

**Los Angeles County Development Authority
County of Los Angeles
Project Description and Activity Budget**

Contract No. 112639 Version 0

PROJECT

OPERATING AGENCY

<p>Project No: 602579-22 Title: ADA Ramp and Sidewalk Replacement Funding Period: 12/28/2022 To: 6/30/2023 Jurisdiction: Calabasas</p>	<p>Organization Name: City of Calabasas Type: Participating City LACDA Program Mgr: Erika Hunter</p>
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Project Administration

Micheal Neal, CDBG Consultant
 Michael Baker International

3760 Kilroy Airport Way, Suite 270
 Long Beach, California 90806
 Phone: (909) 261-2770
 Fax: (562) 200-7166
 mneal@mbakerintl.com

Eligibility Summary

Funding Source: CDBG
 HUD Code: 03L Sidewalks
 Eligibility Citation: 570.201(c)
 National Objective: LMC
 Nat. Objective Citation: 570.208(a)(2) (ii)(a)
 Est. Accomplishments: 5070 Performance Indicator: People (General)

Activity Summary

This new project provides for the removal of architectural and material barriers through the removal of thirty (30) sidewalk curb barriers at thirteen (13) intersections, and construction of curb ramps, and the replacement of seventy (70) damaged sidewalks conforming to Americans with Disabilities Act (ADA) standards.

CDBG funds are used for personnel, non-personnel, and capital costs.

This project will use \$454,121 in CDBG funds, and \$641,829 in general funds. The total project

budget is \$1,095,950.

INTERSECTION	NUMBER OF CURB RAMPS
1. Declaration Ave. & Schuylkill Dr.	2
2. Declaration Ave. & America Way.	2
3. Declaration Ave. & Brandywine Dr.	2
4. Declaration Ave. & Town Crier Rd.	4
5. Schuylkill Dr. & Town Crier Rd.	2
6. Town Crier Rd. & Bon Homme Rd.	2
7. Sparrow Dell Dr. & Towhee Dr.	2
8. Carsmaba Dr. & Towhee Dr.	2
9. Pulido Ct. & Towhee Dr.	2
10. Eddingham Ave & Adamsville Ave.	2
11. Eddingham Ave & Harney Pl.	2
12. Eddingham Ave & Carinloch St.	4
13. Eddingham Ave & Galilee St.	2

Sidewalk Replacement Locations. Maps are attached for each of the following 70 locations.

Adamsville Ave
Algonaut Dr
Belleau Ct
Bon Homme Rd
Brandywine Dr
Cairloch St
Calabasas Rd
Calipatria Dr
Carsamba Dr
Daguerre Ave
Dardenne St
De Grasse Dr
De Kalb Dr
Declaration Ave
Delia Ct
Dunmore Dr
Eddingham Ave
Faubion Pl
Federalist Rd
Freedom Dr
Galilee St
Ganelon Dr
Jameson Dr
Kearny St
Kingfisher Rd

Lemans Dr
Liberty Bell Rd
Lido Ct
Meadow Lark Dr
Old Topanga Canyon Rd
Park Alisal
Park Allegra
Park Antigua
Park Aurora
Park Belmonte
Park Blu
Park Capri
 Park Contessa
Park Cordero
Park Corona
Park Ensenada
Park Fortuna
Park Granada
Park Hacienda
Park Helena
Park Hermosa
Park Mallorca
Park Mariposa
Park Mirasol
Park Serena
Park Sevilla
Park Sienna
Park Sorrento 1
Park Sorrento 2
Park Vicente
Parkway Calabasas
Paul Revere Dr
Peacock Ct
Pickney Dr
Pulido Ct
Schuykill Dr
Sea Wind Pl
Sparrow Dell Dr
Ticonderoga Rd
Towhee Dr
Town Crier Rd
Via Del Prado
Via Leonardo

Waterford Way
Wrencrest Dr

Special Conditions

ENVIRONMENTAL REVIEW COMMERCIAL/INDUSTRIAL REHABILITATION: Per 24 CFR Part 58, the National Environmental Policy Act (NEPA) of 1969 – Environmental Review Procedures for Entities Assuming HUD Environmental Responsibilities: the Operating Agency shall submit to the Los Angeles County Development Authority (LACDA) a Property Identification Form for all properties to be rehabilitated. Review and clearance of proposed actions through this process must be granted PRIOR to incurring any costs or starting any rehabilitation activities. Historic properties that may be adversely impacted will be required to modify materials or action involved in order to meet LACDA and State Historic Preservation Officer (SHPO) standards. Floodplain review, the purchase of flood insurance, and public noticing requirements must also be completed where applicable. Each property must be submitted to the LACDA and cleared by this office on an INDIVIDUAL basis.

