



• **Board of Directors**
Engineering, Operations, and Technology Committee

5/9/2023 Board Meeting

7-1

Subject

Award a \$637,520 contract to Acro Constructors to upgrade the video production room at Metropolitan's Headquarters Building; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA

Executive Summary

The existing video production room at Metropolitan's Headquarters Building has been used by Metropolitan staff for 25 years to prepare videos and presentations that promote sustainable water practices, educate the public, and highlight innovation. The room needs upgrades to make it suitable for modern studio production standards. This action awards a construction contract to upgrade the video room for multimedia production purposes.

Details

Background

Metropolitan's Headquarters Building is a 522,682 square-foot, concrete-frame structure consisting of a 12-story high-rise tower attached to a five-story wing. Shortly after initial occupancy of the building in 1998, three adjacent rooms next to the parking garage elevators on the main level of the building were converted for use as an ad hoc video room. The room has been used by Metropolitan staff on a continual basis for 25 years to develop and produce content that is displayed at board meetings, presented at community meetings, and posted on Metropolitan's website and social media platforms. The video production space has been modified and upgraded over time to reflect the evolving and improving technologies that staff use to develop and produce video products.

The headquarters video production room has a working area of approximately 1,200 square feet and consists of one waiting room and two editing bays providing a video production space. The existing large-footprint multimedia equipment limits the workspace and inhibits efficient video production in the current room configuration. The video room shares one wall with a hallway of high traffic volume leading to the Board Room and the public cafeteria area, and another wall with the parking garage elevators, which emit mechanical noises that prevent staff from producing high-quality media products. To meet Metropolitan's growing video production and editing needs, several significant modifications need to be made to the existing workspace including optimization of the room layout, studio-level soundproofing, improvements to the room's entry/exit arrangement, provisions for expanded video production capabilities, improved lighting, and equipment for mastering multimedia presentations.

Design of the recommended improvements have been completed, and approvals from the City of Los Angeles Department of Building and Safety have been received. The construction contractor will be responsible for pulling all permits required for this project. Staff recommends award of a construction contract at this time.

Budget Impact

In accordance with the April 2022 action on the biennial budget for fiscal years 2022/23 and 2023/24, the General Manager will authorize staff to proceed with the action described herein, pending board award of the contract described below. Based on the current Capital Investment Plan (CIP) expenditure forecast, funds for the work to be performed, pursuant to this action during the current biennium, are available within the Capital Investment Plan Appropriation for fiscal years 2022/23 and 2023/24 (Appropriation No. 15525). This project anticipates an

expenditure of \$1.17 million in capital funds. All expenditures will be incurred in the current biennium and have been previously authorized. This project has been reviewed in accordance with Metropolitan's CIP prioritization criteria and was approved by Metropolitan's CIP evaluation team to be included in the System Reliability Program.

Headquarters Video Room Upgrades – Construction

The scope of the construction contract consists of installing a general lighting grid mounted above the main studio floor, cinema and photography lights, and emergency lighting; removal of existing gypsum board over existing walls and construction of custom soundproofing walls around the space; construction of a sound isolation enclosure for voiceover recordings; installation of cable pass-throughs for lighting, recording indication lights, and acoustical controls; and installation of wood shelving and cabinetry for equipment storage. Metropolitan force activities will include outage coordination, equipment testing, and commissioning support.

A total of \$1.17 million has been budgeted for this work. In addition to the amount of the contract described below, other funds to be allocated include \$89,000 for Metropolitan force activities described above; \$95,000 for construction management and inspection; \$86,000 for submittals review, responding to requests for information, and preparation of record drawings; \$61,000 for technical support and commissioning by La Cañada Design Group; \$82,000 for contract administration, project controls, and project management; and \$119,480 for the remaining budget. La Cañada Design Group will provide technical support under an existing on-call agreement.

Attachment 1 provides the allocation of the required funds. The total estimated cost of the upgrades to the headquarters video room, including the amount allocated to date and funds allocated for the work described in this action, is \$1.43 million.

Award of Construction Contract (Acro Constructors)

Specification No. 1989A for upgrades to the headquarters video room was advertised for bids on January 24, 2023. As shown in **Attachment 2**, three bids were received and opened on March 7, 2023. The low bid from Acro Constructors in the amount of \$637,520 complies with the requirements of the specifications. The other two bids were \$765,649 and \$799,578, while the engineer's estimate for this project was \$672,000. For this contract, Metropolitan established a Small Business Enterprise participation level of at least 25 percent of the bid amount. Acro Constructors has committed to meet this level of participation.

This action awards a \$637,520 contract to Acro Constructors for upgrades to the video room at Metropolitan's Headquarters Building. As described above, Metropolitan staff will perform construction management and inspection. The total cost of construction for this project is \$726,520, which includes the amount of the contract (\$637,520) and Metropolitan force activities (\$89,000). Engineering Services' performance metric target range for construction management and inspection of projects with construction less than \$3 million is 12 to 15 percent. For this project, the performance metric goal for inspection is 13.1 percent of the total construction cost.

Alternatives Considered

During the design process, staff considered the alternative of renting a professional studio space as needed. Given the current and anticipated demands of Metropolitan's programs, a studio space would need to be rented on a regular basis for a prolonged period, which would result in additional costs when compared with a dedicated location inside the Headquarters Building. Additionally, staff considered outsourcing all of the video production work to private companies. This alternative was not selected because in-house staff is available on demand, is flexible and invested, and provides consistent, high-quality work.

