

APPROVED
MAY 01 2013

REPORT OF GENERAL MANAGER

NO. 13-122

DATE May 1, 2013

**BOARD OF RECREATION
& PARK COMMISSIONERS**

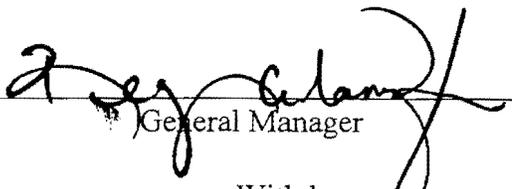
C.D. ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AS-NEEDED LANDSCAPE CONSTRUCTION, RETROFIT, MAINTENANCE AND/OR REPAIRS – AWARD OF CONTRACTS

R. Adams _____
H. Fujita _____
V. Israel _____

K. Regan _____
*M. Shull CSP for
N. Williams _____



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Find, in accordance with Charter Section 1022, that the Department of Recreation and Parks (Department) does not have, available in its employ, personnel with sufficient time or necessary expertise to undertake all of the landscape construction and maintenance projects in a timely manner, and it is more feasible, economical and in the Department's best interest, to secure these services by contract with several contractors to perform this work as-needed and on an occasional, but frequent basis, without engaging in a new competitive bidding process for each individual project to be performed;
2. Find, in accordance with Charter Section 371(e)(2) and Los Angeles Administrative Code Section 10.15(a)(2), that a competitive bidding is not practicable or advantageous as it is necessary for the Department to be able to call on contractors to perform this work as-needed and on an occasional, but frequent, basis without engaging in a new competitive process for each individual project to be performed; however, from among as-needed contractors each individual project is assigned on the basis of availability of an as-needed contractor to perform the work, the price to be charged and the unique expertise of the as-needed contractor;
3. Find in accordance with Charter Section 371(e)(10), that use of competitive bidding would be undesirable, impractical or impossible or is otherwise excused by the common law and the Charter because, unlike the purchase of a specified product, there is no single criterion, such as price comparison, that will determine which proposer can best provide the services

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required by the Department to provide as-needed landscape construction, retrofit, maintenance and/or repair;

4. Find, in accordance with Charter Section 372, that obtaining competitive proposals or bids for each individual project for which work may be performed pursuant to this agreement is not reasonably practicable or compatible with the Department's interests of having available as-needed contractors who are assigned various projects on the basis of availability, price, and expertise, and that it is therefore necessary to have several as-needed contractors for this type of service available when called upon by the Department to perform services;
5. Approve the selection process for the selection of qualified firms;
6. Approve the proposed contracts, substantially in the form on file in the Board Office, and instruct staff to award a contract (Contract) between the Department and the following six (6) firms for as-needed landscape construction, retrofit, maintenance and/or repairs for a three (3) year contract, specifying the terms and conditions, subject to approval of the Mayor and the City Attorney as to form;

Contractors:

- 1) Accu Construction, Inc.
1526 Brookhollow Drive, Suite 76
Santa Ana, California 92705
- 2) American Landscape, Inc.
7013 Owensmouth Ave.
Canoga Park, California 91303
- 3) BMC Landscape Management, Inc.
250 North Westlake Blvd, Suite 230
Westlake Village, California 91362
- 4) Commercial Paving & Coating
2809 West. Avenue 37
Los Angeles, California 90065
- 5) Earth Sculptures, Inc.
38-207 North Primrose Lane
Indio, California 92203

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- 6) Landscapes Unlimited, LLC
 1201 Aries Drive
 Lincoln, Nebraska 68512

7. Direct the Board Secretary to transmit the Contracts to the Mayor in accordance with Executive Directive No. 3 and concurrently, to the City Attorney for review and approval as to form; and,

8. Authorize the Board President and Secretary to execute the Contracts upon receipt of the necessary approvals.

SUMMARY:

The Department is in need of landscape construction, retrofit, maintenance and/or repairs, which current staffing can only provide on a limited basis. Therefore, one or more landscape construction, retrofit, maintenance and/or repair contracts are required. Currently, the Department does not have contracts in place to perform landscape construction and maintenance that will help supplement our current city forces. With over 420 park locations under the jurisdiction of the Department, landscape construction and maintenance services contracts are critical to maintaining and expanding our facilities landscape infrastructure.

These contracts will provide the Department with the ability to maintain all non Department-owned properties as well as provide a supplemental resource to perform new irrigation and landscape installations throughout our park system. In addition, these contracts will provide the Department's Planning, Construction and Maintenance Branch a tool to modernize current park landscape locations.

