

APPROVED

REPORT OF GENERAL MANAGER

NO. 14-282

DATE November 19, 2014

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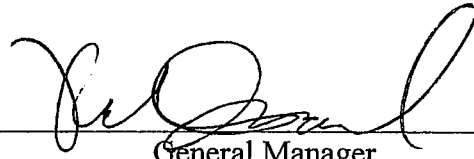
BOARD OF RECREATION
AND PARK COMMISSIONERS

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SUBJECT: RESEDA PARK – MANAGEMENT, MAINTENANCE AND REMEDIATION OF RESEDA PARK LAKE – PERSONAL SERVICES CONTRACT WITH AQUABIO ENVIRONMENTAL TECHNOLOGIES, INC.

R. Adams _____
R. Barajas _____
H. Fujita _____

V. Israel _____
K. Regan _____
*N. Williams NDW



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve a proposed Personal Services Contract, substantially in the form on file in the Board Office, between the City of Los Angeles Department of Recreation and Parks (Department) and AquaBio Environmental Technologies, Inc. (ABET), for management, maintenance and remediation of Reseda Park Lake for one (1) year, with two (2) one-year options to extend at the sole discretion of the General Manager, in an amount of \$23,520.00 per year, subject to the approval of the Mayor, and of the City Attorney as to form;
2. Find, in accordance with Charter Section 1022, that the Department does not have personnel available in its employ, with sufficient expertise to undertake these specialized professional tasks in a timely manner, and that these services can be performed more feasibly by a qualified independent contractor than by a City employee;
3. Find, in accordance with Charter Section 371(e)(10) that for the performance of the professional, expert and technical services required, competitive bidding is undesirable and impractical because the total compensation to be provided to ABET does not exceed \$23,520.00 per year, and the cost of soliciting bids would be unwarranted and wasteful in comparison to the amount of services required by the Department and would result in an expenditure of City funds in excess of any benefit that could be gained by soliciting bids;

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4. Direct the Board Secretary to transmit forthwith the proposed Personal Services Contract concurrently to the Mayor, in accordance with Executive Directive No. 3, and to the City Attorney for approval as to form; and,
5. Authorize the Board President and Secretary to execute the Personal Services Contract upon receipt of the necessary approvals.

SUMMARY:

The Department of Recreation and Parks (Department) maintains various parks and recreational facilities throughout the City of Los Angeles, including Reseda Park Lake. In 2011, Reseda Park Lake underwent rehabilitation and requires an authority with technical, professional and expert lake management background to continue the management, maintenance and remediation for the water quality as well as the floating islands that were installed for phytoremediation (plant-based treatment systems). AquaBio Environmental Technology, Inc. (ABET) is the only authority on the operation and maintenance of the floating islands that were installed as part of the Reseda Park Lake Rehabilitation project in 2011. ABET was retained by the contractor for the lake rehabilitation project to conduct the required water quality and biological monitoring and maintenance of the islands' plant biomass during the project's two year warranty period. In addition, ABET also augmented the bioremediation process of the floating islands by applying a specially formulated combination of probiotic and other natural non-toxic products into the lake (based on the water chemistry) to reduce algal blooms, suspended sediments and other adverse water quality conditions. The use of ABET's proprietary "prescriptions" and other non-toxic applications is essential to protecting the islands biofilms (microbial systems) and the lake's wildlife and fish populations. ABET also conducted these services while under a contractual agreement with the Department from February 1, through June 30, 2014.

With almost three years of lake management experience at Reseda Park Lake, ABET, has unique technical knowledge, experience and capabilities for conducting lake management services at Reseda Park Lake. They have 27 years of experience in conducting a broad range of lake management services nationally and internationally; as an added benefit, ABET is located in Marina del Rey, which enables them to provide timely response to weather-related problems, illicit discharges or other emergency situations at Reseda Park Lake.

For the aforementioned reasons the Department is seeking to contract with ABET.

Under the direction of the Department's Environmental Supervisor II, or designee, the contractor shall identify problematic areas in the lake water and on the floating islands that need to be addressed to improve the health of the lake; conduct at least one (1) site visit per week and assist with required maintenance activities including the cleaning out of skimmer boxes, maintaining floating islands in place; implementing as-needed remediation measures using beneficial microbes, probiotics, biocontrols and UV inhibitors; perform standard water quality

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base line sampling on a quarterly basis to assess the health and management of the lake; and provide a weekly maintenance report to the Department's Environmental Supervisor II.

