

BOARD OF RECREATION AND PARK COMMISSIONERS
OF THE CITY OF LOS ANGELES

Wednesday, January 5, 2005 at 9:30 a.m.
Garland Building Auditorium
1293 West 7th Street, First Floor, Los Angeles, CA 90017

EVERY PERSON WISHING TO ADDRESS THE COMMISSION MUST COMPLETE A SPEAKER'S REQUEST FORM AT THE MEETING PRIOR TO THE BOARD'S CONSIDERATION OF THE ITEM AND SUBMIT IT TO THE COMMISSION EXECUTIVE ASSISTANT.

PURSUANT TO COMMISSION POLICY, COMMENTS BY THE PUBLIC ON AGENDA ITEMS WILL BE HEARD ONLY AT THE TIME THE RESPECTIVE ITEM IS CONSIDERED, FOR A CUMULATIVE TOTAL OF UP TO FIFTEEN (15) MINUTES FOR EACH ITEM. ALL REQUESTS TO ADDRESS THE BOARD ON PUBLIC HEARING ITEMS MUST BE SUBMITTED PRIOR TO THE BOARD'S CONSIDERATION OF THE ITEM. COMMENTS BY THE PUBLIC ON ALL OTHER MATTERS WITHIN THE SUBJECT MATTER JURISDICTION OF THE BOARD WILL BE HEARD DURING THE "PUBLIC COMMENTS" PERIOD OF THE MEETING. EACH SPEAKER WILL BE GRANTED TWO MINUTES, WITH FIFTEEN (15) MINUTES TOTAL ALLOWED FOR PUBLIC PRESENTATION.

1. APPROVAL OF MINUTES:

Approval of the Minutes of the Special Teleconference Meeting of December 13, 2004

2. GENERAL MANAGER'S REPORTS:

- 05-01 Echo Park Deep Pool Renovation (W.O. #E170388E) - Rejection of Bid
- 05-02 Echo Park - Building Renovation (W.O. #E170288F) - Final Plans and Call for Bids
- 05-03 Seoul International Park Dodger Dream Field Project (Formerly Known as Ardmore Recreation Center) (W.O. #E170314F) - Approval of Final Plans and Call for Bids
- 05-04 Lincoln Park: Approval of a Third Amendment to the Agreement Between the Department and the Wall Gas Memorias Project, Extending the AIDS Monument Construction Completion Date and Authorizing the Use of The Lincoln Park Lake Pump House (#1448A)
- 05-05 Approval of Agreement Between the City of Los Angeles and Cecile Michaelis for Professional Services
- 05-06 Approval of an Agreement with Friends of the Observatory to Accept a Gift of a Zeiss Universarium Mark IX Sky Projector for the Griffith Observatory Renovation and Expansion Project (#1504C)
- 05-07 Amendment to Personnel Resolution No. 10075 - Section 1E Special Funded Position

- 05-08 Transfer of Funds From Griffith Observatory Expense Account 316 to Griffith Observatory Expense Account 602
- 05-09 Appropriation from Salaries General (1010) Account in Fund 302 to Various Accounts in the Department of Recreation and Parks
- 05-10 Acceptance of Stop Notices on Construction Contracts - Baldwin Hills Recreation Center - Improvements to Athletic Fields and New Playground (#12028) (W.O.#E170316F); Delano Recreation Center - Community Building (W.O. #E170373F); and, Release of Stop Notices on Construction Contracts - Delano Recreation Center - Community Building (W.O. #E170373F); Sunland Recreation Center - Improvements (#11662) (W.O. #E170244) ; Baldwin Hills Recreation Center - Improvements to Athletic Fields and New Playground (#12028) (W.O. #E170316F)
- 05-11 Acceptance of Various Donations to Operations West.
- 05-12 Various Communications

2. COMMISSION TASK FORCES:

Assessment of Current Commission Task Forces for possible Restructure or Removal:

- Commission Task Force on Park Safety (Commissioners Hammond and Sanchez-Camino)
- Commission Task Force on Concession RFPs (Commissioners Sanchez-Camino and Spelling)
- Commission Task Force on Capital Projects (Commissioners Hammond and Luévano)

4. GENERAL MANAGER'S ORAL REPORT:

Report on Department Activities and Facilities

5. FUTURE AGENDA ITEMS:

Requests by Commissioners to Schedule Specific Items on Future Agendas

6. PUBLIC COMMENTS:

Any comments which require a response or report by staff will be automatically referred to staff for a report at some subsequent meeting

7. NEXT MEETING:

The next regularly scheduled meeting of the Board of Recreation and Park Commissioners will be held on Wednesday, January 19,

January 5, 2005

2005 at 5:30 p.m., Exposition Park Intergenerational Community Center in the Roy A. Anderson Recreation Center, 3980 So. Menlo Avenue, Community Hall 2nd Floor (commonly known as the LA Swim Stadium), Los Angeles, CA 90037.

8. ADJOURNMENT:

Under the California State Ralph X. Brown Act, those wishing to make audio recordings of the Commission Meetings are allowed to bring tape recorders or camcorders in the Meeting.

Sign language interpreters, assistive listening devices, or any auxiliary aides and/or services may be provided upon request. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting you wish to attend. For additional information, please contact the Commission Office at (213) 928-9040.

