



MOUNTAINS RECREATION & CONSERVATION AUTHORITY

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MEMORANDUM

TO: The Governing Board

FROM:  Joseph T. Edmiston, FAICP, Hon. ASLA, Executive Officer

DATE: September 18, 2012

SUBJECT: **Agenda Item VI(o): Consideration of resolution authorizing a contract with Tropical Creations for construction of trails at the Pacoima Wash - Eighth Street Park project.**

Staff Recommendation: That the Governing Board adopt the attached resolution authorizing a contract with Tropical Creation for the construction of trails at the Pacoima Wash - Eighth Street Park project in an amount not to exceed \$46,828.

Background: Construction of the Pacoima Wash Greenway - Eighth Street Park is underway in the City of San Fernando. The 4.50 acre multi-benefit project is planned to contain stormwater treatment and infiltration capabilities, wildlife habitat, and a landscaped neighborhood park with passive recreation. MRCA's force account crews have completed the majority of the park's infrastructure, including the arbors, bridges, and grading, and will be completing the irrigation and planting. Subcontractors have been used to complete work that requires specialty trades, equipment, or licenses that MRCA does not possess, or that can be completed more inexpensively than with force account. The trail construction is one such item. In July, MRCA staff issued a public Request for Bids (RFB) for this work. The RFB was advertised in the local newspaper and thirteen (13) contractors attended the mandatory pre-bid job walk. Four (4) contractors submitted bids, and Tropical Creations was the low bidder. Staff reviewed all materials, called references, visited past-completed projects by Tropical Creations, and conducted a phone interview to confirm that they were the lowest responsible and responsive bidder.

Consideration: The contract with Tropical Creations is \$42,571. Staff recommends that the Board approve 10% more than the application amount to allow for contingencies and conditions that may not be evident in the plans or via a visual inspection of the site, for a not to exceed total of \$46,828. The contract will be funded with an existing Santa Monica Mountains Conservancy grant the project.