

APPROVED  
SEP 11 2013

REPORT OF GENERAL MANAGER

NO. 13-228

DATE September 11, 2013

BOARD OF RECREATION  
& PARK COMMISSIONERS

C.D. All

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AS-NEEDED GENERAL PARK BUILDING CONSTRUCTION –  
REISSUANCE OF REQUEST FOR QUALIFICATIONS

R. Adams \_\_\_\_\_  
H. Fujita \_\_\_\_\_  
V. Israel \_\_\_\_\_

K. Regan \_\_\_\_\_  
\*M. Shull [Signature]  
N. Williams \_\_\_\_\_

[Signature]  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Approve a Request for Qualifications (RFQ) for as-needed General Park Building Construction, substantially in the form on file in the Board Office, for contracts whose expiration will coincide with current General Park Building Construction contracts, subject to the review and approval of the City Attorney as to form;
2. Direct the Board Secretary to transmit the RFQ to the City Attorney for approval as to form; and,
3. Authorize staff to advertise the RFQ and conduct the RFQ process, subsequent to City Attorney review and approval as to form.

SUMMARY:

The Department of Recreation and Parks (RAP) is in need of General Park Building Construction services, which current staffing can only provide on a limited basis. Therefore, additional General Park Building Construction contracts are required. With over 420 park locations under the jurisdiction of RAP, General Park Building Construction contracts are critical to maintaining and expanding our current park facility infrastructures.

On the June 5, 2013, the Board approved the award of the General Park Building Construction contracts to CXT, Inc, United Riggers & Erectors, Inc. and USA Shade & Fabric Structures, Inc. (Board Report No. 13-145). Although RAP staff is currently pleased with the qualifications of our existing contractors, it was anticipated and desired to have more than three (3) General Park

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Building Construction contractors on the pre-qualified list. In order to obtain more competitive bids for RAP projects, it will be beneficial to have additional contractors added to our pre-qualified list of General Park Building Construction contractors. Also, having a limited number of contractors on the list, a contractor might hit the contract ceiling amount limit and be disqualified from all future work. Having more contractors will allow for more projects to be done simultaneously.

These contracts will provide RAP with additional resources to perform General Park Building Construction services to help supplement current City forces. In addition, these contracts will provide RAP's Planning, Construction and Maintenance Branch with a tool to meet current and future General Park Building Construction projects.

The scope of this contract will include but is not limited to perform construction and renovation of building structures found in public park facilities such as recreation centers, child care facilities, field restrooms, concession buildings, shade structures, bathhouse buildings, bridges, multi-purpose buildings, field houses and community centers. Contractors may also provide and install pre-fabricated offices, restrooms, concession buildings, storage buildings and field houses. Work will include, but is not be limited to demolition, hazardous material abatement, wood framing, masonry walls, concrete walls, footings and slabs, ceramic tile work, stucco, drywall, plastering, structural steel and rigging, toilet room accessories and partitions, cabinetry, painting, millwork, vinyl, ceramic tile, carpet, associated plumbing, electrical and mechanical work, provide design, engineering and permits for existing and new park restrooms in accordance with the Americans with Disabilities Act (ADA), and to bring all other facilities into compliance with the ADA.

Staff is now ready to re-release, at the direction of the Board, a RFQ which will be advertised on RAP's website and posted on the Los Angeles Business Assistance Virtual Network (BAVN). The Planning, Construction and Maintenance Branch, which oversees RAP's construction and maintenance projects, has reviewed the RFQ and provided input.

A pre-bid conference will be held approximately two weeks after the release of the RFQ in order to provide potential bidders with a review of the submittal documents, compliance documents, and requirements for the Business Inclusion Program as required by Executive Directive No. 14, and the Board's policy.

### Evaluation Process

Responses will be evaluated in two (2) levels. Level I will be a review by staff for the minimum qualifications (as stated in RFQ Document). The minimum qualifications will determine the responder's knowledge and experience to perform the terms and specifications of this Contract. If a responder's minimum qualification cannot be verified by City Staff, the responder will be disqualified and no further evaluation will be performed on the response. Level II will evaluate

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all required compliance and submittal documents as required per City Ordinance. Responder must successfully pass Level I before staff will proceed to Levels II.

If responder/s are successful in meeting the City's minimum qualifications requirements, then response evaluation will be based solely on the response submitted by responder.

In the interest of maintaining a competitive environment and maximizing the City's contracting options, staff may choose to award contracts to multiple vendors. If multiple vendors are awarded this contract, vendors will have the opportunity to submit a competitive quote for each project issued by RAP's Planning, Construction and Maintenance Branch, within the terms of this contract.

The selected Responder/s will be recommended to the Board for contract/s with the contract term expiration date coinciding with the current executed General Park Building Construction contracts. Each contract will be for an amount not-to-exceed \$10,000,000.00 per year. The contract amount is an estimate, and RAP does not guarantee that the contract maximum amount will be reached. The construction services that RAP is requesting shall be on an as-needed basis; RAP, 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 RAP, as provided in the Standard Provisions for City Contracts (Rev. 03/09).

Funding for service will be provided and will include various funding sources.

FISCAL IMPACT STATEMENT:

Releasing the Request for Qualification has no impact to RAP's General Fund.

This Report was prepared by Jimmy Newsom, Management Analyst II, Planning, Construction and Maintenance Branch.