CONSTRUCTION CONTRACT AND PREVAILING WAGE LABOR COMPLIANCE: Failure to perform the following minimum requirements will result in findings that may create a monetary liability to the Operating Agency that includes, but is not limited to, disallowance of costs, suspension of funds, and termination of this contract. Read the following carefully before starting the procurement process. Contact your Los Angeles County Development Authority (LACDA) Contract Manager with questions and refer to the online Construction Compliance Guidelines for detailed guidance to help your Operating Agency to successfully meet the contract and labor compliance requirements on this project.

CONSTRUCTION CONTRACT: The Operating Agency shall:

- Submit Bid Specifications for LACDA review and acceptance prior to advertising the Notice Inviting Bids;
- Verify bidder's eligibility to receive federal funds through the Federal Online System prior to awarding a contract; and
- Send a Notice of Contract Award letter to the U.S. Department of Labor (DOL) Office of Federal Contract Compliance Programs (OFCCP) within 10 workdays of the contract award date.

PREVAILING WAGE LABOR COMPLIANCE: Federal Prevailing Wage requirements of the Davis-Bacon and Related Acts (DBRA) and the Federal Labor Standards Provisions (FLSP) apply to all public works construction funded with federal dollars. In the event of a labor dispute between Federal and State prevailing wage, the higher of the two will prevail. The Operating Agency shall proactively administer, monitor and enforce these provisions and maintain a Labor Standards Enforcement File for each contractor, sub-contractor, and lower-tier contractor working at the project site. This File must clearly document that the Operating Agency monitored the project site on a continuous basis, conducted Employee Field Interviews with workers, reconciled the Interview Forms with the applicable weekly Certified Payroll Report, notified the contractor of any labor deficiencies, and resolved any violations in a timely manner.

The Operating Agency shall:

- Notify the LACDA Contract Manager within 10 calendar days of the date of the discovery of any underpayment; and
- Request a Contract and Labor Compliance File Review by a LACDA Contract Manager within 10 workdays of the completion of construction.

SECTION 3: In accordance with Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u amended (Section 3), the Operating Agency must ensure that work performed under this CDBG-funded construction activity provides training, employment, contracting, and other economic opportunities, to the greatest extent feasible and consistent with existing Federal, State, and local laws and regulations, be directed to low- and very low-income persons, particularly those who are recipients of government assistance for housing, and to business concerns which provide economic opportunities to low- and very low-income persons. Operating Agency may refer to the CDBG Construction Compliance Guidelines for detailed guidance to successfully meet Section 3 bidding and contracting requirements on this project. This includes but is not limited to conducting a Pre-Bid Meeting for all interested bidders and present the contracting, employment, and training requirements to the prospective bidders; ensuring that all bidders/proposers submit a Declaration of Intent to Comply with Section 3 requirements, including benchmarks, in order to be a responsive bidder/proposer eligible for contract award; and executing, administering, and monitoring construction contracts for compliance with these requirements. Operating Agency must track and report labor hours via Certified Payrolls (CPRs), timesheets, and other documents to ensure compliance with Section 3 rules and requirements.

PREVAILING WAGE REQUIREMENTS: The prevailing wage requirements of the Davis-Bacon and Related Acts and the Federal Labor Standards Provisions apply to all construction activities and demolition in conjunction with construction comprising \$2,000 or more in cost. These prevailing wage requirements also apply to CDBG-funded contracts for the rehabilitation of residential property when the contract contains eight (8) or more housing units at the site of construction. The Operating Agency must notify the GMU Construction Contract Compliance Officer of the date, time, and location of the Pre-Construction Conference at least 10 calendar days in advance.

FIVE PERCENT RETENTION: LACDA will retain five percent (5%) of the CDBG contract amount for this project until a File Review of the Labor Standards Enforcement File has been completed and final clearance is issued. The Operating Agency must request the File Review prior to the anticipated completion of construction. The Operating Agency is advised that five percent (5%) of the total construction contract award be retained from the prime contractor by the Operating Agency to allow for the availability of funds to remedy monetary liabilities that can result from violations of the Davis-Bacon and Related Acts and Federal Labor Standards Provisions.

LABOR STANDARDS ADMINISTRATION AND ENFORCEMENT: To meet minimum program requirements, the Operating Agency must provide its GMU Program Manager with any updates to the Implementation Schedule within 10 calendar days of any change. The following tasks must be completed:

- *Submit Bid Documents for GMU review and approval prior to advertising the Notice Inviting Bids;

- *Providing the GMU Construction Contract Compliance Officer with a copy of the "Agency Report of Contract Award" within 10 calendar days of awarding any contract or subcontract involving construction activity;
- *Providing the U.S. Department of Labor (DOL) Office of Federal Contract Compliance Programs with a written "Notice of Contract Award" within 10 calendar days of awarding a contract in the amount of \$10,000 or more; and
- *Providing the "Contract-Subcontract Activity Report" as periodically requested by GMU Bulletin.

