

DEPARTMENT OF PUBLIC WORKS**BUREAU OF STREET SERVICES
BUREAU OF CONTRACT ADMINISTRATION****JOINT REPORT NO.1**

Date: February 3, 2025

CD # 3,4,5,6,7, &12

**CONTRACT RENEWAL – FIRST YEAR CONTRACT RENEWAL OPTION FOR
LANDSCAPE MAINTENANCE OF MEDIAN ISLANDS AT SPECIFIC LOCATIONS IN
WEST VALLEY – CONTRACT NO. 144960 (W.O. # M0 016656)****RECOMMENDATIONS:**

1. Exercise the City's first year option to renew the subject contract (C-144960) with Fareast Landscape, Inc. (Fareast) (MBE (M/APA), SBE, EBE, LBE) for \$670,649.78.
2. Instruct the Executive Officer of the Board to immediately advise Fareast to submit their bonds and insurance documents within five (5) working days after the date of notification of award of this contract by the Board.
3. Instruct the Executive Officer of the Board to immediately advise Fareast that work on this project must start within five (5) working days from the date of issuance of the Notice to Proceed.

TRANSMITTAL:

1. Copy of Bureau of Street Services (BSS) and Bureau of Contract Administration (BCA) Joint Board Report No. 1 adopted on December 15, 2023.

RECITAL:

On December 15, 2023, (Transmittal No. 1), a one-year contract was awarded to Fareast with an option to exercise two additional one-year contracts. The original landscape maintenance contract for Year One (FY 2023 – 24) provided for the maintenance of 2,605,477 square feet of landscaped median islands on a bi-weekly basis for one year, at specific locations in the Bay Harbor area for the total amount of \$670,649.78. The Turf Lump Sum and Ground Cover Lump Sum were combined for a Total Bid Amount for each year.

For FY 2024 – 2025, the one-year landscape maintenance contract will provide for the maintenance of 2,605,477 square feet of landscaped median islands on a bi-weekly basis for one year, at specific locations in the Bay Harbor area for the total amount of \$670,649.78.

Fareast is performing at an acceptable level of work. Therefore, the BSS recommends that the first option to renew the contract be exercised.

Business Inclusion Program (BIP)

This project was advertised as a one-year contract with two (2) one (1)-year renewal options. This project was advertised with anticipated participation levels of 18.00 percent MBE, 4.00 percent WBE, 4.00 percent SBE, 4.00 percent EBE, 4.00 percent DVBE and with mandatory BIP documentation requirements. The contract also included a Mandatory Subcontracting Minimum (MSM) requirement of 4.00 percent. The contract was awarded with pledged participation levels of 0.00 percent MBE, 0.00 percent WBE, 4.00 percent SBE, 4.00 percent EBE, 0.00 percent DVBE, 0.00 percent LGBTBE, 0.00 percent OBE and an MSM pledged of 4.00 percent.

As of October 30, 2024, the achieved participation levels are 0.00 percent MBE, 0.00 percent WBE, 3.18 percent SBE, 3.18 percent EBE, 0.00 percent DVBE, 0.00 percent LGBTBE, 0.00 percent OBE and an MSM of 3.18 percent. Upon approval of this Renewal Option, the pledged participation levels, exclusive to this Renewal, will be 4.00 percent MBE, 0.00 percent WBE, 4.00 percent SBE, 4.00 percent EBE, 0.00 percent DVBE, 0.00 percent LGBTBE, 0.00 percent OBE, and an MSM pledged of 4.00 percent.

Gender/Ethnicity Codes:

AA	= African American	HA	= Hispanic American
SAA	= Subcontinent Asian American	APA	= Asian Pacific American
C	= Caucasian	NA	= Native American
M	= Male		
LGBT	= Lesbian, Gay, Bi-Sexual, Trans-Sexual		
F	= Female		

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The MBE/WBE/SBE/EBE/DVBE/LGBTBE/OBE subcontractor achieved participation levels for Fareast as of October 30, 2024, as reported by the BSS' Contract Progress Payment Reports, are: **

Subcontractors	MBE/WBE/ SBE/EBE/ DVBE/OBE	Gender/ Ethnicity	% of Contract Amount Invoiced	Dollar (\$) Amount Invoiced
Green Garden, Inc.*	SBE/EBE	-	3.18%	\$13,412.97
Total MBE Participation			0.00%	\$0.00
Total WBE Participation			0.00%	\$0.00
Total SBE Participation			3.18%	\$13,412.97
Total EBE Participation			3.18%	\$13,412.97
Total DVBE Participation			0.00%	\$0.00
Total OBE Participation			0.00%	\$0.00
Total MSM Participation			3.18%	\$13,412.97
Total Amount Invoiced to Date				\$421,557.08

Note: Subcontractors may be certified in multiple certification categories; therefore, per the requirements of ED14, their dollar amounts were credited toward multiple pledged participation categories.