Finalization of Commission Actions: In accordance with City Charter, actions that are subject to Section 24b are not final until the expiration of the next five meeting days of the Los Angeles City Council during which the Council has convened in regular session and if Council asserts jurisdiction during this five meeting day period the Council has 21 calendar days thereafter in which to act on the matter.

Information on agenda items may be obtained by calling the Commission Office at (213) 928 9040. Copies of the agenda and reports may be downloaded from the Department's website at www.laparks.org.

REPORT OF GENERAL MANAGER

NO. 05-01

DATE January 5, 2005

C.D. 1

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: ECHO PARK DEEP POOL RENOVATION (W.O. # E170388F) REJECTION OF BID

• K. Chan	<i>OK</i>	T. Combs
H. Bryant	...	J. Kolb
E. Mosk		G. Stigle

[Handwritten Signature]
 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board reject the bid received on September 21, 2004, for the Echo Park Deep Pool Renovation (W.O. #E170388F).

SUMMARY:

On August 11, 2004, the Board approved final plans and call for bids for the Echo Park Deep Pool Renovation located at 1419 Colton Street, Los Angeles (Report No. 04-245). The estimate for the construction cost of this project was \$2,600,000.00. Plans called for the construction of improvements to an existing building and bathhouse involving removal and replacement of the roof structure over the existing swimming pool and bathhouse, and disabled access upgrades.

On September 21, 2004, one bid was received:

<u>BIDDER #1 -- United Riggers & Erectors, Inc.</u>	<u>AMOUNT (\$)</u>
Base Bid	\$4,717,000.00
Deductive Alternate No. 1	\$420,800.00
Deductive Alternate No. 2	\$184,590.00
Additive Alternate No. 1	\$9,185.00
Additive Alternate No. 2	\$22,000.00
Additive Alternate No. 3	\$39,513.00
Additive Alternate No. 4	\$8,932.00
Additive Alternate No. 5	\$3,385.00
Additive Alternate No. 6	\$21,428.00
Additive Alternate No. 7	\$6,188.00

REPORT OF GENERAL MANAGER

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NO. 05-01

The bid is recommended for rejection because there are insufficient funds available to award the contract even if all the deductive alternates are exercised. The high bid may have resulted from the following: 1) the project was misunderstood to be improvements to the swimming pool rather than improvements to the building, which limited the number of available contractors and subcontractors; and 2) the current high bidding climate that the City is experiencing in various projects. In order to clarify the project scope within the project title, the project will be re-advertised as "Echo Park Building Renovation" in a separate board report. The plans and specifications were also revisited to do further value engineering.

This report was prepared by Cathie Santo Domingo, Project Manager, Recreational and Cultural Facilities Program, Bureau of Engineering.

REPORT OF GENERAL MANAGER

NO. 05-02

DATE January 5, 2005

C.D. 1

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: ECHO PARK BUILDING RENOVATION (W.O. # E170388F) – APPROVAL OF FINAL PLANS AND CALL FOR BIDS

* K. Chan *C.M. At K.C.* J. Conde _____
H. Fujita J. Kolb _____
T. Mok G. Strick _____


General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board

1. Approve final plans and specifications for the Echo Park Building Renovation (W.O. #E170388F); and
2. Approve the date for receipt of bids as Tuesday, February 15, 2005, at 3:00 P.M. in the Board Office.

SUMMARY:

Submitted are final plans and specifications for the Echo Park Building Renovation located at 1419 Colton Street, Los Angeles. Frank R. Webb Architects, consultant for the Department of Recreation and Parks, prepared the plans and specifications for the project. The estimate for the construction cost of this project is \$2,850,000.00. Plans call for the construction of improvements to an existing pool building and bathhouse involving removal and replacement of the roof structure enclosing a swimming pool and bathhouse, and disabled access upgrades, more specifically:

1. Removal of the existing roof structure including skylights, mechanical systems, and lighting;
2. Installation of the new roof structure including skylights;
3. Installation of glass and glazing located at top of perimeter walls of the building;
4. Installation of a new HVAC system;

REPORT OF GENERAL MANAGER

PG. 2

NO. 05-02

5. Installation and upgrade of the electrical system;
6. Upgrades for disabled access to the bathhouse; and
7. Parking for disabled access including the access ramp and parking lot re-striping.

Funds for construction are available for the proposed improvements in Proposition K and Proposition 12-RZH funds.

The project was previously advertised under the name of "Echo Park Pool and Bathhouse Renovation." One bid was received, which is recommended to be rejected under a separate board report. The bid is recommended for rejection because there are insufficient funds available to award the contract even if all the deductive alternates are exercised. The high bid may have resulted from the following: 1) the project was misunderstood to be improvements to the swimming pool rather than improvements to the building, which limited the number of available contractors and subcontractors; and 2) the current high bidding climate that the City is experiencing in various projects. In order to clarify the project scope within the project title, the project will be advertised as "Echo Park Building Renovation." The plans and specifications were also revisited to do further value engineering.

