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# CITY OF LOS ANGELES

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March 27, 2024

Distribution: All Consultants on the Pre-Qualified On-Call (PQOC) Geotechnical and Environmental Engineering Services Consultants List

**TASK ORDER SOLICITATION FOR THE PACIFIC PALISADES PEDESTRIAN TRAIL  
WORK ORDER NO. E1909209, GED FILE NO. 24-026, TOS NO. 24-026**

The City of Los Angeles (City) is soliciting a response from all consultants on the PQOC Geotechnical and Environmental Engineering Services Consultants List. Refer to the following Task Order Solicitation (TOS) for details of the required services. Your response to this TOS must be submitted to:

Attention: Patrick J. Schmidt, P.E., G.E.  
Geotechnical Engineering Division  
1149 S. Broadway, Suite 120  
Los Angeles, CA 90015-2213

Your response must be submitted no later than **8:00 am** on Wednesday, April 24, 2024. You may elect to email your proposal to [Kristen.Ly@lacity.org](mailto:Kristen.Ly@lacity.org) prior to the deadline. Kristen will confirm receipt of your proposal with an email.

Although it is our intention to move forward, the City always retains the right to award or not to award any part or all of the Task Order based solely on its convenience and shall not be responsible for any solicitation response costs.

Thank you for your interest. We look forward to receiving your response to this TOS.

Sincerely,

Patrick J. Schmidt, P.E., G.E., Division Manager  
Geotechnical Engineering Division

TOS for the Pacific Palisades Pedestrian Trail Project  
PQOC Geotechnical and Environmental Engineering Services  
City of Los Angeles  
Department of Public Works  
Bureau of Engineering

March 27, 2024

## 1.0 INTRODUCTION

The Bureau of Engineering (BOE), Geotechnical Engineering Division (GED) is requesting a Task Order (TO) proposal from a consulting firm (Consultant) for the Pacific Palisades Pedestrian Trail Project (Project). As shown on Figure 1 - Vicinity Map, the Project site is located on the north side of Pacific Coast Highway (PCH) near Temescal Canyon Road in the Pacific Palisades area of the City.

The total distance of the Project will be approximately ½-mile, as shown on Figure 2 - Site Location Map. As shown on Figure 2, the Project will connect George Wolfberg Park at Potrero Canyon (Park) to Temescal Canyon Road near the PCH intersection. This Project is intended to provide a safe pedestrian path from the Park to a pedestrian crosswalk at the signalized intersection at Temescal Canyon Road and PCH. The scope of this TO only includes the assessment and a feasibility report of alternative routes for a trail from the southwestern Park boundary to Temescal Canyon Road (near PCH).

There is an existing 12-inch-thick soil-cement access road (access road) that was constructed within the Park. The access road, which is approximately 12-feet wide, was constructed with an 8-inch soil-cement berm on the downslope side. The access road terminates at the Park property line. The Project boundary begins at the termination of the access road and extends into Caltrans' property, as shown on Figure 3 – Significant Site Features Map. The trail itself shall be a minimum of 12-feet wide along the entire length, consist of soil-cement (equivalent or a higher strength surface), and shall be designed for control of surface drainage. The design shall also incorporate all fencing and signage required to ensure safety for pedestrians and to meet requirements established by the California Coastal Commission. No landscaping shall be included in the design. No grading or structures, beyond what is necessary to construct the Project, shall be included in the design. The trail shall follow Americans with Disabilities Act (ADA) requirements as much as possible. If full compliance may not be feasible due to the existing terrain, the Consultant shall include an explanation note in the feasibility report.

The Project site and the adjacent area to the northeast has a history of landslide activity. Copies of some available geotechnical reports will be provided to the selected Consultant. At this time, there are no plans to mitigate these landslides, and therefore, the trail design should consider alternatives that minimize the need for significant grading and retaining structures. The trail alternatives shall be designed with intention of minimizing the potential for activating landsliding and re-activating existing landslides. The trail alternatives shall also be designed to keep any future maintenance at a minimum. Any

slope mitigation or grading shall be designed in a manner that minimizes any adverse impact to existing drainage ditches or utilities.

Overhead power lines are located at the base of the slope along PCH. There are two County of Los Angeles storm drains located within the overall site which should be taken into consideration in designs as necessary. Additional considerations for design include a current CalTrans storage and maintenance area (see Figure 3), grading, drainage from the park, and Los Angeles Department of Building and Safety (LADBS), CalTrans, and California Coastal Commission requirements. The trail alternatives shall be designed in close coordination with the City of Los Angeles Pacific Coast Highway Pedestrian Overcrossing (Bridge) project. The GED will provide contact information for the required stakeholders. The City will be the lead agency for obtaining an encroachment permit from CalTrans for this work once a preliminary layout is established. It is imperative that CalTrans be involved throughout the design process in order for the final design to meet any requirements necessary to apply for an encroachment permit.

