



**DATE:** April 24, 2008

**FROM:** ENGINEERING

**SUBJECT: RESOLUTION NO. \_\_\_\_\_ - PERSONAL SERVICES AGREEMENT FOR ON-CALL LANDSCAPE PLANNING AND DESIGN SERVICES BETWEEN THE CITY OF LOS ANGELES AND GRUEN & ASSOCIATES, JACOB CARTER BURGESS, NUVIS LANDSCAPE ARCHITECTURE, AND SEED GROUP**

### **SUMMARY**

The agreement between the City and Gruen Associates— Los Angeles, California; Jacob Carter Burgess – Los Angeles, California; Nuvis – Costa Mesa, California; and SEED Group – Torrance, California will provide on-call, as-needed landscape planning and design support services. This action will authorize professional services agreements with the aforementioned consulting firms for a 3 year term in the amount of \$500,000 each, for a total of \$2,000,000.

### **RECOMMENDATION**

It is recommended that the Board of Harbor Commissioners:

1. Find that in accordance with the City Charter Section 1022, work under the subject agreements is temporary in nature and can be performed more feasible by an independent consultants rather than by City employees.
2. Approve the subject agreements with Gruen Associates; Jacob Carter Burgess; Nuvis; and SEED Group; for a total amount not-to-exceed \$2,000,000 (not-to-exceed amount of \$500,000 for each agreement) and that a 15% contingency not included in the original contract amount be applied for a total authorization of \$2,300,000.
3. Authorize the Executive Director and the Board Secretary to execute and attest to said agreements for and on behalf of the Board.
4. Adopt Resolution No. \_\_\_\_\_

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## DISCUSSION

### 1. Project Background

The Port of Los Angeles has recognized the importance of being a good neighbor while engaging in global commerce. To meet the desire for aesthetic quality, the Port has committed to improving its fringe properties as attractive and functional public spaces for art, recreation, and green buffer zones separating the adjacent neighborhoods from the industrial activities of the Port.

### 2. Services to be Performed

Pursuant to individual project directives issued by the Department, consultants shall provide on-call, as-needed landscape planning and design, and construction support services in connection with landscape enhancement projects in and around the Port. These services include, but are not limited to landscape planning and design and preparation of plans, specifications, estimates, calculations, studies, reports, and/or providing support for streetscape improvements, public plaza design including public art, building landscaping, terminal landscaping, park and public use landscaping, slope planting, revitalization of existing landscaping, demolition of existing landscaping, and community recreational spaces.

Additional services include irrigation design, grading and earthwork, native plant selection, signage design, parking lot layout, site planning, land use planning, prepare multiple design alternatives, accessibility improvements in accordance with ADA, and participate in community meetings are subtasks that may be utilized in the completion of the landscape planning and design work. Sanitary sewer designs, storm drain designs, architectural design support, mechanical design support, electrical design support, drafting support, project management, pre-construction support, and construction support services are support services that may be utilized in the completion of the landscape planning and design.

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3. Charter Section 1022

This action will provide the Department with on-call as needed landscaping design support services. The Department currently has one Landscape Architectural Associate on staff to perform landscaping design and manage the Ports' Tree Planting Program (supporting the Mayors' milliontreeLA initiative). This staffing level has resulted in a temporary backlog on landscaping projects that require consultant design services over the next three years, the projects include:

- North Gaffey Beautification Phase I
- North Gaffey Beautification Phase II
- Pacific Avenue Beautification Phase II
- Knoll Hill Slope Beautification
- Wilmington Street Tree projects
- Port Tree Planting Program including
  - Terminal Way tree planting phase II
  - New Dock Street tree planting
  - Cabrillo Marina tree planting
  - Wilmington Street trees (4 streets)
  - Pacific Avenue/Channel Street project
  - Community adoption events
  - Bloch Field Park and Slopes
  - Via Cabrillo Slopes
  - 22<sup>nd</sup> Street Landing

The Department will issue individual task orders to the consultant defining the scope, schedule, and budget of each project. The consultant will only be compensated for work completed; any unused monies at the end of the contract term will remain with the Department.