The selected alternative would upgrade the video room with a new lighting grid, production lights, and appropriate soundproofing, which will allow for an efficient layout while eliminating tripping hazards and reducing unwanted sounds. These changes will maintain the long-term operational reliability of the space, provide the best value to Metropolitan, and allow Metropolitan to develop video content in a timely manner.

Summary

This action awards a \$637,520 contract to Acro Constructors for upgrades to the video room at Metropolitan's Headquarters Building. See **Attachment 1** for the Allocation of Funds, **Attachment 2** for the Abstract of Bids, **Attachment 3** List of Subcontractors, and **Attachment 4** for the Location Map.

Project Milestone

February 2024 – Completion of construction

Policy

Metropolitan Water District Administrative Code Section 8121: General Authority of the General Manager to Enter Contracts

Metropolitan Water District Administrative Code Section 8140: Competitive Procurement

Metropolitan Water District Administrative Code Section 11104: Delegation of Responsibilities

By Minute Item 52778, dated April 12, 2022, the Board appropriated a total of \$600 million for projects identified in the Capital Investment Plan for Fiscal Years 2022/2023 and 2023/2024.

California Environmental Quality Act (CEQA)

CEQA determination for Option #1:

The proposed action involves operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use and no possibility of significantly impacting the physical environment. Accordingly, the proposed action qualifies under the Class 1 Categorical Exemption (Section 15301 of the State CEQA Guidelines).

CEQA determination for Option #2:

None required

Board Options

Option #1

Award a \$637,520 contract to Acro Constructors for upgrades to the video room at Metropolitan's Headquarters Building.

Fiscal Impact: Expenditure of \$1.17 million in capital funds. All expenditures will be incurred in the current biennium and have been previously authorized.

Business Analysis: This option will enhance Metropolitan's assets and provide the best value to Metropolitan. It will allow staff to expand video production and multimedia presentations which will be displayed at board meetings, presented at community meetings, posted on public platforms, and distributed via other communication channels.

Option #2

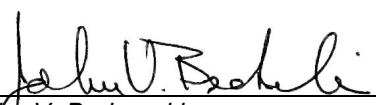
Do not proceed with the project at this time.

Fiscal Impact: None

Business Analysis: Under this option, staff would continue to work in the existing video room. Staff would rent a studio space as needed to support Metropolitan's growing needs. This may lead to higher costs for Metropolitan over time due to rent payments. It would also limit video production capabilities to quickly meet the presentation needs of the Board and outreach efforts.

Staff Recommendation

Option # 1



John V. Bednarski
Manager/Chief Engineer
Engineering Services

4/19/2023
Date



Adel Hagekhalil
General Manager

4/25/2023
Date

Attachment 1 – Allocation of Funds**Attachment 2 – Abstract of Bids****Attachment 3 – Subcontractors for Low Bidder****Attachment 4 – Location Map**

Ref# es12686619

Allocation of Funds for Headquarters Video Room Upgrades

	Current Board Action (May 2023)
Labor	
Studies & Investigations	\$ -
Final Design	-
Owner Costs (Program mgmt., contract admin., & envir. monitoring)	82,000
Submittals Review & Record Drwgs.	86,000
Construction Inspection & Support	95,000
Metropolitan Force Construction	89,000
Materials & Supplies	-
Incidental Expenses	-
Professional/Technical Services	
La Cañada Design Group	61,000
Right-of-Way	-
Equipment Use	-
Contracts	
Acro Constructors	637,520
Remaining Budget	119,480
Total	\$ 1,170,000

The total amount expended to date for the upgrades to the headquarters video room is approximately \$260,000. The total estimated cost of the improvements, including the amount appropriated to date and funds allocated for the work described in this action, is \$1.434 million.

The Metropolitan Water District of Southern California**Abstract of Bids Received on March 7, 2023, at 2:00 P.M.****Specifications No. 1989A
Headquarters Video Room Upgrades**

The work consists of upgrading the video room at the Metropolitan's Headquarters Building, including installation of a lighting grid mounted above the main studio floor, LED cinema and photography lights, house lighting, recording indication light, photography backdrops, custom soundproofing and acoustical control around the studio, main entryway hardware, sound isolation enclosure for voiceover recordings, and cable pass-throughs.

Engineer's estimate: \$672,000

Bidder and Location	Total	SBE \$	SBE %	Met SBE¹
Acro Constructors Burbank, CA	\$637,520	\$193,777	30	Yes
JT Construction Group Inc. Glendale, CA	\$765,649	-	-	-
MLC Constructors Inc. Corona, CA	\$799,578	-	-	-

¹ Small Business Enterprise (SBE) participation level established at 25% for this contract.

The Metropolitan Water District of Southern California**Subcontractors for Low Bidder****Specifications No. 1989A
Headquarters Video Room Upgrades**

Low bidder: Acro Constructors

Subcontractor	Service Category; Specialty
ADL Painting & Wall Covering Inc. Corona CA	Painting
C. A. Buchen Corporation Sun Valley, CA	Structural Steel
Doortek Systems Inc. Anaheim, CA	Doors/Frames
Gama Contracting Services Inc. El Monte, CA	Demolition
Pacific West Industries dba Pacific West Air Conditioning Anaheim, CA	HVAC
Phillip's Draperies and Curtains Inc. Pasadena, CA	Curtains
Trendex Corporation Simi Valley, CA	Drywall
Triple C Electric Inc. Valencia, CA	Electrical
Unlimited Telecom Inc. Fullerton, CA	Low Voltage Electrical Systems

