



**MOUNTAINS RECREATION & CONSERVATION AUTHORITY**  
Los Angeles River Center and Gardens  
570 West Avenue Twenty-six, Suite 100  
Los Angeles, California 90065  
Phone (323) 221-9944 Fax (323) 221-9934

## MEMORANDUM

**DATE:** July 28, 2009

**TO:** Interested Firms

**RE:** Request for Qualifications for Landscape Architecture Services  
Natural Park—Compton Creek at Washington Elementary School

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Your firm is invited to submit a qualifications package for review and possible interview for landscape architectural design services relative to the design and construction of a natural park adjacent to Compton Creek behind the Washington Elementary School in the City of Compton. The project consists of converting an existing 5-acre vacant property behind Washington Elementary School into a natural park. Features may include, but are not limited to, an outdoor amphitheatre, shade structures, a small storage building, native plantings, irrigation, seating and amenities for the public. Up to five firms may be selected for interview.

This RFQ consists of this memo and the following attachments:

- 1) Project Information
- 2) Submittal Requirements
- 3) Site Photographs
- 4) Site Map

There will not be a site visit for this RFQ. All prospective respondents must register with the MRCA at [bids@mrca.ca.gov](mailto:bids@mrca.ca.gov) by August 14, 2009 at 4:00 PM. Please include the project name, your firm's name, phone number and email address for the primary contact. It is the respondent's responsibility to provide all the necessary information.

Written questions are due August 14, 2009 at 4:00 PM to [bids@mrca.ca.gov](mailto:bids@mrca.ca.gov). Responses to questions will be posted by 6:00 PM August 19, 2009 on [www.mrca.ca.gov/projectlisting.html](http://www.mrca.ca.gov/projectlisting.html) and it is the respondent's responsibility to review this information. The schedule for review of the packages and interviews has not yet been determined.

Three copies of the submittal package must be received by 4:00 PM on August 27, 2009 at the following address:

Los Angeles River Center and Gardens  
570 W. Avenue 26, Suite 100  
Los Angeles, CA 90065  
ATTN: Bids

Proposals delivered in person should be taken to the reception desk on the 2<sup>nd</sup> floor of the California Building. Mark packages clearly with "Washington Elementary Natural Park". Late submittals will not be accepted.

Contact Information: [bids@mrca.ca.gov](mailto:bids@mrca.ca.gov) or (323) 221-9944 ext. 216

**Mountains Recreation and Conservation Authority–Request for Qualifications  
Natural Park–Compton Creek at Washington Elementary School  
Attachment 1 – Project Information**

**CLIENT**

Mountains Recreation and Conservation Authority  
570 West Avenue 26, Suite 100  
Los Angeles, CA 90065

**PROJECT ADDRESS**

1421 N. Wilmington Avenue  
(behind Washington Elementary School)  
Compton, CA 90222;  
bordered by Cressey St and Compton Creek  
*Thomas Bros. Guide* p. 734 grid G3

**SITE DESCRIPTION**

The site is a currently vacant lot approximately 5 acres in size located along Compton Creek, between an Elementary School and the existing Compton Creek Bike Path. The property is owned by Compton Unified School District and is adjacent to the Washington Elementary School. The school is currently closed for summer vacation and the site is fenced, but can be viewed from West Cressey and from the bike trail along Compton Creek. Existing modular buildings currently reside on site but may be removed or rearranged in the future. Photographs are attached.

This project is a partnership between MRCA and Compton Unified School District. Washington Elementary is a public school that serves kindergarten through 5<sup>th</sup> grade and there are currently plans to remodel the existing structures and change the configuration of modular classrooms. The school site is larger than the subject 5 acres.

The City of Compton's Gonzales Park is located directly across the creek from the site; however there is no pedestrian crossing in the vicinity. An equestrian trail is also located across the creek from the site. The site was identified as a potential joint-use project in the City of Compton's *Compton Creek Regional Garden Park Master Plan*.

**PROJECT DESCRIPTION**

The project consists of converting an existing 5-acre vacant property behind Washington Elementary School into a natural park. Features may include, but are not limited to, an outdoor amphitheatre, shade structures, a small storage/office building for maintenance personnel, native plantings, irrigation, seating and amenities for the public. An existing modular building could be reused for the storage/office building with new façade treatment.

The park will be open to the public sunrise to sunset. Access and security for the school and students will need to be provided as part of the design. It is possible that up to 2 acres (of the 5) may be used for active recreation and therefore taken out of the subject project. This will be determined during Preliminary Design. Active recreation is not part of this RFQ project.

MRCA is planning public outreach in fall 2009 that will include field trips with students to other natural parks, community workshops, consulting with the school's science faculty, Compton USD School Board, and stakeholder participation including environmental groups, the Compton Creek Task Force, and the office of Los Angeles County Supervisor Mark Ridley-Thomas. All outreach, including the community workshops, will be led by MRCA. Results of the workshops will be incorporated during the Conceptual Design phase. The park design must conform to the "Principles of Recreation Resource Planning" developed by National Association of Recreation Resource Planners, found at [www.narrp.org](http://www.narrp.org).