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4. Consultant Selection

On August 2, 2007 the Request for Proposals (RFP) was posted and on Diversity Exchange and also on the POLA website. Sixteen firms submitted proposals on September 5, 2007:

- ah'bé landscape architects
- Katherine Spitz Associates, Inc.
- David Evans and Associates, Inc.
- Cornerstone Studios, Inc.
- Mia Lehrer + Associates Landscape Architecture
- David Volz Design
- Jacob Carter Burgess
- RJM Design Group, Inc.
- Meléndrez
- BlueGreen Open Space Planning & Design
- SEED Group Landscape Architecture
- Kammeyer & Associates Landscape Architects
- Gruen Associates
- MIG (Moore Iacofano Goltsman, Inc.)
- Nuvis
- SWA Group

Staff reviewed all proposals and selected the following firms for oral interviews:

- David Evans and Associates, Inc.
- Mia Lehrer + Associates Landscape Architecture
- Jacob Carter Burgess
- Meléndrez
- SEED Group Landscape Architecture
- Gruen Associates
- Nuvis

Evaluators consisted of Port staff from Engineering and Construction Divisions. Interviews were held on December 19 and 20, 2007. During the interview, each firm responded to a set of questions formulated by the selection committee. The presentations and proposals were then ranked independently by each committee member.

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Gruen Associates, Jacob Carter Burgess, and SEED Group are new firms to the Port of Los Angeles' Engineering on-call program. Along with Nuvis, who provided on-call landscape services from the last cycle, all 4 (four) of these firms have been selected for their strong landscape planning and design experiences on similar projects, outstanding project team organizational format, relevant experience and expertise of the key project team members, and their experience with the relevant regulatory agencies including the City of Los Angeles permitting process.

Staff conducted negotiations with each consultant and recommends final agreement amounts to be \$500,000 for each agreement, for a total not to exceed \$2,000,000.

5. Agreement Requirements

Throughout the term of the agreement, each consultant will maintain compliance with the City's contract requirements. Each consultant's Small Business Enterprise (SBE) participation is 25% or \$125,000. SEED Group is a certified SBE, therefore qualifying for 100% participation in the Port's SBE Program.

This agreement is in conformance with both the City of Los Angeles Service Contract Worker Retention and Living Wage Ordinances.

**ECONOMIC BENEFITS**

Spending under this agreement will support the equivalent of 39 one-year full time jobs in the 5-county region.

**ENVIRONMENTAL ASSESSMENT**

The proposed action is an as-needed agreement between the Port of Los Angeles and Gruen & Associates, Jacob Carter Burgess, Nuvis Landscape Architecture and the Seed Group. The groups will provide as needed landscape planning and design support services. Specific projects will be assessed in accordance with the California Environmental Quality Act. As such the Director of Environmental Management has determined that the proposed action is exempt from the requirements of the California Environmental Quality Act (CEQA) under Article II, Section 2(f) of the Los Angeles City CEQA guidelines.

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**FINANCIAL IMPACT**

The financial impact of approving this Board item is that the Port will commit up to \$500,000 for each of the four agreements described herein (\$2 million total not to exceed amount) for a three-year term. It is expected that funds will be expended as follows among the four agreements in the following fiscal years:

<u>Fiscal Year</u>	<u>Amount</u>
2007/08	\$200,000
2008/09	\$600,000
2009/10	\$600,000
<u>2010/11</u>	<u>\$600,000</u>
Total	\$2 million

Funds for the current FY 07/08 have been budgeted in the amount of \$200,000 in Account 54220, Center No. 1900, Program 000. Funds for future fiscal years will be requested to be budgeted as part of the annual budget adoption process.

Although the consultant is not obligated to perform any work under the agreement in any fiscal year in which no appropriation for the agreement has been made, the consultant agrees to resume performance of the work required by the agreement on the same terms and conditions for a period of 60-days after the end of the fiscal year if an appropriation therefore is approved by the Board within that 60-day period. The consultant is responsible for maintaining all insurance and bonds during this 60-day period. The time for performance shall be extended during this period until the appropriation is made; however, such extension of time is not compensable.

If in any subsequent fiscal year funds are not appropriated by the Board for the work required by the agreement, the agreement shall be terminated. However, such termination shall not relieve the parties of liability for any obligation previously incurred.

**CITY ATTORNEY**

The Office of the City Attorney has reviewed and approved the transmitted draft Agreement in substantial form.

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**TRANSMITTALS**

1. Proposal Evaluation Scoresheet/Criteria
2. Evaluation Ranking
3. Consultant/Subconsultant Listing
4. Agreement between the City of Los Angeles and Gruen Associates
5. Agreement between the City of Los Angeles and Jacob Carter Burgess
6. Agreement between the City of Los Angeles and Nuvis
7. Agreement between the City of Los Angeles and SEED Group



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APPROVED:



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