

TRANSMITTAL

To:

THE COUNCIL

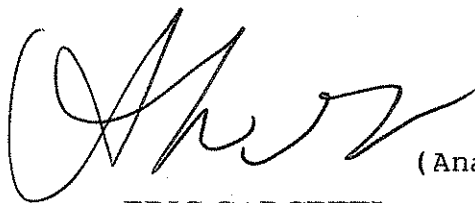
Date:

SEP 10 2013

From:

THE MAYOR

TRANSMITTED FOR YOUR CONSIDERATION. PLEASE SEE ATTACHED.



(Ana Guerrero)

ERIC GARCETTI
Mayor

CITY OF LOS ANGELES

CALIFORNIA

BOARD OF PUBLIC WORKS MEMBERS

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MONICA RODRIGUEZ
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ERIC GARCETTI
MAYOR

OFFICE OF THE BOARD OF PUBLIC WORKS

200 NORTH SPRING STREET
ROOM 361, CITY HALL
LOS ANGELES, CA 90012
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(213) 978-0278 Fax

ARLEEN P. TAYLOR
EXECUTIVE OFFICER

<http://www.bpw.lacity.org>

2013 AUG 30 PM 1:34
CITY ADMINISTRATIVE OFFICER

August 28, 2013

#1 BOE/BCA

✓ Mayor Eric Garcetti
Room No. 305
City Hall
Attn: Mandy Morales

Subject: REQUEST FOR AUTHORITY TO EXECUTE AMENDMENT NO. 1 TO THE
12 CONSULTANT CONTRACTS FOR PRE-QUALIFIED ON-CALL
LANDSCAPE ARCHITECTURAL SERVICES FOR THE MUNICIPAL
FACILITIES PROGRAM

As recommended in the accompanying report of the City Engineer and the Director of the Bureau of Contract Administration, which this Board has adopted, the Board of Public Works requests approval and forwarding to the City Council for approval and authorization to execute Amendment No. 1 to the 12 listed consultant contracts, increasing the total contract term from five years to eight years for Pre-Qualified On-Call Landscape Architectural Services for the Municipal Facilities Program.

FISCAL IMPACT

It is anticipated that project work covered by proposed Amendment No. 1 for each contract will have an additional impact on the General Fund. There are several active project task orders covered under these contracts. The Bureau of Engineering will ensure that adequate funds are available to cover the costs for work on specific projects and will obtain Board authorization for Task Orders over \$100,000.

Respectfully submitted,


Arleen P. Taylor, Executive Officer
Board of Public Works

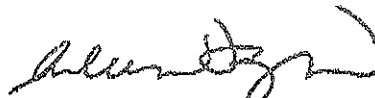
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Department of Public Works
Bureau of Engineering
Bureau of Contract Administration
Joint Report No. 1

ADOPTED BY THE BOARD
PUBLIC WORKS OF THE CITY
of Los Angeles, California
AND REFERRED TO THE MAYOR
AUG 28 2013

August 28, 2013
CD Nos. All



Executive Officer

REQUEST FOR AUTHORITY TO EXECUTE AMENDMENT NO. 1 TO THE 12 CONSULTANT CONTRACTS FOR PRE-QUALIFIED ON-CALL (PQOC) LANDSCAPE ARCHITECTURAL SERVICES FOR THE MUNICIPAL FACILITIES PROGRAM

RECOMMENDATIONS

1. Approve and forward this report with transmittals to the Mayor and City Council requesting the following:
 - a. Approve Amendment No. 1, increasing the total contract term from five years to eight years, to each of the contracts between the City of Los Angeles (City) and the following 12 firms (FIRMS):
 - AECOM Technical Services, Inc. (C114380) formerly EDAW, Inc.
 - Calvin R. Abe & Associates, Inc. dba ah'be Landscape Architects (C114384)
 - David Evans and Associates, Inc. (C114383)
 - David Volz Design Landscape Architect Inc. (C114382)
 - Katherine Spitz Associates, Inc. (C114381)
 - MLA Green, Inc. dba Mia Lehrer + Associates (C114379)
 - North East Trees (C114385)
 - NUVIS (C114377)
 - RJM Design Group, Inc (C114378)
 - RRM Design Group (C114376)
 - Troller Mayer Associates, Inc. (C114368)
 - Withers & Sandgren Ltd. (C114367)
 - b. Authorize the President or two members of the Board of Public Works (Board) to execute Amendment No. 1 for each of the 12 contracts identified above.
2. Notify the Bureau of Engineering (BOE), Mahmood Karimzadeh, (213) 485-4282, when these Amendments are ready to be executed by the Board, whereupon five original copies of each Amendment No. 1 will be delivered to the Executive Officer of the Board for signature.
3. Upon execution, request the City Clerk to attest and certify the five original copies of each Amendment No. 1. For each Amendment No. 1, the City Clerk and the Board will each retain one original copy and three original copies are to be returned to the BOE, Mahmood Karimzadeh.