Sufficient funding will be available in these accounts:

<u>FUND</u>	<u>ACCOUNT NO.</u>
43K	T421
43K	V421
43K	W421
46L	T600

In compliance with the California Environmental Quality Act (CEQA), staff has determined that the proposed improvements will not have a significant impact on the environment. This project has been determined to be Categorical Exempt pursuant to Article III, Section 1, Class I (4) of the City CEQA Guidelines. A Notice of Exemption was filed with the Los Angeles City Clerk's Office on November 20, 2001, and posted by the Los Angeles County Clerk's Office on November 20, 2001.

The bid package has been approved by the City Attorney's Office.

This report was prepared by Cathie Santo Domingo, Project Manager, Recreational and Cultural Facilities Program, Bureau of Engineering.

REPORT OF GENERAL MANAGER

NO. 05-03

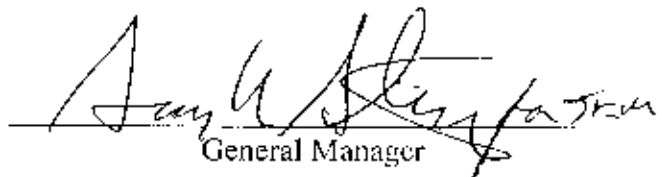
DATE January 5, 2005

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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SEOUL INTERNATIONAL PARK - DODGER DREAM FIELD PROJECT
(FORMERLY KNOWN AS ARDMORE RECREATION CENTER)
(W.O. #E170314F) - APPROVAL OF FINAL PLANS AND CALL FOR BIDS

• K. Chan	<u>C.M. An/K.C.</u>	J. Kolb
J. Conchs	_____	F. Mok
H. Fujita	_____	G. Stigile


General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board:

1. Approve final plans and specifications for Seoul International Park - Dodger Dream Field Project (W.O. #E170314F); and
2. Approve the date for receipt of bids as Tuesday, February 15, 2005, at 3:00 PM, in the Board Office.

SUMMARY:

Submitted are final plans and specifications for the Seoul International Park - Dodger Dream Field Project located at 3250 W. San Marino Street, Los Angeles. The project is a Prop K specified project. Plans for this project were prepared by Sports One Development, Inc., a consultant for the Dodgers Dream Foundation, Inc. The estimate for the cost of construction of this project is \$800,000.00. The plans provide for the removal and replacement of an existing baseball field with a synthetic baseball field. The following is a general list of the improvements to be made to the baseball field:

1. Removal and replacement of the existing baseball field with a synthetic baseball field surface.
2. Site grading.
3. New dugouts with concrete floor and chain link backstop with hood.
4. New score board.
5. New field perimeter treatment consisting of block wall and chain link fence.

REPORT OF GENERAL MANAGER

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NO. 05-03

8. Irrigation system modifications.
9. Perimeter sod and landscape (including trees).

Funds for construction will be available for the proposed improvements in the following Proposition K and Proposition 12 1/3 Discretionary funds, and through a gift from the Dodgers Dream Foundation.

The construction contract for this project will not be awarded until the gift agreement from the Dodgers Dream Foundation, Inc., has been finalized.

Funding will be available in these accounts:

<u>FUND</u>	<u>ACCOUNT NO.</u>
43K	V465
45W	V435
205	B16M

In compliance with the California Environmental Quality Act (CEQA), staff has determined that the proposed improvements will not have a significant impact on the environment. This project has been determined to be Categorical Exempt per City CEQA Guidelines Article III, Section 1a (existing facilities). A Notice of Exemption was filed with the Los Angeles City Clerk's Office on June 19, 2003, and posted by the County Clerk's Office on June 20, 2003.

The bid package has been approved by the City Attorney's Office.

This report was prepared by Cathie Santo Domingo, Project Manager, Recreational and Cultural Facilities Program, Bureau of Engineering.

REPORT OF GENERAL MANAGER

NO. 05-04

DATE January 5, 2005

C.D. 1

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: LINCOLN PARK: APPROVAL OF A THIRD AMENDMENT TO THE AGREEMENT BETWEEN THE DEPARTMENT AND THE WALL - LAS MEMORIAS PROJECT, EXTENDING THE AIDS MONUMENT CONSTRUCTION COMPLETION DATE AND AUTHORIZING THE USE OF THE LINCOLN PARK LAKE PUMP HOUSE (1448A)

K. Chan	<i>[Signature]</i>	J. Kolb	_____
T. Combs		F. Mue	_____
H. Fujita		G. Stigile	_____

[Signature] for SKM

General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board:

1. Approve Amendment No. 3, subject to City Council approval, substantially in the form as attached, to the previously authorized Construction and Maintenance Agreement (Agreement No. 3117) between the Department of Recreation and Parks and The Wall-Las Memorias Project, extending the project completion deadline from June 29, 2004 to March 31, 2005, and authorizing the Agency's use of the Lincoln Park Lake pump house for the installation of a security surveillance system computer processing unit (CPU) subject to City Council approval;
2. Direct the Board Secretary to transmit Amendment No. 3 to the Mayor, in accordance with Executive Directive No. 16, and the City Attorney for review as to form; and,
3. Authorize the Board President and Secretary to execute Amendment No. 3 upon receipt of the necessary approvals.

SUMMARY:

The Construction and Maintenance Agreement (Agreement No. 3117) between the Department of Recreation and Parks (Department) and The Wall-Las Memorias Project (Agency) for the construction and maintenance of an AIDS Memorial (Project) was approved by the Board of Recreation and Park Commissioners (Board) at its meeting on March 20, 2003 (Report No. 03-94).

