

# 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(q): Consideration of resolution authorizing contract with TTG Construction Services for construction management services for Milton Street Park project, Los Angeles.**

Staff Recommendation: That the Governing Board adopt the attached resolution authorizing contract with TTG Construction Services for construction management services for Milton Street Park project, Los Angeles in an amount not to exceed \$16,456.

Background: The Milton Street Park project is currently in the design and planning phase, and will be entering the bidding and permitting phases within the next several months. At this time it is desirable to add a professional construction management consultant to MRCA's team to provide pre-construction services including constructability reviews of plans, cost estimating, preparation of contractor qualification requirements, and bid assistance, among other services.

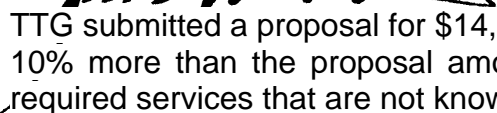
In May 2011 MRCA issued a Request for Qualifications (RFQ) for Construction Management and Inspection Services. The intent of the RFQ was to develop a list of qualified firms that could be contacted for project-specific cost proposals when the need arose. Fifteen firms responded to the RFQ, and all were determined to be qualified to provide this type of specialized professional services. In July 2012, three of these firms submitted cost proposals specifically for Milton Street Park pre-construction services.

Section 3.3 of the MRCA's Purchasing and Contracting Procedures state that for professional services contracts:

The Purchasing Agent shall determine demonstrated competence and qualifications of the services at fair and reasonable prices by reviewing the following documents to be submitted by the professional: 1) a list of the

names and contact information for clients for which services were performed in the last five years; 2) samples of the services performed including the scope and cost; 3) a disclosure of any actions taken against the professional; and, 4) a statement of change order(s) to plans or specifications or projects for which services were provided and the reason for the change order(s).

Based on a review of this information and their cost proposal, staff recommends using TTG Construction Services (TTG) for construction management services on the Milton Street Park project. TTG Construction Services specializes in providing professional and consulting services to municipalities. Their staff's expertise includes all areas that are found in a city or county public works, engineering, or building department. In addition to construction management and inspection services, the firm provides engineering, planning and development services.

 TTG submitted a proposal for \$14,960. Staff recommends that the Board approve 10% more than the proposal amount to allow for contingencies and additional required services that are not known at this time.

Consideration: The proposed action would authorize a professional services contract to TTG in an amount not to exceed \$16,456. The subject contract would authorize services for only the pre-construction and bidding/procurement phases only at this time. Subsequent to a construction bid award, a separate proposal for services for construction and close-out phase services will be evaluated and modified if necessary, and brought to the Board for consideration.