The Operating Agency must also establish and maintain a Labor Standards Enforcement File for each contractor working at the project site in accordance with the GMU Construction Contract Compliance Guidelines. The Operating Agency must provide evidence that the following activities have taken place:

- *Actively monitor the project site on a continuous basis to conduct Employee Field Interviews with workers;
- *Document all posting requirements and ensure that postings are accessible to workers;
- *Ensure that all contractors working at the project site submit all compliance documents within 10 calendar days of contract award;
- *Ensure that all contractors submit weekly Certified Payroll Reports within 10 calendar days of the pay period ending date; and
- *Ensure that a CPR is submitted for each week that work is performed and that the last CPR is marked "Final."

All weekly CPRs must be reviewed by the Operating Agency for completeness and accuracy upon receipt. The Operating Agency's review must include:

- *Reconciliation of all Employee Field Interviews with each contractor's weekly CPR;
- *Assurance that all documents supporting "other" deductions and "apprentice" status letters are attached to the corresponding CPR.

In the event of a discrepancy, the Operating Agency must suspend or withhold payment as allowed by law and in accordance with the contract between the Operating Agency and the prime contractor and notify the prime contractor in writing within 10 calendar days of the discovery of such a discrepancy. This written notification must:

- *Provide a detailed description of the discrepancy, including all necessary support documentation;
- *Outline the required corrective action;
- *Notify the contractor of their right to appeal;
- *Require the prime contractor to respond to the notification within 10 calendar days of its receipt; and
- *Inform the prime contractor that failure to sufficiently resolve the discrepancy within 10 calendar days, as detailed in the corrective action required, will lead to the Operating Agency suspending or withholding payment, as allowed by law and in accordance with the contract between the Operating Agency and the prime contractor.

In the event of a labor violation, the Operating Agency must:

- *Provide the GMU Construction Contract Compliance Officer with a "Report of Violation" within 10 calendar days of the date of the discovery of any violations involving underpayments to workers

as outlined in the GMU Construction Contract Compliance Guidelines;

*Provide HUD and the GMU Construction Contract Compliance Officer with a Title 29 CFR Section 5.7 Enforcement Report within 30 calendar days of the disposition date for each labor violation that involves underpayments to workers in the amount of \$500 or more for willful violations or unintentional underpayments of \$1,000 or more as outlined in the Federal Labor Standards Provisions; and

*Provide CDD-GMU with a "Semi-Annual Labor Standards Enforcement Report" summarizing all labor violation enforcement activities for the year as directed by GMU Bulletin.

PENALTIES: Failure by the Operating Agency to comply with this contract will result in a written notification from LACDA that the Operating Agency is subject to one or more of the following penalties, including but not limited to:

*Suspension of payment of contract funds;

*Withholding of contract retention funds; and

*Termination of Contract.

SANCTIONS: Failure by the Operating Agency to comply with this contract will result in a written notification from LACDA that the Operating Agency will be subject to consideration for placement on one of the following HUD sanction lists:

*Limited Participation List;

*List of Parties Excluded from receiving Federally Assisted contracts.

PROCUREMENT: The Operating Agency will comply with procurement standards for the purchase of all goods and contracted services as prescribed in 2 CFR Part 200.318.

The Operating Agency shall maintain during the term of this Contract and for a period of five (5) years after the expiration of the contract complete and adequate financial records and accounts as considered necessary by the LACDA to assure proper accounting for all program funds and to support all program expenditures. These records and accounts shall include, but not be limited to, the following:

* A double-entry General Ledger that supports the costs charged to the Program;

* Records documenting procurement of goods and services;

* Contracts for goods or services;

* Lease or Rental Agreements;

* Invoices;

* Billing Statements;

* Cancelled Checks;

* Timecards signed by employees and supervisors;

* Personnel Authorization Records;

* Payroll Registers;

* Payroll Tax Records;

* Bank Statements;

* Bank Reconciliations; and

* Documentation to support the allocation of costs.

SERVICE AREA: The Operating Agency shall confirm that each applicant counted toward the

CDBG-funded activity’s actual accomplishments resides within the contract service area; thereby ensuring benefits to residents of the funding jurisdiction.

SUBRECIPIENT AGREEMENT/CONSULTANT SERVICES: The Operating Agency shall execute a professional services agreement with each consultant/contractor prior to incurring any costs or distributing any CDBG or ESG funds in compliance with federal contractual requirements.

Program Management Mitigation Conditions

None.

Environmental Mitigation Conditions

None.

Contracted Services/Subrecipients

Funding Summary

<u>Cost Category</u>	<u>Amount</u>	<u>Leverage Sources</u>	<u>Amount</u>
Uncategorized	\$454,121.00	General Fund	\$641,829.00
Total	\$454,121.00	Total	\$641,829.00

Implementation Schedule

Phase	Scheduled
Bid Document Submission	12/9/2022
Bid Document Acceptance	12/14/2022
Bid Opening	1/12/2023
Contract Award	1/27/2023
Construction Completed	4/30/2023

Service Area

<u>Region</u>	<u>Population</u>	<u>Low/Mod Pop</u>
Grand Total:	0	0 NaN Low/Mod