



MOUNTAINS RECREATION & CONSERVATION AUTHORITY
Los Angeles River Center & Gardens
570 West Avenue Twenty-Six, Suite 100
Los Angeles, California 90065
Phone (323) 221-9944 Fax (323) 221-9934

**REQUEST FOR PROPOSALS FOR THE PREPARATION OF
DEMOLITION PLANS, SPECIFICATIONS & PERMITS AT
MARSH STREET PARK
FOR THE MOUNTAINS RECREATION AND CONSERVATION AUTHORITY**

The MRCA seeks proposals to prepare plans, specifications and permits relative to the demolition of two buildings, referred to as Building A and Building B located at the future site of Marsh Street Park at 2944 Gleneden Street, Los Angeles, California 90039-2906.

Site Location: Marsh Street Park is located in Elysian Valley between the Los Angeles River and the end of Gleneden Street. Building A is an approximately 14,300 square foot metal warehouse building, constructed circa 1987. Building B is an approximately 3,000 square foot wood frame structure, constructed circa 1948.

Contact: Leslie Chan, Leslie.Chan@mrca.ca.gov, (323) 221-9944, x183
570 West Avenue 26, Suite 100 Los Angeles, CA 90065

Mandatory Site Visit: In order to register to submit a proposal, all prospective firms must have a representative in attendance at the site visit: Friday, April 8, 2011, 2:00 p.m. The two buildings will only be open and available for inspection during this time. Only the exterior street-sides of the buildings are visible from public right-of-way. Please do not disturb tenants.

Attachments: This RFP consist of this memo and the following attachments:

- 1) Site Information
- 2) Proposal Requirements
- 3) Project Scope
- 4) Fee Proposal Summary
- 5) Available Property Information
- 6) RFP Timeline

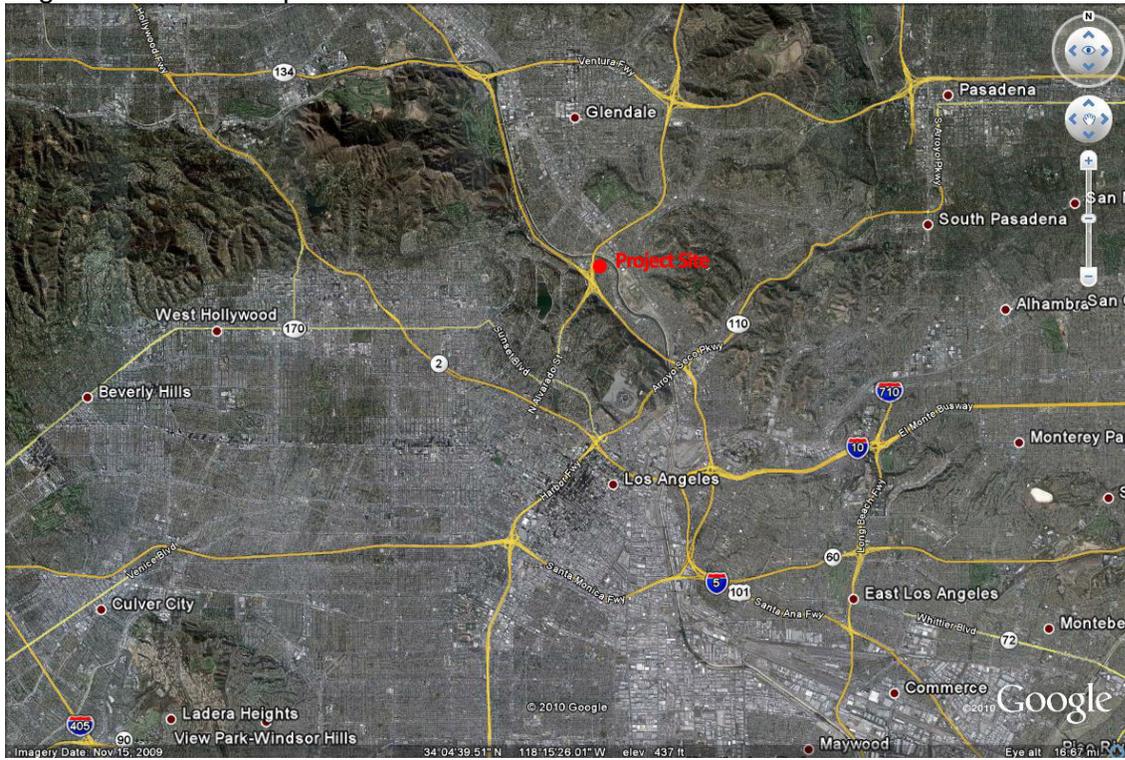
Questions: Direct all questions to Leslie Chan at the contact information listed above before Friday, April 15, 2011, 5:00 p.m. All clarifications made by the MRCA will be provided by email to all registered firms on Wednesday, April 20, 2011. It is the respondent's responsibility to register at the site visit in order to obtain the clarifications.

Proposal Submittals: Follow the guidelines listed in Attachment 2 and submit **two unbound copies of Proposals by 4:00 p.m. on Friday April 29, 2011**, to the address above. Late submissions will not be accepted. There is no limit to the number of pages a submittal can be, however, please keep it to a minimum and include only the necessary information.