*Certified Local Business Enterprise (LBE)

Upon approval of the City's First Renewal Option for the subject contract (C-144960), the MBE/WBE/SBE/EBE/DVBE/OBE subcontractor pledged participation levels for Fareast exclusive to this renewal, will be:

Subcontractors	MBE/WBE/ SBE/EBE/ DVBE/OBE	Gender/ Ethnicity	% of Contract Amount	Dollar (\$) Amount
Green Garden, Inc.*	SBE/EBE	-	4.00%	\$26,826.00
Total MBE Participation			0.00%	\$0.00
Total WBE Participation			0.00%	\$0.00
Total SBE Participation			4.00%	\$26,826.00
Total EBE Participation			4.00%	\$26,826.00
Total DVBE Participation			0.00%	\$0.00
Total OBE Participation			0.00%	\$0.00
Total MSM Participation			4.00%	\$26,826.00
Total Amount Invoiced to Date				\$670,649.78

Previous Work Record:

Fareast Landscape, Inc. (Fareast) has worked on numerous contracts issued by the Board of Public Works. No significant or unresolved problems in inspection, contract compliance, or bidder responsibility have been experienced by the Bureau of Contract Administration.

Compliance with the City's Non-Discrimination Policies

Fareast will need to comply with the City's Affirmative Action, Non-Discrimination/Equal Employment Practices Provisions, Equal Benefits Ordinance, Slavery Disclosure Ordinance, Disclosure of Border Wall Contracting Ordinance, and First Source Hiring Ordinance prior to commencement of work on this contract renewal.

Living Wage Ordinance/Worker Retention Ordinance

Fareast will comply with the Living Wage Ordinance and the Worker Retention Ordinance.

Peak Hour Construction and Right-of-Way Obstruction Regulations

All contractors are to comply with the requirements specified in the Los Angeles Municipal Code (L.A.M.C.) Section 62.61 related to peak hour traffic restrictions unless an Exemption from the Peak Traffic Hours Prohibition is approved.

Contractor Responsibility Ordinance

All contractors participating in this bid process are subject to compliance with the requirements specified in the City of Los Angeles' Contractor Responsibility Ordinance #173677, [Article 14, Chapter 1, Division 10, L.A.A.C.]. Failure to comply with all requirements specified in the Ordinance will render the bidder's contract subject to termination pursuant to the conditions expressed therein.

Contractor Performance Evaluation Ordinance

In accordance with Article 13, Chapter 1, Division 10 of the City of Los Angeles Administrative Code, the project manager and the City inspector for this construction contract shall submit Contractor Performance Evaluation Reports to the BCA (Department of Public Works) upon completion of this project.

Contingency

The BSS may change the plans, specifications, character of the work, or quantity of work provided the total arithmetic dollar value of all such changes, both additive and deductive, does not exceed 25 percent of the contract price. Should it become necessary to exceed this limitation, the change shall be by written Supplemental Agreement between the Contractor and the BSS.

Contractors' Use of Criminal History for Consideration of Employment Applications Ordinance

Fareast will comply with the Contractors' Use of Criminal History for Consideration of Employment Applications Ordinance.

Funding

Sufficient funds are available in the amount of \$670,649.78 for the second year's renewal in Fiscal Year (FY) 2024-2025, General Fund 100, Department 86 – BSS, Account No. 003040 – Contractual Services, Urban Forestry Division, Organization No. 86243050, Program No. 0500, Sub-activity 00.

Financial Liability Clause

The City's liability under this contract shall only be to the extent of the present City appropriation to fund the contract. However, if the City shall appropriate funds for any succeeding years, the City's liability shall be extended to the extent of such appropriation, subject to the terms and conditions of the contract.

