

S P E C I A L A G E N D A

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

Wednesday, May 16, 2012 at 9:30 a.m.

Peck Park Recreation Center
560 North Western Avenue, San Pedro, CA 90732

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

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. INTRODUCTIONS:

Special Introduction and Opening Remarks by Councilmember Joe Buscaino, Council District 15, or His Appointed Representative

Kevin Regan, Assistant General Manager, Recreation Operations, will Introduce the Staff of Peck Park Recreation Center

2. APPROVAL OF THE MINUTES:

Approval of the Minutes of the Meetings of May 2, 2012

3. GENERAL MANAGER'S REPORTS:

12-136 LaFayette Park - Recreation Center(W.O. #E170317F)
Project - Unconditional Waiver and Release Upon Final
Payment for Stop Notice Claims on Construction Contract
No. 3237

12-137 Wattles Park Erosion and Drainage Improvement (W.O.
#E170262F) Project - Negotiation of Change Order(s) to
Contract No. 3353

12-138 Spring Street Park - Phase II (PRJ20387) (W.O.
#E1907464) Project - Review of Bids and Award of
Contract

12-139 Rescission of Awards to Contractors for Proposition K
Projects and Authorization to the General Manager to
Execute a Memorandum of Understanding between the

May 16, 2012

Department of Recreation and Parks, the Department of General Services, and the Bureau of Engineering for Proposition K Work As Needed to Obligate Funds before June 30, 2012

- 12-140 Jackie Tatum/Harvard Recreation Center - Skate Park (PRJ1248A) (W.O. #E170432F) Project - Amendment to Supplemental Agreement to Memorandum of Understanding between the Department of Recreation and Parks, the Department of Public Works, Bureau of Engineering and the Department of General Services, Construction Forces Division - Final Acceptance
- 12-141 Tommy Lasorda Field of Dreams - Improvements to Athletic Fields, Field House and Restrooms (W.O. #E170346F) Project - Amendment to Memorandum of Understanding between the Department of Recreation and Parks, the Department of Public Works, Bureau of Engineering and the Department of General Services, Construction Forces Division
- 12-142 Cypress Park Community Center - Youth Recreation Space (PRJ20567) (W.O. #E170103F) Project - Memorandum of Understanding between the Department of Recreation and Parks, the Department of Public Works, Bureau of Engineering and the Department of General Services, Construction Forces Division
- 12-143 Elysian Park Phase II - Improvements to Athletic Fields, Restrooms, and Trails (W.O. #E170436F) Project - Memorandum of Understanding between the Department of Recreation and Parks, the Department of Public Works, Bureau of Engineering and the Department of General Services, Construction Forces Division
- 12-144 Griffith Park Phase II - Improvements to Restrooms and Trails (W.O. #E170988F) Project - Memorandum of Understanding between the Department of Recreation and Parks, the Department of Public Works, Bureau of Engineering and the Department of General Services, Construction Forces Division
- 12-145 Hansen Dam Phase IIIA - Road Improvements (W.O. #E170405F) Project - Memorandum of Understanding between the Department of Recreation and Parks, the Department of Public Works, Bureau of Engineering and the Department of General Services, Construction Forces Division
- 12-146 Hollywood Recreation Center Phase IA - Pool and Pool Building Demolition (W.O. #E170344F) Project -

May 16, 2012

Memorandum of Understanding between the Department of Recreation and Parks, the Department of Public Works, Bureau of Engineering and the Department of General Services, Construction Forces Division

- 12-147 Drum Barracks Civil War Museum - Request for Final Authorization to Acquire Property at 1061 Cary Avenue to Provide Parking for the Museum - Approval of Purchase and Sale Agreement, and Allocation of Proposition K Funds
- 12-148 61st Street Pocket Park - 139 and 141 East 61st Street - Initial Study/Negative Declaration; Acceptance of Donation Parcel; and Development of Project
- 12-149 Sewer Tie Repairs, Retrofit and/or New Installations - Request for Qualifications
- 12-150 Sepulveda Basin Recreation Area - Anthony C. Beilenson Park All-Access Sports Field - Donor Recognition Plaque
- 12-151 Transfer of Expenditures to Bogdanovich Trust Fund for Fiscal Year 2012-2013
- 12-152 Appropriation from Unreserved and Undesignated Fund Balance in Fund 302 to Various Accounts in the Department of Recreation and Parks
- 12-153 Reimbursement of Salaries and Related Expenses from the Municipal Recreation Program Fund and Grant Fund Accounts - Resolution for Fiscal Year 2012-2013
- 12-154 Reimbursement for Petty Cash, Expenses, and Refund Resolutions for Fiscal Year 2012-2013
- 12-155 Various Donations to Operations Branch - Valley Region
- 12-156 Various Communications
4. UNFINISHED BUSINESS:
- 11-232 Item to be Continued Camp High Sierra - Agreement between the Department of Recreation and Parks and Mammoth Mountain Ski Area, LLC, for the Development, Operation, and Maintenance of the Campground
- 11-238 Item to be Continued Sherman Village River Greenway Park - Preliminary Authorization to Proceed with the Lease of Property Owned by the County of Los Angeles for the Development of a New Public Park and a Memorandum of Agreement between the Department of Recreation and Parks, the County of Los

May 16, 2012

Angeles, and IMT Capital, LLC, for the Development and Maintenance of the New Public Park

12-112 Item to be Withdrawn Drum Barracks Civil War Museum - Request for Final Authorization to Acquire Property at 1061 Carey Avenue as an Extension to Museum - Approval of Purchase and Sale Agreement, and Allocation of Proposition K Funds

5. COMMISSION TASK FORCES:

- Commission Task Force on Concessions (Commissioners Stanley and Williams)
- Commission Task Force on Facility Repair and Maintenance (Commissioners Alvarez and Werner)

6. GENERAL MANAGER'S ORAL REPORT:

Report on Department Activities and Facilities

7. FUTURE AGENDA ITEMS:

Requests by Commissioners to Schedule Specific Items on Future Agendas

8. 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.

9. NEXT MEETING:

The next scheduled meeting of the Board of Recreation and Park Commissioners will be held on Wednesday, June 6, 2012 at 9:30 a.m., at EXPO Center, Community Hall Room, 3980 S. Bill Robertson Lane (Formerly Menlo Avenue), Los Angeles, CA 90037.

10. ADJOURNMENT:

Under the California State Ralph M. 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)202-2640.

Finalization of Commission Actions: In accordance with City Charter, actions that are subject to Section 245 are not final until the

May 16, 2012

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.

Commission Meetings can be heard live over the telephone through the Council Phone system. To listen to a meeting, please call one of the following numbers:

from Downtown Los Angeles	(213) 621-CITY (2489)
from West Los Angeles	(310) 471-CITY (2489)
from San Pedro	(310) 547-CITY (2489)
from Van Nuys	(818) 904-9450

For information, please go to the City's website:
<http://ita.lacity.org/Residents/CouncilPhone/index.htm>

The official electronic website posting location for the Agendas for the meetings of the Department of Recreation and Park Board of Commissioners and its Task Forces is at WWW.LACITY.ORG

Information on agenda items may be obtained by calling the Commission Office at (213) 202-2640. Copies of the agenda and reports may be downloaded from the Department's website at www.laparks.org.

REPORT OF GENERAL MANAGER

NO. 12-136

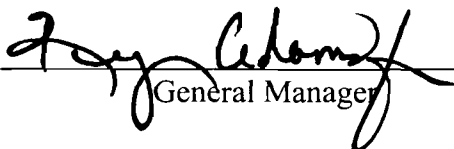
DATE May 16, 2012

C.D. 10

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: LAFAYETTE PARK – RECREATION CENTER (W.O. #E170317F) PROJECT
— UNCONDITIONAL WAIVER AND RELEASE UPON FINAL PAYMENT
FOR STOP NOTICE CLAIMS ON CONSTRUCTION CONTRACT NO. 3237

R. Adams	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u><i>MS</i></u>
V. Israel	_____	N. Williams	_____



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board accept an Unconditional Waiver and Release Upon Final Payment from Gypsum Enterprises, Inc., in connection with a Stop Notice(s) served on Western Alta Construction, Inc., for work and/or supplies related to the Lafayette Park – Recreation Center (W.O.#E170317F) project, Contract No. 3237.

SUMMARY:

On April 22, 2011, the City of Los Angeles received a Stop Notice dated April 20, 2011 filed by Gypsum Enterprises, Inc. (Gypsum) in the amount of \$66,472.78, which was accepted by the Board of Recreation and Park Commissioners (Board) on June 15, 2011 (Board Report No. 11-183), for work and/or supplies related to the Lafayette Park – Recreation Center (W.O. #E170317F) project. In December 2011, the Department of Recreation and Parks (Department) received a Release of Claims from Snipper, Wainer, & Markoff on behalf of Gypsum, which was accepted by the Board on February 1, 2012 (Board Report No. 12-026). The claim released excess funds in the amount of \$48,273.62 from the original stop notice claim. The remaining funds, in the amount of \$18,199.16, continued to be withheld, plus an additional sum equal to 25% thereof, to defray any costs of litigation in the event of court action.

REPORT OF GENERAL MANAGER

PG. 2

NO. 12-136

On April 9, 2012, the Department received an Unconditional Waiver and Release Upon Final Payment executed by Gypsum which releases the remaining funds in the amount of \$18,199.16 from being withheld from the contractor, Western Alta Construction, Inc.

FISCAL IMPACT STATEMENT:

The release of funds does not impact the contract amount, and therefore, approval of the release will have no impact on the Department's General Fund.

This report was prepared by LaTonya D. Dean, Commission Executive Assistant.

REPORT OF GENERAL MANAGER

NO. 12-137


DATE May 16, 2012

C.D. 4

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: WATTLES PARK – EROSION AND DRAINAGE IMPROVEMENT (W.O. #E170262F) PROJECT – NEGOTIATION OF CHANGE ORDER(S) TO CONTRACT NO. 3353

R. Adams	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u><i>M. Shull</i></u>
V. Israel	_____	N. Williams	_____



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Authorize the City Engineer to negotiate change order(s), in an amount not-to-exceed \$102,000, for additional scope to the project due to unforeseen conditions, which include repair of unidentified site utilities damaged during construction, and the need to relocate a retention tank from underneath an existing tree’s drip line; and,
2. Authorize the City Engineer to approve subsequent change order(s) to reflect the additional scope and the unforeseen conditions.

SUMMARY:

On May 20, 2011, the Board awarded Contract No. 3353 (Board Report No. 11-145) in the amount of \$243,000, to John Zgrablich and Co., Inc., for the Wattles Park – Erosion and Drainage Improvement (W.O. #E170262F) project, located at 1824 North Curson Avenue, Los Angeles, California 90046.

The project components include the construction of storm drains, a retention tank and infiltration system, a seating wall, catch basins, curbs and gravel swales. Also included is the planting of new shrubs, groundcover and vines in the hillside area, and the re-grading of grassy areas, restoring the turf and the irrigation system.

REPORT OF GENERAL MANAGER

PG. 2

NO. 12-137

The project is now 95% complete in construction, and unused project contingencies have been identified within the original project budget. These funds are specified funds that can only be used for the erosion and drainage improvements, and can not be transferred to another project. To date, no change orders have been issued for the project.

Due to unforeseen conditions identified during project construction, which include repair of previously unidentified utilities and the need to relocate a retention tank from underneath an existing tree's drip line, it is necessary to add scope to the contractor's approved scope of work. Preliminary change order estimates place the value of each proposed change order at over 10% of the original base construction contract amount. The cumulative change order value, not to exceed \$102,000, is expected to exceed 25% of the original base construction contract amount. The cumulative value of the proposed change orders will surpass the authority limit of the General Manager and will therefore require Board approval.

Sufficient funds are available from the following fund and account for the change order.

FUNDING SOURCE
Proposition K Year 14

FUND/DEPT NO./ACCT. NO.
43K/10/10G291

FISCAL IMPACT STATEMENT:

There is no anticipated fiscal impact to the Department's General Fund as the project's construction costs will be fully funded by the aforementioned funding source specifically identified and approved for this project. The assessments of the future operations and maintenance costs have yet to be determined and will be addressed in future budget requests.

This report was prepared by Ejike Mbaruguru, Project Manager, Recreation and Cultural Facilities Program, Bureau of Engineering (BOE). Reviewed by Neil Drucker, Program Manager, Recreational and Cultural Facilities Program, BOE; Deborah Weintraub, Chief Deputy City Engineer, BOE; and Michael A. Shull, Superintendent, Planning, Construction and Maintenance Division, Department of Recreation and Parks.

REPORT OF GENERAL MANAGER

NO. 12-138

DATE May 16, 2012

C.D. 9

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: **SPRING STREET PARK – PHASE II (PRJ20387) (W.O. #E1907464) PROJECT – REVIEW OF BIDS AND AWARD OF CONTRACT**

R. Adams	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u><i>M. Shull</i></u>
V. Israel	_____	N. Williams	_____

[Signature]
General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Find Environmental Construction, Inc. (ECI), with a Base Bid of \$1,346,777, to be the lowest responsive and responsible bidder for the Spring Street Park – Phase II (PRJ20387) (W.O. #E1907464) project;
2. Award the contract for the Spring Street Park – Phase II (PRJ20387) (W.O. #E1907464) project, including Additive Alternate No. 1 in the amount of \$34,000, resulting in the total award amount of \$1,380,777, to ECI, all according to the plans and specifications;
3. Authorize the Department’s Chief Accounting Employee to encumber funds in the amount of \$1,380,777 from the following fund and account numbers under the awarding authority of this Board Report; and,

<u>FUND SOURCE</u>	<u>FUND NO./DEPT. NO./ACCT. NO.</u>	<u>ENCUMBRANCE AMOUNT</u>
Quimby Fund	302/89/89460K-SZ	\$1,380,777
TOTAL		\$1,380,777

4. Authorize the Board President and Secretary to execute the contract, subject to approval by the City Attorney as to form.

REPORT OF GENERAL MANAGER

PG. 2

NO. 12-138

SUMMARY:

On December 14, 2011, the Board approved the final plans and call for bids for the Spring Street Park – Phase II (PRJ20387) (W.O. #E1907464) project, located at 426 South Spring Street, Los Angeles, California 90013 (Board Report No. 11-334). The construction calls for a new 0.7-acre park with walking paths, landscaping, irrigation, seating, water fountain, art work, security fencing, security lighting, drinking fountain, and site utility connections.

The City Engineer's estimate was \$1,200,000. One additive alternate was identified, with the scope of work described as follows:

Additive Alternate No. 1:

All work and materials associated with the complete removal of the existing driveway aprons and replacement with new concrete sidewalk, curbs and gutters in the Spring Street right-of-way area, all according to the plans and specifications.