On December 10, 2012, the Board approved a Request for Qualifications (RFQ) for Landscape Construction, Retrofit, Maintenance and/or Repairs, which was released March 5, 2013. On April 16, 2013, the Department received thirteen (13) proposals in response to the RFQ. The responders were:

- 1) Accu Construction, Inc.
 1526 Brookhollow Drive, Suite 76
 Santa Ana, California 92705

- 2) American Landscape, Inc.
 7013 Owensmouth Avenue
 Canoga Park, California 91303

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- 3) BMC Landscape Management, Inc.
 250 North Westlake Boulevard, Suite 230
 Westlake Village, California 91362

- 4) Commercial Paving & Coating
 2809 West Avenue 37
 Los Angeles, California 90065

- 5) Complete Landscape Care, Inc.
 13316 Leffingwell Road
 Whittier, California 90605

- 6) Conejo Crest Landscape, Inc.
 16435 Hart Street
 Van Nuys, California 91406

- 7) D.H.R. Construction, Inc.
 860 Green Island Road
 American Canyon, California 94503

- 8) Earth Sculptures, Inc.
 38-207 North Primrose Lane
 Indio, California 92203

- 9) Key Golf Construction
 2743 Saruer Lane.
 San Marcos, California 92069

- 10) Marina Landscape, Inc.
 1900 S. Lewis Street
 Anaheim, California 92805

- 11) Landscapes Unlimited, LLC
 1201 Aries Drive
 Lincoln, Nebraska 68512

- 12) O&J Golf Construction, Inc.
 25920 Iris Avenue, Suite 13A-339
 Moreno Valley, California 92551

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- 13) United Landscape & Maintenance Inc.
9018 Balboa Boulevard, #128
Northridge, California 91325

The responders were required to provide evidence of their qualifications by meeting at least one (1) of the four (4) minimum requirements as stated below:

- 1) Landscape Construction and Retrofit: Qualified Responders must have a minimum of ten (10) years of landscape construction and retrofit experience with governmental agencies (Municipal, State and/or Federal), performing landscape construction and retrofit projects with the following requirements:

- A) Provide at least ten (10) new baseball/softball field irrigation system installation projects. Each project submitted must have all of the following components for each project submitted:
- i) A minimum 6 inch mainline installation or larger
 - ii) Flow meter/s
 - iii) Backflow/s
 - iv) Pressure Regulator/s
 - v) Gate valves
 - vi) Irrigation controller/s, with two (2) wire only systems.

Note: One (1) project location with multiple fields will only count as one (1) project.

- B) Provide ten (10) installations of new soccer field irrigation systems. Each project provided must have all of the following components for each project submitted. (Note: each project must have a separate address (i.e. a project with three (3) baseball/softball fields will only counts as one (1) project):
- i) A minimum 6 inch mainline installation or larger
 - ii) Flow meter/s
 - iii) Backflow/s
 - iv) Pressure Regulator/s
 - v) Gate valves
 - vi) Must have two (2) wire irrigation clock systems.

- 2) Landscape Maintenance and/or Repairs: Qualified Responders must have a minimum of ten (10) years of landscape maintenance and/or repair experience with governmental agencies (Municipal, State and/or Federal), performing landscape maintenance and/or repair projects with the following requirements:

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- A) Provide a list of fifteen (15) governmental sites and/or facilities where your company provided long-term (9 months or more) landscape maintenance. Each maintenance project submitted must have included:
- i) Mowing
 - ii) Edging
 - iii) Landscaping fertilizing
 - iv) Weeding
 - v) Irrigation maintenance (i.e. sprinkler/pipe repairs, irrigation clock maintenance/repairs, valve repairs)
 - vi) Hard-scape maintenance and repairs
 - vii) Tree planting/maintenance
 - viii) Planting
 - ix) Tree pruning
- 3) Golf Course Construction and Retrofit/Remodel: Qualified Responders must have a minimum of fifteen (15) years of golf course construction experience with a minimum of two (2) projects for a governmental agencies (Municipal, State and/or Federal), performing golf course construction and/or remodel projects with the following requirements:
- A) Provide five (5) new or major renovation golf course projects that were completed in the last ten (10) years. Each project listed must have all of the following components for each project submitted:
- i) A 4-inch or larger irrigation mainline
 - ii) Mechanical joint restraints
 - iii) A minimum of 1000 valve in head sprinklers
 - iv) Construction of greens, tees, and/or bunkers per USGA standards
- 4) Small Golf Course Construction Remodel: Qualified Responders must have a minimum of ten (10) years of golf course construction experience with a minimum of two (2) projects for a governmental agencies (Municipal, State and/or Federal), performing golf course construction and/or remodel projects with the following requirements:
- A) Provide five (5) golf course remodel projects that in the last seven (7) years. Each project listed must have one of the following components for each project submitted:
- i) A 4-inch or larger irrigation mainline
 - ii) Mechanical joint restraints
 - iii) A minimum of 200 valve in head sprinklers
 - iv) Computerized central control system
 - v) Construction of greens, tees, and / or bunkers per USGA standards