REPORT OF GENERAL MANAGER

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The Agreement was executed on March 3, 2004, after the Agency had satisfied each of the conditions required by the Board in the conditional approval. Most recently, on June 4, 2004, the Board amended the agreement (Amendment No. 2 - Report No. 04-178), extending the construction completion deadline from the previously amended date of March 31, 2004 (Amendment No. 1 - Report No. 04-07) to June 29, 2004.

Due to unforeseen circumstances and unanticipated construction delays, the Agency was unable to complete the Project by the June 29, 2004 deadline, as specified under Amendment No. 2. However, since that deadline, the Agency has made remarkable progress, completing 95% of the Project. The Agency's progress has been so significant that the Agency was able to host the monument's dedication ceremony on December 1, 2004. The only remaining portion of the Project that is yet to be completed is the installation of the sixth and final art panel, which is a replacement for an art panel removed from the Project after the Board rescinded approval of the panel on December 10, 2003 (Report No. 03-394). The Agency has communicated to the Department that it is in the process of considering a replacement art piece for review and approval.

Although the installation of a computerized surveillance system (security system) is not a requirement of Agreement No. 3117, the Agency has obtained the donated services of the DTT Surveillance Company (DTT) to monitor and safeguard the monument twenty-four (24) hours per day, seven (7) days per week. The Agency has requested that the Department authorize them to use the Lincoln Park Lake pump house, to locate the security system's computer processing unit (CPU). The CPU will be installed inside the pump house to secure it from possible theft or vandalism. The security system will consist of eight surveillance cameras which will be monitored on a continuous basis by DTT staff. The security system will work in "real time," allowing all activity around the monument to be viewed over the internet as it is actually occurring. However, only those with authorized access will be able to access the security camera website. Without the Department's authorization to use the pump house to locate the CPU, the security system can not be operated. The Agency is currently coordinating with Department field staff for the installation of the security system.

The Department has discussed the terms of the proposed amendment with the Agency, City Attorney, First District Council Office and Mayor's Office, and all parties have respectively agreed that the amendment is appropriate and acceptable.

This report was prepared by Joel Alvarez, MA II, from the Department's Real Estate and Asset Management Section.

REPORT OF GENERAL MANAGER

NO. 05-05

DATE January 5, 2005

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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: APPROVAL OF AN AGREEMENT BETWEEN THE CITY OF LOS ANGELES AND CECILE MICHAELIS FOR PROFESSIONAL SERVICES

K. Chan	_____	J. Kolb	_____
J. Corubs	_____	F. Mok	_____
E. Fujita	_____	*G. Stupke	_____

General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board:

1. Approve an Agreement for personal services to the Clean and Safe Spaces (CLASS) Parks Program with Cecile Michaelis from January 3, 2005, through June 30, 2006, as described in the body of this report, subject to the approval of the Mayor, in accordance with Executive Directive No. 16, and review by the City Attorney as to form; and
2. Find in accordance with Charter Section 1022, the Department does not have the personnel available in its employ with the appropriate expertise to undertake preparing specialized visuals and informational materials using high technology equipment, with an emphasis on youth, and that it is more feasible and economical to secure the services by contract.

SUMMARY:

In its fourth year of operation, the CLASS Parks Program has become a model for Department renewal and community involvement. Two of its core programs, the Adventure Program and the Youth Employment Internship Program, have proven to be highly successful and popular with at-risk youth. This is due, in no small part, to the efforts and expertise of Cecile Michaelis and her ability to create specialized visuals and informational materials and communicate them in an artistic manner that relates and appeals to at-risk teens. Thus, a critical, continuing need exists to retain her services to effectively reach the targeted youth population.

REPORT OF GENERAL MANAGER

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With a 40% vacancy rate, CLASS Parks' Recreation Center Directors, Recreation Coordinators, and other staff are taxed beyond their ability to perform their normal, daily responsibilities and do not possess the professional expertise necessary to promote the CLASS Parks Program and perform assignments that require information technology experience.

Ms. Michaelis is a program development specialist and has worked for the past two years with the CLASS Parks staff on contract No. 3077. Because of this, she has been in a unique position to gain insight and understanding of the program and the needs of the at-risk youth it serves, as well as their families and communities. She has observed and contributed to the evolution of this program and its expansion. It would take a great deal of time for any other individual to acquire the knowledge and expertise this contractor has gained while working with CLASS Parks.

Per the attached Agreement, she will continue to develop, maintain, and implement techniques; design, manage and maintain Internet and Intranet web sites; and create materials announcing programming of teen centers via the Internet, Intranet, brochures, photography, newsletters, and other printed and electronic materials.

The total cost for services under this Agreement from January 3, 2005 through June 30, 2006, as needed, is not to exceed \$105,000, Fund 302, Department 88, Account 304, Work Order No. RPOXO195, Task No. 187, Sub-Task CSS.

This report was prepared by Judy Ung, Management Analyst II.

