluated the proposals. The raters participated in an orientation meeting in which an overview of the RFP, scoring criteria, and conflict of interest were discussed. The raters scored the proposals individually and later convened with the rest of the team to collectively arrive at the final scores.

The proposals were reviewed, scored, and ranked based on the criteria stipulated in the RFP as shown below:

Evaluation Factors	Points
I. Qualification, experience, and demonstrated ability	50
II. Cost reasonableness, appropriateness, and necessity as compared to all other proposals	50
III. Interview	10
IV. Local Business Preference Ordinance (Bonus Points)	8
Total Points	118

RFP SCORES AND FUNDING RECOMMENDATIONS

On October 24, 2012, proposers were notified of the RFP review results. The notification letter included their respective score, funding recommendation, rater comments, and appeal procedure. There were no proposers who submitted an appeal. Below is a summary of the RFP results.

AGENCY	Part I—Qualification, Experience & Demonstrated Ability (50 Points)	Part II—Cost Reasonableness (50 Points)	Part III—Local Business Preference (8 Points)	Interview (10 Points)	Final Score
ICF Jones & Stokes, Inc.	41	45	8	10	104
SWCA, Incorporated DBA as SWCA Environmental Consultants	36	43	8	10	97
Galvin Preservation Associates Inc.	37	41	8	10	96
Chattel Architecture, Planning, Inc.	33	45	8	7	93
ASM Affiliates	32	38	0	5	75

On December 3, 2012, the Commission on Community and Family Services approved ICF Jones & Stokes, Inc. as the successful proposer and recommends them for a contract.

GREGORY P. IRISH
Interim General Manager

GI:MC:JOL:JM:AM