## **2.0 SCOPE OF SERVICES**

Tasks shall consist of: 1) reviewing available project history, geologic and/or geotechnical information, 2) completing a topographic survey map, 3) evaluating the feasibility for alternative trail locations, and 4) attending a site visit with GED staff, and organizing and leading community and stakeholder meetings

The TO shall contain descriptions of the tasks and associated costs required by this TOS. Details of the tasks are provided in the following sections.

### **2.1 Review Project History, Geologic and/or Geotechnical Information**

The Consultant shall review available project history, park plans, and geologic and/or geotechnical documents and publications that are relevant to the Project, including available geotechnical reports for nearby private properties. This Project is a continuation of the existing access road through the George Wolfberg Park at Potrero Canyon, and should be integrated seamlessly with the existing park. Project plans for both the Park grading phase and landscaping phase will be provided to the selected Consultant.

### **2.2 Surveying**

The Consultant shall prepare a topographic survey map of the Project site. The map shall contain the seal of a California-licensed Land Surveyor. The topographic survey shall include ground elevations, street locations, private property boundaries, and locations of existing power poles, overhead power and communications lines, utilities, storm drains and drainage ditches, retaining structures, trails, fence lines, and other relevant features.

The survey should note protected trees, if any. If protected trees are located onsite, the Consultant shall notify the GED immediately.

The topographic survey map will serve as the base map for the feasibility analysis for alternative locations, and in preparing the construction drawings.

The topographic survey shall be prepared using NAD 83 survey datum. The Consultant shall email the final topographic survey files in PDF and AutoCAD formats to the GED for their Project records.

### **2.3 Feasibility Analysis for Alternative Trail Locations**

The Consultant shall use the survey and field data as outlined above, along with community and stakeholder concerns, to develop a minimum of three (3) alternative trail routes and feasibility costs. These alternatives shall be summarized in a presentation and draft feasibility report that will be presented to City staff, CalTrans, other stakeholders, and the community for feedback. Once comments are received, the Consultant shall incorporate any changes and finalize the Feasibility Report.

As stated above, alternatives shall not include installation of significant structures/walls, and shall take into consideration all stakeholder requirements, known site features and landslides. Estimated costs shall be broken down by line item.

### **2.4 Meetings**

The Consultant shall organize and conduct local community meetings and meetings with relevant stakeholders.

#### **2.4.1 Field Meeting**

The Consultant shall attend a field meeting with the GED. During the meeting, the Consultant and GED representative(s) will walk existing and accessible “goat trails” between the Park termination and Temescal Canyon Road (near PCH). The meeting shall be photo-documented and include meeting minutes with any comments for future design and community reference.

#### **2.4.2 Stakeholder Meetings**

The Consultant shall organize and conduct meetings with relevant stakeholders as identified by the Consultant or the City, and shall at a minimum include the California Coastal Commission, the Department of Recreation and Parks, Council District 11, and CalTrans. These meetings shall take place at each milestone, and shall take feedback to incorporate into the Project design. For Consultant-led meetings, the Consultant shall prepare meeting minutes at the end of each meeting and send it to the participating parties for record. At the City’s request, the Consultant shall attend additional meetings to answer questions from stakeholders. For budgeting purposes, the Consultant shall assume a total of two (2) stakeholder meetings.

### **2.4.3 Community Meetings and Community Outreach**

The Consultant shall organize and conduct local community meetings. These meetings shall be open to the public, and shall be conducted in an easily accessible space, including an option for online streaming and participation. The Consultant shall be responsible to locate a meeting space, prepare all outreach material, meeting documents, and meeting minutes. Meeting documents shall be reviewed and approved by the City beforehand. The Consultant shall assume a total of two (2) community meetings. The first kick-off meeting shall be conducted prior to any design work in order to understand community concerns and questions.

### **3.0 PROJECT SCHEDULE**

The Project schedule is outlined below.

Project kickoff and initial community/stakeholder meeting.....	3 weeks
Surveying and Field Visit.....	3 Weeks
Prepare a presentation and draft feasibility report.....	3 Weeks
Community/stakeholder meeting and response to comments.....	2 Weeks
Final Feasibility of Trail Alternatives report.....	5 weeks

Project schedule is subject to change based on stakeholder availability.

### **4.0 TASK ORDER PROPOSAL REQUIREMENTS**

The TO proposal shall include an itemized breakdown of tasks and their associated costs. TO Proposals shall include:

Section 1 – Project Understanding: Explain your firm’s overall understanding and approach to completing the Project. This section should include a detailed description of your firm’s methodology of performing the scope of services in this TOS.

