

APPROVED
FEB 15 2012

REPORT OF GENERAL MANAGER

NO. 12-040

DATE February 15, 2012

BOARD OF RECREATION
and PARK COMMISSIONERS

C.D. 7

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: ANDRES PICO ADOBE - OUTDOOR AREA AND RESTROOM RENOVATION (W.O. #E170330F) - MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS, DEPARTMENT OF PUBLIC WORKS, THE BUREAU OF ENGINEERING AND THE DEPARTMENT OF GENERAL SERVICES, CONSTRUCTION FORCES

R. Adams
H. Fujita
V. Israel

K. Regan
*M. Shull
N. Williams

msf

[Signature]

General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve a 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, Construction Forces (GSD) to provide construction services for the Andres Pico Adobe - Outdoor Area and Restroom Renovation (W.O. #E170330F) 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 \$513,758, be approved for the construction of the Andres Pico Adobe - Outdoor Area and Restroom Renovation (W.O. #E170330F) project:

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From:

<u>FUNDING</u> <u>SOURCE</u>	<u>FUND/DEPT/ACCT</u> <u>NO.</u>	<u>APPROPRIATION</u> <u>AMOUNT</u>
Proposition K – Year 14	43K/10/10G537	\$ 10,000
Proposition K – Year 15	43K/10/10H537	<u>\$503,758</u>
Total:		\$513,758

To:

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

1014 – Construction Salaries	\$ 73,400
1101 – Hiring Hall Salaries	\$102,800
1121 – Hiring Hall Fringe Benefits	\$ 41,100
3180 – Construction Materials and Supplies	<u>\$296,458</u>
Total:	\$513,758

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 Andres Pico Adobe is located at 10940 Sepulveda Boulevard, Mission Hills, California 91345 within Council District 7. The Andres Pico Adobe was originally constructed in 1834. In 1962, the City of Los Angeles, Cultural Heritage Board declared this house a historical landmark. This is also registered as California State Landmark No. 362. Among the features found here are: the adobe house, a courtyard, a picnic area, parking area, and a grass lawn.

The Proposition K specified scope is as follows: "Renovate outdoor areas, restrooms, lighting". The proposed project's scope of work will enhance the park by remodeling one restroom for ADA compliance, resurfacing the existing parking lots surrounding the adobe building with

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historical looking material, irrigation improvements, and lighting improvements outside the house. Included in the project scope are the demolition and removal of a deteriorated trellis.

Due to the Proposition K funding deadline in the current fiscal year, the project's construction contract must be awarded prior to the end of the current Fiscal Year 2011-12 (by June 30, 2012). In addition, this is the type of work that GSD has successfully completed for RAP in the past. In order to meet the construction award schedule without permanently losing the Proposition K funding for this project, 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 submitted a preliminary cost estimate of \$467,053. The BOE total construction cost estimate for the projects is \$403,110; however, based on a review of GSD's preliminary construction cost estimate, BOE is of the opinion that bidding out the project for construction is not feasible at this time, due to the time constraints, and that the GSD estimate is reasonable and achievable within already allocated project funds. A construction contingency, in the amount of \$46,705 is also being recommended for appropriation to GSD. Use of the contingency will require advance written approval by the BOE Project Manager or their designated representative. Upon approval of the Board and the City Council, a total of \$513,758 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 two hundred seventy (270) calendar days for the project. The term of the proposed MOU is 30 months, which is longer than 270 days initial construction period; the extended period accounts for the time it takes to transfer funds to GSD, and the significant potential for unforeseen discoveries and resultant delays when we remodel this 1834 constructed historic housing complex.

The subject project will consist of maintenance, repair, stabilization, rehabilitation, restoration, preservation, conservation or reconstruction of historical resources in a manner consistent with the Secretary of Interior Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings (1995) Weeks and Grimmer. Therefore, the project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1(1) and Class 31 of the City CEQA Guidelines. A Notice of Exemption (NOE) was filed with the City and County Clerks on June 10, 2010. The project scope has not been substantially changed, therefore, the NOE is still valid and no further CEQA documentation is required.

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

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FISCAL IMPACT STATEMENT:

There is no fiscal impact for this renovation project at Andres Pico Adobe. Current staff will continue to provide the necessary maintenance service. Improvements will be an asset to this facility.

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