(Signature Page to follow)

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Signature Page

(ATR)

Respectfully submitted,



for

KEITH MOZEE, EXECUTIVE DIRECTOR
BUREAU OF STREET SERVICES



JOHN L. REAMER, JR.
INSPECTOR OF PUBLIC WORKS

COMPLIANCE REVIEW PERFORMED
AND APPROVED BY:



[Lynda McGlinchey \(Jan 26, 2025 14:04 PST\)](#)

LYNDA MCGLINCHEY, COMPLIANCE PROGRAM MANAGER II
BUREAU OF CONTRACT ADMINISTRATION

STATEMENT AS TO FUNDS
APPROVED BY:



1/23/2025

MIGUEL DE LA PENA, DIRECTOR
OFFICE OF ACCOUNTING

FUND 100/86/003040 - \$670,649.78

Amended to delete recommendation #6*TRANSMITTAL NO. |****BPW-2023-0723****AMENDED******DEPARTMENT OF PUBLIC WORKS****ADOPTED BY THE BOARD
PUBLIC WORKS OF THE CITY
of Los Angeles California****BUREAU OF STREET SERVICES
BUREAU OF CONTRACT ADMINISTRATION
JOINT REPORT NO.1****DEC 15 2023****Date: December 15, 2023**
**Executive Officer
Board of Public Works****CD # 3,4,5,6,7 & 12****CONTRACT AWARD TO FAR EAST LANDSCAPE MAINTENANCE, INC. FOR THE
LANDSCAPE MAINTENANCE OF MEDIAN ISLANDS AT SPECIFIC LOCATIONS -
WEST VALLEY (W.O. # M0016656)****RECOMMENDATIONS:**

1. Declare Far East Landscape Maintenance, Inc. (Far East) to be the lowest, responsive, responsible bidder, and award them a contract for this project for a combined total bid amount of \$670,649.78 for Year One (2023-24), with City option to renew annually for two additional years.
2. Authorize the President or two Board of Public Works (Board) Members to execute the contract for this project after approval as to form by the City Attorney has been obtained.
3. Instruct the Executive Officer of the Board to immediately advise Far East to submit their bonds and insurance documents within five (5) working days after the date of notification of award of this contract by the Board.
4. Instruct the Executive Officer of the Board to immediately advise Far East, that work on this project must start within five (5) working days from the date of issuance of the Notice to Proceed.
5. Instruct the Executive Officer of the Board to issue a Notice to Proceed (NTP) for the budgeted amount of \$670,649.78.
- * 6. ~~Delegate authority to the Director of Bureau of Streets Services (StreetsLA) to take the necessary actions to exercise the future renewal options and execute all related documents. (Note: StreetsLA will return to Board for Approval).~~

TRANSMITTAL(S):

1. Summary of bids received on August 16, 2023

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RECITAL:

This landscape maintenance contract will provide for the maintenance of 2,605,477 square feet of landscaped median islands on a bi-weekly basis for one year, at specific locations in the West Valley area.

Bid Review

For the Engineer's Estimate, the Turf Lump Sum and Ground Cover Lump Sum were combined for a Total Bid Amount for each year. The estimated annual project cost was \$900,000.00 for a 3-year total of \$2,700,000.00.

Far East submitted their bid on August 16, 2023 (Transmittal No. 1) for a total bid amount of \$670,649.78 for Year One (2023-2024), \$670,649.78 for Year Two (2024-2025), and \$670,649.78 for Year Three (2025-2026). If the additional one-year options are exercised, the total of three years will be \$2,011,949.34.

Business Codes:

MBE = Minority Business Enterprise
WBE = Women Business Enterprise
SBE = Small Business Enterprise
LBE = Local Business Enterprise

EBE = Emerging Business Enterprise
DVBE = Disabled Veteran Business Enterprise
OBE = Other Business Enterprise
LGBTBE = Lesbian, Gay, Bisexual, Transgender Business Enterprise

Table 1: Bids Received and Pledges

Bid No.	Contractor's Name	Bid Amount	(%) High/Low	(%) Pledged						
				MBE	WBE	SBE	EBE	DVBE	OBE	LGBTBE
Low Bid	Far East Landscape Maintenance, Inc. (MBE (M/APA), SBE, EBE, LBE)	\$670,649.78	-25.48% Low	0.00%	0.00%	4.00%	4.00%	0.00%	0.00%	0.00%

The BSS evaluated the bids and determined that this bid is reasonable. The BSS recommends that this project be awarded to Far East, the lowest, responsive bidder, subject to verification of all other bidding requirements.