On February 28, 2012, the Board received a total of fourteen (14) bids as follows:

<u>Bidders</u>	<u>Base Bid</u>	<u>Add. Alt. #1</u>
Environmental Construction, Inc.	\$ 1,346,777	\$ 34,000
Simgel Co., Inc.	\$ 1,379,720	\$ 48,000
Ranbay Construction Corporation	\$ 1,474,000	\$ 18,000
General Construction Services, Inc.	\$ 1,582,680	\$ 40,000
Pima Corporation	\$ 1,609,270	\$ 25,000
C.S. Legacy Construction, Inc.	\$ 1,618,400	\$ 24,425
MMC, Inc.	\$ 1,687,101	\$ 1,687,250
Los Angeles Engineering, Inc.	\$ 1,770,000	\$ 30,000
Landshapes	\$ 1,789,000	\$ 46,400
Anchor Construction & Engineering, Inc.	\$ 1,850,000	\$ 30,000
California Building Evaluation and Construction Inc.	\$ 1,855,000	\$ 50,000
Mallcraft, Inc.	\$ 1,856,000	\$ 45,000
Excel Paving Co.	\$ 1,959,070	\$ 29,100
AVA Builders, Inc.	\$ 2,068,000	\$ 37,615

The bid documents stated that the determination of the lowest bidder would be based on the Base Bid amount without the consideration of the Additive Alternate. ECI submitted the apparent lowest Base Bid as indicated above.

REPORT OF GENERAL MANAGER

PG. 3

NO. 12-138

The project is subject to the City's new Business Inclusion Program (BIP), in compliance with the Mayor's Executive Directive No. 14, which replaces the former Minority Business Enterprise, Women Business Enterprise, and Other Business Enterprise (MBE/WBE/OBE) Good Faith Effort Subcontractor Outreach Program. ECI has successfully posted all the required BIP outreach documentation on the Los Angeles Business Virtual Assistance Network (LABAVN) that demonstrated satisfactory effort on the outreach of minority (MBE), women (WBE), small (SBE), emerging (EBE), disabled veteran (DVBE) and other (OBE) sub-bid or subcontracting businesses. Staff has evaluated the outreach documentation submitted by ECI, and determined that ECI has passed all six indicators as required for the effort to obtain sub-bid/subcontracting participation by MBE, WBE, SBE, EBE, DVBE and OBE businesses, and is in compliance with the BIP outreach requirements. The outreach documentation package is on file in the Board Office, and a synopsis of the said package is attached.

The Instructions to Bidders required that the prime contractor shall perform, with its own organization, contract work amounting to at least 20% of the Base Bid price. Based on the information provided in the ECI's bid on the Schedule "A", ECI, the prime contractor, will perform 72% of the Base Bid amount, which exceeds the prime contractor's self-performance amount requirement of 20% as specified in the bid documents.

On February 29, 2012, Ranbay Construction Corporation (Ranbay), who submitted the apparent third lowest bid, sent an e-mail to the Board Office stating that neither of the two apparent lowest bidders (ECI and Simgel Co., Inc.) listed a factory-licensed installer to perform the "Lithocrete" work on the Schedule "A" in their bids. It is noted that the project's plans and specifications specified "Lithocrete" or an "approved equal" product for the concrete paving of the walking paths. The contractor may propose an alternative product in lieu of "Lithocrete" during construction, subject to the approval by the City. If the alternative product proposed by the contractor is rejected by the City, the contractor is required to provide "Lithocrete" product at no additional cost to the City.

The City Attorney and staff have reviewed the bid submitted by ECI and found it to be in order. The Department of Public Works, Office of Contract Compliance (OCC) indicated that there have been no labor compliance violations and that all other legal requirements have been met by the bidder. Staff reviewed the responsiveness and work performance of ECI on past Department projects and found them satisfactory.

Based on the above information, ECI is the lowest responsive and responsible bidder. There are sufficient funds to award the contract including Additive Alternate No. 1; it is therefore recommended that the Board award the Base Bid (\$1,346,777) plus Additive Alternate No. 1 (\$34,000), for a total award amount of \$1,380,777.

REPORT OF GENERAL MANAGER

PG. 4 NO. 12-138

The project, including the Phase II work, has been previously declared exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 3(6, 9), Class 4(1, 3), and Class 11(6) of the City CEQA Guidelines (Board Report No. 11-217). The Additive Alternative has additionally been determined to be a Class 1(3) categorical exemption for the repair and/or minor alterations of existing streets and sidewalks.

FISCAL IMPACT STATEMENT:

A budget request of \$25,000 a year to maintain this facility will be requested in the next budget cycle, which will include funding for one part-time staff member, materials, and supplies. This request will also provide four hours of maintenance per day, seven days a week, year round. If the funding is not granted, this facility will be included in the existing Metro Region routes which will result in reduction of core function on the existing route.

This report was prepared by Paul Tseng, Project Manager, Architectural Division, Bureau of Engineering (BOE). Reviewed by Neil Drucker, Program Manager, Recreational and Cultural Facilities Program, BOE; Deborah Weintraub, AIA, Chief Deputy City Engineer, BOE; and Michael A. Shull, Superintendent, Planning, Construction and Maintenance Division, Department of Recreation and Parks.

**CITY OF LOS ANGELES
GUIDELINES FOR EVALUATION OF THE BUSINESS INCLUSION PROGRAM
(BIP) OUTREACH CHECKLIST**

Bidder: Environmental Construction, Inc. Bid Date: 02/28/12

Project Name: SPRING STREET PARK – PHASE II W.O. #: E1907464

Indicator	Required Documentation	Description of Submitted or Missing Documentation	Credit
2	Attend pre-bid meeting and be listed on the attendance sheet, or b) Submit a letter either by e-mail, mail, or fax to the Bureau of Engineering, Project Award and Control (PAC) on certifying it is informed of the BIP project requirements and has participated in a City-sponsored or City approved matchmaking event in the past 12 months. Note: If the RFB states that the pre-bid meeting is mandatory, then attendance at the pre-bid meeting is the only way to pass this indicator.		✓
3	Proof of this must be demonstrated in Indicator 4. The notification must be performed using the BAVN's BIP Outreach Reports system.	(Automatic after meeting Indicator 4 requirements)	✓
4 Written Notice to Sub-contractors	E-mail or fax notification in each of the selected potential work areas to available MBEs, WBEs, SBEs, EBEs, DVBEs, and OBEs for each anticipated work area to be performed. The notification must be performed using the BAVN's BIP Outreach Reports system. The notification may be to potential sub-bidders/ subcontractors either currently registered on the BAVN or added to the BAVN by the bidder. Letters must contain areas of work selected to be subcontracted, City of Los Angeles project name, name of the bidder, and contact person's name, address, and telephone number. Bidders are required to send notifications to a sufficient number of firms in each potential sub work area as determined by the City. Typically, the sufficient number of firms is determined by the total number of potential sub-bidders/ subcontractors in each sub work area.		✓
5 Plans, specifications and requirements	Include, in Indicator 4, information detailing how, where, and when the bidder will make the required information available to interested potential sub-bidders/ subcontractors. The notification must be performed using the BAVN's BIP Outreach Reports system.	(Automatic after meeting Indicator 4 requirements)	✓
6 Negotiate in Good Faith	a) Copies of all potential MBE/WBE/SBE/EBE/DVBE/OBE bids or quotes received must be submitted prior to award of a contract; and b) Online Summary Sheet must be completed, listing the bids or quotes received, the name of the sub-bidder/ subcontractor who submitted the bid or quote, and a brief reason given for selection/ non-selection of each subcontractor. The reasons for selection/non-selection should be included in the Notes section of the online Summary Sheet. If the bidder elects to perform a listed work area with its own forces, they must include a bid/ quote for comparison purposes and an explanation must be provided and included on the Summary Sheet. All bids/ quotes received, regardless of whether or not the bidder outreached to the sub-bidder/ subcontractor, must be submitted. To this extent, the City expects the bidder to submit a bid/ quote from each sub-bidder/ subcontractor listed on the Summary Sheet. The Summary Sheet must be performed using the BAVN's BIP Outreach Reports system and must be submitted by 4:30 p.m. the following City working day after the date bids are received by the Board of Public Works. If a bid/quote is submitted by a sub-bidder/subcontractor that is not registered on the BAVN, the contractor is required to add that firm to their Summary Sheet.		✓
7 Bonds	Include, in Indicator 4, information about the bidder's efforts to assist with bonds, lines of credit, and insurance. The notification must be performed using the BAVN's BIP Outreach Reports system.	(Automatic after meeting Indicator 4 requirements)	✓
Prime % =		72%	
MBE% = 0%	WBE% = 0%	SBE% = 0%	EBE% = 0%
		DVBE% = 0%	OBE% = 28%

RESPONSIVE

REPORT OF GENERAL MANAGER

NO. 12-139

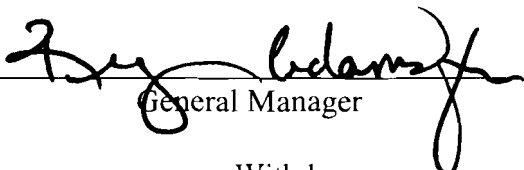
DATE May 16, 2012

C.D. 2, 3, 5

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: RESCISSION OF AWARDS TO CONTRACTORS FOR PROPOSITION K PROJECTS AND AUTHORIZATION TO THE GENERAL MANAGER TO EXECUTE A MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS, THE DEPARTMENT OF GENERAL SERVICES, AND THE BUREAU OF ENGINEERING FOR PROPOSITION K WORK AS NEEDED TO OBLIGATE FUNDS BEFORE JUNE 30, 2012

R. Adams	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u><i>M. Shull</i></u>
V. Israel	_____	N. Williams	_____



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Authorize the General Manager to rescind the award of any construction contract awarded during the remainder of this fiscal year, funded in whole or in part by Proposition K (see attached), if the contractor has not executed a written contract with the City, and provided the required payment and performance bonds and proof of adequate insurance coverage, within ten (10) days of the contract and bond forms being delivered to the contractor, but in no event later than June 26, 2012; and

2. After rescission of any such award, authorize the General Manager to execute a Memorandum of Understanding (MOU) on June 29, 2012, for the construction of that project with the Department of General Services (GSD) and with the Bureau of Engineering (BOE) for construction management, substantially in the form on file in the Board Office, in each case to incorporate the scope of the project from the contract for which the award has been rescinded, subject to the approval of the City Attorney as to form.

REPORT OF GENERAL MANAGER

PG 2

NO. 12-139

SUMMARY:

Proposition K is a City of Los Angeles approved proposition, which assesses owners of residential properties \$25,000,000 per year for thirty (30) years to be spent on park improvement projects. One significant condition of this funding requires that money for project construction identified in a particular fiscal year must be obligated by way of an executed contract, prior to the end of the fiscal year. The current fiscal year ends June 30, 2012. If all of the funds are not obligated prior to June 30, 2012, the assessment must be reduced by the amount not obligated, and these funds will be forever lost to the City for any purpose.

On June 2012, the Board of Recreation and Park Commissioners will vote to award two (2) Proposition K funded construction projects to the lowest responsible and responsive bidder. Per the bid document, the General Contractor will be required to provide the Department with payment and performance bonds, proof of insurance and appropriate licensing, and to execute the contract between the City and the General Contractor for the work within ten (10) days of receipt of the contract and bond forms from the Board Secretary.

If the General Contractor(s) awarded either of the two (2) Proposition K projects are unable to obtain and provide the City with the necessary payment, performance bonds, and insurance, and to execute the contract, within the ten (10) days allotted for this effort, but in no event later than June 26, 2012, there would be insufficient time for another Board meeting to be held to rescind the award and award the contract to another entity.

As a result, the Department believes that a contingency plan is necessary in the unlikely event that any of the General Contractors are unable to timely execute their respective Contract Agreements. The proposed contingency plan consists of authorizing the General Manager to execute an MOU between RAP, GSD and BOE, which would formally obligate the funds and transfer construction of the project to GSD, whose construction division has successfully completed many projects of varying scope for RAP.

A list of the Proposition K Projects which remain unexecuted is provided in the Attachment.

FISCAL IMPACT STATEMENT:

There is no anticipated fiscal impact to the Department's budget by transferring as many as two (2) Proposition K contracts from private contractors to GSD as it is anticipated that GSD could perform the contracts for the amount bid.

REPORT OF GENERAL MANAGER

PG 3

NO. 12-139

This report was prepared by Cathie Santo Domingo, Project Manager, Recreational and Cultural Facilities Program, Bureau of Engineering (BOE). Reviewed by Neil Drucker, Program Manager, Recreational and Cultural Facilities Program, BOE; Deborah Weintraub, Chief Deputy City Engineer, BOE; and Michael A. Shull, Superintendent of Planning, Construction and Maintenance Division, Department of Recreation and Parks.

ATTACHMENT

Project Name

Work Order No.

- 1 Los Angeles Riverfront Park – Phase II
- 2 Palms Recreation Center – Soccer Field

E170406F
E170116F

REPORT OF GENERAL MANAGER

NO. 12-140

DATE May 16, 2012

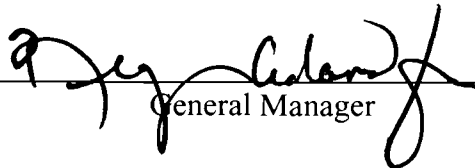
C.D. 8

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: JACKIE TATUM/HARVARD RECREATION CENTER – SKATE PARK (PRJ1248A) (W.O. #E170432F) PROJECT– AMENDMENT TO SUPPLEMENTAL AGREEMENT TO MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS, THE DEPARTMENT OF PUBLIC WORKS, BUREAU OF ENGINEERING AND THE DEPARTMENT OF GENERAL SERVICES, CONSTRUCTION FORCES DIVISION - FINAL ACCEPTANCE

R. Adams _____
H. Fujita _____
V. Israel _____

K. Regan _____
*M. Shull ms
N. Williams _____



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve a proposed Amendment to Supplemental Agreement to Memorandum of Understanding (Amendment), substantially in the form on file in the Board Office, between Department of Recreation and Parks (RAP), Department of Public Works, Bureau of Engineering (BOE), and Department of General Services (GSD), Construction Forces Division for the Jackie Tatum/Harvard Recreation Center – Skate Park (PRJ1248A) (W.O. #E170432F) project, to transfer an additional \$60,000 to cover the final change order to the project, subject to the City Attorney approval as to form;
2. Authorize the Chief Accounting Employee, subject to City Council and Mayoral approval, to request that staff of the City Administrative Office (CAO) include, in the next Construction Projects Report (CPR) to the City Council, a transfer, at the request of the BOE, of appropriation, in the not-to-exceed amount of \$60,000, in construction funds to GSD, as follows:

REPORT OF GENERAL MANAGER

PG. 3 NO. 12-140

The construction cost and funding in the original MOU (Board Report No. 08-172) was increased on February 2, 2011 (Board Report No. 11-024) from \$775,000 to a revised amount of \$900,000 prior to the start of construction. This increase was needed to reflect the construction cost estimate developed by GSD since the original \$775,000 was a budgetary figure provided by BOE. The amended amount was memorialized as a Supplemental Agreement to the Memorandum of Understanding (SMOU) between RAP, BOE, and GSD.

During the course of construction from April 2011 through September 2011, it became necessary to increase security on the project to protect the well being of GSD personnel, contract vendor employees, and the jobsite. The level of increased security provided for 24-hour monitoring of the jobsite by a security guard, which was above and beyond the required jobsite security required in the contract. As a result of the increased security, additional labor cost was incurred. BOE and GSD agreed that the associated costs for the security guard would be negotiated as part of the final change order.

The final change order has been negotiated and will not exceed the additional requested amount of \$60,000 in the Amendment. BOE therefore recommends that the Board approve the Amendment and upon its execution, with the assistance of the CAO, to facilitate the necessary Council approval to appropriate and transfer funds in the amount of \$60,000 into GSD accounts.

A total of three (3) change orders were issued for a total of \$87,754 including the final change order for the increased onsite security.

