

APPROVED

NOV 17 2022

BOARD OF RECREATION AND PARK COMMISSIONERS

BOARD REPORT

NO. 22-295

DATE November 17, 2022

C.D. 6

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: THE ECONOMIC DEVELOPMENT INITIATIVE/COMMUNITY PROJECT FUNDING (EDI/CPF) GRANT – APPROVAL OF SUBMISSION OF GRANT APPLICATION FOR SEPULVEDA BASIN SPORTS COMPLEX NEW COMMUNITY ROOM AND NEW RANGER STATION PROJECT

B. Aguirre _____

M. Rudnick _____

H. Fujita _____

C. Santo Domingo _____

B. Jackson _____

* N. Williams NDW

General Manager

Approved X

Disapproved _____

Withdrawn _____

If Approved: Board President _____

Board Secretary _____

RECOMMENDATIONS

1. Authorize the Department of Recreation and Parks (RAP) to submit a grant application for the Economic Development Initiative/Community Project Funding (EDI/CPF) grant program (Grant) for the Sepulveda Basin Sports Complex New Community Room and New Ranger Station project as described in this Report and Attachments 2 and 3 to this Report (Project).
2. Authorize RAP staff to make any technical adjustments to the Economic Development Initiative/Community Project Funding (EDI/CPF) grant application for the Project as necessary to carry out the intent of this Report.

SUMMARY

RAP respectfully requests the Board of Recreation and Parks Commissioners (Board) to authorize RAP staff to submit a grant application in the amount of Three Million Dollars (\$3,000,000) to the United States Department of Housing and Urban Development (HUD), the grant administrator, for the Economic Development Initiative/Community Project Funding (EDI/CPF) grant, for the Sepulveda Basin Sports Complex New Community Room and New Ranger Station project (Project).

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In the Consolidated Appropriations Act, 2022, (P.L. 117-103) (The Act), Congress made available, “grants for the Economic Development Initiative for the purposes of Community Project Funding/Congressionally Directed Spending.” As a result of the work done by Congressman Brad Sherman, representative for the 30th Congressional District, funding in the amount of Three Million (\$3,000,000) has been approved and earmarked by Congress for this project. In order to secure the funding RAP will need to submit an Application for Federal Assistance, supporting documents, and a National Environmental Policy Act (NEPA) environmental review. Once HUD receives these items, a grant agreement will be prepared, and RAP staff will return to the Board of Recreation and Park Commissioners to present the agreement for approval and to accept any Grant funds that have been awarded. Applications must be received by HUD no later than December 31, 2022 to ensure funds remain available.

The Grant Project will be located in the San Fernando Valley within the Sepulveda Flood Control Basin (Sepulveda Basin) on federally-owned property under the jurisdiction of the U.S. Army Corps of Engineers. The first phase of the Sepulveda Basin Sports Complex was completed in 2013 and consists a synthetic soccer field, four (4) lighted baseball/softball fields, picnic areas, parking area, and landscaping. In 2021 path of travel and fencing improvements were completed. RAP has continued to make improvements at the Sports Complex as funding becomes available. The scope of the Project, as set forth in the Grant application (Attachments 2 and 3) is for a new Community Room and new Ranger Station.

TREES AND SHADE

The proposed Project scope as described in the Grant application does not envision any impact on the existing trees and shade at the Sepulveda Basin Sports Complex.

ENVIRONMENTAL IMPACT

Staff found that the proposed Project has not yet been defined in the details and therefore an evaluation of the impact of the Project on the environment is premature. Staff will provide a determination pursuant to the California Environmental Quality Act (CEQA) when more information about the Project is available.

FISCAL IMPACT

There is no anticipated fiscal impact to RAP’s General Fund in applying for the Economic Development Initiative/Community Project Funding (EDI/CPF) grant program. Prior to any construction, and at the time the project detail is presented to the Board, if additional funding is required to complete the project, a reassessment of any potential impact on the General Fund will be conducted and presented.