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Local Business Preference (LBP) Program

Los Angeles Administrative Code, Division 10, Chapter 1, Article 4, Section 10.25 adopted the LBP Program which was designed to increase local employment and expenditures in the local private sector. Businesses that qualify as a LBE may be granted an eight percent reduction of their bid amount solely for bid evaluation purposes. If the LBE is also a Local Small Business (LSB) and/or Local Transitional Employer (LTE), they may be granted an additional 2.00 percent reduction for

each of those certifications, up to a total of 12.00 percent. Businesses that qualify as a LBE, but neither as a LSB and/or a LTE, may be granted a 1.00 percent reduction, up to a maximum of 2.00 percent for each of those certifications, for every 10.00 percent of their bid that is to be performed by a LSB and/or a LTE subcontractor. Additionally, all non-LBE businesses may be granted a 1.00 percent reduction, up to a maximum of 5.00 percent, of their bid amount solely for bid evaluation purposes, for every 10.00 percent of their bid that is to be performed by a LBE, an LSB, and/or a LTE subcontractor.

For this project, the Bureau of Contract Administration (BCA) verified the first low bidder, Far East, is a certified LBE.

Business Inclusion Program (BIP)

On January 12, 2011, the Mayor issued Executive Directive No. 14 (ED14) which created the BIP. This program provides MBE, WBE, SBE, EBE, DVBE, and OBE firms an equal opportunity to compete for and participate in City Contracts. Additionally, the BIP requires bidders to perform and document a BIP Outreach via the internet utilizing the Los Angeles Regional Alliance Marketplace Procurement service.

This project was advertised with anticipated participation levels of 18.00 percent MBE, 4.00 percent WBE, 4.00 percent SBE, 4.00 percent EBE, 4.00 percent DVBE, and with mandatory BIP documentation requirements. Currently, the LGBTBE certification is not required as part of the BIP Outreach but is tracked for statistical purposes. The Office of Contract Compliance (OCC), based on a review of the documents submitted by Far East, reported that the contractor pledged participation levels of 0.00 percent MBE, 0.00 percent WBE, 4.00 percent SBE, 4.00 percent EBE, 0.00 percent DVBE, 0.00 LGBTBE, 0.00 percent OBE, and complied with the BIP outreach requirements of the bid. The Mandatory Subcontracting Minimum MSM requirement for this project is 4.00 percent and the contractor has complied by pledging a subcontractor participation level of 4.00 percent for Yr-1 only. There were no fixed costs on this project.

Far East pledged the following subcontractor utilization:

Gender/Ethnicity Codes:

AA = African American
APA = Asian Pacific American
NA = Native American
M = Male

HA = Hispanic American
SAA = Subcontinent Asian American
C = Caucasian
F = Female

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Table 2: Subcontractor Utilization

SUBCONTRACTOR	MBE/WBE/ SBE/EBE/ DVBE/LGBTBE OBE	GENDER/ ETHNICITY	% OF BID	SUBCONTRACT AMOUNT
Green Garden, Inc.*	SBE, EBE	M/HA	4.00%	\$80,480.00
Total MBE Participation			0.00%	\$0.00
Total WBE Participation			0.00%	\$0.00
Total SBE Participation			4.00%	\$80,480.00
Total EBE Participation			4.00%	\$80,480.00
Total DVBE Participation			0.00%	\$0.00
Total LGBTBE Participation			0.00%	\$0.00
Total OBE Participation			0.00%	\$0.00
Yr-1 Contract Amount				\$670,649.78

Note: Subcontractors may be certified in multiple certification categories; therefore, per the requirements of ED14, their dollar amounts were credited toward multiple pledged participation categories.

*Certified Local Business Enterprise (LBE)

Compliance with the City's Non-Discrimination Policies

Far East will need to comply with the City's Affirmative Action, Non-Discrimination/Equal Employment Practices Provisions, Equal Benefits Ordinance, First Source Hiring Ordinance, Contractors' Use of Criminal History for Consideration of Employment Applications Ordinance, Slavery Disclosure Ordinance, and Disclosure of Border Wall Contracting Ordinance prior to commencement of work on this contract.

Living Wage Ordinance/Worker Retention Ordinance

Far East will comply with the Living Wage Ordinance and the Worker Retention Ordinance.