GSD has finished the work, and the Bureau of Engineering's Recreational and Cultural Facilities Program staff has completed the construction management of the project. BOE advised the Department that GSD completed the construction of this project and that the quality of the work is satisfactory.

There were no contract compliance or labor issues with the work done under this MOU. Some of the construction work was completed by City employees and other work by subcontractors under the supervision of GSD staff.

FISCAL IMPACT STATEMENT:

There is no fiscal impact to the Department's General Fund. Staff will continue to provide the necessary maintenance services. The completed improvements are an asset to this facility, and should reduce near-term maintenance needs.

This report was prepared by Gary Lam, Project Manager, Recreational and Cultural Facilities Program, BOE. Reviewed by Neil Drucker, Program Manager, Recreational and Cultural Facilities Program, BOE; Deborah Weintraub, Chief Deputy City Engineer, BOE; and by Michael A. Shull, Superintendent, Planning, Construction and Maintenance Division, Department of Recreation and Parks.

REPORT OF GENERAL MANAGER

NO. 12-141

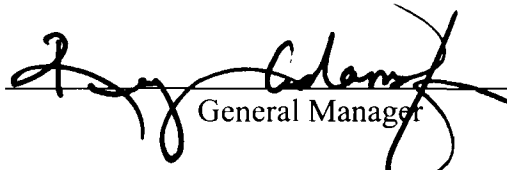
DATE May 16, 2012

C.D. 13

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: TOMMY LASORDA FIELD OF DREAMS – IMPROVEMENTS TO ATHLETIC FIELDS, FIELD HOUSE AND RESTROOMS (W.O. #E170346F) PROJECT – AMENDMENT TO MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS, THE DEPARTMENT OF PUBLIC WORKS, BUREAU OF ENGINEERING AND THE DEPARTMENT OF GENERAL SERVICES, CONSTRUCTION FORCES DIVISION

R. Adams	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u>ms</u>
V. Israel	_____	N. Williams	_____



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve a proposed Amendment to the Memorandum of Understanding (MOU), substantially in the form on file in the Board Office, between the Department of Recreation and Parks (RAP), the Department of Public Works, Bureau of Engineering (BOE), and the Department of General Services (GSD), Construction Forces, for the Tommy Lasorda Field of Dreams – Improvements to Athletic Fields, Field House and Restrooms (W.O. #E170346F) project, extending the term by 24 months to a total of 48 months, subject to the review and approval of the City Attorney as to form;
2. Direct the Board Secretary to transmit the proposed Amendment to the City Attorney for review and approval as to form; and,
3. Authorize the General Manager to execute the Amendment, subject to review and approval by the City Attorney as to form.

REPORT OF GENERAL MANAGER

PG. 2 NO. 12-141

SUMMARY:

The Tommy Lasorda Field of Dreams – Improvements to Athletic Fields, Field House and Restrooms (W.O. #E170346F) project is located at 1900 North Waterloo Street, Los Angeles. The scope of work includes a new field house with director's office, American's with Disabilities Act (ADA) accessible restrooms, and storage, and baseball field improvements.

On June 2, 2010, the Board of Recreation and Park Commissioners approved a MOU between RAP, BOE, and GSD for the above mentioned project (Board Report No. 10-140). At the time of the MOU's approval, design of the project had not begun. The design is now complete; construction by GSD is scheduled to start in Summer 2012. Completion of construction is estimated to take 365 calendar days. Extending the MOU by 24 months to a total of 48 months will extend the MOU's expiration date from June 16, 2012 to June 16, 2014, and have adequate time to close-out the project. Staff, therefore, requests approval of an Amendment to the MOU adding 24 months to the original term.

In compliance with the California Environmental Quality Act (CEQA), staff has determined that the proposed project will consist of the construction of a new restroom that is accessory to an existing park and will not have significant impact on the environment. The project is therefore Categorical Exempt under CEQA pursuant to Article III, Section 1 (k)(3), Class 11 (3) of the City CEQA Guidelines.

Council District 13, and Region Staff support the recommendations as set forth in this report.

FISCAL IMPACT STATEMENT:

There is no impact to the Department's General Fund at this time, however, future operations and maintenance costs will be included in future Department budget requests.

This Report was prepared by William Tseng, Project Manager, Recreational and Cultural Facilities Program, Bureau of Engineering (BOE). Reviewed by Neil Drucker, Program Manager, Recreational and Cultural Facilities Program, BOE; Deborah Weintraub, Chief Deputy City Engineer, BOE; and Michael A. Shull, Superintendent, Planning, Construction and Maintenance Division, Department of Recreation and Parks.

REPORT OF GENERAL MANAGER

NO. 12-142

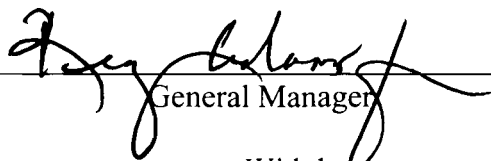
DATE May 16, 2012

C.D. 1

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: CYPRESS PARK COMMUNITY CENTER – YOUTH RECREATION SPACE (PRJ20567) (W.O. #E170103F) PROJECT – MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS, THE DEPARTMENT OF PUBLIC WORKS, BUREAU OF ENGINEERING AND THE DEPARTMENT OF GENERAL SERVICES, CONSTRUCTION FORCES DIVISION

R. Adams	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u><i>ms</i></u>
V. Israel	_____	N. Williams	_____



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve a proposed Memorandum of Understanding (MOU), substantially in the form on file in the Board Office, between the Department of Recreation and Parks (RAP), the Department of Public Works, Bureau of Engineering (BOE), and the Department of General Services (GSD), Construction Forces Division, to provide construction services for the Cypress Park Community Center – Youth Recreation Space (PRJ20567) (W.O. #170103F) project, subject to the approval of the City Attorney as to form;
2. Authorize the Department’s Chief Accounting employee, subject to Mayor and City Council Approval, to request the City Administrative Officer (CAO) to include in the CAO report to the City Council that a transfer of the following appropriation, in the amount of \$700,000, be approved for the construction of the Cypress Park Community Center – Youth Recreation Space (PRJ20567) (W.O. #170103F) project.

REPORT OF GENERAL MANAGER

PG. 2 NO. 12-142

From:

<u>FUNDING SOURCE</u>	<u>FUND NO./DEPT. NO./ ACCT NO.</u>	<u>APPROPRIATION AMOUNT</u>
Proposition K – Year 15	43K/10/10H205	\$200,000
CDBG Funds - 37 th Year	424/22/22H528	<u>\$500,000</u>
Total		\$700,000

To:

Through GSD Account and from there to the appropriate GSD accounts in Fund No. 100, Department No. 40, as follows:

1014 – Construction Salaries	\$ 180,000
1101 – Hiring Hall Salaries	\$ 65,000
1121 – Hiring Hall Fringe Benefits	\$ 35,000
3180 – Construction Materials and Supplies	<u>\$ 420,000</u>
Total	\$ 700,000

and transfer cash to GSD on an as-needed basis, upon review and approval of expenditure reports submitted by GSD and approval of these reports by the BOE Project Manager;

3. Direct the Board Secretary to transmit forthwith the proposed MOU to the City Attorney for expedited review and approval as to form; and,
4. Authorize the General Manager to execute the MOU prior to June 30, 2012, subsequent to the approval of the City Attorney as to form.

SUMMARY:

The proposed project is a Proposition K 7th Cycle Competitive project located at 3320 Pepper Avenue, Los Angeles, California 90065 within Council District 1. The Proposition K line item scope of work is to construct youth recreation space as part of a new community center at a former library facility.

The project proposes to convert the old Cypress Park Branch Library into a community center, including renovation of the old building for youth activities. The detailed scope of work entails facility upgrades for code compliance including disabled access, and structural, electrical, mechanical, and fire protection/life safety upgrades. The project also includes improvements to the landscape and irrigation.

REPORT OF GENERAL MANAGER

PG. 3 NO. 12-142

The building, which is on the National Register of Historic Places, is a one-story colonial revival style designed in an L-plan, with a total of 2,800 internal square feet, and with a high-pitched gable roof built in 1926. The building served as a public library for over 70 years until the community's needs exceeded the building's capacity. A new Cypress Park Branch Library was opened in January 2003, rendering the old building obsolete for its original purpose. The former library has been vacant and boarded up since May 2008. In November 2008, the City of Los Angeles' Board of Library Commissioners approved the transfer of the property to RAP. On January 16, 2009, the Los Angeles City Council also approved the transfer of jurisdiction of the former library building to RAP (Council File No. 08-2730).

Staff recommends awarding this project to GSD in lieu of conducting a competitive construction bid process because of the historic nature of the building, and because of GSD's prior experience working in historic structures.

Proposition K funds for this project are programmed in the current fiscal year. This project must have the construction contract awarded prior to the end of the current Fiscal Year 2011-12 (i.e. by June 30, 2012). In order to meet the construction award schedule without losing the Proposition K funding, it is recommended that GSD be selected to construct the project, in accordance with Section 22.535(a) (5) of the Los Angeles Administrative Code.

GSD has not prepared a construction cost estimate for the project. The BOE total construction cost estimate for the project is \$630,000. After a construction cost estimate has been prepared by GSD, if GSD and BOE estimates are substantially different, BOE will report back to the Board and make any additional recommendations for the Board's consideration. A construction contingency, in the amount of \$70,000, is also being recommended for appropriation to GSD, however, use of the contingency will require advance written approval by the BOE Project Manager or his designated representative. Upon approval of the Board and the City Council, a total of \$700,000 from Proposition K and Community Development Block Grant (CDBG) funds will be requested for appropriation to GSD.

Upon execution of the MOU and the approval of the fund appropriation and transfer to GSD accounts, GSD will begin work upon the issuance of a Notice-to-Proceed (NTP) for the project. Completion of construction is estimated to take 365 calendar days for the project.

The project to be executed under the proposed MOU has been previously determined to be categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1(1), Class 4(3) and Class 31 of the City CEQA Guidelines. A Notice of Exemption (NOE) was filed with the Los Angeles County Clerk on June 10, 2010. The project scope and environmental setting have not changed substantially; therefore, the NOE is still valid and no additional CEQA documentation is required for the Board's approval of the MOU.

REPORT OF GENERAL MANAGER

PG. 4 NO. 12-142

Council District 1 and the Metro Region staff support the recommendations as set forth in this report.

FISCAL IMPACT STATEMENT:

At this time, there is no fiscal impact to the Department of Recreation and Parks for this Board Report. Once this project is completed, operational maintenance cost will be determined. Upon project completion, a request for funding will be submitted in future Department annual budget request.

This Board Report was prepared by Shashi Bhakta and Cathie Santo Domingo, Project Manager, Recreational and Cultural Facilities Program, Bureau of Engineering (BOE). Reviewed by Neil Drucker, Program Manager, Recreational and Cultural Facilities Program, BOE; Deborah Weintraub, Chief Deputy City Engineer, BOE; and Michael A. Shull, Superintendent, Planning, Construction and Maintenance Division, Department of Recreation and Parks.

REPORT OF GENERAL MANAGER

NO. 12-143

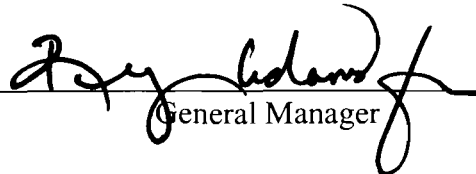
DATE May 16, 2012

C.D. 1

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: ELYSIAN PARK PHASE II – IMPROVEMENTS TO ATHLETIC FIELDS, RESTROOMS, AND TRAILS (W.O. #E170436F) PROJECT – MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS, THE DEPARTMENT OF PUBLIC WORKS, BUREAU OF ENGINEERING AND THE DEPARTMENT OF GENERAL SERVICES, CONSTRUCTION FORCES DIVISION

R. Adams	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u>crks</u>
V. Israel	_____	N. Williams	_____



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board:

1. Approve a proposed Memorandum of Understanding (MOU), substantially in the form on file in the Board Office, between the Department of Recreation and Parks (RAP), the Department of Public Works, Bureau of Engineering (BOE), and the Department of General Services (GSD), Construction Forces Division to provide construction services for the Elysian Park Phase II – Improvements to Athletic Fields, Restrooms, and Trails (W.O. #170436F) project, subject to the approval of the City Attorney as to form;
2. Authorize the Department’s Chief Accounting Employee, subject to Mayor and City Council approval, to request the City Administrative Officer (CAO) to include in the CAO report to the City Council that a transfer of the following appropriation, in the amount of \$800,000, be approved for the construction of the Elysian Park Phase II – Improvements to Athletic Fields, Restrooms, and Trails (W.O. #170436F) project

REPORT OF GENERAL MANAGER

PG. 2 NO. 12-143

From:

<u>FUNDING SOURCE</u>	<u>FUND NO./DEPT. NO./ACCT. NO.</u>	<u>APPROPRIATION AMOUNT</u>
Proposition K – Year 15	43K/10/10H231	\$ 300,000
Proposition K -- Year 15 ⁽¹⁾	43K/10/TBD	\$ 500,000
Total		\$ 800,000

To:

Through GSD Account and from there to the appropriate GSD accounts in Fund No. 100, Department No. 40, as follows:

001014 – Construction Salaries	\$ 160,000
001101 – Hiring Hall Salaries	\$ 114,286
001121 – Hiring Hall Fringe Benefits	\$ 45,714
003180 – Construction Materials and Supplies	\$ 480,000
Total	\$ 800,000

⁽¹⁾ Availability of funds pending approval by the City Council of the Engineer's Report for Fiscal Year 2012-13, which includes reprogramming of Proposition K funds for this project.

and transfer cash to GSD on an as-needed basis, upon review and approval of expenditure reports submitted by GSD and approval of these reports by the BOE Project Manager;

3. Direct the Board Secretary to transmit forthwith the MOU to the City Attorney for expedited review and approval as to form; and,
4. Authorize the General Manager to execute the MOU, subsequent to the approval of the City Attorney as to form.

SUMMARY:

The proposed project is a Proposition K Specified project located at 835 Academy Road, Los Angeles, California 90012 in Council District 1. The Proposition K line item scope of work includes "acquisition of additional land, improvements to athletic fields and trails, road refurbishment, lighting, and restrooms."

REPORT OF GENERAL MANAGER

PG. 3

NO. 12-143

The project is proposed to be constructed in phases. The land acquisition was authorized by the Board of Recreation and Park Commissioners on June 2, 1999 (Board Report No. 229-99, Resolution No. 9805). The property located at the intersection of Riverside Drive and Stadium Way, also known as 1800 Riverside Drive, was acquired with Proposition K funds in Year 2 of the Program. The RAP regional staff and the Local Volunteer Neighborhood Oversight Committee (LVNOC) provided a list of priorities for the remaining project scope of work. Phase I consisted of the improvements to one (1) athletic field and one (1) restroom, was completed in October 2011. Phase II will consist of the improvements to the next priority athletic field, restroom, and trails. Phase III includes the future scope of work for road refurbishment and lighting.

The detailed scope of work for the Phase II project includes public restroom facilities upgrade for code compliance, including disabled access, structural, electrical, mechanical, and plumbing upgrades. The project also includes improvements to the athletic field and trails.

Staff recommends awarding this project to GSD in lieu of conducting a competitive construction bid process. GSD completed Phase I of this project and has completed a number of public restroom projects with a similar scope of work.

