

# Proposal for Construction Management Services for Joughin Ranch Road Rehabilitation Project

MRCA  
Attachment  
12/2/2015  
Agenda Item VI(f)



October 20, 2015

To: Mario Sandoval  
Project Analyst I  
Mountains Recreation & Conservation Authority  
570 West Avenue Twenty-Six  
Suite 100  
Los Angeles, CA 90065

By: TELACU Construction Management  
604 N. Eckhoff St.  
Orange, CA 92868  
tel: 714.541.2390  
fax: 714.541.9411



October 19, 2015

Mario Sandoval  
Project Analyst I  
Mountains Recreation and Conservation Authority  
Los Angeles River Center & Gardens  
570 West Avenue Twenty-Six, Suite 100  
Los Angeles, CA 90065

Dear Mr. Sandoval:

For the past 20 years, our team of professionals has specialized in the planning and development of California construction projects. Operating as a subsidiary of TELACU, the nation's largest non-profit Community Development Corporation (CDC), TELACU Construction Management carries forward the guiding TELACU principle that business ventures should enhance and positively impact people's lives by providing communities with leadership and innovation in construction and capital improvement projects.

We are confident that the MRCA would benefit from the following TCM strengths:

- Proven success as a construction manager experienced in the development of community assets in Southern California including five recent parks projects in the County of Los Angeles area.
- A qualified and well-seasoned team of TCM staff professionals with specific experience working on California public works projects utilizing design-bid-build delivery with state and local funds.
- The ability to successfully manage all project phases including programming, planning, design, construction, and closeout.
- A strong track record of completing projects on time, on schedule, and with change orders less than industry standard.

We are certain that the quality of our staff and our understanding of the various project elements can help the MRCA successfully complete this project and we are excited about the opportunity to provide comprehensive construction management services for your organization again.

Sincerely,

Blaine Yoder  
Project Director I  
TELACU Construction Management  
604 North Eckhoff  
Orange, CA 92868  
Phone: (714) 541-2390  
Email: byoder@telacu.com



## B. FEE PROPOSAL SUMMARY

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TELACU Construction Management utilizes a clear and efficient approach to the costing of our services that allows for transparency and owner control. The fees for our services are typically based on hourly rates for an agreed upon staffing plan for a task, project or program. With this in mind, we have prepared a Staffing Plan and Fee Proposal for the Joughin Road Rehabilitation Project delineating the total and individual costs for Preconstruction, Construction and Post-Construction Management Services tasks.

As TCM has been fortunate enough to provide similar services to the MRCA, and will be on-site managing construction activities for various projects for the agency, we have generated an aggressive staffing plan and fee proposal that allows for resource sharing between these projects. Our Preconstruction Team will be lead by our Project Director, Blaine Yoder and supported by Project Manager, Scott Lansdown. Both Mr. Yoder and Mr. Lansdown are currently providing similar services to MRCA and collectively bring thirty years of construction management experience including multiple park projects to the team. As the project scope primarily consists of asphalt replacement in a rural area, TCM is proposing to provide part time on-site services during the construction duration which will consist of a Project Manager conducting weekly meetings and performing regular site visits and coordination at critical phases of the project. During the preconstruction phase, our proposal also accounts for two on-site assessments with MRCA staff in order to formalize project scope and assess existing conditions and two on-site meetings with potential bidding contractors. A detailed breakdown of the proposed staffing and total fee is attached hereto.

PRECONSTRUCTION, PROCUREMENT AND CONSTRUCTION PHASES										
Proposed Staffing And Construction Management Fee		Pre-Construction Phase		Procurement Phase		Construction Phase		Close-out	Construction Management Hours	Construction Management Fee
		Oct -15	Nov -15	Dec -15	Jan - 16	Feb - 16	Mar - 16	Apr - 16		
POSITION	HR RATE									
Project Executive	No Charge									
Project Director	\$ 180	24	32	24	24	24	24	8	160	\$ 28,800
Project Manager	\$ 140			16	16	48	48	16	144	\$ 20,160
Project Engineer	\$ 110									
Scheduler	\$ 125									
Estimator	\$ 135									
Project Administrator	\$ 70									
General Conditions										\$ -00
<b>Total Construction Management Fee</b>									<b>304</b>	<b>\$ 48,960.00</b>

## C. PROPOSED TIMELINE AND APPROACH

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TELACU Construction Management has generated a Preliminary Project Schedule which is attached hereto as an exhibit to our proposal. The schedule delineates anticipated durations based on our understanding of the scope of work derived from the Geotechnical Report prepared by Geocon West dated June 11, 2014 and review of the Joughin Ranch map provided by MRCA. Based on these reports we have anticipated durations for various activities from project scope development, bid document, procurement and construction. We also recognize that anticipated milestones and/or construction phasing may later be dictated by MRCA at which time the schedule will be updated and reconciled during the pre-construction phase.