REPORT OF GENERAL MANAGER

NO. 05-06

DATE January 5, 2005

C. D. 4

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: GRIFFITH OBSERVATORY RENOVATION AND EXPANSION (#1504C) - APPROVAL OF AN AGREEMENT WITH FRIENDS OF THE OBSERVATORY TO ACCEPT A GIFT OF A ZEISS UNIVERSARIUM MARK IX SKY PROJECTOR

• K. Clark	<u>C.M. R.K.C.</u>	J. Kolb
J. Coombs		B. Mok
H. Fujita		G. Stigler



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board:

1. Accept a gift of a Zeiss Universarium Mark IX sky projector upon delivery to Griffith Observatory's construction site for installation in the Samuel Oschin Planetarium from Friends Of The Observatory (FOTO) for the Griffith Observatory Renovation and Expansion Project, subject to the conditions in the attached Agreement to Accept Gift;
2. Approve the Agreement to Accept Gift, substantially in the form attached and direct the Board Secretary to transmit the proposed Agreement to the Mayor, in accordance with Executive Directive No. 16, and to the City Attorney for review and approval as to form; and,
3. Authorize the Board President and Secretary to execute the Agreement subsequent to all necessary approvals.

SUMMARY:

On September 20, 2002, the Board awarded Contract No. 3068 to S.J. Amoroso Construction Co., Inc., to renovate and expand the Griffith Observatory, which included a base bid and one Additive Alternate (Board Report No. 02-339). Prior to the award and since construction has started, FOTO has been engaged in a fundraising campaign to supplement funding for the project. To date, FOTO has gifted a total amount of \$5,271,610.90 to the City for the purposes of awarding various Additive Alternates and gifts, as outlined in Board Report Nos. 03-120,

REPORT OF GENERAL MANAGER

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NO. 05-06

03-201, 04-53, 04-227, and 04-228. In order to assure the inclusion of specialized material and equipment for the Griffith Observatory Renovation and Expansion Project, FOTO has agreed to gift to the City the Zeiss Universarium Mark IX sky projector.

One of the strategic goals of the Griffith Observatory Renovation and Expansion Project is for the Planetarium Theater to be completely renovated and reconfigured to a state-of-the-art, world-class technology in support of the most professional educational programming. The design of the new Samuel Oschin Planetarium will include all the latest technology and elements to provide a modern, cutting-edge, immersive educational environment for the twenty-first century.

In 1964, the original Zeiss Mark II star projector was replaced with a Mark IV. Current plans call for a new Zeiss Universarium Mark IX sky projector (an enhanced version of the one installed at the Rose Center in New York), which will deliver the night sky onto the new projection dome. The stellar sky itself is projected from a starball with a fiber optic projection system, and the natural beauty of the firmament that is shown is exceeded only by a clear night under the stars. On a separate platform, six motorized zoom projectors will use fiber optics to display the sun, moon, and planets in their proper configurations.

FOTO, working closely with Observatory staff on specifications, has contracted directly with Seiler Instruments and Carl Zeiss Jena, Germany to manufacture and install the star projector in the center of the Planetarium. The City will be the beneficiary of all warranty of materials and workmanship, along with undertaking future responsibility for proper use and maintenance of the projectors as specified in the original purchase Contract. The City also is responsible for ensuring that qualified personnel are available for the intensive training required for use and maintenance of the Mark IX Universarium.

Report prepared by Sammy Wong, Assistant Project Manager,
Construction Management Division, Bureau of Engineering

REPORT OF GENERAL MANAGER


NO. 05-07

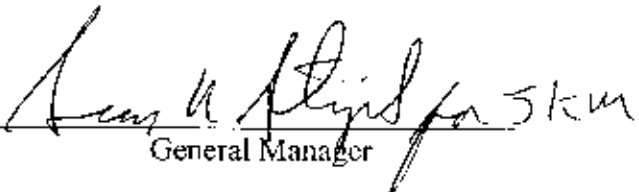
DATE January 5, 2005

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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AMENDMENT TO PERSONNEL RESOLUTION NO. 10075 -SECTION 1E
SPECIAL FUNDED POSITIONS

K. Chan		J. Combs	_____
*H. Fujita		J. Kolb	_____
F. Mok	_____	G. Stigile	_____


General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board amend Personnel Resolution No. 10075 effective immediately as follows:

Section 1E – Special Funded Positions

Add

<u>No.</u>	<u>Code</u>	<u>Classification & Location</u>	<u>MOU</u>
1	9134-2	Management Analyst II – Summer Food Service Program	1

Delete

<u>No.</u>	<u>Code</u>	<u>Classification</u>	<u>MOU</u>
1	1542	Project Assistant	1

SUMMARY:

The change to Section 1E – Special Funded Positions is recommended to address the Personnel Department’s determination that the duties and responsibilities of one Project Assistant more accurately reflect those of a Management Analyst II. Historically, the Project Assistant position has been filled by a Management Analyst, but has been overlooked in the Personnel Resolution. The Management Analyst II oversees the Summer Food Service Program, supervises staff, monitors sites,

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NO. 05-07

prepares annual subsidy applications, and oversees the program budget. The additional annual salary cost of \$20,859 is covered by federal grant.

This Board Report has been reviewed and approved by staff of the City Administrative Office.