FISCAL IMPACT STATEMENT

It is not anticipated that project work covered by proposed Amendment No. 1 for each contract will have an additional impact to the General Fund. There are several active project task orders covered under these contracts. The BOE will ensure that adequate funds are available to cover the costs for work on specific projects and will obtain Board authorization for Task Orders over \$100,000.

TRANSMITTALS

1. Copy of each of the original executed PQOC contracts between the City and the FIRMS dated September 4, 2008.
2. Copy of proposed Amendment No. 1 for each contract, extending the term by 3 years.

DISCUSSION

Background

The original PQOC contracts (Transmittal No. 1) between the City and the FIRMS providing landscape architectural consultant services for various projects were executed on September 3, 2008 and will expire on September 3, 2013.

Amendment No. 1 (Transmittal No. 2) for each contract is needed to give the consultants more time to complete their existing Task Orders issued. Although the original contracts had terms of 5 years, several Task Orders assigned to the consultants will extend beyond the 5-year term. The 3-year extension will allow the consultants to complete their existing Task Orders.

The consultants have been used on an as-needed basis for various Municipal Facilities landscape architectural projects. The list has enabled BOE to handle workload spikes during periods when an overflow of recently assigned projects require landscape architectural and related professional services expertise, and there were insufficient City staff to perform the work or the work was highly specialized. BOE intends to amend contracts to enable the consultants to complete their obligations for existing task orders assigned prior to the current contracts' expiration date and to issue new task orders through the term of the proposed contract amendment. This is an effort to maximize efficiency by having a minimum number of City staff combined with consultants who can be assigned task orders during peak periods. This will be the most cost-effective method of handling the peaks and valleys in the landscape architecture project workflow over the course of the next three years.

During the 3-year term of the proposed contract Amendment No. 1, the City Engineer will assess whether a Request for Qualifications (RFQ) will be necessary to establish a new PQOC Landscape Architectural Consultants Contract List based on the BOE's operational needs. If such a RFQ is needed, the City Engineer will request authority from the Board to issue it.

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Currently there are four active task orders requiring the extension of the contracts summarized in the table below:

Consultant	Project Task Order	Date Assigned
Calvin R. Abe & Associates, Inc. dba ah'be Landscape Architects	Griffith Park Roads and Trail Improvements	October 12, 2010
Calvin R. Abe & Associates, Inc. dba ah'be Landscape Architects	West Wilshire (Pan Pacific) Park Athletic Field Improvements	October 12, 2010
MLA Green, Inc. dba Mia Lehrer + Associates	LA Riverfront Park Phase II	December 12, 2012
MLA Green, Inc. dba Mia Lehrer + Associates	Monsignor Oscar Romero Memorial Plaza	April 17, 2013

Continuity of the consultant services on the projects above is important to minimize adverse impact to the projects' schedule, budget, and quality.

Minority Business Enterprise/Women Business Enterprise/Other Business Enterprise (MBE/WBE/OBE) Subcontractor Outreach Program

At the time of the distribution of the original RFQ for these contracts, the City had established an MBE/WBE/OBE Subcontractor Outreach Program for architectural and related professional services with anticipated MBE and WBE participation levels of 12 and 2 percent, respectively.

All the prime consultants had acknowledged the City's anticipated participation levels of 12 percent MBE and 2 percent WBE. However, pledged participation levels were not established for specific subconsultants at that time. The following information reflects the achieved and pledged subconsultant information for the only consultant issued a task over \$100,000 according to BOE records.