Budget: It is expected that construction of the full program will cost between \$2-5 million, depending on the ultimate size of the park, and the extent of new building construction. At this time approximately \$2 million has been secured for the project. The working drawings will include phases and additive alternates as necessary to accommodate available funding at the time of bid.

Schedule: Outreach is planned for fall 2009. The design phase (from Conceptual to Working Drawings) is expected to last six to nine months, with a construction bid advertised in fall 2010. Plans will be permitted through Division of State Architect.

LEED Accreditation: It has not yet been determined if LEED certification for park building(s) will be pursued; that decision will be made during the Schematic Design phase.

## **PROPOSED SCOPE OF WORK TASKS**

The consultant team will provide full services as are customarily provided in the following phases of work:

- 1) Programming and Site Analysis
- 2) Preliminary/Schematic Plans
- 3) Design Development
- 4) Working Drawings/Construction Documents
- 5) Final Plans and Plan Check Approval
- 6) Construction Administration

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Attachment 2 – Submittal Requirements**

**PROJECT TEAM**

The Consultant Team should include a California-licensed Landscape Architect and a California-licensed Architect. The following disciplines may also be required for the project: Structural, Mechanical, Electrical, and Plumbing Engineers; Irrigation Designer; and Civil Engineer. Selection will be based on the qualifications of the lead firm. Proposed sub-consultants will be subject to MRCA approval.

**REQUIRED SUBMITTAL COMPONENTS**

Responses must include the following:

**Section 1: Design Approach Narrative**

Describe your approach to this type of project, including design process and project management. This proposal narrative shall be limited to five pages or fewer.

**Section 2: Qualifications and Background**

Submit the following for lead firm:

- Name, address, and brief history of firm
- Examples of three relevant projects on which the firm has performed during the last five years. Include photographs of constructed designs. For each project, include the client's contact information and the scope of work performed. Please highlight experience with DSA.
- Resumes of those who would work on the project, including Principal and Project Manager at a minimum.

Provide the following information for lead firm to the extent such documents already exist:

- List of names and contact information for clients for which services were performed in the last five years
- Samples of the services performed including the scope and cost
- Disclosure of any actions taken against the professional
- A statement of change order(s) to plans or specifications or projects for which services were provided and the reason for the change order(s).

**Section 3: Project Team**

Include a summary of all proposed sub-consultants with their contact information. In addition, submit the following for all proposed sub-consultants:

- Brief background of firm
- Examples of relevant projects, limited to three pages or fewer per sub-consultant
- Resume of the Principal that would be assigned to the project

**Section 4: Schedule of Rates**

Include a current schedule of hourly rates for lead firm.

**Appendix**

Firms have the option of submitting up to five pages of additional material that would be useful and applicable to this project.

## EVALUATION

Proposals will be evaluated for the following criteria:

- Experience and technical competence of the project team members
- Evidence of competent design work planning attractive and functional public spaces
- Value offered considering capabilities and experience of the project team
- Experience, qualifications and availability of key personnel
- Capability to meet schedule constraints
- Capability of the project team to provide the scope of work
- Specific experience and performance on past projects, including DSA approvals
- Recommendations of prior clients

The information provided in response to the above requirements will be the basis for evaluation. Failure to provide this information or the inclusion of any conditions, limitations, or misrepresentations may adversely affect the evaluation of your proposal. The Executive Officer of the MRCA reserves the right not to award any contract.

All respondents will be required to represent and warrant that they, he, she, or the officers, directors, and/or employees of bidder are not related by blood or marriage to any member of the governing boards of the Santa Monica Mountains Conservancy, the Santa Monica Mountains Conservancy Advisory Committee, the Mountains Recreation and Conservation Authority, or any other joint powers authority for which the Santa Monica Mountains Conservancy is a constituent member, or to any officer, director or staff member of any of the aforesaid public agencies. "Related by blood or marriage" is defined as being a parent, child (including stepchildren), sibling, grandparent, grandchild, aunt, uncle, niece, nephew, spouse, domestic partner, father-in-law, mother-in-law, sister-in-law or brother-in-law. The MRCA reserves the right to immediately cancel any contract entered into if it discovers a breach of this warranty and representation. Consultant shall be liable for all damages sustained by the MRCA as a result of the breach.

**Mountains Recreation and Conservation Authority–Request for Qualifications  
Natural Park–Compton Creek at Washington Elementary School  
Attachment 3 – Site Photographs**



View of old play equipment on property



View of property from bike trail towards existing modular classrooms



View from Cressey looking North (construction fencing to the right no longer on site)



View of back fence of property and bike trail



View of Bike Trail, Creek fencing on left and property fencing on the right

Mountains Recreation and Conservation Authority—Request for Qualifications  
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Attachment 4 – Site Map