The project is funded by Proposition K, and additional Proposition K funds are proposed to be reprogrammed to this project in the current fiscal year. For this reason, the project must now have a construction contract awarded before the end of the current Fiscal Year 2011-2012 (i.e. by June 30, 2012). There is now insufficient time remaining to proceed through the normal bid and award process. In order to meet the construction award schedule without losing the Proposition K funding, it is recommended that GSD be selected to construct the project, in accordance with Section 22.535(a) (5) of the Los Angeles Administrative Code.

GSD has not prepared a construction cost estimate for the project. The BOE total construction cost estimate for the project is \$720,000. After a construction estimate has been prepared by GSD, if the GSD and BOE estimates are substantially different, BOE will report back to the Board and make any additional recommendations for the Board's consideration. A construction contingency, in the amount of \$80,000, is also being recommended for appropriation to GSD. However, use of the contingency will require advance written approval by the BOE Project Manager or his designated representative. Upon approval of the Board and the City Council, a total of \$800,000 from Proposition K funds will be requested for appropriation to GSD.

Upon execution of the MOU and the approval of the fund appropriation and transfer to GSD accounts, GSD will begin work upon the issuance of a Notice-to-Proceed (NTP) for the project. Completion of construction is estimated to take 365 calendar days for the project.

REPORT OF GENERAL MANAGER

PG. 4 NO. 12-143

Staff has determined that the subject project will consist of interior and exterior alteration for code compliance to an existing park facility with negligible or no expansion of use. Therefore, the project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1(1) of the City CEQA Guidelines.

Council District 1 and the Metro Region staff support the recommendations as set forth in this report.

FISCAL IMPACT STATEMENT:

At this time, there is no fiscal impact to RAP's General Fund for the approval of this board report. Once this project is completed, operational maintenance costs will be determined. Upon project completion, a request for funding will be submitted in future RAP annual budget requests.

This Board Report was prepared by Shashi Bhakta and Cathie Santo Domingo, Project Manager, Recreational and Cultural Facilities Program, Bureau of Engineering (BOE). Reviewed by Neil Drucker, Program Manager, Recreational and Cultural Facilities Program, BOE; Deborah Weintraub, Chief Deputy City Engineer, BOE; and Michael A. Shull, Superintendent, Planning, Construction and Maintenance Division, Department of Recreation and Parks.

REPORT OF GENERAL MANAGER

NO. 12-144

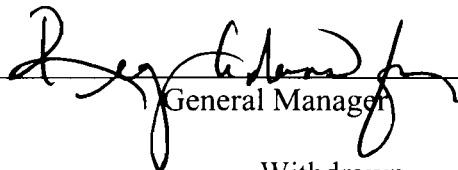
DATE May 16, 2012

C.D. 4

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: GRIFFITH PARK PHASE II – IMPROVEMENTS TO RESTROOMS AND TRAILS (W.O. #E170138F) PROJECT – MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS, THE DEPARTMENT OF PUBLIC WORKS, BUREAU OF ENGINEERING AND THE DEPARTMENT OF GENERAL SERVICES, CONSTRUCTION FORCES DIVISION

R. Adams	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u>ms</u>
V. Israel	_____	N. Williams	_____



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve a proposed Memorandum of Understanding (MOU), substantially in the form on file in the Board Office, between the Department of Recreation and Parks (RAP), the Department of Public Works, Bureau of Engineering (BOE), and the Department of General Services (GSD) Construction Forces Division, to provide construction services for the Griffith Park Phase II – Improvements to Restrooms and Trails (W.O. #E170138F) project, subject to the approval of the City Attorney as to form;
2. Authorize the Department’s Chief Accounting employee, subject to Mayor and City Council Approval, to request the City Administrative Officer (CAO) to include in the CAO report to the City Council that a transfer of the following appropriation, in the amount of \$1,900,000, be approved for the construction of the Griffith Park Phase II – Improvements to Restrooms and Trails (W.O. #170138F) project

REPORT OF GENERAL MANAGER

PG. 2 NO. 12-144

From:

<u>FUNDING SOURCE</u>	<u>FUND NO./DEPT. NO</u> <u>/ACCT NO.</u>	<u>APPROPRIATIONAMOUNT</u>
Proposition K – Year 15	43K/10/10H365	\$ 200,000
Proposition K – Year 15 ⁽¹⁾	43K/10/TBD	<u>\$ 1,700,000</u>
Total		<u>\$ 1,900,000</u>

To:

Through GSD Account E140 and from there to the appropriate GSD accounts in Fund No. 100, Department No. 40, as follows:

1014 – Construction Salaries	\$ 380,000
1101 – Hiring Hall Salaries	\$ 271,429
1121 – Hiring Hall Fringe Benefits	\$ 108,571
3180 – Construction Materials and Supplies	<u>\$1,140,000</u>
Total	<u>\$1,900,000</u>

⁽¹⁾ Availability of funds pending approval by the city Council of the Engineer’s Report for Fiscal Year 2012-13, which includes reprogramming of Proposition K funds for this project

and transfer cash to GSD on an as-needed basis, upon review and approval of expenditure reports submitted by GSD and approval of these reports by the BOE Project Manager;

3. Direct the Board Secretary to transmit forthwith the proposed MOU to the City Attorney for expedited review and approval as to form; and,
4. Authorize the General Manager to execute the MOU prior to June 30, 2012, subsequent to the approval of the City Attorney as to form.

SUMMARY:

The proposed project is Proposition K Specified and located at 4730 Crystal Springs Drive, Los Angeles, California 90027, within Griffith Park in Council District 4. The Proposition K line item scope of work includes “improvements to roads, trails, water system, restrooms, picnic areas, and pave live steamers parking lot.”

The project is proposed to be constructed in phases. The pave live steamers parking lot scope of work was completed by RAP. Phase I is the improvements to roads within the park including Canyon Drive, which is the access road to the Griffith Park Hollywoodland Girls Camp. Phase I

REPORT OF GENERAL MANAGER

PG. 3 NO. 12-144

will start construction in August 2012, at the end of the 2012 camp season. Phase II is the improvements to the restrooms and trails. Phase III includes the future scope of work for improvements to picnic areas and the water system.

The detailed scope of work for the Phase II project includes public restroom facilities upgrade for code compliance, including disabled access, structural, electrical, mechanical, and plumbing upgrades. The project also includes trail improvements providing informational signage.

Staff recommends awarding this project to GSD in lieu of conducting a competitive construction bid process. GSD has completed a number of public restroom projects with a similar scope of work.

The project is funded by Proposition K, and additional Proposition K funds are proposed to be reprogrammed to this project in the current fiscal year. For this reason, the project must now have a construction contract awarded before the end of the current Fiscal Year 2011-2012 (i.e. by June 30, 2012). There is now insufficient time remaining to proceed through the normal bid and award process. In order to meet the construction award schedule without losing the Proposition K funding, it is therefore recommended that GSD be selected to construct the project, in accordance with Section 22.535(a)(5) of the Los Angeles Administrative Code.

GSD has not prepared a construction cost estimate for the project. The BOE total construction cost estimate for the project is \$1,710,000. After a construction estimate has been prepared by GSD, if the GSD and BOE estimates are substantially different, BOE will report back to the Board and make any additional recommendations for the Board's consideration. A construction contingency, in the amount of \$190,000, is also being recommended for appropriation to GSD. However, use of the contingency will require advance written approval by the BOE Project Manager or his designated representative. Upon approval of the Board and the City Council, a total of \$1,900,000 from Proposition K funds will be requested for appropriation to GSD.

Upon execution of the MOU and the approval of the fund appropriation and transfer to GSD accounts, GSD will begin work upon the issuance of a Notice-to-Proceed (NTP) for the project. The completion of construction of the project is estimated to take 365 calendar days.

Staff has determined that the subject project will consist of interior and exterior alteration for code compliance to an existing park facility with negligible or no expansion of use, and the installation of accessory structures. Therefore, the project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1(1, 4) and Class 11(3) of the City CEQA Guidelines.

Council District 4 and the Metro Region staff support the recommendations as set forth in this Report.

REPORT OF GENERAL MANAGER

PG. 4

NO. 122144

FISCAL IMPACT STATEMENT:

At this time, there is no impact to the Department's General Fund. Once this project is completed, operational maintenance costs will be determined. Upon project completion, a request for funding will be submitted in future Department annual budget requests.

This Report was prepared by Cathie Santo Domingo, Project Manager, Recreational and Cultural Facilities Program, Bureau of Engineering. Reviewed by Neil Drucker, Program Manager, Recreational and Cultural Facilities Program, BOE; Deborah Weintraub, Chief Deputy City Engineer, BOE; and Michael A. Shull, Superintendent, Planning, Construction and Maintenance Division, Department of Recreation and Parks.

REPORT OF GENERAL MANAGER

NO. 12-145

DATE May 16, 2012

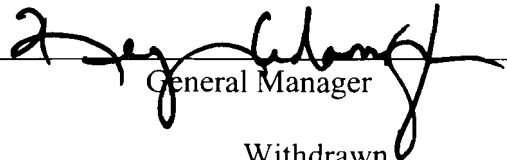
C.D. 7

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: HANSEN DAM PHASE IIIA – ROAD IMPROVEMENTS (W.O. #E170405F) PROJECT – MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS, THE DEPARTMENT OF PUBLIC WORKS, BUREAU OF ENGINEERING AND THE DEPARTMENT OF GENERAL SERVICES, CONSTRUCTION FORCES DIVISION

R. Adams _____
H. Fujita _____
V. Israel _____

K. Regan _____
*M. Shull amf
N. Williams _____



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve a proposed Memorandum of Understanding (MOU), substantially in the form on file in the Board Office, between the Department of Recreation and Parks (RAP), the Department of Public Works, Bureau of Engineering (BOE), and the Department of General Services (GSD), Construction Forces Division, to provide construction services for the Hansen Dam Phase IIIA – Road Improvements (W.O. #170405F) project, subject to the approval of the City Attorney as to form;
2. Authorize the Department’s Chief Accounting employee, subject to Mayor and City Council Approval, to request the City Administrative Officer (CAO) to include in the CAO report to the City Council that a transfer of the following appropriation, in the amount of \$640,000, be approved for the construction of the Hansen Dam Phase IIIA – Road Improvements (W.O.#170405F) project

REPORT OF GENERAL MANAGER

PG. 2 NO. 12-145

From:

<u>FUNDING SOURCE</u>	<u>FUND/DEPT./ACCT NO.</u>	<u>APPROPRIATIONAMOUNT</u>
Proposition K – Year 15	43K/10/10H004	\$247,883
Proposition K – Year 15 ⁽¹⁾	43K/10/TBD	<u>\$392,117</u>
Total		\$640,000

To:

Through GSD Account and from there to the appropriate GSD accounts in Fund No. 100, Department No. 40, as follows:

001014 – Construction Salaries	\$ 128,000
001101 – Hiring Hall Salaries	\$ 91,429
001121 – Hiring Hall Fringe Benefits	\$ 36,571
003180 – Construction Materials and Supplies	<u>\$ 384,000</u>
Total	\$ 640,000

⁽¹⁾ Availability of funds pending approval by the city Council of the Engineer’s Report for Fiscal Year 2012-13, which includes reprogramming of Proposition K funds for this project

and transfer cash to GSD on an as-needed basis, upon review and approval of expenditure reports submitted by GSD and approval of these reports by the BOE Project Manager;

3. Direct the Board Secretary to transmit forthwith the proposed MOU to the City Attorney for expedited review and approval as to form; and,
4. Authorize the General Manager to execute the MOU prior to June 30, 2012, subsequent to the approval of the City Attorney as to form.

SUMMARY:

The proposed project is Proposition K Specified and located at 12200 West Osborne Street, Lake View Terrace, California 91040, in the San Fernando Valley, within the Hansen Dam Flood Control Basin and Recreation Area, on land owned by the U.S. Army Corps of Engineers (USACE), and leased to the City of Los Angeles for recreational development. The Proposition K line item scope of work includes “soccer complex, recreational vehicle (RV) park, ranger station/visitor’s center, road/trail improvements, and fencing.”

REPORT OF GENERAL MANAGER

PG. 3 NO. 12-145

The project was proposed to be constructed in phases. Phase I is the soccer complex, which is complete. Phase II is the ranger station, visitor's center, and fencing, which is currently at 45% construction completion. Phase IIIA proposes to construct a portion of the road improvements adjacent to the ranger station.

Staff recommends awarding this project to GSD in lieu of conducting a competitive construction bid process because the project proposes to improve the street adjacent to the ranger station. If BOE were to bid the project, additional staff time would be required to coordinate the work with GSD's construction crew and subcontractors that are on site.

Proposition K funds for this project are also proposed to be reprogrammed into the current fiscal year. This project must now have the construction contract awarded prior to the end of the current Fiscal Year 2011-12 (i.e. by June 30, 2012). There is now insufficient time remaining to proceed through the normal bid and award process. In order to meet the construction award schedule without losing the Proposition K funding, it is recommended that GSD be selected to construct the project, in accordance with Section 22.535(a)(5) of the Los Angeles Administrative Code.

GSD has not prepared a construction cost estimate for the project. The BOE total construction cost estimate for the project is \$575,000. After a construction estimate has been prepared by GSD, if the GSD and BOE estimates are substantially different, BOE will report back to the Board of Recreation and Park Commissioners (Board) and make any additional recommendations for the Board's consideration. A construction contingency, in the amount of \$65,000, is also being recommended for appropriation to GSD, however, use of the contingency will require advance written approval by the BOE Project Manager or his designated representative. Upon approval of the Board and the City Council, a total of \$640,000 from Proposition K funds will be requested for appropriation to GSD.

Upon execution of the MOU and the approval of the fund appropriation and transfer to GSD accounts, GSD will begin work upon the issuance of a Notice-to-Proceed (NTP) for the project. Completion of construction is estimated to take 365 calendar days for the project.

In accordance with the requirements of the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA), a joint Environmental Assessment/Mitigated Negative Declaration (EA/MND) was prepared based on an Environmental Assessment/Initial Study, which determined that all potentially significant environmental effects would be mitigated to a less than significant level. The environmental review was approved in Board Report No. 09-167 on June 17, 2009.

REPORT OF GENERAL MANAGER

PG. 4 NO. 12-145

Council District 7 and the Valley Region staff support the recommendations as set forth in this Report.

FISCAL IMPACT STATEMENT:

At this time, there is no fiscal impact to the Department's General Fund. Once this project is completed, operational maintenance costs will be determined. Upon project completion, a request for funding will be submitted in future Department annual budget requests.

This Board Report was prepared by Cathie Santo Domingo, Project Manager, Recreational and Cultural Facilities Program, Bureau of Engineering. Reviewed by Neil Drucker, Program Manager, Recreational and Cultural Facilities Program, BOE; Deborah Weintraub, Chief Deputy City Engineer, BOE; and Michael A. Shull, Superintendent, Planning, Construction and Maintenance Division, Department of Recreation and Parks.