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STRATEGIC PLAN INITIATIVES AND GOALS

Approval of this Board Report advances RAP's Strategic Plan by supporting:

Goal No. 3: Create and Maintain World Class Parks and Facilities

Outcome No. 1: Newly developed open space park projects and the redesign of signature City parks

Result: A new Community Room and new Ranger Station will be constructed at the Sepulveda Basin Sports Complex and are the next improvements at this park space. These improvements will serve the community for many years.

This Report was prepared by Nick Incardona, Management Analyst, Grants Administration, and reviewed by Bill Jones, Chief Management Analyst, Finance Division.

LIST OF ATTACHMENTS

- 1) Attachment 1: HUD's Letter of Invitation (LOI) to apply for the grant funding.
- 2) Attachment 2: Required narrative of project.
- 3) Attachment 3: Required line-item budget.



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, D.C. 20410-1000

OFFICE OF COMMUNITY PLANNING
AND DEVELOPMENT

July 18, 2022

Ms. Yolanda Chavez
Assistant City Administrative Officer
City of Los Angeles
200 N. Spring Street
Los Angeles, CA 90012
Email: yolanda.chavez@lacity.org

Dear Ms. Chavez:

In the Consolidated Appropriations Act, 2022, (P.L. 117-103) (the Act), Congress made available “grants for the Economic Development Initiative for the purposes of Community Project Funding/Congressionally Directed Spending.” These Community Project Funding (CPF) awards are administered by the Department of Housing and Urban Development (HUD).

Pursuant to the requirements associated with the Act, this Letter of Invitation (LOI) is an important step in the grant award process and outlines the grant award requirements and the information needed from you to prepare the Grant Agreement for execution. Once we receive and verify your information, we will send your Grant Agreement for signature.

The information we received about your project in the Act’s Joint Explanatory Statement (JES) is below. A Grant Number has been generated and will be the unique identifier for your project during the grant process. The Grant Number is noted below.

Grantee: City of Los Angeles
Project Description: Sepulveda Basin Community Room and Ranger Station
Grant Amount: \$3,000,000.00
Grant Number: B-22-CP-CA-0048

The next step is for you to provide 1) your organization’s Authorized Representative, 2) a detailed project narrative, 3) a line-item budget, and 4) certain Federal forms. The detailed project narrative should capture the maximum anticipated scope of the proposal, not just a single activity that the CPF grant is going toward. It should include all contemplated actions that are part of the project. The line-item budget should identify the use of the CPF grant funds in context of the full project budget.

The “FY2022 Community Project Funding Grant Guide” (CPF Grant Guide) provides instructions for completing the requested information and filling out the required administrative forms. The CPF Grant Guide also provides information on the appropriations-specific and cross-cutting Federal requirements that govern these funds. Links to the required forms are included in the Grant Guide as an attachment to this letter and on our website at this link: https://www.hud.gov/program_offices/comm_planning/edi-grants

Upon receipt of your information, we will review the materials for consistency with the intent of Congress as set forth in the JES and prepare your Grant Agreement for signature. If there are questions about any of the information provided, the Department will notify you prior to issuing the Grant Agreement.

Please note two important considerations regarding allowable costs:

The first is that the Consolidated Appropriations Act, 2022, prohibits CPF funds from being used to reimburse expenses incurred before the date the CPF Grant Agreement is executed.

The second is that, in keeping with the National Environmental Policy Act (NEPA) and HUD's NEPA-implementing regulations at 24 CFR Part 50 or 24 CFR Part 58, **environmental reviews must be completed, and a Request for Release of Funds and Certification must be approved by HUD, as applicable, for all projects prior to taking any 'choice limiting actions.'** This step is required to avoid violations under 24 CFR 58.22 which provides limitations on activities pending clearance, and Section 110(k) of the National Historic Preservation Act which prohibits anticipatory demolition or significant harm of historic properties prior to completion of the historic preservation review process known as Section 106 review. Examples of 'choice limiting actions' include, but are not limited to, purchasing land, entering into contracts for property acquisition or construction, or physical work on the project.

HUD has determined the federalization of CPF projects as the date of this Letter of Invitation. This is also referred to as the federal 'nexus' date for environmental review for CPF projects. To prevent choice limiting actions from occurring, following issuance of this letter, you may not commit funds or take any actions (outside of existing contracts) until an environmental review is completed. Further explanation of choice limiting actions and the environmental review process, including historic preservation review, is included within the CPF Grant Guide.