Prepared by Julie Cuttrell

REPORT OF GENERAL MANAGER

NO. 05-08

DATE January 5, 2005

C. D. 4

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: TRANSFER OF FUNDS FROM GRIFFITH OBSERVATORY EXPENSE
ACCOUNT 316 TO GRIFFITH OBSERVATORY EXPENSE ACCOUNT 602

J. Combs _____	H. Fujita _____
*G. Stigik <i>HS</i>	K. Chan _____
L. Mosk _____	J. Kelle _____

[Signature]

General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board approve the transfer of funds within Department 88, Fund 302, Activity 7800, Griffith Observatory, for the purchase of parts and components for the repair and renovation of the Tesla Coil for the Observatory's Tesla Coil Exhibit.

FROM:	Account 316 -- Maintenance Material & Supplies	\$ 12,500
TO:	Account 602 Museum (Observatory) Supplies	\$ 12,500

SUMMARY:

Since it was donated to the Griffith Observatory in 1937, the Tesla Coil has been one of the Observatory's most popular exhibits. The Tesla Coil is a transformer that increases the typical household voltage from 120 to over a half-million volts. The coil's high frequency (35,000 cycles versus 60 for household current) allows the exhibit to send out lighting bolts to plates on the walls of the exhibit and create sounds like miniature thunder, without endangering the public or anyone who might be near the coil. Because of the Tesla Coil's longstanding popularity, its reinstallation has been planned as part of the major new exhibit program.

The Griffith Observatory Renovation and Expansion Project will soon reach the point where the Tesla Coil can be re-installed. First, the Tesla Coil needs major repair and renovation work, such as a new coil power package, a Faraday cage enclosure, a broadband field intensifier, and a salient-pole synchronous rotary spark gap. The best time for this work to be done is when the Tesla Coil is being re-installed. Observatory staff will be responsible for the repair and renovation work; however, we need to obtain specially made parts. The appropriate account for such a purchase is 602, Museum Supplies, not 316 Maintenance Supplies, hence the request to transfer funds to the correct appropriation account.

Report prepared by Linda Barth, Administrative Resources

REPORT OF GENERAL MANAGER

NO. 05-09

DATE January 5, 2005

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: APPROPRIATION FROM SALARIES GENERAL (1010) ACCOUNT IN FUND 302 TO VARIOUS ACCOUNTS IN THE DEPARTMENT OF RECREATION AND PARKS

K. Chan _____	J. Cumbs _____
H. Fujita _____	J. Kolb _____
F. Mok <u>F.M.</u>	G. Stigile _____


 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board, subject to approval by the Mayor, approve the appropriation of \$1,293,300 in Fund 302, Department 88, to various accounts as follows:

FROM:	Account 1010 - Salaries General	\$1,293,300
TO:	Account 1100 - Hiring Hall Salaries	\$15,400
	Account 1120 - Benefits Hiring Hall	\$3,850
	Account 3040 - Contractual Services	\$9,000
	Account 3160 - Maint. Materials, Supplies & Svcs.	\$304,050
	Account 7300 - Furniture, Office & Tech. Equipment	\$96,000
	Account 8620 - Children's Play Equipment & Supplies	<u>\$865,000</u>
		\$1,293,300

SUMMARY:

Department staff have projected a \$1.65 million year end surplus in the 1010 Full-Time Salaries account. The surplus is primarily the result of the City's management employment process, which has resulted in 24% vacancy factor among general funded full time positions in the Department. While the Department has successfully requested and received unfreeze authority for some critical positions, other requests have been denied or have not been acted upon by the City Administrative Officer.

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NO. 05-09

In order to address other unmet needs within the Department, staff is recommending that funds be transferred from the Salaries General (1010) Account for the following activities. Approval of this request will reduce the projected year end surplus to \$365,140 which may be required to offset potential deficits in other budgetary accounts, as well as for any future unfreeze requests.

Play Pits -- Account 8620 \$865,000 -- Activity Code 1905

Funding for the Department's Playground Equipment & Supplies Account 8620 was eliminated in the FY 2003-04 adopted budget. Transfer of these funds will allow the Department to purchase sand for citywide use and refurbish selected play pits in order to comply with State law. Failure to replace the existing playground equipment presents a health and safety risk for children and their families. If this request is not approved, the Department will be required to fence off the existing, non-compliant playgrounds.

Play Pit Replacements by Site:

Buena Vista Play Pit	\$175,000
North Wedding Park Play Pit	\$135,000
Prospect Park Play Pit	\$125,000
Evergreen Park Play Pit	\$125,000
Blythe Street Park Play Pit	\$125,000
Van Ness Park Play Pit	\$125,000
Subtotal Play Pit Replacements	\$810,000

Sand for play pits	\$ 55,000
Total	\$865,000

Swimming Pool Repair -- Account 3160 \$175,000 -- Activity 1210

Account 7300	\$55,000	Activity 610
Account 3040	\$9,000	Activity 1210
Account 1100	\$6,000	Activity 1210
Account 1120	\$1,500	Activity 1210

Various emergency repairs totaling \$246,500 have been identified and must be addressed in order to remediate safety and operational issues. Failure to make these repairs will require closure of the following pools.

