

APPROVED  
JAN 11 2012

REPORT OF GENERAL MANAGER

NO. 12-002

DATE January 11, 2012

BOARD OF RECREATION  
AND PARK COMMISSIONERS

C.D. 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: HARBOR CITY PARK – SENIOR BUILDING RESTROOM RENOVATION (PRJ20597) PROJECT – MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS AND THE DEPARTMENT OF GENERAL SERVICES, CONSTRUCTION FORCES DIVISION

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

*[Signature]*  
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Withdrawn \_\_\_\_\_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) and the Department of General Services, Construction Forces Division (GSD), to provide construction services for the Harbor City Park - Senior Building Restroom Renovation (PRJ20597) project, subject to the approval of the City Attorney as to form;
2. Authorize the reallocation of \$180,000, previously allocated for the Harbor City Park - Building and Outdoor Park Improvements (PRJ20277) project, approved on January 5, 2011, per Board Report No. 11-002, for the Harbor City Park - Senior Building Restroom Renovation (PRJ20597) project;
3. Approve the allocation of \$180,000 in Quimby Fees, from the Harbor City Park Account No. 460K-HC, for the Harbor City Park - Senior Building Restroom Renovation (PRJ20597) project, as described in the Summary of this Report;
4. Direct the Department's Chief Accounting Employee to request that the City Administrative Office (CAO) include in the CAO report to the City Council and Mayor, a recommendation that the following appropriations, in the amount of \$166,632 be approved for the construction of the Harbor City Park - Senior Building Restroom Renovation (PRJ20597) project;

REPORT OF GENERAL MANAGER

PG. 2                      NO. 12-002

From:

<u>FUNDING SOURCE</u>	<u>FUND/DEPT./ ACCT. NO.</u>	<u>ENCUMBRANCE AMOUNT</u>
Quimby	302/89/460K-HC	<u>\$166,632</u>
TOTAL		\$166,632

To:

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

1114 – Construction Salaries	\$73,000
1100 – Hiring Hall Salaries	\$70,632
1120 – Hiring Hall Fringe Benefits	<u>\$23,000</u>
TOTAL	\$166,632

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 RAP Project Manager;

5. Direct the Board Secretary to transmit forthwith the MOU to the City Attorney for review and approval as to form; and,
6. Authorize the General Manager to execute the proposed MOU, subject to review and approval as to form by the City Attorney.

SUMMARY:

Harbor City Park is located at 24901 Frampton Avenue in the Harbor City community of the City. This 11.07 acre property includes picnic areas, ball diamonds, basketball courts, a child care center, a gymnasium and a senior center. Due to the size of the park, and the facilities, features, programs, and services it provides, Harbor City Park meets the standard for a Community Park; as defined in the City's Public Recreation Plan.

Department staff has determined that refurbishment of the existing restroom facilities in the Senior Center Building are necessary for the facility to continue to meet the needs of the surrounding community. The existing 250 square foot restroom in the Senior Center Building will be renovated to meet Americans with Disabilities Act (ADA) requirements. Project scope includes the demolition of existing facilities, construction and installation of new concrete floors, plumbing, electrical, walls and drywall, doors, partitions, tiles, bathroom accessories; and, painting and finishing.

## REPORT OF GENERAL MANAGER

PG. 3                      NO. 12-002

Staff recommends awarding this project to GSD in lieu of conducting a competitive construction bid process due to the following reasons:

- GSD has shown knowledge and expertise in construction and renovating ADA-compliant restrooms throughout the City.
- The project is on a fast track schedule in order to meet the needs of the surrounding community in the most expeditious manner. Approximately three to four months can be saved from the regular bid and award time by having GSD and their selected City-approved vendors perform construction. GSD is authorized to perform this work per Los Angeles Administrative Code Section 22.535(a)(5).

RAP will provide project management, design, and construction administration and management services.

Upon approval of this Report, \$180,000 in Quimby Fees from the Harbor City Park Account No. 460K-HC, previously allocated for the Harbor City Park - Building and Outdoor Improvement Restroom Renovation (PRJ20277) project, can be reallocated to the Harbor City Park - Senior Building Restroom Renovation (PRJ20597) project.

The total Quimby Fees allocation for the Harbor City Park - Senior Building Restroom Renovation (PRJ20597) project is \$180,000. These Fees were collected within two miles of Harbor City Park, which is the standard distance for the allocation of the Quimby Fees for community recreational facilities.

Staff has determined that the subject project will consist of modifications to existing park facilities involving 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(1,4) of the City CEQA Guidelines.

### FISCAL IMPACT STATEMENT:

The approval of this allocation of Quimby Fees should not have any fiscal impact on the Department as the estimated costs for the design, development, and construction of the proposed park improvements are anticipated to be funded by Quimby Fees or funding sources other than the Department's General Fund and the maintenance of the proposed park improvements will be performed by existing staff with no overall impact to existing maintenance service.

This report was prepared by Darryl Ford, Management Analyst II, Planning, Construction, and Maintenance Division.