Section 2 – Related Experience: Describe similar projects your firm has completed. A maximum of four (4) projects shall be included with your proposal. An emphasis shall be placed on local slope stabilization projects that include a mitigation system to the one described in this TOS.

Section 3 – Project Team: Provide project team organization and describe background, roles and responsibilities of team members. Provide information on subconsultant involvement (see Section 6.0).

Section 4 – Detailed Scope of Services and Schedule: Itemize the base tasks and contingency tasks. Detail any subtasks as appropriate.

Section 5 – Fee Estimate: The cost estimate shall detail the proposed tasks. Compensation for the Base Tasks shall be on a lump sum basis. The Consultant shall be compensated a percentage of the total lump sum at each of the four milestones listed below:

Milestone 1 – Community and stakeholder input meeting and summary

Milestone 2 – Completion of draft feasibility report and presentation

Milestone 3 – Feasibility Analysis Report of Trail Alternatives Report

The Consultant shall also provide a unit cost for any additional stakeholder/community meetings requested by the City beyond those outlined above.

The Consultant shall provide a percentage breakdown of the total lump sum for the compensation at each milestone. If contaminated soils are encountered, the disposal cost will be handled under a separate or addendum agreement.

Appendix – Include resumes of personnel anticipated to be assigned to the Project.

A Non-Collusion Affidavit must be included with your proposal declaring that this proposal is genuine, not sham or collusive, nor made in the interest or on behalf of any person named and the proposer had not directly induced or solicited any other proposer to put in a sham proposal, or any other person, firm, or corporation to refrain from submitting a proposal, and that the proposer has not in any manner sought by collusion to secure for him/herself an advantage over any other proposer.

## **5.0 SELECTION CRITERIA**

TO Proposals will be evaluated based on the following criteria:

- |   |           |
|---|-----------|
| ○ Technical Ability and Qualifications of Consulting Firm and Staff | 35 points |
| ○ Completeness of Project Scope, Schedule, and Deliverables         | 25 points |
| ○ History of Budget and Schedule Compliance                         | 15 points |
| ○ History of Contract Compliance                                    | 15 points |
| ○ Value   | 10 points |

## **6.0 BUSINESS INCLUSION PROGRAM**

The City's PQOC Geotechnical and Environmental Engineering Services Contract (Article 17) requires the use of Minority Business Enterprise (MBE), Women Business Enterprise (WBE), Small Business Enterprise (SBE) Emerging Business Enterprise (EBE), Disabled Veteran Business Enterprise (DVBE) and Other Business Enterprise (OBE) firms. For this Contract, the City has set anticipated subconsultant participation levels of 18% MBE,

4% WBE, 25% SBE, 8% EBE, and 3% DVBE. Consultants are encouraged, to the extent possible, to maintain these percentages throughout the invoicing for each of the task orders issued under the Contract.

As part of the Contract requirements, you submitted a List of Potential MBE/WBE/SBE/EBE/DVBE Subconsultants (Exhibit C – Schedule A). Your TO Proposal shall include a completed Task Work Order List of Subconsultants Form (Exhibit C - Schedule B).

## **7.0 PREVAILING WAGE**

This Project is subject to the payment of prevailing wages. All impacted workers on a public works project must be paid at a minimum the Basic and Total Hourly Rate for the type of work they perform (See California State Labor Code Section 1720). This includes but is not limited to the Consultant’s soil technicians who are on-site performing field observation and/or field testing services, and any other classifications which may be subject to prevailing wage. According to the State Department of Industrial Relations (DIR), the California Labor Code Section 1720 defines “construction” to include “work performed during the design and preconstruction phases of construction including, but not limited to, inspection and land surveying work.” For information regarding prevailing wage requirements you may refer to the DIR website at [www.dir.ca.gov/dlsr/pwd](http://www.dir.ca.gov/dlsr/pwd), or you may contact the DIR Prevailing Wage Unit at (415) 703-4774.

## **8.0 DISCLAIMER**

The City may or may not decide to award any or part of the TO based on its sole convenience and shall not be responsible for any solicitation response costs.

Any errors, omissions or revisions from the Consultant’s TO Proposal will not be accepted if received after the deadline date. If you are the successful firm, the City will expect you to honor your proposal as submitted.

When this Project goes to construction, your firm may be called upon to explain or defend any data presented by your firm and assist the City in any future claims from the contractors. Therefore, if you are the successful firm for this Project, you will not be permitted to perform services for the successful contractor on this Project without written permission from the City Engineer.