REPORT OF GENERAL MANAGER

NO. 12-146

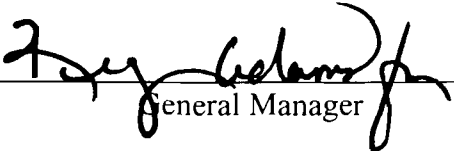
DATE May 16, 2012

C.D. 13

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: HOLLYWOOD RECREATION CENTER PHASE IA – POOL AND POOL BUILDING DEMOLITION (W.O. #E170344F) PROJECT – MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS, THE DEPARTMENT OF PUBLIC WORKS, BUREAU OF ENGINEERING AND THE DEPARTMENT OF GENERAL SERVICES, CONSTRUCTION FORCES DIVISION

R. Adams	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u>MS</u>
V. Israel	_____	N. Williams	_____



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve a proposed Memorandum of Understanding (MOU), substantially in the form on file in the Board Office, between the Department of Recreation and Parks (RAP), the Department of Public Works, Bureau of Engineering (BOE), and the Department of General Services (GSD), Construction Forces Division to provide demolition services for the Hollywood Recreation Center Phase IA – Pool and Pool Building Demolition (W.O. #170344F) project, subject to the approval of the City Attorney as to form;
2. Authorize the Department’s Chief Accounting Employee, subject to Mayor and City Council approval, to request the City Administrative Officer (CAO) to include in the CAO report to the City Council that a transfer of the following appropriation, in the amount of \$500,000, be approved for the demolition of the Hollywood Recreation Center Phase IA – Pool and Pool Building Demolition (W.O. #170344F) project

REPORT OF GENERAL MANAGER

PG. 2 NO. 12-146

From:

<u>FUNDING SOURCE</u>	<u>FUND NO./DEPT. NO./ ACCT. NO.</u>	<u>APPROPRIATION AMOUNT</u>
Proposition K – Year 13	43K/10/10F590	\$100,000
Proposition K – Year 15	43K/10/10H590	\$400,000
Total		\$500,000

To:

Through GSD Account and from there to the appropriate GSD accounts in Fund 100, Department 40, as follows:

001014 – Construction Salaries	\$ 100,000
001101 – Hiring Hall Salaries	\$ 71,429
001121 – Hiring Hall Fringe Benefits	\$ 28,571
003180 – Construction Materials and Supplies	\$ 300,000
Total	\$ 500,000

and transfer cash to GSD on an as-needed basis, upon review and approval of expenditure reports submitted by GSD and approval of these reports by the BOE Project Manager;

3. Direct the Board Secretary to transmit forthwith the MOU to the City Attorney for expedited review and approval as to form; and,
4. Authorize the General Manager to execute the MOU, subsequent to the approval of the City Attorney as to form.

SUMMARY:

The proposed demolition project is located at 1122 Cole Avenue, Los Angeles, California 90038 in Council District 13. The Proposition K line item scope of work is to “construct modern gym and pool buildings.”

The project is proposed to be constructed in phases. Phase IA demolition of the existing pool and pool building. Phase IB is the construction of the pool and the pool building funded by Proposition K and Quimby. Phase II is the construction of the modern gym building, which is a future phase.

Staff recommends awarding to GSD in lieu of conducting a competitive construction bid process because GSD has experience in demolishing pool building structures.

REPORT OF GENERAL MANAGER

PG. 3 NO. 12-146

Proposition K funds for this project are programmed in the current fiscal year. This project must have the construction contract awarded prior to the end of the current Fiscal Year 2011-12 (i.e. by June 30, 2012). In order to meet the construction award schedule without losing the Proposition K funding, it is recommended that GSD be selected to construct the project, in accordance with Section 22.535(a) (5) of the Los Angeles Administrative Code.

GSD has not prepared a construction cost estimate for the demolition project. The BOE total demolition cost estimate for the project is \$450,000. After a construction estimate has been prepared by GSD, if the GSD and BOE estimates are substantially different, BOE will report back to the Board and make any additional recommendations for the Board's consideration. A construction contingency, in the amount of \$50,000, is also being recommended for appropriation to GSD, however, use of the contingency will require advance written approval by the BOE Project Manager or his designated representative. Upon approval of the Board and the City Council, a total of \$500,000 from Proposition K funds will be requested for appropriation to GSD.

Upon execution of the MOU and the approval of the fund appropriation and transfer to GSD accounts, GSD will begin work upon the issuance of a Notice-to-Proceed (NTP) for the project. Completion of demolition is estimated to take 270 calendar days for the project.

Staff has determined that the subject project will consist of the replacement of deteriorated facilities to meet current public health and safety standard that are accessory to and existing park. Therefore, the project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1(4, 11, 12), Class 2(1) and Class 11(2, 7) of the City CEQA Guidelines. A Notice of Exemption was previously filed with the Los Angeles County Clerk on April 23, 2002. The scope of the project and the environmental setting has not substantially changed since original approval of the exemption, and therefore no additional CEQA documentation is required.

Council District 13 and the Metro Region staff support the recommendations as set forth in this report.

FISCAL IMPACT STATEMENT:

At this time, there is no fiscal impact to RAP's General Fund for the approval of this board report. Once the entire project is completed, operational maintenance costs will be determined. Upon project completion, a request for funding will be submitted in future annual budget requests.

This Report was prepared by Shashi Bhakta and Cathie Santo Domingo, Project Manager, Recreational and Cultural Facilities Program, Bureau of Engineering (BOE). Reviewed by Neil

REPORT OF GENERAL MANAGER

PG. 4 NO. 12-146

Drucker, Program Manager, Recreational and Cultural Facilities Program, BOE; Deborah Weintraub, Chief Deputy City Engineer, BOE; and Michael A. Shull, Superintendent, Planning, Construction and Maintenance Division, Department of Recreation and Parks.

REPORT OF GENERAL MANAGER

NO. 12-147

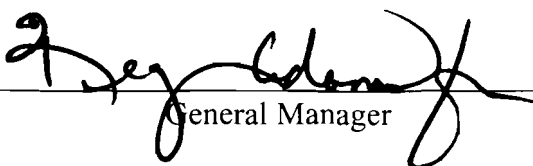
DATE May 16, 2012

C.D. 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: DRUM BARRACKS CIVIL WAR MUSEUM – REQUEST FOR FINAL AUTHORIZATION TO ACQUIRE PROPERTY AT 1061 CARY AVENUE TO PROVIDE PARKING FOR THE MUSEUM – APPROVAL OF PURCHASE AND SALE AGREEMENT, AND ALLOCATION OF PROPOSITION K FUNDS

R. Adams	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u><i>M. Shull</i></u>
V. Israel	_____	N. Williams	_____


General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Adopt the Resolution, substantially in the form on file in the Board Office, authorizing staff to request the assistance of the Department of General Services (GSD) and other City entities, per Charter Section 594(a) and (b), in obtaining fee title to a privately owned parcel of 0.09 acre or approximately 4,099 square feet, with an existing dwelling of 852 square feet built in the year 1921 located at 1061 Cary Avenue, Wilmington, California, 90744, further identified with the Los Angeles County Tax Assessors' Assessor Parcel Number (APN) 7423-021-032 for the agreed upon price of \$175,000;
2. Approve a proposed Purchase and Sale Agreement (PSA), substantially in the form on file in the Board Office, subject to the review and approval of the City Attorney as to form;
3. Direct the Board Secretary to transmit forthwith the proposed PSA to the City Attorney for review and approval as to form;
4. Authorize the Department's Chief Accounting Employee, GSD's and the Department of Public Works' employees to make technical corrections as necessary and to establish the necessary accounts to acquire the project site, and to accept, and transfer the necessary monies to fund the acquisition to the appropriate City Department accounts or escrow company account in order to expeditiously effectuate the acquisition of the property parcel

REPORT OF GENERAL MANAGER

PG. 2 NO. 12-147

with the street address of 1061 Cary Avenue from the Proposition K accounts Fiscal Year 2011-2012: Fund No. 43K, Department No. 10 and Account No. 10H247; with an available balance of \$270,000 to be used to pay for the Phase I assessment, the acquisition and related eligible costs;

5. Authorize the Board President and Secretary to execute the PSA upon receipt of the necessary approvals;
6. Authorize the Board Secretary to execute the escrow instructions and grant deed for the subject property;
7. Direct the Board Secretary, to accept the grant deed to the property parcel, which is to be set apart and dedicated as park property in perpetuity, and,
8. Authorize the Board President and Secretary to execute any required ancillary documents.

SUMMARY:

On March 20, 2003, the Board of Recreation and Park Commissioners (Board) approved Board Report No. 03-87 which provided the Department of Recreation and Parks (Department) with preliminary authorization for the acquisition of one parcel of property measuring 0.09 acre, or approximately 4,900 square feet, for the expansion of the Drum Barracks Civil War Museum (Museum) parking lot. The site has an existing residential dwelling structure of 708 square feet, and the street address of 1061 Cary Avenue, Wilmington, California 90744.

The Department with the assistance of the Department of General Services (GSD) Assets Management Division has pursued obtaining the property from the owner. A Class "A" Estimate of Value was obtained by GSD in November, 2011, which recommended a fair market value of \$160,000. GSD reviewed the appraisal and negotiated with the owner of the property to reach a final sale price of \$175,000. The settlement price was a result of a negotiated conclusion. The owner of the property felt strongly that \$175,000 was more representative of the market value of the property. Although this amount exceeds the appraised value, GSD has determined that this value is supported, based on other similar market transactions within the area. Currently there is \$270,000 available in Proposition K funds for acquisition of land for a parking lot for the Museum. The monies are sufficient to complete this property acquisition including the purchase price and eligible costs for the Phase I and II Environmental Site Assessments, CEQA compliance, lead and asbestos survey, appraisals, escrow costs, and relocation costs, if any.

REPORT OF GENERAL MANAGER

PG. 3 NO. 12-147

This is a Proposition K - L.A. for Kids Program Specified project, funded in the Fiscal Year 2011-2012 for acquisition of land for a parking lot for the Museum. In order to fully obligate the Proposition K funds prior to the end of the current Fiscal Year, escrow must be opened no later than June 30, 2012, or the project will have to be considered for reprogramming to a future fiscal year. A timeline for the construction of the parking lot will be established following the completion of an historic structure report and a lead and asbestos survey. Since the property is currently zoned residential, the property would have to be rezoned or a Conditional Use Permit (CUP) be granted in order to use the property for a parking lot. The PSA and escrow instructions will provide that escrow cannot close until compliance with the California Environmental Quality Act (CEQA) has been completed for this project which involves, acquisition of land for a parking lot for the Museum, and development of the parking lot, includes demolition of a residence and either rezoning or a CUP granted to allow the parcel to be used for parking.

History:

Drum Barracks Civil War Museum (Museum) is the site of the last remaining wooden building of Camp Drum, a Civil War era military encampment between 1862 and 1873. The building served as the U.S. Army Headquarters for Southern California and the Arizona Territory during that era. In the early 1960s the building was scheduled for demolition but through the efforts of local citizens it was saved. In 1987, the Drum Barracks Civil War Museum was opened to the public.

The Department has actively pursued expansion of the Museum for some time. On July 17, 1989, by approval of Board Report No. 407-89, the Board authorized purchase of a vacant lot located directly adjacent and contiguous to the Museum's northerly property boundary as additional parking for the Museum with APN 7423-021-032 and an address of 1058 North Banning Boulevard. At the time of that purchase, the Department was aware there was a long-term oil lease originating on October 1, 1937. It was determined by staff that the lease would not impact the use the Department intended for the property and the acquisition was authorized accordingly. There has not been any issue to date with that lease.

On March 20, 2003, by approval of Board Report No. 03-87, the Board authorized the Department to pursue acquisition of a second property adjacent and contiguous to the Museum that is also adjacent and contiguous to the property acquired in 1989 as discussed above (Board Report No. 407-89).

In researching the history of the property at 1601 Cary Avenue, the City Attorney's Office discovered that the long-term oil lease that entails the property purchased in 1989 also entails the subject property, at 1601 Cary Avenue being considered for acquisition at this time. Staff has conferred with representatives of the leasing corporation and has been informed that the field operations of the oil lease will not affect the Department's intended use of this property. There has not been any issue resulting from the long-term oil lease on the first property and the corporation's

REPORT OF GENERAL MANAGER

PG. 4 NO. 12-147

field staff has advised that there will not be any issue regarding the operation of the long-term oil lease for this property. Based on this information staff has determined there is no foreseeable issue concerning the Department's acquisition of this property for a parking lot. Following the appropriate development process the maximum amount of additional parking spaces will be added to the Museum facility.

Funding Source:

Funding for the acquisition will come from the \$270,000 available in the Proposition K land acquisition monies Fiscal Year 2011-2012: Fund No. 43K/Department No. 10 and Account No. 10H247. The purchase price of the property is \$175,000. The approximate costs are \$1,000 for the appraisal; \$1,431 for escrow services; and \$25,000 for relocation assistance of the current tenant.

1.	Phase I Environmental Site Assessment (February, 2003)	\$1,337.37	Proposition K FY 2002-03
2.	Phase I Update/Phase II Subsurface Site Assessment (March, 2011)	\$7,020.00	Quimby
3.	Update Phase I Environmental Site Assessment (March, 2012) (Paid from Quimby funds) (\$1,500 of these costs are eligible to be reimbursed from Proposition K funds)	\$1,500.00	Quimby to be partially reimbursed from Proposition K FY 2011-12
4.	Historic Structure Review	TBD	Proposition K FY 2011-12
5.	Purchase Price	\$175,000.00	Proposition K FY 2011-12
6.	Appraisal	\$1,000.00	Proposition K FY 2011-12
7.	Escrow Services	\$1,431.00	Proposition K FY 2011-12
8.	Relocation Assistance	\$25,000.00	Proposition K FY 2011-12
	Total	\$212,288.37	

Notes: Any Proposition K funds that remain unexpended after acquisition has been completed may not be used for development of the parking lot and will have to be reprogrammed to another project since the Ballot Measure did not provide for these Proposition K funds to be used for any costs other than acquisition costs

In February of 2003, an initial Phase I Environmental Site Assessment (ESA) was funded through Fiscal Year 2002-03 Proposition K monies at a cost of \$1,337.37. That assessment was valid for one year only and recommended further Phase II subsurface investigation. The acquisition of the property was not made in that fiscal year and that initial Phase I ESA became invalid. Subsequently, the original 2003 Phase I ESA being no longer valid, and a Phase I Update was obtained in March of 2011; the recommended Phase II Subsurface Investigation was also obtained

REPORT OF GENERAL MANAGER

PG. 5

NO. 12-147

at that time. The Phase I Update/Phase II Subsurface Site Assessment report prepared in March, 2011, was funded through the Quimby Account at a cost of \$7,020.00. During the ensuing negotiation period the subsequent Phase I ESA obtained in March of 2011 expired and a final Phase I ESA was obtained in March, 2012, also funded through the Quimby Account, at a cost of \$1,500.00. The total amount of the Quimby Account funds used for the subsequent ESA reports was \$8,520.00. Therefore the Department is seeking reimbursed to the Quimby Account in the amount of \$8,520.00 from the available Proposition K funding of the current fiscal year as well.

Environmental:

A Phase I Environmental Site Assessment (ESA) was completed in January 2003 when the Board gave preliminary authorization for the acquisition. At that time potential contamination from an adjacent property with an abandoned oil well was identified as a Recognized Environmental Condition that required further investigation. Subsequently, a new Phase I ESA/Phase II Subsurface Investigation was completed on March 9, 2011, in conformance with the scope and limitations of American Standards of Testing and Materials (ASTM) Practice E1527-05 and the United States Environmental Protection Agency Standards and Practices for All Appropriate Inquiries (40 CFR Part 312) for the subject property. The 2011 ESA report indicated that there are no recognized environmental conditions in connection with the property. An ESA is good for one year, but must be updated after six months from the date of completion in order to qualify the land purchaser for liability protection. Therefore, a Phase I update was prepared for the 2011 ESA in February 2012, and no additional Recognized Environmental Conditions were identified, except for potential asbestos and lead-based paint in the house on the property that the Department will abate as required when plans for the parking lot are completed.