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| 2) | American Landscape, Inc.
7013 Owensmouth Ave.
Canoga Park, CA 91303 | Requirement Nos. 1, 2, 3, & 4 |
| 3) | BMC Landscape Management, Inc.
250 N. Westlake Blvd, Suite 230
Westlake Village, CA 91362 | Requirement No. 2 |
| 4) | Commercial Paving & Coating
2809 W. Ave. 37
Los Angeles, CA 90065 | Requirement No. 1 |
| 5) | Earth Sculptures, Inc.
38-207 North Primrose Lane
Indio, CA 92203 | Requirement No. 4 |
| 6) | Landscapes Unlimited, LLC
1201 Aries Drive
Lincoln, NE 68512 | Requirement Nos. 1, 3, & 4 |

RFQ responses were evaluated solely for the minimum qualifications (as stated in RFQ Document). The minimum qualifications as set forth determined the responder's knowledge and experience to perform the terms and specifications of this Contract. It was found through review and verification by Department staff that the above-listed responders met and/or exceeded the minimum qualifications as set forth in the RFQ.

Once it was determined that the responders had met all of the minimum qualifications, the staff verified with the references provided by the respondents. Questions were posed regarding respondent's ability to produce a quality product that met all necessary standards, in a timely manner. They were also asked whether the respondent was timely and effective in their correspondence with governing agencies. All of the references for the respondents who met our minimum qualifications responded favorably to these questions and highly recommended the respective respondent. It was then determined that the above listed Respondents should be selected as a pre-qualified Landscape Construction, Retrofit, Maintenance and/or Repairs contractors and eligible to bid on future Department projects.

All responders who submitted and qualified performed and passed the City's Business Inclusion Program (BIP) outreach.

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The Department is seeking authorization to direct staff to prepare contracts for each of the six (6) qualified responders and authorize the Board President and Secretary to execute these contracts, subject to City Attorney and Mayor approval. The selected pre-qualified contractors are recommended to the Board for a three (3) year contract, in an amount not-to-exceed an annual expenditure of \$7,000,000 per contract. The contract amount is an estimate, and the Department does not guarantee that the contract maximum amount will be reached. The construction services that the Department is requesting shall be on an as-needed basis; the Department, in entering into an agreement, guarantees no minimum amount of business or compensation. Contracts awarded through this RFQ shall be subject to funding availability and early termination by Department, as provided in the Standard Provisions for City Contracts.

Funding for projects will be provided from various funding sources including to but not limited to Proposition K, Quimby, and Proposition 40.

FISCAL IMPACT STATEMENT:

Executing these as-needed contracts has no impact to the Department's General Fund.

This report was prepared by Jim Newsom, Management Analyst II, Planning, Construction and Maintenance Branch.

EXHIBIT A
 REQUEST FOR QUALIFICATION
 LANDSCAPE CONSTRUCTION, RETROFIT, MAINTENANCE AND/OR REPAIRS

"NON-RESPONSIVE" RESPONDERS	REASONS FOR "NON-RESPONSIVENESS"
Complete Landscape Care, Inc.	Responder did not meet the minimum qualifications listed on page 11 of the RFQ as it relates to providing verifiable 10 years of experience. In addition, several reference checks provided an unfavorable reference to the Responder as it relates to landscaping service quality, performance and professionalism.
Conejo Crest Landscape, Inc.	Responder did not complete the following: 1) Did not sign page 74 of CRO on one of two submitted RFQ documents, 2) Did not submit Schedule "A" filled out on Page 128, and 3) Responder did not submit its qualifications on Form "G", page 134. Responder submitted an incomplete list of project references most did not include details, dates, and contact information to verify qualifications as instructed on Page 10-12 of RFQ.
D.H.R. Construction , Inc.	Responder did not answer question #9 on Page 71 of CRO.
Key Golf Construction	Responder did not submit two (2) Original Responses as stated throughout the RFQ document (provided one original and one copy).
Marina Landscape, Inc.	Responder did not fill out and sign Page 88 of RFQ (Americans With Disabilities Act).
O&J Golf Construction, Inc.	Responder processes a California Contractor License C-27 but could not provide proof of having a valid California Contractor License "A" as required for the Minimum Requirement of contract option #4.
United Landscape & Maintenance, Inc.	Responder answered "yes" to page 72, Section 13 of CRO, but did not follow instructions to provide additional information on Attachment "B" Page76 of CRO.