Highland Park Pool - Repairs to pool decking	3160	\$90,000
Westchester Pool - Repairs to scum gutter	3160	\$85,000
Hansen Dam Pool - Circulation pumps & motors	7300	\$55,000
Peck Park Year-Round Pool - eliminate patron slip/fall hazards	3040	\$ 9,000
	1100	\$ 6,000
	1120	\$ 1,500
Total Pool Repairs		246,500

REPORT OF GENERAL MANAGER

PAGE 3

NO. 05-09

Camp Seeley – Account 3160 \$78,000 – Activity 4800

The waste lines at Camp Seeley currently require improvements to fully comply with the Federal Clean Water Act and local laws. Installation of new waste lines and grease traps will cost \$78,000. The new waste lines and grease trap are an integral part of the camp operations, specifically in the proper disposal of food and other cooking materials. If this project is not approved, the Department will be forced to close Camp Seeley until such time that these legally required changes are fully implemented.

Bishops Canyon Booster Irrigation Pump – Account 7300 \$41,000 – Activity 610

Due to the failure of the existing irrigation pump, the Department must purchase a replacement pump or risk losing almost \$500,000 in landscaping improvements made to Bishop's Canyon.

San Juan Garage Facility Repairs - Account 3160 \$51,050 – Activity 1200
Account 1100 \$9,400 -- Activity 1200
Account 1120 \$2,350 -- Activity 1200

Based on workplace safety and risk assessments, required electrical, lighting, and concrete repairs have been identified for the San Juan Garage. Failure to make these repairs will require closure of this maintenance and repair facility. As there are no storage/repair areas nearby, support of Department operations and programs will be impacted. Total cost to upgrade this facility is \$62,800 including funds for hiring hall staff.

This report prepared by Neil M. Guglielmo, Chief Management Analyst

REPORT OF GENERAL MANAGER

NO. 05-10

DATE January 5, 2005

CD 2, 6, & 10


BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: ACCEPTANCE OF STOP NOTICES ON CONSTRUCTION CONTRACTS - BALDWIN HILLS RECREATION CENTER - IMPROVEMENTS TO ATHLETIC FIELDS AND NEW PLAYGROUND (#1202E) (W.O. #E170316F); DELANO RECREATION CENTER - COMMUNITY BUILDING (W.O. #E170373F); RELEASE OF STOP NOTICES ON CONSTRUCTION CONTRACTS - DELANO RECREATION CENTER - COMMUNITY BUILDING (W.O. #E170373F); SUNLAND RECREATION CENTER - IMPROVEMENTS (#1166B) (W.O. #E170244); BALDWIN HILLS RECREATION CENTER - IMPROVEMENTS TO ATHLETIC FIELDS AND NEW PLAYGROUND (#1202E) (W.O. #E170316F)

*K. Chan
J. Combs
H. Fanta

Carla K. C.

J. Keli
E. Mok
C. Sipple


General Manager

Approved

Disapproved

Withdrawn

RECOMMENDATION:

That the Board:

1. Direct staff to withhold the amount claimed in the following Stop Notices, plus an additional sum equal to 25% thereof, to defray any costs of litigation in the event of court action, if said funds are available, and to notify contractors, sureties and other interested parties that the amount of said claim plus 25% will be withheld; and,
2. Accept the following requests for Release of Stop Notice.

SUMMARY:

STOP NOTICES:

The Department is in receipt of legal notices to withhold construction funds, pursuant to California Civil Code Sections 3103 and 3181, on the contracts indicated below:

REPORT OF GENERAL MANAGER

PG. 2

NO. 05-10

Contract 3118 C.D. 10

Baldwin Hills Recreation Center -- Improvements to Athletic Fields and New Playground (#1202F) (W.O. #B170316F). Contract was awarded to HMI Construction Service on June 1, 2004.

Claimant: Landscape Structures, Inc.
Amount: \$74,944.96

Project Status: 31% Complete
Completion Date: May 2005
Project Impact: None

Contract 3085 C.D. 6

Delano Recreation Center - Community Building (W.O. #B170373F). Contract was awarded to Metro Builders and Engineers Group, Ltd. on May 21, 2003.

Claimant: Ahern Rentals Inc.
Amount: \$1,662.03

Project Status: 92% Complete
Completion Date: January 2005
Project Impact: None

RELEASE OF STOP NOTICES:

The Department is in receipt of Release of Stop Notices, filed by the claimants below, which releases the Board from any and all liability for withholding funds from the general contractor or the surety:

Contract 3085 C.D. 6

Delano Recreation Center - Community Building (W.O. #B170373F)
General Contractor: Metro Builders and Engineers Group, Ltd.

Claimant: United Rentals Northwest
Amount: \$5,581.50

Project Status: 92% Complete
Completion Date: January 2005
Project Impact: None

REPORT OF GENERAL MANAGER

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NO. 05-10

Contract 3089 C.D. 2

Sunland Recreation Center – Improvements (#1166B) Claimant: Hertz Equipment Rental
(W.O. #E170244) Corporation
General Contractor: Terra-Cal Construction, Inc. Amount: \$4,925.16

Project Status: 100% Complete
Completion Date: November 2004
Project Impact: None

Contract 3118 C.D. 10

Baldwin Hills Recreation Center Improvements to Claimant: Landscape Structures, Inc.
Athletic Fields and New Playground (#1202E) Amount: \$74,944.96
(W.O. #E170316F)
General Contractor: HMI Construction Service

Project Status: 31% Complete
Completion Date: May 2005
Project Impact: None

Prepared by Lisa Shinsato

REPORT OF GENERAL MANAGER

NO. 05-11 ___

DATE January 5, 2005 ___

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: ACCEPTANCE OF VARIOUS DONATIONS TO THE OPERATIONS WEST

*J. Combs
G. Stigile
F. Mok

H. Fujita ___
K. Chan ___
J. Kolb ___

General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board accept the following donations and appropriate recognition be given to the donors.

