

APPROVED
NOV 07 2008

REPORT OF GENERAL MANAGER

NO. 08-299

DATE November 7, 2008

**BOARD OF RECREATION
and PARKS COMMISSIONERS**

C.D. 11

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: WESTCHESTER RECREATION CENTER - FACILITIES ENHANCEMENT (W.O. #E170280F) - AMENDMENT TO MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS, BUREAU OF ENGINEERING AND THE DEPARTMENT OF GENERAL SERVICES

R. Adams	_____	J. Kolb	_____
H. Fujita	_____	F. Mok	_____
S. Huntley	_____	K. Regan	_____
V. Israel	_____	*M. Shull	_____

[Handwritten signature]

[Handwritten signature]
General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board:

1. Approve an 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 Bureau of Engineering (BOE) of the Department of Public Works, and the Department of General Services (GSD), for the Westchester Park - Facilities Enhancement (W.O. #E170280F) Project, to increase the scope of work and construction costs by an additional amount not to exceed \$50,000, for a total construction cost of \$1,012,000;
2. Authorize the Chief Accounting Employee, subject to City Council and Mayor approval, to request that the 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 Bureau of Engineering, of appropriations in the not-to-exceed amount of \$50,000, be approved for the construction of the Westchester Park - Facility Enhancement (W.O. #E170280F) Project;

REPORT OF GENERAL MANAGER

PG. 2

NO. 08-299

From:

FUNDING SOURCE	DEPT/FUND/ACCOUNT NO.	AMOUNT
Subdivision/Quimby Fees	89/302/460K-WR	\$ 50,000

To:

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

1014 - Construction Salaries	\$ 20,000
3180 - Construction Materials and Supplies	<u>\$ 30,000</u>
TOTAL:	\$ 50,000

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 Bureau of Engineering Project Manager;

3. Direct the Board Secretary to transmit the MOU to the City Attorney for review and approval as to form; and,
4. Authorize the Department's General Manager to execute the proposed MOU, subject to approval as to form by the City Attorney.

SUMMARY:

On June 4, 2008, the Board awarded a construction contract in the amount of \$962,000 to the Department of General Services of the City of Los Angeles under Board Report No. 08-149 for the construction of Westchester Park - Facilities Enhancements (W.O. #E170280F) project located at 7000 West Manchester Avenue, Westchester, CA 90065. The original scope of work is to convert part of the existing multi-purpose field into a new soccer field; renovate existing baseball fields, backstops, and their irrigation systems; renovate pathways in the park; install an outdoor fitness center with multiple exercise stations and upgrade existing patio area.

The construction work on this project is 5% complete. Project is anticipated to be completed by April 2009. Originally, the project was scheduled for completion in December 2008. However, delays were encountered in getting the CPR report to transfer funds to GSD and to the Council in a timely manner.

The increased scope consists of providing reclaimed water irrigation piping, in lieu of standard potable water irrigation piping, as requested by the Department. The Department of General Services (GSD) has submitted a change order request for an additional \$50,000, to pay for the

REPORT OF GENERAL MANAGER

PG. 3

NO. 08-299

additional cost of revising the proposed irrigation system to meet water reclamation standards for non potable (grey) water. GSD will provide labor, material and equipment to complete the work specified above.

BOE staff has reviewed the proposal and finds it acceptable.

Funds are available for the construction of this project in the following fund and account number:

<u>FUNDING SOURCE</u>	<u>DEPT/FUND/ACCOUNT NO.</u>	<u>AMOUNT</u>
Subdivision/Quimby Fees	89/302/460K-WR	\$ 50,000

In compliance with the California Environmental Quality Act (CEQA), staff has determined that the proposed change order work is consistent with the previous exemption approved in the contract award of this project on June 4, 2008 (BR 08-149). Therefore, no additional CEQA documentation is required.

FISCAL IMPACT STATEMENT:

There are adequate funds in the project account for this change order. Therefore, there is no fiscal impact to the Department's General Fund. However, future operation and maintenance cost will be assessed upon completion of the project.

This report was prepared by Carmelo Sabatella, Project Manager, Recreational and Cultural Facilities Program, Bureau of Engineering. Reviewed by Neil Drucker, Program Manager, Recreational and Cultural Facilities Program, Bureau of Engineering; Deborah Weintraub, Chief Deputy City Engineer, Bureau of Engineering; and Michael Shull, Superintendent, Planning and Development, Department of Recreation and Parks.