All information required for your grant award should be submitted via email to the dedicated mailbox at CPFGrants@hud.gov. In transmitting your information, please copy and paste the bolded information as the subject line of your email:

B-22-CP-CA-0048: City of Los Angeles: Submission of Required LOI Materials.

If you or your staff have any questions regarding how to complete or submit the required documents or about your grant in general, please feel free to contact, Njeri Santana-Carter, CPD Congressional Grants Division, at Njeri.A.Santana@hud.gov.

We look forward to working with you on this important project!

Sincerely,



Robin J. Keegan
Deputy Assistant Secretary
Economic Development

ATTACHMENTS
FY 2022 Community Project Funding Grant Guide

Sepulveda Basin Sports Complex – New Community Room and New Ranger Station

The proposed project is located in the San Fernando Valley within the Sepulveda Flood Control Basin (Sepulveda Basin) on federally-owned property under the jurisdiction of the U.S. Army Corps of Engineers. The Sepulveda Basin is a large geographic area and is home to several recreation venues such as a lake with walking paths, golf courses, baseball/softball fields, soccer fields, a skate park, and a velodrome (cycling). As a result of its unique offerings thousands of Los Angelinos visit this park space annually.

The Sepulveda Basin Sports Complex is located on the westerly side of Balboa Boulevard, south of Victory Boulevard, and north of the Los Angeles River in the Sepulveda Basin. Approximately 15,030 City residents live within a half mile (½) walking distance of the Sepulveda Basin Sports Complex.

The Sports Complex consisting of a synthetic soccer field, four (4) baseball/softball fields, picnic areas, parking area with bioswales, landscaping, pedestrian lighting, and sports field lighting was completed in 2013. In 2021 additional improvements including path of travel and fencing improvements were completed. The City of Los Angeles, Department of Recreation and Parks intends to continue adding recreational features and making improvements to the Sports Complex as funding becomes available.

The funding provided by the Economic Development Initiative for the purposes of Community Project Funding/Congressionally Directed Spending (CPF project) will be used to construct a new community room and ranger station at the Sports Complex. The location of these new features is outlined in yellow on the map.

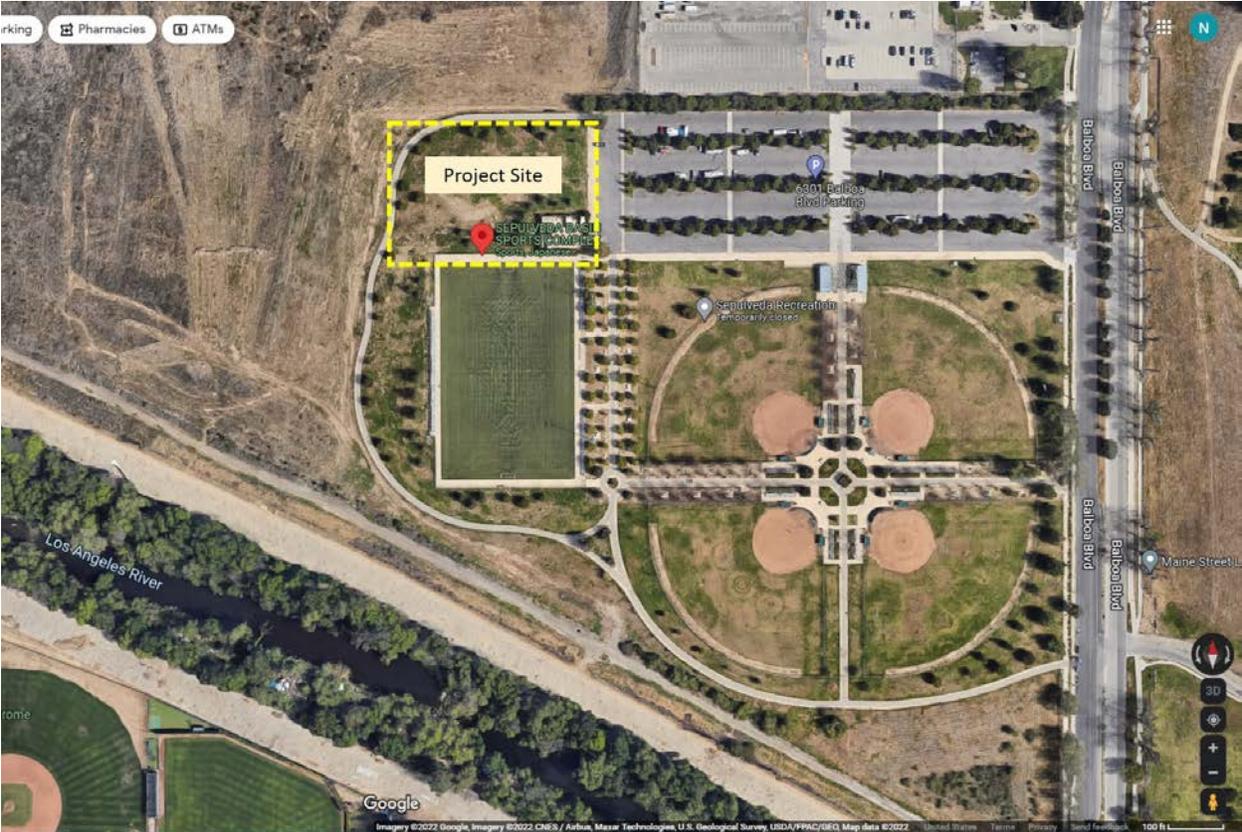
The estimated cost to construct the new prefabricated community room and prefabricated ranger station (with restroom) is \$3,000,000.00 and a line item budget is included. The budget contains four sections, (1) project management, (2) other direct costs, (3) design, and (4) construction. The Department of Recreation and Parks will use the CPF funding to complete the construction of the new community room and ranger station and any remaining funding will be used to recover the Department of Recreation and Parks construction-related labor costs.

