



MOUNTAINS RECREATION & CONSERVATION AUTHORITY

Los Angeles River Center & Gardens
570 West Avenue Twenty-six, Suite 100
Los Angeles, California 90065
Phone (323) 221-9944

MEMORANDUM

TO: The Governing Board

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

DATE: May 2, 2018

SUBJECT: **Agenda Item VI(g): Consideration of resolution authorizing a contract to Outlook Zone, Inc. for fuel modification services at Trebek Open Space, City of Los Angeles.**

Staff Recommendation: That the Governing Board adopt the attached resolution authorizing a contract to Outlook Zone, Inc. for fuel modification services at Trebek Open Space, City of Los Angeles in the amount of \$36,000.

Background: The Mountains Recreation and Conservation Authority (MRCA) performs required fuel modification and fire clearance work on over 1,500 acres of open space lands each year. This fire clearance work is necessary for the protection and restoration of natural and developed resources by removal of invasive plant species, reduction of hazardous fire-fuel loads, and erosion protection. MRCA staff perform a large portion of the required work, but due to the short timeframe during which work can occur, contractors are also utilized. In early 2018, staff publically advertised for bids from qualified contractors to provide fuel modification services for a list of sites. Bids were obtained from five (5) qualified contractors, and each property was individually priced.

Section 3.2(c) of the MRCA's Purchasing and Contracting Procedures states that all competitively bid contracts in excess of \$25,000 must be approved by the Governing Board. Staff reviewed the bids and references and determined which company was the lowest responsive, responsible bidder in accordance with Public Contract Code section 20815 *et seq.* for each individual property.

Consideration: The contract with Outlook Zone, Inc. for the Trebek Open Space property is \$36,000.

Fiscal Impact: The fuel modification contracts will be funded through a combination of assessment district funds and an existing Proposition 1 grant, and they were included in the fiscal year 2017-18 budget.