SUMMARY:

Operations West has received the following donations:

Barrington Recreation Center

Judy Bin-nun of Wilshire Carmelina Courtyard donated \$385 towards the Dog Park Waste Station.

Ian Bryce of Los Angeles donated \$100 towards batting cages.

Encino Community Center

Erica Mann of Daphne's Greek Café, San Diego, donated \$586.29 for recreation programs.

Margie Veis of Stevenson Ranch donated a Hamilton spinet piano with an estimated value of \$500.

Hubert H. Humphrey Memorial Park

Richard Bob Stone of Precision Glass Beveling, Inc., in Van Nuys, donated \$200 toward flag football.

Gregg Loria of Tarzana donated 250 trophies, with an estimated value of \$500, for the sports program.

REPORT OF GENERAL MANAGER

PG. 2

NO. 05-11

Pan Pacific Recreation Center

Jerry Sawyer of Nike Corp. donated \$12,000 toward basketball uniforms.

Stonchurst Recreation Center

Andrea Brown of Tujunga donated a Magnavox color television set to the Center. No estimated cash value was provided.

Tricia Nguyen of Granada Hills donated several educational videos, with an estimated value of \$30, for use by the day camp and after school programs.

Terry Milburn of Kal Nelson Aviation Inc., in Sun Valley, donated \$50 for unspecified use.

Ron Holder of Sterndahl Enterprises, Inc., in Sun Valley, donated \$100 for unspecified use.

Venice Beach Recreation Center

Salvador San Juan of Macro Snacks Sales America Inc. in La Jolla donated \$200 for the 2004 body building sponsorship.

This report was prepared by Louis Loomis, Operations West.

REPORT OF GENERAL MANAGER

NO. 05-12

DATE January 5, 2005 _ _

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VARIOUS COMMUNICATIONS


General Manager

Approved ___ Disapproved ___ Withdrawn ___

The following communications have been received by the Board and recommended action thereon is presented.

From:

Recommendation:

1) City Clerk, relative to declaring the week of November 14-20, 2004, as Hunger and Homeless Awareness Week in the City of Los Angeles.

Note and file.

2) City Clerk, relative to various recommendations by the L.A. for Kids Steering Committee regarding the proposed designation of Proposition 12 and Proposition 40 grant funds.

Note and file.

3) City Clerk, relative to declaring the ninth annual Griffith Park Festival of Lights on November 26, 2004 through January 2, 2005 a Special Event.

Note and file.

4) City Clerk, relative to contracting with American Landscape Management, Inc., for grounds keeping services for five Youth and Family Centers and the Robert Pitts Community Center.

Refer to General Manager.

REPORT OF GENERAL MANAGER

PG. 2

NO. 05-12 ___

- 5) Michael H. Stafford, Del Rey Neighborhood Council, relative to proposing park and recreational facilities in the Del Rey neighborhood. Refer to General Manager for response.
- 6) Richard Glair, relative to alleged gross, if not criminal, malfeasance of a Sr. Recreation Director I at Queen Anne Park. Refer to General Manager for response.
- 7) Rob Perez, relative to placing a wireless cell site in Temescal Canyon Park. Refer to General Manager.
- 8) Various Communicants (9) relative to opposition to a private organization's, Southern California Aquatics Masters Swimming Club, request for greater use of Westwood Pool. Refer to General Manager.
- 9) Craig Buck, relative to the situation between the Aquatics Section, Southern California Aquatics and members of the community. Refer to General Manager.
- 10) D. Blythe, requesting information on the procedure for getting a park in their community. Refer to General Manager for response.
- 11) Jack Babbitt, Vice-Chair, Wilmington Neighborhood Council, to Councilmember Hahn, relative to the proposed fencing around the Banning Residence Museum. Note and file.
- 12) Errol Graham, President, West Hollywood Aquatics, relative to the use of City pools by community groups. Refer to General Manager.

REPORT OF GENERAL MANAGER

PG. 3

NO. 05-12 _

13) Jayne Singer, ME. relative to the situation between Southern California Aquatics and the Aquatics Section.

Refer to General Manager.

Report prepared by Paul Liles

MATTERS PENDING

Matters Pending will be carried for a maximum of six months, after which time they will be deemed and rescheduled whenever a new staff report is received.

BIDS TO BE RECEIVED:

- 1/11/05 East Wilmington Recreation Center - Structural Roof Framing System (W.O. #E170365E)
- 1/18/05 Hope and Peace Park - Development (#1335B)
- 1/18/05 Rinaldi Park Pocket Park Development (#1425A; W.O. #E170950E)
- 1/25/05 Pan Pacific Senior Activity Center - Building Improvements (W.O. #PR01731C)

PROPOSALS TO BE RECEIVED:

- 1/25/05 Request for Proposals - Operation of the Golf Cart Concession at the City's 18-hole Golf Courses