Staff determined that the subject project consists of the acquisition of land for future development of a parking lot for the Museum, and therefore, is categorically exempt from the provisions of California Environmental Quality Act (CEQA), pursuant to Article III, Section 1(y), Class 25 (5) of the City CEQA Guidelines.

The Office of Council District Fifteen and, the Assistant General Manager of Operation concurs with staff's recommendations.

FISCAL IMPACT STATEMENT:

The Department's Maintenance Division budget will fund the \$3,500 required for fencing and maintenance until the project is completed, at which time ongoing operation and maintenance costs will be determined. Such costs will be submitted in future annual budget requests.

This report was prepared by Gregory Clark, Management Analyst II in Real Estate and Asset Management, Planning and Construction Division.

REPORT OF GENERAL MANAGER

NO. 12-148

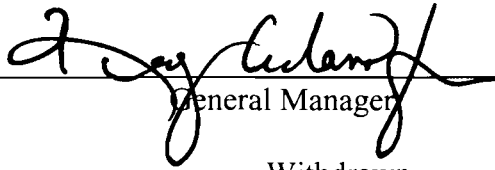
DATE May 16, 2012

C.D. 9

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: 61st STREET POCKET PARK – 139 AND 141 EAST 61st STREET – INITIAL STUDY/NEGATIVE DECLARATION, ACCEPTANCE OF DONATION PARCEL, AND DEVELOPMENT OF PROJECT

R. Adams	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u><i>MS</i></u>
V. Israel	_____	N. Williams	_____



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Review, consider, and adopt the Initial Study (IS) and Negative Declaration (ND), for 61st Street Pocket Park located at 139 and 141 East 61st Street, Los Angeles, California 90003, on file in the Board Office, finding that on the basis of the whole record of proceedings in the project, including any comments received and incorporated into the Initial Study/Negative Declaration (IS/ND), that there is no substantial evidence that the project will have a significant effect on the environment, and that all potentially significant environmental effects of the project have been properly disclosed and evaluated in the IS/ND in compliance with the California Environmental Quality Act (CEQA) and the State and City CEQA Guidelines and reflects the independent judgment and analysis of RAP;

2. Direct staff to file a Notice of Determination for the adopted IS/ND with the Los Angeles City Clerk and the Los Angeles County Clerk within five (5) days of the Board's approval;

REPORT OF GENERAL MANAGER

PG. 2 NO. 12-148

3. Adopt a Resolution, substantially in the form on file in the Board Office, authorizing staff to request the assistance from the Department of General Services (GSD) and other entities, and per Charter Section 594(a) and (b), to accept a parcel donation from the Restore Neighborhoods LA, Inc. (RNLA) via Grant Deed to a 0.12 acre or 5,227.2 square foot parcel (Assessor Parcel Number (APN) 6006-007-024), located at 139 and 141 East 61st Street, Los Angeles, California 90003, between Main Street to the west and Wall Street to the east, in the Southeast Los Angeles Community Plan Area (Exhibit A - Aerial Map);
4. Upon the completion of the preliminary acquisition activities, and satisfactory findings of all due diligence work including Title review, and Phase I and any necessary environmental investigations, direct staff to proceed with escrow instructions and related documents to acquire the donation property;
5. Acknowledge the Los Angeles Housing Department's (LAHD), RNLA's, and U.S. Department of Housing and Urban Development's (HUD) roles as facilitators on this donation;
6. Authorize the Board Secretary to execute the escrow instructions and accept the Grant Deed for the parcel identified by APN 6006-007-024 , subject to the review and approval of the City Attorney as to form, which property shall be set apart and dedicated as park property in perpetuity;
7. Authorize the General Manager or his designee to review and approve the development and construction design plans for the development of the donation parcel, located at 139 and 141 East 61st Street, Los Angeles, California 90003, upon the recommendation for approval from RAP's Planning, Construction and Maintenance (PC&M) Division, provided they are consistent with the general design elements as described in the summary of this Report and depicted in Exhibit "C" conditionally approved by this Board Report action and with all land use permits and entitlements necessary for the project;
8. Authorize the Department's Chief Accounting Employee to make technical corrections as necessary, to establish the necessary accounts to acquire the project site, and to accept and/or authorize transfer of the necessary monies to fund the acquisition to the appropriate City Department accounts or escrow company account in order to expeditiously complete the acquisition of the property, located at 139 and 141 East 61st Street, Los Angeles, California 90003;

REPORT OF GENERAL MANAGER

PG. 3

NO. 12-148

9. Authorize the Department's Chief Accounting Employee to transfer the necessary funds from the designated account for the development of the 61st Street Pocket Park; and,
10. Approve the allocation of necessary funds for the 61st Street Pocket Park – Park Acquisition and Development project, as described in the Summary of this Report.

SUMMARY:

50 Parks Initiative

RAP is proceeding with its coordinated long-term plan to meet the recreation needs of current and future residents of the City of Los Angeles (CITY), and at the same time meet the goals of the “The 50 Parks Initiative.” The primary goal of the initiative is to increase the number of parks and facilities across the City of Los Angeles (CITY) with a specific focus on densely populated neighborhoods and communities that lack sufficient open space and recreational services.

The development of 50 new public parks will provide innumerable physical, social, health, and environmental benefits for local communities. These new parks will help stabilize neighborhoods and property values by providing needed public infrastructure improvements, removing blight caused by abandoned buildings and empty lots, and beautifying underutilized public property.

The keys to the successful implementation of The Fifty Parks Initiative are (1) the establishment of local partnerships, (2) the use of a community driven design process, and (3) the strict use of low maintenance design standards.

LAHD/RNLA Park Donations

The ongoing cooperation with LAHD, through RNLA using HUD Neighborhood Stabilization Program (NSP) funds, will enable RAP to acquire several properties that will be developed into parks. The parcel located at 139 and 141 East 61st Street, Los Angeles, California 90003, is the fifth project site that RAP will acquire from RNLA to develop into a park. There is a total of nine parcels that RNLA/LAHD plans to donate to RAP.

NSP was established to stabilize communities that have suffered from foreclosures and abandonment. NSP funds have been allocated to LAHD by HUD. In 2009, LAHD initiated the NSP with HUD grant funds to acquire and rehabilitate foreclosed or abandoned residential properties, or to develop new community parks and/or open spaces, in order to stabilize neighborhoods in the CITY. LAHD or its grant sub-recipient will continue to acquire dilapidated or foreclosed homes to stem the decline of home values.

REPORT OF GENERAL MANAGER

PG. 4

NO. 12-148

RNLA is focusing its efforts in the neighborhoods identified with the highest foreclosures. These neighborhoods include Central, East and South Los Angeles and North and South San Fernando Valley. RAP will benefit from the NSP program through the RNLA property donations by developing new pocket parks and/or open space uses on selected properties acquired by LAHD or its grant sub-recipient, RNLA. These selected sites are located in the San Fernando Valley and in South Los Angeles. RNLA will donate designated sites to RAP for the purpose of developing pocket parks.

Donation Parcel

As part of the effort to increase parks in the CITY, RNLA will donate to RAP the property located at 139 and 141 East 61st Street, Los Angeles, California 90003. The donation parcel is identified by APN: 6006-007-024 (Exhibit B). An independent appraisal of the 139 and 141 East 61st Street parcel was performed. As of October 19, 2009, the "AS IS" appraisal value was \$155,000. There will be no cost to RAP for the donation parcel itself; however, RAP will incur closing escrow costs.

The donation of this parcel will result in the conveyance of Real Property to the City of Los Angeles, under the control and jurisdiction of RAP, to be dedicated as park property in perpetuity. The subject parcel is in the south part of Los Angeles and will be acquired for the purpose of developing a pocket park for the community. The surrounding area is a blighted low income area that lacks parks, and would tremendously benefit from the additional park space in the area. This acquisition will also help stabilize the area from the economic downturn and the foreclosure crisis. The property consists of an unoccupied single family residence, which will be demolished for the development of the park. Based on Los Angeles County Assessor Property Information, said parcel is approximately a 0.12 acre or 5,227.2 square feet parcel.

The dedication/addition of this parcel to RAP's park inventory will allow for an increase in recreational activities in the area. The goal is for RAP to acquire this prospective parcel and develop it into a pocket park as part of the City's Fifty Parks Initiative. Council District (CD) 9 has expressed its strong support for this park dedication.

Development of Acquisition Parcel

RAP has prepared plans to develop the site into a pocket park. The existing single family residence will be demolished by RNLA, and in its place the following design elements are to be included in the development of this donation parcel/future park site: landscaping, (including water-saving smart irrigation system, planting, fencing, gate, hardscape, walkways), site furnishings including drinking fountain, equipment for playing and/or exercising and benches,

REPORT OF GENERAL MANAGER

PG. 5

NO. 12-148

with appropriate surface under equipment - decomposed granite or resilient surfacing (See Exhibit C). RAP is requesting approval of this development project as part of this acquisition.

Acquisition Cost and Funding

RAP will not incur a cost for the donation/acquisition of this parcel, but it will incur closing escrow costs as part of the proposed donation. RAP will use PC&M Division's Budgeted Accounts to pay for acquisition related costs and escrow closing costs. Escrow costs will be paid from Fund 302, Department 88, Account No. 003040. The escrow costs are not available at this time, but it is estimated that the costs will not exceed \$6,000. RAP will also incur development costs, which will be paid through awarded grant funds.

Acceptance of Donation Parcel and Approval of Development

RAP staff is requesting that the Board authorize the acceptance of approximately 0.12 acre or 5,227.2 square feet parcel of land that will be dedicated as park property in perpetuity and to be developed into a future new park. RAP staff has determined that the park development costs are estimated to be approximately \$265,808 which incorporates the design elements/improvements presented as part of this report. RNLA will complete the demolition of the existing home at no cost to RAP. All other development work for the proposed park development will be performed by in-house RAP staff.

This acquisition is a rare opportunity to continue the progress in acquiring urban parkland in the southern portion of Los Angeles which LAHD, RNLA and RAP continue to work together on. The acquisition will add to the open space in the area and bring more recreational opportunities to the entire City through expanded availability of recreational activities and facilities. GSD will review title and other related documents as part of its due diligence as the agent for RAP and will ensure that City receives the property for the City and conveys jurisdiction to RAP. Upon acceptance, said property will be set apart and dedicated as park property in perpetuity.

In accordance with the requirements of the California Environmental Quality Act (CEQA), a Negative Declaration (ND) was prepared based on an Initial Study, which determined that all potentially significant environmental effects would be less than significant. The ND was circulated to all interested parties and responsible agencies, for a 20-day review and comment period from March 1 to March 20, 2012. No substantive comments were received on environmental issues. However, all comments have been incorporated into the final ND, copies of which have been provided to the Board for its review and consideration, and are on file in the Board Office.

REPORT OF GENERAL MANAGER

PG. 6

NO. 12-148

Two community meetings were held for this project and the majority of those who attended supported the project. This project also has the support from CD 9. In addition, the Assistant General Manager of Operations Branch and the Superintendent for the Metro Region have been consulted and concur with staff's recommendations.

Park Development Costs and Funding

RAP has estimated that the development of the proposed donation site into a park will cost RAP \$265,808. On August 3, 2011, the Department of Recreation and Parks Board of Commissioners (Board) approved Board Report No. 11-227 as it related to submittal of a Housing-Related Parks (HRP) Program grant application to fund RAP's park and recreation projects indentified by RAP's PC&M Division. On August 30, 2011, Los Angeles City Council (Council) (Council File #11-1378) adopted the recommendations to approve the Department of Housing and Community Development's HRP grant submittal and to take the necessary steps to complete the proposed projects.

RAP submitted the HRP grant application in July 2011 and, in January 2012 received notification of the award of \$1,594,850 to fund the development of six neighborhood pocket parks identified below:

- | | | |
|----|--|------|
| 1. | 139 and 141 East 61 st Street, Los Angeles 90003, | CD 9 |
| 2. | 609 West 105 th Street, Los Angeles 90044, | CD 8 |
| 3. | 4600 South Orchard Avenue, Los Angeles 90037, | CD 9 |
| 4. | 833 West 76 th Street, Los Angeles 90044, | CD 8 |
| 5. | 554 West 97 th Street, Los Angeles 90044, | CD 8 |
| 6. | 8620 Wall Street, Los Angeles 90003, | CD 9 |

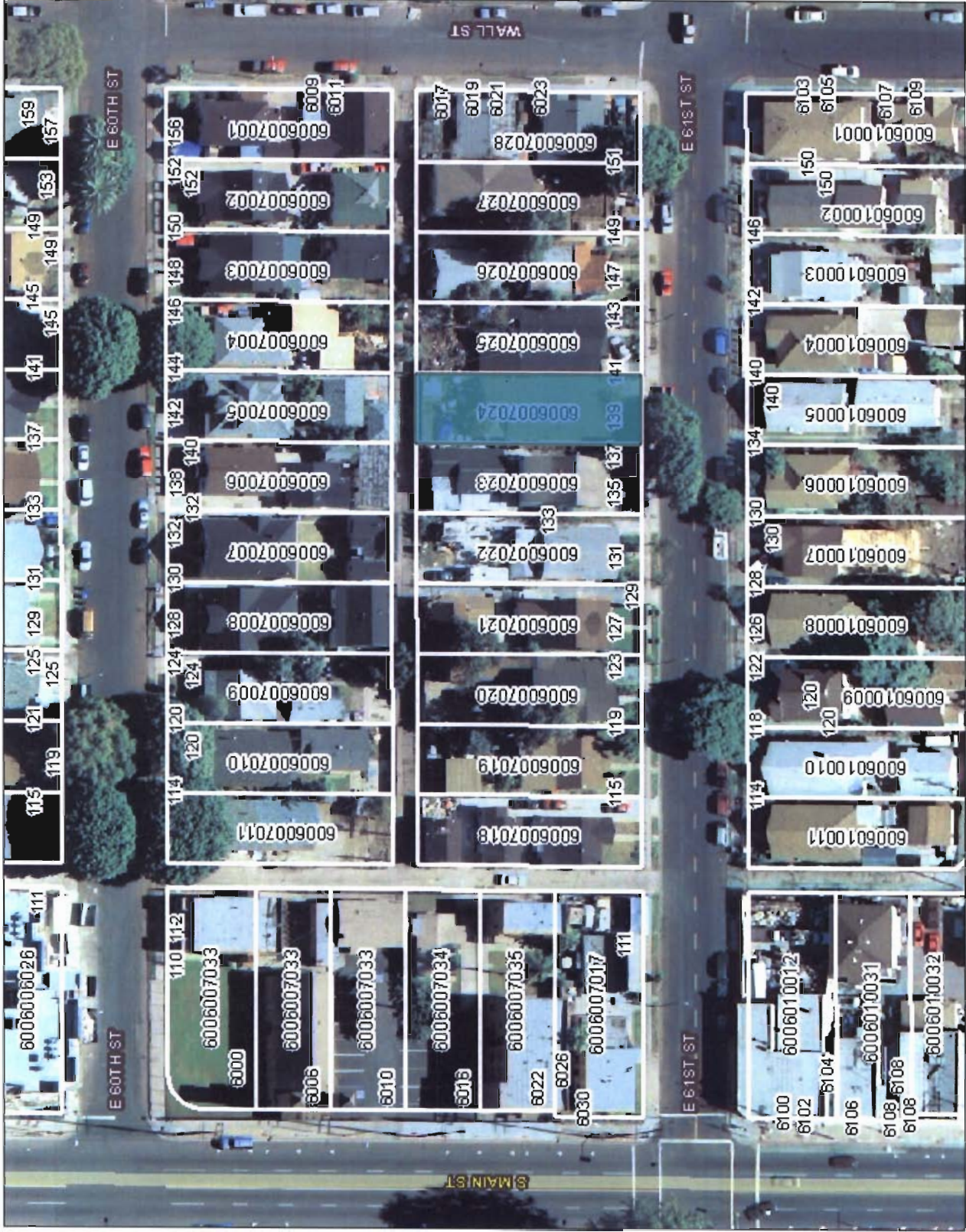
Funding for the development of 139 and 141 East 61st Street, Los Angeles, California 90003 will come from a portion of the HRP Program grant fund that was awarded to RAP.

