

**TRANSMITTAL**

0150-11727-0000

TO  
Justin Erbacci, Chief Executive Officer  
Department of Airports

DATE  
09/08/20

COUNCIL FILE NO.

FROM  
The Mayor

COUNCIL DISTRICT  
11

**Proposed First Amendments to Five Architectural Design Contracts to  
Extend Each Term by 12 months to Continue Providing Design Services at  
Los Angeles World Airports**

Transmitted for further processing, including Council consideration. See the  
City Administrative Officer report attached.

  
MAYOR

(Ana Guerrero for)

RHL:AVM:10210017t

CAO 649-d

REPORT FROM

## OFFICE OF THE CITY ADMINISTRATIVE OFFICER

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Date: August 27, 2020

CAO File No. 0150-11727-0000  
Council File No.  
Council District: 11

To: The Mayor

From: Richard H. Llewellyn, Jr., City Administrative Officer

Reference: Communication from the Los Angeles World Airports dated July 28, 2020; referred by the Mayor for a report July 28, 2020

Subject: **PROPOSED FIRST AMENDMENTS TO FIVE ON-CALL ARCHITECTURAL DESIGN CONTRACTS TO EXTEND EACH TERM BY 12 MONTHS TO CONTINUE PROVIDING DESIGN SERVICES AT LOS ANGELES WORLD AIRPORTS**

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### RECOMMENDATIONS

That the Mayor:

1. Approve a proposed First Amendments (Amendments) to five on-call Architectural Design Contracts (Contracts) to extend each term by 12 months and continue providing on-call architectural design services, without additional funds, at Los Angeles World Airports, subject to approval as to form by the City Attorney and compliance with the City's Standard Provisions applicable to contracts, including the: Affirmative Action Program, approved insurance documents in the terms and amounts required, on file with LAWA, Bidder Contributions City Ethics Commission Form 55, Business Tax Registration Certificate, Child Support Obligations, Contractor Responsibility Program, First Source Hiring Program for all non-trade Airport jobs, and Living Wage Ordinance;
2. Authorize the Chief Executive Officer to execute the proposed Contract Amendments after approval by the Los Angeles City Council, and prior to execution of the Amendments, must be determined by the Office of Contract Compliance to be in full compliance with the Equal Benefits Ordinance provisions; and,
3. Return the request to the Los Angeles World Airports for further processing, including Council consideration.

### SUMMARY

In September 2016, staff at the Los Angeles World Airports (LAWA, Department) conducted a

competitive bid process to seek on-call contractors for architectural design services through the release of a Request for Proposal (RFP) on the Los Angeles Business Assistance Virtual Network. The 20 proposals received were determined to be responsive and a review panel proceeded with evaluations and interviews. After five proposals were selected, the Department received a protest after the shortlisting process. Subsequently, the protest was deemed to be without merit and the procurement process continued. The Board of Airport Commissioners (BOAC) awarded five separate three-year contracts (Contracts) on June 17, 2017, for combined costs not-to-exceed \$20,000,000, to the following companies: Rivers & Christian; Paul Murdoch Architects; DWL Architects + Planners. Inc.; M. Arthur Gensler Jr. & Associates, Inc.; and, HKS Architects, Inc.

The Department's website describes its Planning & Development (P&D) Group as an integrated group of LAWA staff and consultants who collaborate to plan, design, and deliver Capital Improvement Program (CIP) and ancillary projects and initiatives achieving safe, on-time and on-budget goals. Through the expertise of planners, architects, engineers, project managers, graphic designers, analysts, accountants, technicians and administrative personnel, the P&D Group conducts an initial assessment or study, defines project requirements, develops potential alternatives, and preliminary estimates and schedules for a variety of projects. Services provided by the on-call architectural design consultants support the P&D Group in the planning and design of small projects and ongoing operating needs, small improvement and deferred-maintenance projects. A few of the projects the on-call architectural design consultants support are: Code-Compliance Projects, Tom Bradley International Terminal Domestic Bag Claim Project, and Secured Area Access Post Project, according to LAWA staff.

The table below presents an overview of key facts about the on-call architectural design Contracts.

Contract Number	Contract Name and Authority	Actual Expenditures, August 10, 2020	Remaining Balance	Current Expiration Date	Revised Expiration Date
Rivers & Christian, No. DA-5201	\$3,300,000	\$1,935,908	\$1,364,092	October 14, 2020	October 14, 2021
Paul Murdoch Architects, No. DA-5202	\$3,300,000	\$2,392,309	\$907,691	October 17, 2020	October 17, 2021
DWL Architects + Planners. Inc., No. DA-5203	\$3,300,000	\$808,155	\$2,491,845	October 17, 2020	October 17, 2021
M. Arthur Gensler Jr. & Associates, Inc., No. DA-5204	\$5,050,000	\$1,741,490	\$3,308,510	June 19, 2021	June 19, 2022
HKS Architects, Inc., No. DA-5205	\$5,050,000	\$3,610,772	\$1,439,228	October 17, 2020	October 17, 2021
<b>Combined Costs, Totals</b>	<b>\$20,000,000</b>	<b>\$10,488,634</b>	<b>\$9,511,366</b>		

Approval of the proposed First Amendment will add 12 months to the term of each Contract. An increase in funding is not requested for these Contracts which are funded through a combination



of operating and capital funds. As noted by LAWA staff, the related costs will continue to be recovered through landing fees, terminal rates and charges, as well as non-aeronautical revenues. Department staff anticipates approximately 70 percent to 90 percent of the combined costs (total is \$20,000,000) of the Contracts will be expended by the end of the term extension – at the end of year four. As some projects advance to a construction phase, the months gained through the Contract term extensions will allow LAWA to retain the Designer of Record for Construction Administration Services. Department staff, with guidance and recommendations from the on-call architectural design consultants, will be able to respond to Requests for Information, Submittals, feedback and inquiries from permitting agencies, bidders, contractors and others who may monitor or approve the numerous aspects of LAWA's CIP and ancillary projects. The additional time also ensures that support from existing on-call consultants will be retained while LAWA staff develops and publishes a new RPF to seek a Principal Architect and Engineer, and conducts a competitive bid process, from approximately September 2020 through the first quarter in 2021.

The Department's Procurement Services staff reviewed the proposed action (File No. 10039526) and established a mandatory 20 percent Small Business Enterprise (SBE) participation goal for the project. As reported by LAWA staff, to date the SBE proposed and actual, achieved participation levels for three of the on-call contractors are: DWL Architects + Planners, Inc., proposed 45 percent, achieved 25.75 percent; M. Arthur Gensler Jr. & Associates, Inc., proposed 20 percent, achieved 12.55 percent; and, HKS Architects, Inc. proposed 20 percent, achieved 35.84 percent. The remaining two on-call architectural design contractors are certified SBE firms, therefore both Rivers & Christian, and Paul Murdoch Architects are credited with 100 percent SBE participation.

The BOAC approved the proposed First Amendments at its meeting on July 30, 2020.

## **FISCAL IMPACT STATEMENT**

Approval of the proposed five First Amendments will extend each term by 12 months to continue providing on-call architectural design services from the following five contracts (Contracts), without additional funds: Rivers & Christian, No. DA-5201; Paul Murdoch Architects, No. DA-5202; DWL Architects + Planners, Inc., No. DA-5203; M. Arthur Gensler Jr. & Associates, Inc., No. DA-5204; and, HKS Architects, Inc., No. DA-5205. There will be no impact on the City's General Fund; the project complies with the Department's adopted Financial Policies.

*RHL:AVM:10210017*