CHARTER SECTION 1022 DETERMINATION

On August 6, 2014, The Personnel Department completed a Charter Section 1022 Review (Attachment A) and determined that there are no City employees that can perform the work proposed for the Contract, and the Department confirms that none of its current staff possess the necessary expertise to perform the services required for the management and maintenance of Reseda Park Lake.

Staff recommends approval of the one (1) year contract with two (2) one-year options to renew at the discretion of the General Manager, which includes ratification and payment of the services provided by ABET since July 1, 2014.

Funding for this contract is provided in Fund 302, Department 88, Account 304, Activity 0913.

This report was prepared by Nancy Jeffers, Management Analyst II, Service Contracts Group, Finance Division.

PERSONNEL DEPARTMENT CONTRACT REVIEW REPORT

1. Requesting Department: Recreation and Parks

2. Contacts:

Department: Nancy Jeffers Phone No. 213-202-4352

CAO: Jay Shin Phone No. 213-473-7559

3. Work to be performed:

The Department of Recreation and Parks is seeking a contractor to provide a variety of lake management services for the Reseda Park Lake. The lake is a shallow, freshwater lake whose water quality conditions are maintained by the collective operations of mechanical aeration, recirculation and skimmer systems, and seven floating wetlands that capture trash and other floatables. All of these systems work together, with the assistance of lake management service professionals, to preserve desired oxygen levels throughout the water column and reduce the concentration of nutrients and suspended solids. The contractor will provide technical, professional and expert lake management services to continually monitor and evaluate water quality conditions, and, based on the results of these efforts, carry out maintenance and treatment activities necessary to achieve a healthy and biologically diverse lake environment. The contractor will perform these tasks: quarterly water quality sampling and testing of key parameters; once a week (minimum) site inspections to clean out the skimmers and verify the operation of the aeration and recirculation systems; conduct as-needed in-lake treatments using microbial and probiotic applications in response to existing water chemistry data and physical conditions; maintain the positions, biomass density, and robustness of the floating wetlands; provide weekly progress reports; and carry out emergency response actions due to failures in the mechanical systems, severe weather conditions such as high winds, or other unexpected adverse occurrences.

Is this a contract renewal? Yes No

4. Proposed length of contract: Three years with two one-year renewal options

Start Date: July 2014

6. Proposed cost of contract (if known): \$23,520 per year, \$70,560 for three years

7. Name of proposed contractor: AquaBio Environmental Technologies

8. Unique or special qualifications required to perform the work:

The contractor must have expertise in a broad range of lake management services, including: the use of phytoremediation in reducing algal blooms, suspended sediments and other conditions that impair water quality in lake and other water bodies; operation and maintenance of floating wetlands; the use of non-toxic water treatment applications; and conducting as-needed in-lake treatments using microbial and probiotic applications. The contractor must be located in close enough proximity, and have available staff, to provide needed emergency response in a timely manner.

9. Are there City employees that can perform the work being proposed for contracting?

Yes No

If yes,

a. Which class (es) and Department(s):

- b. Is there sufficient Department staff available to perform the work? Yes No
- c. Is there a current eligible list for the class(es)? Yes No Expiration Date
- d. Estimated time to fill position(s) through CSC process?
- e. Can the requesting department continue to employ staff hired for the project after project completion? Yes No
- f. Are there City employees currently performing of the work? Yes No

10. Findings

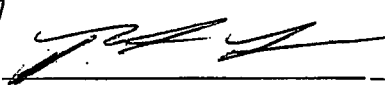
- City employees DO NOT have the expertise to perform the work
- City employees DO have the expertise to perform work. (Please see summary below.)

Check if applicable (explanation attached) and send to CAO for further analysis

- Project of limited duration would have to layoff staff at end of project
- Time constraints require immediate staffing of project
- Work assignment exceeds staffing availability

SUMMARY:

Recreation and Parks is seeking a contractor to provide a variety of lake management services to monitor and maintain the conditions of Reseda Park Lake. The City classification of Aquarist may be able to perform some of the duties. However, the class primarily works with seawater marine and plant life in aquariums and is not required to possess expertise in freshwater lake management.

<i>Elizabeth A. Terry</i>	<i>Don Harrahill</i>		<i>8/6/14</i>
Submitted by	Reviewed by	Approved by	Date
Elizabeth A. Terry	Don Harrahill	Raul Lemus	
Sr. Personnel Analyst I	Sr. Personnel Analyst II	Chief Personnel Analyst	