Previous Work Record

Far East Landscape Maintenance, Inc. has no record of having worked on any previous contracts awarded by the Board of Public Works within the last five years. The Office of Contract Compliance has checked with various State agencies. A prevailing wage issue occurred with LAUSD in 2017 resulted in back wages, training funds and penalties, *no other negative information was obtained with regard to violations with State contacts. Contractor's license is current and valid, according to the State License Board.*

The Inspector of Public Works has conducted a First Time Bidder investigation of references provided by the contractor and did not find any evidence of violations of statutes, regulations, ordinances, or wrongdoing by the contractor. The report was submitted to the Board on November 3, 2023.

Peak Hour Construction and Right-of-Way Obstruction Regulations

All contractors are to comply with the requirements specified in the Los Angeles Municipal Code (L.A.M.C.) Section 62.61 related to peak hour traffic restrictions unless an Exemption from the Peak Traffic Hours Prohibition is approved.

Contractor Responsibility Ordinance

All contractors participating in this bid process are subject to compliance with the requirements specified in the City of Los Angeles' Contractor Responsibility Ordinance #173677, [Article 14, Chapter 1, Division 10, L.A.A.C.]. Failure to comply with all requirements specified in the Ordinance will render the bidder's contract subject to termination pursuant to the conditions expressed therein.

Contract Administration

Responsibility for the administration and management of the contract for Maintenance of Median Islands shall rest with StreetsLA's Urban Forestry Division.

Contractor Performance Evaluation

In accordance with Article 13, Chapter 1, Division 10 of the City of Los Angeles Administrative Code, the project manager, and the City inspector for this construction contract shall submit Contractor Performance Evaluation Reports to the Bureau of Contract Administration (Department of Public Works) upon completion of this project.

Contingency

StreetsLA may change the plans, specifications, character of the work, or quantity of work provided the total arithmetic dollar value of all such changes, both additive and deductive, does not exceed 25 percent of the contract price. Should it become necessary to exceed this limitation, the change shall be by written Supplemental Agreement between the Contractor and StreetsLA.

Funding

Total funding for this project is \$670,649.78. Sufficient funds of \$670,649.78 are available in the FY 2023-2024 General Fund Budget, Fund 100, Department 86, Account No. 003040 – Contractual Services, Urban Forestry Division, Organization No. 86243050, Program No. 0500, Sub-activity 00 to pay for invoices.

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Financial Liability Clause

The City's liability under this contract shall only be to the extent of the present City appropriation to fund the contract. However, if the City appropriate funds for any succeeding years, the City's liability shall be extended to the extent of such appropriation, subject to the terms and conditions of the contract.

SEIU Local 721 was provided a copy of the Notification of Intent to Contract prior to StreetsLA requesting approval to advertise for bids.

(HB ATR DM)

(Signature Page to Follow)

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SIGNATURE PAGE

Respectfully Submitted,



for

KEITH MOZEE
Executive Director and General Manager
Bureau of Street Services

COMPLIANCE REVIEW PERFORMED
AND APPROVED BY:



Lynda McGlinchey (Dec 7, 2023 12:21 PST)

LYNDA MCGLINCHEY
Compliance Program Manager II
Bureau of Contract Administration



JOHN L. REAMER, JR.
Inspector of Public Works
Bureau of Contract Administration

APPROVED AS TO FUNDS



MIGUEL DE LA PEÑA
Director, Office of Accounting

Date: 12/07/2023

BFY 2024, FUND 100/86/003040 \$670,649.78

KM/SHC/MC: av

Questions regarding this report may be referred to:

Anne M. Veal, Management Analyst, (213) 216-4164, anne.veal@lacity.org, Urban Forestry
Division

ESTIMATE: \$900,000.00

TRANSMITTAL NO. 1

AUGUST 16, 2023

THE FOLLOWING-NAMED SUBMITTED BIDS FOR THE LANDSCAPE MAINTENANCE OF MEDIAN
ISLANDS AT SPECIFIC LOCATIONS - WEST VALLEY

(3 BIDS)

FAR EAST LANDSCAPE MAINTENANCE, INC. \$2,011,949.34
(AFFIDAVIT NOT NOTARIZED AND MISSING SECOND SIGNATURE OR AUTHORIZATION OF SINGLE SIGNATURE,
BID BOND MISSING SECOND SIGNATURE OR AUTHORIZATION OF SINGLE SIGNATURE)

INTERNATIONAL ENVIRONMENTAL CORPORATION \$2,032,272.06

MARIPOSA LANDSCAPE, INC. \$2,634,706.30