

TASK ORDER SOLICITATION (TOS) NO. 202
POTRERO CANYON PACIFIC COAST HIGHWAY PEDESTRIAN/BICYCLE BRIDGE
PROJECT

PROJECT APPROVAL AND ENVIRONMENTAL DOCUMENT (PA&ED)
PRE-QUALIFIED ON-CALL (PQOC) BRIDGE/CIVIL ENGINEERING AND OTHER
DESIGN AND SUPPORT SERVICES CONSULTANTS LIST

CITY OF LOS ANGELES
DEPARTMENT OF PUBLIC WORKS
BUREAU OF ENGINEERING
BRIDGE IMPROVEMENT DIVISION

April 19, 2023

1.0 INTRODUCTION

The Bureau of Engineering (BOE), Bridge Improvement Division (BID), plans to utilize the services of a consulting firm (Consultant) to undertake the Project Approval and Environmental Document (PA&ED) for the Potrero Canyon Pacific Coast Highway Pedestrian/Bicycle Bridge Project (Project).

As part of the 2021-2022 State Budget, the California Legislature authorized funding for Priority Legislative Budget Projects, inclusive of the Project for expenditures associated with the design and construction of the Project.

2.0 SCOPE OF SERVICES

The proposed Project is located adjacent to and over the Pacific Coast Highway, approximately half a mile south-east of Temescal Canyon Road in the Pacific Palisades area. The Project proposes to provide a safe pedestrian crossing linking the Potrero Canyon Park and the Will Rogers State Beach by constructing an approximately 200-foot-long pedestrian/bicycle bridge over Pacific Coast Highway, spanning from the Potrero Canyon Park to the north and to the Will Rogers State Beach parking lot to the south.

Architectural features, at least at a conceptual level, shall be considered in collaboration with the development of the preliminary bridge design. The distinct architectural expressions of elements to be considered are, but not limited to, choice of color, materials, texture, decorative lighting, and design of potential gateway elements. The aesthetics of the bridge will be viewed from various perspectives, such as the Potrero Canyon Park, the Will Rogers State Beach, the Pacific Palisades community, and the vehicles passing underneath the bridge.

As part of the Potrero Canyon Park development, the California Coastal Commission, requires a permit in identifying and evaluating alternatives for a pedestrian crossing of the Pacific Coast Highway connecting the park to the beach. The pedestrian bridge overcrossing is the most feasible option and to be further evaluated in this task order.

The intent and purpose of the PA&ED is to clearly define the purpose, need and Project footprint by evaluating the existing conditions and documenting the existing constraints, identifying the full range of alternatives, and preparing the purpose and need statement along with conceptual plans of the viable alternatives. The BOE is requesting support services and deliverables to include, but not limited to, the following tasks:

Task 1. Administration and Project Management

- Project Management Plan
- Project Implementation Plan
- Schedule and Budget Control
 - Baseline schedule
 - Monthly schedule updates
- Monthly Progress Reporting/Invoicing
 - Monthly invoices and budget status
 - Monthly progress update narratives
 - List of deliverables and percent of completion
 - Critical issues and corrective actions
- Project Team Meetings
 - Project Development Team (PDT) meetings
 - Meetings as needed by BID Project Manager
 - Meeting agenda, minutes, presentations
- Quality Assurance/Quality Control (QA/QC) and document control plan

Task 2. Stakeholder Coordination and Public Involvement

- City Departments
- Regulatory agencies (Caltrans, Los Angeles Department of Water and Power (LADWP), Los Angeles Department of Transportation (LADOT), and other agencies)
- California Coastal Commission
- Los Angeles Beaches and Harbors
- Other Stakeholders
- Respective Council Office
- General Public and Community
 - Support the City in four (4) public outreach meetings including preparing fact sheets and graphics for presentation.

Task 3. Collect and Update Existing Data

- Field investigation
- Preliminary right of way and engineering survey
- Review of previous studies and documents pertaining to the Project

- Current planned projects in the vicinity of the Project
- Conduct comprehensive investigation of existing utility information/location (both underground and overhead), potential conflicts and potential relocation. Assist the City in coordinating with the utility owners that may impact the construction of this Project.
- Existing street signals, and current street configuration
- Research and review pertinent existing geotechnical information to provide preliminary site-specific geologic information at location of proposed structure. Conduct subsurface soil exploration with test borings for the bridge foundation. Prepare the preliminary data report documenting all the findings of field exploration and include foundation type recommendations to guide the design.