## **9.0 CLOSURE**

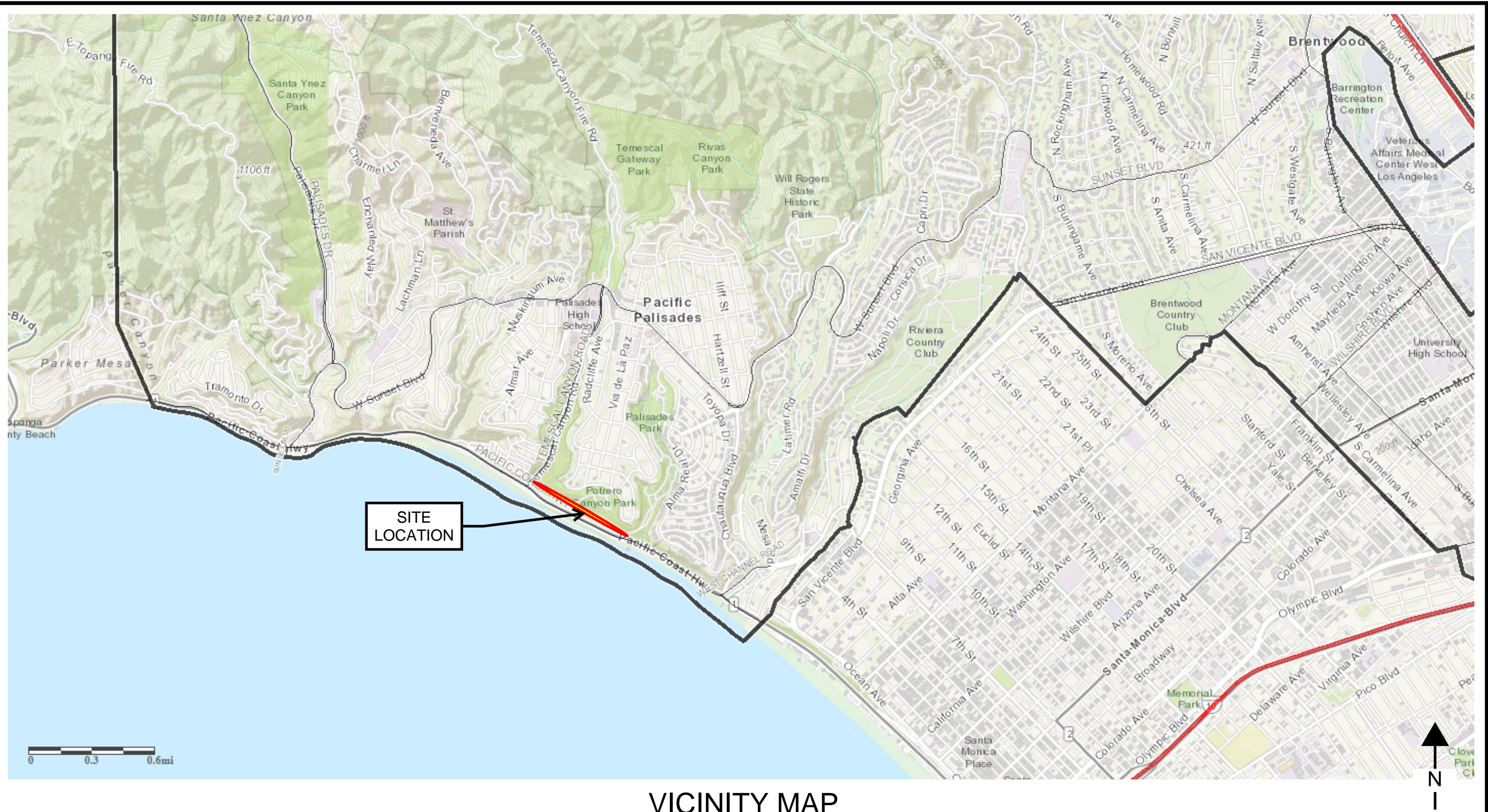
Questions regarding this TOS may be directed to Kristen Ly at (213) 847-0492.

Attachments:

Figure 1 – Vicinity Map

Figure 2 – Site Location Map

Figure 3 – Significant Site Features Map



### VICINITY MAP

BUREAU OF ENGINEERING  
 GEOTECHNICAL ENGINEERING DIVISION (GED)  
 FILE No.: 24-026 DATE: MARCH 2024

PALISADES PEDESTRIAN TRAIL

FIGURE  
 No. 1





### SITE LOCATION MAP

PALISADES PEDESTRIAN TRAIL

BUREAU OF ENGINEERING  
 GEOTECHNICAL ENGINEERING DIVISION (GED)  
 FILE No.: 24-026 DATE: MARCH 2024

FIGURE  
 No. 2



## SIGNIFICANT SITE FEATURES MAP

PALISADES PEDESTRIAN TRAIL

BUREAU OF ENGINEERING  
 GEOTECHNICAL ENGINEERING DIVISION (GED)

FILE No.: 24-026 DATE: MARCH 2024

FIGURE  
 No. 3