The MBE/WBE/OBE subconsultant information for Calvin R. Abe & Associates, Inc. dba ah'be Landscape Architects (C114384) is as follows:

Gender/Ethnicity Codes:

- | | |
|------------------------------|-----------------------------------|
| AA = African American | HA = Hispanic American |
| APA = Asian Pacific American | SAA = Subcontinent Asian American |
| NA = Native American | C = Caucasian |
| M = Male | F = Female |

As of July 23, 2013, there is one active Task Order for this contract requiring MBE/WBE/OBE subcontractor utilization reporting, the West Wilshire (Pan Pacific) Park

Athletic Field Improvements project which was issued on October 12, 2010. For this Task, Calvin R. Abe & Associates, Inc. dba ah'be Landscape Architects pledged 20.90 percent MBE, 15.68 percent WBE, and 2.81 percent OBE. The actual participation levels achieved as of July 23, 2013, are 13.11 percent MBE, 19.78 percent WBE, and 5.89 percent OBE. With the approval of Amendment No. 1, there are no changes to their initial pledge for this task.

Since contract execution, Calvin R. Abe & Associates, Inc. dba ah'be Landscape Architects has added one subconsultant for this task, Sweeney & Associates, Inc. to obtain an irrigation specialist for the athletic field improvements project without the performance of an outreach. The achieved subconsultant participation levels as of July 23, 2013 are as follows:

Table I				
Subconsultants	Gender/ Ethnicity	MBE/ WBE/ OBE	(%) of Total Invoiced	Amount Invoiced to Date
VCA Engineering	M / APA	MBE	13.11%	\$ 5,168.50
Gotama Building Engineers, Inc.	F / APA	WBE	19.78%	\$ 7,800.00
Sweeney & Associates, Inc.		OBE	5.89%	\$ 2,323.75
Total MBE Participation			13.11%	\$ 5,168.50
Total WBE Participation			19.78%	\$ 7,800.00
Total OBE Participation			5.89%	\$ 2,323.75
Subtotal Subconsultant Participation			38.78%	\$15,292.25
Prime Participation			61.22%	\$24,144.50
Total Invoiced Amount				\$39,436.75

Pledged participation levels including Amendment No. 1 are as follows:

Table II				
Pledged Subconsultants	Gender/ Ethnicity	MBE/ WBE/ OBE	(%) of Total Amount Pledged	Amount of Total NTPs Pledged
VCA Engineering	M / APA	MBE	20.90%	\$ 30,788
Gotama Building Engineers, Inc.	F / APA	WBE	15.68%	\$ 23,100
Sweeney & Associates, Inc.		OBE	2.81%	\$ 4,140
Total MBE Participation			20.90%	\$ 30,788
Total WBE Participation			15.68%	\$ 23,100
Total OBE Participation			2.81%	\$ 4,140
Total MBE/WBE/OBE Participation			39.39%	\$ 58,028
Total Base Task Amount				\$147,328
Contingency				\$ 32,672
Total Budget Authority				\$180,000

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MLA Green, Inc. dba Mia Lehrer + Associates (C114379)

RRM Design Group (C114376)

As of July 23, 2013, Mia Lehrer + Associates and RRM Design Group have not been issued any Task Orders over \$100,000.

AECOM Technical Services, Inc. (C114380)

David Evans and Associates Inc (C114383)

David Volz Design (C-114382)

Katherine Spitz Associates, Inc. (C114381)

North East Trees (C114385)

NUVIS (C114377)

RJM Design Group, Inc. (C114378)

Troller Mayer Associates (C114368)

Withers & Sandgren (C114367)

As of July 23, 2013, AECOM Technical Services, Inc., David Evans and Associates, Inc., David Volz Design Landscape Architects Inc., Katherine Spitz Associates, Inc., North East Trees, NUVIS, RJM Design Group, Inc., Troller Mayer Associates, and Withers & Sandgren have not been issued any Task Orders.