The project management section of the budget provides project oversight for the following tasks; investigative work, civil engineering, architectural work, environmental work, utilities/infrastructure work, cost estimating/budgeting work, and contracting work.

The other direct costs section of the budget include the following tasks; survey/topography work, Environmental work (CEQA/NEPA), geotechnical work (soil composition), permitting (U.S. Army Corps.)

The design section of the budget includes working with a contractor to design the prefabricated community center building and prefabricated ranger station, with restroom.

The construction section of the budget includes various costs including hardscape, landscape, prefabricated buildings, construction management, information technology, and utilities.



Department of Recreation and Parks
Economic Development Initiative (EDI) Community Project Funding

Project Name	Sepulveda Basin Community Room and Ranger Station		
Project Address	6201 Balboa Blvd., Van Nuys, CA 91406	Council District	6
Grant Number	B-22-CP-CA-0048	Grant Amount	\$ 3,000,000.00

Activity	Company Name	Work Order	Phase	Budget
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Project Management

Project Mgmt.		PM	\$ 200,000
PM Consultant		PM	
RAP Grants Accounting		Design	
		Subtotal:	\$ 200,000

Other Direct Costs

Survey	RAP	Design/Constr	\$ 50,000
Environmental (RAP)	RAP	Design/Constr	\$ 35,000
Environmental (Consultant)	TBD	Design/Constr	\$ 60,000
Geotech	TBD	Design/Constr	\$ 60,000
Permitting Fees	Building & Safety/USACE	Design	\$ 22,000
		Subtotal:	\$ 227,000

Design

Design Fee	TBD	Design	\$ 200,000
		Subtotal:	\$ 200,000

Construction

Contractor (Site Work, Prep, HardScape, Landscape)	TBD	Constr	\$ 1,200,000
Pre Fab Building	Public Restroom Company	Constr	\$ 700,000
Constr. Mgmt.	TBD	Constr	\$ 60,000
Information Tech. Agency	ITA	Constr	\$ 50,000
Utilities	DWP, Gas, Phone, etc.	Constr	\$ 90,000
		Subtotal:	\$ 2,100,000

	Total:	\$ 2,727,000
	Project Contingency (10%):	\$ 272,700
TOTAL PROJECT COST		\$ 3,000,000

APPROVED BY:

	10/13/2022
Project Manager	Date
Program Manager	Date