

APPROVED
MAY 16 2012

REPORT OF GENERAL MANAGER

NO. 12-143

DATE May 16, 2012

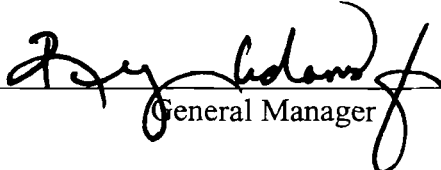
BOARD OF RECREATION
& PARK COMMISSIONERS

C.D. 1

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: ELYSIAN PARK PHASE II – IMPROVEMENTS TO ATHLETIC FIELDS, RESTROOMS, AND TRAILS (W.O. #E170436F) PROJECT – MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS, THE DEPARTMENT OF PUBLIC WORKS, BUREAU OF ENGINEERING AND THE DEPARTMENT OF GENERAL SERVICES, CONSTRUCTION FORCES DIVISION

| | | | |
|-----------|-------|-------------|-------------|
| R. Adams | _____ | K. Regan | _____ |
| H. Fujita | _____ | *M. Shull | <u>erks</u> |
| V. Israel | _____ | N. Williams | _____ |



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

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), the Department of Public Works, Bureau of Engineering (BOE), and the Department of General Services (GSD), Construction Forces Division to provide construction services for the Elysian Park Phase II – Improvements to Athletic Fields, Restrooms, and Trails (W.O. #170436F) 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 \$800,000, be approved for the construction of the Elysian Park Phase II – Improvements to Athletic Fields, Restrooms, and Trails (W.O. #170436F) project

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From:

| <u>FUNDING SOURCE</u> | <u>FUND NO./DEPT. NO./ACCT. NO.</u> | <u>APPROPRIATION AMOUNT</u> |
|----------------------------------------|-----------------------------------------|---------------------------------|
| Proposition K – Year 15 | 43K/10/10H231 | \$ 300,000 |
| Proposition K – Year 15 ⁽¹⁾ | 43K/10/TBD | <u>\$ 500,000</u> |
| Total | | <u>\$ 800,000</u> |

To:

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

| | |
|----------------------------------------------|-------------------|
| 001014 – Construction Salaries | \$ 160,000 |
| 001101 – Hiring Hall Salaries | \$ 114,286 |
| 001121 – Hiring Hall Fringe Benefits | \$ 45,714 |
| 003180 – Construction Materials and Supplies | <u>\$ 480,000</u> |
| Total | <u>\$ 800,000</u> |

(1) Availability of funds pending approval by the City Council of the Engineer’s Report for Fiscal Year 2012-13, which includes reprogramming of Proposition K funds for this project.

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 MOU to the City Attorney for expedited review and approval as to form; and,
4. Authorize the General Manager to execute the MOU, subsequent to the approval of the City Attorney as to form.

SUMMARY:

The proposed project is a Proposition K Specified project located at 835 Academy Road, Los Angeles, California 90012 in Council District 1. The Proposition K line item scope of work includes “acquisition of additional land, improvements to athletic fields and trails, road refurbishment, lighting, and restrooms.”

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The project is proposed to be constructed in phases. The land acquisition was authorized by the Board of Recreation and Park Commissioners on June 2, 1999 (Board Report No. 229-99, Resolution No. 9805). The property located at the intersection of Riverside Drive and Stadium Way, also known as 1800 Riverside Drive, was acquired with Proposition K funds in Year 2 of the Program. The RAP regional staff and the Local Volunteer Neighborhood Oversight Committee (LVNOC) provided a list of priorities for the remaining project scope of work. Phase I consisted of the improvements to one (1) athletic field and one (1) restroom, was completed in October 2011. Phase II will consist of the improvements to the next priority athletic field, restroom, and trails. Phase III includes the future scope of work for road refurbishment and lighting.

The detailed scope of work for the Phase II project includes public restroom facilities upgrade for code compliance, including disabled access, structural, electrical, mechanical, and plumbing upgrades. The project also includes improvements to the athletic field and trails.

Staff recommends awarding this project to GSD in lieu of conducting a competitive construction bid process. GSD completed Phase I of this project and has completed a number of public restroom projects with a similar scope of work.

The project is funded by Proposition K, and additional Proposition K funds are proposed to be reprogrammed to this project in the current fiscal year. For this reason, the project must now have a construction contract awarded before the end of the current Fiscal Year 2011-2012 (i.e. by June 30, 2012). There is now insufficient time remaining to proceed through the normal bid and award process. In order to meet the construction award schedule without losing the Proposition K funding, 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 has not prepared a construction cost estimate for the project. The BOE total construction cost estimate for the project is \$720,000. After a construction estimate has been prepared by GSD, if the GSD and BOE estimates are substantially different, BOE will report back to the Board and make any additional recommendations for the Board's consideration. A construction contingency, in the amount of \$80,000, is also being recommended for appropriation to GSD. However, use of the contingency will require advance written approval by the BOE Project Manager or his designated representative. Upon approval of the Board and the City Council, a total of \$800,000 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 365 calendar days for the project.

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Staff has determined that the subject project will consist of interior and exterior alteration for code compliance to an existing park facility with 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) of the City CEQA Guidelines.

Council District 1 and the Metro Region staff support the recommendations as set forth in this report.

FISCAL IMPACT STATEMENT:

At this time, there is no fiscal impact to RAP's General Fund for the approval of this board report. Once this project is completed, operational maintenance costs will be determined. Upon project completion, a request for funding will be submitted in future RAP annual budget requests.

This Board Report was prepared by Shashi Bhakta and Cathie Santo Domingo, Project Manager, Recreational and Cultural Facilities Program, Bureau of Engineering (BOE). Reviewed by Neil Drucker, Program Manager, Recreational and Cultural Facilities Program, BOE; Deborah Weintraub, Chief Deputy City Engineer, BOE; and Michael A. Shull, Superintendent, Planning, Construction and Maintenance Division, Department of Recreation and Parks.