Compliance with City Policies and with the Boards' Policy

All consultants participating in this program are subject to compliance with the following City's Ordinances and policies: Contractor Responsibility Ordinance; Business Tax Registration Certificate; Non-Discrimination, Equal Employment Practices, and Affirmative Action; Insurance requirements; Equal Benefits Ordinance; Child Support Obligations Ordinance; Americans with Disabilities Act; Service Contractor Worker Retention Ordinance; Living Wage Ordinance; Slavery Disclosure Ordinance; Non-Collusion; First Source Hiring Ordinance; and Discount Terms. The FIRMS will comply with the requirements of the MBE/WBE/OBE Subcontractor Outreach Program. Failure to comply with all requirements will render the Consultant's Contract subject to termination pursuant to the conditions therein.

Businesses are encouraged to locate or remain within the City of Los Angeles to preserve and enhance the economic base and well-being of the City. According to the Los Angeles Residence Information form, Consultants provided the following information:

Consultant	Total No. of Employees	Employees Residing in L.A.	(%) of Employees Residing in L.A.
AECOM Technical Services, Inc. formerly EDAW, Inc.	10,761	330	3%
Calvin R. Abe & Associates, Inc. dba ah'be Landscape Architects	15	7	47%
David Evans and Associates Inc	640	1	0%
David Volz Design	9	0	0%
Katherine Spitz Associates, Inc.	10	10	100%
MLA Green, Inc. dba Mia Lehrer + Associates	24	20	83%
North East Trees	16	12	75%
NUVIS	17	0	0%
RJM Design Group, Inc.	17	0	0%
RRM Design Group	80	0	0%
Troller Mayer Associates	7	3	43%
Withers & Sandgren	6	3	50%

The quality of the work performed by the FIRMS will be monitored in accordance with the Contractor Evaluation Ordinance No. 173018 (Division 10, Chapter 1, Article 13 of the Los Angeles Administrative Code [L.A.A.C.]) and the Rules for the Evaluation of Service Contractors which require Departments to prepare performance evaluations upon completion of all service contracts over \$25,000 and at least three months in duration. The critiques are kept on file by the Bureau of Contract Administration (BCA), Special Research & Investigation Section for reference by other City Departments and agencies.

Contractor Performance Evaluation

In accordance with Article 13, Chapter 1, Division 10 of the L.A.A.C., the appropriate City personnel responsible for the quality control of this personal services contract shall submit Contractor Performance Evaluation Reports to the BCA, Special Research & Investigation Section upon completion of this contract.

Contractor Responsibility Ordinance

All consultants participating in this program are subject to compliance with the requirements specified in the City of Los Angeles' Contractor Responsibility Ordinance No. 173677 (Article 14, Chapter 1, Division 10, L.A.A.C.). Failure to comply with all requirements specified in the Ordinance may render the consultant's contract subject to termination pursuant to the conditions expressed therein.

Notice of Intent to Contract and Charter Section 1022 Determination

The required Notification of Intent to Contract form was submitted to the City Administrative Officer (CAO) on October 3, 2012. In compliance with Charter Section 1022, on August 2, 2013, the CAO determined that it was more feasible to utilize consultants to perform this work rather than utilize City employees.

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City Attorney Review

The proposed Amendment has been reviewed and approved as to form by the City Attorney's Office.

STATUS OF FUNDING

This amendment is for time extension only. Funding has been obtained on a task by task basis and is not expected to change. However, if changes are needed, the BOE will report back to the Board to obtain approval for task orders exceeding \$100,000.

The City's liability under this contract shall only be to the extent of the present City appropriation to fund the contract. However, if the City shall appropriate funds for any succeeding years, the City's liability shall be extended to the extent of such appropriation, subject to the terms and conditions of the contract.

(MK TSA RMK DJW WFB)

Report reviewed by:

Respectfully submitted,

BOE (ADM and PAC)

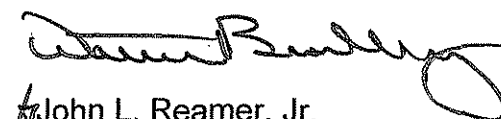
Report prepared by:



Gary Lee Moore, P.E.
City Engineer

Architectural Division

Mahmood Karimzadeh, A.I.A.
Principal Architect, Division Manager
Phone No. (213) 485-4282



John L. Reamer, Jr.
Inspector of Public Works

Compliance Review performed
and approved by:



Hannah Choi, Program Manager
Office of Contract Compliance
Bureau of Contract Administration

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Questions regarding this
report may be referred to:
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