FISCAL IMPACT STATEMENT:

The costs identified below will impact RAP's General Fund which will be paid from PC&M Division's Budgeted Accounts. There is an approximate cost of up to \$6,000 in closing escrow costs. Escrow and related acquisition costs will be paid from Fund 302, Department 88, Account No. 003040.



Exhibit "A" - 139 & 141 E. 61st Street, L.A. 90003 - APN: 6006-007-024



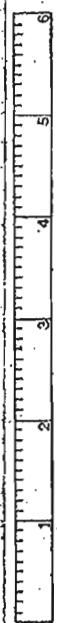
Notes

Acres - .12 Sq. ft. - 5,227.2

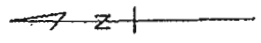
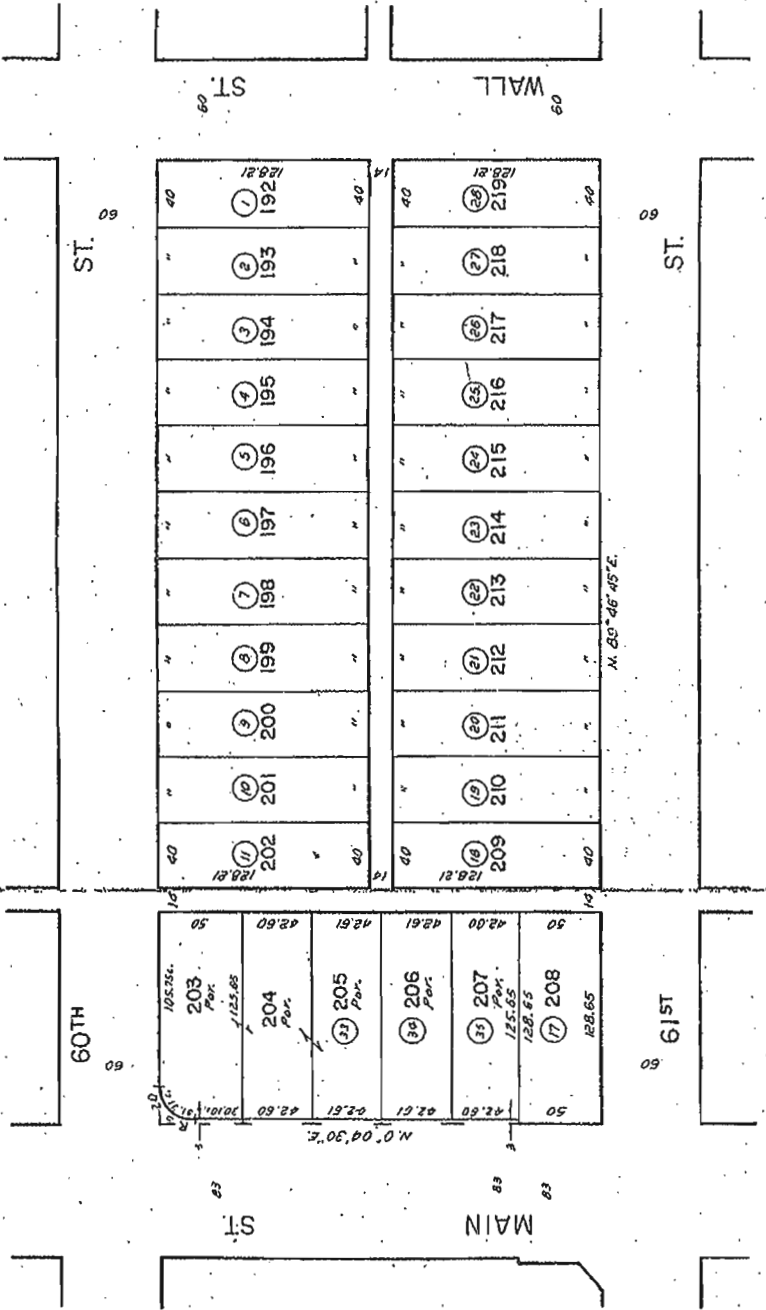


6006 7 1996
SCALE 1" = 60'

SCALE IN 1/10 OF AN INCH



REVISED:
11-15-84
1-7-85
7-10-85
7-10-85
7-10-85
7-10-85



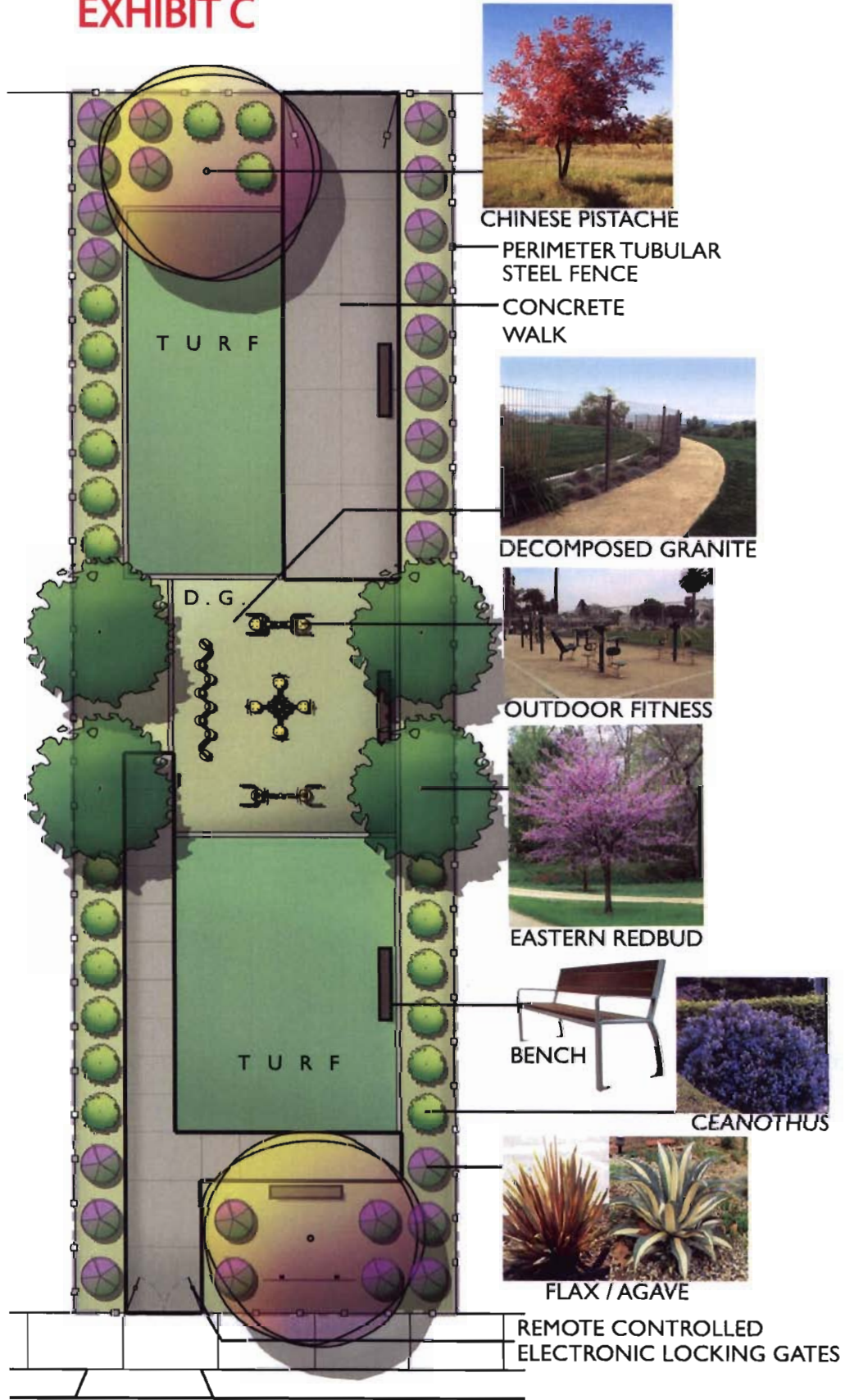
METTLER'S MAIN ST.
SOUTH PARK TRACT
M. B. 8-194

CODE
7
6659

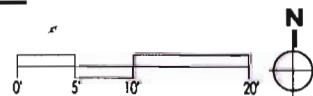
FOR PREV. ASSMT. SEE: 252-19

MAR 2 5 1996
ASSESSOR'S MAP
COUNTY OF LOS ANGELES, CALIF.

EXHIBIT C



139 & 141 E. 61st STREET
 DEPARTMENT of RECREATION & PARKS
 COUNCIL DISTRICT 9



REPORT OF GENERAL MANAGER

NO. 12-149

DATE May 16, 2012

C.D. ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SEWER TIE REPAIRS, RETROFIT AND/OR NEW INSTALLATIONS –
REQUEST FOR QUALIFICATIONS

R. Adams _____
H. Fujita _____
V. Israel _____

K. Regan _____
*M. Shull ms
N. Williams _____

[Signature]
General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve a proposed Request for Qualifications (RFQ), substantially in the form on file in the Board Office, for sewer tie repairs, retrofit, and/or new installations for a three-year (3) contract, in an amount not to exceed \$3,000,000 per year, per contract awarded, subject to the review and approval of the City Attorney as to form;
2. Direct the Board Secretary to transmit the RFQ to the City Attorney for review and approval as to form; and,
3. Authorize staff to advertise the RFQ and conduct the RFQ process, subsequent to City Attorney review and approval as to form.

SUMMARY:

The Department of Recreation and Parks (RAP) is in need of a construction services contract that provides sewer tie repair, retrofit and/or new installations, which staff cannot provide. Therefore, one or more sewer tie repair, retrofit and/or new installations contracts are required. Currently, RAP does not have contracts in place to perform any sewer tie work. With over 420 park locations under the jurisdiction of RAP, sewer tie contracts are critical to maintaining and expanding our facilities' sewer and storm drain infrastructure.

REPORT OF GENERAL MANAGER

PG. 2 NO. 12-149

These contracts will provide RAP with the ability to repair, retrofit and/or replace existing sewer line systems at our current aging park facilities. In addition, these contracts will provide RAP's Planning, Construction and Maintenance Division (PC&M) a tool to modernize current park locations and the creation of new parks.

Staff has developed and is now ready to release, at the direction of the Board, a RFQ which will be advertised per Mayor's Executive Directive No. 14 which states, "...every Department will utilize the Los Angeles Business Assistance Virtual Network (BAVN) as the exclusive means for posting all opportunities for RFQ's..." In addition, a letter inviting bids will be mailed to interested parties from a mailing list maintained by RAP. PC&M, which oversees RAP's construction and maintenance projects, has reviewed and provided input on the RFQ.

A pre-qualification conference will be held approximately three weeks after the release of the RFQ in order to provide potential responders with a review of the submittal documents, compliance documents, and requirements for the Business Inclusion Program (BIP), as required by Executive Directive No. 14.

Evaluation Process

Responses will be evaluated in two levels. Level I will be a review by Department staff for the minimum qualifications, as stated in the RFQ document. The minimum qualifications will determine the responder's knowledge and experience to perform the terms and specifications of the contract. If a responder's minimum qualification cannot be verified by staff, the responder will be disqualified and no further evaluation will be performed on the response. Level II will evaluate all required compliance and submittal documents as required per City Ordinance. The responder must successfully pass Level I before staff will proceed to Level II.

If any of the responders are successful in meeting the City's minimum qualifications requirements, then a recommendation will be made to the Board for award of contracts to them. In the interest of maintaining a competitive environment and maximizing the City's contracting options, staff may choose to recommend awarding contracts to multiple vendors. If multiple vendors are awarded this contract, they will have the opportunity to submit a competitive quote for each project issued by PC&M, within the terms of this contract. Projects will be awarded solely on the prices submitted by the vendors.

The selected responders will be recommended to the Board for a three-year (3) contract, in an amount not to exceed \$3,000,000 per year, per contract. The contract amount is an estimate, and RAP does not guarantee that the contract maximum amount will be reached. The sewer tie repairs, retrofit and/or new installations services that RAP will be requesting shall be on an as-needed basis. The RAP, in entering into a contract, guarantees no minimum amount of business or compensation.

REPORT OF GENERAL MANAGER

PG. 3 NO. 12-149

Contracts awarded through this RFQ shall be subject to funding availability and early termination by RAP, as provided in the Standard Provisions for City Contracts.

Funding for projects will be provided from various funding sources.

FISCAL IMPACT STATEMENT:

The approval of the Request for Qualification has no fiscal impact on the Department's General Fund.

This Report was prepared by Jim Newsom, Management Analyst II and reviewed by Cid Macaraeg, Senior Management Analyst II, Planning, Construction and Maintenance Division.

This item not included in the package

12-150 Sepulveds Basin Recreation Area - Anthony C. Beilenson
Park All-Access Sports Field - Donor Recognition Plaque

REPORT OF GENERAL MANAGER

NO. 12-151

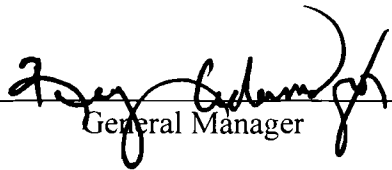
DATE May 16, 2012

C.D. 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: TRANSFER OF EXPENDITURES TO BOGDANOVICH TRUST FUND FOR FISCAL YEAR 2012-2013

R. Adams _____	K. Regan _____
H. Fujita _____	M. Shull _____
V. Israel _____	*N. Williams <u>NO</u>



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board adopt a Resolution authorizing the City Controller to transfer expenditures for sports and other activities associated with the Martin J. Bogdanovich Recreation Center from Municipal Sports Account, Fund 301, Department 88, to Recreation and Parks, Fund 302, Department 89, Bogdanovich Trust Account 89050K, for Fiscal Year 2012-2013.

SUMMARY:

The Department received a donation of \$135,000 from several members of the Bogdanovich family in August 1998. It is the donors' wish that income generated from these funds be used for recreation programming activities with an emphasis on sports. The disbursement of funds for sports activities is generally transacted through Fund 301 – Municipal Sports Account (Department 88, Account 88031M, MRPXX375, Bogdanovich Recreation Center.) Expenditures for expenses such as, but not limited to, scoreboards, uniforms, and play equipment are initially posted in Fund 301 and are then transferred to Fund 302, Department 89, Account 89050K for reimbursement, with approval by the Bogdanovich Advisory Committee, which was established by the family to oversee the use of the trust.