In addition to the proposed Pre-Construction and Bidding/Procurement schedule, the number of staff hours and turnaround time for the milestone activities identified in the Scope of Services are summarized below. The staff hours reflect TELACU Construction Management's anticipated resources required to complete the key milestone activities for the project but are not in addition to the Fee Proposal Summary.

Milestone Activity	TCM Hours	Duration (Days)
Review/Meeting with Geotechnical Engineer to Confirm Design Intent	4	1
Meeting with MRCA to Discuss/Confirm Project Scope	4	1
Formalize Scope of Work Based upon Site Assessment	12	3
Reconcile Project Scope and Cost Estimate with MRCA	12	5
Finalize Bid Documents	16	5
Bid Solicitation, Jobwalk, Addendum Issuance, Bid Opening, Evaluation and Recommend Award	24	1
Finalize Contractor Agreement, Issue NTP, and Conduct Preconstruction Meeting	8	10
Contract Administration - Daily Reports, Labor Compliance RFI's, Submittals, Schedule Review, Meeting Minutes etc.	16/wk	2 mo.
Monthly Progress Updates to MRCA	16	5
Labor Compliance Interviews and Management	2/wk	2 mo.
Generate Punchlist, Manage Completion of Corrective Items	16	5
Resolve Contract Issues, Consolidate and Compile Close-out Documents, Prepare Close-out Report and Recommend Notice of Completion	8/wk	2 mo.

\* Duration (Days) reflects the turnaround time for the milestones to be performed by the CM firm but does not account for review time and/or acceptance required by outside agencies or consultants.

## C. PROPOSED TIMELINE AND APPROACH

(continued)

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### Pre-construction Phase

- Participate in the design phase on an as-needed basis.
- Review design documents, drawings and specifications for constructability, scheduling, consistency and coordination.
- Review existing cost estimate.
- Review comments from LA City plan checkers.
- Assist in determining value engineering options.
- Review front-end specifications and general conditions.
- Facilitate the preparation of supplemental conditions for the specifications.
- Prepare a schedule for the project to use for bidding purposes.
- Prepare Agency Official Estimate for the project to use for bid analysis purposes.
- Recommend and prepare bidder qualification requirements.
- Recommend bid alternates and strategies.

### Bidding/Procurement Phase

- Assist in advertisement of project.
- Facilitate pre-bid conference, including job walks.
- Review addenda for constructability.
- Facilitate public bid opening and evaluation.
- Assist MRCA with responses to bid protests.
- Prepare cost analysis of bids against available budget.
- Review and analyze bidder qualifications.
- Determine responsiveness of bidders and make recommendation to MRCA for award

### Construction /Close-out Phase

- Manage and administer related services as required to coordinate the work of the contractor.
- Administer the Construction Contract(s) as provided in the General Conditions of the Contract(s) for construction.
- Establish and review the procedures for submittals, shop drawings, substitution requests, product samples, change orders, payment requests and other procedures and review logs, files, and other necessary documentation in order to provide an orderly and effective system for such administration.
- Assist in preparing the Project Construction Schedule, providing for the components of the Work, including phasing of construction, times of commencement and completion, phasing, and the occupancy requirements of the Owner.
- Coordinate with the Owner's certified inspector all

testing required by the Architect or other third parties.

- Upon award of contracts, Construction Manager will assist, in conjunction with the Owner and the Architect, in pre-construction orientation conferences for the benefit of the successful Contractor(s) and will serve to orient the Contractor(s) to the various reporting procedures and site rules prior to the commencement of actual construction.
- Coordinate and manage regular jobsite progress meetings with the Contractor and keep meeting minutes.
- Continuous review and management of the Project Schedule and preparation of recovery schedule if necessary.
- Review the progress of construction with each Contractor, observe work in place and that materials are properly stored on a monthly basis and evaluate the percentage complete of each construction activity as indicated in the Contractor's Construction Schedule.



## D. GENERAL SCHEDULE OF FEES

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Presented below are the billing rates for TCM professionals. As requested, these rates include all local travel expenses and necessary equipment to support the activities such as personal computers, printer, fax, copier, scanner, phones, etc.

POSITION HOURLY RATE	
Principal in Charge	\$ 220
Project Director	\$ 180
Sr. Project Manager	\$ 155
Project/Finance/Design Manager	\$ 140
Controls Manager	\$ 135
Sr. Construction Manager	\$ 150
Scheduler	\$ 125
Estimator	\$ 135
Construction Manager	\$ 140
Assistant Construction Manager	\$ 120
Project Engineer	\$ 110
Project Administrator	\$ 70