Selection: Cost effectiveness, timeliness and history of creative environmental problem-solving will be weighed heavily in the selection process. Proposed derivations from the project scope will be noted and taken into consideration.

Attachment 1 – Site Information

Regional Location Map



Site Location Map



Building A & Building B Photo:



Buildings as viewed from Gleneden Street.

Building A Photos:



West side of Building A abuts its concrete and metal loading dock.



South side of Building A shares alley with Building B.



East side of Building A.



North side of Building A abuts the Los Angeles River Bike Path.

Building B Photos:



West side of Building B.



Close up of utilities on the west side of Building B.



Front entry is on the south side of Building B, which is overgrown with vegetation.



East side of Building B viewed from neighboring parcel (also owned by MRCA).



The back entry is on the north side of Building B, which shares an alley with Building A.

ABOUT THE MRCA

The Mountains Recreation and Conservation Authority (MRCA) is a local government public entity established in 1985 pursuant to the Joint Powers Act. The MRCA is a local partnership between the Santa Monica Mountains Conservancy, which is a state agency, established by the Legislature, and the Conejo Recreation and Park District and the Rancho Simi Recreation and Park District both of which are Local Park agencies established by the vote of the people in those communities.

The MRCA is dedicated to the preservation and management of local open space and parkland, watershed lands, trails, and wildlife habitat. The MRCA manages and provides ranger services for almost 60,000 acres of public lands and parks that it owns and that are owned by the Santa Monica Mountains Conservancy or other agencies and provides comprehensive education and interpretation programs for the public. The MRCA works in cooperation with the Conservancy and other local government partners to acquire parkland, participate in vital planning processes, and complete major park improvements projects.

Attachment 2 – Proposal Requirements

Proposal Details: If applicable, include with the proposal a statement defining any proposed deviations from the requirements of this document, including additions, deletions, exceptions and revisions. Please use Attachment 4 – Fee Proposal Summary.

Please provide the following information in your proposal:

1. Cover letter that includes your firm's approach to the work. Include in your proposal innovative ways to clear property, i.e., deconstruction, salvage and recycle building products, crush building foundations for road base or other uses etc.
2. Qualifications for the lead Consultant and Sub-Consultants: Provide a team organization chart, along with resumes of key staff that will be assigned to this project.
3. Project References. Provide reference information for three to five recent and comparable projects that the proposed consultant has performed. Please provide information in the following format:
 - Project Name, Location, Size and Date Completed
 - Brief Description of Project Scope
 - Owner's Name, Contact Person, and Phone Number
4. Proposed Budget & Fees. Provide firm's proposed budget and fee structure. Proposal format should follow example below, with one line item per type of activity. Each line item should include anticipated quantity, time, (i.e. budgeted) for a project of this size/complexity and the proposed unit prices for each.

Example:

	<u>Estimated Qty.</u>	<u>Estimated Qty. * Unit Cost = Sub-Total</u>
Principal Time	X Hrs.	X * \$Hr = \$X
Technician Time	X Hrs.	X * \$Hr = \$X
Trip Charges	X	X * \$Each = \$X

5. Timeline, showing associated costs. This document should demonstrate the cost-effectiveness of the Consultant's proposal.

Attachment 3 – Project Scope

The MRCA anticipates that the selected firm will need to perform the following services. **Respondents should supplement/modify this list as they determine appropriate.**

- 1) Plans, Specifications, and Estimates (PS&E) for the demolition of two (2) buildings and associated site infrastructure.
- 2) The prospective Consultant firm must have an environmental consultant on staff or as part of your team to recommend sustainable waste management procedures.
- 3) The Consultant will prepare demolition plans and specifications that will meet all City of Los Angeles permit requirements for the following: plans to cap all utilities that serve existing structures, plans to remove utilities as necessary and plans to demolish related infrastructure that will ultimately leave the property in a development-ready state. Grading and drainage plans will be required to assist with leaving the site development-ready for a period of up to two years between actual demolition and actual park construction, both not included within the scope of this RFP. Such preparatory grading and drainage plans shall meet the City of Los Angeles' Municipal Codes.
- 4) The prospective Consultant firm will complete all planning, analysis and administration necessary to complete the City plan check process and have the drawings approved and stamped by the City as Ready to Issue (RTI).
- 5) The prospective Consultant firm will complete planning, analysis, administration, and documentation necessary to satisfy all local and state regulatory requirements related to the demolition project.
- 6) At least 5 copies of final, stamped demolition permits, plans, specifications and reports.

Attachment 5 – Available Property Information

1. 2010 Bulk Asbestos and LBP Survey Report, Abatement Work Plan, and Specifications

The hazardous materials identified in the report included asbestos, lead-based paints, polychlorinated biphenyls, fluorescent lamps, and fungi, mold and bacteria hazards due to water damage.

2. April 24, 2000 AutoCAD Surveys of building footprints, parcel boundaries and contextual infrastructure.

The documents listed above will be provided to all firms that register at the site visit.

Attachment 6 – RFP Timeline

Mandatory site visit
Questions deadline
RFP Q&A sent
RFP Proposals Due

April 8, 2011, 2:00 p.m.
April 15, 2011, 5:00 p.m.
April 20, 2011
April 29, 2011, 4:00 p.m.