FISCAL IMPACT STATEMENT:

There is no fiscal impact to the Department's General Fund as this is a cash flow mechanism used to reimburse the Department's Municipal Sports Account (Fund 301, Department 88) for expenditures related to sports and other eligible activities, as approved by the Bogdanovich Advisory Committee, from the Bogdanovich Trust Account (Fund 302, Department 89, Account

REPORT OF GENERAL MANAGER

PG. 2

NO. 12-151

89050K). Expenses not approved by the Bogdanovich Advisory Committee will not be reimbursed from the Bogdanovich Trust Account and will be covered from fees collected under the Bogdanovich Recreation Center Account in the Municipal Sports Account.

This report was prepared by Noel Williams, Chief Management Analyst, Finance Division.

REPORT OF GENERAL MANAGER

NO. 12-152

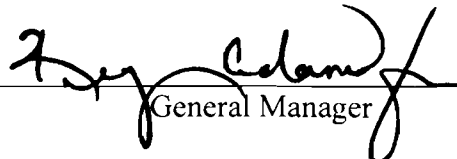
DATE May 16, 2012

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: APPROPRIATION FROM UNRESERVED AND UNDESIGNATED FUND BALANCE IN FUND 302 TO VARIOUS ACCOUNTS IN THE DEPARTMENT OF RECREATION AND PARKS

R. Adams _____	K. Regan _____
H. Fujita _____	M. Shull _____
V. Israel _____	*N. Williams <u>now</u>



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Subject to approval by the Mayor, approve the appropriation of \$660,246 in Fund 302, Department 88, to various accounts as follows:

FROM:	Unreserved & Undesignated Fund Balance	\$660,246
TO:	Account 1010 – Salaries, General	83,882
	Account 1100 – Salaries, Hiring Hall	317,391
	Account 1120 – Fringe Benefits, Hiring Hall	96,679
	Account 3160 – Maint. Materials, Supplies & Services	<u>162,294</u>
	Total	\$660,246

2. Authorize the General Manager to reserve \$3,300,000 in the Unreserved and Undesignated Fund Balance as part of our Fiscal Year 2011-12 budget as directed by Mayor and Council and to work with the Controller’s Office to meet our budget mandate; and,
3. Authorize the General Manager or his designee to make technical corrections as necessary to those transactions included in this report.

SUMMARY:

Budgeted funds appropriated to the Department of Recreation and Parks (RAP) which are uncommitted or unencumbered at the end of the fiscal year revert to RAP’s Unreserved and Undesignated Fund Balance (UUFb) and are used to meet urgent, unforeseen RAP funding

REPORT OF GENERAL MANAGER

PG. 2

NO. 12-152

needs. The Board authorizes appropriations from the UUFB for a variety of purposes, subject to approval of the Mayor, and in accordance with Charter Section 343(b). The following transfers are being recommended to meet currently urgent and unfunded needs:

Echo Park Recreation Center (RC) Phase II – \$660,246

<u>Account No.</u>	<u>Amount</u>
1010	\$ 83,882
1100	317,391
1120	96,679
3160	162,294

RAP is requesting \$660,246 be provided for the Phase II project at the Echo Park RC. This facility was originally constructed in 1925 and included a one-story unreinforced masonry building with a basement totaling 17,000 square feet and a mezzanine. This facility is located in the Silver Lake/Echo Park/Elysian Valley Community Plan area in Council District 13.

The Phase II project was a Proposition K project. Capital Improvement Expenditure Program (CIEP) funding was provided in Fiscal Year (FY) 2010-11 by Council File No. 10-1099 dated July 10, 2010 and placed in our Department 88 accounts. The funding was provided to perform improvements to this facility which included additional seismic improvements, a new elevator, and improvements to the existing basement space. Improvements to the basement included two staff offices, two multi-purpose club rooms, storage rooms, Americans with Disabilities Act (ADA) compliant restrooms, showers and locker rooms, a gallery space, and upgraded infrastructure including heating, ventilation and air conditioning (HVAC). Improvements to this facility were completed in December 2011. Since the funding provided in FY 2010-11 reverted to the RAP UUFB, it is requested that it be placed in the Department 88 accounts to cover the costs incurred in FY 2011-12.

FY 2011-12 Budget Requirement - \$3,300,000

As part of our FY 2011-12 budget, RAP was directed by Mayor and Council to allocate \$3.3 million from the RAP UUFB as a funding source to our adopted budget. The City of Los Angeles previously utilized the Financial Management Information System (FMIS) as its primary accounting system to record all transactions including: revenue, expenditures, payables, receivables, payroll, etc. The City replaced this system with the new Financial Management System (FMS) in June 2011. In order to have a timely and smooth transition between systems, it was necessary to review all prior year(s) encumbrances recorded in FMIS and to disencumber funds that have not been fully expended. These funds are available for reappropriation to revenue for FY 2011-12. The amount for RAP was \$3.3 million.

REPORT OF GENERAL MANAGER

PG. 3

NO. 12-152

FISCAL IMPACT STATEMENT:

The appropriation of funds from UUFB will have a positive impact on the RAP General Fund. The appropriation of \$660,246 will allow RAP to complete the renovations at the Echo Park RC and the \$3,300,000 transferred to RAP General Fund will be appropriated to revenue to support RAP General Funded operations.

This report was prepared by Noel Williams, Chief Management Analyst, Finance Division – Budget Section.

REPORT OF GENERAL MANAGER

NO. 12-153

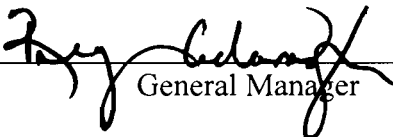
DATE May 16, 2012

C.D. ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: REIMBURSEMENT OF SALARIES AND RELATED EXPENSES FROM THE MUNICIPAL RECREATION PROGRAM FUND AND GRANT FUND ACCOUNTS - RESOLUTION FOR FISCAL YEAR 2012-2013

R. Adams _____	K. Regan _____
H. Fujita _____	M. Shull _____
V. Israel _____	*N. Williams <u>NDL</u>



 General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board adopt a Resolution authorizing the City Controller to reimburse the Department's budgetary accounts for salaries and related expenses by transfer expenditure from the Department's budgetary accounts to the appropriate Recreation and Parks Grant Fund accounts, Departmental Capital Improvement accounts, other Special Accounts, City General Fund Capital accounts for Departmental projects, and the Recreation and Parks Municipal Recreation Program (MRP) Fund for Fiscal Year 2012-2013.

SUMMARY:

Fees are collected from participants to pay for programming in sports, classes, childcare, camping, special events, and additional hours of operation on a facility-by-facility basis. The salaries for staff who run these programs are paid initially from the Department's operating budget. Adoption of this resolution will authorize the Chief Accounting Employee to request the Controller to reimburse the Department's budgetary accounts. Reimbursement comes from the MRP accounts into which the fees are deposited.

The Department manages many capital improvement projects and grant programs which provide funds for salaries and related expenses. These funds are used to employ personnel who administer these projects. In addition, many of these capital projects are constructed and/or installed by Department forces. Their salaries and related expenses are paid from the Department's budgetary accounts. It is necessary to transfer these expenditures to the appropriate accounts on a periodic basis so that the Department's budgetary accounts are not overspent. The yearly resolution will avoid the necessity of many separate Board actions.

REPORT OF GENERAL MANAGER

PG. 2

NO. 12-153

FISCAL IMPACT STATEMENT:

The Department's General Fund would be depleted without reimbursement of expenses from the Recreation and Parks Grant Fund accounts, Departmental Capital Improvement accounts, other Special Accounts, City General Fund Capital accounts for Departmental projects, and the Recreation and Parks Municipal Recreation Program Fund that should actually be charged for these expenses.

This report was prepared by Noel D. Williams, Chief Management Analyst, Finance Division.

REPORT OF GENERAL MANAGER

NO. 12-154

DATE May 16, 2012

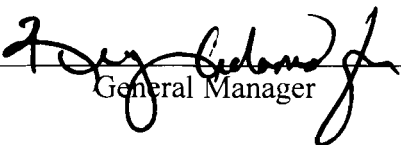
C.D. All

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: REIMBURSEMENT FOR PETTY CASH, EXPENSES, AND REFUND RESOLUTIONS FOR FISCAL YEAR 2012-2013

R. Adams _____
H. Fujita _____
V. Israel _____

K. Regan _____
M. Shull _____
*N. Williams now _____


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Resolutions enumerated in the summary of this report be adopted in order to smoothly transition financial operations into the 2012-2013 Fiscal Year.

SUMMARY:

In order to provide authorities for certain types of expenditures, it is necessary that the following resolutions be adopted for fiscal year ending June 30, 2013.

BE IT RESOLVED, that authority is hereby granted to reimburse the Petty Cash Fund in the Department of Recreation and Parks for reimbursements made to staff entitled to same during the fiscal year ending June 30, 2013.

BE IT RESOLVED, that authority is hereby granted to advance to or to reimburse officers and employees of the Department of Recreation and Parks for traveling and personal expenses incurred in connection with their official duties for the fiscal year ending June 30, 2013.

BE IT RESOLVED, that authority is hereby granted to reimburse officers and employees of the Department of Recreation and Parks for carfare, telephone, mileage, and transportation expenses incurred in connection with their official duties for the fiscal year ending June 30, 2013.

REPORT OF GENERAL MANAGER

PG. 2

NO. 12-154

BE IT RESOLVED, that authority is hereby granted to reimburse the Retired Senior Volunteer Program (RSVP) account to pay transportation and meal allowance to volunteer workers entitled to same in accordance with grant contracts entered into between the City of Los Angeles, Department of Recreation and Parks and a State or Federal agency for the fiscal year ending June 30, 2013.

BE IT RESOLVED, that authority is hereby granted to the General Manager of the Department of Recreation and Parks to make refunds on the Recreation and Parks fund to persons entitled to the same during fiscal year ending June 30, 2013.

BE IT RESOLVED, that the General Manager is hereby authorized to incur and to be reimbursed for such miscellaneous work related expenditures as may be necessary in the course of conducting Department of Recreation and Parks business for taxi fares, parking fees, and other job related expenses in the amount not to exceed \$2,000 for the fiscal year ending June 30, 2013.

BE IT FURTHER RESOLVED, that such expenditures shall be properly vouched on regular City accounting forms by the General Manager and certified by the Chief Accounting Employee.

FISCAL IMPACT STATEMENT:

There is minimal fiscal impact to the Department's General Fund because most of these expenditures come from special funds.

Report prepared by Noel D. Williams, Chief Management Analyst, Finance Division.

REPORT OF GENERAL MANAGER

NO. 12-155

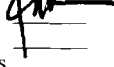
DATE May 16, 2012

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VARIOUS DONATIONS TO OPERATIONS BRANCH - VALLEY REGION

R. Adams _____
H. Fujita _____
V. Israel _____

* K. Regan  _____
M. Shull _____
N. Williams _____



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board accepts the following donations, as noted in the Summary of this Report, and that appropriate recognition is given to the donors.

SUMMARY:

Operations Branch Valley Region, has received the following donations:

Barrington Recreation Center

LA Rockets donated \$250.00 to be used for center programs.

North Hollywood Recreation Center

Kramer-Wilson Company Insurance donated \$500.00 to be used for an egg hunt.

Westly School donated \$100.00 to be used for an egg hunt.

K and D Enrollment donated \$50.00 to be used for an egg hunt.

Roy Bell Insurance Agency donated \$250.00 to be used for an egg hunt.

Studio City Recreation Center

Studio City Resident's Association (SCRA) donated \$541.61 to be used for center programs.

Valley Plaza Recreation Center

Myrna Anguiano donated \$40.00 to be used for youth softball/baseball program.

Obediah Aceves donated \$120.00 to be used for the girl's softball program.

REPORT OF GENERAL MANAGER

PG. 2 NO. 12-155

Venice Beach Recreation Center

Donald Brookman donated boxing sports equipment. Total estimated value of this donation is \$158.00.

Woodland Hills Recreation Center

Paul Lester Photography donated \$200.00 to be used for picture scholarships and discounts.

Paul Lester Photography donated \$102.17 to be used for picture scholarships and discounts.

FISCAL IMPACT STATEMENT:

There is no fiscal impact to the Department's General Fund, except unknown savings, as the donations may offset some expenditures.

Report prepared by Louis Loomis, Management Analyst II, Operations Branch, Valley Region.

REPORT OF GENERAL MANAGER

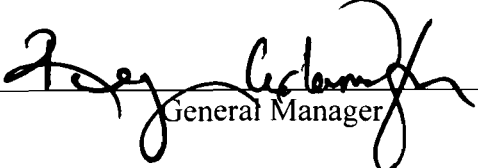
NO. 12-156

DATE May 16, 2012

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) Mayor, relative to eight proposed contracts for synthetic turf construction, retrofit, maintenance and repair.

Refer to staff for further processing.

2) Mayor, relative to two proposed contracts for electrical construction and retrofit of outdoor field lighting, facilities and solar power system services.

Refer to staff for further processing.

3) Mayor, relative to three proposed contracts for electrical maintenance and repairs of outdoor field lighting, facilities and solar power system services.

Refer to staff for further processing.

4) Mayor, relative to a proposed Donation Agreement for an Americans with Disabilities Act adaptive ball field at Beilenson Park.

Refer to staff for further processing.

REPORT OF GENERAL MANAGER

PG. 2

NO. 12-156

- 5) City Clerk, relative to changing the meeting day and time of the Arts, Parks, Health and Aging Committee. Note and file.
- 6) City Clerk, relative to the sale of an easement at West Hills Sports Center to Southern California Edison. Note and file.
- 7) City Clerk, relative to the destruction of certain obsolete Departmental records. Note and file.
- 8) City Clerk, relative to funding the proposed Children's Museum in the Hansen Dam Recreation Area. Refer to General Manager.
- 9) City Clerk, relative to designating the property located at 960 West 62nd Place for use as a public park. Refer to General Manager.
- 10) Chief Legislative Analyst, forwarding the Legislative Report for the week ending April 14, 2012. Note and file.
- 11) Mary Loughlin, to Kiswani Dumas, Recreation Assistant, relative to the way that girls soccer games are handled at Mar Vista Park. Refer to General Manager.
- 12) Victor June Ayala, relative to the posting of Park Advisory Board agendas. Refer to General Manager.
- 13) Drew E. Pomerance, Roxborough, Pomerance, Nye, & Adreani, LLP, to the General Manager, relative to Ready Golf. Note and file.
- 14) Petitioners to the City Council, with three signatures, proposing a community garden at City Hall Park. Refer to General Manager.

This report was prepared by Paul Liles, Clerk Typist, Commission Office.

MATTERS PENDING

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

GENERAL MANAGER'S REPORTS:

ORIGINALLY	PLACED	
PLACED ON	ON MATTERS	DEEMED
<u>BOARD AGENDA</u>	<u>PENDING</u>	<u>WITHDRAWN</u>

None

BIDS TO BE RECEIVED:

None

PROPOSALS TO BE RECEIVED:

TBD	Film Production Instruction (CLASS Parks)
ON HOLD	Hansen Dam Golf Course Professional Concession
ON HOLD	Hansen Dam Golf Course Restaurant Concession
ON HOLD	Woodley Lakes Golf Course Restaurant Concession
ON HOLD	Woodley Lakes Golf Course Professional Concession