



# MOUNTAINS RECREATION & CONSERVATION AUTHORITY

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## MEMORANDUM

TO: The Governing Board

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

DATE: November 6, 2013

SUBJECT: **Agenda Item VI(b): Consideration of resolution authorizing a professional services contract with MIG, Inc. for design services for Pacoima Wash Greenway-El Dorado Park.**

Staff Recommendation: That the Governing Board adopt the attached resolution authorizing a contract with MIG, Inc. for design services for Pacoima Wash Greenway-El Dorado Park in an amount not to exceed \$129,591.

Background: The El Dorado Park project is currently in the design and planning phase. The proposed project will convert a 1.25-acre site owned by the City of Los Angeles (City) adjacent to the Pacoima Wash into a natural park. The project is part of a larger vision to create a network of parks along a future Pacoima Wash bikeway connecting to the National Angeles Forest. Once constructed, it will provide multiple-benefit parkland with educational opportunities, water quality improvements, flood protection, and habitat restoration within a disadvantaged community. The project is a partnership between the MRCA, the City's Department of Recreation and Parks, and 501(c)3 non-profit Pacoima Beautiful. Pacoima Beautiful anticipates using the site for community and youth programs.

In 2012, MRCA was awarded funds from the California Natural Resources Agency (Urban Greening Program), California Department of Parks and Recreation (Statewide Park Development and Community Revitalization Program), and the Santa Monica Mountains Conservancy (Conservancy) for planning and construction of the park. Planned improvements include native plant landscaping and irrigation, nature trails, picnic and free play areas, stormwater treatment, interpretive elements, bike racks and other visitor amenities.

In 2013, in an effort to expedite partnerships with the City for the development of new parks, a Memorandum of Understanding (MOU) between the MRCA and the City was executed. The MOU provides a master agreement to partner on future projects through a process of executing an amendment for each new project. El

Dorado Park is the first project included in this MOU, which specifies that the MRCA will be responsible for planning and development and the City will be responsible for on-going maintenance.

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 MRCA's past experience with the firm, staff recommends using MIG. for design services on the Pacoima Wash Greenway-El Dorado Park project.

MIG submitted a proposal in the amount of \$117,810 for Schematic Design, Design Development, Construction Documents and Construction Administration services. In addition to the landscape architectural services provided by MIG, the proposal includes civil engineering provided by Hall & Foreman and LRA Engineers. A topographic survey has already been obtained and geotechnical services will be procured by MRCA when the project has progressed into the design development phase. 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 MIG for design services in an amount not to exceed \$129,591. The contract will be funded through the existing Conservancy grant for the project.