Task 4. Project Initiation

- Evaluate the need for access and delineate Project study area
- Prepare detailed Project description
- Prepare Project Purpose and Need Statement
- Prepare Project report with conceptual plan of three (3) feasible alternatives considering, bridge structure type, layout/location, trail connection, estimated costs, constructability, environment impact, architectural features, and any other factors among the alternatives
- Preliminary Civil and Structural Design – The Consultant shall prepare preliminary design of site drainage, grading, profiles, elevations, sections, bridge lights, connecting trail between the park and the bridge, bridge ramp and landing. The Consultant shall be expected to present the design features to elected officials and community members and assist all stakeholders to make an informed decision on the selected alternative. The preliminary structural design and calculation shall be performed for the description in the environmental document
- Recommend Stormwater Best Management Practice and potential Low Impact Development elements appropriate at the bridge site
- Identify permit requirements
- Prepare all deliverables in compliance with the Caltrans Project Development Procedures Manual, Chapter 9 Project Initiation. Additionally, prepare a Quality Management Plan (QMP) describing the quality policy and how it will be used. The QMP shall include a process for resolving disputes between the parties at a team level.

Task 5. Conceptual Architectural Features

- Prepare three (3) conceptual architectural treatments in consideration with the development of the bridge structure types. The architectural treatments should be aimed for producing a bridge not only as a utilitarian infrastructure, but also as a destination and landmark to the community. The Design Consultant Team must focus on the visual and experiential qualities of the bridge from a variety of perspectives and scales that shall include, on a bicycle or on foot, viewing of the bridge from Potrero Canyon Park, Will Rogers State Beach, the Pacific Palisades community, and vehicles passing underneath the bridge.

- Prepare sketches/renderings/exhibits/plans as potential architectural designs to be presented to the BOE and other stakeholders for concurrence and approval.
- The bridge architectural aesthetic choices are particularly important. Architectural features shall show shape, form, color, and materials at a conceptual level, and shall include, but not be limited to:
 - Barrier rails
 - Accent/decorative lighting.
 - Consideration of Sculptural/Gateway Design
 - Bridge underside design
 - Potential landscaping at bridge landings

Task 6. Environmental Phase in Compliance with the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA)

- Prepare the Preliminary Environmental Study (PES)
- Prepare the appropriate technical studies as required
- Prepare the Category Exclusion/Category Exemption or higher level of environmental document if required.
- Provide support to complete the environmental phase with CEQA and NEPA approvals

Optional Task 7. Feasibility for Public Facilities and Access

Prepare feasibility study report for public parking of not fewer than 10 and no more than 30 spaces on City or Caltrans property at the southern end of the canyon to serve the park and restroom facilities accessible to recreation areas and located on the park or adjacent public property. If access for parking and construction of a restroom at the South Pacific Coast Highway end of the canyon is not feasible, provide alternate location for review and approval by the Coastal Commission and Caltrans.

3.0 PROJECT SCHEDULE

The City is anticipating a 12 - month schedule for completion of this work.

4.0 SOLICITATION SCHEDULE

- Issue Task Order Solicitation..... April 19, 2023
- Last day to submit questions to BID Project Manager..... April 28, 2023
- Proposals due..... May 31, 2023
- Conduct interviews/selection process complete..... June 21, 2023
- Negotiate Task Order..... June 28, 2023
- Finalize Task Order and issue Notice to Proceed..... July 28, 2023

5.0 SOLICITATION RESPONSE REQUIREMENTS

Solicitation responses shall not exceed 40 pages, exclusive of cover, dividers, and resumes. One (1) electronic copy (email to Sylvia.Dhimdis@lacity.org and

Maria.Rongavilla@lacity.org) is required and shall be submitted **no later than 3pm (PST), May 31, 2023**. Hard copies are not required but may be submitted to the:

Department of Public Works
Bureau of Engineering
Bridge Improvement Division
1149 S. Broadway, Suite 750
Los Angeles, California 90015
Attention: Maria Rongavilla Cruz.

Bound solicitation responses shall include:

Section 1 – Project Understanding: Demonstrate your understanding of the entire Project and explain your firm’s overall approach to complete the tasks.

Section 2 – Related Experience: Describe similar projects your firm recently completed and the history of compliance to budget and schedule on those previous projects. Demonstrate the relevancy of your past record to completing this Project.

Section 3 – Project Team: Provide a project team organization chart and describe the background, roles and responsibilities of key team members. Provide current Disadvantaged Business Enterprise (DBE) certificates and information on DBE involvement. Provide resumes of staff who will work on the Project.

Section 4 – Detailed Scope of Services and Schedule: Expand and develop the City’s scope of services and Project schedule contained herein.

Section 5 – Scope/Hours Summary: Develop a detailed table summarizing the scope of work activities including the proposed personnel and proposed hours.

Appendix – Include resumes of the proposed personnel for the Project.

In addition, in a **separately sealed envelope**, provide a cost calculation using the attached cost proposal worksheets for the work described in 2.0 – Scope of Services; provide a lump sum cost for the tasks. One hard copy is required to be postmarked **no later than 3pm (PST) on May 31, 2023**, or submitted to the:

Department of Public Works
Bureau of Engineering
Bridge Improvement Division
1149 S. Broadway, Suite 750
Los Angeles, California 90015
Attention: Maria Rongavilla Cruz.

6.0 SELECTION CRITERIA

Task Order proposals shall be evaluated based on the following criteria:

- Capability and qualifications of the team as demonstrated by the solicitation response and the interview; this shall include completeness of the proposed scope of services and readiness to perform the work – 30 points
- Project understanding as demonstrated by the solicitation response and the interview; this shall include demonstrated understanding of the City's goals for the Project – 25 points
- Capability and qualifications of the Project Manager as reflected in prior City projects and on similar projects for other clients – 20 points
- Capability and qualifications of the prime and subconsultants as reflected in prior City projects and on similar projects for other clients – 15 points
- History of the firm in successful budget and schedule compliance, particularly on previous City projects – 10 points

The Consultant shall provide references for the prime, subconsultants and Project Manager.

7.0 SELECTION PROCESS

Interviews will be held for this TOS. The Consultant shall make a presentation lasting no longer than 45 minutes and answer questions from the BOE/BID panel. The Consultant shall be informed of the time and location of the interview after proposals are received. The City reserves the right to reschedule interviews as necessary.

8.0 NON-COLLUSION AFFIDAVIT

A Non-Collusion Affidavit must be signed and submitted with the proposal.

9.0 SUGGESTED DBE PARTICIPATION LEVELS

This Project is state funded, and in the future, the City may request additional federal funds. The selected Consultant shall submit Exhibit 10-O2 of the Caltrans Local Assistance Procedures Manual. The DBE participation goal is set at 8% per Article 17 of the PQOC Contract.

10.0 SOLICITATION MANAGER

Please address all correspondence to Sylvia Dhimdis, 1149 S. Broadway, Room 750, Los Angeles, California 90015 or via email to Sylvia.Dhimdis@lacity.org with cc: to Maria.Rongavilla@lacity.org.

11.0 DISCLAIMER

The City may or may not decide to award any or part of this TOS based on its sole convenience and shall not be responsible for any solicitation response costs. Based on the performance of the selected Consultant, the City has the option to continue

subsequent parts of the PA&ED phase with the same selected Consultant or issue a new TOS based on specific needs of the Project and shall be subject to the approval of the Board of Public Works.

12.0 COVID-19 VACCINATION REQUIREMENTS

Employees of Consultant and/or persons working on its behalf, including, but not limited to, subconsultants (collectively, "Contractor Personnel") must be fully vaccinated against the novel coronavirus 2019 ("COVID-19") prior to: (1) interacting in person with City employees, contractors, or volunteers, (2) working on City property while performing services under this Contract, and/or (3) coming into contact with the public while performing services under this Contract (collectively, "In-Person Services"). "Fully vaccinated" means that 14 or more days have passed since Contractor Personnel received the final dose of a two-dose COVID-19 vaccine series (Moderna or PfizerBioNTech) or a single dose of a one-dose COVID-19 vaccine (Johnson & Johnson/Janssen) and all booster doses recommended by the Centers for Disease Control and Prevention. Prior to assigning Contractor Personnel to perform In-Person Services, Consultant shall obtain proof that such Contractor Personnel has been fully vaccinated. The Consultant shall retain such proof for the document retention period set forth in this Contract. The Consultant shall grant medical or religious exemptions to Contractor Personnel as required by law.